

# EMIS Advisory Council



October 7, 2020

# Teams Meeting Information, 1

- Please mute your microphone when you are not speaking to minimize noise.
- If you wish to comment, signal us by using the “Raise Your Hand” feature on the Teams toolbar.
- As you unmute yourself to comment, please also turn on your camera (if possible) so people can see you.

# Teams Meeting Information, 2

- Please identify yourself when speaking and especially when making a motion such as moving to approve the minutes, so we have a correct public record of what happened today.
- There is no public participation today; non-council observers are asked to stay muted.

# Teams Meeting Information, 3

- We are not recording the meeting so that the records mimic our in-person meetings.
- The Teams application does include a “Chat” feature. Any comments that are entered into chat will be preserved as a public record.

# Agenda

- Welcome/Roll Call
- Approval of June Minutes
- Recommendations from EMIS Professional Qualifications and Development Workgroup
- Updates from SLDS Grant Workgroup, SDC Workgroup, and CTE Workgroup
- Other Items and Adjournment

# Roll Call

- Please unmute and say "here" when your name is called.
- New members:
  - Kristine Blind - Treasurer/CFO, London City School District
  - Ben Richards – Superintendent, Valley View Local Schools
  - Elena Sanders – Financial Manager, Office of Fiscal – Budget and School Funding (replacing Aaron Raush)
- Last meeting:
  - Carrie Herringshaw – Treasurer, Penta Career Center

# Approval of June 2020 Minutes

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Edit from Council member Kirsten Hill

- Page 2, *SLDS Grant Workgroup Creation*, “Project 3: Using data to identify students at risk of not graduating”
  - 3rd bullet: “...in detailed ~~detail~~-design sessions...”

# **Recommendations from EMIS Professional Qualifications and Development Workgroup**

# Previous Meetings

- Qualifications and competencies
- Professional development and training
- State licensure and process
- OAEP certification and process
- Advantages/disadvantages of options
- Five main challenges as identified by group
- Framework of support for EMIS coordinators
- Solutions/Implementation

# Main Challenges



# A Foundation in Four Steps

# Four Steps

Standing Subgroup

Best Practices

New EMIS Manual Section

Training for New EMIS Coordinators

*A **standing subgroup** meant to advise the Council on a regular basis until December 31, 2021, regarding Department initiatives needed to support EMIS coordinators.*

**Best Practices**

**New EMIS Manual Section**

**Training for New EMIS Coordinators**

## Standing Subgroup

*Department to develop and publish **best practices** for districts to follow regarding EMIS staff, data, and reporting.*

## New EMIS Manual Section

## Training for New EMIS Coordinators

## Standing Subgroup

## Best Practices

*Department to develop and publish a **new EMIS Manual section** that goes beyond EMIS reporting rules to include information about EMIS staff, data, and reporting.*

## Training for New EMIS Coordinators

**Standing Subgroup**

**Best Practices**

**New EMIS Manual Section**

*Department to develop a more formalized, structured training for new EMIS coordinators.*

# Recommendation

While the EMIS Professional Qualifications and Development workgroup is not recommending licensure for EMIS coordinators, the workgroup is recommending the following four items.

- 1. The EMIS Advisory Council to create a subgroup meant to advise the Council on a regular basis until December 31, 2021, regarding Department initiatives needed to support EMIS coordinators.*
- 2. The Department to develop and publish best practices for districts to follow regarding EMIS staff, data, and reporting.*
- 3. The Department to develop and publish a new EMIS Manual section that goes beyond EMIS reporting rules to include information about EMIS staff, data, and reporting.*
- 4. The Department to develop a more formalized, structured training for new EMIS coordinators.*

# Discussion of Recommendations

# Next Steps

- Typically, recommendations from workgroups are included in an annual Council report
- If the Council would like to include these recommendations in their next annual report, is there a motion to do so?

# Recommendation of the Council

# SLDS Grant Workgroup Updates

# SLDS Grant Workgroup Updates, 1

- The Statewide Longitudinal Data System Grant workgroup held its first meeting August 25.
- The workgroup had 26 members in attendance, representing guidance counselors, EMIS staff, and school administrators.
- Most of the meeting was a detailed review of the grant projects.

# SLDS Grant Workgroup Updates, 2

- During small group work, members gave initial input on the project related to
  - Challenges they face in understanding where students stand on progress towards graduation
  - Based on the introduction of the project, what is challenging/exciting at this point?
  - What other ideas do you have on how the project can help students progress towards graduation?
- The next meeting of the workgroup will be December 10.

# **Secure Data Center (SDC) Workgroup Updates**

# SDC Workgroup Updates, 1

- The workgroup met in February to identify ways to improve user experience with the Secure Data Center.
- They brainstormed to identify strengths and challenges or opportunities for improvement with the current system.
- They also identified what's missing from the current system and discussed what is not needed and can be removed as the new system is designed.
- Members began building a list of challenges/opportunities for improvement.
- Workgroup members also identified a list of missing reports.

# SDC Workgroup Updates, 2

- At our second meeting, held last week, the workgroup watched a demonstration of the platform (Power BI) that will be used to build the new SDC.
- The members also reviewed the list of recommended changes identified in the first meeting to confirm the wording is correct and that the item is still relevant.

# SDC Workgroup Updates Strengths/Challenges

The workgroup identified the following

- ✓ 7 strengths that should be kept in the new system
- ✓ 2 challenges with resources or training
- ✓ 1 challenge with the functionality of the current SDC
- ✓ 2 challenges with the timing of the reports
- ✓ 3 challenges to improve the number and type of users of the reports

# SDC Workgroup Updates

## Missing/Unneeded

The workgroup identified the following

- ✓ 8 different resources or trainings that are missing
- ✓ 12 things missing around the functionality of the reports
- ✓ 17 reports that are needed but currently do not exist
- ✓ ZERO items in the current system that are unneeded and can be eliminated

# SDC Workgroup Updates

## Next Steps

- The complete list of recommendations for changes will be sent to workgroup members for them to prioritize
- They will vote on their top (number 1) item to 'fix'
- They also will identify their next four priorities from the list
- A third meeting will be held to review the votes and confirm that the items chosen represent the workgroup's priorities for ODE to address
- The final list of all recommendations will be sent to the full Council for your review and consideration for approval

# CTE Workgroup Updates

# CTE Workgroup Updates, 1

- Workgroup first met in February 2020. COVID concerns delayed the next meeting until September 24.
- Charge of the workgroup is to provide a forum for discussion and recommendations around the use of data within CTE, especially as it relates to EMIS reports.
- Reviewed output of the first meeting, summarized as a set of report guidelines on report content and working with reports.

# Report Guidelines, 1

## Report content

- Whenever possible, minimize the number of errors on a report that cannot be resolved; use lower severity if possible
- Whenever possible, include student names on reports
- Be aware of information overload within a single report
- Always include fields needed to break a report into smaller pieces, if relevant

# Report Guidelines, 2

## Working with reports

- Make sure business rules include what is and is not included-should be detailed or linked in the report explanation
- When more than one district involved, consider how districts will work together to resolve issues
- Provide overview reports that summarize detail data into appropriate categories
- Detail reports are important, but it is a challenge to combine reports to get a clear overall picture

# CTE Workgroup Updates, 2

- In addition, we reviewed a list of over 50 existing or potential new reports related to CTE data
- Workgroup members gave feedback on which reports would be most valuable and if any changes from existing reports would be helpful
- Finally, we gathered feedback on any other CTE-related data issues that were not related to reports

# Possible New CTE Reports

Reports are needed for several areas within CTE data reporting

- Funding
- March reporting
- Graduation
- Concentrators
- Accountability
- Industry Credential reimbursement
- Assessment reporting/rollup

# Additional Items

# Additional Items

- Access to the SDC – Standard vs. Student Level Drilling
- Discussion around additional data elements collected to support districts as they reset and restart because of COVID-19
  1. Mode of instructional delivery
  2. Types of internet connectivity and access to technology

# Council Next Steps

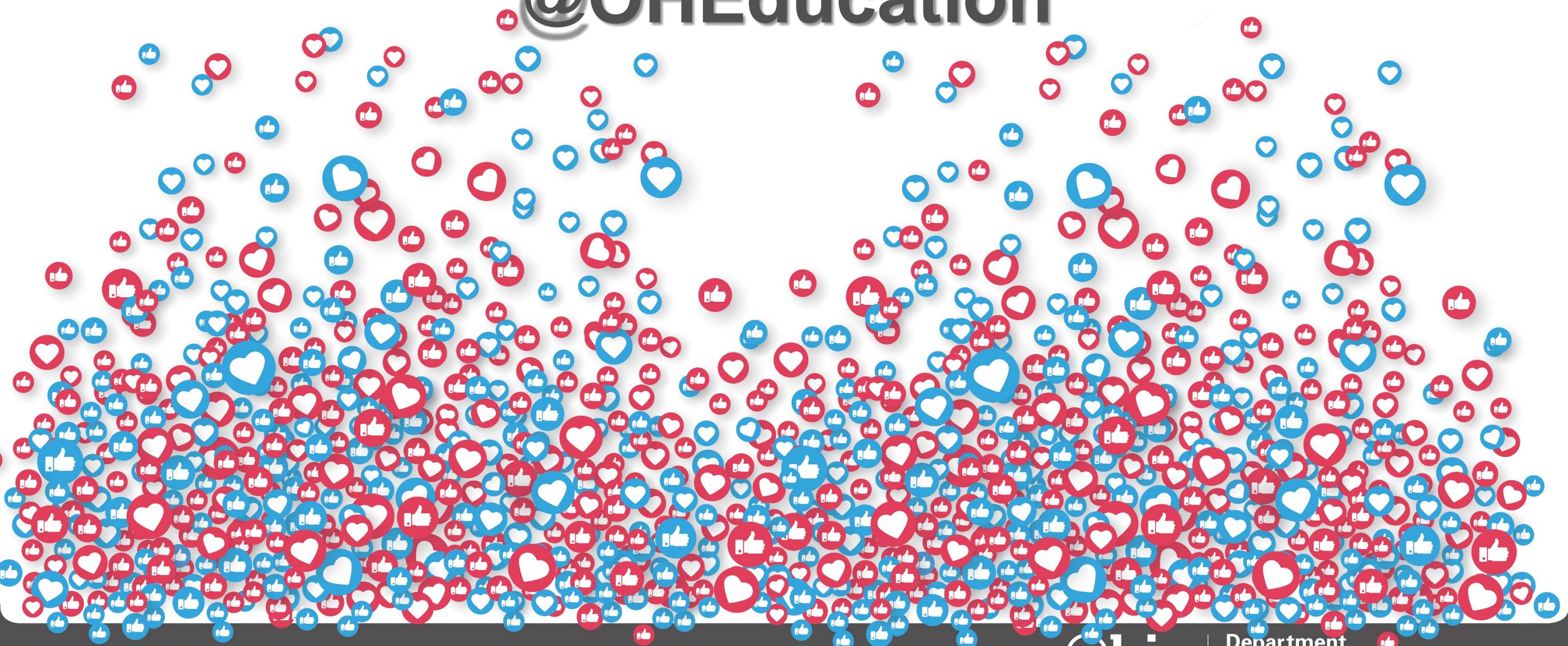
- Proposed Next Advisory Council Meeting Dates
  - Tuesday, January 19, 2021, from 9:00-11:00 a.m.
  - Wednesday, January 27, 2021, from 9:00-11:00 a.m.
  - Monday, February 1, 2021, from 10:00 a.m.-12:00 p.m.
- Email [Taylor.Beougher@education.ohio.gov](mailto:Taylor.Beougher@education.ohio.gov) with your availability for the dates/times above
- Motion to adjourn



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