

## EMIS Advisory Council: EMIS Professional Qualifications and Development Workgroup

<b>Location</b>	Virtual meeting via Microsoft Teams
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<b>Date</b>	Tuesday, September 8, 2020; 2:00pm-4:00pm
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<b>Facilitators</b>	<b>Deidre Wunderlich</b>	<b>Ashley Castle</b>	<b>Erica Weaston</b>
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<b>Attendees</b>	<b>Sheri Ballman</b>	<b>Carrie Herringshaw**</b>	<b>Lisa McCullough**</b>	<b>Deron Schwieterman</b>
	<b>Michele Baughman</b>	<b>Kirsten Hill**</b>	<b>Marianne Moots</b>	<b>Ryan Shively **</b>
	<b>Toni Brady</b>	<b>Robin Hill</b>	<b>LuAnn Mulica</b>	<b>Mary Smith</b>
	Christy Bosch	<b>Paul Hopkins</b>	<b>Lynne Odorizzi</b>	<b>Catherine Wright</b>
	Dan Coffman	<b>John Kellogg**</b>	<b>Adam Pittis</b>	
	<b>Elizabeth Davis**</b>	<b>Tami Kunesh</b>	<b>Kim Rhoads**</b>	
	<b>Diane Fabian</b>	<b>Renae Lyons**</b>	Brad Ritchey	
	Lydia Gaddis	<b>Jamie McClary</b>	<b>Penny Rucker**</b>	

\*\* Indicates the workgroup member is also on the EMIS Advisory Council

<b>Agenda Items</b>	<b>Facilitator</b>	<b>Approx. Start Time</b>
Welcome/Introduction to Microsoft Teams/Roll Call	Deidre Wunderlich	2:00
Approval of February meeting minutes	Deidre Wunderlich	2:10
Review of Previous Meetings/Main Challenges	Deidre Wunderlich	2:20
Professionalization	Deidre Wunderlich	2:35
Four Step Framework	Deidre Wunderlich	2:50
Next Steps/Recommendations/Discussion	Deidre Wunderlich	3:20
Adjournment	Deidre Wunderlich	4:00

### Meeting Minutes

#### Welcome/Roll Call

- The meeting was called to order by Deidre Wunderlich at 2:03pm.
- The first order of business was roll call. All members were present except for Michele Bell, Christy Bosch, Dan Coffman, Lydia Gaddis, Tom McGee, and Brad Ritchey.

#### Approval of February meeting minutes

Renae Lyons moved the February 4<sup>th</sup> meeting minutes and Penny Rucker provided the second. The minutes were approved without objection and will be posted on the EMIS Advisory Council webpage.

#### Workgroup Recap

Deidre Wunderlich reviewed the discussion of the previous workgroup meetings and recapped the five main challenges that were identified by the members.

The challenges included:

1. Lack of Support

2. Lack of Understanding
3. Lack of Collaboration
4. Lack of Training
5. Lack of Resources

Deidre then moved on to discuss what it means to be in an occupation versus a profession. She explained a person in an occupation is respected for what is produced, there is no code of conduct or best practices and structured, ongoing training is not required or available.

A profession is an occupation or vocation that requires specialized training, knowledge, qualification, and skills, it's guided by a certain code of conduct and it's an occupation or vocation which requires a high degree of knowledge and expertise in a specific field.

Deidre then discussed the four recommendations to take to the EMIS Advisory Council to address the five main challenges. They include:

1. *The EMIS Advisory Council to create a standing subgroup meant to advise the Council on a regular basis regarding the current status of 'EMIS coordinator' as a profession and any 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.*

### **Motion to Approve Package of Recommendations**

Deidre asked for a motion to recommend the package to the full advisory council.

John Kellogg moved and Sheri Ballman provided the second.

### **Discussion on the Package of Recommendations**

Elizabeth Davis expressed support of the idea of moving from an occupation to a profession.

Carrie Herringshaw said some districts already are professionalizing the role of the EMIS coordinator while in other districts, it is an occupation, but that's the decision made by each district to fit their needs. They post for the position and determine the qualifications and job responsibilities based on their needs and it is not up to this workgroup to decide if it's an occupation or profession. She also said that districts are held accountable for their data via the report cards, and that it is up to each district to decide whether and how to address that.

Other members of the workgroup questioned the need for recommendation #1 saying that this workgroup had been created to issue recommendations, and the purpose was not to create some other advisory body to continue working on the issue. There were also concerns that this recommendation seems to imply that there would be an ongoing effort to professionalize the position and to reconsider licensure.

State Board member Kirsten Hill asked if other EMIS workgroups ended with the creation of an ongoing advisory body. ODE staff indicated no, when the workgroup ended, there was no additional body. She also questioned if there are any "standing" groups that have no end date and stated that when there is no due date, work tends not to get done.

Diane Fabian commented that the creation of the advisory body is confusing. In the explanatory documents sent to work group members, one of the reasons for the standing advisory body is to create a forum for ongoing consideration of EMIS coordinator licensure, yet the workgroup did not recommend licensure.

ODE staff explained Diane is correct. The four recommendations are a framework to professionalize the job and the purpose of the advisory body is to continue to bring accountability to the work of the agency and to provide guidance as ODE staff perform the work. As initially introduced, recommendation #1 would allow for a forum for someone to raise the licensure question at some point in the future, but there is no intent to regularly undertake such a review.

After more discussion on whether to keep recommendation #1 in the package, board member Kirsten Hill made a motion to amend the item as follows:

1. *The EMIS Advisory Council to create a ~~standing~~ subgroup meant to advise the Council on a regular basis until December 31, 2021, regarding the current status of 'EMIS coordinator' as a profession and any Department initiatives needed to support EMIS coordinators.*

Penny Rucker provided the second.

Discussion on the amendment followed.

Carrie Herringshaw asked the sponsor of the amendment if she was agreeable to a change to make it clear that the advisory body does not have a role in advising on the current status of EMIS. She made a motion to amend the language to say the following:

1. *The EMIS Advisory Council to create a ~~standing~~ subgroup meant to advise the Council on a regular basis until December 31, 2021, regarding ~~the current status of 'EMIS coordinator' as a profession and any Department initiatives needed to support EMIS coordinators.~~*

Penny Rucker provided the second.

A vote was taken on the amendment as amended and the vote was 17-7 in favor of the amendment. The vote sheet is attached to the minutes to show the yeas and nays.

The question then turned to the package of recommendations as amended.

Member Carrie Herringshaw made a motion to amend to add an overarching statement before the four recommendations to say:

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

Diane Fabian provided a second. The vote was taken and the vote was 17-6 in favor of the amendment. The vote sheet is attached to the minutes to show the yeas and nays.

The question returned to the package of recommendations as amended.

A vote was taken and the vote was 19-4 in favor of sending the recommendations back to the council. The vote sheet is attached to the minutes to show the yeas and nays.

Penny Rucker made a motion to adjourn as the workgroup had completed its business. Paul Hopkins provided the second and the motion was agreed to without objection. The work group adjourned at 4:16pm.

Name	Roll Call	Feb Meeting Minutes	Motion to move recommendation package	Motion to Amend - Amendment #1	Motion to Amend - Amendment #2	Motion to Amend - Amendment #3	Vote on amendment #1 as amended by amendment 2	Vote on amendment #3	Vote on sending the package to the council	Vote to adjourn
Adam Pittis	X						N	Y	Y	
Ashley Castle	X						Y	Y	Y	
Brad Ritchey										
Carrie Herringshaw**	X				move	move	Y	Y	Y	
Catherine Wright	X									
Christy Bosch										
Dan Coffman										
Deidre Wunderlich	X						Y		Y	
Deron Schwieterman	X							Y		
Diane Fabian	X					2nd	Y	Y	Y	
Elizabeth Davis**	X						Y	N	Y	
Erica Weaston	X						Y	Y	Y	
Jamie McClary	X						Y	Y	Y	
John Kellogg**	X		move				Y	Y	Y	
Kim Rhoads**	X						Y	Y	Y	
Kirsten Hill**	X			move			Y	Y	Y	
Lisa McCullough**	X						N	N	N	
LuAnn Mulica	X						N	N	N	
Lydia Gaddis										
Lynne Odorizzi	X									
Marianne Moots	X						Y	Y	Y	
Mary Smith	X						Y	Y	Y	
Michele Baughman	X						Y			
Paul Hopkins	X						Y	Y	Y	2nd
Penny Rucker**	X	2nd		2nd	2nd		Y	Y	Y	move
Renae Lyons**	X	move					N	N	Y	
Robin Hill	X						N	N	N	
Ryan Shively **	X						Y	Y	Y	
Sheri Ballman	X		2nd				N	N	N	
Tami Kunesh	X						Y	Y	Y	
Toni Brady	X						N	Y	Y	
		Approved without								Approved without objection-

