
Inventory of Existing Professional Development & Training Opportunities for EMIS Coordinators

ODE ITC EMIS TRAININGS

These trainings are offered by the EMIS training staff at the ITCs (or facilities arranged by the ITCs). These trainings are intended mainly for EMIS coordinators and include reporting information and change information. In the winter, these sessions are held remotely via Skype and conference call. The schedules for these trainings are available on the EMIS Training webpage.

- ✦ In person at ITCs
- ✦ Via Skype (winter and final sessions)
- ✦ Recorded Skype sessions

ODE NEW EMIS COORDINATOR TRAINING

The Department's EMIS training team provides training for new EMIS coordinators (those with three or fewer years' experience with EMIS) in August and in April. These are two distinct trainings that each focus on the basics of reporting. The April training is slightly more advanced than the August training and includes information more relevant to spring and end of year reporting. When these sessions are scheduled, the relevant information is included in the EMIS Newsflashes.

EMIS TRAINING VIDEOS

These videos have been created to assist with understanding EMIS, EMIS data, and EMIS reporting. Though the primary intended audience is EMIS coordinators, these videos will also be helpful to district staff at all levels. Be sure to visit the EMIS Videos page often, as more videos are being developed.

EMIS ALLIANCE TRAININGS

These trainings are provided by ITC staff for EMIS coordinators. These trainings are developed in concert with EMIS at ODE and are intended to assist districts on a more detailed level than ODE is able to provide. For information about these trainings, contact your ITC.

OTHER ODE EMIS PRESENTATIONS

At times, EMIS staff present at other conferences or locations. When available, those presentations are posted on the EMIS Presentations webpage.

OAEP AND OEDSA

EMIS staff present on different EMIS reporting topics at conferences. The number and topic of these trainings varies based on requests by the conference organizers.

ITC PROVIDED TRAININGS

Though the details differ by location, ITCs generally offer training opportunities to their customer districts.

Discussion Questions

1. Are there any additional training opportunities not currently reflected in the inventory? If so, what are they?

2. For each training in the inventory

- Who from your district attends? (List by position; if more than one, list all)
 - What are the strengths?
 - What are the areas needing improvement?
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3. For non-EMIS staff: Are you aware of these opportunities for your EMIS Coordinator?

- If yes...
 - Have you sent your EMIS coordinator to these training opportunities on a regular basis? (please say which they attend regularly and which they do not)
 - Do you feel the trainings have value?
 - If no...
 - Currently, we share information about upcoming trainings via the Newsflash and on our website, how can we better advertise so that superintendents and EMIS coordinators are more aware of these opportunities?
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4. We provide trainings via multiple formats: in-person, Skype, conference presentations, and pre-recorded videos.

- Are you aware of all these formats?
 - Is there a format we are missing that would work better for you?
 - Is there a format you think is particularly unhelpful?
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5. Are there critical audiences that impact EMIS reporting that are not covered with existing training opportunities? If yes...

- Would more training for non-EMIS staff ultimately help EMIS coordinators?
 - What type/format of trainings should be the focus?
 - Short term and long-term suggestions and ideas.
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6. Regarding the new training videos that you watched prior to this meeting, what topics should we cover for both EMIS and non-EMIS users?