EMIS ADVISORY COUNCIL

Statewide Longitudinal Data Systems (SLDS) Grant Workgroup Agenda

Location	Ohio Department of Education, 25 S. Front St., Columbus, OH Conference Room 102		

Date	Wednesday, December 1, 2021; 1:00-3:00pm		

Facilitators	David Ehle**	Marianne Mottley**		

Attendees	**Alex Ahlers**	Stephanie Heidenreich	Carrie Long	Amy Szymanski
	Crystal Aker	Lee Herman	Bethany Lopez	**Bill Wagner**
	Jeremy Beardmore	Kirsten Hill**	Karen Meister	Alice Weygandt
	Greg Cosimi	**Suzette Jackson**	Helen Mills	**Teresa Williams**
	Scott Davie	Brian Jettinghoff	**Amber Myers****	Graham Wood
	Bryan Drost	Heather Keating	Kim Rhoads**	
	Sue Hall	Kylea Kimmerly	**Ben Richards****	
	Jamie Hamilton	Dara LaForest	Ryan Shively	

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

Agenda Items	Facilitator	Approx. Start Time
Welcome/Roll Call/Agenda Review	David Ehle	1:00
Approval of June 2021 Meeting Minutes	David Ehle	1:10
Updates on Student Claiming Module	David Ehle	1:15
Collect Input on the Following Topics:		
Other Reports for ODDEX	David Ehle	1:30
Progress Towards Graduation- Basic Requirements	David Ehle	1:45
PTG- Report Defaults and User Interface	David Ehle	2:00
PTG- Reports on Individual Students	David Ehle	2:15
PTG- Reports on Groups of Students	David Ehle	2:35
Upcoming Focus Groups	David Ehle	2:50
Next Steps/Adjournment	David Ehle	3:00

Meeting Minutes

Welcome/Roll Call

- The meeting came to order at 1:00pm.
- All members were present except for Jeremy Beardmore, Greg Cosimi, Scott Davie, Bryan Drosft, Stephanie Heidenreich, Lee Herman, Kirsten Hill, Brian Jettinghoff, Heather Keating, Kylea Kimmerly, Dara LaForest, Carrie Long, Bethany Lopez, Karen Meister, Helen Mills, Kim Rhoads Atwell, Ryan Shively, Amy Szymanski, Alice Weygandt, and Graham Wood.

Approval of June 2021 Meeting Minutes

- Amber Myers moved to approve the minutes from the June 8 meeting. Crystal Aker provided the second. The minutes were approved without objection.

Updates on Student Claiming Module (SCM)

- A soft release occurred earlier this fall. The elease was delayed to allow work on performance issues in ODDEX. To date, just over 400 students have been claimed.
- Why student claiming?
  - Earlier access to student records
  - Earlier notification to the district a student is leaving
  - Fewer incorrect SSIDs
  - Improved grade placement of new students
  - Better high school graduation planning
- Options in the SCM
  - New menu bar option in ODDEX
  - Can claim a new student, review prior claims related to your district, and cancel claims of students not yet reported as enrolled in SCR
- The Claiming Process
  - Five basic steps to claiming a student
  - Each page has a bar across the top
  - Bar will grow as you complete each step for a student
  - May have multiple screens for the same step
  - Only way to return to an earlier step is to cancel or exit the current claim and start again

Discussion/Feedback:

    Other Reports for ODDEX
  - Currently, reports in ODDEX are limited
    - Data dump
    - Screen print
  - SLDS project will add PDF report options
  - Need to test how PDF reports will work
  - Brainstorming: 3 useful reports to add to existing ODDEX modules

- o Filter down enrollment data to open enrolled out students
- o Filter out or sort tools for assessment

Progress Towards Graduation
- o Requirements are complex- establish a shared format for understanding a student's progress (especially transfers!)
- o Also create school and district level reports for administrators to allow for planning and monitoring
- o Formats at a high level (including for parents) as well as formats showing all the detailed data that went into showing requirements as met or not
- o PDF reports to make it easy to share

Progress Towards Graduation- Basic Requirements
- o The following questions were proposed to the workgroup and their feedback is documented below:
  - o What are the problems/challenges you face around tracking students meeting graduation requirements?
    - ▪ Would be helpful to have something to mirror Google doc that districts have currently
    - ▪ Gaps and nuances between:
      - • Physical science, chemistry, and advanced biology
      - • PE waivers
      - • Financial literacy
    - ▪ In need of supplemental guidance documents for these gaps/nuances
    - ▪ Pain points with SIS will surface those issues
  - o What aspects of graduation tracking are most repetitive and/or take the most of your time?
  - o What do you need to better understand about student status in meeting grad requirements?
    - ▪ Layers of flexibility (i.e. COVID)
  - o Same question for administrators?
    - ▪ Group level reports that give counts to quickly see if there are certain courses that a lot of kids are having trouble getting credit in.
    - ▪ Explain cohorts and pathways
    - ▪ Summary reports would be helpful
  - o Same question for parents/students?
    - ▪ Good visual for student to take and use so they can understand and share with their parents to understand their progress towards graduation
    - ▪ One page for what is required and what each student currently has
    - ▪ Confusion for parents especially around the seals
    - ▪ Document would need to be in multiple languages/translated

- Would be nice to have integration with SIS so parents and students could see in their local progress application their grades along with their progress towards graduation

Progress Towards Graduation- Report Defaults and User Interface
- Quick review- menu for PTG module
  - One workgroup member suggested user determined groups
- Quick review- report selection interface
  - Feedback from the group was that the organization makes sense and is very clear.

Progress Towards Graduation- Reports on Individual Students
- Further discussions took place on the reports for individual students. Questions and feedback are documented below:
  - Review examples of possible report topics
    - Ad hoc reports that are customizable. Hard to predict.
      - (i.e. 1st period students)
    - Readiness (what the student said they wanted to achieve versus what they've actually achieved)
  - Additional ideas from the group?
    - Local ID known by parent and student instead of SSID
    - Is there a concern with ODE having local ID?
      - Historically ODE stayed away from having local ID in case it was SSN. More of a security safeguard
      - Most districts have moved away from using SSN as local ID
      - Check with ITC to see if any students still have 9 digit local ID number
    - Should there be demographic information?
      - No for PDF/web view (this information is too sensitive)
      - Yes for CSV
    - Cohort listed in header, but also need to know when they entered ninth grade

Progress Towards Graduation- Reports on Groups of Students
- Possible groupings:
  - Entire District/Community School
  - By Building
  - By Grad Cohort Year
  - By Current Grade Level
  - By Race/Ethnicity
  - Disability Y/N
    - Not by disability condition
  - Economically Disadvangement Y/N

- o English Learner Y/N
- o Foster/Adjuticated Youth Y/N
- o Homeless Y/N
- o Additional ideas from the group?
  - o Gifted Y/N – not in current system but could be added
  - o Migrant
  - o Entered Ninth Grade
  - o CCP on a credit report
  - o Cumulative FTE for district
  - o Student level attendance rate
  - o Having data to be able to access, manipulate however a district wants in order to possible answer questions from local board of educations or other stakeholders

Upcoming Focus Groups
- o Many focus groups needed throughout the project
- o Small groups (usually 5-8) so that a conversation can take place, but we can have multiple groups for the same topic
- o Will invite volunteers from the volunteer pool to RSVP for specific groups
- o Should be able to accommodate all volunteers, but may be staff capacity limits in some cases
- o For each group, ODE will share:
  - ▪ The Focus Question(s) for the group
  - ▪ A description of the background of the ideal volunteers
  - ▪ The time commitment (number of sessions and length) for the specific group
  - ▪ Any requested preparation for volunteers to complete before the first meeting (such as reviewing a document)
  - ▪ The desired outcome of the session(s)
- o Three focus groups between Dec 8-16. Each virtual session will be 30-45 minutes.
  - ▪ Basic Progress Towards Graduation Requirements
    - • Discuss the basic need (requirements) for a system to track and present progress towards graduation for individual students and groups of students.
  - ▪ Individual Student Progress Towards Graduation Reports
    - • Discuss the types of individual student graduation progress reports that would help you, students and their parents, and your school move students towards graduation.
  - ▪ Student Group Progress Towards Graduation Reports
    - • Discuss the types of student group reports (such as reports by building, by grade level, and/or by demographic attributes) that would help you and your school move groups of students towards graduation.

Next Steps/Adjournment
- • The meeting adjourned at 3:00pm.