

EMIS ADVISORY COUNCIL

EMIS Data Elements Workgroup

Location	Remote meeting via Microsoft Teams
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Date	Monday, March 21, 2022; 1:00 p.m.–3:00 p.m.
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Facilitators	Marianne Mottley**	Erica Weaston**
	Chad Richardson	Deidre Wunderlich

Attendees	Tami Bevins	Elizabeth Davis**	Kylea Kimmerly	Stephanie Rouse
	Toni Brady	Annie Epperson	Helen Mills	Gail Sams
	Kim Burgert	Samantha Howard	Susan Payne	Diane Smith**
	Korinne Conder	Cindy Howard	Kim Rhoads Atwell**	Karen Wilson

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

Agenda Items	Facilitator	Approx. Start Time
Welcome/Roll Call	Marianne Mottley	1:00
Approval of Nov. 2021 Meeting Minutes	Marianne Mottley	1:05
Updates on discussion from last meeting	All	1:10
EMIS Manual element list by chapter	Deidre Wunderlich	1:30
Next steps/Adjournment	Marianne Mottley	3:00

Meeting Minutes

Welcome Roll Call

- The meeting was called to order by Marianne Mottley at 1:07 p.m.
- The first order of business was roll call. All members were present except for Kim Burgert, Elizabeth Davis, Samantha Howard, Kylea Kimmerly, Helen Mills, and Kim Rhoads Atwell.

Approval of December 2020 Meeting Minutes

- Cindy Howard moved to approve the minutes from the November 9, 2021, meeting. Korinne Conder provided the second. The minutes were approved without objection.

Updates on discussion from last meeting

- 32 items identified at last meeting
 - 9 items identified for deletion

- 3 items identified for the Department to derive
- 9 items identified to simplify
- 3 items identified to add
- 3 identified with vendor software systems
- 5 items identified that didn't fit and were classified as 'other'
- Department staff have been meeting with program offices to determine why each identified element is collected based on the following questions:
 - Is it required by law?
 - Did our State Board of Education add it through an administrative rule?
 - Is it used to inform a program?
 - Is it used to develop policies?
- This work is going more slowly than anticipated. Some elements are more widely used than initially determined, so meetings are being expanded. Several EMIS changes have been entered.
- Department staff gave a few updates on specific items from the brainstorming list.
 - Extra-Curriculars/Co-Curriculars – identified as an element to eliminate
 - Required to be reported on the Ohio School Report Cards per [ORC 3302.03](#) starting in the 2022-2023 school year (Student Opportunity Profile).
 - Since this cannot be eliminated, are there ideas to help make it easier to report?
 - Feedback from workgroup:
 - District level counts instead of student level program codes
 - One workgroup member explained that the CRDC collects this as total numbers at the end of the year. They collect for the prior year (i.e., they'll be collecting FY21 counts in spring FY22). Other workgroup members agreed that the idea of a count would be better than reporting for each student.
 - Another workgroup member said that if this data needs to be broken down by subgroup, then program code is likely the only way to get the data at that level.
 - Changes to reporting that no longer may be needed due to direct funding for programs like CCP and some scholarships (e.g., Sent To Percent of Time, foster placement, open enrollment, etc.)
 - There already are discussions about changing the school funding formula again. The Finance Office has concerns with eliminating reporting until we know for certain that direct funding is here to stay. We will revisit this after next year's budget is introduced.
 - Workgroup feedback:
 - For EMIS situations (a Progressbook feature), the workgroup would like an alphabetized list in the SIS software on the FS standing tab.
 - CCP module – districts and colleges don't understand the split payment coding. Training for colleges and district staff would be beneficial. Schools spend a lot of time figuring out the percents of time for the 'sent to' and it doesn't matter because it is funding off of what is in the module. So districts are wasting a lot of time.
 - Percent of Time is very time consuming.

- Eliminate the Hardware, Connectivity and Education Mode Reporting
 - States are pushing the U.S. Department of Education and the Ohio General Assembly to grant relief from federal and state sanctions. Last year, one condition from the relief was to report these data. If the relief is not granted, the program office is agreeable to ending the reporting.
 - Workgroup feedback:
 - Program codes for the connectivity part to be reported in March is confusing to districts.
 - Department response: SISs add a ‘date’ requirement on program codes that we don’t require. We can talk about adding something to a training about this not being needed.
- Retained Status Code – rename to include the word “promotion” and add clarifying language on when certain codes are used.
 - An EMIS change was entered to rename this element the “Retained/Promoted Status Code” and clarifications are being added to help EMIS coordinators understand each option.

EMIS Manual element list by chapter

- Next, the workgroup walked through the element list by chapter of the EMIS Manual to further review items that might not be needed, are problematic, to report, etc. Their feedback is documented below by chapter.
- [Chapter 2](#)
 - **Not needed**
 - 2.6 – FN – OGT Graduation Alternative
 - Workgroup members want to know if it is still needed going forward? Workgroup facilitators to explore as this may not be needed after FY22.
 - **Problematic to report**
 - 2.7 – FB
 - Acceleration is difficult keeping track each year. The field understands what they are supposed to do, but hard to get this reported correctly.
 - GD – Discipline
 - Workgroup members want to know why we can’t collect multiple types of discipline for the same event.
 - Others agree that these instructions to round to the most severe—so reporting the total time for all discipline types under the most severe type—make look like the worst happened. Reporting the total discipline time under the worst discipline type is contrary to reporting ‘what is’. For example, if a student has 10 days of OSS followed by 10 days of expulsion, it’s reported as 20 days of expulsion. This is especially an issue when reporting for SPED students.
 - Retention – Workgroup members asked if a retention missing list could be developed to show students that do not have a cut score for promotion, yet are

not reported or are reported with '**'? The workgroup want to know if all options are needed because it is extra time to report.

- **Could be derived by the Department**
 - CTE program of concentration – Department staff said this is where we are headed and they can use this element if they don't agree with what we are deriving.
- **Other**
 - Could ODE work with IBM on to improve 'fuzzy searches' for students before saying no prior SSID exists? A lot of districts have issues with students with apostrophes in their names or non-traditional capital letters.
- **Chapter 3**
 - **Not needed**
 - CI – Education Level and Semester Hours – Workgroup member asked if we have education level, is semester hours necessary? Department staff said maybe it would be possible to review/update some reporting instructions to make it more clear regarding who this applies to.
 - CI – Principal Experience Years, Total Experience Years and Authorized Teaching Experience Years – state salary schedules
 - Workgroup member understands that these items are similar but different and that is confusing. They would also like to know what they are used for. This one could also use some review by the program office.
 - CC – Seems overly complicated to enter all the info requested. Why are all those things needed?
 - 3.4 - Grade levels high/low
 - Possibly an IDEA requirement. The Department is looking into this.
 - 3.6 - too much detail. What about the old staff reports? Sure a lot of the info is in the SDC, but we don't want to have to go there. Department staff said that sometime this summer, they'll be able to run these reports themselves in the Data Collector.
 - **Problematic to report**
 - One workgroup member asked if L1 could be moved away from 1/31? With 1099s, staff issues, quarantines, CRDC, W-2s...etc. Can it be pushed back to help? If it can't be pushed back, could it close earlier? Perhaps in December?
- **Chapter 4**
 - There was no feedback from the workgroup on this chapter.
- **Chapter 5**
 - **Problematic to report**
 - DT - Seems repetitive
 - Department staff explained that there is still further discussion for the DT record and hopes to streamline. Still in process.
- **Chapter 6**

- There was no feedback from the workgroup on this chapter. May have items that come up here for discussion next year based on USAS (Uniform School Accounting System) redesign.
- **Chapter 7**
 - There was no feedback from the workgroup on this chapter.

Next Steps/Adjournment

- The next workgroup meeting is not yet scheduled but meeting date and time options will be sent via email.
- Cindy Howard made a motion to adjourn the meeting with Annie Epperson providing the second.
- The meeting adjourned at 2:51 p.m.