

ODE EMIS Conference Call Summary

July 5, 2016

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Updates from ODE – David Ehle

- 1) ODE has been receiving questions regarding the Building IRN on the FA record.
 - a) The building IRN that appears on any record types is a generic building IRN. It is there for informational purposes for users of the data collector in case they want to sort it or separate it out by building, using the data from the data collector. This building IRN in many cases will be the building IRN from the last school year. ODE doesn't use it. Again, it is just there for user convenience. ODE is working on getting them updated but since it isn't critical, it's not at the top of the list.
 - b) The building IRN that matters is when it is a building IRN that has a separate name, ex. Attending Building IRN. That is the building IRN we use for many calculations off the FS record. Other examples are MOA IRN, Accountability IRN – these are the IRNs that drive where the records count.
 - c) The other Building IRNs used are like Location IRN or HQT IRN. The building IRN on the staff job record, staff employment record, that is the key building IRN if they need to do something with buildings.
 - d) For the most part, this building IRN on the FA record can be ignored, this is not where the assessments count. It is based upon the WKC process.
- 2) A related issue to the building not being current building on FA record has to do with the reverse lookup. Kids who on assessments show up with all zeroes for SSID. This happens when a student is loaded for the first time without an SSID on their record.
 - a) ODE ran some cleanup scripts to eliminate the all zeroes SSIDs earlier this spring, and plan to re-run again soon.
 - b) So what will happen on FA record when trying to submit assessments or on course record with L collection, they will be showing zeroes for SSID, but once those are wiped out they will be blank. And it will let you know the name is blank because there is nothing in the lookup for the name, once the script is run, all the district will need to do to populate the lookup with correct SSID is to prepare their SSID.
 - c) When you prepare the data for S it will put it back if you still don't have an SSID. But it's important to get the SSID cleaned up. Hopefully this will be the last cleanup needed for this issue. Then LEA's can recollect and resubmit those assessment records.
 - d) A message will be sent to ITCs when this has been done. They can do the SCR or Student Collection for S records, and they only have to prepare, it doesn't have to be submitted. Crosswalk gets populated in the prepare step.
 - e) Question: Will this also clean up the GN records on staff course collection?
 - i) Answer: Yes.
- 3) Opening the Secure Data Collector was delayed due to the holiday. It has now been opened, and newflash will go out later today (Tuesday 7/5/2016). It's the first run with all assessments reportable and all coming in from districts.
 - a) LEA's need to start looking at SDC. Test results released for 3-8 and EOC last week. Need to get them in ASAP. Start reviewing SDC and update missing kids. Make sure every kid has appropriate records reported.

- b) If you have questions, submit a help desk Ticket.
- 4) An email was sent by Chad regarding D reporting and the request for additional students to be added where there were data issues, late grads, or program of concentration reported.
 - a) The email which came out included which districts had students added. They will be in the CSV file that is available in the data collector.
 - b) ODE will be releasing new version of D manifest maybe today (07/05/2016), tomorrow at latest. There will be a second report with just the added students for those individual districts. That will be in the format of the record you need to load to FFE for those districts so just the subset of students can be added. It closes at the end of next week, so addressing this is a priority.
 - c) Question: There will be 2 D manifests or something within current D manifest for districts with additional kids?
 - i) Answer: In the same manifest but it will have a new manifest number. Districts with extra kids will have an additional level 2 report. This will be included in the release note sent out later today.
 - d) Any chance for extension? Expressed concerns because districts are no longer in session.
 - i) Answer: Since there were very few students added in general, and the districts should already know which students are impacted, it is not very likely there will be an extension. The others are program of concentration errors where district asked for these kids to be added. No extension is being considered.
- 5) Later this week ODE will begin distributing some real files using the new files tab file distribution method.
 - a) One is a copy of the CS fatal error report sent out a week or 2 two ago using the legacy VMS method. This report should be same report that was sent out via the FTP process. The test is to make sure it is the same.
 - b) When ODE Distributes the files they will put a notice in the next pending newsflash. The newsflash may not go out the same day, but it will follow relatively soon.
 - c) This report will basically only go to the community schools.
 - d) In addition to the Fatal Error Report, there are a few files the data managers are working on. The ones that work with CTE, are putting together a file of the assessments of all concentrators that left school, and they could impact PERFORM report and determine which assessments could affect this. There will also be some files around assessments that he will discuss in a minute.
- 6) Assessment Issues: Late last week a communication went out noting the changes made to the scale scores for Math 2 and Geometry EOC exams by the State Board at their June meeting.
 - a) As a result of changing the scales, the fall results for kids taking those scores would also change. It's less than 4,000 total that took these exams.
 - b) For districts with these scores from fall, the updated scaled scores for these students are available through the assessment vendor website, which need to be downloaded and used to replace the scores from fall end of course released previously (and may have already been reported to ODE). They need to be downloaded to SIS and resubmitted to ODE. Updated scores just became available July 1.
 - c) Fall End of course is now closing July 29. If a district didn't administer Math 2 or Geometry they don't need to resubmit.
 - d) Distribution of what scaled scores were and what they are now so they will be able to check to see if ... must resubmit all scores, all subject areas, not just these two areas. Hopefully they would see the drop in record count, and know they need to correct this.
 - e) Question: Is it possible for David to send the ITCs a list of what districts have the geometry and Math 2 scores that are affected by this?

- i) Answer: ODE does not have the most reliable vendor file accessible to them for this fall. They are working on getting it, and once they have it, they can turn on the missing list. Once they have that, that is something they can more reliably do. Can't provide a reliable list as of today, so ODE won't be sending the ITCs a list right now. However, ODE will try to identify folks in a week or two that have submitted scores for Math 2 and geometry that have not resubmitted.
- f) If a district doesn't get this done by July 29, an appeal can be filed.
- g) There are more districts with fall scores this year than last year, because you have some kids that are doing retakes. They can happen in the fall even in the kid didn't complete a full course in the fall. But because there weren't many 9th graders in 2015 that took math 2 and geometry,
- h) Question: Were these missing records in the fall?
 - i) Answer: No, just looking for the existence of a record, and they were in the initial release, it's just the scaled scores in the initial release are lower than the ones listed in update. So the performance level would be off.
 - i) Question: Is it only math and geometry that are in the updated file from the vendor?
 - i) Answer: David doesn't know.
- 7) Regarding another assessment issue, it appears there was some confusion regarding how to handle invalidated scores for students. The scenario is something like this: An assessment could be split up across multiple sittings, and something occurred to make one of the sittings invalid. The district would go in and mark the sitting invalid, but not the whole assessment. When there is a true invalidation, it invalidates the whole assessment. The district should have invalidated both sessions, but sometimes districts only invalidated one of the two parts. In that situation, on the results file the district received a score based on the portion which was not invalidated, even though the entire assessment should have been invalidated.
 - a) There are some scores out there should be INV, but is a Reason test not taken reason, even though they don't come from the text vendor in the way they normally would.
 - b) ODE will be receiving a list of the SSIDs by district for those scores that have been identified as scores that should be invalid, and they will be sharing that list out through the file distribution process for those students. These need to be updated in the assessment record for these students with a score not reported reason of 'I'.
 - c) ODE could make this adjustment on their end, but doing so would cause a discrepancy between ODE's data and the data stored in the SIS at the district. ODE wants the district to update the score not reported reason and resubmit.
 - d) They will communicate about this again and throughout July. If districts still don't clean it up, they can appeal after the window is closed.
- 8) There are two assessment collections not yet opened which will open this week. Non-state assessments such as ACT, SAT, GW, WK, AP, IB. The AP and IB that replace end of course exams that replace EOC need to be in ASAP. The rest you are banking for prep for success measures. Next year we will be getting these in sooner. Can be reported during Period G, but also regular windows. PS ELA and KRA for fall will need to be coming in too.
- 9) They did pull fresh CTE data and will be updating the CTE reports this week with the first data that reflects the second staff window reporting.

Questions from Participants

- 1) When will FTE and CTE reports be updated? People have resubmitted and reports still show 6/13/16.
 - a) The process to pull data and update reports is a manual process. It takes considerable effort (5 or 6 hours) to process the update, so admittedly these reports don't get updated as frequently as ODE would like.
 - b) The recent pull will reflect the data being used for the July #1 payment. This will reflect on July #1 payment for community and JVSDs. ODE will use FY16 data until FY17 data is available.
- 2) On the PS ELA for fall, what about the Early Learning Assessment (ELA) for spring?
 - a) This will be opened after the fall results come in. The OELPA collection will happen sometime in the fall because they are still doing standards setting on the assessment.
- 3) Will JVSD be able to report the fall early learning assessments this year?
 - a) Yes, they should.
 - b) If they can't, submit a helpdesk ticket.
- 4) A participant noted an issue where several JVSD's are saying their FTE data is not reflecting the most accurate data, and the data was reflecting different dates. David asked if it was their regular FTE or their CTE FTE? Participant noted it was the regular FTE in the S collection. They are not seeing that reflected timely on their FTE reports.
 - a) David explained the update process is running nightly and updating nightly.
 - b) If someone thinks this is way out of date, please submit HD ticket.
 - c) One possibility might be that the dates haven't updated when you pull up list of FTEs. David was not sure if that is automated. It might be that this part is a manual process and was delayed by staff being out this past week.
 - d) If you actually open the report and look at the updated data, you should see that data getting updated very regularly. Again, if it's wrong, report the specifics of their case in a helpdesk ticket.
- 5) Retention question – what should this show?
 - a) If a student has *includes all 3rd grade students, so in FY16 you show the grade level next year as retained, or not as retained. For GLNY, you provide the best available information of what grade level they will be in next year. However, retained reason is most important and is critical to get correct. If there are disagreements between GLNY and retained reason, retained reason has precedent over GLNY. If they met the assessment criteria through an alternate assessment, it says they are promoted, because they took the alternate assessment.
- 6) Regarding alternate assessments for students with significant cognitive disabilities -- will this be considered when you run the regular collection, and will the student now show up in the missing?
 - a) ODE is working to remove those students from the missing list. They just received the vendor file recently and is working on processing this data. ODE's intent is to pull the kids from the missing list for the standard assessments, and just have them appear on the alternate assessment missing list. He believes the missing list is turned off right now, and that's because ODE is preparing the data so they can turn those missing lists on. ODE is hoping to avoid the confusion which resulted from this situation last year.
 - b) When is this expected to be in place?
 - i) David says as soon as they can get it done. ODE is at the mercy of vendor. It will take ODE a little bit of time to work through the millions of rows of data. They are making progress, he hopes to get some turned on this week and all next week.
 - ii) This is scheduled to close Friday this week. As they get the alternate assessment files from vendor, and looking at special ed event record to see who should be on alternate

assessments, at that point the kids will be removed from the missing list for standard assessments.

- 7) Is there any penalty to the districts for missing records? Can they consider items as reconciled and they won't have a penalty for having kids listed?
 - a) If the student does not belong on the list, like an alternate assessment student, it will not be counted. If it is a kid that truly doesn't belong on the record, there will be no penalty, but if there is a kid that should have a score reported, or kids that should have a score not reported reason, the local report card (LRC) can be watermarked.
 - b) If there is a class full of kids that got tagged for EOC, and that class wasn't tested, those aren't going to lead to a watermark. But when they say they are reconciled, that means they are reporting every record they are required to report.
- 8) What manifest is the missing report being included for? Are there manifests that don't have the missing reports?
 - a) Yes, some have them and some don't yet. The missing reports shows up even if there are no kids in it. If there is no missing report at all, it means the report is not being generated. Newsflashes will come out when these are turned on because it will require a new collection request.
- 9) In the EMIS Alliance training for the WKC report, there was a suggested made to add a column showing the w/d date? Could this be added?
 - a) To put the date on the report, ODE would have to develop business rules as to which w/d date would go in that column, and multiple withdrawal dates would require additional rows of data. This could be done, but it's not a trivial change. The process that runs WKC would have to change and the table structure would need changed. So again, changing that is not a trivial matter, especially midstream/midyear. David suggested he would not expect to see w/d dates added for this year, but ODE can take that as an enhancement request. He suggested someone needs to put in a helpdesk ticket so the request can be tracked. He thinks it could be done, there is a ticket in the helpdesk for that, but it won't happen for this school year.

Next Call:

- 1) Next meeting, July 18. 10:30 to 11:30.
- 2) There is a Change call on July 13 and David anticipates this should still occur.