ODEW EMIS-ITC Call – 4/1/2024 Notes provided by Gretchen Martin (ACCESS) and BreAnn Blubaugh (LACA)

<u>Kindergarten Readiness Assessment (KRA) Collection (FY24)</u> – This collection is set to close on Friday, April 5th. The KRA Appeal window will open from Monday, April 8th through Friday, April 26th. You can find more information at https://education.ohio.gov/Topics/Data/EMIS/Reporting-Responsibilities/Data-Appeals

Five Year Forecast – Required Spring Update (FY24)– This collection opened today and is set to close on Friday, May 31st. All districts are required to submit.

Data Collector Enhancements & EMIS Roadmap – During the next several meetings, components of the new version of the data collector will be reviewed, as well as the 3-5 year EMIS Roadmap. These discussions will be a chance for ITCs to lobby for their favorite enhancement to the DC, and provide thoughts and feedback on what may be happening in the EMIS system as a whole over the next 3-5 years.

Data Collector Enhancements – There are 5 areas of significant enhancements in the next version of the data collector. The new version will be released to ITCs sometime this spring.

- Integrated Help development will be finished soon
- Local Report Builder already in code that ITCs have. ODEW needs 1-2 ITCs to test it before they give everyone a code to turn it on. Email David Ehle if your ITC would like to help one ITC has already reached out; MVECS is also interested in testing.
- Messages complete. There have already been some enhancement request specifically for ITCs to send messages.
- OH|ID Authentication testing phase
- Local Authorization complete but, will need to re-test once the OHID Authentication is complete.

Once this version is released, ITCs will have control over several of these items and when they want to make them available to their districts.

- Integrated Help will be available on pages ODEW has published documents and/or links at the time of the release. Then, as ODEW releases documents/links it will get replicated out to each ITC (no need to release a new version). When new documents/links get added, users will start seeing the help icon at the upper right-hand corner.
- Local Report Builder can be turned on/off as needed by adding/removing an environment variable to each data collector. These variables will be shared with ITCs once testing is complete. Will utilize some of the horsepower of the ITC database and SQL server. This could impact performance, and ITCs may need to turn it off, or possibly add more horsepower to the server. If these options are not a possibility, work with ODEW to see if they can work towards making the feature partially available.
- Messages will be available as soon as the version is installed. This will really be the driver for ITCs to install the update. ODEW would really like to utilize this feature for communications with districts.
- OH|ID Authentication also controlled by an environment variable. ODEW would like everyone to be up and running by fall. There is support that will have to be done so the right people have

the right roles before ITCs will want to turn that on. Once turned on, the current authentication will not work.

• Local Authorization - will only be available to the Superintendent upon release (by default) until others are assigned the OEDS role. If someone locally is granted authorization control, could authorize locally for users to access some/all parts of DC.

DC Enhancements - More Details

• Integrated Help - designed to provide documentation on how to use the Data Collector. Historically, there is a lot of documentation around EMIS Elements, but currently lacking on documentation of using the Data Collector. This is the effort to correct.

Any page that has documentation/link available, will have this blue information icon at the upper right-hand corner of that page. When users click on that link, it will either open a PDF or an external webpage. Eventually, every tab and sub-page will have documentation or a link.

If ITCs think it would be helpful to have specific information on a tab, please email David.

SIFWorks V	RF Data Colle	ctor					
Collection Requests	Collection Status	Submissions	Progress	Reports	Local Reports	Archives	Messages
Database Server							
	settings below. You d latabase, before you	can use the 'Tes		n' link to ch	eck whether the	Data Collec	tor

- Local Report Builder not a lot more to add than what was stated previously. Districts will be able to
 - $\circ ~$ add a name or local ID as long as the file has SSIDs
 - run a report that someone else has shared
 - apply a filter to an existing report or table

When the new version is initially released, districts won't be able to use Create or Edit Report or Advanced Query functionality until ODEW knows everything works well and it doesn't overwhelm the server. Districts will be able to share reports and ITCs will have a link to manage reports that have been shared. Testing for this will start this week.

ODEW will have a presentation that is just for the Local Report Builder, probably on the conference call once ODEW goes live for everyone.

Q: Will we be able to run or create reports that cross districts? For example, if I wanted to see students identified as gifted across all districts as an ITC. Is that a possibility?
A: In general, reports will be specific to a district. If you can't create it, ODEW may be able to create it on their end and publish it. If it crosses districts, it will have to have the functionality of the advanced query. I can see cases where ITCs will want those, but ODEW

has those locked down for the initial release so we don't create a data oversharing issue where someone at a district manages to access data at another district. Advanced queries will also have the ability to go across years.



• **Messages** - already exist in the Data Collector, but additional functionality is needed. ODEW plans to start using this more (ex. 'Not yet submitted' emails that are sent out, will be going directly to the districts instead of through emails to ITCs). ODEW has built into the system a way to run a query where the Data Collector determines what districts have not yet submitted data and ODEW can type in the text and send it out to those districts. This is just one example of how we will make greater use of this feature.

There are several new features.

- Right now, only users that have access to more than one district have a Messages tab.
 With this new version, all users will have a Messages tab and will be able to manage messages. Messages will still be summarized with less functionality at the top of the Collection Requests tab.
- ITCs will be able to manage the messages better for when ODEW sends something out to multiple districts, there will be a summative message that ODEW sends out to ITC districts.
- ODEW will be able to see when a message has been opened. They won't know for sure if districts just opened it and then closed it without actually reading the message but <u>will</u> at least be able to see if the message has been opened. An enhancement request that came from the OECN conference was for ITCs to also be able to see whether a message was opened or not. A lot of the infrastructure is there but it requires an additional interface so ODEW will have to think about that. There is a small possibility it will be available in this release, but more than likely it will be in a future release.
- Another enhancement request that came from the conference was for ITCs to generate their own messages to send to their districts in the Data Collector. That is a possibility and ODEW is starting conversations. They do not have all of the infrastructure for that yet. This will probably not be in the spring release but will work on getting it out in the fall.

In the Messages tab, there will be filters that will be like most of the filters that are already in the Data Collector. Districts and ITCs will have multiple ways to filter the messages. At the bottom is the grid that displays messages by type.

- My Messages messages sent specifically to your LEA.
- Messages for My Organization Type messages sent to your LEA type. For example, all Traditional Districts, or all JVSDS, or all ITCs.

• Messages for All Users Statewide - messages sent to everyone. Newsflashes may start being sent through this.

ollection Requests Collection Status Submissions Progress Reports Local Re	eports Archives Messages Resources Preferences
ssages	
Message Center The Message Center contains messages for the past 12 months. Unread messages have options to select which messages to display. Click the topic link to see the message tex	
Filter Options	
LEA IRN: LEA Name contain Topic contains: Message Text contain Start on or after: 03/20/2023 (mm/dd/yyyy) End on or befor Show messages: Expired Hidden Previously Seen Messages Types: VMy Messages VMy Organization Types Statewide	
Export messages to a .csv file Reload the Message Center Select All Select None Hide all Selected Un-Hide all Selected Topic / Message Hide	LEA or Organization Start Date End Date
My Messages (0 Unread Messages, 0 total)	
Messages for My Organization Types (0 Unread Messages, 0 total)	
Messages for All Users Statewide (0 Unread Messages, 0 total)	

Messages show in bold if they are new messages that have not been opened and will un-bold once the message has been opened.

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Topic / Message	Hide	LEA or Organ	nization	Start Date	End Date	
U My Messages (1 timead Messages, 1 total)						
<u>O Not yet submitted: FY24-S-Stdnt Grade</u>		Marion Distric	t (048553)	03/19/2024	03/31/2024	
ssages for My Organization Types (O Unread Messages, O total)						
sages for All Users Statewide (0 Unread Messages, 0 total)						
Select All Select None Hide all Selected Un-Hide all Selected						
Select All Select None Hide all Selected Un-Hide all Selected Topic / Message		Hide	LEA or Organization		Start Date	End Date
		Hide	LEA or Organization		Start Date	End Date
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Topic / Message ✓ My Messages (0 linead Messages 1 total) Not yet submitted: FY24-S-Stdnt Grade Acc of this time, your district has not examitted Student Grad		his				-
Topic / Message ▼ My Messages (0 Linead Messages 1 total) Not yet submitted: FY24-S-Stdnt Grade	e able to fully use	his the	LEA or Organization Marion District (048553)		Start Date 03/19/2024	
Note: Note: <th< td=""><td>e able to fully use</td><td>his the</td><td></td><td></td><td></td><td>End Date 03/31/202</td></th<>	e able to fully use	his the				End Date 03/31/202
Topic / Message ▼ My Messages (D Lincoad Messages 1 total) Not yet submitted: FY24-S-Stdnt Grade As of this time, your district has not submitted Student Grade collection closes on 9713, but staff in your district will not be progress towards grad or early warning system modules in OI	e able to fully use	his the				

ITCs and districts will have the functionality to show expired messages or hide messages they have seen.

Show message	s: Expired Hidden Previously Seen		Show Non-hidde	n Messages	
Messages Type	🗲 🗹 My Messages 🛛 My Organization Types	Statewide			
port messages to a .cs	v file Reload the Message Center				
elect All Select None	Hide all Selected Un-Hide all Selected				
Topic / Messag	ge	Hide	LEA or Organization	Start Date	End Date
ly Messages (0 Unread	d Messages, 0 total)				
essages for My Organiza	ation Types (0 Unread Messages, 0 total)				
essages for All Users St.	atewide (0 Unread Messages, 0 total)				
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lessages for All Users St		Provinusly Seen		Chau Mon-hiddan Massanas	
lessages for All Users St	Show messages: Expired Hidden		Statewide	Show Non-hidden Messages	
lessages for All Users St			Statewide	Show Non-hidden Messages	
	Show messages: Expired Hidden	My Organization Types 🛛	Statewide	Show Won-hidden Messages	
Ex	Show messages Expired Hidden Messages Types: My Messages M sport messages to a .csv file Reload the Message	My Organization Types	Statewide	Show Won-hidden Messages	
Ex	Show messages Expired Hidden Messages Types: My Messages M sport messages to a .csv file Reload the Message elect All Selected Un-H	My Organization Types			
Ex Se	Show messages Expired Hidden Messages Type: My Messages R port messages to a .csv file Beload the Message elect All Select None Hide all Selected Un-H Topic / Message	My Organization Types	Statewide	Show Non-hidden Messages	Start Date
Ex Se	Show messages Expired Hidden Messages Types: My Messages M sport messages to a .csv file Reload the Message elect All Selected Un-H	My Organization Types			

If a district has multiple messages, they can select "Select All" and then select "Hide all Selected." Also, have the same option if districts want to un-hide messages.

	ow messages: □ Expired □ Hidden ♥ Previously Seen ssages Types: ♥ My Messages ♥ My Organization Types	Statewide	Show Non-hidden Messages		
port mess	ages to a .csv file Reload the Message Center				
	Select None Hide all Selected Un-Hide all Selected	Hide		Start Date	End Date
0	opic , / Mesoage essages (4 Unread Messages, 4 total)	Hide	LEA or Organization	Start Date	End Date
	Message for district		Arapo (047676)	03/19/2024	03/30/2024
0 0	Message for district		Marion District (048553)	03/19/2024	03/30/2024
	Message for district		Maumee (044362)	03/19/2024	03/30/2024
0 0	You have submitter(s) who received a message		NWOCA (086496)	03/19/2024	03/30/2024
	r My Organization Types (0 Unread Messages, 0 total)				

Once districts click on the title of the message, the message expands to be able to read the message. Will then want to click on "Show less..." to minimize the message.

	Topic / Message	Hide	LEA or Organization	Start Date	End Date			
▼ 🕘 My Messages (2 Unread Messages, 4 total)								
	O Message for district		Arapo (047676)	03/19/2024	03/30/2024			
	O Message for district		Marion District (048553)	03/19/2024	03/30/2024			
	Message for district Each district on an IRN list uploaded by DEW will have this message appear. <u>Show less</u>		Maumee (044362)	03/19/2024	03/30/2024			
	You have submitter(s) who received a message MAIN_DC 3 of your submitters received a message with the following topic: Message for district. You should be able to see this message: "Each district on an IRN list uploaded by DEW will have this message appear." for these LEA(s): Maumee (044363), rapo D. (047676), Marion (048553) Show less		NWOCA (086496)	03/19/2024	03/30/2024			
ssage	s for My Organization Types (0 Unread Messages, 0 total)							

For ITCs, if ODEW sends out a message to some of your districts, you will receive a message that says "You have submitter(s) who received a message." The body of the message will tell you what the district message says and what districts received it. ITCs will also be able to see each individual district's messages. Under the LEA or Organization column, it will list who was receiving the message.

	Topic / Message	Hide	LEA or Organization	Start Date	End Date
0 м	y Messages (2 Unread Messages, 4 total)				
	O Message for district		Arapo (047676)	03/19/2024	03/30/2024
	O Message for district		Marion District (048553)	03/19/2024	03/30/2024
	Message for district Each district on an IRN list uploaded by DEW will have this message appear. Show less		Maumee (044362)	03/19/2024	03/30/2024
	You have submitter(s) who received a message MAIN_DC 3 of your submitters received a message with the following topic: Message for district. You should be able to see this message: "Each district on an IRN list uploaded by DEW will have this message appear." for these LEA(s): Maumee (044362), Arapo D. (047676), Marion (048553) Show less		NWOCA (086496)	03/19/2024	03/30/2024
ssage	s for My Organization Types (0 Unread Messages, 0 total)				

If ODEW sends out a message to three hundred districts, all three hundred districts will receive a message and those districts' ITC will also receive their districts' messages, plus one additional message. ITCs can filter by typing in Message for district in the "Topic contains" box. All of their districts' messages will appear and then if you select "Select All" and then select "Hide all Selected", all of the individual messages will be hidden and ITCs will only see the message for the ITC.

	LEA IRN:	LEA Name contains:			
	Topic contains: Message for district	Message Text contains:			
	Start on or arter: 03/20/2023 (mm/dd/yyyy)	End on or before:	03/31/2024 (mm/dd/yyyy)		
	Show messages: Expired Hidden Verviously Seen		Show Non-hidden Messages		
	Messages Types: V My Messages V My Organization Types	Statewide			
t Al	Topic / Message	Hide	LEA or Organization	Start Date	End Date
ct Al	Topic / Message y Messages (2 Unread Messages, 3 total)	Hide	LEA or Organization Arapo (047676)	Start Date 03/19/2024	End Date 03/30/20
M	Topic / Message				03/30/20
M	Y Message for district		Arapo (047676)	03/19/2024	_

ITCs and districts will still be able to go back and look at their hidden messages by check-marking the "Hidden" box next to "Show Messages".

Filter Options				
LEA IRN: 048	LEA Name contains:			
Topic contains:	Message Text contains:			
Start on or after: 03/20/2023 (mm/dd/yyyy)	End on or before:	03/31/2024 (mm/dd/yyyy)		
Show messages: 🗌 Expired 🗹 Hidden 🗹 Previously See	in	Show Non-hidden Messages		
Messages Types: 🗹 My Messages 🛛 My Organization Type	s 🗹 Statewide			
Select All Select None Hide all Selected Un-Hide all Selected Topic / Message	Hide	LEA or Organization	Start Date	End Date
▼ 🧿 My Messages (1 Unread Messages, 2 total)				
Not yet submitted: FY24-S-Stdnt Grade		Marion District (048553)	03/19/2024	03/31/2024
Message for district		Marion District (048553)	03/19/2024	03/30/2024
Messages for My Organization Types (0 Unread Messages, 0 total)				
Messages for All Users Statewide (0 Unread Messages, 0 total)				

<u>Q&A</u>

Q: Has ODEW determined if the new Sent to Reason of TC will be available before the 90-day window and the new Delivery Method of TC?A: At this point, it will not be.

Upcoming Call Schedule

Wednesday, April 10th – ODEW Change Call Thursday, April 11th – Vendor Call Tuesday, April 16th – ODEW ITC Conference Call **(Moved from Monday to Tuesday due to mandatory meeting for ODEW staff)**