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

Kindergarten Readiness Assessment (KRA) Collection (FY24) – 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.
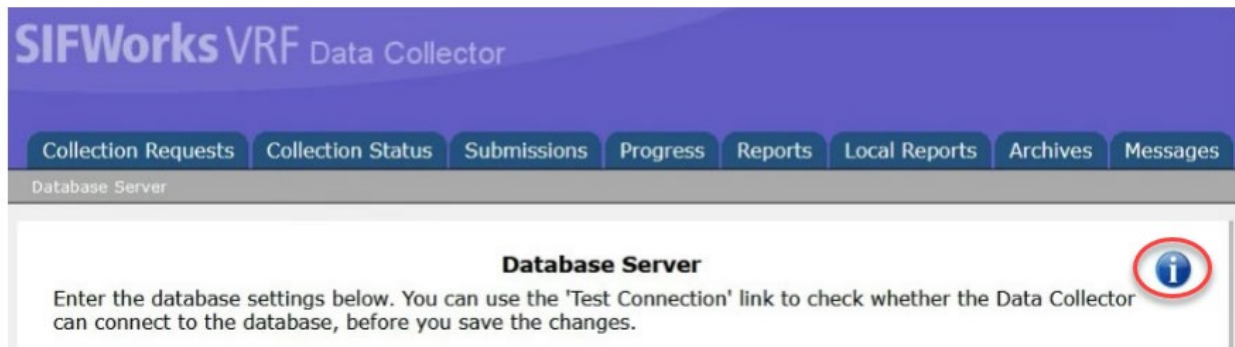
- Local Authorization - will only be available to the Superintendent upon release (by default) until others are assigned the OEDS role. If someone locally is granted authorization control, could authorize locally for users to access some/all parts of DC.

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.

- **Local Report Builder** - not a lot more to add than what was stated previously. Districts will be able to
    - 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 _will_ 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.

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

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

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

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.

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.

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.

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.

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 Seen		☑ Show Non-hidden Messages	
Messages Types: ☑ My Messages ☑ My 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 (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)				

Q&A
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)**