

# Data Admin Meeting

(slides last updated 11/01/2018 11:00 am)

CNYRIC 7 Superior Room  
November 1, 2018 1:00 - 3:00 pm

# Agenda

- Welcome
- Assessment
- Student Reporting
- Staff Reporting
- Accountability
- Other

Documents available at: <http://www.cnyric.org/teacherpage.cfm?teacher=1055>

2018-19 SIRS Manual: <http://www.p12.nysed.gov/irs/sirs/> (v 14.5 - 10/26/18 update)

Vendor Meeting Info: <http://www.p12.nysed.gov/irs/vendors/home.html>

2018-19 Reporting Timeline and Memo: <http://www.p12.nysed.gov/irs/>

# Educational Data Services Updates

- Next SchoolTool upgrade due for installation in December
- Using Instructional Common Data Views - November 26:  
<https://www.mylearningplan.com/WebReg/ActivityProfile.asp?D=15882&I=2965126>
- Cognos Reports and Cubes Training - December 4:  
<https://www.mylearningplan.com/WebReg/ActivityProfile.asp?D=15882&I=2965142>
- Adaptive Schools - November 27 & 28; December 11 & 12
- Level 0 Historical opening for 2017-18 data - November 6
  - Demo, enrollment, programs and assessments; Staff available later
  - Entry only - reports will not update until later
- Civil Rights Data Collection (CRDC) for 2017-18 “opens in February 2019” and will close 75 days after opening. Advance Web Site (AWS) is open now <http://www.2017crdc.org>. More info at <https://crdc.grads360.org/#program>

# Assessment

## Regents

- Regents Exam Schedules for January, June & August 2019  
<http://www.p12.nysed.gov/assessment/schedules/schedule-hs.html>
- Global History exam changes  
<http://www.p12.nysed.gov/assessment/ss/hs/ghg-faqtransitiontimeline.pdf>
  - Transition exam 1750-present (June 2018 - June 2020)
  - New Global History and Geography II - new framework (June 2019 - )
  - Course code 04052NF should be used for 10th Grade Global History Course being taught to New Framework standards - to be available in next release of SchoolTool. Course code 04051 should still be used for 9th Grade Global.
- January 2019 Regents exams - Orders due by Friday, November 16th

# Assessment

## 3-8 Math and ELA scores

- Scores are in process of being loaded. If they have not been loaded, please contact your schooltool consultant.
- Score reports for 3-8 ELA and math have been delivered to superintendents for distribution to parents
- NYSESLAT and NYSAA score reports are available in Level 2

# Assessment (cont'd)

CBT info - <https://cbtsupport.nysed.gov>

- Online test ordering site is open - closes December 14
- Tech readiness is open - due December 28
- December 14, 2018 schools should have their student data uploaded to L2 to be populated to Nextera Admin for the spring CBT administrations.
- Student loads pushed closer to testing - late February or early March

Test Ordering for spring 2019 operational (CBT and PBT) and field testing - due by Friday, December 14th

# Assessment (cont'd)

## NYSITELL

- Continue testing students as needed
- Testing dates in ST - check with consultant

## NYSAA

- Instructional Tools Interface (ITI) available September 19
- November 29 final data pull for testing purposes (manual entry required thereafter)
  - NYSAA eligible (program fact (0220))
  - Demographics (student lite (birthdate))
  - Enrollment (student entry-exit (ungraded))
  - Type of Disability (program fact (as appropriate))

# Student Reporting

BEDS Day was Wednesday, October 3, 2018

## Collection of BEDS online IMF

- Available October via IDEx on Wednesday October 3
- Due by November 16
- Instructions: <http://www.p12.nysed.gov/irs/beds/IMF/home.html>



# Student Reporting (cont'd)

## 2018-19 Reporting Timeline and Memo Highlights

<http://www.p12.nysed.gov/irs/>

- All AP and IB courses and assessments must be reported (ESSA)
- Dual/Concurrent (Postsecondary) Credits Earned indicates that a student is enrolled in a course to earn both postsecondary and high school credit. (ESSA)
  - Report the actual number of credits earned upon completion of a course
  - Identify location - BOCES, college, in-district, other district, other
- Primary Instruction Language Code — Identifies the Primary Language used for instruction; used for Bilingual classes (e.g. English, Spanish, Chinese).
- Report and verify student out of school suspensions (ESSA)
- Chronic Absenteeism Audit by Comptroller

<https://www.osc.state.ny.us/audits/allaudits/093018/sga-2018-17s52.pdf>

# Student Reporting (cont'd)

## Program Services

- Homeless Student Status (8262) - Indicates that the student meets the definition of homeless under the McKinney Vento Homeless Assistance Act (per Title IX, Part A of the Elementary and Secondary Education Act, as amended by the Every Student Succeeds Act)
  - Now also requires “Homeless Primary Nighttime Residence” be included
  - Start and end dates are reported but data is flattened for the year
- Title I - Part A: Homeless Student Serviced with Set-Aside Funds (0892) - Identifies homeless students (identified with program service code 8262) who receive services or resources funded by Title I, Part A homeless set-aside.
- SIRS 401 - Reasonableness - Homeless student count still found under demographic for two year comparison

# Student Reporting (cont'd)

- SIRS BEDS Reports - first extract January 4, 2019
  - SIRS 312 - BEDS Day Enrollment Verification Report for State Aid
  - SIRS 313 - BEDS Day Enrollment by Location of Enrollment & Student Subgroup
  - SIRS 314 - BEDS Day Enrollment Verification Report by District of Residence
  - SIRS 316 - BEDS Day Enrollment Verification Report for District Pre-K
  - SIRS 319 - BEDS Day Enrollment in Public and Charter Schools by Resident District
- Counts of UPK students are collected for calculating UPK grant funding.
- Enrollment by grade, district of residence, district Pre-K, and supplemental enrollment counts are collected for calculating preliminary State Aid allocations.
- Enrollment counts used to create the USED Directory, which is the official directory of all schools and districts for federal reporting which serves as a sampling frame for federal statistical studies, defines the universe for the CRDC, and populates the list of schools used on the FAFSA.

# Student Reporting (cont'd)

## FRPL

- Want numbers as accurate as possible - impacts aid & funding
- Work with Food Service Director & Business Official to review SIRS-323
- DCMP must be run a minimum of 3x a year within the following timeframes:
  - as close to the beginning of the school year as possible
  - by or near November 30
  - by or near February 28

Suggested to run DCMP on a monthly basis for transient populations

# Student Reporting (cont'd)

## CEP Schools

- FRPL Eligibility is still important for state reporting & aid calculations
- Food Services directors being advised by Child Health & Nutrition to only run DCMP file once
- Must run DCMP file once before BEDS day but must load demographic files to data warehouse prior to DCMP file (NYSSIS match)
- If you have a transient population, consider running DCMP more frequently
- CEP Income Survey is needed to have accurate FRPL counts for State Reporting, especially for reduced-price lunch population

# Student Reporting (cont'd)

## Special Education

- Fall Snapshot Workshops - TST 11/7, Cayuga 11/14, OCM 11/20
- NYSAA eligible students reported in warehouse by November 29
- VR 1-9 Due: January 7

# BOCES Enrollment, CTE, New Vision References

## BOCES Enrollment

- BOCES Virtual Location Codes (**minor changes since last meeting**)
- Program Name, 4-Digit Code, Location, Principal, Description

BOCES Reference documents: [www.cnyric.org](http://www.cnyric.org) → Resources → Codes and Definitions <http://www.cnyric.org/teacherpage.cfm?teacher=847>

# Staff Reporting

## Staff Evaluation Rating

- NEW: SIRS 326 - Staff Evaluation Rating Report
- Due: **November 15**, 2018
- Certification: **November 30**, 2018
  - Certification Form located in SED Monitoring & Vendor Performance System
- SED is making calls to districts missing data or having potential issues
- APPR Summary for 2017-18 Staff Evaluation Score and Rating Distribution and Data Submission - available via IRSP
- Resources for Closeout of 2017-18 APPR  
<https://www.engageny.org/resource/resources-closeout-2017-18-appr>
- Understanding APPR Summary for 2017-18 Webinar  
<https://www.engageny.org/resource/understanding-appr-summary-2017-18-staff-evaluation-and-rating-distribution-and-data>



# Staff Reporting (cont'd)

## Original - 3012-d Evaluation Categories/Records

<b>REQSP-Required Student Performance (4-8 Growth Score from SED)</b>	<b>0-20pts</b>
OPTSP-Optional Student Performance (NA for most districts)	0-20pts
REQOB-Required Observation	0-4pts
OPTOB-Optional Observation (NA for most districts)	0-4pts
OCR-Overall Composite Rating	HEDI rating

## Transition - 3012-d Evaluation Categories/Records

TREQSP-Transition Required Student Perf	0-20pts
TOPTSP-Transition Optional Student Perf (NA for most districts)	0-20pts
TREQOB-Transition Required Observation	0-4pts
TOPTOB-Transition Optional Observation (NA for most districts)	0-4pts
TOCR-Transition Overall Composite Rating	HEDI rating

# Staff Reporting (cont'd)

## ePMF Form Data Collection opened October 3, 2018

Reference documents <http://www.p12.nysed.gov/irs/beds/PMF/home.html>

- Reporting SIRS Staff Data - see most recent SIRS manual
- Staff Reporting Timeline - updated 9/17/2018  
<http://www.p12.nysed.gov/irs/beds/PMF/documents/ePMFandSIRSStaffCollectionTimelinefor2018-19.pdf>
- “Ethnicity/race is required data in and staff should be canvassed”
  - Hispanic field must be “Y” or “N”; Race code 1 now allows “Declined”; blanks will error
- Non-instructional personnel will show in ePMF but are not required to review or submit their information
  - Used for Staff Counts in SED Report Cards
- Deadlines: December 14, 2018 - Teachers submit data (complete ePMF forms); February 1, 2019 - Certification completed in TAA by the CEO

# Other

- Data Source Matrix (to be reviewed)

[https://docs.google.com/forms/d/e/1FAIpQLSciTx9j\\_8-ne2TwdOCW-3udXCVSXQo6bSmtjzn5DpBOFnoUIQ/viewform#responses](https://docs.google.com/forms/d/e/1FAIpQLSciTx9j_8-ne2TwdOCW-3udXCVSXQo6bSmtjzn5DpBOFnoUIQ/viewform#responses)

- System status page <http://status.cnyric.org/>

# Upcoming Dates

- October 26: NYSAA-eligible students need to be identified in the state data warehouse with the program service code 0220 to be included in the initial enrollment pull.
- November 2: NYSED loads initial enrollment file to Educator Portal.
- November 6: Opening of Level 0 Historical for 2017-18 data
- **November 15:** 2017-18 Staff Evaluation data due to fulfill data reporting requirements under Education Law 3012-d.
- November 15: Recommended deadline to complete First Contact Survey and Personal Needs Profile for participation in spring assessment to utilize ITI.
- November 16: Deadline for BEDS IMF to be submitted via IDEX
- November 16: Deadline to order January Regents exams via online exam order system
- November 29: NYSAA-eligible students need to be identified in state data warehouse with the program service code 0220 and ToD to be included in final enrollment pull
- **November 30:** 2017-18 Statement of Confirmation of Staff Evaluation Rating Verification Report due via SED Monitoring in NYSED's Application Business Portal at [portal.nysed.gov](http://portal.nysed.gov) to certify Staff Evaluation data submitted by the 11/15 deadline.

# Upcoming Dates

- December 7: NYSED loads final enrollment file to Educator Portal.
- December 8: Final date for Braille marked in First Contact Survey.
- December 13: Student enrollment records for CBT due to warehouse.
- December 14: Deadline for teachers to submit data 2018-19 (complete ePMF forms).
- December 14: NYSED online exam ordering system closes for CBT and PBT
- December 28: CBT Technology Readiness deadline
- January 4: 2018–19 BEDS Day Enrollment Data Extract
- January 4: 2018–19 FRPL Data Extract
- January 7: 2018-19 Data Certification of Special Education Data Elements VR 1-9 through PD Data System
- January 31: 2018-19 Staff Snapshot and Staff Assignment Data Due
- January 31: 2018-19 Course Instructor Assignment & Student Class Entry Exit Data Due
- February 1: CEO Certification of ePMF forms

# Anticipated Data Admin Meetings for 2018-19

- ✓ Thursday, September 13th – 1:00 - 3:00 PM
- ✓ Thursday, November 1st – 1:00 - 3:00 PM
- Thursday, January 3rd – 1:00 - 3:00 PM
- Thursday, February 14th – 1:30 - 3:30 PM at Main Campus - 110 Elwood Davis Rd, Liverpool
- Thursday, March 28th – 1:00 - 3:00 PM
- Thursday, May 30th – 1:00 - 3:00 PM

# WebEx Connection

**Data Admin Meeting**

**Thursday, November 1, 2018 1:00 pm**

**Meeting number: 735 335 432**

**Password: Data2019**

**<https://cnyric.webex.com/cnyric/j.php?MTID=m7bddd9ec257967dbfb15b188835408c2>**

**Join by phone**

**1-240-454-0879 USA Toll**

**Access code: 735 335 432**