



DISTRICT DATA COORDINATOR MEETING
OCTOBER 19, 2021
AGENDA



a. WELCOME AND ANNOUNCEMENTS

- a. 2021-2022 DDC Meeting / Data Advisory Schedule
 - *In packet*
- b. DDC Contact Form / Updated forms on Datacentral
 - *Fill out even if no changes*
- c. System Account Maintenance – Posted to SFTP
 - *Posted accounts for Level 0, Cognos, Reportnet, ASAP*
 - *Look through to add/delete users as appropriate*
- d. 2022-25 Instructional Tech Plan
 - *Forward to those who need the information*
 - *Instructional Tech Plans are due to the Suffolk RIC and/or WSBOCES no later than April 1, 2022*
- e. Staffing Updates

b. DISTRICT SUPERINTENDENT UPDATES – DAVE WICKS

- a. Board of Regents – implementation of DEI, released framework last year,
 - *District Superintendents have a workgroup going on to help support DEI in districts*
- b. SED focused on increasing customer service
 - *There are aware that has been lagging*
 - *Some due to staffing issues*
- c. Budget asks for SED
 - *Focused on DEI*
 - *Investing in positions, people and infrastructure*
 - *Innovation*
- d. Put together a grant team
 - *TRLE grant entering phase 2*
 - i. eteachny.org
 - *Grant for research into performance assessments*
 - *Gates Grant access into AP, IB, and other higher coursework*
- e. Transforming graduation requirements regional meeting happened in March 2020 before covid shutdown
 - *Looking to finish those throughout the state will put together report and present to blue ribbon commission*
 - *Summer 2024 make recommendations*
- f. Q: APPR? A: Nothing heard yet, rooted in legislation
- g. Q: Embargo on 3-8 Math and ELA scores? A: Have not heard anything but will ask at meeting Friday

c. ACCESSING YOUR ACT ASSESSMENT PORTAL

- Greg Napiera, Account Manager ACT Inc.
 - i. ACT Product Demo & Informational Workshop Nov. 19, 2021 10am – 11am
 - ii. <https://success.act.org>
 - *Create an account*
 - *In order to get started you need a code from ACT. Code handed to superintendent that can then be used by anyone in the district to create an account*
 - *Reports that drill down, data available after each administration, current year and 3 years prior*
 - *Send Greg an email to get started: greg.napierala@act.org*

d. STUDENT MANAGEMENT / SPECIAL EDUCATION SYSTEMS

- a. Help Desk Email addresses
 - PowerSchool: PowerSchoolHelp@esboces.org
 - eSchool: ESDhelp@esboces.org

Charles King
Divisional Administrator

Elaine Conlin
Program Administrator

Peter Desjardins
Program Administrator

Sharon Mayrant
Admin. Coordinator

- Infinite Campus: InfiniteCampusHelp@esboces.org
 - School Tool: SchoolToolHelp@esboces.org
 - Synergy: Synergyhelp@esboces.org
- b. SMS Digital Equity UPDATE – Josephine Addonizio

e. SCHOOL DATA BANK SERVICES

- Vanessa Biagioli-Dittrich - Administrative Coordinator
 - i. (631)-419-1688 vdittrich@esboces.org
 - ii. CRDC Workshop November 18th

f. STAFF REPORTING

- a. Staff Evaluation Data - **Friday, October 21st**
- Districts should report any of the 2020-21 APPR components they were able to complete
 - No Composite score should be reported **UNLESS** both Student Performance and Observation scores are reported also
 - *Presentation in packet*
 - *Idex form last June about APPR, Were you and to what extent were you able to complete APPR?*
 - *Reporting only what you were able to implement*
- b. Staff Certification
- Staff Snapshot is due **November 18, 2021**
 - Districts should load Staff Snapshot as early as feasible to populate the SIRS 328 Out of Cert Report
 - *Certification crosswalk in last month's meeting materials*
 - *Will put Eastern and Western incidental teaching forms in this month's meeting materials*
 - *SIRS 329 Staff Cert Report – comes directly from TEACH*
 - *Speech/OT/PT do not report classes if they are providing mandated services by IEP*
 - *Staff Assignment certificated staff reported*
 - i. *Leave teacher/principal field blank if they are not either of those things*
 - ii. *SIRS p105,106 175-180*
- c. Account Changes in SEDREF

g. LEVEL 0 UPDATES

- Level 0 Multi Factor Authentication
 - i. *First log in on a new machine*
 - ii. *If you do not get the email call SDS and they can help*
 - iii. *Q: Is MFA active now, or is this coming? A: It is active now in training and coming in Level 0*
- New Required Demographic Information
 - i. November 1st implementation date
- Student Digital Resources
 - i. *eScholar templates in packet*
 - ii. *Survey question column very helpful*
 - iii. *Applies to all in district students k-12 and ungraded*
 - iv. *In district – OODP you do not have to report except CTE BOCES kids*
 - v. *Academic full time BOCES students you do not have to do*
 - vi. *One record per student per building*
 - vii. *Q: More than one primary residence?? Lives with mom part time and dad part time. A: Survey is looking for digital inequity*
 - o *If both do not have any inequities then it does not matter which is reported*
 - o *If one shows inequity or barriers then submit that one*
 - viii. *Student digital equity template sent via email if formatting data locally*
- Lock History
 - i. *Removed check box and lock history*
 - ii. *Use District upload log dates report*

h. TEST SCANNING AND REPORTING

- a. Help Desk for Data Warehouse and Test Scanning – DWTShelp@esboces.org or 631-218-4195
- b. Updating Contact Forms – Datacentral > Services > Forms (*All forms attached to the meeting materials*)
- c. NYS 3-8 ELA/Math/Science
 - 2021-22 Elementary and Intermediate Testing Schedule
 - *Last year for Science 4*
 - *Calendar and timeline in packet*
 - *Sort order form posted with the meeting materials*
 - i. *Due December 7th*
 - ii. *Need sort form even if doing CBT*
 - iii. *No CBT for science*
 - iv. *Can check off if giving Regents Math and Science to 8th grade on form*
 - v. *CBT now open to new schools again*
 - Test Scoring Contact Form
 - i. *Please update*
 - ii. *Sheets will get delivered here*
 - CBT Technology Readiness
 - i. *Due December 30th*
 - ii. *If not completed schools will be automatically put back in paper testing*
 - CBT State Simulation
 - i. *Jan 10-14th ALL schools must participate*
 - ii. *If not completed schools will be automatically put back in paper testing*
 - iii. *Simulation webinar 11/9/21*
 - iv. *Online request system open for CBT and PBT and will close 12/10/21*
 - v. *If using Full Service Scoring select OSC as Scoring Entity*
 - vi. *Science standalone field test will be available CBT as well as PBT*
 - vii. *NEXTERA installation guide and user manual CBTsupport.nysed.gov*
 - ISR Status
 - i. *ELA and Math ISRs are not released yet and we do not have a date*
 - ii. *ISRs will not be released until embargo is lifted*
 - iii. *End of the Month for embargo list (update from Dave Wicks)*
- d. Regents Exams
 - January 2022 / June 2022 / August 2022 Regents Examination Schedules
 - January 2022 US History Exam
 - i. *US History Framework 04101F*
 - January Regents Workshop – December 2nd
 - Scanner Check for Regents and NYSITELL
 - Ordering January Regents Exams
 - January Regents Poll
 - *August exemptions do not have exempt*
- e. NYSITELL
 - ****DO NOT USE COPIES OF ANSWER SHEETS****
 - Housekeeping
 - i. *Blue or black ink*
 - ii. *Student ID's*
 - iii. *Date bubbles accurately*
 - iv. *No not leave dates or is fields blank*
 - v. *Do not scan with sticky notes*
 - vi. *Do not rescan if you can't find a score*
 - vii. *Contact SDS with questions*
 - Special Administration of the NYSITELL students
 - i. *October 31, 2021 final day to test students who qualify for the Special Administration*
 - ii. *Be sure to enter an enrollment record in Level 0 so scores can be assigned to students*
 - Exiting Students with a Commanding NYSITELL Score
 - i. *Students with a Commanding NYSITELL score may be exited from ENL services*
 - *Use program code 3050 (SIRS Pg. 202)*
 - *11/1/2021 end date*

- f. NYSESLAT
 - All ELL students who are expected to take the NYSESLAT must have an active 0231 program code
- g. NYSAA
 - Report 0220 NYSAA Eligible Programs code
 - Deadline to for the DLM/KITE upload **November 12, 2021**
 - i. 0220 students not added on or before the deadline will have to be manually entered in DLM/KITE

i. **UPDATES ON DATA TOOLS, REQUIRED COLLECTION, AND REPORTING**

- a. Data Deadlines – <http://datacentral.esboces.org> Services → Data & Reporting → Public Schools → Deadlines
- b. **The weekly deadline for loading and locking data in Level 0 is Thursday, 5:00pm.** Data will be pulled from Level 0 at 12:00 noon on Monday, Tuesday, Wednesday, and Thursday. No data will be pulled from Level 0 on Friday.
- c. 2020-21 SIRS Data Collection and Reporting Requirements
 - BEDS Day – **Wednesday, October 6th**
 - i. BEDS Day Reports overview
 - 2021-22 Year-End Deadline – **Thursday, August 18, 2022**
 - Data Deadlines/Timeline for 2021-22
- d. McKinney-Vento / Migrant Student Updates – Julia Schnurman, FEOP Program Coordinator
 - New TASC, Revised Guidance and Potential Impact on Data reporting
 - Chain of Communication and Data Reporting for Agricultural Migrant Students
 - *Presentation in packet*
 - *Migrant students are identified externally and then your district is notified*
 - *McKinney Vento reporting*
 - i. *Homeless 8262 and primary nighttime residence*
 - ii. *8292 only for students who are served directly with Title 1 Part A*
 - iii. *8272 Unaccompanied Youth Status*
 - iv. *NYSTEACHS.org*
- e. Update on Part 154 ELL Services – Christa Stevenson, Executive Director LIRBERN
- f. CEEP
 - *December 15th due*
 - *On NYSED Business Portal*
 - *Superintendent will have to grant person access to fill out if not doing it themselves*
 - *Must be kept on file in DO and shared with buildings*
 - *All required questions must be answered*
 - *Assurances 1-18*
 - i. *1 Initial identification: references COVID-related flexibility*
 - ii. *2 Annual NYSESLAT also COVID Flexibility*
 - iii. *3-17 no major changes*
 - iv. *18 Describe any changes or updates to the CEEP submitted in 2020-2021*
 - *Question 19 Dual language program question*
 - *Rest pretty self-explanatory*
- g. Special Education Data
 - Special Ed 101 November 1st & 3rd
 - 2021-22 Reporting Deadlines
 - i. *In packet*
- h. A Year in Data Reporting – Resource Guide
 - *In packet*
- i. Information from SED
 - Preparing for Teacher Out of Certification reports
 - Identifying 2021-22 AIS students
 - i. *Can use 3-8 data if you want but encouraged to use other data*
 - Submitting Staff Evaluation Data

- Digital Equity Survey
 - i. 2 parts Survey and Level 0 extract
 - ii. SDS service in place if you would like to utilize
 - iii. Q: If we provide the device can we auto populate? A: State has said it is a parent survey and district decision on how it gets collected. In Q and A there is some wiggle room as to having students take it.
 - School Closing/Re-Opening Procedures 2021-22
 - i. Need to let NYSED know if you are closing and reopening
 - ii. This includes snow days, even virtual snow days
 - U.S. History & Gov (Framework) January Exemption
 - i. Criteria in packet
 - Snow Day Pilot 2021-22
 - i. Memo in Packet
 - ii. Changes made to tighten up what it looks like
 - Reporting 0231 students
 - 3-8 Test Data Embargo
 - IMF BEDS Due
 - i. Due November 19th
 - Average Class Size Calculation
 - i. K-2 Create a homeroom and tag on 7300 as appropriate
 - ii. 3-5 Writing should have writing course code
 - iii. Q: Is there an L2RPT report or ReportNet report that we can run to show our average class size? A: No, but may be able to write one. Will look into
 - iv. There's a Level 0 Report. From the REPORTS feature (grey navigational bar across the top), tap on COURSE and select the radio button in the blue box "COURSE/CHR/STUDENT" from Tracey
 - Friday November 12, 2021 10:00 am: Level 0 lock deadline extended
- j. Other Breaking News

j. ADJOURN

<u>THINGS TO DO NOW</u>	
1.	Load Staff Evaluation Data (Due Oct. 21 st)
2.	Review and Load August 2021 Grads (Due Oct. 28 th) *NEW DEADLINE*
3.	Load 0220 NYSAA Eligible Program codes (Due Nov. 12)
4.	Load Staff Snapshot for preliminary PMF and Out of Cert. (Due Nov. 18th)
5.	CBT Districts: Sign up for CBT training November 9 - https://www.surveymonkey.com/r/7TRVX6S