

a. WELCOME

b. ESSA ACCOUNTABILITY PRESENTATION

a. Ira Schwartz, NYSED Associate Commissioner

- *Presentation available under November DDC Meeting Materials*
- *Can appeal preliminary designation for extraordinary circumstances*
- *Ira's office will go through the appeals filed and will place into one of 3 categories before handing them over to the Commissioner*
 - i. *Recommend acceptance*
 - ii. *Needs to be discussed*
 - iii. *Recommend denial*
- *Example of acceptable circumstances: Weather, Traumatic Event, Very close to reaching target*
 - i. *Must present evidence*
 - ii. *Low participation rate alone is not a reason to appeal*
 - iii. *Provide real data to state case*
- *Q: Will ranking on total n size be provided in excel file? A: No*
- *Q: If the appeal is denied will there be an explanation as to why? A: No. May be able to provide clarification later.*
- *Q: If the appeal is granted? A: When you get the final designation it will reflect how things were adjusted.*
- *Student Growth Summary Report – ENL – Displays information down to individual student - shows how calculations were made.*
 - i. *In addition, will display student goals for end of the year (ENL)*
- *Data.nysed.gov will display accountability status*
- *CSI and TSI orientation for what will need to be done will happen in December*

c. JOE'S STUFF

a. BARS Enhancement Demonstration – immediately following today's DDC Meeting

b. Suffolk CBT Discussion – **Tuesday, November 13th**

- *Will talk about experiences and questions around CBT*

c. DATAG Winter Meeting – **Friday, December 7th**

- *Dr. John Sipple, Ph.D from Cornell – Rural Schools Data Site*
 - i. *Not just academic data*

d. Computer Based Testing update – <https://cbtsupport.nysed.gov/hc/en-us>

- 3-8 Update
 - i. Data Pull for Demographics, Enrollment, and Program Services
 - Initial pull load deadline – ELA & Math - **December 13th**
 - Final pull load deadline – ELA - **February 7th** / Math – **March 7th**
 - NEXTERA Admin opening - ELA – **March 1st** / Math - **April 1st**
 - ii. Technology Readiness Checklist
 - Deadline – Friday, **December 28th**
 - <https://cbtsupport.nysed.gov/hc/en-us/articles/360012694932>
- Stand Alone Field Tests – **May 20th** – **June 7th**
 - i. Data Pull for Demographics, Enrollment and Program Services
 - Final pull load deadline – **April 11th**
 - NEXTERA Admin opening – **April 29th**
- NYSAA Update – *Testing Window : March 11, 2019 – June 7, 2019*
 - i. Final data pull – **November 29th**
 - *After November 29th districts can only add students manually*
 - ii. Report of the Month – NYSAA Eligible Students – by Location – *ReportNet > District > Validation > Program Participation > NYSAA Eligible Students – by Location*
 - *Make sure students are in the right location*
 - *Report posted on SFTP site*

d. TEST SCANNING AND REPORTING / LEVEL 0 UPDATES

- a. Help Desk for Data Warehouse and Test Scanning and Reporting – DWTShelp@esboces.org or 631-218-4195
- b. NYS Assessments, 3-8, NYSAA, and NYSESLAT
 - 2018-19 Elementary and Intermediate Testing
 - i. Student Data Services Preliminary Timeline – *Datacentral > Services > Data & Reporting > NYS Testing > Timelines*
 - ii. Answer Document Sort Selection – Return by **January 3rd**
 - *Test room Files due Jan 10th*
 - *Email Lisa that there is a file on the SFTP site*
 - *NYSSA students need 0220, Disability type and ungraded*
 - *Remind principals to order exams*
 - *Make sure all information is accurate for both PBT and CBT*
 - Online Ordering of Exams for ELA/Math – **December 14th** / Science – **March 29th**
 - Date of Birth Chart
 - i. *In packet*
 - ii. *Make sure students take the correct NYSAA / NYSESLAT exam*
- c. NYSITELL
 - NYSITELL Scanning Workshop – **December 3rd PM**
 - Account Request and Re-Order forms – *datacentral > Services > Forms*
 - i. *Email to remove someone from account access*
- d. Regents Exams
 - Online Ordering of Exams – Deadline to order January Regents Exams – November 16th
 - January Regents Timeline – *datacentral > Services > Data & Reporting > Regents*
 - i. *December 10th deadline for January Regents*
 - Updates for New Framework Social Studies Regents Exam
 - i. Updated Course Code Clarification
 - *9th graders get 04051, not the new code*
 - *If dual testing the higher grade will show*
 - Reporting AP courses that end in Regents Exams
 - i. *Course that ends in an AP exam needs an AP code*
 - ii. *If students are also taking a Regents, send a file*
 - New Testing Accommodations for ELL Students – Next Day Completion
 - i. *Accommodation appropriate if a student receives extra time, and are taking two tests in a day. Student must start the 2nd exam on day 1, and can complete test 2 the following day.*
 - ii. *Q: Is that different then multiday testing? A: Yes*
 - iii. *Q: Does that mean they are going to delay the answer keys? A: We do not think so. There has always been the ability for a student to test on multiple days.*
 - iv. *If the student has multiday testing the student must start BOTH exams on the official test day.*
 - January Regents Workshop – **December 3rd**
- e. Level 0 Updates
 - Deleting Staff Tenure records
 - i. *Use the delete function when importing a complete staff tenure file **Recommended*
 - Reporting Primary Teacher in Course Instructor Assignment
 - i. *If they are only teacher then they are the primary teacher*
 - ii. *If more than one teacher best to go by certification*
 - *Lock all program services every time*

e. SCHOOL DATA BANK SERVICES

- a. New York State Summary Report Binders
- b. Performance Comparison Report
 - *Due to rescaling of 3-8 assessments these reports will not be available for 17-18*
- c. Score Projection Update
 - *Aligned AP course code with Regents code so students who are taking AP but also taking a Regents will get counted in the score projection*
 - *ESSA Appeal process – will support as best we can*
 - *Preliminary determinations available next Friday and then 2 week appeal window*

f. STUDENT MANAGEMENT / SPECIAL EDUCATION SYSTEMS

- a. Student Management System – Master Schedule Building Workshop – **December 5th and 6th**
- b. HearBuilder Breakfast and Learn / Open House – **December 12th**

g. STAFF REPORTING UPDATES

- a. Staff Evaluation
 - Reporting for 2017-18 – reporting deadline **Thursday, November 15th at noon** / Certification deadline – **Friday, November 30th** via SED Monitoring in the NYSED Application Business Portal
 - i. APPR Closeout - <https://www.engageny.org/resource/resources-closeout-2017-18-appr>.
 - ii. Questions – educatoreval@nysed.gov
- b. ePMF Collection – Deadline for teachers to submit forms – **December 14th**
 - Staff Assignment - Certified non-teachers reviewing data in TAA
 - i. *For informational purposes only*
 - ii. *Should not enter assignments unless staff member is also a teacher*
 - iii. *Non-teachers have ability to submit form, but will have no consequences*
 - iv. *Official source of PMF for non-teachers is Staff Assignment*
 - *Staff snapshot needs to be loaded for PMF record to populate in TAA*
 - *If teacher submits ePMF form, and then changes are made to Staff Snapshot record, the teacher does not need to resubmit*
- c. Reporting Courses for Life Skills Students
 - *No more of the individual life skills courses*
 - *Use the Other or general code if not tied to an assessment.*

h. 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, 12:00 noon.** 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. Special Education Reporting - BEDS Day Snapshot
 - *VR 1-6 & 8 Reports – Load and Certification deadline in early January*
- d. NYSSIS IDs in L2RPT
 - *Lists every student's NYSSIS ID reported in the data warehouse*
 - *Not sortable within the system. Export into excel to sort.*
- e. Primary Course Instruction Language Indicator / Primary Instruction Delivery Method Code
 - *Foreign Language class: Primary language is English*
 - *Bilingual course: Primary language is the alternate language; ie: Spanish*
- f. Homeless Students – Reporting Primary Nighttime Residence
 - *Report nighttime residence as of the first date of reporting program service record.*
- g. Data Spotlight – Homebound vs. Home-schooled students
 - *In packet*
 - *Homebound: Related to illness, injury, etc. Should not be used for longterm suspension.*
 - *Homeschooled: Leave the district to be instructed at home by a parent. Must be reported if students is administered a state assessment, receives Special Ed Services, or is referred to the CSE.*
 - i. *For one assessment: Enrolled on day of assessment (0011), report assessment then exit student*
 - ii. *Multiple Assessments: Enroll day of first assessment (0011) and keep student enrolled until day after the last assessment is given.*
- h. Information from SED
 - 2018 NYS Report Card Release of Annual Assessments
 - i. *Embargoed release yesterday*
 - ii. *Should become public today*
 - BEDS Institutional Master File (IMF) - <http://www.p12.nysed.gov/irs/beds/IMF/home.html>
 - i. *Deadline to complete and submit – November 16th*
- i. Special Ed. 101 Workshops – **December 7th and December 10th**
 - *Recommend bring your Special Ed Director with you*
- j. SIRS Updates
 - *Level 0 historical will open soon*
 - *Q: Disaster survey doesn't seem to be updated yet? A: Charlie will try to get clarification.*
 - *It is budget season. SDS rates will go up by no more than 2%. Does not apply to Vendors.*
 - *SDS will be moving in stages to Sequoya between Jan and March.*
 - *Announcements will be made about phone and fax numbers. Some may be changing.*

i. ADJOURN**THINGS TO DO NOW**

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| 1. Have teachers verify PMF data in TAA System – deadline for teachers – December 14 th |
| 2. Certify Staff Evaluation data for 2017-18 via SED Monitoring in the NYSED Application Business Portal – Deadline November 30 th |
| 3. Load BEDS Day Special Education Snapshot and begin verifying VR 1-6 and 8 Reports in the PD System |
| 4. Verify NYSAA students have been reported with correct program service code |

Forms & Flyers

The below listed forms & flyers are included in the Meeting Materials and Interactive Agenda

Data and Testing Workshops

Suffolk CBT Discussion – 11/13
January Regents Workshop – 12/3

NYSITELL Scanning Workshop – 12/3

Student Management / Special Education System Workshops

Interactive Webinars for School Dismissal Manager – 11/26 & 11/28
Master Scheduling Building Workshop – 12/5 & 12/6
HearBuilder Breakfast and Learn / Open House – 12/12
eSchool Trainings – various dates

Infinite Campus Trainings – various dates
Schooltool Trainings – various dates
PowerSchool Trainings – various dates
Frontline IEP Trainings – various dates

Forms

Level 0 Authorization Form
Level 0 HR Access Form
ReportNet Access Form
ASAP Access Form

Level 0 De-authorization Form
Level 0 HR De-authorization Form
ReportNet De-authorization Form
Delete a Student Request Form

SFTP Access Form
ASAP De-authorization Form
SFTP De-authorization Form
Test Coordinator Contact Forms