

**a. WELCOME AND ANNOUNCEMENTS**

- a. 2018-2019 DDC Meeting / Data Advisory Schedule
  - November 9<sup>th</sup> DDC Meeting – Ira Schwartz
    - *Ira Schwartz will be in attendance - ESSA Updates*
    - *Please sign up via MLP*
- b. Level 0 and Data Warehouse Opening for 2018-19 data
  - *Level 0 open for 2018-19 and will default to 2018-19 upon log-in*
  - *Be reminded when loading Staff Eval and Spec. Ed events need to change year to 2017-18 in Level 0*
  - *Level 2 reports are not populating yet*
- c. DATAG Fall Meeting – Friday, October 12<sup>th</sup>
  - Keynote Speaker – Temitope Akinyemi, Chief Privacy Officer – NYSED
    - *Based on Level of service may be entitled to at least one registration*
    - *Questions call Vanessa Dittrich*
- d. Account Maintenance – posted to SFTP site
  - *Review all accounts to verify for appropriate account access*
  - *Questions contact Laura Barranco*
- e. DDC and Test Scoring Contact Forms / Updated forms on Datacentral
  - *Please complete forms even if no changes have occurred*
  - *Need both a primary and secondary contact*
  - *District specific folder has who listed currently as the testing coordinator in your district. Please review and check if its correct or make changes as needed right on the form. Please fax back form regardless of whether corrections need to be made or not.*
  - *Where to find forms: Datacentral – Services – Forms*
  - *All forms to add or delete access housed here*
- f. Staffing Updates

**b. JOE'S STUFF**

- a. Embargoed Release of 3-8 State Test Scores for ELA/ Math
  - *Available in Tested/Not Tested*
  - *Still under embargo until press conference – no definitive date yet*
  - *Strictly for instructional and programming use only*
  - *Public release will take place in late September*
  - *ISRs will not be released until after the press conference*
  - *3-8 embargoed data also available in BARS*
  - *Q: How can schools make scheduling changes without giving scores? A: Use district discretion*
  - *EngageNY: 75% of questions are released with standards mapping*
- b. Computer Based Testing update – <https://cbtsupport.nysed.gov/hc/en-us>
  - Updating District Testing Coordinator (DTC) in SEDREF
    - *Make sure information is correct*
    - *SED will send the emails directly to the DTC*
    - *Q: How to get to SEDREF? A: Through the portal. Can go to Datacentral and login*
  - 3-8 Update
    - *Nextera has completed data wipe and districts need to reset all accounts*
    - *DTCs and principals from schools who administered operation CBT will receive email notifying them of account creation*
    - *SED to pull students for population to NEXTERA in late February*
    - *Just operational not field testing*
    - *3-8 Practice exams available. DO NOT need to have signed up for operational to utilize practice exams*
  - i. Secure Browser Practice Test Logins
  - ii. Statewide CBT Simulation
    - *2 dates this year*
    - *Email went out earlier in the week*

- iii. Technology Readiness Checklist
    - Operational CBT must complete by Dec 28<sup>th</sup> in NEXTERA
    - If you choose CBT and do not do this by Dec 28<sup>th</sup> SED will revert district to PBT
  - iv. CBT Fall Presentation – Thursday, September 27<sup>th</sup>
    - <https://cbtsupport.nysed.gov/hc/en-us/articles/360012694932>
    - 8:30 – 10:30am at Instructional Support Center
    - Anyone interested in facilitating operational CBT or would like more information may attend
    - Use link above to register
    - Copy of agenda in packet – if there are suggestions for additional agenda items contact Charlie
  - NYSAA Update – Testing Window : March 11, 2019 – June 7, 2019
    - i. Dates to Remember / Age Ranges for 2018-19
      - Dates and Trainings listed in Packet
      - 10/26: First pull of students with 0220 codes
      - There will be a second/final pull 11/30 students with 0220
      - Alt assessment only has to be admin once at the HS level
      - Pay close attention to birthdates when giving exams
    - ii. DLM Interactive Webinars
      - Flyers in packet
      - Given on a monthly basis
    - iii. Student Learning Profiles / KITE Student Portal
      - Client now called Student Portal
      - Student learning profiles went out
    - iv. Adding / Removing District Test Coordinator
      - Can have more than one in the system
      - Make sure information is correct
- c. SCHOOL DATA BANK SERVICES**
- a. BARS Update – Released Reports – Common Data View Reports
    - 3-8 ELA/Math Data are still embargoed
    - Pass along the message of the embargo as you disseminate the information to staff
  - b. BARS Enhancement Update
    - Currently houses state assessments
    - Will soon be able to import 3<sup>rd</sup> party and local assessments into system
    - More information coming
    - November demonstration
    - Q: Multiple measures? A: Yes, looking at multiple data points for students and early warning
- d. STUDENT MANAGEMENT / SPECIAL EDUCATION SYSTEMS**
- a. Student Management System – Master Scheduling Workshop – December 5<sup>th</sup> and 6<sup>th</sup>
    - 18-19 Training flyers are included in packet
    - SIRS updates- SMS systems are working toward making changes
  - b. Branching Minds “Lunch & Learn” – immediately following today’s meeting
- e. STAFF REPORTING UPDATES / LEVEL 0 UPDATES**
- a. Staff Evaluation
    - Reporting for 2017-18 – reporting deadline **Thursday, November 1<sup>st</sup> at noon** / Certification deadline – **Friday, November 9<sup>th</sup>**
      - i. SIRS-326 Staff Evaluation Rating Verification Report
        - All educators NEED an ORIGINAL score
        - Those with a state provided growth score also need a TRANSITIONAL score
        - Replaced SIRS 325, will not have a 17-18 dropdown
      - ii. District Summaries
        - Posted in June to the Portal
        - Based on district specific APPR plan
        - If error, email educatoreval (does not match APPR plan)
        - If an educator missing subcomponent score still must submit the record. DO NOT PUT 0. Only put a 0 if they actually earned that score. If teachers are missing a subcomponent they will not get an overall rating.
      - iii. APPR Closeout - <https://www.engageny.org/resource/resources-closeout-2017-18-appr>.
        - If you have a teacher with no components, there is guidance and can call SDS

- 2017-18 State Provided Growth Scores
  - Scores will be released on or about September 20<sup>th</sup>
  - File layouts in meeting materials
  - Q: Rolling over MLP? A: Can operate in two years but they do not recommend it. Charlie will try to get more information.
- APPR Implementation Form
- Review and Approval Processes for 2018-19 Material Changes
- b. ePMF and SIRS Staff Collection Timeline for 2018-19
- c. Changes in Staff and Course Data for 2018-19 - <http://www.p12.nysed.gov/irs/beds/PMF/>
  - Staff Snapshot – updates for 2018-19
    - Race/Ethnicity is **REQUIRED** this year and is submitted via STAFF Snapshot. This will not be a dropdown in TAA as it was in 2017-18
    - Staff Snapshot will not load in Level 0 without this information
    - Staff will have option to decline race/ethnicity – declination not yet available in HR systems nor Level 0
    - Districts should perform due diligence to submit race/ethnicity, SED is uncomfortable with an entire district being submitted as declining
    - Hispanic indicator in staff as well. If yes, then they do not have to also submit a race, if no then a race needs to be input
    - Teachers will see information in TAA
    - Q: If race/ethnicity information is already in HR system do you need to ask teachers permission to release it? A: No, they will see it in TAA and if they think it is inaccurate they will have to report that to whoever is in charge of this process.
    - Q: Are the HR systems aware of the declination? A: Not yet
    - Q: Are the teachers notified if a change was made in TAA? A: Yes via email
  - Updated 2018-19 ePMF User Guide & FAQs / Updated TAA User Guide
    - Materials in Packet and in meeting materials
  - Teaching and Non-Teaching Assignment Codes for 2018-19
  - Non-teacher account creation
    - Those with Staff Assignment in addition to Staff Snapshot
    - Certified staff who are not teachers are not required to make an account or submit, BUT this is the only way these staff can view their information for accuracy
    - Not part of the Certification in Feb
  - Teachers will input: location, courses and # of students (registration)
  - TAA is official source of PMF data. Out of certification reports will populate from this information
  - Quick Tip Guide for Using TAA
    - In packet
- d. Level 0 Updates – 2018-19 New Templates and Features
  - New Level 0 Home Page – Dashboard View
    - Fields highlighted in red indicate not complete
    - If locked column says “no” then process not complete
  - Reporting Homeless Students
    - Beginning in 2018-18 all homeless students need an 8262 Program Service code in level 0
    - Primary nighttime residence moved out of demographics into program services
    - Q: Set aside funds how does that work? A: Charlie will send out email from Julia to be sent over listserv
  - Reporting FRPL Students
    - If you know how a student ended their FRPL status at the end of last year you can report it
    - Districts can give carryover code to those students who district is unsure about this year that were FRPL last year
    - If student had a carryover code it will remain
    - If a student changes from Free to Reduced then end free and begin reduced
    - Q: When does the grace period end? A: Level 0 Nov 1<sup>st</sup>
    - DCMP trumps all.
  - Special Ed. Events – Duplicate Records
    - If duplicate records exist, need to adjust how data was entered into IEP Direct
  - 2018-19 State Course Codes for Courses Ending in State Exams
    - In Packet
- f. **TEST SCANNING AND REPORTING**
  - a. Help Desk for Data Warehouse and Test Scanning and Reporting – [DWTShelp@esboces.org](mailto:DWTShelp@esboces.org) or 631-218-4195
  - b. Updating Contact Forms – Datacentral > Services > Forms
    - Test scoring contact
    - Need ASAP even if there is no change

- c. NYS Assessments, 3-8, NYSAA, and NYSESLAT
  - 2018-19 Elementary and Intermediate Testing Schedule
    - *Scan sheets from 17-18 will be returned soon*
- d. Regents Exams
  - January 2018 / June 2019 / August 2019 Regents Examination Schedules
    - *June Global will have two exams*
    - *RCT's are gone/codes are gone*
  - January Regents Workshop – December 3<sup>rd</sup>
- e. NYSITELL
  - Ordering Booklets and Answer Sheets
    - *Answer sheets from last year can be used this year*
    - *SDS prints answer sheets NOT test booklets*
  - Summer NYSITELL students
- f. NYSESLAT
  - Conversion Charts
- g. **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 – deadline to load Special Ed. Events for VR 11, 12 and 14 – **Thursday, Sept. 20<sup>th</sup>**
    - Certification in PD System – deadline **Monday, September 24<sup>th</sup>**
      - *Everyone does VR 14, VR 11 and VR 12 based on Federal Indicator schedule*
  - d. August Regents / August Graduates – deadline to load **Thursday, October 11<sup>th</sup>**
    - *Earlier deadline this year*
    - *Demographic data must be in before then for these students are reported*
  - e. 2018-19 SIRS Data Collection and Reporting Requirements
    - 2018-19 Year-end Deadline – **Thursday, August 22, 2018**
    - Data Deadlines/Timeline for 2018-19
      - *Updated on Datacentral*
      - *Timeline in Packet*
    - 2018-19 Planning a Year in Data Reporting Guide and Timeline
      - *Updated for 18-19 school year*
  - f. Information from SED
    - AIS Services for 2018-19 Based on Grades 3-8 ELA and Math Assessments
      - *Charlie forwarded memo yesterday*
      - *Memo also in packet*
    - Superintendent Determination Option to Graduate with a Local Diploma – Updated Information
      - *Supersedes 2017 guidance*
      - *Memo included in packet*
    - Process for the approval of CTE Pathway Assessments
    - BEDS Institutional Master File (IMF) - <http://www.p12.nysed.gov/irs/beds/IMF/home.html>
      - *SED will roll out 2018 data on BEDS day*
      - *Link takes you to where the information will be posted*
    - Former ELLs
      - *LEP students are now Former ELLs for 4 years instead of 2, based on LEP end date*
      - *Ever ELL if a student was ever an ELL*
      - *Testing Accommodations still offered to Former ELLs for only 2 years*
    - Comprehensive ELL Education Plan (CEEP)
      - *There is a data information report*
      - *Q: Can SDS get a report with information as of June 1<sup>st</sup>? A: Send Charlie an email*
    - Global History and Geography – Transitional / New Framework
    - Title III Immigrant Allocations
      - *Now available*
    - Grants for Students Displaced by 2017 Natural Disasters
      - *Email in Packet*
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- g. Questions from the Field
  - *In packet*
- h. Parent Reports
  - *SED released examples for ELA and Math which are included in packet*
  - *NYSSA/NYSESLAT going out Monday*
- i. CIO 101 Workshops – 9/21, 9/26, & 10/1
- j. Data Tool – [www.nyeducationdata.org](http://www.nyeducationdata.org)
- k. ESSA Update - <http://www.p12.nysed.gov/accountability/essa.html>
- l. SDS Twitter
- m. SIRS Updates
- n. Other Breaking News
  - *SDS is moving to Sequoya by June 30<sup>th</sup>*
  - *May be more aggressive test file deadlines this year due to move*

**h. ADJOURN**

<b>THINGS TO DO NOW</b>
1. Verify end of year VR Reports to be certified on September 24 <sup>th</sup> (VR11, VR12, & VR14)
2. Upload Staff Evaluation data for 2017-18
3. Upload Staff Snapshot in Level 0 for 2018-19
4. Review and verify August Regents and August Graduates

**Forms & Flyers**

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

**Data and Testing Workshops**

CIO 101 Workshop – 9/21, 9/26, & 10/1  
January Regents Workshop – 12/3

**Student Management / Special Education System Workshops**

eSchool Trainings – various dates  
Infinite Campus Trainings – various dates  
Schooltool Trainings – various dates  
PowerSchool Trainings – various dates  
Frontline IEP Trainings – various dates  
Schooltool Offsite Demonstration – 10/17  
Master Scheduling Building Workshop – 12/5 & 12/6

**Forms**

Level 0 Authorization Form  
Level 0 HR Access Form  
ReportNet Access Form  
ASAP Access Form  
SFTP Access Form  
Test Coordinator Contact Forms

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