

a. WELCOME AND ANNOUNCEMENTS

- a. November 9th DDC Meeting – Ira Schwartz
 - *ESSA Update*
- b. November 9th – BARS Enhancement Demonstration
 - *After DDC*
 - *Flyer in Meeting Materials – Register via MLP*
- c. DDC and Test Scoring Contact Forms / Updated forms on Datacentral
- d. Staffing Updates

b. JOE'S STUFF

- a. Stand Alone Field Tests – May 20th – June 7th
 - CBT Data Due – April 17th
 - *If you choose CBT and are not chosen you will still have the option to do a field test*
 - *Demographic, Enrollment and Program Service data needs to be loaded*
- b. Computer Based Testing update – <https://cbtsupport.nysed.gov/hc/en-us>
 - *Regional CBT Meeting Materials in packet*
 - 3-8 Update
 - *Monday Oct 22 – Fall Webinar will also be recorded and posted*
 - *Equation Editor Drawing Tool Reference Guide available*
 - Suffolk CBT Discussion – Tuesday, November 13th
 - *8:30am*
 - Data Pull for Demographics, Enrollment, and Program Services
 - *Initial pull – Thursday, December 13th*
 - *Final pull – TBD*
 - *Districts will still need to roster students*
 - *Districts will also have ability to manually add students*
 - Choice of Lead Scoring Entity for Operational CBT
 - *Full Service Scoring through Danielle Hudek – Choose OSC*
 - *If no lead scoring entity is chosen then will default back to paper exams*
 - Statewide CBT Simulation
 - *Feb 26 and March 5*
 - *Uses practice exams*
 - *Stress test for the system*
 - Technology Readiness Checklist
 - *Deadline – Friday, December 28th*
 - <https://cbtsupport.nysed.gov/hc/en-us/articles/360012694932>
 - *For each school that is doing CBT there needs to be a checklist submitted*
 - *Principal/DTC/DITC/SITC can complete the checklist*
 - *Principal and DTC roles are automatically populated*
 - *District and School Informational Techs need to be provisioned by district for access*
 - *State is developing a Listserv for each of the exams. There is a spot on the checklist to add alternate emails to the listserv*
 - *If not completed by deadline, district will be reverted back to paper*
 - *Updated Setup guide in meeting materials or access via link above*
 - *Chromebooks: 2017 or newer you need to make an adjustment to use the secure browser*
 - NYSAA Update – *Testing Window : March 11, 2019 – June 7, 2019*
 - *Dates to Remember / Age Ranges for 2018-19*
 - *0220 NYSSA code needs to be loaded*
 - *Initial data pull – Thursday, October 25th*
 - *Final data pull – Thursday, November 29th*
 - *After final pull, students will need to be entered manually*
 - *DLM Interactive Webinars*
 - *Student Learning Profiles / KITE Student Portal*
 - *Adding / Removing District Test Coordinator*
 - *Done through SEDREF*

- Regional Scoring
 - Fax or email form back to Danielle Hudek at dhudek@esboces.org
 - NYSESLAT Regional Scoring and Full Service Scoring will be available for 2018-19
- c. SCHOOL DATA BANK SERVICES**
- a. BARS Update – Released Reports via SFTP site
 - Student Level BARS reports
 - Supt Binders will be available at the November Meeting
 - Materials for the binders will be posted to the SFTP site as well
 - b. Score Projection Update
 - Released earlier this week
 - The auto resort does not include AP Codes. Hope to be released shortly.
 - Global Transition could not be used for US History so ELA 7 and 8 were used instead
- d. STUDENT MANAGEMENT / SPECIAL EDUCATION SYSTEMS**
- a. Student Management System – Master Schedule Building Workshop – December 5th and 6th
 - b. Interactive Webinars for School Dismissal Manager
 - Nov 26 & 28 - 3:30-4:30
 - c. HearBuilder Breakfast and Learn / Open House – December 12th
- e. STAFF REPORTING UPDATES / LEVEL 0 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
 - Report(s) of the Month - SIRS-326 Staff Evaluation Rating Verification Report - L2RPT > SEDDAS > Staff > SIRS-326 Staff Evaluation Rating Verification Report
 - APPR Closeout - <https://www.engageny.org/resource/resources-closeout-2017-18-appr>.
 - Certification is now available
 - If you certify before the deadline and then find an error districts should email educatoreval@nysed.gov to un-certify and fix
 - Question – educatoreval@nysed.gov
 - b. Staff Snapshot
 - Hispanic Indicator and Race/Ethnicity Clarification
 - Staff Snapshot must have a Hispanic Indicator and Race selected or record will error in Level 0.
 - If “Yes” is chosen for Hispanic Indicator, no race needs to be populated
 - If “No” is chosen, then a Race needs to be selected. Staff has the option to “Decline” Race.
 - Can a staff member decline the Hispanic indicator? No. But if they choose to decline the race, the “N” in Hispanic Indicator will be ignored.
 - c. ePMF Collection – Deadline for teachers to submit forms – December 14th
 - Staff Assignment
 - Needs to be reported for all certified non-teachers
 - Can view their information in TAA (not required)
 - There is a “submit” button and can add assignments, but submission is not required
 - Special Education self-contained codes
 - Questions from the Field
 - In packet
 - Q: If a teacher is out for a full year and is not in the file how does that impact teacher attendance? A: It won't they won't have a record.
 - Make sure people are clicking PMF not TSDL
 - Q: Part time librarian for 2 years now full time...years in district? A: 3 years even though the first two were part time
 - For Dual Language courses primary language is English
 - Q: 3-5 Art course...need to breakup by grade? A: No...but consider what the teacher is certified in

f. 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
 - *Please be aware of sending PII in emails*
- b. Updating Contact Forms – Datacentral > Services > Forms
 - *If not already done, please send updated contact form*
- c. NYS Assessments, 3-8, NYSAA, and NYSESLAT
 - 2018-19 Elementary and Intermediate Testing Schedule
 - <http://www.p12.nysed.gov/assessment/schedules/2019/elitestschedule1819c.pdf>
 - Online Ordering of Exams for ELA/Math – December 14th / Science – March 29th
 - *Principals are responsible for ordering exams*
- d. Regents Exams
 - Online Ordering of Exams – Deadline to order January Regents Exams – November 16th
 - January Regents Workshop – December 3rd
- e. Updates for New Framework Social Studies Regents Exam
 - *Give exam corresponding to curriculum*
 - *Can give both...If both are given, MUST REPORT BOTH*
 - *Will need a file to print June SS Regents Exams.*
 - *FAQ in packet*
 - *Q: How are accountability measures going to be calculated if you give both exams? Will they take the higher of the two?*
A: Yes, the higher of the two will count
- f. Level 0 Updates
 - Reporting Homeless – Nighttime Residence Clarification
 - *Ignore y/n in demographics, Now reported through Program Services*
 - *8262 – Homeless*
 - *8272 – Homeless unaccompanied youth*
 - *0892 – Title 1 Set aside – Keep track of who got funds in level 0.*
 - Load Sequence
 - *Updated in packet*
 - Resources for Understanding Error Messages
 - *Datacentral > Quick Links > Level 0 Validation Rules*
 - *Level 0 Tech Document with Error code explanation*

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. Report(s) of the Month – SIRS-312 BEDS Day Enrollment Verification Report for State Aid – L2RPT > SEDDAS > BEDS > SIRS-312 BEDS Day Enrollment Verification Report for State Aid
 - *Summary report in folder*
 - *Start Verifying now*
- d. Special Education Reporting
 - Due Dates for 2018-19
 - *Remember data had to be loaded the Thursday BEFORE the due date*
 - *Some VR reports due Jan 7th. You may want to verify and certify before holiday break*
 - BEDS Day Snapshot
 - Special Education Reporting Quick Tips for 2018-19
 - *In packet*
- e. Data Spotlight – Pre-K Reporting
 - *Information in packet*
 - *Pre k – Generally 4 year olds, year before K*
 - *ALL Pre k students need to be reported*
 - *UPK Entry code: 0011, Location code: 0666, Grad Level: PKF(full) or PKH(half day)*
 - *Non UPK 0011, Location code: where they are sitting Grade Level: PKF or PKH*
 - *Memo in meeting materials from last year...no update this year*

f. Information from SED

- Performance Levels for 3-8 ELA/Math Exams
 - *In Packet*
- SIRS-401 & SIRS-402 Reasonableness Report Update
- AIS Services for 2018-19 Based on Grades 3-8 ELA and Math Assessments
 - *Memo in packet*
- BEDS Institutional Master File (IMF) - <http://www.p12.nysed.gov/irs/beds/IMF/home.html>
 - Deadline to complete and submit – November 16th
 - *District and individual school forms*
 - *There are paper copies at the website for both the district and school form*
- District Instructional Technology Plans – Deadline October 26th
 - *In meeting materials*
- Data Collection for Displaced Students - <https://www.surveymonkey.com/r/YPV979V>
 - *For students displaced because of recent hurricanes*
 - *Survey will be updated*
 - *No new instructions for this year*
- NYSESLAT Score Reports - <http://www.p12.nysed.gov/assessment/nyseslat/nyseslat-scorereports18.html>
 - *Translated versions available here*
- Student Learning Profiles - <https://portal.nysed.gov/abp>
 - *Available on the Portal*

g. Parent Reports

- *ISRs have been delivered*
- *Next year please double check address file - Apt #'s don't always come out correctly. Please check when asked to review the file.*

h. ESSA Update - <http://www.p12.nysed.gov/accountability/essa.html>

- *Come see Ira at next month's DDC Meeting*

i. SIRS Updates

- *In packet*

j. Other Breaking News

h. ADJOURN

THINGS TO DO NOW
1. Have teachers verify PMF data in TAA System
2. Verify Staff Evaluation data for 2017-18 via SIRS-326 Staff Evaluation Rating Verification Report
3. If not yet done, load Programs Fact to Level 0
4. Load BEDS Day Special Education Snapshot and begin verifying VR 1-6 and 8 Reports in the PD System

Forms & Flyers

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

Data and Testing Workshops

BARS Enhancement Demonstration – November 11/9
 Suffolk CBT Discussion – 11/13
 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
 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

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
---	---