

Willamette ESD/CTA
Data Warehouse Governance Committee
Meeting Minutes
January 25, 2017
Online Meeting

Updates & Demos

Dashboard Development

- **Predefined Reports-** We apologize, we have been short staffed, we are not as far along as we would like to be. We are still converting reports. The EBIS report is still being worked on and it's currently, we hope, in the final revision stages. (Version 4) We are now at full staff. Our goal is to get these completed and working for you as soon as possible. In the process of converting reports, we are also working to get more data onto 1 page, so reports are more efficient with space and will run faster. We thank you for your patience.
- **Ability to manually enter scores for ACT, PSAT, SAT, etc-**We are currently working on restructuring the layout of the Data Downloads so that all functions (uploads, downloads and manually entered scores) will be listed under the individual assessment. Once this is completed, we will start on creating the function to manually enter scores.
- **WorkKeys-**We have been working with Forest Grove to automate this process. We are now able to import WorkKeys into the Data Warehouse. If you would like your WorkKeys data to be imported in the Data Warehouse, we will need your username, password, and access to your admin downloads. This information will be reflected in Essential Skills metrics for students that met the requirements.
- **Synergy data imports-**We have been working with our Synergy districts on the ELPA21 scores and Growth Percentiles from ODE for NWRESD districts, Clackamas and WESD. The ELPA21 scores were populating in the same place as ELPA, that has been corrected, they are now loading correctly into Synergy and the Data Warehouse. The growth percentiles are now loading into Synergy and the Data Warehouse as well. If we become aware that we are not receiving OAKS data from ODE, we will send out a message on the listserv.
- **Growth Percentiles-**We are now receiving this information from ODE, but have not yet added it to metrics. We are looking for feedback from our districts. Please 'Provide Feedback' in the Data Warehouse on how you would like to see Growth Percentiles used. Create new metrics? Use with existing metrics? Reports?
- **Opt Out Flag-**We are now receiving information for all students with an opt out flag. Do districts want to see all opt out reasons so if a student doesn't have a test score, you will know why? Or just students that opt out related to the HB2655? District would like to see all students that opt out and why.

- **Snow Days, Calendars, & Attendance**-Please check your attendance around the snow days and report any issues of inaccuracies you may find. We understand that this was a hectic time with multiple calendar changes and we want to make sure we received all of your changes.
- **Standardized Formative Assessments**-This information is getting easier for us to upload with process changes we have made to our system. If you're working with a vendor that provides data in an electronic format, we will work to automate the upload directly from the vendor whenever possible rather than building it in as a custom assessment. Please submit an issue if you are using an assessment system that provides data in an electronic format (.csv) and you would like that data included in the data warehouse. Please note that not all vendors provide data in a format that we can automatically load in the data warehouse or may block our ability to access the data.
- **easyCBM**- Is not providing lexile or accuracy scores in the data exports we receive. At this time, easyCBM does not view them as growth measures, so they are not including the information in the exports.
- **iReady**-We can now upload your data from iReady. Districts must use a district student ID or SSID in iReady for us to upload data. For interested districts, contact Joel Rayan, by email at JRayan@cainc.com . You will need to contact him to get a Data Sharing Agreement signed. Please submit an issue when this process have been completed so we know to contact Joel to complete the setup on our end.
- **Issue Tracking: Elevating Issues**-We implemented a system to auto elevate issues that were submitted but not claimed or closed by an issue handler within the district. This was to address issues that were submitted, but appeared to be unresolved. After receiving feedback from several districts, we've decided to simply notify issue handlers at a higher level about issues that aren't being handled. Notifications will be sent out if an issue is unclaimed after 1 day for issues flagged as emergencies, 3 days for high priority issues, 7 days for medium priority issues, and 14 days for low priority issues. No notifications are sent for issues that have been claimed but not resolved. When an issue handler at a higher level receives one of these email notifications, they may respond to that email. That response is then logged with the issue, and forwarded on to the users who are currently responsible for the issue. In other words, it's forwarded on to those issue handlers who are at the level where the issue resides, one level down from the user sending the email. We hope that this will make the process smoother for you while not allowing issues to fall through the cracks.
- We recommend you have as few issue handlers as possible. To view the current issue handlers for your district, go to [Help>Help Articles>Articles by Category>System Settings>Account Management](#), and select Issue Handlers-Setup and Hierarchy List. To change an Issue Handlers access in the Data Warehouse, select the user in Account Management by clicking on the name, go to the System Settings tab, under Account Management you can then check or uncheck 'Handles Issues'.

Demos

- **ELL/LEP Filters**-New EL Status and EL Program filters are replacing LEP and ESL student filters in 'Set Student Filters'. You can now filter students by EL status. EL and Not EL take the enrollment year into account, Ever EL and Never EL do not. EL Programs also take the enrollment year into account. We currently are getting the EL status from the LEP flag in your SIS. Please let us know if you have an Ever EL flag in your system, this would be a better way for us determine a student's status. John Lynch from David Douglas advised us that some Synergy districts are no longer using programs to track EL. They are now using a calculated field from the exit date. We will need to follow up with Synergy to ensure we are receiving your EL Program information. (NOTE: We changed the EL Status filter title to English Learners to make the filter clearer to users. We are working on a description of how the English Learner and EL Program filter work together to help users understand the new options).

Discussions

New Writing Scoring Guide-ODE is switching from the old scoring guide and moving to the new scoring guide that aligns with SBAC. This year you will be able to use both, next year you will only be able to use the new scoring guide. ODE confirms that the scoring is the same but the terminology is changing. For the different strands, the old one was using explanatory, persuasive, and narrative, the new one is using informative, explanatory, argumentative, research and narrative. In the traits, instead of 'Citing Sources', it is now 'Use of Sources'. Do you want separate scoring guides or should we add the new terminology to the existing scoring guide? If we create two guides, you would need to view the assessment data separately. If we use the existing scoring guide with the new terminology, they would display together. Based on feedback, we will create a separate assessment for SBAC aligned work samples. Districts will have the option of using either the old work sample format or the SBAC aligned format (or both). Next year we will only offer the SBAC aligned format for 2017-2018 work samples. The templates for the old scoring guide work samples will remain available in case you need to upload or enter work samples for previous years.

ELPA vs ELPA21, longitudinal comparison- The new ELPA21 scores use a 3 point scale instead of a 5 point scale that the ELPA used. Andy Ehlert pointed out that the new ELPA21 uses 4 subscores instead of a total for the performance levels, reading, writing, speaking and listening. The new 3 point scale is a status and should not be used as a score, they want the terminology from the 3 categories, emerging, progressing, and proficient to be used. Based on feedback we will set a page filter that will allow you to choose ELPA or ELPA21 similar to the SBAC filter that lets you choose ELA or Math. We will also develop additional metrics based on the strand data. Andy Ehlert said he would be willing to help us with any questions on building this into the Data Warehouse.

Early Warning System - We currently offer a variety of reports and metrics that could be used, like the At Risk Metrics where your district sets the threshold, and Tigard Tualatin's Early Warning System report, that we want to make more generic so all districts can use it. Types of criteria currently being used by districts for EWS include, attendance, current daily grades, discipline/behavior, assessments, credits earned, GPA, referrals, SBAC, easyCBM, DIBELS, course grades, Essential Skills, and weekly attendance. We will continue to explore the possibilities of an Early Warning System, and are also looking at being Ed-Fi compliant. We are also looking at ways to track interventions. Currently district don't seem to have a way to do this, but agree it would be very beneficial.

Records Transfer- This would only be beneficial if the data would flow directly into the SIS. We will continue to explore the feasibility of this as more vendors become Ed-Fi compliant.

Meeting Dates for 2017

- April 26, 2017
- Summer Meeting TBA

Host: Robin DeLoach, WESD

In Attendance: Alex Popescu, NWRESO; Jolly Dhruv, MESD; Joe Hamilton, Travis Johnson, Toney Svay, Shannon Badger, WESD; John Lynch, David Douglas; Megan Parrish, Klamath County; Peter Campbell IMESD; Tara Cottle, Ashland; Deni Basaraba, Bethel; Andy Ehlert, Gresham-Barlow; Brigetta Martell, Corin Richards, Forest Grove; Maria Fuhrmann, Amy Olson Rocha, Centennial; Carol Hacherl, Port Orford; Andy Summers, North Clackamas; Natalie Snow, Jackson County; Donna Rethati, St Helens; Morgan Cottle, Rosie Converse, SOESD; Carolyn.



From all of us at CTA, thank you for attending.