



LEA Data Discussion

June 11, 2020

Meeting Participation Instructions

Two options for providing feedback:

- Option 1 - Use the question/chat box to respond
- Option 2 - Raise your hand to be unmuted to speak

What to Expect:

- Questions will be repeated out loud from the question/chat box
- You will be identified and unmuted when it's your turn to speak

Agenda

- Reminders
 - Data Validation and Reporting Impacts
 - Data Connectivity
- DC School Report Card
- Attendance Updates
- Enrollment Audit
- Start of School and other Upcoming Trainings



Reminders

Data Validation: Key Changes

The SY19-20 Data Validation Policy was updated to reflect changes impacted by the COVID-19 pandemic. These changes are effective immediately.

Key Changes

- In-Seat Attendance (ISA) and Calendars are reflective of the start of the school year through Friday, Mar. 13, 2020.
- Health Profiles shifted from Apr. 3 to align with the Third Certification.
- School Testing Windows and Assessment Sheets are only for ACCESS and the students who were tested.

OST Submissions and Certification Dates

Certification	OST Submission Date	Certification Date
Third Certification	Fri. Jun. 12, 2020	Fri. Jun. 26, 2020
Fourth Certification	Fri. Jun. 26, 2020	Fri., Jul. 10, 2020

Data Validation – Migrant Students

- All students enrolled at the LEA during the SY19-20 will be displayed on the Migrant Students sheet in Data Validation.
- The Head of School must confirm that the LEA does not have any migrant students.
- OSSE has provided a link to the Migrant Student Data Collection Certification on the sheet.

OSSE DISTRICT OF COLUMBIA
OFFICE OF THE STATE SUPERINTENDENT OF
EDUCATION

Migrant Student Data Collection Certification SY2019-20

I CERTIFY that (1) my LEA/CBO has implemented a system of internal controls and taken any necessary corrective actions, to help ensure that all data included in SY2019-20 Data Validation, to the best of my knowledge, are valid and reliable; and (2) these data represent an accurate reporting of all migrant students, as defined by the Every Student Succeeds Act (ESSA), who were enrolled at my LEA/CBO during SY2019-20.

Authorizing Official

Date: 6/12/2020

LEA / CBO: LEA 1

NAME: Robert James

TITLE: Head of School

SIGNATURE: [Signature]

My LEA/CBO does not have migrant students to report for SY2019-20.

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Data Validation – Migrant Students

- Once OSSE has received the certification, the Migrant Student sheet will be updated to reflect zero migrant students.

Migrant Students
1,398



Migrant Students
0

Data Validation: Alternative Support Documentation

OSSE has created the **Change Assurance Form** to serve as a documentation proxy due to the inaccessibility of required documentation to request manual changes to student data.

- This form supports changes to student demographics and exits.
- The form must be submitted via OST within the OST submission timeframe.
- The form is in the Qlik Data Validation Application for easy access.
- The form must be submitted via Exit Management and Prior Year for exit codes within the OST submission timeframe.
- Acceptable documentation must be submitted by the below deadline.
- OSSE will revert changes where no acceptable documentation is received by the below deadline.

Friday, Sept. 18, 2020, by 5pm
Acceptable Documentation Submission

Data Connectivity Key Dates & Deadlines

As we shift towards preparation for SY20-21, these are the key operational processes and deadlines presented to LEA leaders last week. OSSE will issue more detailed guidance in the coming week.

Category	Milestone/ Process step	Owner	Deadline*
Decisions	LEA Start Date determined and communicated to OSSE	LEA	June 15, 2020
Data Connectivity	LEA calendars submitted to eSchoolPLUS	LEA	45 calendar days prior to SoS
	Data mapping completed in LEA Data Mapping Tool	LEA	45 calendar days prior to SoS
	Configuration session (<i>OSSE will initiate scheduling</i>)	OSSE/LEA	30 calendar days prior to SoS
	Flip SIS to SY20-21	LEA	15 calendar days prior to SoS
	Data is flowing without error from SIS to SLED	OSSE	13 calendar days prior to SoS

*These are final deadlines; LEAs can get started earlier if they choose.



DC School Report Card

School Finance Data on Report Card

School Finance Metrics

- **Per-Pupil Expenditures**
 - By Entity: School, LEA, DC
 - By Funding Source: State/Local and Federal
 - By type and source: School-level expenditures (State/local and Federal), school-share of centralized expenditures (State/local and Federal)
- Total Expenditures = Total School expenditures + Total Excluded Expenditures
- Student enrollment - enrollment audit count
- **Details in [DC School Report Card Technical Guide](#)**
- **Release Materials:** Public Data File, School Finance Brochure, and Document summarizing LEA centralized expenditure allocation methodology
- **Launch Timeline:** Mid-June, LEAs will receive additional details soon

DC School Report Card – December 2020

Limited data displayed from SY 2019-20

- Profile Page: School Information, Enrollment, Physical Activity minutes, School Finance
- Academic Performance: 4 and 5-year Grad Rate, College Enrollment rates
- School Environment: Teacher, School Leader, and Health Staff data

Report Card Display changes

- Profile Page:
 - Social Media will now include Instagram
 - School Hours should represent School Day hours, not Facility Hours – Based on hours as planned for December 2020 not August/September 2020
 - Times for Before and After Care will be published along with the information on funding model - Based on hours as planned for December 2020 not August/September 2020
 - AP/IB Programs – Only schools who are listed as certified providers by College Board or IB will be permitted to display this school program option, this is not per course, it is per school
- Teacher and Staff Data
 - N-count for teachers and school leaders for which data was provided will be included with the data published

MCC Policy SY19-20

- Metric Calculation Confirmation (MCC) is the process by which LEAs review the calculations and metrics used on the DC School Report Card and used in other reports, analyses, and OSSE data files.
- Due to coronavirus (COVID-19), OSSE made important adjustments from previous years to account for the school building closures and waivers of key federal requirements for assessments and accountability processes.
- The DC School Report Card will be significantly scaled down for the 2019-20 school year in light of these limited data; however some metrics not published on Report Card are still included in MCC to be published on the OSSE Data site or made available to schools and LEAs for school improvement planning.
- Policy with details was sent to all LEAs prior to this session

MCC Phases and Key Dates for SY19-20

Phase	Data Included	Begin Date	OST Ticket Deadline	Certification Deadline
I	School profile items (details on next slide)	7/15/20 (eSchool edits for profile info may begin 6/15/20)	7/31/20, at 4pm	8/14/20, by 5pm
II	<ul style="list-style-type: none"> • Teacher/School Leader • Health Staff Data • Physical Activity Minutes 	7/15/20	7/31/20, at 4pm	8/14/20, by 5pm
III	Remaining data (details on next slide)	9/9/20, <i>with additional data sets provided 9/30/20 (in italics on next slide)</i>	10/23/20, at 4pm	10/30/20 by 5pm

MCC Data by Phase for SY19-20

Phase I: School Profile Items - 6/15 - 8/14
1. Address, Phone Number, Grades served, Principal/School Leader name, School Picture, Social Media Links, School Uniform
2. Before/After School Care availability, payment option, hours
3. Extracurricular/Enrichment Programs - (max size 200 characters)
4. Message from the School – (max size 530 characters)
5. Parent Organization/Representative/Rep email/Comms Policy
6. School Day Hours - regular instructional hours not hours open
7. School Program Offerings – AP/IB school must be on approved list from College Board/IB in order to select this option
8. Transportation (Bus and Metro)

Phase II: Staff & Phys Ed - 7/15 - 8/14
1. Teacher/School Leader
2. Health Staff Data
3. Physical Activity Minutes

Phase III: Remaining Data - 9/9 (9/30) - 10/30	
1. In-Seat Attendance <i>(through 3/13)</i>	8. College Enrollment
2. 90% Attendance <i>(through 3/13)</i>	9. Graduation: Four and Five Year ACGR
3. Re-Enrollment	10. AP/IB Participation
4. Mobility <i>(through end of February)</i>	11. AP Performance
5. Discipline Metrics	12. Re-engagement <i>(Alt Schools Only)</i>
6. SAT CCR	13. 8 th to 9 th Transition <i>(Alt Schools Only)</i>
7. SAT DC Percentile	14. Secondary Completion <i>(Alt Schools only)</i>



Bolded Metrics are those which will be on the report card and *Italicized metrics* in Phase III are released on 9/30



Attendance Collection Update



Updates

Technical collection

- In the last Data Managers' meeting, we heard your feedback that collecting the “intended” attendance location (via student groups) is neither feasible nor valuable.
- We have since updated our technical policy guidance to reflect this change; OSSE will only collect *actual* attendance (based on the expanded list of types) once daily.

Policy discussion

- We also heard your feedback that data managers would like to be included in the “policy” discussion about how we define attendance for distance learning, so we are providing an update on that front as well.
- This morning, OSSE presented to LEA leaders on our draft *continuous learning standards* as well as draft attendance definitions for distance learning. *We have shared the draft attendance definition with you for your feedback as well.*

Draft Policy for LEA Feedback

Key principles

1. *Amend existing regulations to accommodate remote learning*
2. *LEAs have flexibility on their delivery options and schedules to make decisions on how to best serve and protect their students through the pandemic*
 - *Details provided to OSSE through distance learning plans and 180-day waiver applications*
3. *Unexcused absences would result in the same reporting of truancy required under existing law*

Attendance Type	Attendance Entries	Standard	Appropriate For	Minimum Requirement
In person	Present or Partial or Absent	Defined in existing regulations- 5-A DCMR §2199	Synchronous	LEAs would mark students “present-in person” based on their current implementation of the 80/20 regulation.
Distance	Present or Absent	LMS Authentication	Synchronous/ Asynchronous	LMS Authentication and Engagement authenticated through the LMS consistent with the LEA policy.
		NO LMS Authentication	Asynchronous	LEAs must make one-on-one contact with student daily to authenticate presence through a medium defined in an LEA policy <u>AND</u> Student must provide evidence of education engagement consistent with LEA policy.

What questions or reactions do you have to this proposal?

Next Steps

- OSSE collects feedback on this draft policy
- OSSE issues emergency and proposed regulations on these attendance changes for SY 2020-21. The emergency regulations would remain in effect for 120 days.
- OSSE issues final Guiding Principles on Continuous Education and LEA plan submission guide for school calendar waivers.
- LEAs submit 180 day waiver applications with continuous learning plans that are aligned to continuous learning guidance.
- State rules for enforcing attendance requirements are reviewed and approved by the State Board of Education (SBOE), consistent with D.C. Code §38-2651. OSSE anticipates seeking SBOE approval on the attendance rules to make them effective for the entirety of SY 2020-21.

Expanded Attendance Codes

OSSE will need to modify the attendance code types. These are the current codes to accommodate distance learning next year.

Type	Current Codes	Proposed Codes
Present	<ul style="list-style-type: none"> • Present Full • Present – In School Suspension • Present Partial Excused • Present Partial Unexcused 	<ul style="list-style-type: none"> • Present Full – In-person • Present Full – Distance learning • Present – In School Suspension • Present Partial Excused – In-person • Present Partial Unexcused – In-person
Absent	<ul style="list-style-type: none"> • Absent Full Excused • Absent Full Unexcused • Absent – Out of School Suspension • Absent Partial Excused • Absent Partial Unexcused 	<ul style="list-style-type: none"> • Absent Full Excused – In-person • Absent Full Excused – Distance learning • Absent Full Unexcused – In-person • Absent Full Unexcused – Distance learning • Absent – Out of School Suspension • Absent Partial Excused – In-person • Absent Partial Unexcused – In-person



Enrollment Audit

Resolving Duplicative Enrollments

SY20-21 Duplicative Enrollment Resolution

With the possibility of online learning extending into SY20-21, OSSE is seeking LEA input on resolving duplicative enrollments for students with valid stage 5 enrolled within multiple LEAs.

OSSE reviews the below items to resolve duplicative enrolled students.

PK3-12

- Discipline Records
- School Work
- Quarterly Exam Records

Adult LEAs

- Student-Signed Affidavit
- Attendance Records
- Student Work

For discussion:

If two LEAs provide OSSE with documentation showing a student attended for the day in question, one in person and one virtually, what should be used as the determining factor to resolve the duplicative enrollment?



Start of School & Upcoming Trainings



Start of School Summer Training Series: New POCs

WHAT: Virtual orientation sessions for new and less experienced LEA POCs

WHO: Five different LEA-level roles that are core to start-of-school readiness:

- Data Managers
- English Learner Coordinators
- Special Education POCs
- Transportation POCs
- Enrollment Audit POCs

WHEN: Live sessions scheduled for **week of July 20-24.**

- Live sessions will be recorded for on-demand access for new POCs hired later in school year.

Objectives:

- Onboard new POCs to roles and responsibilities
- Review pertinent state and federal laws and policies
- Overview of key dates and deadlines
- Understand the flow of student-level data between systems
- Ensure new POCs have access to all required data systems
- Hands-on training of data systems

Start of School Summer Training Series: All POCs

Ongoing Series of Summer Touchpoints:

- Data Managers: **Monthly DM Meetings**
- EL Coordinators: **Re-Entry to SY20-21: Strategies and Tools for Supporting ELs: Four-Part Series (July-Aug.)**
- Sped POCs:
 - **Monthly POC Webinars** (*four sped domains in appendix*)
 - **Serving SWDs LEA Toolkit T.A. Sessions on Core Principles** (*Jen Carpenter + Kelley Scholl*)

Other SoS-Related Touchpoints:

- Transportation POCs: **Include content in Sped monthly**
- Enrollment Audit POCs: **July 20 Refresher Training**
- Faculty and Staff Data Collection POCs:
 - **June 3 Policy & Updates Training**
 - **Sept. 30 New Collection Tool Training**

Sessions may include:

- Updates to state and federal laws and policies
- Reminders of key dates, deadlines and tasks
- Updates to data systems or apps
- Considerations for serving students during periods of remote or blended learning
- New processes for data collection
- Best practices for serving students

Start of School Summer Training Series: LEA Feedback

1. The timing for **Orientation for New POCs** (scheduled for week of July 20-24) feels:
 - a) Too late in the summer
 - b) Too early in the summer
 - c) About right
2. OSSE's approach to sharing critical information and updates with **ALL POCs (new + experienced)** by hosting regular monthly convenings throughout the summer feels like:
 - a) Too much training for the summer months
 - b) Too little training, given the current circumstances
 - c) About the right amount to prepare LEAs for serving all students in the new school year
3. Please share any additional thoughts or input around the proposed series of summer trainings for LEA POC roles (**open-ended question**).

REMINDER: All live training sessions will be recorded and made available.

Upcoming Trainings

<u>Division</u>	<u>Course</u>	<u>Dates</u>
CIO	SLED Extended School Year (ESY) Module	Jun. 17
CIO	SLED Training for New Users	Jun. 17 Jun. 22 Jun. 24
DOT	TOTE	Jun. 03 Jun. 10 and more
TAL	Serving Students with Disabilities During Remote or Blended Learning: Part 1	Jun. 17
TAL	Serving Students with Disabilities During Periods of Remote or Blended Learning: Part 2	Jun. 24