



Faculty and Staff

Information Session

Feb. 27, 2020 and March 3, 2020

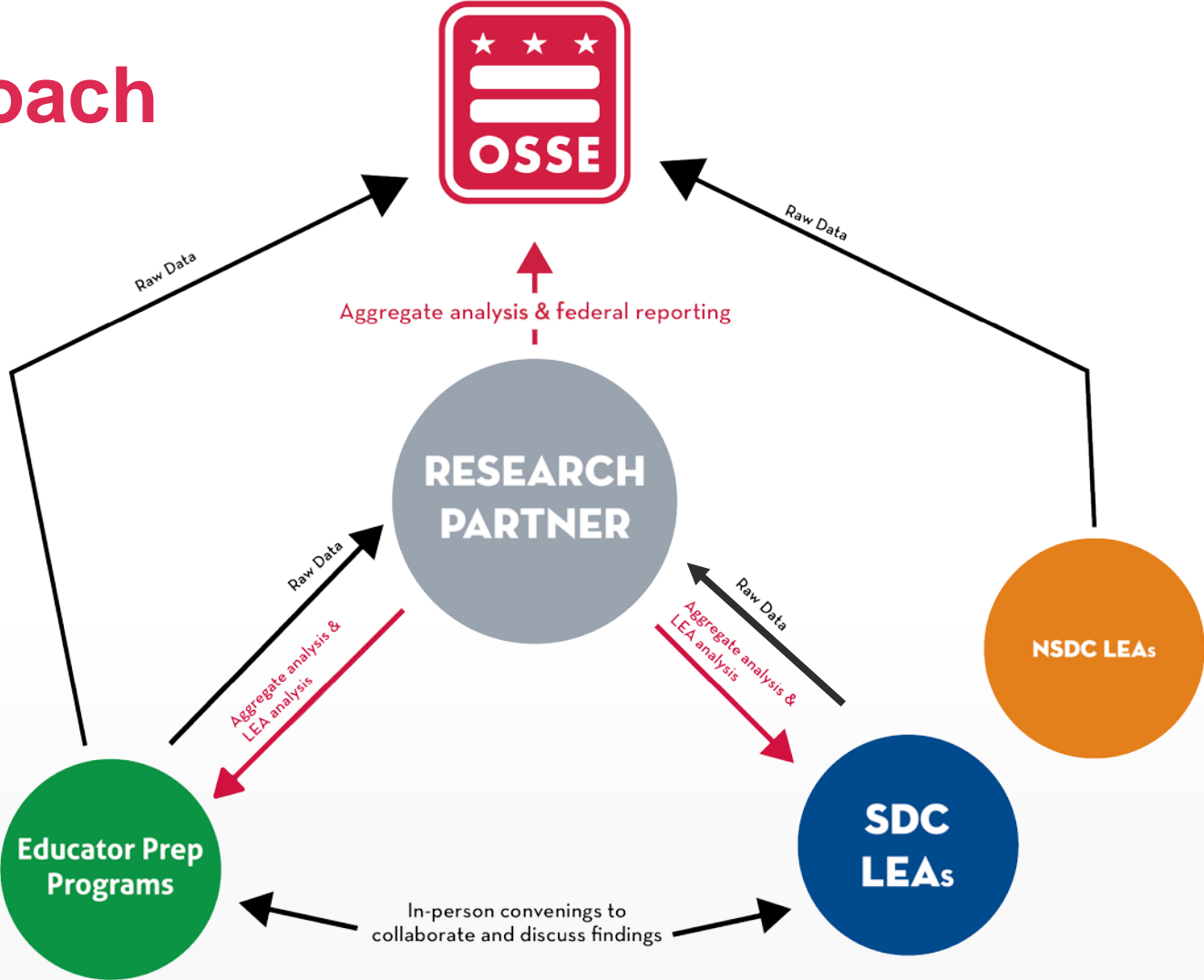
Why are we here?

OSSE is currently planning for the development and release of a new application to collect the Faculty and Staff Data.

During this session we will:

- Share information about important changes we are making regarding the collection
- Request feedback and insight to inform our development plans

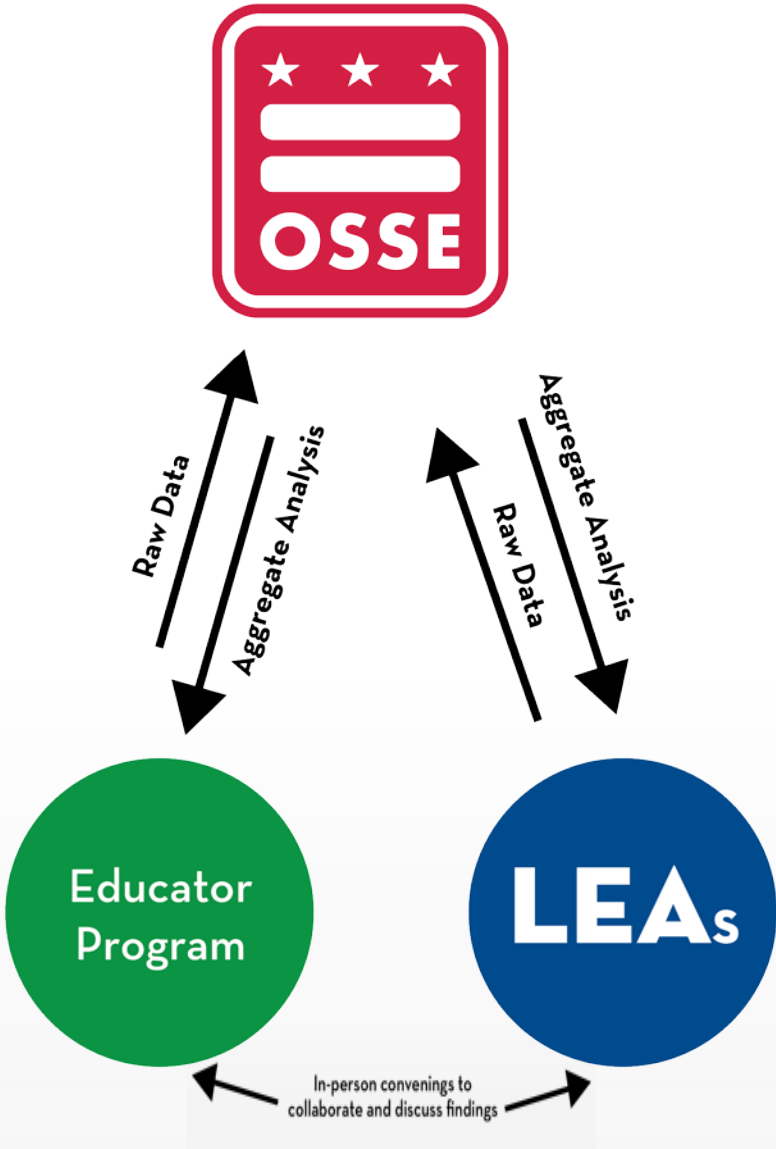
Old Approach



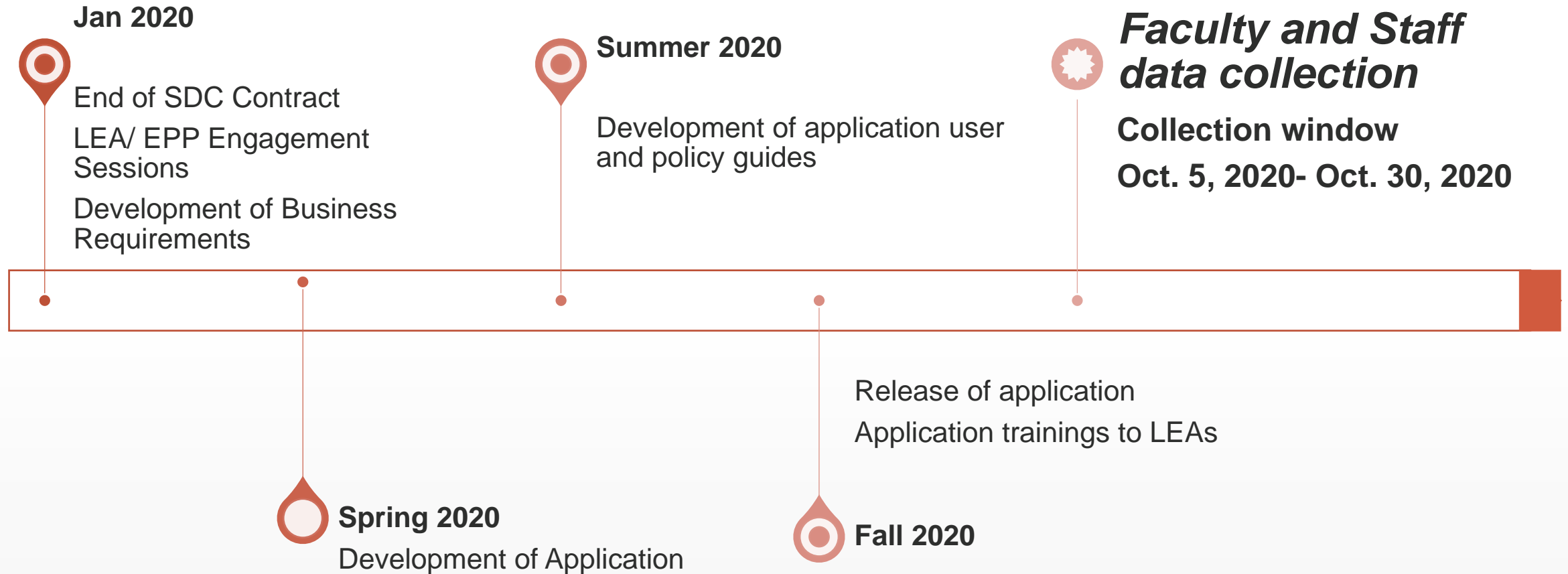
What problem are we trying to solve?

- Annually, each LEA must report their Faculty and Staff data to satisfy federal and local reporting requirements.
- For the past 5 years, OSSE has relied on TNTP through the Staffing Data Collaborative (SDC) contract to collect the data from some LEAs.
- As a result of the SDC contract ending, OSSE will need to (a) develop a new application for submission and (b) streamline the submission process for all LEAs.

New Approach



Project Milestones



Proposed changes

- Submission by role type
- Introducing upfront data validation measures
- Removing fields that OSSE can calculate or will no longer be used
- Adding a School Start Date/Years at School field

Proposed Change: Submission by role type

Instead of collecting the Faculty and Staff data in one large file, OSSE proposes breaking down the collection template into specific role types.

The proposed role types are:

- Vacancy
- Teachers
- School Administrators/ Related Service Providers/
Special Education Paraprofessionals
- All other staff

Proposed Change: Introducing up-front data validation measures

With our new system, OSSE will implement data quality checks with specific requirements for each field.

Data will need to be:

- Complete
- Valid (only allowable values allowed)

Submissions with invalid records will be rejected.

Required fields*

- Last Name
- First Name
- SSN (Last 4 digits)
- Date of Birth
- Gender
- Race/Ethnicity
- LEA Name/ Code
- School Name/Code
- Returning Employee
- Leave Date
- Leave Reason
- Staff Member's Title
- Federal Role
- FTE Percentage
- Subject
- Principal Experience
- Teacher Years of Teaching Experience
- Years of School Administrator Experience



*Where applicable

Required fields* – Continued

- LEA Start Date
- Novice
- In-Field
- Highest Education Attained
- Highest Degree Field/Major
- License or Certification Status (*name change to DC License or Certification Status*)
- Special Education Certification (*name change to DC Special Education Certification Status*)
- ESL Certification (*name change to EL Certification Status*)
- License or Certification Field or Subject



*Where applicable

Required fields* – Continued

- License or Certification Provider
- Special Education Teacher
- Special Education FTE
- Special Education Ages 3 to 5 FTE Percentage (*name change to Special Education grades Pre-K3 to Pre-K4*)
- Special Education Ages 6 to 21 FTE Percentage (*name change to Special Education Grades K to Age 21*)
- LEP FTE (name change to EL FTE)
- Below Effective Evaluation Rating (Y/N)



*Where applicable

Proposed Change: Removing fields that OSSE can calculate or will no longer be used

- Filled or Vacant
- Vacancy Reason
- Transfer Date
- Grade Span
- Teacher Preparation Program Provider
- Previous School Year Evaluation Overall Rating (For TNTP Only)

Proposed Change: Adding a School Start Date/Years at School field

OSSE would like to calculate retention at a given school.

It will require to add at least one of the following metrics:

- School Start Date (example 9/1/2018)
- Years at a given school (example: 2 years)
- Start date in Role (example: 9/1/2018)

Updating data within the application

Log in to the application



Add/edit data within the application

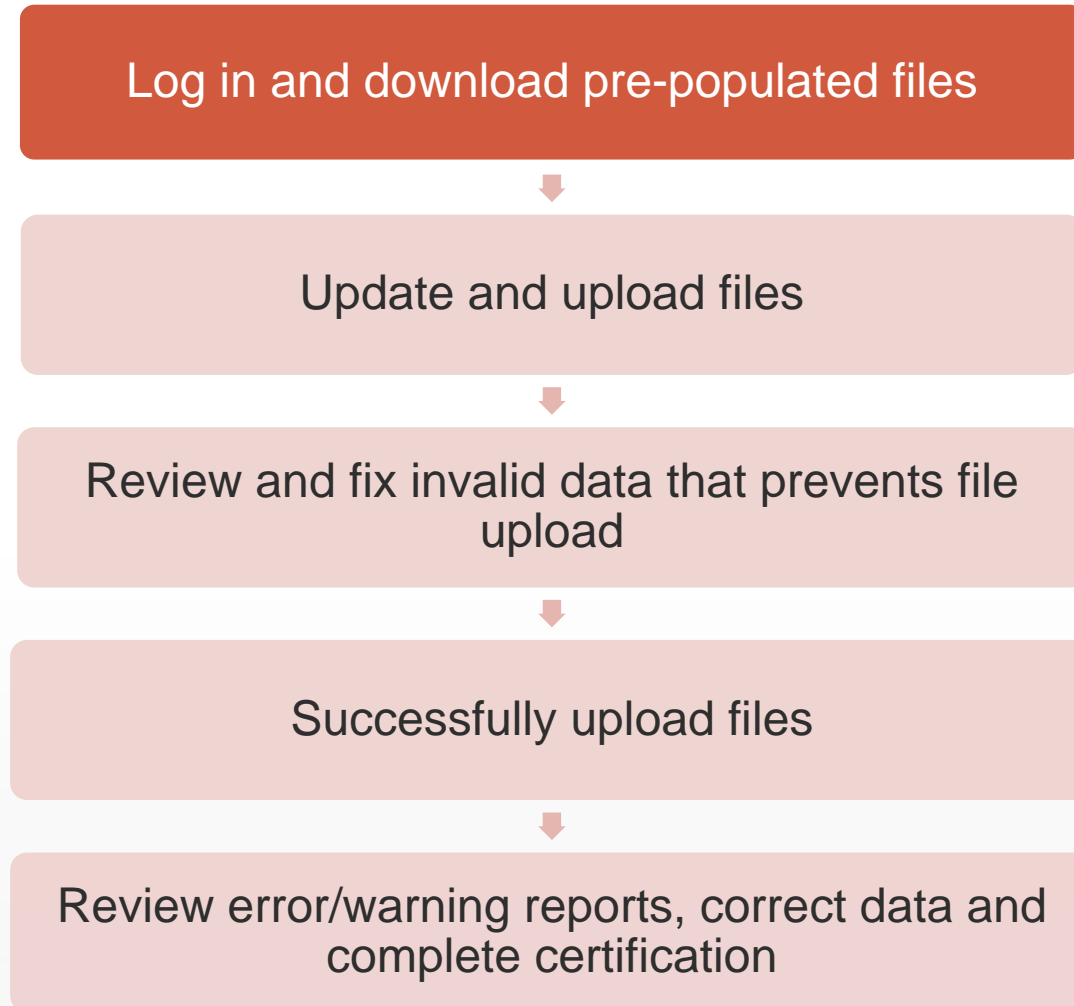


Review error/warning reports and correct data



Complete certification

Updating data outside the application



Proposed KPIs and Error Reports

KPIs

- Total Count by Federal Role
- Total Vacancy Count
- Total Leaver Count

Error Reports

- High FTE Percentage

Warning Reports

- Staff Member Title and Federal Role Mismatch
- No Reported Sped/EL teachers

What's next

Updated Faculty and Staff policy guide	Aug. 2020
Application user guide	Sept. 2020
Release of application to LEAs	Sept. 2020
Application trainings to LEAs (during collection window)	Oct. 2020

- For questions please contact Laura Montas-Brown at laura.montas@dc.gov



Thank you!
