District Data Collection Group Note  
**Meeting Notes January 9, 2013:**

Attendees: Amy Shane, Anna Uden, Barb Voigt, Bev Lauby, Bob Hastings, Cathy Emrick, Cyndi Rotter-Hansen, Dave Gibbons, David Peterson, Dr. Rex Anderson, Carol Jean, Eileen Barks, Jeff Bacon, Jill Aurand, Jill Davis, Jill Finkey, Kathy Heskett, Kathy Riese, Kim Korgan, Kristie Hayes, Lisa Myles, Marilyn Peterson, Norm Ronell, Paige Fox, Nancy Fulton, Pam Tagart, Peggy Medema, Rachael La Bounty, Wayne Wiens, Sheri Schultis, Heidi Miller, and Ginny Carter

NOTE: Next scheduled meeting is February 6th at 10am. This meeting should be the first Wednesday of the month at 10a.m. (Central time) for one hour.

**Proposal for new enrollment code (209) – Withdrawn from Compulsory Attendance**

A new Nebraska law requires districts to have parents sing a withdrawn from Compulsory Attendance Form. For the current year, NDE has been collecting this form. Around 30 forms have been submitted so far.

Adding a new enrollment code of 209 would eliminate the submission of a form to NDE. The district will have to maintain the paper form at their location because it includes the “reasons” the student is withdrawn. NDE would not collect any “reasons”.

The enrollment code 209 will be treated the same as 202 (dropout) for all calculations.

The Enrollment date for code 209 would be the date the paper form was signed. The students may not have been attending school prior to leaving and are counted absent for the time they should have been in school until the date the paper form was signed.

If the district goes through this process with a student in the summer, the district should report the date as appropriate since the Student Information System may have rolled the student over to the next school year.

This proposal has been approved by NDE internally. If no concerns are sent to Jill or Pam, this proposal will move forward for **2013-2014.**

**Proposal for collection information related to Excessive Absenteeism**

The proposal is to add quarterly collections to Student Summary Attendance and to hopefully replace the monthly Excessive Absenteeism data collection. The collection would have set date ranges. The data provided at each quarter would not be cumulative; it would be for that time period. So for a student enrolled in one school for the whole year the student would have 4 Student Summary Attendance records for 4 time periods.

This was positively received by the group BUT is pending legislative changes. Some people on the line said they could have their district(s) submit how much time this would save them if we needed it. We will not proceed with this change until legislation is changed.

**Proposal to add student lookup for new students**

This proposal is to allow receiving districts the ability to do a student lookup on data for a new student. The district would have to have submitted a student and school enrollment template with a 100 or 101 enrollment codes in order to see this information. The information would include enrollment history, program participation, and assessment data. No free/reduced lunch information. Course/grade information may be available once the data quality is validated.

This proposal was well received. It has been approved by NDE internally. If no concerns are sent to Pam, NDE will proceed to develop this possibly in 2012-2013 but for sure for 2013-2014.

**Other items discussed not on the agenda**

Small schools receive a lot of wasted materials for state writing. One school district had 70 extra forms that they will have to recycle. The district proposed having a place for districts to order materials. Pam will forward this concern to the Assessment Office.

No show students – Pam (NDE) brought up the possibility of creating a validation error or verification report related to students that are not reported in a school district that in the previous year were enrolled in the district. Currently there is a validation error for students in grades 9-12 but this proposal is to expand this report to include students in grades K-8. NDE did some research on this and found some SPED students were not exited properly which affects their program reports. It was suggested this be an error as districts don’t always run or look at the verification reports. This report may be developed for 2012-2013 but will be available for sure in 2013-2014.

Marilyn reminded everyone about the Data Conference April 29-30 and informed them there will be a session in every time slot for data stewards. If anyone has topics they would like to see, there will soon be a request in an upcoming NDE Bulletin for that information. Next meeting we’ll discuss some issues with Student Grades. Some concerns that were raised were collecting data about Elementary courses, Community College staff or staff from outside the districts, and students Birth thru 5. It was suggested that maybe we have a separate document similar to Who Reports What for Student Grades.

Please forward any comments, ideas, or concerns to [Marilyn.Peterson@nebraska.gov](mailto:Marilyn.Peterson@nebraska.gov) , 402-471-4740 or [Pam.Tagart@nebraska.gov](mailto:Pam.Tagart@nebraska.gov), 402-471-4735.