District Data Collection Group Notes:

Attendees:

 Amy Shane, Anna Uden, Barb Voigt, Bev Lauby, Bob Hastings, Cathy Emrick, Cyndi Rotter-Hansen, Dave Gibbons, Dr. Rex Anderson, Dr. Tammy Williams, Dr. Torri Lienemann, Eileen Barks, Jill Aurand, Jill Davis, Jill Finkey, Kathy Heskett, Kathy Riese, Kim Korgan, Michele Hensley, Norm Ronell, Paige Fox, Pam Tagart, Peggy Medema, Terry Zessin, Wayne Wiens.

Agenda:

We had conflicting information sent out regarding the phone number for the conference call so not everyone was able to attend.

**Purpose:** Marilyn started with Purpose of the Group which is to discuss topics that are important to NDE and the districts in terms of collecting data. There are some topics that are coming from the Feds including Common Education Data Standards (CEDS). We will also be asking about school district dashboards, who has them and how they are used, etc. Building or buying a dashboard system that districts can voluntarily use with their data and the state’s data is part of our State Longitudinal Data System grant.

**Process:** Monthly call on 1st Wednesday at 10a. **Next call January 9th** due to conflicts in scheduling. Also let us know if this is not a good time so we can try to accommodate most people’s schedules. We will record future meetings.

**No Show Students**: Pam Tagart introduced this topic with several issues:

1. Students that roll over from previous year who are not reported in the current year but are not exited.
2. Students that roll over from previous year but did not attend the current year.
3. Summer transfers

Discussion for #1: Most districts said they have a process to deal with students that exit and would like to see a validation error for this to identify possible issues in district processes. Discussion for #2: Some districts exit the students out of the current year if they completed the previous year. Some districts exit them out of the previous year if they have a records request prior to last day of school. Some exit them out the current year because they are waiting the 20 days as per Rule 2. One district mentioned that they have a lot of mobility to South Dakota.

This lead to more discussion about what documentation is needed for a transfer out. Marilyn shared that for students that leave the country, the district can transfer them out if they have some documentation via family or friends that the student/family has left the country. IF the student is still in the US, the district must confirm they are still in school through some means in order to call them a transfer out. It was mentioned that South Dakota does not require records from Nebraska schools so the Nebraska schools do not get a records request. Some districts felt it was easier to let the students roll over and then deal with them. Some issues that were brought up: one district mentioned that each school does their own enrollment and they have lots of transfer outs around 8/10 after all students are accounted for. One district mentioned that parents don’t notify school districts in time.

Use caution on students that are going to be first time 9th graders that do not return, if the Student Information system rolls them over, you may want to have those students deleted from your submission or by the helpdesk so the district they will be attending can determine if the student is a first time 9th grader and set the cohort.

Pam Tagart asked about how districts handle the exits, do they use the vendor supplied extract or do they create a school enrollment record using the blank formatted files? There were some districts that used each depending on the situation.

**Ideas for other topics to be discussed:**

* Clarification on attendance reporting regarding late starts, early outs, etc.
* Assigning teachers in alternative schools regarding student grades. Marilyn mentioned that this data was required under the State Fiscal Stabilization Funds and that NDE is just starting to explore what to do with the data. There is an internal committee meeting regarding this data and we may have several topics come from this group regarding student grades.
* Help with Civil Rights Data Collection (NDE will continue to advocate to the feds that they use the data NDE provides rather than collect all this data from schools).
* Possibility of changing Snapshot data, issues related to the Rule 2, 20 days and having accurate data.

Please forward any comments, ideas, concerns to Marilyn.Peterson@nebraska.gov , 402-471-4740 or Pam.Tagart@nebraska.gov, 402-471-4735.