**K­–12 Data Governance Group**

**Meeting Minutes**

Tuesday, March 20, 2018

1 p.m.–4 p.m.

OSPI – Brouillet Conference Room
600 Washington St. SE

Olympia, WA 98504

**Welcome and Introductions** - *Emily Rang, Director of Data Governance, OSPI*

* Meeting called to order at 1:08 p.m.
* Agenda reviewed
* Introductions

**December 2018 Minutes Posted/Check-in on SharePoint with Login**

* The December meeting minutes are posted to the [K-12 Data Governance Meetings Web Page](http://www.k12.wa.us/K12DataGovernance/Meetings.aspx) and SharePoint
* Contact Robin Howe with SharePoint questions

**Update on Data Governance** - *Emily Rang, Director of Data Governance, OSPI*

* K-12 Data Governance Duties
	+ Updated Data Sharing Agreements from OSPI
		- Attached sheet of details (Emily)
	+ K-12 Data Portal on Website
		- Single data landing page to connect data resources across the K-12 website
		- Search for sources via key words and tagging of content
	+ Open Data Portal
		- Data.wa.gov is an open data portal that provides public data
		- A proposal for the use of this site by OSPI is being taken to the Report Card Committee and Leadership
		- The K-12 Data portal would then be linked to this open data portal
	+ OSPI Data Management Group
		- In the midst of directory changes requests
		- Analysts are working on Federal reporting changes due to ESSA for EdFacts filing
		- The Federal Consolidated State Program Review (CSPR) has been replaced with a new Data Quality process that utilizes excel spreadsheets

**Review Draft Changes to K-12 Data Governance Policy and Procedures** – *Emily Rang, Director*

 *of Data Governance, OSPI*

* Feedback on membership: voting, length of service, etc.
* Comments:
	+ Need protocol and information for those that apply with a streamlined application form, set timeline, and procedure for responses
	+ Have one application period a year so there is not consistently evaluation all year round
	+ Possibly establish a process of application for agencies outside of schools and districts
	+ Look into what the size limitation of the group is (go back to RCW definition [28A.300.507]
	+ Length of service be two years based on school year timeline and data release timeline
	+ Balance voting members who are needed to pass something so that there are equal parts schools/ districts to OSPI staff (members must be at the meeting to take part in the vote)
	+ Voting electronically: not able to veto legislative mandate, input on how votes are collected, language of who is necessary to vote to have a majority based on RCW for Data Governance
	+ Language from other committees: established alternates for voting seats, 60% of group or 50+1 of memberships/ 50+1 of schools/districts to have a quorum
	+ Survey link or BCC email so that members cannot respond to each other while voting
	+ Emily to modify and send back to the group for ongoing work.

**Report Card Project Update and Washington School Improvement Framework -** *Lance Sisco,*

*Director of Accountability Data, OSPI*

* Old site is accessible until June 2019, parent focused portal, and first update of new site happened in first week of March
* Next update is April: inclusion of the new school improvement framework, organization summaries (1 page pdfs), and data from all domains
* Building-out school comparison functionality, will show data of supports for schools
	+ Questions:
		- For those that are opt. out eligible of supports will users be able to find those schools on the site?- the option is mostly for small schools based on graduation rates but not identification of schools that just opt. out of supports
* currently collecting feedback on the use of the report card site

**Financial Accounting System Changes Presentation** – *Michelle Matakas, Acting Director of School*

 *Apportionment and Financial Services and Vicky Dyer, Data Analyst, OSPI*

* The amount of data collected has grown due to ESSA requirements.
* OSPI is using tableau to display per-pupil expenditures and non-compensation (updated to 17-18 SY in April)
* F196 in the School Apportionment and Financial Services (SAFS) system will be complete in June, testing file uploads in fall, and from fall 2019 to next year will be working to fix site glitches
* Follow this link to review the slides of the presentation: [Financial Accounting](file:///C%3A%5CUsers%5Cemily.rang%5CAppData%5CLocal%5CMicrosoft%5CWindows%5CINetCache%5CContent.Outlook%5CYWJA1FXZ%5C2019-03-K12DGV-Financial%20Accounting%20PPT.pptx)

**Research Questions Review and Discussion** – *Emily Rang, Director of Data Governance, OSPI*

* GAPs: evaluate what’s still current, and create a single list of questions to sort
* Review the documents, put together changes/ additions, and this will be added to agenda for the next meeting to look at the documents questions and identify updates

**K-12 Data Governance Group Work-plan Review and Planning** – *Emily Rang, Director of Data*

 *Governance*

* Approved proposal to move next meeting from June 2019 to September 2019.
* Date selected was September 26, 2019

**Comments and Observations from the Audience or Public** – none

**Meeting adjourned at 4:00 p.m.**

**Members in Attendance**

Andrew Parr State Board of Education

Arina Gertseva Washington State Center for Court Research

Cheryl Ricevuto Profession Educators Standards Board (PESB)

David Kinnunen via Maria Flores Office of the Superintendent of Public Instruction

Ellen Perconti Mary M. Knight School and Grapeview School District

Katie Weaver Randall Office of the Superintendent of Public Instruction

Steve Young Office of the Superintendent of Public Instruction

Tammy Cordova via Warren Wessling Washington State Department of Children, Youth, and Families

T.J. Kelly via Michelle Matakas Office of Superintendent of Public Instruction

**Members Participating Virtually**

Alicia Jacob Yakima School District

Allen Miedema Northshore School District

Carol Lewis Cheney School District

Dr. Jim Smith Commission on African American Affairs & Educational Opportunity Gap Oversight and Accountability Committee

Dr. Min Sun University of Washington College of Education

Lester Brown Washougal School District

Myron M. Hammond Insight School Washington, Quillayute Valley School District

**Members Not in Attendance**

Barbara Lucenko Washington State Department of Social Health Services

Dana Anderson Educations Service District 113

Erik Grotzke Federal Way High School, Federal Way Public Schools

Judie Jaeger Seattle Public Schools

Julia Cramer Washington State Institute for Public Policy

Karen Pyle Education Research and Data Center (ERDC)

Marty Daybell Washington School Information Processing Cooperative

Michael Mann Legislative Evaluation and Accountability Program Committee

Mick Miller educational Service District 101

Scott Poirier Washington Education Association

Susan Canaga Office of Superintendent of Public Instruction

**Staff and Public in Attendance**

Robin Howe Office of Superintendent of Public Instruction

Lance Sisco Office of Superintendent of Public Instruction