**K­–12 Data Governance Group**

**Meeting Minutes**

Tuesday, January 7, 2020

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/Agency Updates
	+ Arina Gertseva- truancy petitions, working to identify schools that have high scores in this area for girls, and following up with focus groups within a school. The age of those that petition is adapting and there is current research being done about what supports can help early on for interventions.
	+ Karen Pyle- ERDC hired 5 new staff including four researchers who will work on: 2015 SLDS Grant extension projects, including Childcare Subsidy Data, and a foster care study.
	+ Katie Weaver-Randall- working on how to take in information pertaining to HB1599
	+ Cameron Smith (Alternate for Jisu Ryu) - Educator Preparation Program Data Collection Cycle starts submissions to ERDC this fall and the collection will come out in the next data manual in January or March.
	+ Warren Wessling- Working to coordinate 25 data systems together and creating strategic planning around standards, procedures, and protocols for Data Governance at DCYF.

**September 2019 Minutes Posted/Check-in on SharePoint with Login**

* The September 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*

* Data Sharing
	+ Current Data Sharing agreements are being completely redone to coincide with contracts that are being done so that all documentation aligns the dates between them.
	+ Current List of Data Sharing Agreements
* OSPI Report Card
	+ Current list of data updates
	+ WaKids and Student Enrollment Numbers will be going out for District Preview in the next few days
	+ Graduate rates for foster care students are being reposted for 2018-2019 SY and previous years with explanation about the data sets
* Education Data Workgroup Report
	+ Linking data to market data (this will be kept as an agenda item for the next meeting)
* Uninterrupted Scholars Act
	+ Pertains to the transferring of documents to DCYF about Foster Care Students brought about by [HB 2254](https://app.leg.wa.gov/billsummary?BillNumber=2254&Year=2011&Initiative=false) in 2012.
	+ OSPI is working to create a new joint guidance document letter around this data sharing between districts and agencies. (previously parent signature was needed to get this FERPA information)
	+ Additionally, this letter reassures districts that this student information can be shared with social workers and others who work for educational needs
	+ Comments:
		- Is this done to clean up data? – no its done to clarify and reassure the ability to share the data
		- Was the data not complete because districts were not sharing? – no it more plays to the necessity of finding proper placing for a child’s needs not only in a home but also in a school. This aids the social workers that are tasked with this.

**New CEDARS Data Collection Update (ASVAB)** – *Emily Rang, Director of Data Governance, OSPI*

* The State Board is looking to collect data around ASVAB scores to have documentation of the impact of the minimum passing score that they set each year.
* Agency wants to collect this data by collecting the score (breaks with Data Governance Process)
* The data will be an optional collection until the 21-22SY when it will become a requirement
* Comments:
	+ Still concern around the collection process and getting a paper or verbal product cataloged digitally, and how to confirm which students have taken the ASVAB.
	+ Questions around who should document the date it was taken because this will determine whether they passed or not if it was close to the cut score and the score changes year to year
	+ Missouri has been collecting this data set and Emily will be reaching out to them to speak with them about their collection processes
	+ Andrew Parr – A third party will be working with the Board on a project regarding the pathways and the meeting material for this will be available on the [website](https://www.sbe.wa.gov/https%3A/www.sbe.wa.gov/2020-board-meetings) these materials may help around this data collection

**School Apportionment and Financial Services (SAFS) Project Update -** *Michelle Matakas, Acting Director of School Apportionment and Financial Services*

* SAFS is a suite of systems used to calculate monthly apportionments and half of the state budget is facilitated through it.
* With the passing of HB 2242 came the need for additional details, infrastructures, and ADA compliance
* Currently taking steps to update each system and target what financial data should stay and what data is no longer financial and should be housed differently.
* S-275 data will go through the data governance process for review as a part of this project
* Project timeline and explanation can be viewed in this [PowerPoint](SAFS%20Redesign%20-%20K12%20Data%20Governance%20Update.pptx)
* Comments:
	+ How is this funded? - OCIO funding is used for the project out of HB 2242 that was originally targeted for F-196 (this is for 2 years)
	+ What will be kept or moved for S-275? – it will go through the governance policy process to determine this
* This will be kept as an agenda item for the next meeting

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

* Membership selection inserted
* Clarity around what groups were legislatively mandated and those who requested to join
	+ Membership responsibilities (Page 6)
* Will remove the Data Quality language around the OSSI Consolidated Service Agreement work till it can be cleaned up and clarified within the department
* Comments:
* Is there a removal process for members that are not attending and have not notified the Director of Data Governance ahead of time? – will work on language around this
* Can language around groups grandfathered in and the reasoning behind their joining be added in? – yes
* Review of legislative appendix section covering WAC/RCW pertaining to Data Governance will be kept on the agenda for the next meeting

**Comments and Observations from the Audience or Public/ Action Items**

* Comments on electronic voting should be sent to Emily Rang
* Pager numbers in the Data Manual will be fixed
* A Microsoft Form Survey will be sent out for our next meeting date

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

**Members in Attendance**

Andrew Parr State Board of Education

Arina Gertseva Washington State Center for Court Research

David Kinnunen via Chelsea Melton Office of the Superintendent of Public Instruction

Dr. Min Sun University of Washington College of Education

Jisu Ryu Profession Educators Standards Board (PESB)

Katie Weaver Randall Office of the Superintendent of Public Instruction

Steve Young Office of the Superintendent of Public Instruction

Karen Pyle Education Research and Data Center (ERDC)

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

**Members Participating Virtually**

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

Ellen Perconti Mary M. Knight School and Grapeview School District

Erik Grotzke Federal Way High School, Federal Way Public Schools

Lester Brown Washougal School District

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

**Members Not in Attendance**

Barbara Lucenko Washington State Department of Social Health Services

Dana Anderson Educations Service District 113

Judie Jaeger Seattle Public Schools

Julia Cramer Washington State Institute for Public Policy

Marty Daybell Washington School Information Processing Cooperative

Michael Mann Legislative Evaluation and Accountability Program Committee

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

Scott Poirier Washington Education Association

**Staff and Public in Attendance**

Aira Jackson Office of Superintendent of Public Instruction

Eileen Frimberger Office of Superintendent of Public Instruction

Julia Fallon Office of Superintendent of Public Instruction

Mark McKechnie Office of Superintendent of Public Instruction

Robin Howe Office of Superintendent of Public Instruction