ODE EMIS Conference Call Summary

March 13, 2017

Notes provided by Mary Myers (LACA), and Naja Bailey (META)

Items from David Ehle

1) Two appeal windows open that close March 15
   a) March CTE Follow-Up to add missing students
   b) KRA data appeals
   c) Make sure requests are entered by this Wednesday
2) Starting to process March appeals to add students
   a) Takes time because each request needs researched
   b) Once students are added, there will be an 'Appeal' version of the file
   c) Not mixed with the first file, so the appeal file can be added without issue
   d) Appeal students will be added to the analysis file
   e) Question: If district filed an appeal for March Follow-Up, once they are approved will they show up as a 003 file?
      i) It will probably be a 003 file but will probably have 'Appeal' in the file name
      ii) Will be added to the analysis file
      iii) New file can be added to the EMISFFE without disturbing the original file that was loaded
      iv) All records will be exported together to load into the data collector
   f) Question: In the actual appeal process, since there are different types of appeals, Do they all have to be submitted in the same appeal or in separate appeals?
      i) The recommendation is to do all types of appeal in one appeal file
      ii) Don't believe a district can submit more than one appeal for an area, such as March CTE Follow-up
      iii) All appeals must be filed by Wednesday March 15
3) ITC Training March 29
   a) Three topics
      i) Cherwell Training
      ii) Training on new Data Collector
         (1) Just about done with User Interface
         (2) Finishing up permissions and user preferences
      iii) New Tuition module in ODDEX
         (1) Launching Tuition module hopefully by this Friday, March 17
            (a) Information later this week about SAFE roles
            (b) Superintendents and Treasurers will automatically have access
               (i) Assistant Treasurers will have approve access also

          (ii) EMIS Coordinators will have Read-Only access

      (c) New roles for approvals and read-only

      (d) ITC staff with student level SDC access will have read-only access

    (2) Soft launch with communication from the Area Coordinator's office

      (a) By the end of the 2nd Tradition window, need to have all students from July 1-December 31 correct

      (b) 30-day review window that will start May 1

    (3) Question: Can you explain what these Tuition students are?

      (a) How Received code of C, P, T, W (Foster/Court Placement, Other Court Placements, Non-court ordered institutional placement, Non-resident Title I public school choice)

      (b) Educating district gets FTE dollars directly from ODE

          (i) Tuitions laws allows districts to claim local dollars for time of placement

          (ii) Tuition process is what transfers local dollars between districts

    (4) A new contact manifest that will collect parent address

      (a) District can also manually add address information into the ODDEX

      (b) Address needs to be where the parent resided at the time of placement which is most likely not where the student is

    (5) Question: The understanding was when this first discussed that the address where student resided at time of placement was going to be required. Is this now optional?

      (a) An address is required

      (b) It may be that the district reporting may not know so they can report Not Available

      (c) The optional part is to use the address collection to submit the data

          (i) They can enter it manually

      (d) Entering court documents is also an optional part of this

      (e) Can escalate tickets to ODE to Area Coordinator if districts can't agree with district of responsibility

      (f) Hoping to put that escalation methodology into SOES, but that will take time

4) New EMIS Coordinator Training

  a) Had one in August

  b) Talked about having one geared for yearend reporting

  c) April 6 and 10

  d) Not in STARS yet, but will be this week

  e) If ITC has new EMIS Coordinators that were in August training or new since August, let them know about the trainings

    i) 3 Years or less

ii) Repeat trainings so only need to register for one meeting
5) As part of tuition roll-out, there has been some changes to some of the validation tables
   a) REF_DIST_BLDG table is out of sync for all but three ITCs that have already noticed it
   b) ITCs can do a reset to get the table into sync
      i) ODE rarely recommends a reset because it can hang the system
      ii) For this table, it should reset itself in five minutes
      iii) Hit reset, then synchronize
   c) If districts are doing a prepare when this is resetting, can cause errors
      i) Do first thing in the morning or at end of day
   d) Table needs to be reset within the next couple of days
   e) Question: Not used to looking at these tables, so if there is a red X does that mean I need to reset and synchronize?
      i) Yes
6) Report Collector
   a) FTE report adding Special Ed FTE to the report
      i) If the student has a disability, the Special Ed FTE will be zero
      ii) If student has an adjustment because of not having an IEP or time lapse of a valid IEP, the Special Ed FTE will be less than the regular FTE field
      iii) If providing services and don't have the IEP reported, report a NIEP
      iv) Probably won't be in the March #2, but will be in April payments
      v) Question: if district doesn't have the IEP done within the 30 days, if they don't have an NIEP they won't get the weighted funding?
         (1) Not talking about event types
         (2) If the IEP is in place and student is receiving services they need to be reporting the IEP and will get the weighted funding
         (3) If the student is a transfer in and the district is providing services but haven't adopted the IEP, they can report an NEIP
         (4) Just having an ETR without the IEP being done doesn't warrant funding because the IEP has to be in place and services provided in order to receive funding
   b) Finishing up Where Kids Count report and hope to release it this week
      i) Different severity and results codes
      ii) Waiting on finishing up documentation
   c) Question: can you explain why we are looking at Where Kids Count before spring test administration?
      i) The end date for WKC is March 19 for OGT and several other non-tested groups of students and April for the Next Gen and EOC
      ii) All students will have end dates for WKC prior to the end of the year

    iii) Want to have reports for districts to verify before district personnel leave for summer

    iv) WKC doesn't have any direct tie to assessment results, rather where the students were enrolled during the window, so it can be verified independent of the test results being released

Next scheduled call

7) Next Call 3/27/2017
    a) Change call 3/15/2017
8) ITC meeting in Columbus 3/29/2017