

Data Admin Meeting

(slides last updated September 19, 2019 10:55 AM)

CNYRIC 7 Superior Room
September 19, 2019 1:00 - 3:00 pm

If attending remotely (WebEx), please send your name and your district to
Ami Ineich (aineich@cnyric.org) - Subject line: Data Admin Remote

Agenda

- Welcome
- Assessment
- Student Reporting
- Staff Reporting
- Accountability
- Other

Documents available at: <http://www.cnyric.org/teacherpage.cfm?teacher=1055>

2019-20 SIRS Manual: <http://www.p12.nysed.gov/irs/sirs/> (v 15.0 - 08/23/19 update)

Vendor Meeting Info: <http://www.p12.nysed.gov/irs/vendors/home.html>

2019-20 Reporting Timeline and Memo: <http://www.p12.nysed.gov/irs/>

Educational Data Services Updates

Upgraded Level 1 warehouse in August

Level 0 open for uploads

First refresh of Level 2 reports for 2019-20 data anticipated by **Sept. 30**

SchoolTool upgrades to Ver. 17.1 completed August 2019

(Ver. 17.1 Build 37 just released - evening upgrades Sept 23 - Oct 3)

New Release meeting scheduled for September 25, 2019

Register at: <https://www.mylearningplan.com/WebReg/ActivityProfile.asp?D=15882&I=3226515>

Assessment

- Regents

- August scores backloading to ST for C-O, OCM and CiTi is in process - we are waiting on some authorizations (hint, hint)
- Once districts load via Level 0 - verify in Annual Regents report (SIRS-309)
- Regents Exam Schedules for January, June & August 2020
<http://www.p12.nysed.gov/assessment/schedules/schedule-hs.html>
- New US History and Government Exam - June 2, 2020
- Last Transition Exam in Global History and Geography - June 2020

Assessment

- 3-8 Math and ELA scores

- Lvl 2 T/NT (SIRS-301/302) and E/M AVR (SIRS-106); Lvl 1 Cognos reports
- Public release was August 22
- Growth scores will be sent but are not to be used for evaluation

- Expect memo today in P12 Weekly about teacher growth availability on 9/25

- Likely mid-October for Accountability growth

- AIS cut scores

- Website: <http://www.p12.nysed.gov/sss/>

- Direct Link to Memo

- http://www.p12.nysed.gov/sss/documents/201920_AISMemo.pdf

Assessment (cont'd)

- **Score Reports (ISRs)**

- ELA and Math reports sent out to the attention of superintendents
- NYSAA and NYSESLAT (and NYSTP) are all available in Level 2 now

- **District Test Coordinator (DTC)**

- Districts should verify Test Coordinators (NYSAA and 3-8) in SEDREF
- NYSAA DTC rolled last year in KITE assessment system
- 3-8 DTC and principals (and superintendents) will be populated in Nextera Admin from SEDREF
- Districts can create District and School Information Technology Coordinator (DITC/SITC) roles in Nextera Admin

Assessment (cont'd)

- CBT info - <https://cbtsupport.nysed.gov>
- Nextera Admin Refresh
 - Users will be receiving “Welcome to Nextera” emails on 9/18/2019
- Ordering System
 - Opens week of 9/16/19
 - Drop date to order is 12/6/2019
- Tech Readiness
 - Opens on 10/1/19
 - Submitted by 12/30/19

Assessment (cont'd)

- CBT info - <https://cbtsupport.nysed.gov>
- Winter Simulations
 - January 28, 2020
 - February 11, 2020
- Testing Schedule

*In order to balance the daily load on the CBT testing platform statewide, schools testing via computer are expected to adhere to the following guidelines in developing the school's testing schedule.

Total Number of Grade Levels Testing on Computer in the School	Recommended Number of Grade Levels That Test on Computer in the School on Any Given Day
1 to 3 grade levels	1 grade level
4 or more grade levels	2 grade levels

School and district leaders who have any questions regarding this matter should contact the Office of State Assessment at: emscassessinfo@nysed.gov.

Assessment (cont'd)

- NYSITELL

- Continue testing students as needed
- All data must be filled out or documents cannot be processed
 - Legible Name (Last Name, First Name)
 - Grade and Test Date bubbled in
 - Legible ID Number
- For security, all score reports are password protected and will be sent to one main contact beginning September 23rd

Assessment (cont'd)

- NYSAA

- Instructional Tools Interface (ITI) available September 9
- **November 7** first and final data pull for testing purposes (manual entry required thereafter)
- Reporting NYSAA eligibility
 - Reported as ungraded
 - Program Fact 0220 - Eligible for Alternate Assessment
 - Program Service Code for Type of Disability
- Assessment based on age - not grade

<https://cbtsupport.nysed.gov/hc/en-us/categories/201173593-New-York-State-Alternate-Assessment-NYSAA-ELA-Math-and-Science>

Student Reporting

- BEDS Day is Wednesday, October 2, 2019
- Collection of BEDS online IMF
 - Available October via IDEX on Wednesday October 2
 - Due by Friday, November 6
 - Instructions <http://www.p12.nysed.gov/irs/beds/IMF/home.html>
 - Change memos not yet updated
- October 11 August Grads data due - Total Cohort (SIRS-201) for graduation rate

Student Reporting (cont'd)

Program Services

- Deleted Program Service Codes:
 - 5720 (Title III: Services to Non-Immigrant ELL/MLL Students)
 - 5731 (Title III: Language Instruction Immigrant ELL/MLL Students)
- Added Program Service Code:
 - 3055 (ELL Eligibility Exit due to being out of the country for more than two years)

Student Reporting (cont'd)

2019-2020 Guidance on Reporting Pre-K Children in the Student Information Repository System (SIRS)

SIRS currently includes two Pre-K program codes – 902 for Universal Pre-K and 990 for “Other” Pre-K.

It should be noted that effective July 1, 2019, the below listed State-Administered Pre-K grants were consolidated with the district’s Universal Pre-K allocation. These funds are now considered Universal Pre-K and students whose slots are supported by funds from these sources should be assigned the program code “902 Universal Pre-K.”

Student Reporting (cont'd)

- Expanded Prekindergarten for Three- and Four-Year Old Students in High-Need School Districts (EPK);
- Prekindergarten for Three-Year Old Students in High-Need School Districts (3PK);
- Additional Grants for the Expanded Prekindergarten for Three- and Four-Year Old Students in High-Need School Districts (EPK2);
- Additional Grants for the Expanded Prekindergarten for Three- and Four-Year Old Students (EPK3); and
- the federal Preschool Development Grant (PDG).

Student Reporting (cont'd)

Courses for 2019-20

- Course Codes - <http://www.p12.nysed.gov/irs/courseCatalog/>
- Course code changes <http://www.p12.nysed.gov/irs/vendors/>

Special Education

- **September 19** - Special education data due: VR-11, 12 & 14 (**Certification 9/23**)
- **October 26**: NYSAA-eligible students need to be identified in the state data warehouse with the program service code 0220 to be included in the initial enrollment pull.
- **October 29**: NYSED initial pull of students identified as NYSAA-eligible for loading of enrollment file to Educator Portal.

Student Reporting (cont'd)

FRPL

- NYSSIS Matching: Food Service - entitle NYSSIS Role: Child Nutrition User
<http://www.cn.nysed.gov/content/new-state-wide-direct-certification-matching-process-and-mandatory-reporting-snapmedicaid>
- FRPL Eligibility - DCMP, Application, Homeless, Migrant , Runaway, Foster, FDPIR, HSTART, Carryover (30 operating days from first day of school or 30 days for a student who transfers from a CEP school at any point in the SY)
- DCMP must be run a minimum of 3x a year within the following timeframes:
 - as close to the beginning of the school year as possible
 - by or near November 30
 - by or near February 28

Best Practice suggestion to run DCMP on a monthly basis

Student Reporting (cont'd)

FRPL CEP caution

- CEP schools specifically are directed to only process the DCMP once a year. This is inadequate for Data Warehouse reporting.
- Suggested best practice for CEP schools or districts
 - 1. Before School starts process the DCMP
 - 2. After demographics has been loaded to DW but before BEDS day. Or upload a roster match file to NYSSIS child nutrition. This identifies K or new students moved into the district over the summer.
 - 3. Before the date for qualification for continuing CEP eligibility (Generally March or April)

Student Reporting (cont'd)

FRPL continued

For the 2019-2020 school year a change for reduced students. Included in the NYS budget for the 2019-2020 school year is the provision of NYS to pay the reduced amount instead of the students.

- **For DW reporting still report the free or reduced eligibility.**
- For Child Nutrition request for meal reimbursement report free, reduced and paid meals served. NYSED will be paying the reduced fee formerly charged to students as they walked through the lunch line.

Student Reporting (cont'd)

Program Services

- CTE - State Ed Approved District Programs
 - CTE Approved Program Listing: <http://www.p12.nysed.gov/cte/ctepolicy/approved.html>
 - Reportable as CTE program services using approved CIP codes
 - Program Name, Courses, Teacher Certification of Staff Members
 - Will be used to update Local CTE app for districts interested or for use within district for other method of calculating program intensities, exit codes, etc.

BOCES Enrollment, CTE, New Vision References

BOCES Enrollment

- BOCES Virtual Location Codes
- Program Name, 4-Digit Code, Location, Principal, Description

BOCES CTE CIP Codes, New Vision

- State-ed approved BOCES CTE courses are approved for the pathway
- CTE Program Name, CIP Code, state ed approval status
- New Vision Program Name (not part of CTE program service reporting)
- BOCES Reference documents: www.cnyric.org → Resources → Codes and Definitions (Locations and CTE CIP Codes)
<http://www.cnyric.org/teacherpage.cfm?teacher=84>
- BOCES will report their CTE program services to state ed - Records may still be imported into district SchoolTool accounts with trusted agent permission

Staff Reporting

2019 Staff Evaluation

- Staff Evaluation Data Submission:
 - All educators must receive a full set of scores and ratings for their APPR results, however for **2018-19 staff evaluation data**, each educator will receive **only ORIGINAL OR TRANSITION scores and ratings, not both.**
- Who receives **TRANSITION OR ORIGINAL** Scores and Ratings?
 - **All educators whose evaluation scores and ratings would have been determined using the NYS grades 3-8 ELA/Math assessments or State-provided growth scores, in whole or in part** require **Transition** scores and ratings.
 - Teachers/Principals who would receive a growth score from the state based on 4-8 ELA/Math State Assessments.
 - Teachers/Principals whose SLOs are based on 3-8 ELA/Math Assessments.
 - Principals who would receive a growth score based on Math Regents.
 - Educators whose evaluation scores and ratings are **NOT determined using the NYS grades 3-8 ELA/Math assessments or State-provided growth scores** require only **Original** scores and ratings.

Staff Reporting (cont'd)

The table below summarizes the data elements required to be submitted via the Staff Evaluation Rating Template, exported from your local data systems for each teacher and principal under Education Law §3012-d.

EDUCATORS RECEIVING TRANSITION SCORES AND RATINGS ONLY <i>(The Original evaluation measures per the LEA's approved APPR plan incorporate the results of the grades 3-8 ELA/Math State assessments and/or State-provided growth scores. Although the LEA's approved plan includes measures based on 3-8 ELA/Math State assessments and/or SPG scores, these measures should be excluded, and only the transition measures will be used for this group of educators)</i>	
Evaluation Category	Description
Student Performance Category	Transition Required Student Performance subcomponent scores, as applicable, reported as a whole number from 0-20, using the following code: TREQSP. Transition Optional Student Performance subcomponent scores, as applicable, reported as a whole number from 0-20, using the following code: TOPTSP.
Teacher Observation/ Principal School Visit Category	Transition Required Teacher Observation/Principal School Visit subcomponent scores reported as a number from 1.00-4.00 or 0.00, using the following code: TREQOB. Transition Optional Teacher Observation/Principal School Visit subcomponent scores, as applicable, reported as a number from 1.00-4.00, using the following code: TOPTOB.
Overall Evaluation Rating Category	Transition Overall ratings reported using the following codes: TOCR04 = highly effective, TOCR03 = effective, TOCR02 = developing, TOCR01 = ineffective based on the matrix prescribed by Education Law §3012-d(5).

<https://www.engageny.org/file/156861/download/2018-19-data-submission-reminders-and-faq.pdf?token=Bk22LtC8>

Staff Reporting (cont'd)

The table below summarizes the data elements required to be submitted via the Staff Evaluation Rating Template, exported from your local data systems for each teacher and principal under Education Law §3012-d.

EDUCATORS RECEIVING ORIGINAL SCORES AND RATINGS ONLY

(The evaluation measures per the LEA's approved APPR plan DO NOT incorporate the results of the grades 3-8 ELA/Math State assessments and/or State-provided growth scores)

Evaluation Category	Description
Student Performance Category	Original Required Student Performance subcomponent scores reported as a whole number from 0-20, using the following code: REQSP. Original Optional Student Performance subcomponent scores, as applicable, reported as a whole number from 0-20, using the following code: OPTSP.
Teacher Observation/ Principal School Visit Category	Original Required Teacher Observation/Principal School Visit subcomponent scores reported as a number from 1.00-4.00 or 0.00, using the following code: REQOB. Original Optional Teacher Observation/Principal School Visit subcomponent scores, as applicable, reported as a number from 1.00-4.00, using the following code: OPTOB.
Overall Evaluation Rating Category	Original Overall ratings reported using the following codes: OCR04 = highly effective, OCR03 = effective, OCR02 = developing, OCR01 = ineffective based on the matrix prescribed in Education Law §3012-d(5).

Example Template Set-up

*STAFF DISTRICT CODE	*STAFF TEACH ID	*EVALUATION CRITERIA CODE	*SCHOOL YEAR DATE	*REPORTING DATE	BLANK	NA	+EVALUATION CRITERIA RATING POINTS	BLANK	BLANK	BLANK	BLANK	BLANK	BLANK	3012d
NY236001	0001100002	REQSP	2019-06-30	2019-06-30		NA	20							3012d
NY236001	0001100002	REQOB	2019-06-30	2019-06-30		NA	3.77							3012d
NY236001	0001100002	OCR04	2019-06-30	2019-06-30		NA								3012d
NY236001	0001100003	TREQSP	2019-06-30	2019-06-30		NA	20							3012d
NY236001	0001100003	TREQOB	2019-06-30	2019-06-30		NA	3.39							3012d
NY236001	0001100003	TOCR04	2019-06-30	2019-06-30		NA								3012d

*EVALUATION CRITERIA CODE KEY

REQSP – Required Student Performance

REQOB - Required Observation

OCR0X – HEDI Rating (01, 02, 03, 04)

TREQSP – Transition Required Student Performance

TREQOB - Required Observation

TOCR0X – Transition HEDI Rating (01, 02, 03, 04)

To import file into Level 0:

- file must be in CSV format
- there must be no headers
- Staff Teach ID (Column B) must have 2 leading 0s
- dates (Columns D and E) must be formatted YYYY-MM-DD

Staff Evaluation Level 0 Work Session: October 1st

Please Bring:

- Staff Evaluation Records
 - NYS extract from your Staff Evaluation product (Frontline Evaluation/Standards for Success)
 - Excel spreadsheet
- Please determine ahead of time which teachers receive **ORIGINAL** records and which teachers receive **TRANSITION** records
- LAPTOPS

Attendees must have access to Level 0. Application forms must be signed by a Trusted Agent and can be obtained at:

<https://www.cnyric.org/tfiles/folder1251/DWLevel0Application.pdf>

If you have questions prior to the session please contact Kelly Malone: kmalone@cnyric.org; 315-433-2288

Staff Reporting (cont'd)

- Records Due: October 18th, 2019
- Certification: October 25th, 2019
- Level 0 work session: October 1, 2019
- APPR Summaries for 2018-19 Staff Evaluation Score and Rating Distribution available via IRSP
- Resources for Closeout of 2018-19 APPR
<https://www.engageny.org/resource/resources-closeout-2018-19-appr>
- SIRS 326 - Staff Evaluation Rating Report

APPR Resources

- **Resources for Closeout of 2018-19 APPR:**

<https://www.engageny.org/resource/resources-closeout-2018-19-appr>

<https://www.engageny.org/file/156861/download/2018-19-data-submission-reminders-and-faq.pdf?token=Bk22LtC8>

- **Approved APPR Plans:**

<http://usny.nysed.gov/rttt/teachers-leaders/plans/>

- **SIRS Manual:**

<http://www.p12.nysed.gov/irs/sirs/>

- **2018-19 Templates & Code Changes:**

<http://p12.nysed.gov/irs/vendors/home.html>

- **APPR Related Questions or Concerns:**

EducatorEval@nysed.gov

Staff Reporting (cont'd)

ePMF Form Data Collection opens October 2, 2019

Reference documents <http://www.p12.nysed.gov/irs/beds/PMF/home.html>

- Reporting SIRS Staff Data - see most recent SIRS manual
 - <http://www.p12.nysed.gov/irs/sirs/>
- Non-instructional personnel will show in ePMF but are not required to review or submit their information.
- **STAFF SNAPSHOT:**
 - Records should be loaded for tokens to be generated and ePMF forms to be created. See the SIRS manual to determine who and what should be reported for Staff Snapshot.
- **Deadlines:**
 - **December 20, 2019** - Teacher deadline to submit data (complete ePMF forms)
 - **February 14, 2020** - CEO ePMF Review and Certification

Accountability

ESSA Regulations and resources <http://www.p12.nysed.gov/accountability/essa.html>

Relevant SIRS reports

- HS Achievement & Graduation Accountability (SIRS-105)
- Elementary/Middle-Level Achievement Accountability (SIRS-106)
- Chronic Absenteeism Accountability (SIRS-107)
- College, Career and Civic Readiness Accountability (SIRS-108)
- Recently Arrived ELL Students Accountability (SIRS-109)

- Student Daily Suspension Accountability (SIRS-110)
- School Year Suspension Accountability (SIRS-111)

Other

- System status page <http://status.cnyric.org/>

Upcoming Dates

- **September 19: 2018-19 Data and Certification of Special Education Data Elements** data due. VR 11- 12 and VR 14 through PD Data System.
- **September 23: 2018-19 Data and Certification of Special Education Data Elements** certification due. VR 11- 12 and VR 14 through PD Data System
- **September 25:** SchoolTool New Release User Group meeting
- **October 2019:** Staff Snapshot data should be loaded for the earlier submission of teacher BEDS forms in TAA and ability to load data into other staff and course templates.
- **October 1:** Level 0 Staff Evaluation Work Session
- **October 2:** BEDS Day
- **October 10:** Submission of August 2019 diplomas for students in the 2013 and 2014 total cohorts.

Upcoming Dates

- **October 17:** Staff Evaluation data due to fulfill data reporting requirements under Education Law 3012-d.
- **October 25:** 2018-19 Statement of Confirmation of Staff Evaluation Rating Verification Report due via SED Monitoring in NYSED's Application Business Portal at portal.nysed.gov to certify Staff Evaluation data submitted by the 10/18 deadline.
- **November 1:** 2019 Staff Snapshot Staff Snapshot data must be loaded for the submission of teacher BEDS forms in TAA and ability to load data into other staff and course templates. Additionally, districts must load guidance counselors in Staff Snapshot if they wish to report these staff in the Student template for use with the Graduation Tracker.
- **December 20:** 2019-20 ePMF Data Due Deadline for teachers to submit data (complete ePMF forms). BEDS forms will only be visible for teachers in Staff Snapshot. Administrators with entitlements can review and correct forms until the certification date.

Upcoming Dates

- **AIMSweb Plus Trainings**

- Sept. 20 (CNYRIC)
- Sept. 27 (McEvoy)
- Oct. 8 (CNYRIC)
- Oct. 9 (McEvoy)
- Oct. 16 (CNYRIC - tentative)
- Oct. 18 (CNYRIC - tentative)
- AIMS user group likely in late Oct or early Nov.

- **STAR Trainings**

- Sept. 20th STAR 101 & STAR New Platform @ O&M (Thompson Road)
- Oct. 7th STAR Reports and Progress Monitoring @ Superior (CNYRIC)
- Oct. 16th STAR: Accelerated Reader and Custom Lunch and Learn @ Superior (CNYRIC)
- Oct. 28th STAR User Group @ Superior (CNYRIC)

Upcoming Dates

- **SchoolTool Trainings and User Groups**

- September 25 - New Release CNYRIC 9:00-12:00
- September 26 - Census(AM) and Discipline(PM) TST 9:00-11:30 and 1:00-3:00
- October - Attendance CNYRIC
- October - Attendance TST
- November 12 - Counseling User Group Meeting CNYRIC 9:00 - 11:30
- November - Counseling User Group Meeting TST

<https://www.cnyric.org/teacherpage.cfm?teacher=809>

Data Admin Meetings for 2019-20

- ✓ Thursday, September 19, 2019 – 1:00 - 3:00 PM
- Thursday, November 21, 2019 – 1:00 - 3:00 PM
- Thursday, January 30, 2020 – 1:00 - 3:00 PM
- Thursday, April 23, 2020 – 1:00 - 3:00 PM
- Thursday, June 18, 2020 (?) – 1:00 - 3:00 PM

If you attended remotely (WebEx), please send your name and your district to Ami Ineich (aineich@cnyric.org) - Subject line: Data Admin Remote

WebEx Connection

Data Admin Meeting

Thursday, September 19, 2019 1:00 pm

Meeting number: 731 224 927

Password: Data2020

<https://cnyric.webex.com/cnyric/j.php?MTID=md5dea33b98f4dff4e8f072ef91a93c8a>

Join by phone

415-655-0003 USA Toll

Access code: 731 224 927