

ODE Conference Call 4/6/2020

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FY20 EMIS Processing Schedule – ODE has had a lot of questions about the processing schedule and expectations. There are several things underway related to testing and accountability, and some have already been announced. Given the fact that spring testing is not taking place this year, ODE is looking at the processing schedule to make adjustments through yearend to give districts extra time where they can without pushing FY20 reporting back so much that it impacts FY21. Planning to update the processing schedule to eliminate some reporting windows and probably move close dates back on a few other collections. Will be reviewed by leadership this week hopefully.

COVID FAQ docs – ODE has been posting FAQ's dealing with a variety of important subjects. Make sure you are looking at those as they do impact EMIS reporting. ODE will include that link in an upcoming EMIS Newsflash, and highlight some that are very specific (e.g., Graduation). Another FAQ is underway for Instructional Hours and Calendars, probably the most important one for EMIS coordinators to look at. Hopefully it will be posted by the end of this week, and information will be sent as soon as it is available. Plans are to include instructions for entering EMIS Exceptions for Blizzard Bags and Calamity Days, so that even though the building is closed there is some instruction being offered. There are still a few policy details to wrap up before instructions come out.

Q: So, districts will update Calendars but shouldn't be marking kids Absent?

A: If they are in session, providing some kind of educational opportunities, generally kids are in attendance. Exact definitions of Attendance and Absences, if not already covered in an FAQ, will be covered soon. We can't say carte blanche that all kids are Present through the end of the year, but the general idea is that standards will be different and grace will be provided as to what accounts for a kid to "be in attendance", so until we finalize this FAQ we can't be concrete on this question. Student attendance is one of the sections on this guidance doc we're working on.

Q: Any advice on courses being updated to change delivery method from Face-to-Face?

A: No definite guidance yet, but we're leaning towards NO, so please don't start doing that. There may be some follow-up collections around that, but the current EMIS options for Delivery Method are kind of generic. We know Face-to-Face is not taking place right now, but we're not sure that EMIS is the right tool for collecting that info. Hold tight, and don't make those types of updates. If there is further info to be collected, further guidance will come out. Some districts schedule 9-week courses, and a lot had switched to their Final 9-week period when this closure happened, so if a course was flat out cancelled, I would go ahead and update if the course is just not happening at all, but don't go in and start changing delivery method.

Q: So, are you recommending that a district providing instruction to all buildings, so many days a week, are to enter a Blizzard Bag exception for all those days?

A: Can't say for sure that is where we'll end up, but that's where we are *leaning*, and we hope to have more info by the end of this week. HB197 had a number of provisions to deal with COVID-19, which

made changes around Blizzard Bags. It was the case that Board policy had to exist before the start of a school year, with a limit of 3 days - now they can adopt a Blizzard Bag policy after the start of the year, for an unlimited number of days due to the State Health Department's school closure. Districts would've been limited to just 3 for school closures earlier this year, but language adopted in HB197 made it unlimited for just this purpose. Part of why we need districts (assuming we end up this way on guidance) to put in Calamity Day and Blizzard Bags, we have a number of districts who used extra time on their calendar to take an extended Spring Break OFF, and once the school closure was extended to May 1, some districts are just starting today to offer online instruction, blizzard bags, etc. So, if we stick with this, Calamity Day exception will take those hours out of each calendar, and then Blizzard Bag exception will put hours back for those who were actually providing instruction on those days. We still have some policy questions around instructional hours, so working on making that right and easy for districts to implement.

Q: So, if they already had Spring Break days out scheduled, don't change it; and if they extended their Spring Break days out, is that Unplanned Full Day Out or Calamity Day exception?

A: Correct, report the original planned Spring Break days out as normal. "Extended Spring Break" is the language that was used, but I don't believe that any Boards convened and officially changed their calendars to show they actually have no school for a 2-3-week Spring Break. If they actually changed their school calendar to not be open those days when they would normally have been in session, because of this COVID-19 situation, I believe our instructions will be to use Calamity Day code, but not until we send out official word. Please don't make any changes until the office FAQ comes out.

Q: Several districts will hit their minimum hour requirement by the end of April, and they rolled into online instruction when this hit, so they're talking about ending the school year once they hit the minimum hour requirement. Do they need to go through this whole thing and change DL and DN data? Districts are looking hard at this.

A: That's part of the policy questions still being looked at. There are a number of steps that districts are supposed to go through to change their calendar (e.g., public meeting, 30-day notice, etc.) so we're not sure where the guidance will end up on that. If they do close and end their year early, it is almost unavoidable that EMIS updates will need to happen. For example, to calculate funding for CTE courses, we look at what day the student is enrolled for the calendar and how that plays out for each day of the courses to figure out weighted funding. So, we may need course end dates updated, otherwise if the school year is over lets' say April 24, but all courses were scheduled to end May 15, I can't say how that will play out for FTE calculations for CTE. We use enrollment information for students, calendar for course, and dates for courses. We have not played that out yet. We know districts are looking at that, the FAQ we're working on has a full page just related to early closure, so several things will come into play. Once we have a full policy, we'll work on the EMIS reporting guidelines. We are thinking that we will not go into the EMIS Manual and make a bunch of changes for this spring's situation because we'll then have to take them out. We're thinking about doing an additional section of the manual just for this COVID-19 situation, which will 'override' other sections (e.g., definition of Calamity Day for COVID-19). Another thing is CTE Assessments, because while taking the assessment this spring is not happening (though districts are encouraged to do what they can), they still need those assessments across years to work out for Program of Concentration. We are working with the program office and office of higher ed, and if it ends up how we're planning, it means that we'll have to modify EMIS reporting instructions just for this spring in a separate section to override standard reporting. Stay

tuned; where we determine there are impacts on EMIS reporting because of this closure, we'll have all that in one place (like FAQ's are in one place).

Q: What about WebXam for grads?

A: Yes, we think we're close to a plan. There's been consultation going on with CTE field on the plan but asked us to not talk about it yet until it is definitely approved. Hopefully a plan will be in place later this week.

School Closure Surveys – EMIS Coordinators are resourceful and very good at getting the job done. ODE is currently working on a 7-9 question survey to ask about how districts are putting educational options in place, i.e., when they started, what types of options they provide, if they have online/internet access for kids or not, what did schools do to make it happen, etc. Hopefully, ODE can accurately track responses and get 100% participation through EMIS reporting. Assuming the plan comes to be, the survey will come out in the Data Collector as an Excel file in Reports > Received Files. Everyone will get the same document, not meant for EMIS Coordinators to fill out, but for them to pass on to Superintendent or designee to answer the questions. Then a manifest will come out to recollect that Excel file (much like the 5-year Forecast collection has the ability to upload an attachment as part of a submission). Then ODE can summarize all files across the state. Goal is to get as close as possible to 100% participation, hoping to hear back within a week or two. Hopefully the maximum time to complete the survey is just 15 minutes, with a few list options and a few free response questions. We're counting on EMIS Coordinators to get it to the right person in the district and get it back in the data submission as soon as they can. A communication will go out once the survey happens. Not much concrete at this time. Interested in getting feedback afterwards to see if it works well or not.

Data Collector update – Some ITC's want to update to the more recent Java 8 on their data collector servers. ODE is working on that, but the security certificates running for ZIS are not compatible with the latest version of Java, so they asked you to go back to Java 7 until ODE gets the new certificates in place. Teresa Williams with SSDT will be reaching out to a couple ITC's to make sure this process will work and not cause interruptions. We'll reach out to ITC's in the next couple weeks to install a new certificate from ODE to your data collector. Then once everyone has it, ODE can update on their end to use new Certificate, and then ITC's can update to Java 8. Still in testing phase, but ITC's should hear something before the next call. Will provide step-by-step instructions, shouldn't be too hard.

Q: Did you have a timeline for the survey?

A: Hopefully it will be out by the end of this week, and then ideally, we'll hear back from everyone within a week or two. Just like with other collections, we'll reach a certain threshold and start emailing ITC's to show who we still need to hear from. Would like to wrap it all up within 3 weeks. We can give them a heads-up when there is actually something to do, when the EMIS Coordinator can pass along the file to their Superintendent so they can open it right up and get it done. ITC's can make sure districts are paying attention to the Data Collector, that may be the heads-up to see who has been submitting collections in the past week or two to make sure they're out there listening so when we push it out someone will receive it.

Q: Other Accountability Assessment collection - JVS is getting fatal errors for duplicate reporting of Industry Credentials for a student who truly took the test two different days.

A: We are currently still having discussions with CTE around the reimbursement piece, because depending on how reimbursement works out, it is possible that we may not end up needing both of those assessments. If they figure out that for the reimbursement process, taking it twice does matter, it is possible you will need to report Day of month the assessment was taken. Right now, we don't include Day of month for that assessment type, so only allow one assessment reported per month. For now, just report the assessment with "Pass" so something gets reported, then if guidance is different and it matters for reimbursement, we'll update the reporting instructions for that assessment type to include Day.

Q: What is the goal of this survey?

A: It may take time to update calendars once guidance comes out. First question, what day did you start delivering services to students even though building was closed? Maybe a district already had 1:1 devices, so in some ways they could've started delivering services on day one, but maybe they needed time for teachers to plan. Possible that some districts haven't done anything yet, and don't know what they'll do, so ODE will reach out. Nature of the programming is another piece (online, blizzard bags, combination?), services for some grades but not all (maybe there are enough 1:1 devices for grades 6+ but for earlier grades they are just posting links online or mailing packets out). We just want to understand what kinds of things they're doing. Final piece, internet access can be a challenge for some families, so some districts have paired up with local city to sit in school parking lot for Wi-Fi to download assignments, go home and then come back to upload/turn them in. Hopefully this is stuff your administration has been thinking about every day since this started so the surveys should be easy to complete.

Q: Will this survey will go to all entities?

A: Yes, but building closure doesn't impact community eSchools, so they may not need to respond since it should be business as usual for them.

Q: Will MOA IRN change or should we use dates in manuals?

A: We have had discussions about it and are looking through different measures. In general, we won't have spring testing for Grades 3-8 and EOC, which was the major use, but we're looking at other things on LRC, e.g., the KG-3 measure which uses their inclusion in prior year MOA and being enrolled in October of the current school year. So, while there is no spring testing, next fall grades KG-3 MOA will be included for K-3 measure NEXT school year. We're looking at use, definitions, and making instructions clear where it matters. Discussions are still under way on that, so we're not ready to answer how it will be reported for this year.

ODE appreciates everyone's patience. We know there are more questions than answers right now, and we're trying to answer them as soon as we can.

Call Schedule:

ODE Change Call – 4/8/2020

ODE Vendor Call – 4/9/2020

ODE ITC Conference Call – 4/20/2020