

ODE EMIS Conference Call Summary

April 24, 2017

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

Items from David Ehle

1) Not a lot for today

- a. L2 Staff/Course collection opened over the weekend
 - i. CTE information loaded into there was from the April #1 payment
 - ii. Two additions to the career tech check
 1. #14 and 15 – student level, but course information is related
 2. First check compares what CTE-FTE is generating versus what the student FTE is generating
 - a. Found students generating CTE FTE higher than student FTE
 - i. Reporting student in two classes at the same time?
 - b. For any individual course, cannot generate more CTE FTE than regular FTE
 3. Second check is adding up every course FTE and comparing to total FTE for the student
 - a. If total CTE is greater than 110% of regular FTE, reduced to 110% of regular FTE
 - b. CTE has already been funded at scheduled hours, not actual hours
 4. Small amount of FTE adjusted
 - iii. Will update CTE reports later this week to reflect current information from both student and L2 submissions
- b. Adding information to FY17 manual for Maintenance of Effort (MOE) to outline what level of detail is required to show districts are meeting MOE for Title I and Special Ed
 - i. As part of that, opening financials earlier than ever
 1. Hoping districts submit and review their MOE
 2. Will update manual with this documentation hopefully before OAEP
 3. When data is submitted, calculations will show the percentage of MOE
 - a. Will be off some for expenditures in June
 - b. Will show where districts will be off in great amounts

- c. Allows districts to make changes while district books are open
 - 4. Webinar on May 15 for district Treasurers from a collaboration of departments at ODE
 - a. Not EMIS, but on what MOE is and how it relates to the Treasurers
 - b. Will post detailed information when available
 - 5. Open window May 16 – end of August
 - 6. Historically MOE work is not started until after window is closed
 - a. Processes updated so that MOE may be pulled within two weeks of window being open
 - b. ODE will contact districts with issues
 - i. Not sure what department will contact the districts, but it will not be EMIS
 - ii. May add a Gen issues, but not sure
 - 1. Will know more this week
 - 2. If there are Gen Issues checks, they won't start until late-June or early July
- c. Helpdesk tickets from ITCs with LEA changes
 - i. It is easier for a district to transfer after student reporting (S collection) has closed for the prior year
 - ii. Can have a district reporting from two different data collectors at the same time as long as they don't submit the same collection from both
 - 1. Can submit student, staff, financial from old ITC
 - 2. Can submit assessment, retention, calendar from new ITC
 - iii. Mid-year change
 - 1. A lot of the interacting is driven by OEDS, so update the ITC there first
 - 2. As soon as that transition is made, that change is updated in ODE's system within 24-48 hrs
 - a. ODDEX – a new ITC can see districts data, old ITC cannot see districts data
 - b. Files tab – both ITCs data collections will request that file, but ODE will only release file to ITC in OEDS
 - c. Level 2 – first run of overnight processing after that change, Level 2 will point to the new ITC
 - i. Reports at old ITC will be static and not update
 - ii. All data will be dumped to new ITC starting that day forward

- d. Level 1 – reports run locally when collect and prepare is run
 - i. Unless ODE knows in advance that a district is changing ITCs, when ITC is changed in OEDS the district will not show any missing information (student, staff, assessments)
 - ii. All student assessments will show as unexpected records
 - iii. Post a helpdesk ticket that a district is changing ITC
 - 1. Put in effective date if known
- iv. FTP Reports – goal by end of yearend reporting to not submit any reports via FTP
 - 1. Driven by OEDS also
- v. Secure Data Center access is driven by OEDS
 - 1. Access 24-48 hours after change in OEDS
- vi. Archives don't move to new ITC
 - 1. Needs to make any copies of any archive files they want
 - 2. An ITC can make an archive of any open window

2) Questions:

- a. Process when LEA moves between ITC, is this in writing?
 - i. Don't have anything in writing, but there will be notes from the call.
- b. Is the diploma not populating in the FFE?
 - i. No, if the diploma was reported through G it will get reported in the calculations for accountability
 - ii. Should be able to update in the EMIFFE because of the GED option

Next scheduled call

- 1) Next Call 5/5/2017 – Friday before OAEP
 - a) Change call 5/10/2017 – Wednesday after OAEP