Ohio | Department of Education

EMIS Advisory Council:
Reports and Impact Workgroup Meeting Agenda and Minutes

Location	Ohio Department of Education 25 South Front Street, Columbus, Ohio 43215 Conference Room B-001

Date	Wednesday, February 27, 2019; 12:30-3:30pm

Facilitator(s)	**Marianne Mottley **** **Aaron Rausch****

Attendees	**Sheri Ballman**	**Carrie Herringshaw****	**Tim Meister****	**Penny Rucker****
	Teri Belt	**Carla Isaac****	**Yvonne Morton**	**Karen Wilson**
	Cheryl Geisler	**Lisa McCullough****	**Stephanie Rouse**	Todd Yohey**
	Bill Wagner			

Bold names indicate who was present.
** Indicates the work group member is also on the EMIS Advisory Council

Topic	Presenters	Approx. Start Time
Welcome/Roll Call/Introductions	Marianne Mottley	12:30
Work Group Overview – Purpose, Charge, Scope	Marianne Mottley/Aaron Rausch	12:35
Financial Data and Funding Reports	Aaron Rausch	12:40
Secure Data Center Reports	Marianne Mottley	1:35
Accountability Resources and Report Card Webpage	Marianne Mottley	2:30
Wrap Up and Next Steps	Marianne Mottley/Aaron Rausch	3:25

Welcome/ Roll Call

- The meeting was called to order by Marianne Mottley at 12:31 PM
- The first order of business was roll call and introductions. All council members were present except for Todd Yohey and Cheryl Geisler.

Workgroup Overview – Purpose, Charge, Scope

- The next agenda item was to review the purpose and charge of the workgroups, such that each workgroup will address a subset of issues related to EMIS and will report their recommendations to the EMIS Advisory Council on ways to improve the operation of EMIS. It was explained that ORC 3301.0713 established the EMIS Advisory Council.
- The Reports and Impact workgroup specifically will discuss topics related to finance and funding reports, secure data center, other accountability resources, and the report card.

Financial Data and Funding Reports

Relevant EMIS Status	• There are a lot of reports available to members of the field who are trying to understand their payments. This can be good, but it also creates challenges. It's good because users have different ways to view their payment data depending on the audience with whom they will be sharing the information. Some reports provide high level summary data while other reports provide more detail.
Challenges	1. Data not stored in one single place and often hard to understand because of its complexity. 2. Lack of understanding what files correlate with payments. 3. Reports are too complex when trying to share and explain with district administration and board members. 4. Lacking reports on data about benefits/ health insurance. 5. Difficult to explain to colleagues that the codes reported in EMIS today will affect the amount of money the district receives tomorrow or the codes reported today affect the report card grades next fall.
Short-Term Opportunity for Improvement	1. Create an all-in-one funding report for reconciliation that provides more transparency regarding how numbers are calculated for SFPR. 2. Create a snapshot when data is pulled from payments to help Treasurers with reconciliation. 3. Simply SFPR report.
Long-Term Opportunity for Improvement	4. Create a new report which contains data about benefits/ health insurance. 5. Create more awareness and communication to district personnel on the role that EMIS data plays in developing these public facing pieces of information.

Secure Data Center Reports

Relevant EMIS Status	• Dashboard Reports are designed to show each report card measure and component. Data displayed follow the accountability rules and each report displays preliminary percentages and grades based on data reported in EMIS. • The reports for analysis follow both the report card accountability rules and also are used for diagnostic purposes and may show data broken down differently.
Challenges	1. Lack of training for other staff and administrators makes the process more challenging because they don't understand reports. 2. SDC is difficult to navigate and not user friendly. 3. Lack of understanding about report card measures. 4. Lacking reports on data about at-risk and mental health. 5. EMIS Coordinators spend too much time on Vlookups.

Short-Term Opportunity for Improvement	1. Leverage the education stakeholder groups (BASA, OSBA, OASBO, etc.) to offer EMIS/funding/report card sessions at their conferences/annual meetings and also reach out directly districts to offer training to people who are new to those key positions.
	2. Develop the capability in the SDC to switch from buildings on same report and add links to relevant EMIS manual sections in the form of pop up windows to help SDC users see information about the calculation as they are reviewing their grades.
	3. Create more training through short webinars that explain a specific report card element.
	4. Create a new reports which contains data about at-risk and mental health.
Long-Term Opportunity for Improvement	5. Names instead of SSID on reports would be helpful.

Accountability Resources and Report Card Webpage

Challenges	1. Six-line description on landing page is too long and needs to be refined.
	2. Valued added report card measure is difficult to explain.
	3. The report card is not simplified and easy to read like it is intended to be.
	4. A perception exists that the report card is inaccurate.
Short-Term Opportunity for Improvement	1. Refine landing page language to be more refined in a more "personal" way, perhaps with a "human element" via video that welcomes readers to the page and explains the purpose of the report cards.
	2. Develop more resources for districts to use them explaining the valued added measure.
Long-Term Opportunity for Improvement	3. Create "voice over" option to explain what each measure of the report card means.
	4. Think of ways to make the report card feel more accurate and tell more of a story.

Wrap Up/ Next Steps:

- The workgroup would like to have at least one more meeting to hash out details and solidify recommendations to give to the State Superintendent.
- It was also recommended that that since there now will be two board members serving as members of the EMIS Advisory Council, we also should put at least one member of the EMIS Advisory Council on the State Board Report Card committee so that there will be a "data person" in the room who can chime in on whether something is doable. It was asked that this recommendation be taken to the State Superintendent immediately.
- Sheri Ballman made a motion to adjourn the meeting with Penny Rucker providing the second.
- The vote was unanimous in favor of adjournment. The meeting adjourned at 2:35 PM.