**K­–12 Data Governance Group**

**Meeting Minutes**

# Thursday, June 14, 2018

9 a.m.–12 p.m.

OSPI – Brouillet Conference Room  
600 Washington St. SE

Olympia, WA 98504

**Welcome and Introductions** - *Emily Rang, Director of Data Governance, OSPI*

* Meeting called to order at 9:05 a.m.
* Agenda reviewed
* Introductions

**March 2018 Minutes Posted/Check-in on SharePoint with Login** - *Emily Rang, Director of Data Governance, OSPI*

* The March meeting minutes are posted to the [K-12 Data Governance Meetings Web Page](http://www.k12.wa.us/K12DataGovernance/Meetings.aspx) and SharePoint
* Contact [Amber Palmer](mailto:amber.palmer@k12.wa.us) with SharePoint questions

**Report Card Project Timeline and Update** - *Katie Weaver-Randall, Director of Student Information, OSPI*

* Two attachments are Added on to these minutes
  + List of Report Card Download Files
  + Measure List for K12 Data Governance
* Reviewed the Washington Report Card re-design releases and work tracks
* Focus on family and community feedback
* Old Report Card to be taken down – not ADA compliant
* OSPI new website design will coincide with new Report Card re-design
* Historical data access will be taken into account
* Ability to download multiple file types with new Report Card
  + - Action item: Report Card to be added to next meeting agenda

**A Summary of Changes to the Account Code Structure** - *T.J. Kelly, Director of School Apportionment, OSPI*

* Overview of account code dimensions for 2019–20 school year
* Group discussion regarding measures and research pieces
* Group to provide guidance on best practices and alignment with Tableau Report Card
* [EHB 2242 Accounting Changes Web Page](http://k12.wa.us/safs/EHB2242Changes.asp)
* [School District F-196 Reporting for FY 2019–20: Modification to Revenues and Expenditures](http://k12.wa.us/safs/pubdocs/COAReportingonF-196-2019-20.pdf)

**Race and Ethnicity Task Force – Data Protocols and Guidance Update and Draft Materials** - *Andrea Cobb, Executive Director, CISL, OSPI*

* Requirement to include additional sub races
* Clarification on why the information is collected
* Best practices for administrators and observer identification
* Requirements outlined in the [RESD Task Force workgroup report](http://www.k12.wa.us/Workgroups/RET/pubdocs/RESDTaskForce2017Report.pdf)
  + - Action item: Group to send feedback to [Emily](mailto:emily.rang@k12.wa.us)

**Informational: Review Recent Formal Data Sharing Requests Made to OSPI** - *Emily Rang, Director of Data Governance, OSPI*

* Group agreed that receiving these requests via Excel and/or Word prior to each meeting would be beneficial
* Action item: Standing agenda item; feedback will be solicited at each meeting

**K–12 Data Governance: Reorganization and Planning/Membership** - *Emily Rang, Director of Data Governance, OSPI*

* Group discussion/ideas:
  + After two years, offer option to continue/renew membership
  + Make clear how important district representation is; explain the why
  + EOGOAC – provide updates/take questions periodically
  + Consider bigger organizations to help find district membership (WSBO, WASA, WSPPA, WERA, etc.)
  + Include finance, HR, and student data
    - Action item: Draft membership to add to policy manual
    - Action item: Create campaign to solicit school and district membership requests before next meeting

**Work Plan Calendar – Proposal to Move September Meeting to October** - *Emily Rang, Director of Data Governance, OSPI*

* Since September tends to be one of the most busy months for school districts, the group agreed to move our September meetings to October
  + - Action item: Amber to follow up with date and time for October meeting

**Updates –** *All*

* Dr. Jim Smith posed a question from the last ELOC meeting he attended – What access do CBOs with formalized partnerships have to student data to help with delivering their program(s)?
  1. What’s allowable under FERPA
* Karen Pyle, ERDC, shared information about their 2-year grant and other information that can be found on their [website](https://erdc.wa.gov/)
* UW update – new search for assistant and associate professors
* [The National Education Researcher Database (NERD)](http://nerd.curry.virginia.edu/)

**Comments and Observations from the Audience or Public** - None

**Meeting adjourned at noon**

**Members in Attendance**

Andrew Parr State Board of Education

Cheryl Ricevuto Professional Educator Standards Board

Dave Kinnunen Office of Superintendent of Public Instruction

Emily Rang Office of Superintendent of Public Instruction

Karen Pyle Education Research & Data Center

Katie Weaver Randall Office of Superintendent of Public Instruction

Marge Plecki University of Washington

Michael Mann Legislative Evaluation and Accountability Program Committee

Dr. Min Sun University of Washington College of Education

Susan Canaga Office of Superintendent of Public Instruction

T.J. Kelly Office of Superintendent of Public Instruction

**Members Participating Virtually**

Allen Miedema Northshore School District

Dr. Jim Smith Educational Opportunity Gap Oversight and Accountability Committee

Marty Daybell Washington School Information Processing Cooperative

**Members Not in Attendance**

Arina Gertseva Washington State Center for Court Research

Barbara A. Lucenko Washington State Department of Social and Health Services

Dana Anderson ESD 113

Judie Jaeger Seattle Public Schools

Julia Cramer Washington State Institute for Public Policy

Mick Miller ESD 101

Peter Tamayo Office of Superintendent of Public Instruction

Scott Poirier Washington Education Association

Vickie Ybarra Washington State Department of Early Learning

**Staff and Public in Attendance**

Amber Palmer Office of Superintendent of Public Instruction

Andrea Cobb Office of Superintendent of Public Instruction

Rachel Clements (Zoom) College Spark

Warren Wessling DSHS/CA – Department of Children, Youth, and Families

(Representing Barbara A. Lucenko)

Will Saunders (Zoom) OCIO