**K­–12 Data Governance Group**

**Meeting Minutes**

Thursday, October 11, 2018

1 p.m.–4 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 1:05 p.m.
* Agenda reviewed
* Introductions

**June 2018 Minutes Posted/Check-in on SharePoint with Login**

* The June meeting minutes are posted to the [K-12 Data Governance Meetings Web Page](http://www.k12.wa.us/K12DataGovernance/Meetings.aspx) and SharePoint
* Contact [Robin Howe](mailto:robin.howe@k12.wa.us) with SharePoint questions

**Update on Data Governance** - *Emily Rang, Director of Data Governance, OSPI*

* Recruiting Additional Members-
  + Recruitment efforts for K-12 Data Governance resulted in applications from 18 district and school representatives coming from 8 ESD regions
  + Recommendation- 3 official members and 3 alternate members (alternates will receive all meeting invitations and communications, but will only vote in place of official members that cannot)
* Updating Membership Rules and Responsibilities –
  + Incorporates changes into policy and procedure manual which will be presented in December
* K-12 Data Governance policy and Procedure manual is from 2015- Draft changes will be sent out in December
* Contact [Emily Rang](mailto:emily.rang@k12.wa.us) with any other changes or language that needs to be addressed

**Review New Data Collection Timeline and Process** - *Emily Rang, Director of Data Governance, OSPI*

* 6 Proposals from program staff- multiple groups in OSPI, including partnering with ERDC on one proposal
* Review policy and procedure manual considerations when reviewing these proposals
* Evaluate the new collection proposals against effort to collect or maintain data
* Committee’s role is two-fold:
  + Give feedback to OSPI program staff
  + Make recommendations based on value to education data system

**Present New CEDARS Data Collection Requests for 2019-20**

Student Grade History Workgroup Recommendations- *Katie Weaver-Randall, Director of Student Information, OSPI*

* + Proposal would replace student grade history and student schedule files with a student courses file that captures outcome data for the school year and a second file that is specific to how the student meets graduation requirements
  + Separating the collections in this way will enable more valid and reliable data use.
  + Continue to work with stakeholders to refine the proposal with CEDARS Stakeholders (feedback is integrated in the request)- would not require districts to collect new data
    - * Recommendation from committee: collect the data and move forward to CEDARS collection in 2019-20

1. Remove Generic State Course Codes*- Katie Weaver-Randall, Director of Student Information, OSPI*
   * Proposal would remove generic values for elementary curriculum and middle/jr. high curriculum in state course code list, requiring schools to schedule individual courses by subject area for certain content areas.
   * Existing legislatively required data collection for physical education captures district level aggregate information – this student level collection would replace that collection.
   * This change will provide a clearer picture of courses and the teachers endorsed to teach those courses – replaces manual work done by district HR staff in Educator Equity tool.
     + - Recommendation from committee: move forward to CEDARS Stakeholders and bring back to December K-12 DGV meeting if Stakeholders cannot recommend a way to implement this collection.
2. Dual Language Program and Language- *Kaori Strunk Statistician for Title II, Part A and Special Program, OSPI* 
   * Proposal requests the addition of a course-level element that indicates if the course is a dual language course and if so, asks for the languages of instruction.
   * Currently, 55 schools have dual language grants and provide services to students but there is no data inventory statewide for dual language program offerings and who is teaching dual language
   * Superintendents goal for 2030 is to provide all students with access to dual language instruction
     + - Recommendation from committee: collect the data and move forward to CEDARS for collection in 2019-20
3. Online Program Provider- *Rhett Nelson, Director of Alternative Learning, OSPI*
   * Return request from last year, requesting specific online program provider information be added to courses
   * Rhett shared the need to collect this data about specific online programs that are approved through the Alternative Learning Department
   * This data would allow for the Alternative Learning Department to do monitoring and evaluation of effective programs during approval or the re-approval process
   * Collection design and structure is left to be decided by CEDARS stakeholders
   * Questions raised by Susan Canaga regarding process for this committee to recommend a proposal without more detail and request for formal vote by committee. Motion was not seconded by committee.
     + - Recommendation from committee: move forward to CEDARS Stakeholders and bring back to December K-12 DGV meeting if Stakeholders cannot recommend a way to implement this collection.
4. Student Level Restraint and Isolation- *Katie Weaver-Randall, Director of Student Information, OSPI*
   * Request to collect student level data on students who are restrained or isolated. Current collection is required by RCW and collected in aggregate counts to the school level.
   * Current aggregate collection is not quality
   * Student level proposal would allow for opportunity for technical support with best practices and policy around use of restraint and isolation of students
   * Question about why the staff part of the collection was specifically excluded. Proposal needs to be updated to address reasoning or include it.
   * Comments from members regarding additional questions they would be interested in related to this collection such as why the student was restrained or isolated.
     + - Next Step- Update proposal and resend to committee with definitions of restraint and isolation from RCW, add reasoning to including or excluding staff collection
       - Recommendation from committee: move forward to CEDARS Stakeholders and bring back to December K-12 DGV meeting if Stakeholders cannot recommend a way to implement this collection.
5. Absence Reasons- *Krissy Johnson, Attendance Program Supervisor, OSPI*
   * Request from OSPI to rescind this new data collection proposal for the 2019-20 school year
   * Instead, program will focus on gathering more information and feasibility on collection request for future year.
     + - Any comments/feedback on this proposal should be sent to Krissy Johnson, Attendance Program Supervisor at [Krissy.Johnson@k12.wa.us](mailto:Krissy.Johnson@k12.wa.us) to use for a future request.

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

**Meeting adjourned at 3:45 p.m.**

**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

Katie Weaver Randall Office of Superintendent of Public Instruction

Michael Mann Legislative Evaluation and Accountability Program Committee

Susan Canaga Office of Superintendent of Public Instruction

T.J. Kelly Office of Superintendent of Public Instruction

Arina Gertseva Washington State Center for Court Research

Greg Beck (on behalf of Peter Tamayo) Office of the Superintendent of Public Instruction

Jim Schmidt (on behalf of Karen Pyle) ERDC/OFM

**Members Participating Virtually**

Dr. Jim Smith Educational Opportunity Gap Oversight and Accountability Committee

Mick Miller ESD 101

**Members Not in Attendance**

Marty Daybell Washington School Information Processing Cooperative

Allen Miedema Northshore School District

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

Peter Tamayo Office of Superintendent of Public Instruction

Scott Poirier Washington Education Association

Dr. Min Sun University of Washington College of Education

Karen Pyle Education Research & Data Center

**Staff and Public in Attendance**

Robin Howe Office of Superintendent of Public Instruction

Andrea Cobb Office of Superintendent of Public Instruction

Kaori Strunk Office of Superintendent of Public Instruction

Maddie Elsen Office of Superintendent of Public Instruction

Nicole Gonzalez Office of Superintendent of Public Instruction

Vivien Chen ERDC/OFM

Travis Wentworth Office of Superintendent of Public Instruction

Sandy Grummick Office of Superintendent of Public Instruction

Rhett Nelson Office of Superintendent of Public Instruction

Sheri Dunster (ZOOM) Office of Superintendent of Public Instruction