

## Minutes of Data Governance Committee Meeting

September 16, 2021

The members of the Data Governance Committee (DGC) met via teleconference on Thursday, September 16, 2021, at 9:00 a.m. The meeting was available to all members via livestream. The meeting was held pursuant to Miss. Code Annotated Section 25-41-5.

The members were present virtually: Deborah Donovan (Brandon, MS), Alan Burrow (Jackson, MS), Jo Ann Malone (Flora, MS), Aimee Brown (Madison, MS), Judy Nelson (Brandon, MS), Scott Clements (Terry, MS), Tenette Smith (Jackson, MS), Monique Corley (Jackson, MS), Lea Johnson (Pearl, MS), Donna Hales (Gluckstadt, MS), Brian McGairty (Jackson, MS), Sonja Robertson (Byram, MS), Tammy Crosetti (Jackson, MS), Robin Lemonis (Brandon, MS), Wendy Clemons, (Brandon, MS), Cory Murphy, (Jackson, MS), and Sarita Donaldson (Jackson, MS).

- I. Deborah Donovan called the meeting to order at 9:00 and attendance was recorded with those present via teleconference.
- II. A quorum of the committee was present so the meeting could be conducted.
- III. Deborah Donovan asked for a motion to approve the minutes from the previous meeting. A motion was made by Aimee Brown and seconded by Sarita Donaldson. The committee voted unanimously to approve the minutes for July 22, 2021, meeting.
- IV. Deborah Donovan asked for a motion to approve the agenda for today's meeting. A motion was made by Wendy Clemons and seconded by Tenette Smith. The committee voted unanimously to approve the agenda for today's meeting.
- V. There were four informational items on the agenda as follows:
  - a. Update on State Board of Education (SBE) Policy Manual Review: Data Impact Workgroup (Tina Mason) - The committee is aware and the SBE policies are being reviewed. The committee is determining whether any data collection will be impacted by any possible changes made to the policies. Any changes will come to the Change Control Board for review. Thank you to everyone involved. (No further discussion.)
  - b. Update on Data Sharing Agreements with the Mississippi Department of Education (MDE) (Donna Hales) - Five different agreements executed since last meeting:
    1. Barksdale Reading Institute and Public Impact- regarding secondary reading interventions for middle and high school interventions.
    2. Hanover Research Council – examine key historical trends across the state by key student characteristics.
    3. MS Department of Human Services - determine eligibility to receive P-EBT benefits to Supplement Nutrition Assistance Program (SNAP) and non-SNAP houses with children.
    4. MS Migrant Education Service Center – identify and recruit all eligible migratory students in Mississippi in order to comply with federal program requirements.
    5. National Center for Education Statistics and Westat - to validate students for online test administration that are part of National Assessment of Educational Progress (NAEP). (No further discussion.)
  - c. Update on Course Code Workgroup (Tammy Crosetti) - the Course Code Workgroup was established to formalize and document a comprehensive process to generate course

code additions/deletions/modifications. This workgroup will provide clear and timely workflow so it can annually release a course code manual. Core members are Tammy Crosetti, Chancey Fort, Wendy Clemons, Lea Johnson, Aimee Brown, Tina Mason, and ad hoc members. Will continue to provide updates to the DGC. (No further discussion.)

- d. Update Attendance Reporting (Deborah Donovan) - update on a request for a potential new data collection. The U.S. Department of Education (USDOE) in our American Rescue Plan (ARP) Elementary and Secondary School Emergency Relief Fund (ESSER Fund) has a requirement for reporting student attendance by the *type* of environment. The Mississippi Student Information System (MSIS) does not currently collect attendance *type*. We are working on a solution to gather this information, not finalized yet. Working with executive leadership team. This may or may not become part of an MSIS collection. Once the final plan of action is determined, we will bring it to DGC for review. (No further discussion.)

VI. Deborah Donovan asked for a motion to adjourn the meeting. A motion was made by Robin Lemonis and seconded by Jo Ann Malone. (No further discussion.) The committee voted unanimously to adjourn the meeting.

Approved by:

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*Deborah Donovan*  
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Data Governance Committee Chair

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*Barbara Young*  
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Data Governance Committee Secretary