

Minutes of Data Governance Committee Meeting

March 10, 2022

The members of the Data Governance Committee met in the boardroom at Central High School in Jackson, MS, on Thursday, March 10, 2022, at 9:00 a.m. with some members via teleconference. The meeting was available to all members via livestream. The meeting was held pursuant to Miss. Code Annotated Section 25-41-5.

Members were present virtually: Deborah Donovan (Jackson, MS) , Alan Burrow (Jackson, MS) , Jo Ann Malone (Flora, MS), Aimee Brown (Goodman, MS), Danny Rochelle (Jackson, MS), Tenette Smith (Jackson, MS), Judy Nelson (Jackson, MS), *Louis King* proxy for Scott Clements (Jackson, MS), Kristen Wynn (Jackson, MS), Lea Johnson (Jackson, MS), Donna Hales (Jackson, MS), Brian McGairty (Jackson, MS), Sheila Franklin-Buie (Jackson, MS), Sonja Robertson (Jackson, MS), Tammy Crosetti (Jackson, MS), Wendy Clemons (Jackson, MS), Cory Murphy (Jackson, MS), and Elizabeth Simmons (Jackson, MS).

- I. Deborah Donovan called the meeting to order at 9:00 and attendance was recorded with those present.
- II. A quorum of the committee was present so the meeting could be conducted. Voting members were reminded to have their cameras turned on while voting.
- III. Deborah Donovan asked for a motion to approve the minutes from the previous meeting. A motion was made by Wendy Clemons and seconded Tenette Smith. The committee voted unanimously to approve the minutes for the January 13, 2022, meeting. (No further discussion.)
- IV. Deborah Donovan asked for a motion to approve the agenda for today's meeting. A motion was made by Tammy Crosetti and seconded Brian McGairty. The committee voted unanimously to approve the agenda for today's meeting. (No further discussion.)
- V. There were two informational items on the agenda as follows:
 1. Update on Data Sharing Agreement Workgroup (Donna Hales) - executed an agreement with Boston University based on a study that will provide evidence of the effect of the literacy-based promotion act with the intention of improving student academic outcomes. We extended the end-date from June of 2022 to December of 2022 on the case study that we have with Mississippi State University SSRC center on the 3rd grade literacy test taker that examines the different cohorts of kindergarten readiness and 3rd grade literacy test takers based on how they performed in public preschool. Then, we also executed two data sharing agreements with NWEA (they bought out Questar) for MAAP and MAAP-A. The last one executed is for teaching lab to evaluate the effectiveness of math coaching support at the schools that were selected for that.
 2. Update on Course Code Workgroup (Tammy Crosetti) - we met with our course code workgroup and took the old course code request form and revamped it. We did not delete anything that was in the original form. We just made it more user-friendly and more streamlined. We have shared it with each of you and Tina has placed it into the SharePoint site for those that are via teleconference. As you notice on the form, it's for adding a new course, deactivating one, or modifying existing ones. It's also so schools can use the form to request. We also added (on the back page) elementary education as well for them to sign off if we offer a new course or change. Also, we have a timeline, our biggest push for what we are trying to do for districts is to create a course code

manual. There is one out there, but we really want to get it into the hands of districts in January. Schools usually start pre-registering in January. I won't go over all of this, you can look. We basically, we have a timeline and a deadline on when people will have certain things submitted. We took this to our group, and we all discussed a feasible timeline, and we came back, and everyone approved this. We are looking to move forward, and we will also have course code descriptions so everyone will know what that course code is and if there are pre-requisites.

a. Discussion: (Alan Burrow) This timeline, it isn't new, right? We already communicated some deadlines for submission to the districts. (Tammy C.) Yes, they have received this. Dr. Fort trains the counselors who usually do the master schedules. The deadline is for a new course. They have the opportunity to add anything that's already offered as a course. (Alan Burrow) I was just made aware of a district was concerned that courses weren't getting included for accountability purposes, probably because they submitted too late. Where can I point them to? (Wendy C.) We don't have a lot of districts asking for this right now. I would say, when we get this out, you can refer them to this. There will be training with the counselors, administrators and others.

VI. There were four items up for discussion or approval as follows:

1. Information: Data Dictionary: Review Domains (Deborah Donovan) - some of you have been involved in the work to update or review all of the data domains. We have met with some of you and will continue to meet with others. We are collecting this information as it is related to MSIS and the MSIS 2.0 project. The purpose of the collection, how it will be used, any possible changes, the quality of the data, etc., to make sure we do not leave anything out and to help us identify future improvements for those data collections as we move forward with the new system. The work is really starting to get under way now and it is exciting. Thank you to everyone.
2. Information: Office of Teaching & Leading – MECCA (Cory Murphy) - at the regular board meeting (MDE) in February, granted MDE the approval to enter into a contract with RANDA Solutions to basically develop what we are referring to as the Mississippi Educator Career Continuum Archive System which would serve as an educator information system. We have MSIS for students but we have nothing for educators to refer back to and retrieve their past documents and present documents for the most part. The importance for this is a need to replace our current Educator Licensure Management System (ELMS). We have tried to update it over the years, but, as you know, it began to look like patchwork, for the most part and other parts didn't function the way it should. We are looking to acquire this new system to replace ELMS, but this is more than just a licensure application processing system. It is going to be a cloud-based all-in-one system that will be customized as our educator work-force information system and serve as a hub to capture the license cycle of a MS educator from recruitment to retirement. So, one of our efforts to the MECCA system will be to supply fair solutions to local school districts and add targeted support to teachers and our administrators on their journey to effective practices. Ultimately, again, it stemmed from the closures that we experienced this past year, and we just want to prevent the interruptions in the workflow that we experienced at that point. The overarching goal is

to provide, again, a state-wide cloud-based all-in-one platform to become MDE's workforce solution. So, we want to provide resources to local school districts. There will be four portals and I will just share an overview and benefits to the respective end-users.

a. The Educator Talent Portal will serve as a tool that would aid in the execution of strategic educator workforce efforts to attract, recruit, prepare, support and retain teachers and administrators. In addition, the system will help MDE Office of Teaching & Learning team and MS local districts' HR staff to transition from a manual process of attracting and recruiting candidates to an automated streamlined process. We still have some districts that post PDF documents on their website because they can't afford some kind of electronic tool or system for, not only retrieving or receiving applications for employment, but also tracking candidates through the process. So, we want to provide this tool as a statewide application to local school districts at no cost to them, to those that opt to utilize the tool. We are not saying that districts that already have a resource they are paying for move to this; It is not mandatory. We just want to offer the tool to those that may not have the resources to do that. This tool would also give districts access to candidates that they may not normally have access to. In this portal the educators, or prospective educators, can create a profile and share with individuals when they are seeking employment in a particular subject area, in a particular geographic location in the state, but also allow local school districts to campaign and market what their local geographic location may have to offer and any kind of incentives. Educator preparation providers would be able to market their educator preparation programs.

b. The Educator Preparation, Educator Licensure, and Misconduct Evaluations Portal will be the core of the system and what other portals will be built from. The educator preparation, we are looking to modernize the way that we receive data that are required to be submitted to the agency by educator preparation providers. Right now, we are utilizing tools that we have access to but we want to make certain that every user has an efficient way to not only submit data to the agency but when we receive those data, we have a more efficient way to analyze those data and make them available to the public. So, there will be a data dashboard, a way for EPPs to not just submit a document to us but we are trying to remove all the manual labor that's happening right now and more efficiently turn around things. Educator Misconduct, local school district officials are required to report alleged infractions and so on and so forth. So, we just want to modernize the way that we do that and allow them to actually complete certain documents that they are required to submit to us directly in the system. We get public records requests all the time from Donna Hales. Over the past few years, we have been getting those for misconduct. It's paper files or charts that they keep in Excel and have to compile. This system would be able to spit it out, so to speak, the reports in a more timely fashion. And, we will be able to track by certain topics. Then, with Educator Licensure we've done some automation over the years, but we will be able to do even more

automation and become even more efficient with how we serve those individuals who were submitting applications and seeking licensure in the state of MS.

- c. Professional Growth System – observation and developmental portal. This would allow the observer to walk into the classroom with a laptop, an I-Pad, or some kind of electronic device, and observe the educator in action, provide that feedback in real-time. The educator (being observed) can then login to their account and get that feedback in real-time. We partner with our development lead, Dr. Johnson, to also be able to (within this system) suggest or require areas that have been identified for growth. The observer could automatically go in there and basically suggest or require certain professional learning opportunities that are already on our website aligned to each of those standards that are within the professional growth system. Candidates could then engage in targeted learning that is geared towards helping them improve in those areas that have been identified as areas for growth.
 - d. Accreditation portal – we know how important that is to districts and also to our agency to actually carry out the charge that we’ve been given to make certain that folks are operating within the confines of any policies or laws. This would allow us to conduct desk audits. We could review the documents electronically without being physically, if not required to be there physically. We could also conduct interviews electronically. Each system (across the board) would have a data dashboard for public access to see certain results, some portals would also show other public-facing data. (No further discussion.)
- 3. Information: Update on ESSER (Elementary and Secondary School Emergency Relief) ARP Data Impact (Tina Mason) - I want to thank everyone who took the time to complete the survey, the spreadsheet, it was great input. I took that to the change control board to make sure there wasn’t any data that we didn’t realize we needed to address. I’ve already reached out to those offices.
 - 4. Information: Data Governance Workshop (Tina Mason) - I’m excited. You should have an invite on your calendar from me. The Data Quality Plan will be our big activity. It is April 14. (No further discussion.)

VII. Deborah Donovan asked for a motion to adjourn the meeting. A motion was made by Donna Hales and seconded by Brian McGairty. (No further discussion.) The committee voted unanimously to adjourn the meeting.

Deborah Donovan
Deborah Donovan (May 13, 2022 16:03 CDT)

Data Governance Committee Chair

5/13/2022

Date

Brian McGairty

Data Governance Committee Secretary

05/13/2022

Date