

Minutes of Data Governance Committee Meeting

May 12, 2022

The members of the Data Governance Committee met in the boardroom at Central High School in Jackson, MS, on Thursday, May 12, 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 in the boardroom with some members virtually: Deborah Donovan (4th floor boardroom), Jo Ann Malone (4th floor boardroom), Rozelia Harris (4th floor boardroom), Danny Rochelle (4th floor boardroom), Jill Dent (4th floor boardroom), Tenette Smith (3rd floor Central High School), Judy Nelson (4th floor boardroom), Louis King (4th floor boardroom), Kristen Wynn (Brandon, MS), Lea Johnson (4th floor boardroom), Donna Hales, (4th floor boardroom), Brian McGairty (4th floor boardroom), Shakinna Patterson (4th floor boardroom), Chancey Fort (4th floor boardroom), Wendy Clemons (4th floor boardroom), Jackie Sampsell (4th floor boardroom), Elizabeth Simmons (4th floor boardroom), Sarita Donaldson (4th floor boardroom).

- I. Deborah Donovan called the meeting to order at 9:04 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 Lea Johnson and seconded by Chancey Fort. The committee voted unanimously to approve the minutes for the March 10, 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 Jo Ann Malone and seconded Chancey Fort. 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) - since our last meeting we have executed one Data Sharing Agreement with World-Wide Technology for the MSIS 2.0 project. Also, heads up, we are working on a process for executing inter-agency agreements. We have the data sharing workgroup that's been in effect. We've been approached about other agreements that are not necessarily for data sharing. There we will be more information on that.
 2. Update on Course Code Workgroup (Chancey Fort) - we are still working on the process to finalize. A key date of May 16 is the deadline for new course requests for SY 22-23 course codes and October 1 for the SY 23-24 new course code requests. As far as the new form and the course code manual, we are finishing that. We plan to edit it next week based on the edits and review from all departments, it will be ready to roll out this month. (Deborah) In terms of the districts, has there been training or messaging going on, is there anything you want OTSS to send out to the MSIS folks about these changes or the upcoming process? (Chancey) We have training scheduled for the summer with counselors and the fall. I will also have a recording for those that are not able to be at the training.
- VI. There were three items up for discussion or approval as follows:

1. Information: Update on ESSER Reporting (Elementary and Secondary School Emergency Relief) (Judy Nelson) - We are beginning to report on use of funds, and these must be reported on an SEA and LEA level. Annual Performance Reporting for ESSER I, ESSER II, and ARP ESSER – Due July 1, 2022. The performance period is
2. Information: Change Requests for MSIS (Tina Mason) - there are two items in your back up material. The first item is the Legislative Update sent out by the Communication department. This lists the education bills approved by the governor during this past session. There are about 13. I want us to stop and pause and think about those take a moment to read through those bills. Think about the potential for data impact. If any of those laws are impacting data collection, then we need to review and see if we need to update any processes or enter any change requests. The second item is focused on the EdFact Data Collection packet, Deborah reviewed and sent email with her insights. Let's pause and review that packet. Again, we are looking for any data impacts. Deborah, do you need to say anything else for clarification? (Deborah Donovan) No, I noted the highlights possible data collection change or just a change in a report. If you guys will take a look at that. If you need my office or OTSS to help with that then we want to get those changes in to get those in as soon as possible (Tina Mason) Any questions? If you think of a question later just let us know. The last thing is a notice of some change requests are coming as a result of a Board action item. For us to do our best to address any needs or concerns, having the opportunity to modify the package before presenting to the Board by first presenting during DGC meeting. For example, there are a lot of contracts submitted at the board meeting. It would be great if we could review those here, first. Just keep that in mind. It sounds like we are anticipating some changes and all of those are due May 17 (Tuesday). That date has been on your calendar for a while now. Provided recap of change request process. Any questions or comments? (None.)
3. Information: Data Governance Workshop (Tina Mason) - Thank you to everybody who was able to attend the workshop. It was a success. I heard from several of you. Thank you for submitting the post survey. The responses provided great feedback on communicating, workshop ideas and FAQ document. For those that were not able to attend, we spent a portion of the time talking about data governance and what it is like here at MDE, then we also talked about our data quality plans. Jeff, our guest speaker walked us through an activity to review those plans. Those that were not able to attend, I'm going to push out a poll to set up a brief make-up session.

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

Approved by:

Deborah Donovan

Deborah Donovan (Jul 18, 2022 10:22 CDT)

Data Governance Committee Chair

7/18/2022

Date

Barbara Young

Barbara Young (Jul 19, 2022 08:12 CDT)

Data Governance Committee Secretary

07/19/2022

Date