Minutes of Data Governance Committee Meeting

February 29, 2024

The members of the Data Governance Committee met in the boardroom at Central High School in Jackson, MS, on Thursday, February 29, 2024, 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.

The following members were present, and locations were recorded: Alan Burrow (Jackson, MS), Jo Ann Malone (Jackson, MS), Brett Robinson (Jackson, MS), Jill Dent (Jackson, MS), Marla Davis (Jackson, MS), Scott Clements (Jackson, MS), Donna Hales (Jackson, MS), Brian McGairty (Tiffany Jefferson – *proxy*) (Jackson, MS), Letitia Johnson (Jackson, MS), Sonja Robertson (Chris Norwood – *proxy*) (Jackson, MS), Wendy Clemons (Jackson, MS), Jackie Sampsell (Jackson, MS), Cory Murphy (Jackson, MS), Elizabeth Simmons (Jackson, MS), and Deborah Donovan (Jackson, MS).
Members present were reminded to turn their cameras on if they are virtual.

I.   Deborah Donovan called the meeting to order at 9:00 a.m. and attendance was recorded.

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 Jo Ann Malone and seconded by Letitia Johnson. The committee voted unanimously to approve the minutes for the November 16, 2023, meeting. (No further discussion.)

IV.   Deborah Donovan asked for a motion to approve the agenda for today's meeting. A motion was made by Donna Hales and seconded by Marla Davis. The committee voted unanimously to approve the agenda for today's meeting. (No further discussion.)

V.   Workgroup Reports:

a.   Information: Chair Update [Deborah Donovan] - MSIS 2.0 Update – As you know, our life has been MSIS 2.0 lately, working very hard with our vendors and the school districts. We conducted a series of road shows in the past month and went out to all the districts to talk about all the data changes that are coming their way. I think the districts are really excited about what's coming forward and a little bit nervous. It's a big change. We talked about some of the core changes that are happening for them. Some of the hot topics were changes in some of the enrollment codes, the removal of our non-graded grades like grades 56 and 58, and how that impacts how they do registration and enrollment for the upcoming school year. Lots of great discussion about that. We're finalizing with our main vendors right now, so PowerSchool and Central Access for all of the local student data. We've got student data coming in. We've got organization data coming in from them. Right now, we are working on our scheduling data and then discipline data. So, we are tightening up on those specifications and will not ask the vendors to do any more changes than these kinds of final specs that we're giving them right now for the school year, the 24-25. So, we're starting to work on some of the other areas right now like finance. Letitia is starting to receive emails from me with specific questions as we start to work through these. Then,

we'll be reaching out with Federal programs, CTE, special education, and we are also working on our Child Nutrition data with the direct certification and getting all of that in place. So, lots of areas, also we've got assessment data coming in and processing that into the new system. So, lots of things are in motion. As you know, we are working on course codes and trying to get those out to districts as soon as possible for the updates for the upcoming school year. There's a lot of work going into that. We'll hear from Wendy in a little bit on that progress, but we're really excited on working on a new course code catalog for the districts to be available on our website and interactive dashboard, to have that information as well and being able to highlight what's changed, what's new, what's been inactivated or discontinued. So, lots of that information to come and trying to continue to get all that put together as well as bringing in all of the related endorsement requirements for those courses as well and making a really dynamic way for districts to view that data. I know we're all working very hard to get that out. Then, we'll also be working on our work area codes because we've started talking with our personnel vendors across the state. They'll be sending in data about staff and their employment and their assignments which is what we refer to in the current MSIS as work area codes. As an agency, these need a review by us as well to make sure that we have what we need. We can get rid of anything that has not been used in a long time; it's no longer applicable. So, that work is ahead of us as well. (No further discussion.)

b. Information: Data Sharing Agreement Workgroup - Update [Donna Hales] – since our November meeting, there have been four agreements. Two of those are the ABCTE – American Board of Certification of Teacher Excellence. Inc., and Teach for America. Then, we extended the Mississippi State University, Research and Curriculum Unit (CTE) and the Mississippi State University, Research and Curriculum Unit (General Agreement). (No further discussion.)

c. Information: Course Code Workgroup - Update [Wendy Clemons] - The course code work that we've been doing since last November is a mammoth. I want to thank Limeul Eubanks who has been taking on the task of overseeing all of the departments and ensuring we have the cleanest, most up-to-date data to share with our districts. Our state board agreed to revise policy 28.2, which has been in existence for many years requiring the department to produce a course code manual. So, what we've done in the past is we've had an introduction to a manual and then we've run a static course code list and put it on our website for districts to access. The moment that we put the list on the website it's obsolete, any changes that are made in the system they don't have access to. We've asked the state board to stop requiring us to do a manual and use our MSIS data and access to help school districts identify course codes. In our last course code meeting we talked about what that would look like and how those who have MSIS access will be able to filter for course codes. As a principal, I might want to know what AP opportunities exist or what dual credit opportunities exist, but I also may want to find out something specific to English or to the Arts. So, we want the district personnel to have the opportunity to find courses, course codes, and all the information that they need to provide their students what they need. We also talked about not every school personnel has access to MSIS. There may be a teacher

who has a certain endorsement, and that teacher may want to find out what all can I teach. So, very similar to Dr. Murphy and MECCA that's on their site where you can go in and search, we're going to have a feature like that online that really is accessible to anybody who goes to the MDE webpage. It's going to be brilliant. Very user friendly and is going to provide information to the field that we've never provided before. It will not be antiquated. It will be on demand. So, we're very excited about that. I want to thank several of you; we have been working in your offices to try to get us up-to-date information. Our deadline was in January, then February and now it is today. We've made great strides, done a lot more than we thought we could. When we are finished, we will really provide the district a service that is vital to them. (Deborah) I know that has been a big effort and we've made great progress. We will do the same for Work Area codes, but there are not nearly as many of those codes as Course Codes. (Letitia) Where will this be located? Which program office? (Wendy) We haven't come up with a landing page. It makes sense to be on Licensure's page and it could make some sense to be on our page. We need to decide where it best fits. It may be best to be on the OTSS page. We have to decide that. Once we get everything back to Deboarh, we will discuss that. (Deborah) We have a link to it, but it primarily lives on the Secondary Ed page. I think we'd be happy to host it on the OTSS page, and then have links everywhere else directing them back to that. (No further discussion.)

VI. Future Meetings: Discussion and approval of future meeting dates:
   a. Wednesday, July 17, 2024
   b. Wednesday, November 13, 2024

   A motion was made by <u>Jill Dent</u> and seconded by <u>Jo Ann Malone</u>. (Wendy) That's going to be the week of our conference on the coast (July); Brett and I may not be available or possibly attend virtually. The committee voted unanimously to approve the future meeting dates. (No further discussion).

VII. Deborah Donovan asked for a motion to adjourn the meeting. A motion was made by <u>Wendy Clemons</u> and seconded by <u>Jo Ann Malone.</u> The committee voted unanimously to adjourn the meeting. (No further discussion.)

Deborah Donovan

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Data Governance Committee Chair

07/17/2024

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Date

Barbara Young (Jul 17, 2024 13:14 CDT)
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Data Governance Committee Secretary

07/17/2024

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Date