

WEDDAC Minutes

Apr. 23-24, 2009

Tallahassee, FL

Submitted by: Frances Tamayo, WEDDAC Recorder

Joint Session – Meeting called to order by MISATFOR Chair at 8:30 on April 22, 2009. Gene Kovacs made announcement that the Annual Reports Workshop (ARW) is currently cancelled for July due to budget cuts.

On May 13 and 15 there will be a teleconference on the Adult Education competitive grants.

Alex Penn-Williams did a presentation on the lessons learned from the OVAE (Office of Vocational and Adult Education) visit. Beginning in school year 2009/10 Adult Education will collect up to three student goals, which will require expanding of the current field to three bytes. These goals need to be attainable within the year. Goals cannot be duplicated. Districts will be held accountable for all goals submitted. An academic goal will be assumed. They would like to have a common intake form to be used by all schools. Identifying individual student progress, such as program improvement, monitoring, student assessment, grant awards and incentives will be more critical than in the past. Significant changes have been made for grant RFPs this year. Grant funds will be distributed based on reportable EFL completions and reaching of targets will create a possibility of incentive funding in the second year of the grant. Funding will be linked to NRS data. Mid-year reports will be critical for subsequent year grant funding. Student locator codes will be used as a geographic student location for funding distribution. District county code will be pulled into Adult Ed. With these components, we will have better ability to analyze data on student location and migration for both colleges and districts. FDOE will be providing new program numbers for co-enrolled students in order to exclude these records from NRS reporting. FDOE will continue to investigate areas for improvement of local data collection, develop procedures for consistency in reporting and intake, ensure 100% of gains are reported locally and to the state, and use improved quality data for performance reporting.

It was requested that conference calls for deans and directors include reports coordinators.

Debbie Fitzpatrick reviewed information on the Sharepoint Website <http://bi.sunshineconnections.org> – handout provided. She has asked if there are additional things that we would like to see from this website, if so we were asked to send her an email. Effective May 4, 2009, FDOE will have a new website <http://www.fldoehub.org>. Past meeting handouts can be accessed from these sites. College update, the 2009 Fact Book is only posted on the SharePoint site. Work is in progress on the Secondary Vocational and Adult reporting site. SharePoint links will take us directly to the CCTCMIS Website to avoid K-12 areas. We can reach the restricted site from FDOE's public site. On the drop down menu, click on the Sunshine

Connection link and enter the password that was sent to us back in February 2009. If we need access, email Debbie and she will make sure we get access.

Tara Goodman did a presentation on Perkins IV. NRS and Perkins handouts were provided. FDOE is working on looking at the Business Rules for Perkins IV for Secondary measures. Secondary concentrators are being attached to programs not offered at districts. Perkins IV measures that cross surveys will be looked at for both groups. On the college side there is an issue with PSAV programs beginning in one term, and not completing until later. No course would be reported next year, but both the course and program number will be required for the student to be included in the measures. FDOE is working to resolve this issue. The FL Public Postsecondary Career Education Student Assistant Grant is now being included in the Perkins allocation processing. Colleges need to report both DE2007 and 2008 with accumulated hours for the concentrator to be identified. Districts will include hours that are earned towards an OCP, which have not been included in the Instructional Hours field or in the Additional Hours Earned Field. All program completers need to be reported for both Perkins and Performance Based Budgeting (PBB). All apprenticeship OCPs will need to be included as well as other OCP earners for PBB. Colleges will submit supplemental files for industry certification for 08/09; districts have a data element in WDIS to handle this. Questions arose as to why the supplemental file was necessary. There has been some negotiation of a local Perkins Level web-based system to be used for communication. A supplemental file was not requested this past year. Appendix Z is undergoing an update which will include the industry supplemental file in the 3E Submission. Non-traditional programs will be updated for 2010-2011. FSAG will be allocated to LEAs via a modified formula which will include FSAG career education. Matching for Perkins could be done through FETPIP; FDOE agreed that they will use what they have to do the matching. General Session Ended.

WEDDAC meeting called to order on Thursday, April 22, 2009 at 10:57 by Vice Chair, Donna Wilson. ARW has been cancelled at this time. The group was asked if it would be feasible to have a smaller scale MISTAFOR/WEDDAC meeting in Tallahassee. FDOE needs to eliminate about \$8,000 in costs in order to have this meeting. They are also considering a small registration fee as a possibility.

Bruce Harrington spoke to the group on some of the processing changes at NWRDC. There needs to be a 15% usage cut, which will fall mostly to the districts, due to budgeting issues. Batches will be run at night, and Friday requests will run over the weekend and be available on Monday. Validation reports will not be run unless data has been changed in the data base. Update requests will be limited. A proposal was made to do a CICS update for the secondary survey, but this is problematic to get rid of the update. Mass delete of surveys will be done only at night. Some districts do this frequently. FDOE will work with districts to use batch updates instead of doing away with survey completely.

Tara Goodman spoke to the group about next year's budgets. As of today, everything is on hold. Handouts were provided showing the House and Senate Proposals. The house had an across-the-board 11.2% reduction in Workforce funds. The Senate proposal was basically giving us the same allocation as this year using stimulus to support higher education. Adult General Education is not eligible for stimulus funds. Tara indicated that hopefully we would know where we stand after the budget conference next week. With tuition and fees, beginning in July we are now allowed to charge a technology fee. The House has the increase for 2009-10 at 7%. The Senate has the increase at 8%. For K-12, the state would no longer fund OJT at the secondary level. Adult High School was not discussed. Anything that had a course title which included OJT would be excluded from funding. This would be 3800 FTE had this taken place this year. In regards to the Ready to Work Program, the House was using stimulus money to fund this and the Senate had no money. With the changes proposed, it is looking as if this funding will be half of what it currently is. Budget updates can be found at www.leg.state.fl.us.

Group dismissed for lunch.

At 1:00, WEDDAC meeting was called back to order by Vice Chair, Donna Wilson. Bruce spoke about the WDIS changes for 2009-10. There are no format changes for AGE student course, Student End of Term Status, and the Teacher course records. In the Student Demographic Information the following changes have been made:

- Add residence county – new for postsecondary previously exist for K-12 (pg. 11)
- New race/ethnicity data elements added
- Expansion of adult student goal to three bytes

They have added a data element for course in process to the Vocational Student Course Schedule. The Completion format has been changed to WDIS Supplemental Information. Several data elements were removed (see handout pg. 1). An “Additional Hours Earned” data element was added. FDOE will do match for industry certification when student is not enrolled. WDIS supplemental information format edits are detailed on pages 9 and 10 of the handout. On Page 12, a new data element was added for Postsecondary Course Grade. After group discussion the name would be changed to Postsecondary Course Status. This is used for concentrator status. Failing or incomplete courses will not be included in the concentrator element. Concentrators will be determined by OCP completion or course completion. This data will be due every term from schools for Perkins – data will be linked to course. Further discussion on the coding values was as follows: if OCP earned then value would be P for passing. The default will be C for course in process. Surveys F and W can be updated during the spring in Survey S. Suggestion was made to combine Passing and Satisfactory, as well as Fail and Unsatisfactory. For 08/09, “Additional Hours Earned” data element will need to show hours credited after OCP earned. For 09/10, courses will be reported not additional hours. FDOE will need to add edit for passing value, not incomplete or failing. Handout page 14, modifications made due to redundancy with the course format under both industry certification and additional hours earned. Credits for High School – does not include dual enrollment. OCPs are reported in a supplemental format on Secondary side only. Transfer credits are to be recorded by the district. Entertained motion to change the name of “Additional Hours Earned” to “Additional Hours Credited” since the

definition was being changed. This was seconded and approved by the group. Motion passed.

District interpretation of clock versus instructional hours was discussed. Instructional hours are commonly substituted for clock hours in many districts. True clock hours are used by some district especially for financial aid purposes.

Race/Ethnicity documentation can be found at www.nces.ed.gov. There is an 89 page document on this. Basically the interpretation is this:

- For K-12 student, parent determines
- Postsecondary – self identified, if student refuses to provide – school guesses.

No proof is required. Information is required. Students can be surveyed to obtain this information.

For 09/10, Adult Student Goal can be more than one goal. Districts will be held accountable for all goals reported. Some schools have automated the goal collection process – FDOE will partially automate this process for the 09/10 school year. See page 4 of slide handout. Max number of goals is 3 per student, excluding the two defaulted academic goals. The goals cannot be the same. Question was asked as to how would GED students show improvement of basic skills. Answer was to have the student take a GED subtest and then obtain data from the GED test data base. Others noted that GED student progress is indicated by LCPs earned. A concern was voiced in regards to General Educational Development defaulting to J, which is improve basic skills, due to there not being an open course record to report an LCP. Goals G and J will be assigned automatically based on course enrollment. The last goal reported will be used. The goal needs to be attainable in one year. We are allowed to change the goal as much as possible – up until the time it is received by DOE. Districts will be held accountable for higher goals. FDOE will be looking to ensure that other goals are selected. Suggestion was made to assign goal of earn GED before the student earns it to get credit. For citizenship, is this full citizenship or LCP A? Both are acceptable. Goals will be entered on table 5. Question arose on how much this will affect funding. The reply was not much.

Matching process suggestions:

- Go back and check W45 withdrawals – add LCP
- Have all GED students take TABE before taking GED to count in table 4B – GED is not a Post-test & final exams are not included in table 4B

For a test to fit the pre-test/post-test criteria, the student must take the same equivalent test. Suggestions were to use the TABE and CASAS tests. Also, ASE needs to be removed from Table 4. Districts requested a list to be provided from FDOE to be added to the post-test data element to help avoid confusion.

VPI is not included in NRS, and it is not necessary to report this data. Edit 72 on the student demographics will indicate an exception. An edit will be put in place to ensure validity of goals, with no duplication. If X is not indicated, the record will not be used for NRS.

Pilot districts for transcripts included: Orange, Suwannee, Lake, Sarasota, Broward, and Pasco. Barbara from Orange County gave us an update. They had generated their first set of transcripts – sent to the state and brought it back down. Directors have requested that more data be sent through FASTER. Currently only what the state requires is included, which is PSAV. Districts are wondering what volume they should expect. Hillsborough indicated that they plan to submit data from July 1 forward, since PSAV course data was not available prior to 09-10. Orange County went back 10 years. Others indicated that they were planning to go back as far as possible in their data. We are not required to submit data prior to July 1. Page 5 of the slide handout indicates what can be sent. We are required to send data from our district, but have the option of sending data received from another district. We need to know if high school records can be transmitted. What should the format be for transfer credits? Ready to Work testing could not be put on transcripts.

There is a new program code for co-enrolled students – 9900099. Question on what has to be done to get this approved and when will it be official. This was chosen instead of adding another data element (a co-enrolled “flag”). Costs associated with Co-enrolled students will be backed out of the maintenance of effort. This is due to an audit finding. Co-enrolled students should not be included in grant information. Questions discussed involved students who change from co-enrolled to adult and back again. Should the grade level on the student demographics record be a school grade (9-12) or the adult grade (30)? Some districts will use the student’s grade level at the start of the survey; others may send the grade level from the end of the survey.

Frameworks are approved, but are still changing. The course code directory will not be ready until May. This directory will be approved for all Technical centers.

The definition of course to credits for dual enrollment needs to be looked at. The suggestion was made that the course needs to be at least .5 of a credit when tied to a course. A request was made to align the competencies to industry certifications. The group also made a suggestion that changes to courses be found in one central location. When it takes two courses to earn an OCP, FDOE would like us to use Z or blank. When an OCP is reported, only one course would be reported with it. Courses will be reported to FDOE and students can be enrolled in more than one course at a time. New program numbers cannot be used in June.

Bruce surveyed the group to determine when certain resources are need by the districts.

- When do registrations start? As early as April.
- WDIS Handbook revisions – April
- Course Code Directory – Edit File is needed by March
- Frameworks – March
- Industry Certification List – March
- Downloadable edits – July

Bruce mentioned creating a manual to add changes. Bruce is willing to e-mail the changes to the reports coordinators.

Judith Thompson discussed problems with IPEDS data discrepancies between DOE-produced data and district-reported data. Possible reasons for discrepancies between the two were discussed. The most significant difference is that IPEDS instructions require the districts to use “point-in-time” data while DOE-provided data covers an entire survey period. Since more students take courses during the entire survey period than what are enrolled on any given day, the two sets of data will never match.

Meeting adjourned for the day.

April 24, 2009 WEDDAC Meeting called to order by Donna Wilson, Vice Chair.

Debbie Fitzpatrick discussed the role of the reports coordinator. This person should really be a data person. The problem is that Judith Thompson required that the IPEDS person be the reports coordinator. In Manatee, the data role and IPEDS roles are carried out by totally separate departments. Debbie will get with Judy to see if we can add an IPEDS group which is separate from the reports coordinator. All groups at FDOE are not currently using the directory.

Secondary reporting changes for 08-09 includes dual enrollment with industry certification. This information will need to be entered in Survey 5 to count for high school grades.

The programs-to-courses conversion may cause problems with the reporting of “Instructional Hours”. Tara distributed a definition change for “Instructional Hours” which was discussed at length. Tara is concerned about over reporting of instructional hours for funding purposes. District representatives are concerned that the frameworks may not have sufficient program/course lengths, due to competency-based curriculum and differences in student progression. Tara Goodman will discuss with Loretta about allowing instructional hours above the frameworks to be funded. She also stated that we cannot charge for more than the frameworks allow. A suggestion was made to have a conference call to give Tara a list of issues to take back to Loretta for discussion. A second suggestion was that after the main meeting concluded, we could meet with Tara to formulate a list to take back with the group’s concerns. Both PELL and Vocational Rehab allow funding for additional hours beyond those given in the frameworks.

Bruce discussed edit changes included on page 19 of the handout. Status of T was added as an adult fee status for wrongful conviction. Adult functioning level changes included eliminating of Z and removal of invalid codes. Edit 41 was deleted due to redundancy. Edit 73 was renumbered for clarity. Edit 11 will change due to course values. Edits 48-50 are only approved for certain districts. See page 20 of handout for additional information regarding “Vocational Student Course Formats”. Changes were made to “Teacher Course Formats” also included on page 20. WDIS supplement information format edits can be found on page 9 of the handout.

Joan Rodenberry discussed a concern with table 4 for NRS. It appears that districts are using both duplicated and unduplicated counts.

For co-enrolled students, the new program number, grade level and course should be consistent. FDOE asked for feedback on when is the best time to enter the student's grade level – on the course record or demographic record. The last record at end of survey period is what FDOE will receive. This comes up on an exception report. Group mentioned having the grade listed with the course and that it is removed from the demographic screen. Kristy motioned to have FDOE evaluate the presence of grade level on the demographic screen to see if it is necessary and to find out what the implication would be for deleting it from this screen. Motion was seconded and approved by the group.

On page 2 of the handout, there is a proposed schedule for 09/10 reporting. FDOE has asked that we report Survey S as early as possible so that mid-survey reports will more closely resemble reality.

Meeting adjourned at 9:55.