

Meeting began at 8:46 on 8/6/2009. This was the 1<sup>st</sup> WEDDAC conference that was partially teleconferenced. In addition to direct participation in Tallahassee, Miami and Charlotte County were host sites for remote conferencing for our southernmost participants.

Bruce Harrington reviewed the agenda, noting that All General Sessions have been postponed to the second day of the conference and breakout sessions were being held on the 1<sup>st</sup> day.

Bruce reviewed the Secondary Career Education reporting changes for 2009-10 and noted that not all changes were included in the handout. Only the ones most pertinent or ones that he had received numerous questions on were included.

Bruce discussed concerns with secondary reporting used to determine Perkins concentrator status. The update window for survey 5 has been moved up to September from October. Typically FDOE has used end of graduation window as the Perkins cutoff. Because there is no longer an update window in October, the files would only be updated weekly rather than daily. Issue with date is due to multiple parties who assist with the data. Bruce indicated that if the date is pushed back, we have more time to obtain industry certification data. Group agreed that we did not get many secondary industry certifications back and the later date was not a concern. Charles asked question in regards to how districts were handling W26 withdrawals and reference the technical assistance paper. Information provided by FDOE noted that the W26 will be removed from the PK-12 system for 2010-11, as well as ESE/ESE Certificates will not be included in graduation rates next year. Both W26 withdrawals and ESE/ESE Certificates will be considered dropouts next year. Bruce will get with FETPIP and EIAS department with request to push back date as far as possible without causing a problem in gathering data for Perkins. Best guess is that the date will be around the second week of October. Bruce noted that in the past we were unable to report Secondary Industry Certification if the student is not enrolled. If we come across this problem, we are to contact the EIAS technical staff member for assistance. They will most likely have to submit a supplemental file. A new data element "School Year Course Taken" has now been added for 09-10 to enable us to report a certification for a student who took course in previous year.

Secondary Career Pathways Student Participant proposed data element is being reviewed for both definition and name to more closely reflect what the data element will be used for. Articulation agreement can only be between a secondary and postsecondary institution – not college to technical center. Question was asked as to whether the articulation agreement between a High School and Technical Center within the same district could be informal – wording of data element as presented was a concern. Bruce will find out from the program department.

Gene Kovacs informed the group that he has received a preliminary approval for the next WEDDAC/MISATFOR. The tentative plan is for the meeting to be held the last week of October or the 1<sup>st</sup> week of November in the center of the state.

Bruce discussed questions regarding Secondary DJJ reporting due to legislature questions. Last school reported is the last school of enrollment, which shows in survey 5. FDOE wants to be able to capture all DJJ enrollments during a school year. The group suggested that FDOE will need an end of year flag on the student record to indicate whether a student had earned an OCP while at a DJJ site. Group wants clarification on exactly what this data is for so that we can give a better suggestion on how to capture the data. An end of year flag and prior school indicator may help.

Judith Thompson discussed changes for IPEDS for 09/10. She noted that we should look on-line for the 09/10 changes and read them very carefully. There are several additions to the Financial Aid Section. There were some deletions for non-degree awarding, but not as many as Barbara had anticipated. Changes to the Finance section are again optional this year. Changes are due to Higher Education Act. Contact information for Judith Thompson is 850-245-9536 or Judith.thompson@fldoe.org. In regards to uploading the district data, they have come across multiple problems dealing with enrollment due to time frames being off and surveys not coinciding. It's possible that the 12 month enrollment could be preloaded. FDOE could pull the full year enrollment and provide us with the student records to go along with it – they might be able to get a better match. Trying to match the fall enrollment to data reported in IPEDS just did not work. Another issue was that business rules are not the same across the state. Consensus of group was that we would like to move ahead, however before submitting data to IPEDS, FDOE will send a file to us the data and upload file that they could upload. We would have to edit zero completions and all CIP codes will need to be edited and added by us. We will have to upload the data to IPEDS, as Judith only has read access to the Districts IPEDS data. The spring collection will now open up with the winter collection and will remain open until the end of the Spring Survey period.

Bruce reviewed changes at FDOE and gave the group an overview on who is responsible for what function at FDOE, including CCTMIS, EIAS, Office of Technology Information Services Application Development and Support, Division of Career and Adult Education, Office of Articulation, and Bureau of Accountability and Research.

The course code directory certification file was discussed. Justification for the change was because certifications are done at the program level not at the course level, therefore the teacher certification code is no longer included in the certification file. Motion was made by Manny in Dade County to recommend that the teacher certification codes be provided at the course level rather than at the program level. Motion was seconded by Ken from Marian County and approved by the group.

FASTER is now available as a mechanism to transfer transcripts from one institution to another.

District resource calendar was facilitated to help FDOE get a handle on when districts need data available to complete tasks. It is not available at this time. Bruce noted the following items are needed by districts: Frameworks, Course Code Directory, Statewide

Matrix, FDOEs handbook, Files from Northwest Regional, Crosswalk between program OCP and Course, Cost reporting codes for programs, NWR downloadable edits, and industry certification file. E-mail Bruce with any additions and time frames. The intent is to make information available to districts when needed. Survey handed out to help gain additional understanding of timelines.

Due to WDIS handbook delays, the group preferred information be published as received and update when new information is added. Manny requested that the document be fully searchable. Bruce will try to send out changes as they happen or possibly as a bi-weekly email.

With regards to AWD reporting, a memo from Loretta Costin went out, which indicates that for funding purposes, FTE cannot be reported for classes that are fully grant funded. If a teacher salary is paid from a grant, is this class considered to be fully funded? Bruce will check with Tara, but did not think that this would mean that the classes would be considered fully funded by a grant.

With PSAV transcripts, clarification was requested as whether number or letter grades will be used in the transcripts. At the previous WEDDAC meeting it was the consensus that institutions will only send the grades earned from their institution. A motion was made by Hillsborough County and seconded by Walton County that a policy decision be issued by FDOE that states that transcripts will be only for PSAV and ATD courses taken in the sending institution beginning with the 2009-2010 school year. The motion was passed unanimously.

Excel versions of reports will be coming soon.

Bruce proposed the WEDDAC group get a committee together to review the online WDIS reports. He wants to know the following:

- What needs to be changed
- What needs to be deleted?

Manny from Miami-Dade, Donna from Hillsborough, Barbara from Orange County, and Ernie from Washington volunteered to review the reports from the mainframe. Manny has requested that Bruce send copies of all the reports that he wants the group to review.

Gene Kovacs told group about an Educational Data Warehouse Grant that FDOE has applied for, which is approximately \$10M. This grant will help upgrade the data process. It will be over a 3 year time frame, and they would start collecting data in 2010-11. The grant will provide FDOE with travel funds for committees, immediate feedback, a location where data can be manipulated before final submission to FDOE, and distance learning modules. Manny from Miami-Dade volunteered for the committee. Committee will be selected at a later time.

Survey dates for 2009-10 have been changed. If data has not been loaded by the required load date the Mid-Year Survey will be inaccurate. Question arose about why survey dates are what they are. Bruce noted that they try to stay in a similar sequence and

federal deadlines require data be obtained by certain times to comply. The problem was that there was no time to report Survey S.

Bruce discussed the supplemental informational format handout page 2 - proposal. We will report industry certifications or additional hours earned. Both successful and unsuccessful assessments are to be included. Donna requested clarification on the naming and purpose of the data element. Industry certification may require more than simply passing one assessment, and there is frequently a difference between passing one assessment and earning an industry certification. The data element is limited to reporting assessments. Bruce will get clarification on this. FDOE is proposing to add items to key fields 9, 11, and 12, which will help with reporting industry certifications and additional hours credited. We will now be able to report a prior year certification.

Bruce started discussion on postsecondary instructional hours. They will be watched very carefully this upcoming year – due to implementation of statewide course numbering system. A revision to instructional hours reporting data element was included in the handout pages 6 and 7. Manny asked question about difference in instructional hours for CWE from PSAV. Bruce will check as to why they are different. Bruce reiterated that FDOE will cap instructional hours, as mentioned in a previous teleconference, at the program level (150% of program frameworks' instructional hours – this was not included in the new data element definition).

There are also changes to the adult student goals. Goals G and J are now assumed. The data element has been expanded to include additional goals. Districts will be held accountable for goals. Districts will need to enter an X if the student is only working towards the assumed goals.

FDOE is moving away from derived completers and will now be using full program completers. The Division of Career and Adult Education has now backed off on discontinuing the old program numbers. They can now be used indefinitely.

Minutes from April were motioned and approved as submitted.

Proposal was made by Manny that stated for one year only that WEDDAC have an ad hoc reporter – one in which a different reporter would be assigned to each meeting. Ken from Marian County made motion and motion was seconded by KC from Brevard. Results of the election of officers are as follows:

Chair – Donna Wilson

Vice Chair – Frances Tamayo

Ad hoc Reporters – Barbara Szasz, Orange County (meeting #1)

Shawna Young, First Coast Technical Center (meeting #2)

Jayne Senkbeil, Escambia (Meeting # 3)

Bruce discussed processing changes for NWRDC.

Bruce mentioned mass deletes which caused a major discussion due to transactional changes being very difficult for some districts. Districts that have done this in the past were receptive to there being a limit of 2 to 3 per submission window.

Meeting was adjourned at 3:55.