

Data Management Council  
Boise Face to Face  
February 27-8, 2012  
MINUTES

Attendance

**Andy Mehl, Ann Lewis, Archie George, Devan DeLashmutt, GeorgeAnne Griffith, Jeanie Meholchick, Joyce Popp, Linda Clark, Scott Grothe, Tami Haft, Vera McCrink; Absent: Ken Edmunds, John Romero, Leah Schultz**

**\*New\* Data Management Council website**

[http://www.boardofed.idaho.gov/research\\_stats/data\\_management\\_council.asp](http://www.boardofed.idaho.gov/research_stats/data_management_council.asp)

**Document Library**

File name	Document Title	Finalized
'data_quality_management_and_standards_line 02232012'	SLDS Data Quality Management & Standards	
'Idaho State Board of Education Governing Policies and ProceduresLine 02232012'	Idaho State Board of Education - Data Management Council GOVERNING POLICIES AND PROCEDURES SECTION: BYLAWS August 2011	YES
'osbeconfidentialitycurrent employee 02232012'	CONFIDENTIALITY AGREEMENT [For current employees]	
'osbeconfidentialitynewhire 02232012'	CONFIDENTIALITY AGREEMENT [For new hires]	
'Security Access Draft 02232012'	DATA MANAGEMENT COUNCIL ACCESS & SECURITY POLICY	

1. Review 'Security Access Draft 02232012'  
**The majority of the time was spent on this document. There was a lot of discussion and many edits were made to the draft.**
2. Updates on the confidentiality agreement  
**Andy will bring the two confidentiality agreements ('osbeconfidentialitycurrent employee 02232012' and 'osbeconfidentialitynewhire 02232012') to the lawyer for review.**
3. Request Form  
**The Council had initial discussions on the form. Scott will create a draft that will be ready for discussion at the March 7<sup>th</sup> DMC meeting.**
4. Where do we start with reports?  
**There was some initial discussion regarding the direction that the Council might take when answering the question of which Level 4 reports might be the first ones generated out of the SLDS system. It might make sense to look first at what is required in Code. There was also discussion about looking at examples of reports currently being done by other states. Another thought was to look at the reports currently required by the OSBE (such as PSR, Minority Report) and start with them. Leah would be able to provide help with those reports. Policy**

Dated: 03/11/2012

**questions may also drive the prioritization. It was also mentioned that the first Level 4 reports might be those related to the 60% Goal.**

Next agenda:

- Meeting to set agenda
- Data request form - first look
- Data quality standards