

Idaho State Board of Education Data Management Council Minutes

4.6.2016		2:00 pm MST		Conference call	
Meeting called by	Carson Howell, Chair				
Type of meeting	Regular meeting				
Note taker	Doug Armstrong				
Members and attendance status: P=present, A=absent	Chris Campbell A , Georgeanne Griffith: P , Heather Luchte: A ,	Ken Campbell: P , Tami Haft: A , Vince Miller: A ,	Don Coberly P , Carson Howell: P , Matthew Rauch A ,	Shari Ellertson P , Todd King: P , Georgia Smith: P .	
Other Attendees:	Doug Armstrong, Andy Mehl –Office of the State Board of Education (OSBE) Jessica Beaver-Nelson, Bob Uhlenkott, Salvador Vazquez – Idaho Department of Labor (IDOL)				
Lack of Quorum					
Discussion	Only 5 members were available at the start of the meeting. Since no action could take place, the items on the agenda were discussed with the hope of rescheduling the meeting or sending out an e-mail request to approve some items. Don joined at about 2:20 and the meeting progressed with a quorum of 6 members.				
Conclusions	N/A				
Action Items			Person Responsible	Deadline	
N/A					
Data Request - Treasure Valley Educational Partnership (TVEP)					
Discussion	<p>TVEP had requested SAT data to complete a report. Due to the large number of schools and how the data was to be broken down, there was a significant amount of masking required. Andy talked to TVEP and the request was revised.</p> <p>Item 1 – Provide the data in two groups. One group would include TVEP schools and the other would include all other schools in the state. Since the groups are large, there should be very few fields less than 10. When there are, it would be almost impossible to identify. The council agreed that this was a good option.</p> <p>Item 2 – Provide the mean, standard deviation, minimum, and maximum for all schools in the state. This issue could provide a lot of data for schools with small cell sizes. Even though the number of students would not be included, this information is available from other sources. This was not as high of a priority for TVEP. This item will be tabled until after the SAT discussion at the in person meeting.</p>				
Conclusions	Ken moved to approve the release of SAT data unmasked in two groups. One group would include the TVEP schools and the other would include all other schools in the state. It was seconded by Georgia and passed unanimously.				
Action Items			Person Responsible	Deadline	
Provide the data noted in Item 1 to TVEP. Notify TVEP that Item 2 has been tabled until after the April 29 meeting.			Andy	4/15/16	

Idaho State Board of Education Data Management Council Minutes

Data Request – Salant (Hispanic Counts by District)			
Discussion	<p>Georgeanne joined the meeting at 2:30 Mountain Time.</p> <p>Priscilla Salant of the University of Idaho (UI) requested the counts of Hispanic students by school district. This was provided by the Department, but a large number of items were redacted. This is due to the more conservative approach taken by the Department of Education’s Deputy Attorney General (DAG). This data is posted on the U S Department of Education’s website for the previous year. This data is being used for a heat map. The risk is very low.</p> <p>The council decided on a two-step approach. The first is to approve the current data request. The second is to consider modifying the current policy regarding demographic information. This will be put on the in person meeting agenda.</p>		
Conclusions	Don moved to release the Hispanic student counts to Priscilla. This was seconded by Georgia and passed 7-0.		
Action Items		Person Responsible	Deadline
Release the data to Priscilla Salant.		Todd	4/18/16
Add update to policy regarding demographic information to the April 29 Agenda.		Carson	4/18/16
Data Request – Salant – Go On Study			
Discussion	The UI wanted additional data to expand on their Go-On study. The masked data that is available does not work in their statistics package. In order to provide data with counts of less than 10, a Memorandum of Understanding (MOU) would need to be written and approved. This would have to include requirements that the data is masked before publication.		
Conclusions	Shari moved to develop an MOU to share data with the UI. This was approved by Georgia. It passed 7-0.		
Action Items		Person Responsible	Deadline
Develop MOU for approval of UI and the DMC.		Andy Mehl	4/25/16
Approval of March 10 Meeting Minutes			
Discussion	<p>Carson noted that the March minutes included a proxy of Salvador for Georgia. After discussion with the OSBE DAG, it was noted that a proxy is not allowed unless it is noted in the Council’s Policy. There was no mention. In the future, a member may send someone to speak on their behalf, but this person may not make motions or vote. This did not affect the outcome of any items approved at the meeting.</p> <p>We may discuss the use of proxies at the in person meeting.</p>		
Conclusions	Georgia Moved to Approve the minutes with the removal of the proxy. Ken seconded the motion. It passed 7-0.		
Action Items		Person Responsible	Deadline
Post March 10 Minutes		Doug	4/15/16

Idaho State Board of Education Data Management Council Minutes

In Person Meeting		
Discussion	Carson reminded the committee about the in person meeting. It is scheduled for April 29, 2016 at Boise State University. The start time should be about 8:30. Shari told the members to contact her or her department's assistant if they need parking passes or have food restrictions. The final agenda needs to be completed and distributed.	
Conclusions	The final agenda will be sent to the committee.	
Action Items	Person Responsible	Deadline
Send out the agenda for the in person meeting.	Carson and Andy	4/18/16
Meeting Adjournment		
Discussion	N/A	
Conclusions	The meeting adjourned at 2:50 Mountain Time.	
Action Items	Person Responsible	Deadline
N/A		