

Idaho State Board of Education Data Management Council (DMC) Minutes

10.5.2016				2:00 pm MST		Conference call	
Meeting called by	Carson Howell, Chair						
Type of meeting	Regular meeting						
Note taker	Vince Miller						
Members and attendance status: P=present, A=absent	Chris Campbell P , Connie Black: A , Don Coberly P , Shari Ellertson P , Georgeanne Griffith: A , Tami Haft: A , Carson Howell: P , Todd King: P , Heather Luchte: A , Vince Miller: P , Matthew Rauch A , Georgia Smith: A .						
Other Attendees:	Doug Armstrong, Andy Mehl –Office of the State Board of Education (OSBE) Jessica Beaver-Nelson – Idaho Department of Labor (IDOL) Teresa Hammer – Idaho Division of Career-Technical Education (CTE) Kelly Everett – Idaho State Department of Education (SDE)						
Meeting Minutes							
Discussion	This item was postponed until the next meeting.						
Conclusions							
Action Items				Person Responsible		Deadline	
Discussion of a request for Teacher data - Carson/Chris							
Discussion	Carson Howell and Chris Campbell led the discussion on a request for counts for teachers and administrators by race/ethnicity and gender by school and school district.						
Conclusions	Standard data masking rules will apply for this request. No special action was taken on this item.						
Action Items				Person Responsible		Deadline	
No special action taken.				Andy Mehl		ASAP	

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FAFSA online - Andy		
Discussion	Andy Mehl demonstrated a web application he built to provide a list to high school counselors of students and whether or not the students have submitted a Free Application for Federal Student Aid (FAFSA). High school counselors use the data to encourage more students to complete their FAFSA so they can learn about financial aid for college.	
Conclusions	Andy will speak to the Idaho Department of Administration about moving this web application to their servers. If they decline, Andy will keep the web application on the State Board of Education server. Andy downloads the federal Institutional Student Information Record (ISIR) for Idaho students. Chris Campbell recommended that Andy modify the code used to import the data into a temporary table to prevent the import of the social security number and student's address. Andy has not been storing this data, but Chris recommended that the data not even be imported into the temporary tables.	
Action Items	Person Responsible	Deadline
Motion by Chris Campbell and seconded by Vincent Miller to have Andy Mehl proceed with the FAFSA web application with the modifications to the ISER import process to prevent the social security number and student address into the temporary tables and report back to the DMC at the next meeting.	Andy Mehl	ASAP