

Minutes for Jan. 16, 2013 Data Management Council (DMC) Meeting

by Archie George

Attending this monthly conference call meeting were Andy Mehl, Ann Lewis, Archie George, Jeanie Meholchick, Joyce Popp, Scott Grothe, Tami Haft and Vince Miller

Meeting commenced at 11 a.m. Mountain Time, 10 a.m. Pacific.

- 1) Minutes from last meeting were reviewed and approved, with the addition of one attendee who was not listed, Linda Clark. Revised minutes are attached.
- 2) Andy noted the addition of a new member to the DMC, Todd King. Todd works with Jeanie Meholchick at the Department of Labor and will be replacing Wayne Burr.
- 3) Discussed the dates for the upcoming face-to-face meeting. Those in attendance preferred Feb. 26th and 27th. Andy will send out an invitation to determine whether this will work for the majority of the members. The meeting is tentatively to be held at the Meridian School District, depending upon availability, as this worked well previously.
- 4) Andy briefly reviewed the presentation he made to the State Board of Education/Board of Regents regarding the activities and progress of the DMC and SLDS (Student Longitudinal Data System), especially the higher education components. Those in attendance felt it went very well and thanked Andy for putting together and delivering a professional and impressive presentation.
- 5) Andy briefly summarized what he learned from his visit in December 2012 to Virginia with the managers of their statewide student tracking and reporting system. Overall he felt the visit was valuable and confirmed that Idaho has a workable plan. However, those he met with suggested implementation costs would likely be in the vicinity of \$1.4 million rather than the \$0.5 million Andy had been contemplating. Andy also felt confident that the Idaho system is on track and reporting should be functional sometime this year, with preliminary implementation steps scheduled as soon as May.
- 6) Andy reported that organization of the DMC IRB (institutional Review Board) needed for approval of research and reporting requests is moving ahead. He has assured federal regulators that no data will be transferred to anyone requesting data for research until the IRB was fully functional.
- 7) Data feedback reports to Idaho school districts are being refined. Jackie Throngard, the new analyst at the OSBE (Office of the State Board of Education), who is replacing Leah Schultz, will be working with school districts to prioritize the data elements and report formats. Remedial needs of students who attend Idaho colleges and universities will continue to be a top priority

for these feedback reports.

- 8) The rest of the meeting was dedicated to a discussion of a list of topics the DMC needs to address. Andy had included more than a dozen of these in the meeting invitation. He has requested members review the list to prioritize and suggest which should be discussed during our monthly phone conference calls and which should be put on the agenda for the February face-to-face meeting. Also, please add any items you might be aware of that are not on the list, as revised and attached with these minutes. We should consider grouping these items into two categories, those that pertain to the DMC policies and procedures and that that pertain to the SLDS, in so far as that is possible.

- 9) One item that should be a priority is to appoint a new chair for the DMC. This position has been vacant since the departure of XXXXX . (I'm not certain whether I got this right, andy, please assist with this.)

The meeting adjourned at about 11:45 Mountain time, 10:45 Pacific.