

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

8.10.2021		9:15 AM Mountain Time		ZOOM Meeting	
Meeting called by:	Cathleen McHugh, Chair				
Type of meeting:	Regular meeting				
Note taker:	Doug Armstrong				
Members and attendance status: P =present, A =absent	Grace Anderson	P	Spencer Barzee	P	Chris Bragg
	Chris Campbell	P	Tami Haft	P	Todd King P
	Heather Luchte	A	Cathleen McHugh	P	Leslie Odom P
	Matthew Rauch	P	Georgia Smith	P	Scott Thompson A
	Kevin Whitman	P			
Other Attendees:	Doug Armstrong, Cate Collins, Briana Krebs, Andy Mehl –Office of the State Board of Education (OSBE) Kelly Everitt – Idaho State Department of Education (SDE)				

July 13 Meeting Minutes			
Discussion:	The July 13 Meeting Minutes were reviewed.		
Conclusions:	Moved (Barzee / King) to approve the July 13 Minutes as written. Approved.		
Action Items	Person Responsible	Deadline	
Post July 13 Minutes.	Doug Armstrong	8/30/21	

Andrew Scheff – University of Idaho			
Discussion:	Andrew requested and received data earlier. After reviewing the data, he realized that he did not need district-level data related to IDEA Indicator 14. He asked if we could redo the request and supply the data for each specific NCES code.		
Conclusions:	Moved (Anderson / Whitman) to supply the updated data after the following items are completed: 1. The old data must be destroyed. 2. The MOU must be amended. Approved.		
Action Items	Person Responsible	Deadline	
1. Receive confirmation that old data was destroyed. 2. Updated MOU is updated, signed, and returned. 3. Data is proved.			

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

Chris Bragg - Resignation			
Discussion:	Chris Bragg resigned from the DMC. His position is for a member from one of the community college. Cathleen will reach out to the four colleges. This topic will be discussed at a future meeting with the hope of forwarding a recommendation to the State Board.		
Conclusions:	N/A		
Action Items		Person Responsible	Deadline
Reach out to the community colleges and search for people interested in joining the DMC.		Cathleen McHugh	

Institutional Review Board (IRB)			
Discussion:	The DMC had an IRB for several years as a requirement of the SLDS grant. In July 2018, the DMC canceled the agreement. It has not been needed in the past. OSBE will investigate more and the need for an IRB may be discussed again at a future meeting.		
Conclusions:	N/A Information item.		
Action Items		Person Responsible	Deadline
Investigate the need for an IRB.		OSBE Staff	

Meeting Adjourn			
Discussion:	Discussed if there was other business. None.		
Conclusions:	Moved (Haft / Smith) to adjourn the meeting. Approved.		
Action Items		Person Responsible	Deadline
N/A			