

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

9.27.2023		9:30 AM Mountain Time		ZOOM Meeting		
Meeting called by:	Cathleen McHugh, Chair					
Type of meeting:	Regular meeting					
Note taker:	Heather Luchte					
Members and attendance status: P =present, A =absent	Grace Anderson	P	Lindsey Brown	A	Chris Campbell	P
	Shari Ellertson	P	Todd King	P	Heather Luchte	P
	Cathleen McHugh	P	Nashea Noble	A	Ayaka Nukui	P
	Georgia Smith	A	Scott Thomson	P	K-12 At-Large - Vacant	-
	K-12 Urban - Vacant	-				
Other Attendees:	Doug Armstrong, Cate Collins - Office of the State Board of Education (OSBE)					

1. Approval of minutes (action items)
 - a. DMC_Meeting_Minutes_04-19-2023
 - b. DMC_Meeting_Minutes_05-23-2023
 - c. DMC_Meeting_Minutes_08-16-2023

**Grace (and Shari) made a motion to approve the minutes for the meetings above.
Motion approved.**

2. SHEEO – Change to previous MOU.

Discussion: OSBE would ensure a secure environment through a VPN and Cate (OSBE) will help with analysis.

Grace (and Shari) made a motion to allow researcher to move forward with one of two options: 1) Cate serving as analyst or 2) providing a virtual /remote desktop connection through for sharing required data elements. Motion approved (Ayaka/Scott abstained from voting).

3. Collecting demographic data for post-secondary students to determine and/or validate EDUID numbers loaded into PMAP. Data elements include EDUID, SID, name, date of birth, gender, and high school. (action item)

Postponed

4. 2023 Meeting Schedule (action item)
 - October currently scheduled for 10/25 @ 9:30 MDT / 8:30 PDT
 - State Board Meeting 10/18 & 10/19 @ LCSC
 - Update schedule?

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Meetings for October will remain the same and November will start new day/time (3rd Wednesday at 2:00 MST).

5. Aggregate Data Disclosure Rules. Homework for October: Review the attached and provide comments and suggestions by October 16th.

DMC members will review items from Doug over the next few weeks.

Scott (and Shari) made a motion to conclude the meeting. Motion approved.

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DMC Members

- Chair – Cathleen McHugh, Chief Research Officer, Office of the State Board of Education
- Vice Chair – Chris Campbell, Chief Technology Officer, Office of the State Board of Education
- Secretary – Heather Luchte, Chief Performance and Accountability Officer, Idaho Division of Career and Technical Education
- Grace Anderson, Vice President for Institutional Research, Planning, and Effectiveness, Lewis-Clark State College, Public Postsecondary Institution
- Lindsey Brown, University Registrar, University of Idaho, Postsecondary Registrar
- Shari Ellertson, Senior Executive Director Institutional Effectiveness, Boise State University, Public Postsecondary Institution
- Todd King, Education Data Systems Reporting Manager, Office of the State Board of Education, At-large member
- Nashea Noble, Institutional Data Analyst, Planning & Effectiveness, North Idaho College, Community College
- Ayaka Nukui, Director of Accountability, Idaho State Department of Education
- Georgia Smith, Deputy Director, Communications, Research & Determination Services, Idaho Department of Labor
- Scott Thomson, Executive Director, STEM Charter Academy, Rural school district
- Vacant, K-12 Urban District
- Vacant, K-12 At-large District

Other regular attendees

- Doug Armstrong, Business Analyst – Postsecondary Measures of Academic Progress (PMAP), Office of the State Board of Education
- Cate Collins, Senior Research Analyst, Office of the State Board of Education
- Ryan Gravette, Director of Information and Technology, Idaho Digital Learning Alliance
- Briana Krebs, Research Communications Specialist, Office of the State Board of Education
- Andy Mehl, Program Manager – Educational Analytics System (EASI), Office of the State Board of Education
- Maggie Reynolds, Public Information Specialist - Idaho State Department of Education (SDE)