DSSF Discussion Group Meeting #1: Minutes

4/27/17

The Meeting opened at 8:30 a.m. and concluded at 12:00 p.m. Attendees, items of discussion, discussion highlights and public comments are below.

Attendees Included:

- LEA Staff: Darren Guido (Caesar Rodney); Carisa Pepper (Indian River); Joseph Jones (New Castle County Vo-Tech); Chris Havrilla (Woodbridge); Lisa Morris (Delmar); Ken Hutchins (Appoquinimink); *Not present:* Keisha Brinkley (Appoquinimink), Ed Emmett (Positive Outcomes Charter School)
- DDOE Staff: Luke Rhine; Brittany Mauney; Terry Richard; Carolyn Lazar; Jen Koester; Ted Jarrell; Chantel Janiszewski; Elizabeth Jetter
- Members of the Public: Atnre Alleyne, Delaware CAN; Kendall Massett, Delaware Charter Schools Network

Items for Discussion:

- Introductions were made
- The goal of the meeting, soliciting recommendations to ensure the definitions of DSSF terms are understandable and clear, was stated
- The purpose of the workgroup was reviewed: The group will review and provide reactions/ recommendations to drafted DSSF components
- The purpose of an accountability system was reviewed
- The DSSF and processes to date were reviewed, including:
  - History of DSSF development
  - Existing metrics and changes under ESSA
- Review of the definitions began:
  - The desire to not link definitions to specific assessments was emphasized
  - Groups reviewed the definitions and provided feedback and suggestions regarding wording, clarity, accuracy, and completeness
- A review of proposed data sources and timelines was conducted, and groups provided feedback
- Next steps were discussed, including topics, format, and timing of future meetings
  - The group recommended multiple formats, including Schoology, GoogleDocs, phone, and in-person meetings to foster collaboration
  - Mornings were recommended for in-person meetings
  - The need for interactive visuals, such as shared documents, was emphasized

Discussion Highlights:
- General recommendations:
  - Reflect the National Center for Statistics' Chronic Absenteeism calculation of 15%
  - Combine growth and proficiency under one metric heading (Achievement)
  - Use existing data (state and federal) rather than self-reporting by LEAs wherever possible, for example, to identify military connected youth

- o Consider adding an "Ever EL" measure, possibly as a new eSchool field
  - o Indicate when business rule definitions change (for low SES, etc.) in Profiles or anywhere else data co-exists using multiple sets of business rules
  - o Work to streamline and uncomplicate data sources, ideally through a single system, but in the interim via a visual flow chart
- Recommendations regarding definitions:
  - o Consider working towards common definitions where there are none, for example, for absences, which are currently calculated/recorded differently in each LEA
  - o Where possible, simplify definitions and move details to the business rules (i.e.; for the definition of Accountability Schools)
  - o Ensure definitions actually define the term, rather than just providing subcategories or examples (e.g., define Accountability Subgroup instead of just listing the subgroups)
  - o Ensure industry-specific words and acronyms, such as Title I and CTE, are defined
  - o Define words such as Report Only, DSSF, EL Proficiency
  - o Reference legal code wherever possible in the definitions, and indicate federal requirements
  - o Revisit whether EL Proficiency should have overlapping or separate definitions
  - o Revisit all definitions for refinement after developing business rules
  - o Indicate measures, such as attendance, that may have varying definitions across entities
- Recommendations regarding data sources and timelines:
  - o Use the entry source, not the front-end source, or have 2 columns, one for the entry and one for the front end to show the data path
  - o SWD data should be changed to December 1
  - o Specify which school year the data references (current year or prior year's data)
  - o Provide meaningful organization, e.g., alphabetical, to the list and keep this consistent across documents
  - o Group Accountability Metrics and Report Only Metrics separately
  - o Replace "eSchool" with "DELSIS"

Public Comment: 2 members of the public added comment

- o Atnre Alleyne: A recommendation that the group, as well as all other groups facilitated by the Department, be more diverse, including geographic, racial, and role diversity and specifically including parents
- o Kendall Massett: Look to the former charter school academic framework to save effort; keep discussion regarding all DSSF components open to the public to allow stakeholder input