Data and Accountability Systems

CSI NEW LEADER ORIENTATION

JULY 27TH & 28TH, 2017
Team Overview

The purpose of the Data team is to work with and support the CSI portfolio of schools to ensure complete and accurate data is submitted for state and federal data collections. The purpose of the Communications team is to increase awareness for and understanding of CSI.

Unit Organizational Structure & Staff

Data Collections
- October Count
  - Free/Reduced Lunch Data Reporting
  - Documentation Audit
- SPED December Count
- Human Resources
- Teacher Student Data Link
- End of Year
- SPED End of Year
- School Discipline and Attendance
- SPED Discipline
- Civil Rights Data Collection
- March Report Card
- SASIDs / EDIDs
- Directory

- Data Validation & Audit
- Data Security
- Database Development

Julie Eddy
Data Manager

- Data Collections
- Resource Development

Ryan Hartung
Data Submissions Coordinator

TBD
P/T Data Submissions Assistant

- System Admin for CSI-Hosted PS
- PowerSchool Support for schools

Tami Boley
P/T PowerSchool Support

Mina Parthasarathy
P/T Infinite Campus Support

Janet Dinnen
Director of Data, Accountability, and Communications

Rachel Hitt
Communications Coordinator

- New School Application
- CARS system

- Communications
- Board Liaison

- Infinite Campus Support for schools
CSI’s Accountability System
The CSI Annual Review of Schools (CARS)

- System used to annually evaluate each school’s prior year performance
- Builds upon the state’s system (the “SPF”)
- Based on Academic, Financial, and Organizational Performance Frameworks

CSI’s Performance Frameworks

Academic
- Achievement
- Growth
- Postsecondary & Workforce Readiness

Financial
- Near Term
- Sustainability

Organizational
- Education Program
- Diversity, Equity of Access & Inclusion
- Governance & Financial Management
- School Operations & Environment
Uses of CARS

- Add to the Body of Evidence
- Identify Level of Support/ Intervention
- Determine Accreditation Ratings
Determining Accreditation

**Base Rating** based on Academics

**Financial Compliance** (TABOR)
AND
**Organizational Compliance**
(>3 Notices of Concern)?

**Base Rating**

**Base Rating Lowered to Priority Improvement**

How is the Accreditation Rating Different than the Plan Type?

<table>
<thead>
<tr>
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</thead>
<tbody>
<tr>
<td>Provides feedback on <strong>academic performance</strong> annually to schools.</td>
<td>Provides feedback on <strong>academic</strong>, <strong>financial</strong>, and <strong>organizational performance</strong> annually to schools.</td>
</tr>
<tr>
<td>Assigns a <strong>Plan Type</strong> for each school across the state. This informs the UIP requirements that need to be completed and required actions upon reaching Year 5 of the Accountability Clock.</td>
<td>Assigns an <strong>Accreditation Rating</strong> for each CSI school. This informs CSI authorization decisions (renewal, replication, expansion) as well as the level of support or intervention a school receives.</td>
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</table>
CARS Process Overview

Data Collection (Prior School Year)
Data are collected from a variety of sources, including assessment results, state reporting, financial and organizational submissions and audits.

Review Against Performance Frameworks (Fall)
Data are then reviewed against each of the measures within the CSI Performance Frameworks.

Data Reporting (Winter)
Data are analyzed and shared with stakeholders through CARS reporting tools, including the annual CARS report and performance dashboard.

*Accreditation rating of Year 1 schools is based off of level of risk identified in new school recommendation and fulfillment of milestones to date.
Resources

CARS webpage: http://www.csi.state.co.us/school_resources/accountability
Data Submissions
Data Submission Process

- School staff trained on specific data submission requirements
- School staff sets up SIS in a manner that allows them to best meet state data submission requirements
- School staff enters student, staff, and program information into SIS
- School reviews and validates data for accuracy
- School submits data for each submission by CSI deadline
- School receives error report and guidance on information that needs to be reconciled

Once data set is error-free, school reviews summary report of data for accuracy and signs a certification confirming the content of their report.
School Leadership

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<thead>
<tr>
<th>School Leader Roles &amp; Responsibilities</th>
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<td>Allocate Adequate Time: Ensure that school contact has adequate time to enter, review, and update data and to submit accurate data by CSI deadlines</td>
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School Staff

Suggested school contact person: familiarity with data systems, use of Excel, ability to learn

<table>
<thead>
<tr>
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<tr>
<td>Select, purchase, manage SIS and plan management system</td>
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<tr>
<td>Regularly extract and submit data files in order to meet CSI deadlines</td>
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<tr>
<td>Regularly review and update data to ensure accurate data reporting</td>
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<tr>
<td>Review weekly email update to see current status of collections</td>
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### School Leader Roles & Responsibilities

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<th>Role</th>
<th>Description</th>
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# Key Dates & Trainings

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<thead>
<tr>
<th>Data Set</th>
<th>JAN</th>
<th>FEB</th>
<th>MAR</th>
<th>APR</th>
<th>MAY</th>
<th>JUN</th>
<th>JUL</th>
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<th>SEP</th>
<th>OCT</th>
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<td>March Report Card</td>
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<td>Student Discipline &amp; Attendance</td>
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<td>End of Year</td>
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<td>Teacher Student Data Link</td>
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<td>December Count &amp; SPED HR</td>
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<td>BUSY</td>
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## School Staff Collaboration

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<th>Collaboration with School Data Submissions Contacts</th>
<th>Project/Task</th>
<th>Time of Year</th>
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<tr>
<td>Front Office Staff</td>
<td>Ensure paperwork aligns with data collection requirements</td>
<td>Ongoing, mostly during Spring/Summer</td>
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<tr>
<td>Finance/Business Staff</td>
<td>Ensure student count aligns with budgeted count</td>
<td>Fall (October Count collection)</td>
</tr>
<tr>
<td>Student Services Staff</td>
<td>Ensure accuracy of student information</td>
<td>Ongoing</td>
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### Importance of Data Collections

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<th>CSI ACCOUNTABILITY, TIERED SUPPORTS &amp; INTERVENTIONS</th>
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<td>December Count</td>
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<td>Special Education End of Year</td>
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October Count Audit

Process to assist all CSI schools with:

- Reporting accurate data
- Securing the maximum potential funding
- Avoiding repayment of funds back to the state

CSI provides the following to CSI schools:

- Audit training
- Liaison to CDE on audit questions
- Data verification/validation checks
- Supporting documentation check list
- Calendar and bell schedule review
Resources

CSI Guidebook
  ◦ Data & Accountability section

CSI Website
  ◦ School Resources → State Data Submissions

Weekly Progress Emails

Spring Regional Meetings
  ◦ Denver: Tuesday, May 1st, 2018
  ◦ Colorado Springs: Wednesday, May 2nd, 2018
  ◦ Western Slope: Friday, May 4th, 2018

CSI Staff (data team contact information on next slide)

SIS Support
  ◦ Campus Community (Infinite Campus)/PowerSource(PowerSchool)/Alpine Achievement
  ◦ IC/PS support staff
# Contact Information

<table>
<thead>
<tr>
<th>Staff Member</th>
<th>Title</th>
<th>Responsibilities/Expertise</th>
<th>Phone</th>
</tr>
</thead>
</table>
| **Janet Dinnen**  | Director of Data & Accountability Systems   | Communications  
                        | CSI Annual Review of Schools Process and Tools  
                        | New School Application Cycle  
                        | School Data Requests                                    | 303.866.4643   |
| **Julie Eddy**   | Data Manager                                | School Data Validation and Audit Processes  
                        | School Data Privacy and Security  
                        | Free / Reduced Lunch Eligibility                         | 303.866.3093   |
| **Ryan Hartung** | Data Submissions Coordinator                | RITS and EDID Requests  
                        | State and Federal Data Submissions                      | 303.866.6973   |

General submissions email:  
[Submissions_csi@csi.state.co.us]
Questions?
Communications
Initiatives

Goal: Increase awareness and understanding of CSI (and CSI schools)

- Regular newsletter communications (monthly school, quarterly school board)
- Coordination of year round meetings/events
  - Media training!
  - Legislator visits
- Consistent web presence (website, Facebook)
- Increased press releases and publications
Office Hours

- CARS accountability system: performance frameworks
- Data submissions: tasks your school should begin doing now, student information system questions
- Communications: coordination/supports we can provide