Data Quality-End of Year (EOY) Requirements

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Office of Federal Programs

MISSISSIPPI DEPARTMENT OF EDUCATION

VISION

To create a world-class educational system that gives students the knowledge and skills to be successful in college and the workforce, and to flourish as parents and citizens

MISSION

To provide leadership through the development of policy and accountability systems so that all students are prepared to compete in the global community

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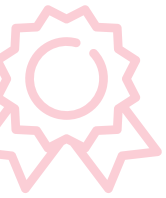
1 **ALL** Students Proficient and Showing Growth in All Assessed Areas

2 **EVERY** Student Graduates from High School and is Ready for College and Career

3 **EVERY** Child Has Access to a High-Quality Early Childhood Program

4 **EVERY** School Has Effective Teachers and Leaders

5 **EVERY** Community Effectively Uses a World-Class Data System to Improve Student Outcomes

**6** **EVERY** School and District is Rated "C" or Higher

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Session Overview

- Please mute yourself unless you have a question to reduce background noise

- Please cut the camera off to save bandwidth to reduce technical glitches

- Please ask questions throughout the presentation via chat or "raise hand" feature

"Raise Hand" Feature

Just select **Show reactions** in the meeting controls, and then choose **Raise your hand** . Everyone in the meeting will see that you've got your hand up.
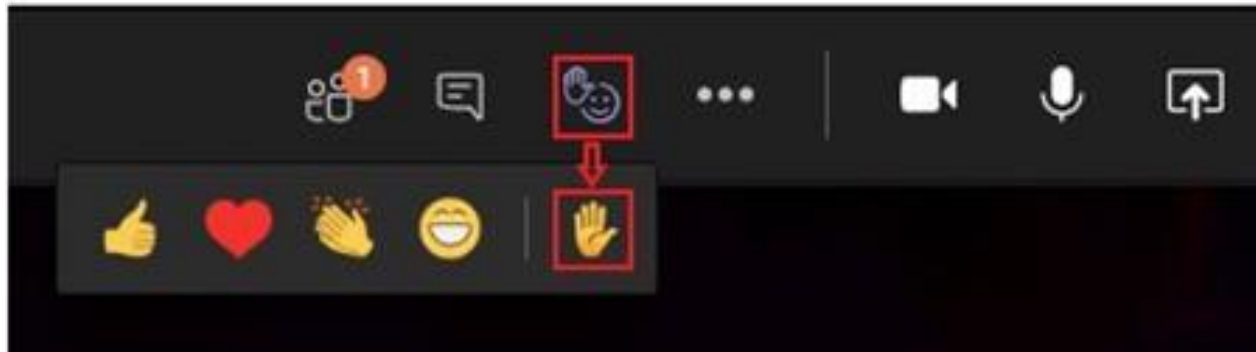
"Chat" Feature
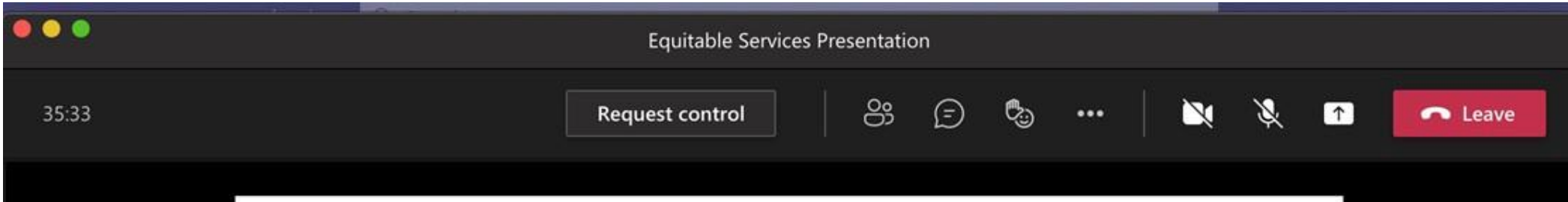
- To use the **chat** feature in Teams, simply click the "Chat" icon. The **chat box** will appear on the right. Type your message in the chat box and click the "Send" icon to send your question.

- The goal of this session is to provide LEAs with specific information to ensure data quality is accurate and timely.

- Our objective is to help improve data quality within the Mississippi Student Information System (MSIS) and other software programs reported by LEAs.

- Data Quality- Greg Smith

- Homeless Module – LaDewayne Harris

- English Learners Module – Dr. Melissa Levy-Jackson

- Immigrants Module – Dr. Melissa Levy-Jackson

- 21st CCLC- Porsha Jordan

- Questions

Data Quality

Why is data collected and what is its importance?

- There are Federal and state laws that require data collection.

- Federal and state agencies use data to set policy and guide funding recommendations.

- Data is viewed by stakeholders.

Data Collection Method	Purpose/Use
Surveys	Collects data that is not collected in MSIS
Consolidated State Performance Report (CSPR)	Federal Reporting
MSIS	MS Student Information System(MSIS) provides for the electronic collection and storage of comprehensive detailed data about teachers, administrators, students (Pre-K to 12).

Expectations of data being collected:

- Accurate

- Complete

- Timely

Collaboration in Data Collection
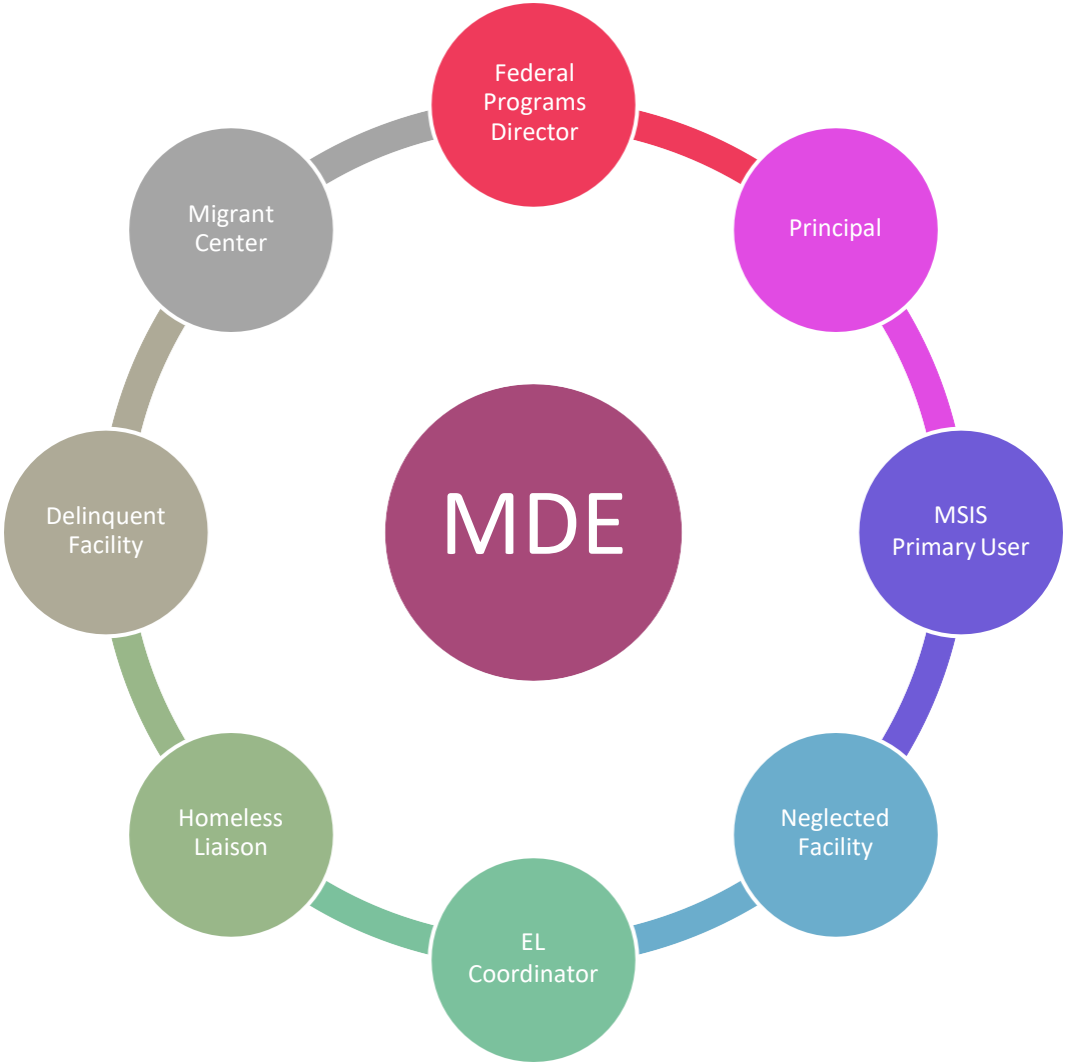
School Administrative Packages (SAP) transfers data to MS Student Information System (MSIS)

School Administrative Package - SAP	MS Student Information System - MSIS
EL – English Learners	*EL – English Learners*
Immigrant	*Immigrant*
Homeless	*Homeless*
Neglected or Delinquent	*Neglected or Delinquent*
Migrant	*Migrant*

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Student Indicators

All indicators **must** be **verified** and **marked** correctly every month in MSIS.

MSIS Holding Area Reports

Validate the data before approving

MSIS Holding Area Report

IMMIGRANT

MSIS ID	Last Name	First Name		
███████████████████████		**REPORTING PERIOD**	1/2020	
██████████				
████████████████ █████████				Y
█████████████ ████				Y
███████████████ █████				Y
██████████████ █████				Y
████████████████ ███████				Y
██████████ █████				Y
███████████████ ██████				Y
██████████ █████				Y
████████████ ██████				Y

END OF REPORT

Be sure to check all indicators that apply to each student.

Mississippi Student Information System
View Student Record

District | School | MSIS ID | Last Name | First Name | MI | SSN | Birthdate

[Demographics]

Grade Level | Gender | Race | Grad Year | Graduation Type | Immunization Status | Birth State | Parent/Guardian

Personal Identifiable Info | Foreign Exchange | P/G Military | P/G Military Type

Race | Race | Race | Race

Address 1 | Address 2 | County

Student Indicators are selected in the SAP.

[Indicators]

District | School | CTE? | Tech Prep? | Sp Ed? | 504? | CEIS | IEP? | LEP? | Gifted Type | Pathway

[Title I]

Elig? | Read? | Math? | Lang? | Science? | Social? | Support? | Homeless? | Negl/Delq? | Migrant? | Immigrant? | Foster Care?

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Homeless Module

Accessing the Homeless Module in MSIS

1. Select **Modules** from the MSIS Main Screen

2. Next select **Federal Programs** from the drop box.

3. Finally select **Homeless** from the Federal Programs drop box.
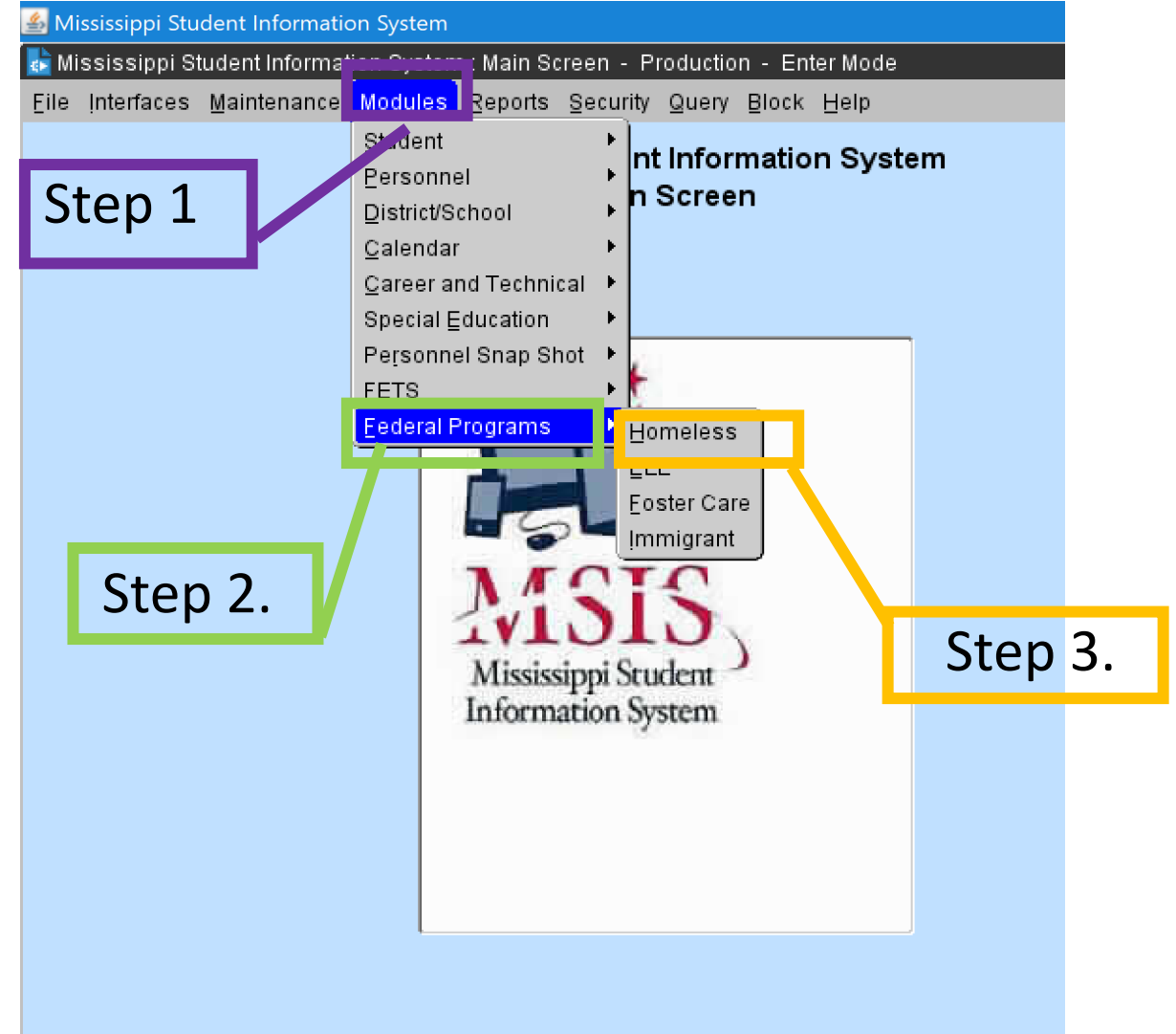
- The indicator in SAP is selected as "Y" and the student's information populates on the homeless screens after the district has approved the MSD file sent to MDE.

- Each Homeless student must be marked "Title I Homeless" in your SAP for each month they are considered Homeless.

- All students identified as "Homeless" retain the identification for the entire school year.

- This ensures the students being labeled Homeless in MSIS for those months.

Districts Tab

The school district in which you are currently employed will appear in a box in the District tab.

Contact Information Tab

Please complete all sections of this screen.

The Federal Programs Director and Homeless Liaison information is required.

Schools Tab

This tab displays all schools in the district.

District Total Monthly Counts are the number of students identified monthly in the SAP in the entire district as Homeless.

Homeless Services Provided Tab

REQUIRED completion for all identified homeless students

First Month of Service

REQUIRED

Enter a number 1-9 for each student (first month of service is the month the student was identified as homeless)

First Month of Service is the reporting month which the data were submitted to MSIS**. This is mandatory.**

Homeless Services (REQUIRED)

- Services that are afforded to the students.

- The chart below outlines the services that can be applied.

Homeless Barriers Tab

REQUIRED

- *First Month of Service*
- *Barriers to Success*
- *Living Condition*
- *Unaccompanied Homeless Youth*

First Month of Service

REQUIRED

Enter a number 1-9 for each student (first month of service is the month the student was identified as homeless)

Mandatory

Barriers to Success

REQUIRED

- Check all that are applicable

- Use chart below to correlate barriers to appropriate box checked

Living Conditions

REQUIRED
Select appropriate living condition from the dropdown box

Unaccompanied Homeless Youth

- Select "**Yes**" if the student is an unaccompanied homeless youth

- Select "**No**" if the student is NOT an unaccompanied homeless youth

Special Notes:

- A student can deny services but qualify as Homeless due to living conditions.

- If a student has been **misidentified** – make <u>no selections </u>next to their name.

- Unaccompanied homeless youth only refers to <u>**homeless**</u> students who are not in the physical custody of a parent or guardian.

EL
Module

Accessing the ELL Module in MSIS

1. Select **Modules** from the MSIS Main Screen

2. Next select **Federal Programs** from the drop box.

3. Finally select **ELL** from the Federal Programs drop box.
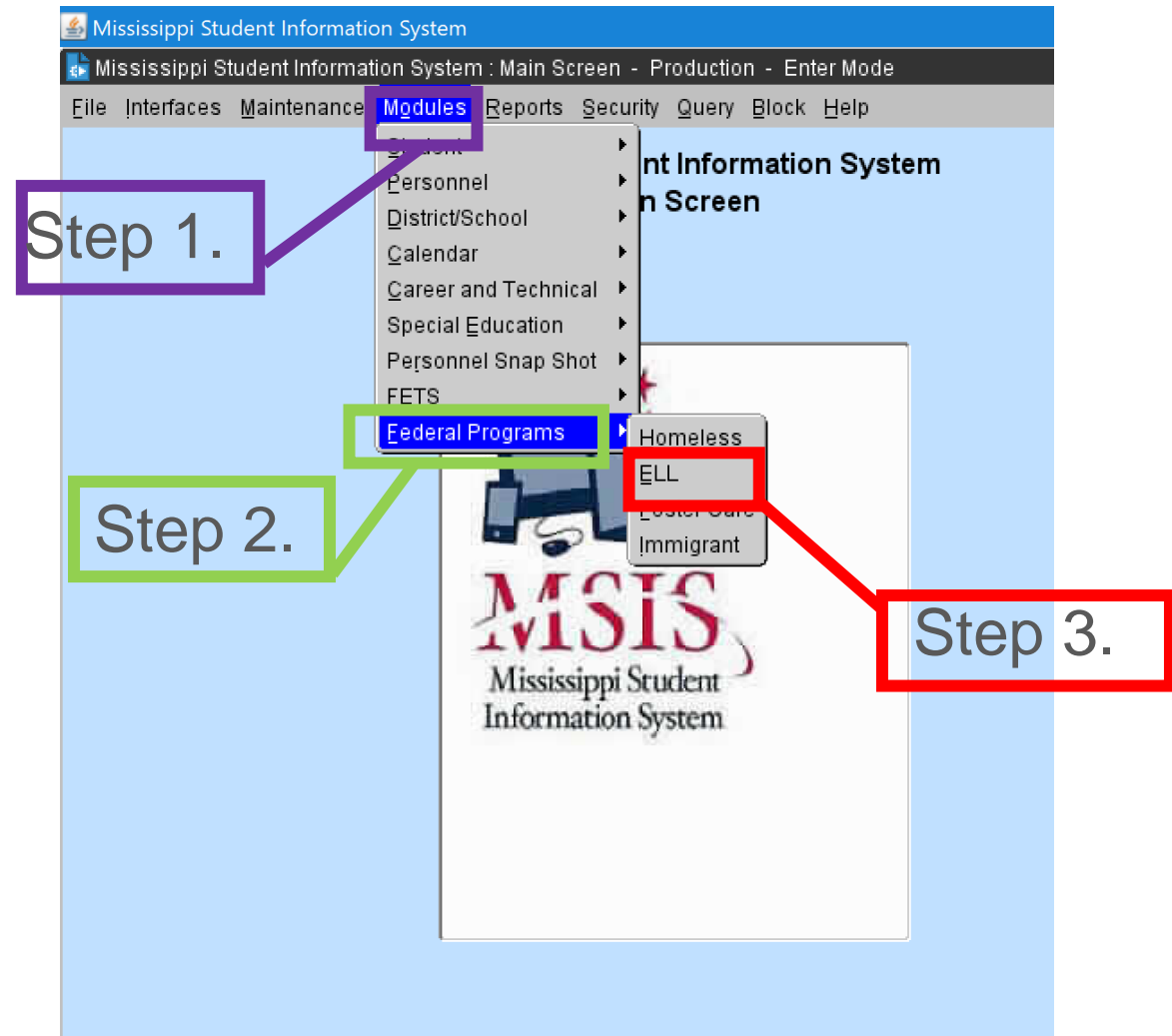
District Tab

The school district in which you are currently employed will appear in a box in the District tab.

Contact Information Tab

Please complete all information on this screen.

There are no consortiums operating with the state. Everyone should have "**N**" in this section.

LEA are required to provide this information.

Survey Information Tab

Please complete all sections of this screen as it applies to the district.

The information provided in this section refers to the persons receiving EL professional development

The information provided in this section refers to the EL program(s) provided to students.

Schools Tab

Please select a school within the district.

ELL Roster Tab

This screen provides student that have been identified through the SAP.

First Month of Service

The LEA will indicate the month for first month of services (Enter 1-9 for first month of service).

Language

The LEA will indicate the Native Language or most commonly spoken language in the home.

The language cannot be "ENGLISH!"

The native language of the parent should be chosen, if the student speaks English at school.

Mandatory

Codes for the Representation of Name of Languages

Types of Instruction

(ESEA section 3201(7)

The LEA will provide the type of instructional program that is being implement for the student.

Service Status

The LEA will indicate the service provided to the student.

Service Status

- The LEA will indicate the service provided to the student.

- **Monitored:** Student who has exited

- **Served:** Student who is currently served

Year

The LEA will indicate the number of year(s) of service for the student.

- **LE Indicator-** Districts that are **SAMS users**, you must **mark the LE** (Limited English) indicator and the Title I indicator for those students in your package. (If the district is **not**, please contact your Vendor.)

- **Year-** Number of year(s) of service for the student.

- **Served-** The actual number of years the student receives services.

- **Monitored-** The actual number of years the student has exited the program, however, the maximum number of years is four. When the student has **reached year 5**, **remove the "LE" label**.

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- You **cannot remove** a student from the roster screen.

- If student has been misidentified:

  1. Immediately contact the school in which the student is enrolled and change the LE indicator to "N".

  2. Leave all areas next to the student's name blank on the roster screen. This will indicate a misidentification and the student will not be reported as LEP/ELL.

- First Month of Service

- Language

- Type of Instruction

- Service Status

- Year

- *Note:* **Reset** the ELL/LEP/EL/LE student indicator to **"N"** in the SAP **after Month 9** data district submission is complete.

Immigrant Module

Accessing the Immigrant Module in MSIS

1. Select **Modules** from the MSIS Main Screen

2. Next select **Federal Programs** from the drop box.

3. Finally select **Immigrant** from the Federal Programs drop box.

Step 1.

Step 2.

Step 3.

Districts Tab

The school district in which you are currently employed will appear in a box in the District tab.

Schools Tab

Please select a school within the district.

Immigrant Student Tab

Immigrant student's **Native Home Language** must be entered in this section.

Codes for the Representation of Name of Languages

Native Home Language

- The native language at birth or <u>most commonly spoken</u> in the home. (English cannot be chosen as a native language).

- **If a language spoken is not in the drop-down list, please select the standard language of the home country.**

- Additional information on the language families is contained on the <u>Ethnologue website</u>.

- Native Home Language

- Note: Reset the Immigrant student indicator to "N" in the SAP after Month 9 data district submission is complete.

21ˢᵗ Century Community Learning Centers (CLCC)

The purpose of the 21st Century Community Learning Centers (CCLC) Program is to provide opportunities for communities to establish or expand activities in community learning centers that:

- provide academic enrichment opportunities for children, particularly for students who attend high-poverty and low-performing schools, to meet state and local student standards in core academic subjects;

- offer students a broad array of enrichment activities that can complement their regular academic programs; and

- offer literacy and other educational services to the families of participating children.

- These centers can operate before, during, or after school or any time the regular school day is not in session.

5 GPRA Measurements are:

- Academic Achievement (State Assessments)

- Academic Achievement (GPA)

- School Day Attendance

- Behavior

- Student Engagement in Learning

Data for the 21st CCLC Programs will be collected through the CAYEN system. Grantees must ensure accurate data in the following sections:

- Activities

- Rosters

- Attendance (in hours)

- Staffing

Data from CAYEN is transferred to the 21APR system for submission to USDE during both Window 1 and Window 2.

MSIS data is also pulled to validate demographics, attendance, GPA etc. and ensure data quality.

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