



**Texas Education Agency (TEA)
Information Task Force (ITF)
Tuesday, January 14, 2020**

GoToMeeting
Wm. B. Travis Building, 1-110A
1701 N. Congress Avenue
10:00 a.m. – 2:00 p.m.

Meeting Minutes

Call Meeting to Order

Nancy Dunnam

Nancy Dunnam called the ITF meeting to order at 10:00 a.m.

Roll call of the ITF members was taken by Stephanie Sharp.

ITF Members Present via GoToMeeting:

Dianne Borreson, Dana Braun, Jennifer Carver, Nancy Dunnam, Dara Fuller, Adrian Garcia, Keitha Ivey, D'Lynne Johnson, Sandra Kratz (for Debbie Largent), Scott Lewis, Pablo Martinez, David McKamie, John Newcom (for Nancy Smith), Kim O'Leary, Brenda Padalecki, Traci Pesina, Debby Wilburn

TEA Staff Present:

Terri Hanson (ITS-BMD), Leanne Simons (ITS-BMD), Scott Johnson (ITS-BMD), Candice DeSantis (ITS-BMD), Leticia Ollervidez (ITS-BMD), Stephanie Sharp (ITS-BMD), Connor Briggs (ITS-BMD)

TEA Staff Present via GoToMeeting:

Jeanine Helms (ITS-BMD), Carlene Thomas (English Learner Support Division), Linda Roska (Accountability Research Division), Jessica De La Rosa (ITS-BMD), Scott Bodnar (Early Childhood Education Division), Howard Morrison (Early Childhood Education Division)

Approve Meeting Minutes from the December 10, 2019 ITF Meeting

Action Item

Nancy Dunnam called for a motion to approve the December 10, 2019 ITF meeting minutes.
David McKamie made a motion to approve the minutes and it was seconded by Adrian Garcia.
The committee voted and approved the minutes as presented.

1. Add code to DC152 for ECDS**Action Item**

PK-SCHOOL-TYPE is reported in the ECDS collection for the PK submissions to indicate the type of PK program offered. The Early Childhood Education Division is requesting a new code for the code table PK-SCHOOL-TYPE (DC152) in order to gather information specific to certain partnership sites authorized by SB 1882 (85th legislative session). This code would be used for PK sites that are operating as an “in-district” charter for a given LEA. A separate code provides the ability to distinguish data between existing PK-SCHOOL-TYPE 02 (Public Pre-K) and an In-District Charter Partnership. There are no changes to existing data validations or rules.

Presentation:

Stephanie Sharp noted that this proposal was presented at the December 10, 2019 ITF meeting originally and after meeting with internal staff regarding using information from AskTED instead of adding a new code, it was determined this information is not present in AskTED and therefore the program area still needs this new code to distinguish these PK-SCHOOL-TYPE.

Stephanie presented the proposal which includes the following:

1. Update PK-SCHOOL-TYPE (DC152) code table by adding new code 11.
2. Update guidance related to PK-SCHOOL-TYPE in TEDS.
3. Verify new code and code translation displays for ECDS report(s).

ITF Discussion:

Nancy Dunnam called for comments or questions and there were none.

ITF Action:

Nancy Dunnam called for a motion to approve the proposal as presented.

Dianne Borreson made a motion to approve the proposal and it was seconded by Dara Fuller.

The committee voted and the motion passed.

2. Removal of KG Assessments**Action Item**

Section 2.012 of HB 3 amended TEC Section 28.006 to remove statute related to the commissioner's list of approved assessments for Kindergarten students and instead instructs the commissioner to adopt one multidimensional assessment tool that includes a reading instrument that tests at least three developmental skills.

Presentation:

Stephanie Sharp presented the proposal which includes:

1. Remove code values from Code Table DC154 ASSESSMENT-TITLE-CODE.
2. Update guidance in TEDS Section 10 (TWEDS > Data Submission > Data Submission Purpose & Requirements > ECDS).

Stephanie introduced Scott Bodnar and Howard Morrison from the Early Childhood Education Division. Howard noted that this proposal covers removing all the KG assessments except for the TX-KEA. However, TEA is in the process of possibly offering an alternate assessment. Should there be an alternate approved, that information will be forthcoming. Howard expects to receive a final decision on the alternate assessment in February, in time for the March publication.

ITF Discussion:

Nancy Dunnam referred to the To The Administrator Addressed letter from December 18, 2019. The wording in that letter states that LEAs must use the TX-KEA or an alternate assessment approved by the commissioner that is free to the school district. Howard confirmed that vendors are to submit a proposal to provide an alternative assessment by the end of January. TEA is reviewing and will make an announcement if an alternate assessment is chosen by February 28, 2020. Nancy asked for confirmation that LEAs do not need to make any adjustments. Howard confirmed, since we don't yet know if there will be an alternate approved. The only currently approved assessment is TX-KEA.

ITF Action:

Nancy Dunnam called for a motion to approve the proposal as presented.
Adrian Garcia made a motion to approve the proposal and it was seconded by D'Lynne Johnson.
The committee voted and the motion passed.

3. HB 548 – Special Education Language Acquisition**Action Item**

House Bill (HB) 548, passed in the 86th Legislative Session, amends Subchapter I, Chapter 29, Education Code by adding Section 29.316. This section requires the commissioner of the Texas Education Agency and the executive commissioner of the Health and Human Services Commission (HHSC) to ensure that the language acquisition of each child eight years of age or younger who is deaf or hard of hearing is regularly assessed using a tool or assessment.

Presentation:

Leanne Simons noted that this proposal was originally presented and approved in the December 10, 2019 ITF meeting, but design changes have been made and based upon the requests to provide additional guidance and to rename the collection to “Special Education Language Acquisition”, the proposal has been amended. We made some changes to the location of the new data elements being collected (moved out of StudentExtension to StudentSpecialEdProgramAssociationExtension). These changes are highlighted in green in the proposal being presented today.

Leanne presented the proposal which includes the following (only the items highlighted in green were presented):

1. Add new sub-complex type, TX-SpecialEducationLanguageAcquisition, with one new data element to the StudentSpecialEdProgramAssociationExtension Complex Type
 - a) PREFERRED-HOME-COMMUNICATION-METHOD (EXXX9)
2. Add new unbounded sub-complex type, TX-LanguageAcquisitionServicesProvided, with three new data elements to the TX-SpecialEducationLanguageAcquisition sub-complex type within the StudentSpecialEdProgramAssociationExtension Complex Type.
 - a) LANGUAGE-ACQUISITION-SERVICES-PROVIDED (EXXX1)
 - b) FREQUENCY-OF-SERVICES (EXXX2)
 - c) HOURS-SPENT-RECEIVING-SERVICES (EXXX3)
3. Add new unbounded sub-complex type, TX-HearingAmplification, with three new data elements to the TX-SpecialEducationLanguageAcquisition sub-complex type within the StudentSpecialEdProgramAssociationExtension Complex Type-
 - a) HEARING-AMPLIFICATION-TYPE (EXXX4)
 - b) HEARING-AMPLIFICATION-ACCESS (EXXX5)
 - c) HEARING-AMPLIFICATION-AVERAGE-DAILY-USE (EXXX6)
4. Add new unbounded sub-complex type, TX-LanguageAcquisitionAssessmentReportingCategory, with two new data elements to the TX-SpecialEducationLanguageAcquisition sub-complex type within the StudentSpecialEdProgramAssociationExtension Complex Type.
 - a) TOOL-OR-ASSESSMENT-USED (EXXX7)
 - b) ASSESSMENT-RESULTS-OBTAINED (EXXX8)
5. Add new code table LANGUAGE-ACQUISITION-SERVICES-PROVIDED-CODE (DCXX1)
6. Add new code table FREQUENCY-OF-SERVICES-CODE (DCXX2)
7. Add new code table HOURS-SPENT-SERVICES-CODE (DCXX3)
8. Add new code table HEARING-AMPLIFICATION-CODE (DCXX4)
9. Add new code table PERIOD-OF-TIME-ACCESS-CODE (DCXX5)
10. Add new code table AVERAGE-TIME-CODE (DCXX6)
11. Add new code table TOOL-ASSESSMENT-CODE (DCXX7)
12. Add new code table ASSESSMENT-RESULTS-OBTAINED-CODE (DCXX8)

13. Add new code table PREFERRED-HOME-COMMUNICATION-CODE (DCXX9)
14. **Modify StudentSpecialEdProgramAssociationExtension Complex Type to include new sub-complex types and data elements**
 - a) Add TEDS **StudentSpecialEdProgramAssociationExtension** General and Data Element Reporting Requirements guidance associated with the new sub-complex types and data elements.
15. Modify the StudentExtension Complex Type by adding an **existing data element to the Disabilities sub-complex type.**
 - EFFECTIVE-DATE (E1632) **(TX-EffectiveDateDisabilities)**
 - a) Add TEDS StudentExtension General and Data Element Reporting Requirements guidance for the newly added data element.
16. Add new TSDS reports to reflect the changes in this proposal.
17. Add associated data validation rules to reflect the changes in this proposal.

ITF Discussion:

Dara Fuller asked for a reminder about the collection due dates for this collection. Leanne replied that the collection will be due in June and that in December we discussed the pros and cons about when within the month of June would be best for the LEAs but that we had left the decision of the actual due date in June to the ITF Committee.

It was stated that from a PEIMS Coordinator point of view, making this collection due in July would be preferred since there are many other due dates in June. Leanne responded that, although we understand that June is busy, the program area needs this data sooner than July in order to produce the required reports by August.

Dara Fuller suggested a due date after the PEIMS Summer first submission due date but before the end of June. David McKamie stated that he can see the pros of having this data due near the other collection due dates, because it allows for coordination with vendors, getting it done before vacations, and fitting it into the work and deadline structure that is already in place. It was stated that during the June due date timeframe, there are often bottlenecks with poor performance and servers going down.

Nancy added that she would prefer something after the PEIMS submission cut off because in her region most districts will limit the number of data loaders, and most will be their PEIMS people. She does not know if a lot of her Special Ed personnel will have the role as loader. Terri Hanson responded that Special Ed staff may not have the data loader role, but they will do the promoting and the checking of reports/verifying. Nancy replied that she is anticipating what Terri stated, but they are still working it out. Terri understands the data loader is likely to be technical staff, and TEA is assuming that other staff will promote and run the reports. Nancy added that staff in her district who load the PEIMS data generally leave after the load is successful and are not working during the rest of the summer. Terri replied that the people who are going to complete these collections (RF, SPPI) will typically be the special ed staff, so we need to consider when these staff are available in the summer months.

David mentioned how the vendors could roll in this extraction in with the other extraction work. Terri responded that these students are identified throughout the school year, so in order to avoid the bottlenecks, we need to move toward loading this data throughout the school year. She understands this year vendors had some delays getting the extraction processes ready and available. We want to move toward the due date just being when data is being validated and finalized, so the LEA clicks the complete button to say they are ready for TEA to see that data, but that they are loading data continuously throughout the year.

Leanne mentioned that there have been some tickets and discussions about the RF Tracker collection due date. The program area is requesting that data be sent sooner throughout the year. Guidance indicates the data should be sent when the student enters the RF, not at the due date. If the program areas are going to provide due dates earlier in the school year, TEA needs to find ways to communicate the dates to users in the field. As

students are identified for this collection, the data should be loaded to TSDS at that time. We will discuss this topic during the upcoming training. We are unable to have a due date later than June.

Dara suggested the due date for this collection be one week after the PEIMS Summer first submission due date. So, if the PEIMS Summer submission is due on June 17, 2021 this collection is due June 24, 2021. Leanne replied that she will go back to program area with recommendation of the due date being the 4th Thursday of June. TEA will let the ITF committee know the final outcome of the due date. Nancy asked for confirmation this will be collected for the first time in June 2021. Leanne confirmed June 2021.

ITF Action:

Nancy Dunnam called for a motion to approve the proposal, with the due date to be finalized.

Dianne Borreson made a motion to approve the proposal as presented and it was seconded by Brenda Padalecki.

The committee voted and the motion passed.

After the vote, Nancy commented that she assumes this group will not be voting on the due date. Leanne confirmed that a vote will not be needed. She will notify ITF if the program area has any issues with the 4th Thursday in June.

4. Removal of studentGPS® Dashboard-Only Data Elements**Action Item**

Per the To the Administrator Addressed (TAA) correspondence titled, 2019-2020 studentGPS Dashboards, sent on November 1, 2019, TEA will remove the studentGPS® Dashboard data elements from the Texas Education Data Standards (TEDS) as TEA will no longer host the Dashboards.

Presentation:

Stephanie Sharp presented the proposal and explained that TEA will no longer host the studentGPS® Dashboards and that LEAs have the flexibility to work with their vendors to come up with a dashboard solution. She explained that this information was not sent out state-wide to all LEAs but only to those that have opted into the studentGPS® Dashboards. She also showed the committee additional documents embedded in the proposal to review the actual changes to the complex/sub-complex types.

1. Remove Dashboard-only Complex Types with their Data Elements from TEDS.
 - a) Remove Dashboard-only data elements from complex types that only include Dashboard data elements.
 - b) Remove complex types that only include Dashboard data elements.
2. Update TEDS Complex Types used by both Dashboards and other collections to remove Dashboard-only data elements.
3. Remove Code Tables associated to Dashboard-only data elements from TEDS.
4. Update and/or remove TSDS reports that display Dashboard-only data elements.
5. Update and/or remove data validation rules that use Dashboard-only data elements.

ITF Discussion:

Data Fuller asked for the date of the TAA letter. Stephanie replied that it was sent November 1, 2019, but it was only sent to LEAs that use the Dashboards. Terri Hanson added that most TAAs are sent to all districts, but in this case the letter was only sent to Dashboard users and champions, such as ESCs that support LEAs that use Dashboards (approximately 86 districts).

David McKamie asked if the removal of these Dashboard items reduce or restrict the ability for Region 13 or other vendors to get data out to Dashboards used across Texas. Terri replied that this will actually be the opposite. As vendors become Ed-Fi certified, they can extract the data based upon Ed-Fi standards, which then opens up the availability to all the Dashboards available through the Ed-Fi community instead of being limited to just the studentGPS® Dashboards. TEA hosting the data at TEA limited interest from districts in using the studentGPS® dashboards.

David McKamie stated that time will still be needed to get things aligned with Ed-Fi in order for LEAs to take advantage of this. Does this still leave a hole or gap for those who want to use dashboards but aren't ready to go to the Ed-Fi standard? That gap between where vendors are now and when they would be ready to move to Ed-Fi could create issues. Terri replied that because the state data warehouse is on Ed-Fi, most vendors are taking the step to become Ed-Fi certified. TEA collects a subset of the entire Ed-Fi schema. As vendors become Ed-Fi certified, they will have more flexibility to exchange the data with other software vendors. Now, TEA is narrowing the Ed-Fi data even more, to just the data elements needed to be collected by TEA. The vendors will have all the Ed-Fi elements available to exchange with other third-party vendors. David clarified that there is no need to identify some field needed by majority of dashboards in this structure. Terri answered that TEDS needs to only document and identify that data that TEA needs loaded into the TEA-hosted ODS. It is not TEA's place to identify those data elements that third-party vendors might want to use. There could be a gap, but there already is one.

ITF Action:

Nancy Dunnam called for a motion to approve the proposal as presented.

David McKamie made a motion to approve the proposal and it was seconded by Adrian Garcia.

The committee voted and the motion passed.

5. Add New Language Code to C092**Action Item**

The English Learner Support Division has requested to add a code for American Sign Language to C092, LANGUAGE-CODE code table to properly identify ASL as a language option. The English Learner Support Division has partnered with Special Education to create detailed guidance on how to identify, service and reclassify English learners who are deaf/hard of hearing.

Presentation:

Letty Ollervidez introduced Carlene Thomas from the English Learner Support Division on the phone.

Letty presented the proposal which includes the following:

1. Add new code to code table C092, LANGUAGE-CODE
 - a. 6B – American Sign Language (ASL)
2. Update existing TSDS PEIMS report to reflect the changes in this proposal.
 - a. PDM1-120-002 - LEP/BIL/ESL and Parental Denial Students by Program and Grade
 - b. PDM1-120-012 - Student Indicator Report by Grade

Carlene Thomas stated that TEA is working to solidify guidance across the state about how to appropriately identify those who are deaf/hard of hearing as being English Learners. English Learner Support is coordinating with Special Education to identify and provide appropriate Bilingual/ESL programs where there is a need. Adding this language code provides the ability to distinguish students who use ASL, which also helps us identify services needed, as well as resources and tools for our regional day schools and districts that serve the deaf and hard of hearing population.

ITF Discussion:

Nancy Dunnam called for comments or questions, and there were none.

ITF Action:

Nancy Dunnam called for a motion to approve the proposal as presented.

Dianne Borreson made a motion to approve the proposal and it was seconded by D'Lynne Johnson.

The committee voted and the motion passed.

6. TREx Industry Based Certification and Reimbursement & SAT/ACT Indicator **Action Item**

For the 2019-2020 TSDS PEIMS Collection, student post-secondary industry certification and licensure information is being collected in the Fall and Summer Submissions. Industry certifications earned between September 1 and May 31 of a given year are reported in the PEIMS Summer Submission and certifications earned between June 1 and August 31 of a given year are reported in the PEIMS Fall Submission.

The program area is requesting that both the industry-based certifications earned and an indicator stating that the prior LEA has already been reimbursed for the student be transmitted via TREx.

Presentation:

Leanne Simons presented the proposal which includes the following:

1. Add new data element IBC-REIMBURSEMENT-INDICATOR (TE132).
2. Add new data element SAT-ACT-REIMBURSEMENT-INDICATOR (TE134)
3. Add new data element POST-SECONDARY-CERTIFICATION-LICENSURE-EARNED (TE133).
4. Add new code table INDUSTRY-CERTIFICATION-LICENSURE-CODE (TC44).

Leanne pointed out that since this proposal was first emailed last week, the third paragraph of the Overview section has been adjusted to add “ACT, Inc.” along with College Board.

Terri Hanson stated that data will come to TEA from both College Board and ACT, Inc., but LEAs need to communicate with each other via TREx to determine whether or not an LEA has received the reimbursement for either of these tests.

ITF Discussion:

Nancy Dunnam called for comments or questions, and there were none.

ITF Action:

Nancy Dunnam called for a motion to approve the proposal as presented.

Jennifer Carver made a motion to approve the proposal and it was seconded by Pablo Martinez.

The committee voted and the motion passed.

7. Code Table Changes, C022/C214**Discussion Item**

The TEA Curriculum Division has additions, deletions, and revisions to the SERVICE-ID (C022) code table for the 2020-2021 school year. There are no reports or data validation rule impacts from these changes.

The TEA College, Career, and Military Preparation Division has one new code for the INDUSTRY-CERTIFICATION-LICENSURE-CODE (C214) code table, and one code to be deleted because it is a duplicate of another code. There are no reports or data validation rule impacts from these changes.

Presentation:

Stephanie Sharp presented the proposal which includes the following:

1. Add, update, and delete entries in code table SERVICE-ID (C022).
 - 1a. Add 03200800 – English Language Development and Acquisition (First time taken)
 - 1b. Add 03200810 – English Language Development and Acquisition (Second time taken)
 - 1c. Update subheading to replace “Minimum High School Program (MHSP)” with “foundation high school program.”
 - 1d. Update I3100500 translation
 - 1e. Update I3100600 translation
 - 1f. Update I3100700 translation
 - 1g. Update I3100800 translation
 - 1h. Delete N1280040 - Foundations of Intensive Language Acquisition and Support
 - 1i. Delete N1280042 - Newcomers' English Language Development A
 - 1j. Delete N1280043 - Newcomers' English Language Development B
2. Add and delete entries in code table INDUSTRY-CERTIFICATION-LICENSURE-CODE (C214).
 - 2a. Add 931 Medical Laboratory Technician
 - 2b. Delete 400 Certified Patient Care Technician (CPCT) (duplicate of 786)

ITF Discussion:

Nancy Dunnam called for comments or questions, and there were none.

ITF Action:

N/A

Other Business**Discussion Item**

Adrian Garcia notified ITF that he is retiring January 31, 2020, so this will be his last ITF meeting. He has enjoyed working with everyone. Nancy Dunnam thanked him for his service and all he has done for education in the State of Texas. Terri Hanson thanked Adrian on behalf of TEA, especially mentioning his involvement in many pilots of TSDS projects. She thanked him for all he has contributed to this committee.

Leanne Simons explained that the remainder of the ITF meetings on the calendar will be replaced with new meeting appointments, so she requested that ITF members remove the existing meetings from their calendars and informed them Stephanie will be sending an email later today as a reminder. The existing ITF meetings were set up by Michele Elledge who is no longer at TEA, which limits the ability to adjust and forward the calendar item.

Leanne stated that TEA anticipates having the scheduled ITF meeting on March 3, 2020 via GoToMeeting to review a few small items. One item is about minor modifications to the Class Roster Winter collection for the 2020-2021 school year related to the Teacher Incentive Allotment.

Nancy asked how many meeting dates should be removed in order to be replaced. Leanne replied that it should just be the March and April meetings, which are the last ones on the schedule for this school year. She continued by saying that the ITF meeting calendar for the next school year has not been set yet, but we will be in touch about the meeting calendar for the 2020-2021 school year soon.

David McKamie asked if TEA is going to be making any presentations at the Mid-Winter conference. Leanne responded that TEA is not presenting at Mid-Winter conference but asked if there is a request for TEA to do so. David is not aware of one, but there may be an audience that would be interested, and TEA has presented at some point in the past. Leanne mentioned that presentations were made when TSDS first went online, and we will look into the possibility of presenting next year.

Dara Fuller reminded everyone that this will be her last ITF meeting. Nancy thanked her for all her years of service. Terri expressed her great appreciation on behalf of TEA. Dara suggested her current alternate, John Schaeffer, to replace her position on the committee.

Adjournment

Nancy Dunnam called for a motion to adjourn the meeting.

Dara Fuller made a motion to adjourn the meeting and it was seconded by Adrian Garcia.

The meeting was adjourned at 11:06 a.m.