WEBVTT

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00:02:08.070 --> 00:02:13.590

Gayle Cape: Alright, sounds great. Well, first of all, I just wanted to say good morning to everybody.

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00:02:13.980 --> 00:02:15.720

Gayle Cape: And thank you for attending.

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00:02:17.610 --> 00:02:26.040

Gayle Cape: This morning's presentation is regarding data quality initiative. My name is Gail K and I'm from the school district of Osceola County.

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00:02:26.730 --> 00:02:38.010

Gayle Cape: For the next several minutes, I want to introduce you to how our district work together to create an implement the data quality initiative and we'll discuss why in the next few slides.

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00:02:38.670 --> 00:02:49.530

Gayle Cape: Our district has used this initiative to assist us with stay reporting to accommodate the surveys state processing WINDOWS, AND THE FINAL UPDATE due dates.

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00:02:54.150 --> 00:03:10.950

Gayle Cape: During the presentation will discuss a few historical items regarding f t the implementation of the dQ is the data quality initiative and how we continue to utilize the DQ i which is a data quality initiative, how we utilize that today.

21

00:03:16.290 --> 00:03:31.830

Gayle Cape: If I move too fast, just go ahead and chat, let us know. There's not a whole lot. We will have time. We will answer. If you have any questions, you can go ahead and put them in the chat. Doug will let me know and we can answer questions as we go along in the presentation.

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00:03:32.940 --> 00:03:48.330

Gayle Cape: So historically over the years, the processing time of survey batch updates has been reduced. Therefore, we as a district, we felt the need to review our internal processes for edit and validation surveys

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00:03:49.200 --> 00:03:58.290

Gayle Cape: Prior to our DQ I or data quality initiative, our district level staff of our data quality analyst, which we call the Q A's.

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00:03:59.370 --> 00:04:16.350

Gayle Cape: reviewed and updated all edits and validation for the schools, the schools assisted us, of course, but we at the district level made all updates we knew this process would no longer function with the now current survey state processing windows.

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00:04:17.490 --> 00:04:24.750

Gayle Cape: With much discussion with both the district and school staff. We created this DQ I process that we're going to review.

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00:04:25.680 --> 00:04:38.730

Gayle Cape: The schools, administrators, such as the principal's assistant principals and the data entry clerks now update their own edits and validation, of course, with the assistance from our DQ ways here in the district office.

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00:04:39.990 --> 00:05:01.680

Gayle Cape: The edits and validation are pushed out to the survey site school folders and we'll discuss the school. The school folders in a little more detail shortly. Now remember we here in this district. We are a focus si es district. And you'll notice that in some of our slides shortly.

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00:05:06.240 --> 00:05:23.370

Gayle Cape: The implementation as we met with our district leadership, it was important that we created a detailed informative and instructive initiative we developed a handout that would meet the needs of all district staff, but when we held the workshops

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00:05:24.510 --> 00:05:35.460

Gayle Cape: We held them according to specific job titles, we felt this was important. So we could answer specific questions to their specific needs at each workshop

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00:05:36.540 --> 00:05:42.690

Gayle Cape: The trainings were intensive two trainings each day for approximately three months.

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00:05:43.830 --> 00:06:02.220

Gayle Cape: We held workshops for all staff that had either view and or edit access to our is is we felt this was important because all staff needed to know the importance of all data entered into our SRM as is and how it could affect f t

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00:06:03.360 --> 00:06:18.120

Gayle Cape: By the way, it was highly recommended that the principal attend with his or her data entry clerk, we felt this was necessary because the principal needed to understand the correlation of their data entry clerk and their f t

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00:06:24.690 --> 00:06:40.200

Gayle Cape: During the workshops we briefly reviewed why we returning our world and there's upside down, it had to make sense if they were going to support the initiative we wanted, and we needed their support.

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00:06:41.640 --> 00:06:51.480

Gayle Cape: On a little side note, we were actually surprised how much time was necessary to review the basics of f t in some of our workshops

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00:06:53.130 --> 00:07:09.450

Gayle Cape: All workshops were conducted hands on in a computer lab and most attendees took advantage of this and attempted to follow along. We felt if they were interactive, we had a better chance of them, keeping up keeping them engaged and off of their cell phones.

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00:07:17.100 --> 00:07:17.820

Gayle Cape: The trainings.

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00:07:19.680 --> 00:07:29.730

Gayle Cape: I'm not sure that we could have been mentally prepared for the trainings. By the end of the three months, we felt like we got to know most of our Osceola staff, including charters.

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00:07:30.480 --> 00:07:38.490

Gayle Cape: But more than that, we felt like we had better inform the district who we were in our information services department.

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00:07:39.810 --> 00:07:48.030

Gayle Cape: Most met with a DQ I with an extreme positive attitude and the more techie administrators couldn't wait to begin

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00:07:49.680 --> 00:07:58.020

Gayle Cape: We follow the same training for each workshop we review the historical reasoning discuss the basics of f t and then jumped right in

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00:08:02.850 --> 00:08:11.580

Gayle Cape: In the next few slides I'm going to go over a few of the reports that were reviewed in the workshop. Again, I must remind you we are a focus si es district.

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00:08:12.540 --> 00:08:22.020

Gayle Cape: We reviewed with the attendees. The reports to begin reviewing actually from the first day of school how to use the reports, even though it was not survey week

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00:08:24.870 --> 00:08:34.560

Gayle Cape: This report is an FTP summary report. It's a wonderful, wonderful report and it gives the schools, an idea of where they are going with their f t

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00:08:38.250 --> 00:08:47.970

Gayle Cape: We remind the schools that the finance office also utilizes the si es reports to prepare for surveys by running FB reports as well. This report actually

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00:08:49.200 --> 00:08:52.950

Gayle Cape: Will allow them to see the FP FP.

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00:08:54.030 --> 00:08:55.170

Gayle Cape: And the funding attached

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00:08:59.790 --> 00:09:04.980

Gayle Cape: This class size report is another report suggested it for the schools to run from the first day of school.

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00:09:06.210 --> 00:09:13.320

Gayle Cape: It shows them the report shows the building in room number and the students attached by scheduling method.

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00:09:14.370 --> 00:09:27.030

Gayle Cape: We suggest to them, or rather than run this report from the first day of school, especially if the teachers were moved around during the summer scheduling, because it will show them if they have two different teachers in the same building and room number

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00:09:28.830 --> 00:09:29.970

Gayle Cape: It is a great report.

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00:09:35.610 --> 00:09:41.970

Gayle Cape: One of our mostly use reports in our si es IS THE DEAL, WE data verification reports the DVR

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00:09:42.990 --> 00:09:52.830

Gayle Cape: This report is used by all schools and the district DQ as almost daily from the first day of school, we strongly suggest to the schools to run these reports.

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00:09:53.250 --> 00:10:08.790

Gayle Cape: On our survey sites as well as updates and corrections are being made to their data. The reports will determine if the updates and corrections cause any new errors as we're reporting the surveys. These reports reflect the same edits, as do we

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00:10:10.320 --> 00:10:12.150

Gayle Cape: These are phenomenal reports.

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00:10:16.980 --> 00:10:22.200

Gayle Cape: We instruct the schools to print the FDA audit reports on date certain in place in our Otter box.

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00:10:23.790 --> 00:10:25.410

Gayle Cape: With the appropriate signatures.

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00:10:26.670 --> 00:10:33.720

Gayle Cape: The evening of date certain we enter a ticket with our SS team to create a survey site, the site will be a copy of our production site.

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00:10:34.230 --> 00:10:45.060

Gayle Cape: The survey initials and debt batch updates will be sent directly from our survey site. Therefore, all survey corrections will be made from our survey site.

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00:10:49.770 --> 00:10:58.650

Gayle Cape: Maybe major change from our process, which is the reason for the creation of data quality initiative is now what happens after date certain

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00:10:59.850 --> 00:11:09.210

Gayle Cape: Once a survey initials are processed by do we and the reports are available we push the edits and validation to the administrators school folders.

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00:11:10.500 --> 00:11:16.380

Gayle Cape: Only the principal assistant principal and data entry. Clerk will see the edits and validation in their school folders.

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00:11:17.730 --> 00:11:24.630

Gayle Cape: Once the corrections are complete, the school staff can check the dismiss box and the format is no longer have a visible.

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00:11:25.830 --> 00:11:29.310

Gayle Cape: The district office still submits a survey data to do we

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00:11:35.370 --> 00:11:40.080

Gayle Cape: This is a new slide that was not included on the presentation that was posted

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00:11:41.100 --> 00:11:51.060

Gayle Cape: But I thought it should be included in our presentation this morning. We do offer pre verification workshops for surveys, two, and three.

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00:11:52.050 --> 00:11:58.770

Gayle Cape: These meetings we developed the pre pre verification workshop several years ago before our data quality initiative.

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00:11:59.400 --> 00:12:07.620

Gayle Cape: And they're extremely helpful with our data cleanup. But more important, it's included all of the departments and major departments in our f t

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00:12:08.190 --> 00:12:14.310

Gayle Cape: And the district has has better communication with our departments and the schools, since the creation of these meetings.

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00:12:15.090 --> 00:12:32.910

Gayle Cape: They are held approximately two weeks before each survey to and survey three week the meetings are held in one of our largest rooms in our district, the departments have an each, each department has an individual table and the schools must attend each department.

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00:12:34.140 --> 00:12:51.300

Gayle Cape: Some of the departments of course are our us enough information services or E LL department ESC department finance transportation and Human Resources Research evaluation and so on each school must attend these departments and sign off.

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00:12:52.530 --> 00:13:00.420

Gayle Cape: The principal data entry clerk el el representative as a staff representative must attend from each school

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00:13:01.530 --> 00:13:03.780

Gayle Cape: And these meetings are mandatory.

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00:13:05.310 --> 00:13:09.120

Gayle Cape: The schedule for each student is reviewed each student schedule.

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00:13:10.470 --> 00:13:24.120

Gayle Cape: I want you to notice that he LL E se is reviewed humans resources meets meets again with the schools they review certification they review everything about each staff member

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00:13:25.440 --> 00:13:27.060

Gayle Cape: And that does include charters.

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00:13:28.110 --> 00:13:33.420

Gayle Cape: All existing edits from the data verification reports a DVR is reviewed with each school

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00:13:34.620 --> 00:13:46.260

Gayle Cape: If there are too many errors for any part of f t. The school is required to set another appointment and they are required to return.

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00:13:47.820 --> 00:13:48.870

Gayle Cape: This is

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00:13:50.250 --> 00:14:03.150

Gayle Cape: Extremely helpful and it has greatly reduced on our errors and we hold this again in September. For survey to and we hold it in January for survey three

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00:14:08.430 --> 00:14:17.610

Gayle Cape: Introduction of DQ to obviously the pre flight for student has just phenomenally assistant. I believe all districts

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00:14:18.720 --> 00:14:30.240

Gayle Cape: It's improved our survey review and we're now obviously able to review all of our data before well before each survey is due, and I can't imagine anybody not utilizing this

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00:14:32.910 --> 00:14:38.820

Gayle Cape: Being on the higher end of a medium sized district our numbers continually improve and we can't be happier.

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00:14:40.260 --> 00:14:41.970

Gayle Cape: Anybody that's worked with me.

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00:14:43.020 --> 00:14:49.050

Gayle Cape: Over the years has known that several years ago, our district. When we would submit submit our initials.

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00:14:50.160 --> 00:15:02.670

Gayle Cape: You know we had a chance of not meeting that 8020 rule. And now there's we are just so close to being so clean if we are Osceola is just extremely happy with everything we're in the in the way we're going.

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00:15:04.320 --> 00:15:19.200

Gayle Cape: And that actually concludes I've included my name and phone number on this last slide. And I'm always open to work with districts. I love collaborating and that's all I have. And Doug, I don't know if there's been any questions.

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00:15:19.860 --> 00:15:31.710

Famis Florida4: I have not seen any questions come through. It's possible. A question was directed only to you and not to the group in total. So if anyone has a question, please put it in the chat box and Gail answer it.

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00:15:39.660 --> 00:15:41.280

Famis Florida4: Okay. Not seeing any questions.

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00:15:43.050 --> 00:15:55.860

Famis Florida4: Gail, thank you so much for your presentation. We've learned a lot from you over the years and have tried to implement several of your suggestions here and they've been very well received and one. Thank you for your presentation.

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00:15:56.910 --> 00:16:05.820

Famis Florida4: Um, while we're waiting to see if any other questions come through. I do not have that fancy prize wheel that Katie had pre loaded with everybody.

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00:16:07.350 --> 00:16:18.300

Famis Florida4: But I do have a list of everybody that is in this session right now. And so what I did is I while she was presenting. I did a random drawing and we have a winner.

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00:16:18.690 --> 00:16:31.890

Famis Florida4: The winner of this door prize, which is a Kitchen Aid hand blender and it will be mailed to you is Jeff Stanley from Broward County, so

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00:16:32.070 --> 00:16:33.960

Gayle Cape: gaffe fragile nation state, Jeff.

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00:16:34.410 --> 00:16:38.790

Famis Florida4: Yes, if you will, just email that

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00:16:40.260 --> 00:16:59.790

Famis Florida4: Email that Katie put on the opening session there and inform her that you one in this session. And be sure to include your name, your mailing address she'll get that mailed out to you in about a week or so. And if you have any questions on that, just let us know.

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00:17:00.510 --> 00:17:02.280

Gayle Cape: Thanks again for your help. I appreciate it.

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00:17:04.050 --> 00:17:09.180

Famis Florida4: Being buddy else has anything, any questions, I'm not seeing anything pop up in the chat box.

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00:17:09.810 --> 00:17:18.660

Gayle Cape: Actually everyone. This was a very nerve racking. I really, it's much easier doing this in person being able to interact with you all. I kind of missing everyone

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00:17:21.900 --> 00:17:22.560

Famis Florida4: Right.

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00:17:22.590 --> 00:17:24.810

Gayle Cape: Maybe next year. Hopefully next year.

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00:17:26.370 --> 00:17:28.980

Famis Florida4: Exactly. All right. Thank you, Gail and

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00:17:30.870 --> 00:17:40.230

Famis Florida4: There are other sessions still going on. If you want to join in, otherwise it will be lunchtime now and we will resume at 1255 Eastern Time. Thank you.

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00:17:41.280 --> 00:17:42.090

Gayle Cape: Thank you everyone.