

FAMIS Data Committee Meeting Minutes

April 29, 2008

Call to order: Chair, Bob Land (Santa Rosa) 5:30 p.m.

In Attendance: Bob Land Malcolm Steele Alicia Hout (Santa Rosa)
David Smith (Bay)
Bill Piotrowski (Leon)
Doug Dillard (Escambia)
Fred Rabe (Brevard)
Candy Garcia (Putnam)
Barbara Brannen (Sarasota)

Discussion of Steering Committee meeting:

Discussed JAD process to date. There is some concern that DOE may have already reached some decisions, and that while we are invited to share our opinions during the JAD sessions, those opinions may not affect the outcome. The districts need to reach consensus in order to increase the likelihood of affecting outcomes. Toward that end, the Data Committee will produce a white paper that will be submitted to the Steering Committee. The Steering Committee will approve, publish, and distribute the white paper to establish the districts' position. While we can address some points now, many others will require more time and research. At some future point, we will need to involve the district superintendents.

The Chair requested suggestions for white paper topics that we are ready to address now.

Motions for White Paper Topics:

- **Implementation of the new database must not cause financial impact on the districts, or impact on staff at the district level or school level. The districts will work with DOE to mitigate such impacts.**
Motion: Doug Dillard
Second: Bill Piotrowski
Vote: Approved (unanimous)
- **Districts require robust business intelligence analysis and reporting capability in a self-service environment for all data elements. DOE must provide districts with the ability to establish differential access to those data elements.**
Motion: David Smith
Second: Candy Garcia
Vote: Approved (unanimous)
- **Districts require access to data from all districts where such access is permitted by statute. Districts require the ability to selectively compare data from other districts or schools, including historical data. DOE must provide districts with the ability to establish differential access to the data.**
Motion: Alicia Hout
Second: David Smith
Vote: Approved (unanimous)

➤ **Districts oppose a SIF mandate.**

Motion: Bill Piotrowski
Second: Candy Garcia
Vote: Approved (unanimous)

➤ **The new system must provide reports of critical statistics (e.g. class size, graduation rate, dropout rate) with explicit calculation methods and source data references as necessary for quality confirmation by the districts.**

Motion: Bill Piotrowski
Second: David Smith
Vote: Approved (unanimous)

The following white paper topic was tabled pending additional research:

- **We endorse transaction based processing provided DOE incorporates adequate quality control measures and provided districts can ensure the integrity and security of the data.**

White Paper Draft:

- **Doug Dillard will draft the white paper.**

The lead-in to the white paper will be based on DOE's commitments regarding listening to the districts, transparency, taking time for proper design and implementation, providing easy access for data consumers, and mitigating impact on districts.

Additional topics of discussion:

- **Fred Rabe raised concern regarding the volume of transactions.** His preliminary research indicates that his district had the following transaction volume:

August 2007	540,000 average daily transactions
January 2008	539,000 average daily transactions

He will inform DOE of his finding at the breakfast JAD session April 30.

- **Bob Land requested input regarding an item related to XML and flat files. DOE has indicated they may use a flat file for initial data transmission, then transmit changes via XML.**

We need to be sure they understand the volume of changes that occur in the districts.

We need to be sure they understand our issues regarding collection of "effective by" and "known by" dates, and our issues regarding identifying changes that will apply as of survey date certain.

Bill Piotrowski will contact Bob Fife (sp?)
Doug Dillard will research