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| <p><b>Members:</b><br/> Nancy Dunnam, Chair<br/> David McKamie, Vice Chair<br/> Diane Borreson<br/> Nancy Cintron<br/> Dara Fuller<br/> Adrian Garcia<br/> Keitha Ivey<br/> Debbie Largent<br/> Kim O'Leary<br/> Rochelle Kingsley<br/> Brenda Padalecki<br/> Linda Roska<br/> Nancy Smith<br/> Judi Sparks<br/> Janet Spurgin<br/> Peggy Sullivan<br/> Dennis Telas</p>   | <h1 style="margin: 0;">Texas Education Agency<br/> Information Task Force (ITF)<br/> Meeting Minutes<br/> September 13, 2016</h1>   |  | <br><br><b>10:00 AM to 2:00 PM</b><br>William B Travis Bldg.<br>1701 N. Congress Ave.<br>Austin, Texas 78701<br><b>GoToMeeting</b><br>Hosted from<br>Room 3-102 |
| <p><b>Members Attending:</b></p> <p><b>Members Attending via GoToMeeting:</b></p> <p><b>Alternates Attending:</b></p> <p><b>Alternates Attending via GoToMeeting:</b></p> <p><b>Others Attending:</b></p>  | <p><i>David McKamie, Dara Fuller, Adrian Garcia, Dennis Telas, Brenda Padalecki, Linda Roska, and Peggy Sullivan</i></p> <p><i>Nancy Dunnam, Dianne Borreson, Keitha Ivey, Judi Sparks, Nancy Smith, and Kim O'Leary</i></p> <p><i>Pablo Martinez Sr. and Lois King</i></p> <p><i>Dana Braun, John Shaffer, Sandra Kratz, and Scott Lewis</i></p> <p><i>Terri Hanson (TEA ITS BMD), Leanne Simons (TEA ITS BMD), Bryce Templeton (TEA ITS BMD), Scott Johnson (TEA ITS BMD,) John Reese (TEA ITS BMD), Melissa Lemons (TEA ITS BMD), Jeanine Helms (TEA ITS BMD), Glenn Shelton (TEA ITS BMD), Jamie Crowe (TEA Performance Reporting), Soyoung Lee (TEA Research and Analysis)</i></p> |  |  |
| <p><b>Call the Meeting to Order:</b></p>   | <p><b>Nancy Dunnam, ITF Chair</b></p>   |  |  |
| <p><b>Approval of the July 12, 2016 ITF Meeting Minutes</b></p> <p>Nancy Dunnam introduced the meeting minutes from the July 12, 2016 ITF meeting and asked the committee members for any comments or corrections. No changes were requested of the July 12, 2016 ITF Meeting Minutes.</p> <p><b>Dennis Telas motioned to accept the July 12, 2016 ITF Meeting Minutes as presented. Judi Sparks seconded the motion.</b></p> <p><b>The motion passed unanimously.</b></p>   | <p><b>Action Item</b></p>   |  |  |
| <p><b>National School Lunch Program Participation Reporting (2017-2018 school year)</b></p> <p>The federal data reporting system (EDFacts) has required states to report the National School Lunch Program (NSLP) status since 2013-2014 as part of the mandatory federal data collection. Currently, Texas is not reporting on this status. In order to be in compliance with the federal requirement, the Texas Education Agency is proposing the addition of a new data element that will capture the National School Lunch Program status at the campus level.</p> <p>Melissa Lemons presented the proposed changes:</p> | <p><b>Action Item</b></p>   |  |  |

- Add NSLP-TYPE-CODE to the SchoolExtension Complex Type as a mandatory field in submission 1. The NSLP-TYPE-CODE indicates a campus' National School Lunch Program participation status.
- Add a new code table – NSLP-TYPE-CODE.  
The code table consists of the following codes:  
00 – No, Not Participating in NSLP  
01 – Yes, Participating in the NSLP without using any provision or the Community Eligibility Provision  
02 – Yes, Participating in NSLP under Provision 2  
03 – Yes, Participating in NSLP under Community Eligibility Provision
- Add new validations to support the NSLP-TYPE-CODE element. If at least one student is reported as being eligible for a free or reduced price lunch, then the school must be reported with either code 01, 02, or 03.
- Add a new report to TSDS PEIMS to display the NSLP participation status

Nancy Dunnam asked the committee if they had any questions. There were various questions regarding the NSLP-TYPE-CODE code table descriptions wording. Bryce stated that these are a direct reflection of the federal descriptions and that the food service directors at each district should be familiar with these programs. Nancy Dunnam requested that additional guidance be available in Section 2 and 8.2 of the Texas Education Data Standards to assist the LEA PEIMS Coordinators with the data reporting process.

Nancy Smith asked if this information will need to be applied to previous school year's data. Linda Roska responded that this will not be retroactive.

Dennis Telas asked if it was possible to report two different codes in the same year. As an example, the campus reports a 02 and then changes to 01, will this be acceptable? Linda Roska stated that it is only reported once a year so it will not be captured twice for federal reporting. Bryce Templeton stated that according to information received from the Texas Department of Agriculture, a campus is setup with a single NSLP program type prior to the beginning of a school year and remains on that program type for the entire school year. A campus has the ability to change programs with each new school year.

Keitha Ivey asked the group if they understood the code table and if not, would the Food Service Director know this information. There was a consensus that the Food Service Director would very likely know this coding.

Bryce stated to the group that the Texas Education Agency (TEA) would add clarifying guidance that the "NSLP type information reporting should come from information provided by the LEA Food Service Director". He also added that he would include that code 01 is the same as the Texas Standard Reimbursement Program in Section 2 and 8.2.

No other questions were asked therefore Nancy Dunnam called for a vote.

**Adrian Garcia motioned to approve the addition of the NSLP TYPE CODE to the 2017-2018 TSDS PEIMS collections for the fall submission with the provision that additional guidance and reporting information be included in the Texas Education Data Standards. Dennis Telas seconded the motion.**

**The motion passed unanimously.**

**Financial Reporting Fund Code Revisions for 2017-2018 and 2018-2019**

For the 2017-2018 school year, the School Finance department has identified multiple Fund Codes that will be retired from the Financial Accountability System Resource Guide (FASRG). The act by the TEA to remove these fund codes from the chart of accounts in the 2017-2018 FASRG creates the need to update the 2017-2018 and 2018-2019 Texas Education Data Standards publication.

Bryce Templeton presented the proposal to retire the following Fund Codes. He explained that because it takes two school years to retire an account code, the Fund Codes that are being removed from the FASRG for the 2017-2018 school year will be

**Action Item**

eliminated from the applicable payroll data reporting for the 2017-2018 school year and will be removed from the financial actual and SSA actual reporting for the 2018-2019 school year. LEAs must be able to report financial actual data related to the prior fiscal year for the account codes that were valid for budget and payroll.

**2017-2018 deletions for Payroll reporting:**

- 204 – ESEA Title IV-Safe and Drug-Free Schools and Communities Act
- 208 – Human Immunodeficiency Virus (HIV) Education
- 213 – ESEA Title I, Part-B-Even Start Family Literacy
- 237 – ESEA Title IV-Safe and Drug-Free Schools and Communities Act
- 243 – Career and Technical Education – Technical Preparation
- 249 – Career and Technical Education – Community Based Organization
- 252 – Career and Technical Education – Other Program Improvement
- 256 – ESEA Title I, Part F, Comprehensive School Reform
- 261 – Reading First
- 262 – Title II, Part D, Subpart I, Enhancing Education Through Technology
- 266 – ARRA of 2009, Title XIV, State Fiscal Stabilization Fund
- 269 – Title V, Part A – Innovative Programs
- 279 - Title II, Part D, Subpart 1 – Enhancing Education through Technology – ARRA (Stimulus)
- 280 - ESEA, Title X, Part C – Education for the Homeless Children and Youth – ARRA (Stimulus)
- 283 – IDEA – Part B, Formula – ARRA (Stimulus)
- 284 – IDEA – Part B, Preschool – ARRA (Stimulus)
- 285 – ESEA, Title I, Part A – Improving Basic Programs – ARRA (Stimulus)
- 293 - Shared Services Arrangements-ESEA Title IV-Safe And Drug-Free Schools And Communities Act
- 295 - Shared Services Arrangements-ESEA Title III, Part C-Education For The Homeless Children And Youth
- 297 - Shared Services Arrangements-Human Immunodeficiency Virus (HIV) Education
- 302 - Shared Services Arrangements-ESEA Title I, Part B, Subpart 3,-Even Start Family Literacy
- 326 - Shared Services Arrangements-ESEA Title IV Safe and Drug Free Schools And Communities Act
- 330 - Shared Services Arrangements-Career And Technical Education-Technical Preparation
- 336 - Shared Services Arrangements- Career And Technical Education-Community Based Organization
- 339 - Shared Services Arrangements- Career And Technical Education-Other Program Improvement
- 343 - Shared Services Arrangements-ESEA Title I, Part F, Comprehensive School Reform
- 348 - Shared Services Arrangements – Reading First
- 349 - Shared Services Arrangements – Title II, Part D, Subpart 1, Enhancing

Education Through Technology

- 351 - Shared Services Arrangements – Community Service Grant Program
- 356 - Shared Services Arrangements – Title V, Part A – Innovative Programs
- 358 - Shared Services Arrangements – Title I SIP Academy Grant
- 361 - Shared Services Arrangements – Title II, Part D, Subpart 1 – Enhancing Education through Technology – ARRA (Stimulus)
- 366 - Shared Services Arrangements – ARRA of 2009, Title XIV, State Fiscal Stabilization Fund
- 389 - Master Mathematics Teacher
- 394 - Pregnancy, Education And Parenting Program
- 401 - State-Funded Optional Extended-Year Program
- 413 - Telecommunication Infrastructure Fund
- 417 - Educational Technology (Ed Tech) Pilot
- 421 - Master Reading Teacher
- 423 - Limited English Proficient (LEP) Student Success Initiative
- 424 - School Leadership Pilot Program
- 425 - Teacher Induction And Mentoring Program
- 426 - Texas Educator Excellence Award Grant Program
- 428 - High School Allotment Fund

**2018-2019 deletions for Actual and SSA Actual reporting:**

- 204 – ESEA Title IV-Safe and Drug-Free Schools and Communities Act
- 208 – Human Immunodeficiency Virus (HIV) Education
- 213 – ESEA Title I, Part-B-Even Start Family Literacy
- 237 – ESEA Title IV-Safe and Drug-Free Schools and Communities Act
- 243 – Career and Technical Education – Technical Preparation
- 249 – Career and Technical Education – Community Based Organization
- 252 – Career and Technical Education – Other Program Improvement
- 256 – ESEA Title I, Part F, Comprehensive School Reform
- 261 – Reading First
- 262 – Title II, Part D, Subpart I, Enhancing Education Through Technology
- 266 – ARRA of 2009, Title XIV, State Fiscal Stabilization Fund
- 269 – Title V, Part A – Innovative Programs
- 279 - Title II, Part D, Subpart 1 – Enhancing Education through Technology – ARRA (Stimulus)
- 280 - ESEA, Title X, Part C – Education for the Homeless Children and Youth – ARRA (Stimulus)
- 283 – IDEA – Part B, Formula – ARRA (Stimulus)
- 284 – IDEA – Part B, Preschool – ARRA (Stimulus)
- 285 – ESEA, Title I, Part A – Improving Basic Programs – ARRA (Stimulus)
- 293 - Shared Services Arrangements-ESEA Title IV-Safe And Drug-Free Schools

And Communities Act

- 295 - Shared Services Arrangements-ESEA Title III, Part C-Education For The Homeless Children And Youth
- 297 - Shared Services Arrangements-Human Immunodeficiency Virus (HIV) Education
- 302 - Shared Services Arrangements-ESEA Title I, Part B, Subpart 3,-Even Start Family Literacy
- 326 - Shared Services Arrangements-ESEA Title IV Safe and Drug Free Schools And Communities Act
- 330 - Shared Services Arrangements-Career And Technical Education-Technical Preparation
- 336 - Shared Services Arrangements- Career And Technical Education-Community Based Organization
- 339 - Shared Services Arrangements- Career And Technical Education-Other Program Improvement
- 343 - Shared Services Arrangements-ESEA Title I, Part F, Comprehensive School Reform
- 348 - Shared Services Arrangements – Reading First
- 349 - Shared Services Arrangements – Title II, Part D, Subpart 1, Enhancing Education Through Technology
- 351 - Shared Services Arrangements – Community Service Grant Program
- 356 - Shared Services Arrangements – Title V, Part A – Innovative Programs
- 358 - Shared Services Arrangements – Title I SIP Academy Grant
- 361 - Shared Services Arrangements – Title II, Part D, Subpart 1 – Enhancing Education through Technology – ARRA (Stimulus)
- 366 - Shared Services Arrangements – ARRA of 2009, Title XIV, State Fiscal Stabilization Fund
- 389 - Master Mathematics Teacher
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David McKamie arrived at the ITF meeting and assumed the role of the meeting chair in Nancy's Dunnam's absence. Nancy Dunnam continued to participate in the meeting remotely. David McKamie asked the group if there were any questions regarding the Fund Code revision proposal.

Peggy Sullivan asked if these were codes that are still being used. Bryce Templeton stated that these codes are being used but that these fund sources are gone and will no longer be valid going forward. Peggy Sullivan then asked if the money is gone from these codes at which Bryce Templeton stated that yes, the money is gone. Bryce stated

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| <p>that it is important that schools and vendors both be aware of these changes as schools will begin the budgeting process for the 2017-2018 school year at the beginning of the 2017 calendar year.</p> <p>Peggy Sullivan asked if this information is already available in the FASRG. Bryce stated that this information will be available in the 2017-2018 release of the FASRG.</p> <p>David McKamie asked if the legislature were to re-fund these programs, will a new code be created or will the current Fund Code be re-used. Bryce Templeton stated that it would depend on the scenario.</p> <p>Glenn Shelton stated that it would be important to verify logic on any TSDS PEIMS reports that are using these Fund Codes.</p> <p>David McKamie asked if there were any additional questions. No questions were posed.</p> <p><b>Dennis Telas motioned to approve the retirement of the C145 Fund Codes for the 2017-2018 and 2018-2019 school year with the caveat that the TSDS PEIMS financial reports be reviewed for any impact as a result of deleting these codes. Dara Fuller seconded the motion.</b></p> <p><b>The motion passed unanimously.</b></p>  |                           |
| <p><b>House Bill 2804 – Community and Student Engagement Ratings Data Collection (2017-2018 school year)</b></p> <p>House Bill 2804 creates five domains for which the accountability rating will be calculated. The first three domains are based on various assessments. Domain four focuses on FHSP, Military, and Performance Acknowledgement Indicators, all of which are currently being addressed.</p> <p>The fifth domain requires that, beginning in the 2016-2017 school year, each district/campus submit to the Texas Education Agency (TEA) three out of eight Community and Student Engagement (CASE) indicators for which they will be rated on in the following year. The CASE indicators are:</p> <ul style="list-style-type: none"> <li>• Fine Arts</li> <li>• Wellness and Physical Education</li> <li>• Community and Parental Involvement</li> <li>• 21<sup>st</sup> Century Workforce Development Program</li> <li>• Second Language Acquisition</li> <li>• Digital Learning</li> <li>• Drop Out Prevention</li> <li>• Education Programs for Gifted and Talented</li> </ul> <p>In the 2017-2018 school year, the districts/campuses will then be required to report their ratings on the three CASE indicators to the Agency in a manner such that the TEA can use these in the 2017-2018 accountability ratings. The ratings for the three selected indicators will need to be collected prior to the end of the school year (tentative date is May 15, 2018) in order to meet department deadlines and therefore will need to be collected separately from other PEIMS submissions.</p> <p>Bryce presented the proposed changes for the 2017-2018 school year.</p> <ul style="list-style-type: none"> <li>• Add the CASE Performance Ratings (data elements E1531-E1540) to the existing TSDS collection (Not PEIMS)</li> <li>• Remove CASE Performance Ratings (data elements E1531-E1540) from PEIMS submission 3</li> <li>• Update the C198 – PERFORMANCE-RATING-CODE code table to include an A-F scale notations on each of the existing codes(dual-translation)</li> <li>• Add validations to verify consistency between submission 3 (previous year) and the data submitted via the TSDS collection</li> </ul> | <p><b>Action Item</b></p> |

- Move CASE Performance Ratings report for data elements E1531-E1540 from PEIMS submission 3 to a new TSDS Report

David McKamie asked the group if there were any questions regarding the CASE Performance Ratings proposal.

Nancy Dunnam inquired about the reporting date as it falls right at the end of the school year when districts are at their busiest. Bryce Templeton explained that the information must be provided as early as possible in order to comply with the legislative mandate. If the TEA Performance Reporting Division does not have the data available to them by June 1, including the information in the accountability ratings as required by law is not feasible.

Dennis Telas expressed a concern over the amount of time it will take for the committees that were formed to create the ratings, to prepare for an earlier submission. Terri Hanson stated that nothing is changing for the 2016-2017 school year except that the LEAs must select the three choices and establish the ratings criteria about one year in advance. The reporting changes for the actual ratings will not begin until the 2017-2018 school year. Bryce Templeton asked Jamie Crowe regarding when districts are able to begin the process of determining the ratings for the 2017-2018 school year. Jamie Crowe responded that the criteria is locally determined which gives the districts flexibility regarding their timeline. Terri Hanson stated that pushing the end date up could be problematic and asked the group for their insight in regards to when districts are ready to submit their ratings. Dennis Telas said that his district, Round Rock ISD, is typically ready in June. Sandra Kratz from Lewisville ISD stated that they have their ratings ready in June as well.

Nancy Dunnam requested that the TEA consider moving the timeline up to March or April to avoid the conflicts with other end of school year activities. Terri Hanson responded that the use of TSDS allows the district to submit at any time. For example, if the ratings were ready on September 1<sup>st</sup>, the district could submit on that date. The issue is more about the due date as there will not be an extension or re-submission for this data.

Bryce Templeton stated that it is imperative that a school get this data submitted by the due date or they will be negatively impacted in their accountability ratings for Domain 5. Jamie Crowe explained the importance of reporting the data. This data will be 10% of the accountability rating so if it is not reported, the highest rating they could get would be a 90%. Adrian Garcia asked if there was a notification if the information is not reported. Bryce Templeton stated that there is not a notification for this. Glenn Shelton stated that a query could be run and a notification sent to end users. David McKamie stated that most ESC's have processes in place in order to make sure all information is provided. Dara Fuller requested that the ESC have the PEIMS Acceptor role so they can verify whether a district has submitted or not.

Dennis Telas asked about who would be responsible for submitting the data. He continued that with PEIMS data submissions it was the PEIMS role but with the data elements being moved into a TSDS collection, what TSDS role will be used. David McKamie asked if a new role would be created. Terri Hanson responded that a new role would not be created. Leanne Simons explained that TEA is trying to limit the amount of roles created. Terri Hanson stated that since the information being reported is PEIMS data that the role would be the PEIMS role. Nancy Dunnam stated that from a service center perspective the PEIMS role would be easiest.

Adrian Garcia asked if the field could be mandatory and those that are excluded be identified. Jamie Crowe stated that those that are not part of the accountability ratings will be identified as "not rated". Terri Hanson stated that excluding the campuses would still require that something be entered. She continued that if we allow for 00 to be entered then it opens it up to all campuses being able to enter 00 which is not acceptable. Nancy Dunnam asked if there could be an exempt code added. Bryce Templeton said that this was a possibility but the TEA would have to be able to identify each juvenile detention center and that right now, there is nothing in the organization data that identifies these facilities. Linda Roska stated that it might be possible in the future to add an identifier to the Texas School Directory to identify the juvenile detention centers.

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| <p>Bryce summarized the validation rule changes that would be required as a result of moving these data elements from a PEIMS collection to a TSDS collection. Peggy Sullivan asked if a new school would be required to report data. Jamie Crowe responded that they would report their ratings but would not be held to the accountability on the three choices since there would be nothing to compare to in the previous school year. Dennis Telas asked how the TEA would know the difference between a campus that simply did not turn in their data versus a campus that is new and therefore has no data to turn in. Bryce Templeton responded that a table of the prior year selections will be created for comparison and reporting.</p> <p>It was brought to the attention of the group and the TEA staff that some of the validations were also incorrect and needed to be updated in the presentation. 10010-0007/10020-0029/10020-0030 should not include FIRST-CASE-CHOICE-CODE, SECOND-CASE-CHOICE-CODE, THIRD-CASE-CHOICE-CODE and CASE-RATINGS-CRITERIA-LINK. TEA staff stated that the proposal validations would be updated.</p> <p>Dennis Telas asked Performance Reporting how long it takes to pull the data. Jamie Crowe responded that the process is not difficult by itself, but it is part of a larger process and that there are statute requirements to consider. Bryce Templeton elaborated that there are also internal processes that need to be completed prior to providing the data to the Performance Reporting Division, so the submission time constraint allows for the necessary preparation required.</p> <p>Nancy Dunnam requested that since this process will be under the PEIMS umbrella, that the deadlines be included in the PEIMS Submission Timetable in TEDS. Peggy Sullivan requested that the deadline be the first Thursday in May in order to align with the currently accepted convention.</p> <p>Dennis McKamie asked if anyone had additional questions. None were posed. Dennis McKamie asked if anyone would like to make a motion.</p> <p><b>Nancy Dunnam motioned to approve the Case Ratings Indicator proposal to move the CASE ratings from PEIMS submission 3 to the TSDS collection for the 2017-2018 school year with the caveat that the validations be updated, the submission dates be included in the PEIMS Timetable, and the submission deadline be updated to the first Thursday in May. Dennis Telas seconded this motion.</b></p> <p><b>The motion passed unanimously.</b></p> |                               |
| <p><b>Other Business</b></p> <p>Bryce Templeton announced that Pablo Martinez Sr. has been requested by Houston ISD to be the member of ITF and Nancy Cintron to be his alternate. Bryce Templeton then stated that this request would go to PCPEI for approval.</p> <p>Bryce Templeton then referred members to the meeting dates handout requesting that they review the dates and put them on their calendars. Terri Hanson continued by saying that the next meeting will be on September 27, 2016 and it will include another accountability proposal.</p> <p>Dennis Telas then stated that Round Rock ISD is in the process of becoming a District of Innovation and wanted to know if any other members were familiar with the process. None of the members were able to speak to this.</p> <p>Brenda Padalecki inquired about the SSI Indicators for 2016-2017 to which Bryce Templeton replied that they have been suspended for the 2016-2017 school year. She then asked about the Homeroom Indicator guidance in Section 2 and 8.2(element E1440). Bryce Templeton stated that the TEA will update the guidance to be more helpful.</p>  | <p><b>Discussion Item</b></p> |
| <p><b>Upcoming ITF Meetings</b></p> <p>September 27, 2016</p> <p>November 15, 2016</p>   | <p><b>Discussion Item</b></p> |