

P-20W SchoolWorks Governance Meeting Minutes

Tuesday, March 01, 2016 (1:30 – 3:30) DPI, room 504

Members: Dan Cohen-Vogel, Karl Pond, Catherine Truitt, John Pruitt, John Correllus, Tom West, Sandra Williams (phone) **Guests:** John Riley, Patrick Sherrill, Rebecca Chong, Maryam Latil, Jason Webber, David Badenchini, Ray Hooker, Zach Brunk

1. Update on Project Status.

- 1) UNC-GA: Ready
 - NCCCS: Connectivity issue with SAS (ticket generated & actively worked)
 - NCDPI: Connectivity issue (no connection)
 - NCICU: Connectivity issue (no connection)
 - GDAC: Connectivity issue (no connection)
 - ECIDS: Connectivity issue (no connection)
- 2) Although the Federal Project Plan does not appear to reflect policy, the issues above are critical and need to be addressed by month's end.

2. **MOU concerns:** There was discussion pertaining to MOU's with the Department of Commerce (DOC) and Wage data. Although an MOU was signed for NC P-20W between DPI and the DOC, it did not represent the other educational entities. Both UNC-GA and NCCCS also have separate MOU's with the DOC for wage data. It appears that NCICU will need to negotiate an agreement with the DOC to cover the use and sharing of wage data.
3. **SAS Demonstration:** Presented the change/updates requested by the UAT committee. Members of the Governance Group were able to comment on the enhancement of the DUP process. CEDS & Connectivity remain the major hindrances to a viable test plan.
4. **CEDS Discussion:** Concerns still remain pertaining to the file returned from CEDS. To date it has not been able to load to NC P-20W broker. Two prior files have loaded successfully & the CEDS team is working with NC P-20W team to resolve issues.

Major Concerns:

- A. CEDS inability to provide a working file
- B. Accuracy of what is currently in CEDS—if errors exist—work (effort) will need to be done to correct

Suggestion was made to consider moving to an alternative Data Dictionary. We revisited the rationale of using CEDS. The absence of a single source would require:

- A. Multiple DD to be created, maintained and coordinated.
- B. Essentially the creation of a state level CEDS product would be required.

At this time, the lack of connectivity is the major block. While that issue is still being worked, CEDS will have time to resolve their issues.

5. **Scope Discussion:** As stated prior there are issues with connectivity
 - A. UNC-GA-- none.

- B. NCDPI—Project Mgr. proposed March 11 for completion.
- C. NCCCS—proposed completion is March 4th
- D. NCICU—working with SAS to finish ICU broker & then work towards connectivity
- E. NCDOC—under GDAC development
- F. ECIDS—would like to use the ECIDS data as an example of test of a daily DUP. Will require connectivity once broker is operational. The decision to reduce scope to “operational” for the partners by June 30th resulted in some confusion about de-identification, aggregation, and small-cell suppression. Some believe that these requirements were no longer needed by June 30th.

It was explained that although only partners will have access to the broker June 30th, external requests could be made via a partner and the requirement(s) for de-identification, aggregation and small cell suppression would still apply. The requirement has not been written out of scope for the June 30 release.

- 6. **Branding:** It was reported that the vendor solution for immediate development was reversed as cost-prohibitive. The development of the P-20W Website will be completed by the Communication Dept. of DPI.
- 7. **UID Licenses:** Partners were reminded that renewal for the UID Licenses is July 1, 2016. For previous agreements, each sector will pay the vendor directly under the DPI contract. Concerns were raised as they related to budgets.
- 8. **Research Committee:** Met via Phone. Addressed both Research and Governance issues.
 - A. How to respond to a request? When and how to decline? Create a system of understanding of FERPA. During subsequent discussion the Research Committee was charged with creating these guidelines and presenting to the Governance Committee for approval.
 - B. Concern was raised as to who and how data would be joined and delivered. Sustainability issue. It was stated that proposed solution in the prior meeting may not be acceptable. Concern about DPI or GDAC staff compiling the response was raised. The discussion resulted in being placed on hold until the next Governance Meeting. This topic is a long term sustainability issue which was addressed in the proposal but seems to require further review.
 - C. Canned Reports—Suggestion that canned reports be developed once system is operational. Once P-20W is operational, frequently requested reports will be used as a guide to develop the canned reports for the website. Initially, the USED Graduate Files will be provided as an example of future reports.
- 9. **Future Work:** We will continue to list the items moved “out-of-scope” as future enhancements. These will be worked as time permits. In addition, we will be watching for the next grant opportunity to help expedite the development of Phase II. The next grant opportunity should be mid to late 2016.

Meeting adjourned at 3:30pm.

Next meeting is scheduled April 5, 2016.