



EMIS Data Review & Data Appeals

New EMIS Coordinator Training

April 2017

Topics

- ▶ Data Review & Verification
- ▶ Data Appeals
- ▶ Frequently Asked Questions

EMIS DATA REVIEW & VERIFICATION

What is an EMIS Data Review & Verification?

Process by which *all* districts and community schools certify they have reviewed the data reported by the district in EMIS and verify that their data is accurate and complete to the best of their knowledge

Data Review Webpage

EMIS Data Review & Verification Process

The EMIS Data Review and Verification process is completed online through the SAFE account.

- » [EMIS Data Review & Verification FAQ](#)
- » [Past Data Reviews](#)
- » [Data Appeals Information](#)
- » For additional information regarding the EMIS Data Review and Verification process, contact the Office of Data Quality at 614-466-7144 or dataquality@education.ohio.gov.

Current Data Reviews

Data Review	Review Opens	Review Closes
<i>There are no open data reviews at this time.</i>		

Upcoming Data Reviews

**Note, all dates are subject to change based on updates to collection dates*

Data Review	Review Opens	Review Closes
FY17 CTE March (D) Follow-up Data Review <u>Impacted Organizations:</u> Any organization required to report follow up data in March (D) <u>Required to Approve:</u> Superintendent (Instructions) <u>Collection(s) Included:</u> March Follow-up Collection (FY17) (2017D0000)	5/8/2017	5/19/2017

Data Review Webpage, cont.

Past Data Reviews

- » [Data Reviews for the 2016-2017 Report Card](#)
- » [Data Reviews for the 2015-2016 Report Card](#)
- » [Data Reviews for the 2014-2015 Report Card](#)

Data Reviews for the 2016-2017 Report Card

Data Review	Review Opened	Review Closed
FY16 Graduate/Prep for Success Data Review <u>Impacted Organizations:</u> Districts, community schools, STEM <u>Required to Approve:</u> Superintendent (Instructions) <u>Collection(s) Included:</u> Graduation FY16 Reporting Period (2016G0000)	10/24/2016	11/10/2016

My Data is Accurate!

Submit the data review, indicating your data is complete and accurate.

Data Verification

* I certify that this data is complete and accurate

- Yes
- Yes, with exception of appealed data
- No, not at this time

My Data is *Not* Accurate!

Two steps

1. Fill out the data review, indicate data is complete and accurate *with exception of appealed data*
2. Fill out data appeal for the misreported data

EMIS DATA APPEALS

When To File An Appeal

Is data accurate?

- If errors are found before collection request closes
 - Correct the issue in your Student Information System (SIS)
 - Continue data submissions
- If '*substantive*' errors are found after the collection request closes
 - Evaluate the reporting issue by considering the impact on Report Card or funding
 - Determine whether to appeal

Data Appeals Process

- ▶ Complete and submit data appeal before the deadline
- ▶ The Office of Data Quality will notify districts by email of appeals status and provide information on correcting data if approved
 - ▶ Verify Superintendent and EMIS Coordinator have valid email addresses in OEDS

Data Appeals Webpage

EMIS Data Appeals

The department recognizes that data reporting errors can and do occur and has designed a formal process to ensure that all districts can appeal and correct substantive reporting errors.

Data Appeals Process

The data appeal process is completed online through the SAFE account.

- » [Data Appeals FAQ](#)
- » [Past Data Appeals](#)
- » [Watermark Request](#)
- » [EMIS Data Review & Verification Process](#)
- » For additional information regarding the data appeal process, contact the Office of Data Quality at 614-466-7144 or dataquality@education.ohio.gov.

Current Data Appeals

Appeal	Appeal Opens	Appeal Closes
<i>There are no open data appeals at this time.</i>		

Data Appeals Webpage, cont.

Upcoming Data Appeals

**Note, all dates are subject to change based on updates to collection dates*

Appeal	Appeal Opens	Appeal Closes
<p>FY17 CTE March (D) Follow-up Appeals <u>Impacted Organizations:</u> Any organization required to report follow up data in March (D) <u>Required to Approve:</u> Superintendent (Instructions) <u>Collection(s) Included:</u> March Follow-up Collection (FY17) (2017D0000)</p>	5/8/2017	5/19/2017
<p>FY17 Fall 3rd Gr Reading Appeals <u>Impacted Organizations:</u> Districts, community schools, STEM <u>Required to Approve:</u> Superintendent (Instructions) <u>Collection(s) Included:</u> Fall 3rd Gr Reading Collection FY17 (2017AGNFL)</p>	TBD	TBD
<p>FY17 Early Learning Assessment Appeals <u>Impacted Organizations:</u> Any organization required to administer the ELA assessment</p>	TBD (mid-July)	TBD (late-July)

Data Appeals Webpage, cont.

Past Data Appeals

- » [Data Appeals for the 2016-2017 School Year](#)
- » [Data Appeals for the 2015-2016 School Year](#)
- » [Data Appeals for the 2014-2015 School Year](#)
- » [Data Appeals for the 2013-2014 School Year](#)

Data Appeals for the 2016-2017 School Year

Appeal	Appeal Opened	Appeal Closed
FY17 CTE March Concentrators Appeals <u>Impacted Organizations:</u> Any organization required to report follow up data in March (D) <u>Required to Approve:</u> Superintendent (Instructions) <u>Collection(s) Included:</u> List of students in FY17 March Follow-up Collection (2017D0000)	2/27/2017	3/15/2017
FY17 Kindergarten Readiness Assessment Appeals <u>Impacted Organizations:</u> Any organization required to administer the KRA assessment <u>Required to Approve:</u>	3/6/2017	3/15/2017

FREQUENTLY ASKED QUESTIONS...

**...that apply to both Data Review
and Data Appeals**

How does the Department notify districts of an open data review or appeal?

- ▶ EdConnection
- ▶ EMIS Newsflash
- ▶ Twitter
- ▶ Data Review/Appeals webpages

Where are step-by-step instructions for completing a data review or appeal?

Data Review

FY17 CTE March (D) Follow-up Data Review

Impacted Organizations:

Any organization required to report follow up data in March (D)

Required to Approve:

Superintendent ([Instructions](#))

Collection(s) included:

March Follow-up Collection (FY17) (2017D0000)

Who is required to approve a data review or appeal?

- ▶ Fill out and save form
 - ▶ EMIS Coordinator
 - ▶ Treasurer
 - ▶ Superintendent/Superintendent Designee
- ▶ Approve the form (submits form to ODE)
 - ▶ Finance – Treasurer (only)
 - ▶ Funding – Treasurer (first), Superintendent (second)
 - ▶ All Others – Superintendent (only)

Why can't I see the 'Superintendent Approve' button after the form is completely filled out?

For most forms, only the Superintendent (in SAFE) can see the 'Superintendent Approve' button.

How can I verify that my data review or appeal has been submitted successfully?

The Completion Status of the form ***must*** be “Superintendent Approved”

Surveys:

Survey Plan	Started Date	Last Update	Completion Status
FY 2016 Data Appeal for Fall/Summer Assessments	08/08/2016	08/08/2016	In Proadess
FY 2017 Data Appeal for Retention	09/06/2016	09/06/2016	Superintendent Approved

Which districts are involved?

The data review and appeal webpages provide this information by review and appeal

FY17 CTE March (D) Follow-up Appeals

Impacted Organizations:

Any organization required to report follow up data in March (D)

Required to Approve:

Superintendent ([Instructions](#))

Collection(s) Included:

March Follow-up Collection (FY17) (2017D0000)

FY17 Fall 3rd Gr Reading Appeals

Impacted Organizations:

Districts, community schools, STEM

Required to Approve:

Superintendent ([Instructions](#))

Collection(s) Included:

Fall 3rd Gr Reading Collection FY17 (2017AGNFL)

More Information

▶ Web (redesigned)

- ▶ ODE Home > Topics > Data > EMIS > EMIS Reporting Responsibilities > EMIS Data Appeals
- ▶ ODE Home > Topics > Data > EMIS > EMIS Reporting Responsibilities > EMIS Data Review & Verification

▶ Office of Data Quality

- ▶ dataquality@education.ohio.gov
- ▶ 614-466-7144

Questions?



education.ohio.gov

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