



**STATE OF CONNECTICUT
BOARD OF EDUCATION**



TO: Superintendents of Schools

FROM: Dr. Dianna R. Wentzell
Commissioner of Education *DRW*

DATE: June 1, 2015

SUBJECT: Data Collection and Reporting Updates/Reminders

This memorandum provides updates/reminders regarding data collection and reporting at the Connecticut State Department of Education (CSDE).

1. Reporting

- a. Results from the 2014-15 Connecticut Summative Assessments (estimated release timeframes): Estimated reporting timeframes for results from the 2014-15 summative assessment are below. Connecticut Mastery Test (CMT)/Connecticut Academic Performance Test (CAPT) Science results will include all reports as in past years. Smarter Balanced English Language Arts/Literacy and Mathematics results will present grade level performance by achievement level and average vertical scale scores.

Assessment	Secure Online Results to Authorized Users at Districts/Schools (Includes individual Student results and school and district aggregate results)	State Public Release of Results (includes aggregate state results as well as aggregate results for all districts, schools, and subgroups)	Individual Student <u>Paper</u> Reports
Smarter Balanced ELA/Literacy and Mathematics	Late July on the Online Reporting System (ORS)	August 2015	Scheduled to be delivered in early September
CMT/CAPT Science (including Skills Checklist)	Late July on www.ctreports.com	August 2015 on www.ctreports.com	Scheduled to be delivered in early September
Connecticut Alternate Assessment (CTAA)	To Be Determined	To Be Determined	To Be Determined

- b. Updated High School Reports on College Enrollment, Persistence, and Graduation: Last year, the CSDE provided high school reports on the college enrollment, persistence, and graduation of high school graduates from 2006-07 to 2011-12. Updated reports that include information about graduates from 2012-13 will be [available online](#) by **Friday, June 5, 2015**

These reports are created for the CSDE by the National Student Clearinghouse. They provide the most complete data about college enrollment, persistence, and graduation that currently exist for Connecticut's public high schools. The reports include students who graduated from Connecticut Public High Schools in 2006-07 through 2012-13 and subsequently enrolled in postsecondary institutions nationally at any point between June 2007 and November 26, 2014.

The **Basic Report** which supplies statistics for the entire class is available publicly on this web page. CSDE also possesses a **Demographics Report** which disaggregates these statistics by sub-groups based on gender, race/ethnicity, English language learner status, free and reduced lunch eligibility and special education status. This will not be released publicly because data are not adequately suppressed to protect student confidentiality. If you would like a copy of the Demographics report for your high school or have any questions about these data, please do not hesitate to contact Dr. Charles Martie at charles.martie@ct.gov.

2. Data Collection

- a. The [Data Collections Guide](#) provides in-depth information about each collection and their respective timely/accurate due dates. The CSDE appreciates the hard work and dedication of local district/school staff to prepare and submit these data.
- b. Student Demographic Data Verification for Assessments: The May 29th edition of the [Student Assessment Newsletter](#) contains critical reminders about demographic data verification for both the Smarter Balanced and the CMT/CAPT Science assessments. It also includes instructions for indicating the EL exemption from the English Language Arts/Literacy assessment for newly arrived EL learners. Please ensure that appropriate staff are reviewing these data carefully and will complete the verification process by the established deadlines.
- c. Educator Evaluation Data Collection (EEDC): The CSDE will again use a two-part collection.
 - Part A will be due on June 30, 2015. It will collect the overall district-level aggregate count of all educators by their final summative rating.
 - Part B will be due on September 15. It will collect aggregate counts of educators by their final summative rating.
 - i. Teachers: Aggregate counts at the school- and district-level
 - ii. Principals: Aggregate counts at the district-level only

- iii. All other administrators: Aggregate counts at the district-level only

Last year, Alliance Districts and Commissioner's Network schools had additional reporting requirements in the Part B submission. Those additional requirements have been discontinued. All districts will submit the same data.

The CSDE appreciates the sensitive and confidential nature of these data. The same stringent security protocols employed by the CSDE to protect student data will also be applied to protect the educator evaluation data. When reporting these data, the CSDE will implement appropriate data suppression practices and other steps to minimize the likelihood that an individual educator's rating can be identified.

Detailed instructions to submit these data will be sent to the LEA EEDC contacts in the next two weeks. Please direct any questions regarding this collection to Raymond Martin at raymond.martin@ct.gov.

- d. The English Learner (EL) Mastery: This collection has been discontinued. EL Mastery determinations will be made using data already submitted by districts through the ED 612 LAS Links collection.
- e. The School Data Report (ED 165): Over the past two years, this collection has been reduced substantially. In 2010-11, this form contained 12 schedules and spanned nine pages when printed. In contrast, the most recent version of the form only has five schedules and spans just two pages!

3. Data Security and Protection

The CSDE treats the confidentiality of student data very seriously. To ensure the security and protection of data, the CSDE uses secure Websites for data collection. Additionally, data are only accessible to individuals with the requisite authorization credentials.

CSDE data collection applications are available through two secure websites:

(i) Legacy; and (ii) Portal.

- i. The Legacy application Website houses many of the CSDE's older data collection applications and allows only one set of website logon credentials per district.
- ii. The Portal application Website uses individualized security (each user has their own set of credentials) and houses the CSDE's newer applications. Your district's LEA Security Manager is responsible for creating and maintaining users and their roles for all portal applications. The LEA Security Manager is a powerful role as this individual can enable/disable access for others in your district. The list of LEA Security Managers for all districts is [available online](#). Please notify Angela

Gambaccini-May at angela.gambaccini-may@ct.gov if you need to make a change to your district's LEA Security Manager(s).

4. Data and Performance Summit

After consulting with district data staff, the CSDE's Performance Office has scheduled two Data and Performance Summits:

- Tuesday, August 11, 2015 at the Crowne Plaza in Cromwell
- Wednesday, September 9, 2015 at the Sheraton Four Points in Meriden

The summits will feature training sessions on several of the Performance Office's data systems. The CSDE requests that staff person(s) from your district who are responsible for collecting/reporting data to the CSDE attend this summit. Registration for the summit will open on June 1 on the [Summit Web Site](#).

If you have any questions or suggestions about the CSDE's data collection and reporting efforts, please contact Ajit Gopalakrishnan at 860-713-6888 or via e-mail at ajit.gopalakrishnan@ct.gov.