



**Texas Education Agency (TEA)
Information Task Force (ITF)
Tuesday, September 15, 2020**

Zoom
10:00 a.m. – 2:00 p.m.

Meeting Minutes

Call Meeting to Order

David McKamie, ITF Vice Chair

ITF Vice Chair, David McKamie, called the ITF meeting to order at 10:00 am.
Roll call of the ITF members was taken by Stephanie Sharp.

ITF Members Present:

David Taylor, David McKamie, Diane Borreson, Dana Braun, Jennifer Carver, Joel Garcia, Sandra Kratz, Pablo Martinez, Kim O'Leary, Brenda Padalecki, Linda Roska, John Newcom, Traci Pesina, Irma Hasnain, David Marx, Yolanda Walker, Tamara Kavanagh, Nina Taylor

TEA Staff Present:

Leanne Simons (ITS-BMD), Jamie Muffoletto (ITS-BMD), Jeanine Helms (ITS-BMD), Stephanie Sharp (ITS-BMD), Leticia Ollervidez (ITS-BMD), Scott Johnson (ITS-BMD), Candice DeSantis (ITS-BMD)

Approve Meeting Minutes from September 01, 2020 ITF Meeting Action Item

ITF Vice Chair, David McKamie, called for a motion to approve the meeting minutes from the September 01, 2020 ITF meeting.

Diane Borreson made a motion to approve the minutes.
Kim O'Leary seconded the motion.

Vote: Passed

1. 2019-2020 Summer School for English Learners Reporting During 2020-2021 Extended Year Action Item

Due to COVID-19, Local Education Agencies (LEAs) have been provided with flexibility in fulfilling the 2019-2020 bilingual education and English as a second language (ESL) summer school requirements for the English learners (ELs) entering kindergarten and grade 1 (Texas Education Code Sec. 29.060; Texas Administrative Code §89.1250). Although 120 hours of instruction that are supplemental to the regular school day/year are still required, LEAs may choose to extend the summer school requirement by completing this supplemental program throughout the 2020-2021 school year.

The Governor has allowed for LEAs to adopt a schedule to deliver the EL summer school program by the end of the 2020-2021 school year. Therefore, LEAs that do not complete the EL summer school requirement during the summer may complete the 120 hours of instruction (supplemental to the regular school day) during the 2020-2021 school year. Supplemental to the regular school day may include before or after school hours, weekends, or during any LEA incremental breaks within a year-round schedule.

For LEAs completing the EL summer school program during the 2020-2021 school year, participation data will be reported in the 2020-2021 PEIMS Extended Year Submission. In order to collect this data, the Texas Education Agency (TEA) is proposing the addition of one new data element to be reported during the 2020-2021 PEIMS Extended Year Submission due to TEA on August 26, 2021.

Presentation:

Jamie Muffoletto presented the proposal which includes:

1. Add new data element to the StudentProgramExtension complex type to be reported in the PEIMS Extended Year Submission.
 - a. Add new data element PRIOR-YEAR-BILINGUAL/ESL-SUMMER-SCHOOL-INDICATOR-CODE (EXXXX).
2. Update existing TSDS reports to reflect the changes in this proposal.
3. Add, update, and remove associated data validation rules to reflect the changes in this proposal.

ITF Discussion:

David McKamie asked if the information about Bilingual/ESL and reporting of the summer school program participation is known by the Bilingual/ESL program people in the districts. Jamie Muffoletto replied that the program staff had been notified and added that there was a COVID-19 FAQ created by the Bilingual/ESL department published during the summer. Local Education Agencies (LEA) that were unable to complete all required instruction in the summer for the BIL/ESL Summer school program can extend the instruction into the next school year.

ITF Vice Chair, David McKamie, called for additional questions or comments. Hearing none, he requested a motion.

ITF Action:

Diane Borreson made a motion to approve the proposal.

Jennifer Carver seconded the motion.

Vote: Passed

2. Graduate Financial Aid Application Action Item

The Texas Commission on Public School Finance identified that many Texas students are not applying for financial aid and as a result there has been a drop in college enrollment. House Bill 3 (HB3) added to Texas Education Code (TEC §28.0256) the requirement that prior to graduating from high school, all students must complete and submit either a free application for federal student aid (FAFSA), a Texas application for state financial aid (TASFA) or opt out of the requirement.

To align with this legislative mandate, the Standards and Support Division in collaboration with the Curriculum Division and Beyond Grad Support team requested the addition of new data elements and code tables in both the PEIMS Fall submission and the Texas Records Exchange (TREx) to support this reporting requirement.

TEA is proposing the addition of a new data element, FINANCIAL-AID-APPLICATION-CODE (EXXX) to TREx and the StudentGraduationProgramExtension in PEIMS Fall submission. A new code table FINANCIAL-AID-APPLICATION-CODE (CXXX) will be added to both PEIMS Fall submission and TREx. Another new data element, FINANCIAL-AID-APPLICATION-REQUIREMENT-MET-DATE, will be added to TREx. Finally, all reports and validations will be updated in the PEIMS Fall submission to reflect the new data element.

Presentation:

Leticia Ollervidez presented the proposal which includes:

The following changes are proposed and will be published in an Early Notice with the 2021-2022 TEDS:

1. TSDS - Add new data element FINANCIAL-AID-APPLICATION-CODE (E17XX) to the StudentGraduationProgramExtension complex type to be reported in the PEIMS Fall Submission.
2. TSDS - Add new code table FINANCIAL-AID-APPLICATION-CODE (CXXX)
 - a. 01 – Financial application form completed
 - b. 02 – Exception filed

3. Update existing TSDS reports to reflect the changes in this proposal
 - a. PDM1-120-018 – Foundation High School Program Graduate Roster
 - b. PDM1-124-007 – Graduate Roster by Graduation Type
4. Update associated data validation rules to reflect the changes in this proposal

Proposed TReX Data Transfer Requirements Changes

2021-2022 School Year

1. TReX – Add new data element FINANCIAL-AID-APPLICATION-CODE (TE138)
2. TReX - Add new code table FINANCIAL-AID-APPLICATION-CODE (TC46)
 - a. 01 – Financial application form completed
 - b. 02 – Exception filed
3. TReX – Add new data element FINANCIAL-AID-APPLICATION-MET-DATE (TE139)

ITF Discussion:

David McKamie asked if the financial aid application code is only reported in the PEIMS Fall Submission. Leticia Ollervidez confirmed it was to be reported in the PEIMS Fall Submission.

Traci Pesina asked if the financial aid application coding requirement has been communicated to the non-PEIMS individuals, such as individuals in the guidance office, like counselors, or the curriculum department. Leticia stated the information would be sent in a To the Administrator Addressed (TAA) letter that is being drafted. Leticia also added that TEA would include the information in the FCN calls and in the ESC/Vendor training in Spring and Summer. Leanne Simons clarified that the individuals Traci is referring to are not included in the FCNs or Spring and Summer training. Leanne will follow-up with the program area and provide an answer on how this requirement will be distributed to the appropriate individuals and departments at the next ITF meeting.

Kim O’Leary asked for clarification on when this information will first be reported. Leanne stated that for PEIMS the code will be reported in the 2022-2023 PEIMS Fall Submission, but TEA is publishing this as an Early Notice with the 2021-2022 Texas Education Data Standards (TEDS). Jamie Muffoletto added that the reporting requirement will begin with the graduating class of 2022.

David McKamie asked if the 2021-2022 Early Notice instructions for the new element on the collection will be placed under special instructions in PEIMS. Leanne stated the earliest TEA could publish this information is in the 2021-2022 TEDS Preliminary publication on 12/1/2020. TEA identifies early notice items and includes them in the preliminary publication. Specific

instructions for reporting this new element would be included the year in which the data needed to be reported. Leanne added that in the 2022-2023 publication the appropriate guidance will be published in TEDS. Leanne further provided that TEA is working on adding an Early Notice button in the TSDS Web-Enabled Data Standards (TWEDS) so that the early notices will appear in TWEDS.

Traci Pesina asked to clarify why this information is being collected and reported. Leticia stated that the Texas Commission on Public School Finance identified that many students were not applying for financial aid, and as a result, college enrollment numbers have dropped. The requirement for graduates to complete a financial aid application is listed in HB 3.

ITF Action:

Brenda Padalecki made a motion to approve the proposal.
Jennifer Carver seconded the motion.

Vote: Passed

3. Expand Crisis Code Field Action Item

Since 2008, PEIMS has allowed the collection of student level Crisis Code information for health or weather-related events that impact a group of students, and may require additional funding, education or social services. A Crisis Code event is designated by the Commissioner of Education, and requires the reporting of data for affected students based upon guidance from TEA. The data is used to inform policy makers and support best practice.

TEA proposes to expand the length of CRISIS-CODE (E1054) from two to three in order to continue the collection of codes using a combination of numeric and alphabetic characters. TEA has maximized the ability to use this combination through crisis code 9.

Presentation:

Jamie Muffoletto presented the proposal which includes:

1. Expand the length of CRISIS-CODE element (E1054) from two to three in the Texas Education Data Standards.
2. Update existing TSDS reports to display all three characters of CRISIS-CODE.
3. Expand the length of CRISIS-CODE element (TE135) from two to three in the Texas Records Exchange (TREx).

ITF Discussion:

David McKamie called for questions or comments. Hearing none, he requested a motion.

ITF Action:

Traci Pesina made a motion to approve the proposal.

Diane Borreson seconded the motion.

Vote: Passed

4. Addition of TSIA Reimbursement Indicator – TREx Discussion Item

Under House Bill 3 (HB 3) of the 86th legislative session, local education agencies (LEAs) are entitled to a reimbursement to help defray the cost of college preparation assessments. Each student cannot generate more than one college preparation assessment reimbursement. Funds to reimburse LEAs that pay for a college preparation assessment for a student will be provided by the Texas Education Agency (TEA) to LEAs as authorized under HB 3.

On February 20, 2020, the Data Governance Board (DGB) approved the creation of an indicator for the Texas Records Exchange (TREx) to transmit that a prior or current LEA has received a reimbursement for the Scholastic Aptitude Test (SAT) or American College Testing (ACT) exam. Legislation additionally includes if a student is not reimbursed for the SAT or ACT exam, the LEA can receive reimbursement for the Texas Success Initiative Assessment (TSIA).

TEA will update the current TREx data element SAT-ACT-REIMBURSEMENT-INDICATOR (TE134) to include TSIA. Additional instructions will also be included to inform users when to indicate TSIA reimbursement.

Presentation:

Jamie Muffoletto presented the proposal which includes:

1. Update data element SAT-ACT-REIMBURSEMENT-INDICATOR (TE134)

ITF Discussion:

David McKamie wanted to know when this reporting requirement would begin. Jamie Muffoletto stated the SAT/ACT indicator is currently in TREx. This proposal is to include TSIA as part of the same indicator.

Linda Roska confirmed that reimbursements have not been submitted yet and would begin in the spring. The indicator will be available at the time when districts begin receiving reimbursements and need to transmit.

Joel Garcia asked what the process for reimbursement will look like at the district level and will the district receive a list of students who will receive a reimbursement.

Linda Roska replied that TEA is developing the process and will notify districts in the next couple of months.

Other Business

Discussion Item

Leanne Simons mentioned that there is still a delay on the ODS 3.x timeline and that TEA will share information with the ITF committee as soon as possible.

Leanne also added that this is Brenda Padalecki's last ITF meeting due to her upcoming retirement. Leanne thanked Brenda, on behalf of TEA, for her commitment to this committee and wished her the best of luck in her retirement.

Adjournment

ITF Vice Chair, David McKamie called for additional questions or comments. Hearing none, he requested a motion to adjourn.

Brenda Padalecki made a motion to adjourn.

Diane Borreson seconded the motion.

Vote: Passed

The meeting was adjourned at 10:36 am.