



# *Paperwork Reduction Efforts and the DOE Information Data Base*

Lavan Dukes,  
Chief, Education Information and Accountability Services



# Data Collection Pre-1987

- Prior to 1987, vast majority of data reporting from school districts was done via punch card, paper form, bubble sheet, and similar vehicles
- Over 300 individual paper forms or submissions existed at that time
- The DOE had over 20 data entry operators who worked strictly keying data onto punch cards



# Student Data

| <b>Survey Name</b>              | <b>Date of Collection</b> | <b>Covered</b>   | <b>Method of Collection</b> |
|---------------------------------|---------------------------|--|-----------------------------|
| ESE 032, Course Data Survey     | Late October              | Courses Taught and Enrollment plus staff                               | Bubble Sheet                |
| ESE 030, FTE Student Membership | Early October             | Unweighted FTE Student Membership by Program Area                      | Paper Form                  |
| ESE 269 Fall Student Survey     | October 1                 | Student Membership by grade, race, gender, discipline, prior year data | Paper Form                  |
| ESE 270, FEFP Exceptional Count | October 1 and February 1  | Student Membership by Handicapping Condition by age                    | Paper Form                  |



# HISTORY

- **1976** - Sec. 229.555(2), F.S., mandated that DOE implement a statewide integrated information system linking all levels of the public education system. However, cost effective technologies were not in place.
- **1981** - Legislature was committed to building FIRN.



# Florida Statutes Requiring a Comprehensive Information System

- 1008.385 Educational planning and information systems.--
  - (1) EDUCATIONAL PLANNING.--
    - Establishes the obligation for the Commissioner of Education to be:
      - Responsible for all planning functions for the department, including:
        - » the collection, analysis, and interpretation of all data, information, test results, evaluations, and other indicators that are used to formulate policy,
        - » the identification of areas of concern and need.



# 1008.385 Educational planning and information systems.--

- Section 2 of 1008.385, FS, requires the Commissioner of Education to develop and implement an integrated information system for educational management.
- The system must be designed to collect, **via electronic transfer**, all student and school performance data required to ascertain the degree to which schools and school districts are meeting state performance standards, and must be capable of producing data for a comprehensive annual report on school and district performance.



# 1008.385 Educational planning and information systems.--

- In addition, the system shall support, as feasible, the management decisions to be made in each division of the department and at the individual school and district levels.
- Similar data elements among divisions and levels shall be compatible. The system shall be based on an overall conceptual design; the information needed for such decisions, including fiscal, student, program, personnel, facility, community, evaluation, and other relevant data; and the relationship between cost and effectiveness.



# 1008.385 Educational planning and information systems.--

- The system shall include a district subsystem component to be administered at the district level.
- Each district school system with a unique management information system shall assure that compatibility exists between its unique system and the district component of the state system so that all data required as input to the state system is made available via electronic transfer and in the appropriate input format.



# OBJECTIVES

- Reduce data burden on school districts through streamlining of reporting
- Promote equitable computing resources and commonly defined information systems at local level
- Build more flexible, integrated data bases at state level
- Facilitate more efficient and rapid exchange of information within and between levels of state educational system



# HISTORY

- Development of curriculum frameworks/restructuring of Course Code Directory
- School district reporting of course information to be addressed in a broad context - long term information data base requirements and procedures at the state and local level
- MIS Section directed to prepare a plan for phased implementation of information data bases at the state and local level
- Information data base task force named



# Work Began

- Previous work on data element dictionaries utilized
- Current paper forms reviewed for data needs
- Program area needs reviewed



# The Meetings

- **May 1984** - Presented to SDCCMIS in Crystal River
- **June 13-14, 1984 (Tampa)** - School district MIS and program personnel introduced to proposed elements and system. Input solicited from all.
- **September 1984** - DOE Information Data Base plan distributed to districts



# Phase Implementation Dates

- **December 1985** - All school districts linked to FIRN
- **June 1986** - DOE installs state-level student, staff and finance information data bases
- **August 1986** - Begin automated financial reporting
- **June 1987** - School districts install automated student and staff information systems
- **July 1987** - Begin individual student reporting
- **November 1987** - Begin individual staff reporting
- **July 1988** - Begin transfer of permanent records and transcripts



# HISTORY

- **October 1985 –**
  - Lake County suit over sending records with confidential/personally identifiable information.
  - The Department won and developed Security and Privacy plan. (Ruling for DOE 3/30/87 by Judge Charles E. Miner, Jr., Circuit Judge, Circuit Court of 2nd Judicial Circuit in and for Leon County)
- **1987-88 School Year -**
  - Pilots and parallel reporting began.
  - Participants were NEFEC (Putnam and Lafayette), and Okaloosa



# Status Report (3/15/88)

- Rule 6a-1.0014, FAC, adopted 1/22/87. This included Student and Staff Data Base functions and timelines for implementation.
- Districts allowed to request alternate implementation plans (FY 87-88)
- **Implemented** Student/Staff Data Base reporting - 34 districts (51%)
- **Deferred** Implementation - 33 districts (49%)



# Status Report (4/10/89)

- **Staff** - 63 districts submitted partial staff records in parallel (8 signed off based on accuracy and completeness)
- **Student** - 62 districts submitted partial student records in parallel (20 districts signed off based on accuracy and completeness)
- **Records Transfer** - 8 districts participated in pilot of electronic records transfer to selected universities and community colleges
- **Finance** component in design stage



# The Real Beginning

- January 1991 - All districts had to comply. Paralleling was no longer an option. This was Survey 3 (FTE), and it meant \$\$.



# Student Formats

- 21 Formats
- Four FEFP funding survey periods (1, 2, 3 and 4)
- One End of the Year survey period (5)
- One special data collection survey (9) – for exceptional student education and neglected and delinquent children.



# Student Reporting Formats

- Department of Juvenile Justice Student Entry Assessment
- Department of Juvenile Justice Student Exit Assessment
- Dropout Prevention and Mentoring Program Data
- Exceptional Student
- Exceptional Student Program
- Federal/State Indicator Status
- Federal/State Compensatory Project Evaluation
- Limited English Proficient Student Information
- Prior School Status/Student Attendance
- Responsible Instructor - Reading, Writing, and Mathematics
- School Environmental Safety Incident Report
- Student Course Schedule
- Student Course Transcript Information
- Student Demographic Information
- Student Discipline/Referral Action
- Student End of Year Status
- Student Transportation
- Teacher Course
- Title I Supplemental Educational Services
- Vocational Student Course Schedule
- Vocational Teacher Course



# Student Survey Dates 2005-2006

- **Survey 1:**
  - Survey week: July 11 - 15, 2005
  - Due date: July 29, 2005
  - State processing: July 25 - September 16, 2005
  - Final Update/Amendment Date: April 28, 2006
- **Survey 2:**
  - Survey week: October 10 - 14, 2005
  - Due date: October 28, 2005
  - State processing: October 24 - November 11, 2005
  - Final Update/Amendment Date: July 28, 2006
- **Survey 3:**
  - Survey week: February 6 - 10, 2006
  - Due date: February 24, 2006
  - State processing: February 20 - March 10, 2006
  - Final Update/Amendment Date: November 17, 2006



# Student Survey Dates 2005-2006

- **Survey 4:**
  - Survey week: June 12 - 16, 2006
  - Due date: June 30, 2006
  - State processing: June 26 - July 14, 2006
  - Final Update/Amendment Date: March 30, 2007
- **Survey 5:**
  - Due date: August 4, 2006
  - State processing: July 31 - September 8, 2006
  - Final Update/Amendment Date: May 4, 2007
- **Survey 9:**
  - Due date: December 9, 2005
  - State Processing: November 28, 2005 - January 6, 2006
  - Final Update/Amendment Date: September 1, 2006
  - For exceptional reporting in Survey 9, as of date is December 1, 2005 or the date nearest December 1 when an auditable count can be made.



# Staff Reporting Formats

- 10 Formats
- Two FEFP funding survey periods (2 and 3)
- One End of the Year survey period (5)



# Staff Formats

- Staff Additional Job Assignments
- Staff Benefits
- Staff Demographic Information
- Staff Experience
- Staff Fiscal Year Salaries
- Staff Fiscal Year Benefits
- Staff Professional Development
- Staff Multidistrict Employee
- Staff Payroll Information
- Staff Salary Supplements



# Staff Survey Dates 2005-06

- **Survey 2:**
  - Survey week: October 10 - 14, 2005
  - Due date: October 28, 2005
  - State processing: October 24 - November 11, 2005
  - Final Update/Amendment Date: July 28, 2006
- **Survey 3:**
  - Survey week: February 6 - 10, 2006
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  - Final Update/Amendment Date: November 17, 2006
- **Survey 5:**
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  - Final Update/Amendment Date: May 4, 2007



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- Colleges & Universities
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- Career Planning

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## Parents

- Family Involvement
- Military Family Assistance
- 2004 FCAT Scores**
- Searchable FCAT Scores**
- Just Read, Families!
- School Choice
- K20 Courses for Students

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EIAS Contacts and Services

The mission of the Bureau of Education Information and Accountability is to improve education by increasing the quality of decisions through the use of data. Bureau functions and services include: assisting school districts in the reporting of accurate information (Section 1008.385(2), *Florida Statutes*), providing information to customers in order to meet their needs, fulfilling DOE Information Database reporting requirements, and reviewing and developing data collection procedures.

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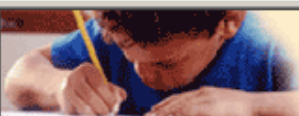
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**FLORIDA DEPARTMENT OF EDUCATION  
DOE INFORMATION DATA BASE REQUIREMENTS  
VOLUME I: AUTOMATED STUDENT INFORMATION SYSTEM  
AUTOMATED STUDENT DATA ELEMENTS**

**Implementation Date:**  
Fiscal Year 1994-95  
July 1, 1994

|                      |   |   |
|----------------------|---|---|
| <b>Element Name:</b> | <b>District Number, Current Enrollment</b>  |   |
|                      | <b>Definition/Domain</b>  |   |
|                      | <p>The two-digit number for the current school district or other agency in which the student is officially enrolled for graduation.</p> <p>See Appendix C: District Name Table.</p> |   |
|                      | <u>CODE</u>   | <u>DEFINITION</u>   |
|                      |  01 – 76, 78, 79   | State assigned number for school district or other agency |
|                      | 99  | Other than Florida public school                          |

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VOLUME I: AUTOMATED STUDENT INFORMATION SYSTEM  
AUTOMATED STUDENT DATA ELEMENTS**

**Implementation Date:  
Fiscal Year 1992-93  
July 1, 1992**

**APPENDIX A  
ATTENDANCE RECORDKEEPING REQUIRED CODES FOR GRADE PK-12 STUDENTS**

**ENTRIES INTO FLORIDA  
PUBLIC SCHOOLS THIS SCHOOL YEAR**

**WITHDRAWAL FROM FLORIDA PUBLIC  
SCHOOLS: GRADE PK-12 STUDENTS**

- E01** - Any PK-12 student who was enrolled in a **public school** in this school district the previous school year.
- E02** - Any PK-12 student whose last school of enrollment was a **public school** outside of this district, or in another state or territory.
- E03** - Any PK-12 student whose last school of enrollment was a **private school** in any Florida school district, or another state or territory.
- E04** - Any PK-12 student who is enrolling in a public school in this district after having been in **home education** in any Florida school district, or another state or territory.

- DNE** - Any PK-12 student who was expected to attend a school but **did not enter** as expected for unknown reasons.
- W01** - Any PK-12 student promoted, retained or transferred to another attendance reporting unit in the same school.
- W02** - Any PK-12 student promoted, retained or transferred to another school in the same district.
- W03** - Any PK-12 student who withdraws to attend another public school in- or out-of-state.
- W04** - Any PK-12 student who withdraws to attend a

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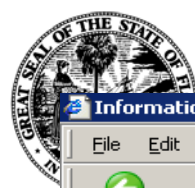
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### Information Database Requirements

#### TECHNICAL ASSISTANCE PAPERS

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*To the The Education Information and Accountability Services Home Page*

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- [Class Size Reduction Data Collection](#)
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- [Tracking the In- and Out-Migration of Florida's PK-12 Students](#)
- [Identifying and Reporting Dropouts for Grades PK-12](#)



# Uses of Information

- ***Using data to influence decision-making.*** Good decisions are based on inquiry and analysis. Information technologies are available to make good decision-making possible for school-based administrators, as well as for external users of education information, such as legislators and patrons.
- ***Using data to target specific areas for improvement.*** Timely and accurate data can help decision makers at all levels focus on improvement strategies.



# Uses of Information

- ***Using disaggregated data to examine wide-ranging goals.*** Disaggregating data for analysis helps identify programmatic and fiscal inequities and determine what the baselines for improvement should be.
- ***Using data in rapid program evaluation.*** To have an impact, program evaluation must be timely as well as complete. When program and other data are compiled and linked in an accurate and well-designed retrieval system, the goals of schooling can be more effectively and efficiently met.



# Uses of Information

- ***Using data for budgetary control.*** Greater control and more informed decision-making are possible when all costs of school operations are available.
- ***Using data to examine relationships between cost and effectiveness.*** Information technologies allow graphic representations of these data.
- ***Using data to improve administrative time management and mandated reporting.*** When core databases are built around common data elements, improvements in administrative efficiency and time management can be significant.



# Who uses your data?

- Federal/National Reporting
  - NCLB – No Child Left Behind
  - NCES – CCD – National Center for Education Statistics – Common Core of Data
  - CCSSO - Council of Chief State School Officers
  - NEA - National Education Association
  - EEOC – Equal Employment Opportunity Council
  - OCR – Office for Civil Rights
  - Federal Funding – (Title I, II, etc.)
  - EDEN – Education Data Exchange Network



# And....

- State reporting
  - Graduation Rate
  - Dropout Rate
  - OPPAGA
  - Non-promotions
  - SESIR
  - School Choice
  - ADA/ADM



# Plus....

- Legislative Staff
  - In and Out Migration of public school students
  - How many students in different programs (AP, IB, AICE, Dual Enrollment, etc.)
  - SALARIES!



# Lest we forget...

- The Governor's Office
  - Pre-Kindergarten Students
  - FCAT repeaters
  - A/F School Demographics
  - Class Averages



# Miscellaneous

- College Board (AP students)
- Florida Council for Reading Research
- Free/Reduced Lunch
- Immunization
- Kindergarten Readiness
- Address lists for various groups



# Students

- **Membership in Florida Public Schools (PDF)** Student membership by grade and racial/ethnic category is displayed in this statistical brief. An excel spreadsheet containing membership data is also available for 2003-04 and 2004-05. Be sure to check the tabs at the bottom of the file to view the correct table.
- **Membership in Programs for Exceptional Students (PDF)** Membership in Florida exceptional student education programs is displayed in this statistical brief. An excel spreadsheet containing ESE membership data is also available for 2003-04 and 2004-05. Be sure to check the tabs at the bottom of the file to view the correct table.
- **Florida High School Graduates (PDF)** Statistical information on Florida's public high school graduates is contained in this statistical brief. An Excel file is also available for 2002-03. Be sure to check the tabs at the bottom of the file to view the correct table.
- **Non-Promotions in Florida's Public Schools (PDF)** Statistical information on non-promotions in Florida's public schools is contained in this statistical brief. An Excel file is also available. Be sure to check the tabs at the bottom of the file to view the correct table.
- **Florida's High School Graduation Rates, 2003-04 (PDF)** Statistical information on Florida's public high school graduation rates is contained in this statistical brief. An Excel file is also available for 2002-03. Be sure to check the tabs at the bottom of the file to view the correct table.



# Staff

- **Minority Representation of Florida's Public School Teachers, Fall 2004 (PDF)** This publication contains statistical information on the ethnic representation of teachers in Florida's public schools, as well as a comparison of teachers to students by race. Supporting data is available in an excel workbook. Be sure to check the tabs at the bottom of the file to view the correct table.
- **Teacher Salary, Experience, and Degree Level (PDF)** Looking for a teaching position in Florida or wanting to know the salary ranges, view the information in this statistical brief. Teacher salary data is available in an excel workbook. Be sure to check the tabs at the bottom of the file to view the correct table. Prior years available: 2002-03 (PDF), 2003-04 (PDF), 2003-04 (XLS).
- **Florida District Staff Salaries of Selected Positions (PDF)** This statistical brief displays the average salary for common district employee groups in Florida's public school system. Staff salary data is available in an excel workbook. Be sure to check the tabs at the bottom of the file to view the correct table. Prior years available (pdf files): 2003-04, 2002-03, 2001-02
- **Staff in Florida's Public Schools (PDF)** Information on the number of full-time administrative, instructional, and support staff in Florida's public schools is displayed by major activity area in this statistical brief. An Excel format file is also available. Be sure to check the tabs at the bottom of the file to view the correct table. Prior years available (excel file): 2003-04.

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# Florida School Indicators Report

- Indicator Descriptions
- Sources of Data
- Contacts and Resources

Welcome to the on-line Florida School Indicators Report (FSIR) searchable database, which provides data on public elementary, middle, and high schools for each of Florida's 67 school districts. The FSIR provides numerous indicators of school status and performance over the last seven school years.

**To choose more than one item from the lists, hold down the ctrl key and click on all of your choices. Then click Select Indicators and Districts.**

**Step 1:**  
Select the school years.

- 2003-2004 ▲
- 2002-2003
- 2001-2002
- 2000-2001
- 1999-2000
- 1998-1999 ▼

**Step 2:**  
Select the school types.

- Elementary
- Middle
- High

**Step 3:**  
Select the levels of data.

- School
- District
- State

Select Indicators and Districts

**If your query fails, try resubmitting your request with fewer choices.**

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# No Child Left Behind (NCLB) School Public Accountability Reports

Florida's NCLB School Public Accountability Reports have been generated to comply with federal NCLB legislation that requires annual report cards on the educational progress of schools, school districts, and the state. These reports are initially published prior to the beginning of the school year.

For specific information on the measurement of Adequate Yearly Progress for individual schools, school districts, and the state, please visit the website at <http://web.fldoe.org/NCLB/default.cfm>.

For more information on legislation and reporting requirements pertaining to No Child Left Behind, please visit the website at <http://www.fldoe.org/NCLB>.

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