

**STATE BOARD OF EDUCATION**  
**Consent Item**  
October 20, 2021

**SUBJECT:** Approval of Amendment to Rule 6A-1.0014, Comprehensive Manage Information System

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**PROPOSED BOARD ACTION**

For approval

**AUTHORITY FOR STATE BOARD ACTION**

Sections 1001.02(1), 1002.22, 1002.221, 1002.222, 1002.225, 1008.385(2), 1008.386, 1008.41(2), Florida Statutes

**EXECUTIVE SUMMARY**

Section 1008.385(3), Florida Statutes (F.S.), requires the State Board of Education (SBE) to specify, by rule, items necessary for a Comprehensive Management Information System that is an integrated informational system for educational management. Rule 6A-1.0014, F.A.C, incorporates by reference the database requirements for staff and student reporting. The FDOE Database Requirements Volume I – Automated Student Information System and FDOE Database Requirements Volume II – Automated Staff Information System (hereafter referred to as the Student and Staff Database Manuals) have been updated to implement changes required by school districts and to make changes in state reporting and local recordkeeping procedures for state and federal programs.

The agency currently collects student-level and staff-level data from school districts as part of a survey-based data collection process. The data collected are reviewed by applicable program offices each spring and updates (based on program needs and legislative changes) are shared with district MIS staff each summer. These updates are included in the Student and Staff Database Manuals which are incorporated by reference in Rule 6A-1.0014, F.A.C.

This rule is being amended as part of the annual process to reference (by rule) the updates to the Student and Staff Database Manuals for academic year.

These changes affect the district staff responsible for collecting, reviewing, and submitting data to the department during the data survey submission periods. Different data elements are collected for each survey, and the rule through incorporation of the Student and Staff Database Manuals establishes the elements to be collected and the deadlines for district and state processing for each survey. Additionally, the Student and Staff Database Manuals implement new data elements or new data element codes that districts must submit as a result of changes mainly to state requirements, and may also include district recommendations. For example, in 2019-20, school districts are required to report incidents involving vaping to distinguish from uses involving tobacco

State and federal changes that have led to updates to the Student and Staff Database Manuals for 2021-22 involve code changes and/or language clarifications to 25 data elements and the addition of 1 new data element. A summary of these changes for the Student Database are posted online at [Summary of Data Element Changes for the 2021-2022 Fiscal Year](#). There were no data element changes for the Staff Database Manual.

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**Supporting Documentation Included:** Proposed rule 6A-1.0014, F.A.C., FDOE Database Requirements Volume I – Automated Student Information System, 2021; and FDOE Database Requirements Volume II – Automated Staff Information System, 2021 (under separate cover)

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