



STATE OF CONNECTICUT  
BOARD OF EDUCATION



**TO:** Superintendents of Schools

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

**DATE:** June 14, 2016

**SUBJECT:** Data Collection and Reporting Updates/Reminders

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

- Data Acquisition Plan 2016-17:** The CSDE's [Data Acquisition Plan for 2016-17](#) is now available (in Excel format). In addition, the Performance Office's Data [Collections Guide for 2016-17](#) provides in-depth information about each collection and its respective timely/accurate due date.
- 6<sup>th</sup> Annual 2016 Data and Performance Summit:** This year's summit is designed not only for data submitters but also for decision makers (e.g., assistant superintendents focused on data/research, other central office leaders). Sessions will illustrate how data submitted to CSDE through data collection systems informs CSDE analyses (e.g., next generation accountability) and reporting ([EdSight](#)). Please plan to attend on one of the following dates: Wednesday, August 17, 2016 or Wednesday, September 21, 2016. Visit the [summit website](#) for the most current information.
- Reductions in Special Education Data Collection:** The 11 *Related Services* fields in the special education data application and collection (SEDAC) will be discontinued effective the 2016-17 school year (i.e., the October 2016 SEDAC). The file layout and the data submission process will remain unchanged. The CSDE will simply disable all data validations for these 11 fields. This approach is the least burdensome for districts.
- Consolidation of the Educator Evaluation Data Collection (EEDC):** Section 341 of Public Act 15-5 special session extended the deadline for districts to report aggregate evaluation ratings to the CSDE from June 30 to September 15. As a result, the EEDC has been consolidated. There is no longer a Part A and a Part B. There is only one submission that is due Thursday, September 15, 2016. Detailed submission instructions will be emailed to EEDC contacts during the week of August 22, 2016.
- Mandated Reporter Training Requirement:** Section 17a-101i(f) of the Connecticut General Statutes requires superintendents to annually certify that the district is in compliance with the mandated reporter training requirements for its school employees. This certification is being added to the EEDC.

6. **Summative Assessment Results:** Districts can expect to receive secure access to student results from the 2015-16 Connecticut Summative Assessments per the timeframes listed below.

Assessment	Timeframe and Portal	Student Paper Reports
Connecticut SAT School Day	March 2 results on May 11, and April 27 results in late-June through the College Board portal	Early July (only for students without an online account)
Smarter Balanced	Mid-August through the Online Reporting System (ORS)	Mid-September
CMT/CAPT Science		
CTAA	Mid-October through ORS	Late-October

7. **Data Security and Data Protection Reminders:** 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. The Legacy application website houses many of the CSDE’s older data collection applications and allows only one set of website login credentials per district. 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 (see [list of LEA Security Managers](#) for all districts).
8. **New Federal Requirement Starting 2017-18:** The new federal law, the Every Student Succeeds Act (ESSA), requires the Profile and Performance Report to disaggregate achievement results based on homeless status; status as a child in foster care; and status as a student with a parent who is a member of the Armed Forces. Districts already report homeless status through PSIS. The CSDE ascertains the status of a child in foster care directly from the Department of Children and Families. Students with a parent in the armed forces, however, are not currently collected by the CSDE. In order to fulfill this new ESSA requirement, the CSDE will begin collecting this required element from districts starting with the 2017-18 school year. The CSDE will consult with districts to determine the least burdensome manner to collect this additional indicator.

Please contact [Ajit Gopalakrishnan](#) at 860-713-6888 with any questions.