Montana Board of Public Education
Executive Summary

Date: November 15-17 2023

Presentation	Annual Data Collection Update
Presenter	Chris Sinrud
Position Title	Chief Information Officer Office of Public Instruction
Overview	This presentation provides the Board of Public Education updates on the annual data collection for accreditation of schools.
Requested Decision(s)	Informational Item
Related Issue(s)	Accreditation; data collection
Recommendation(s)	n/a

OFFICE OF PUBLIC INSTRUCTION
STATE OF MONTANA

Putting Montana Students First A+

Reference: Annual Collections update as of 11/3/2023

Beginning July 1, 2023, district-level calendar, personnel, and teacher-class reporting will be conducted through the state's student information system, Infinite Campus. Calendars will be attached to schools, for calculation of both overall aggregate hours and individual course instruction times. Calendars will also include PIR dates and durations. Personnel reporting will include Terms of Employment (TOE), Contractors, Special Education, Alternative Education, Coordinators, Paraprofessionals, Professional Licensure, and Teacher-Incentive and Compensation Expenditure TOE. Courses and sections will be tied to calendars and individual students, and include NCES course code information, dual enrollment, distance learning and CTE components.

The OPI's AIM Unit provided individual and group online training sessions through the months of July and August. In September we traveled to 12 locations across Montana, providing full day, in person training/work sessions for districts. In October and throughout November, we are continuing to provide in-person and online training sessions both individually and through "office hours" sessions where districts can log in and get their questions answered. More than 80 districts attended the live sessions and we have conducted more than 50 individual sessions (both in-person and online). We have also created sites for MT Cooperatives to enter data, conducted an online training specific to their data entry, and continue to provide 1-1 online support for their applications.
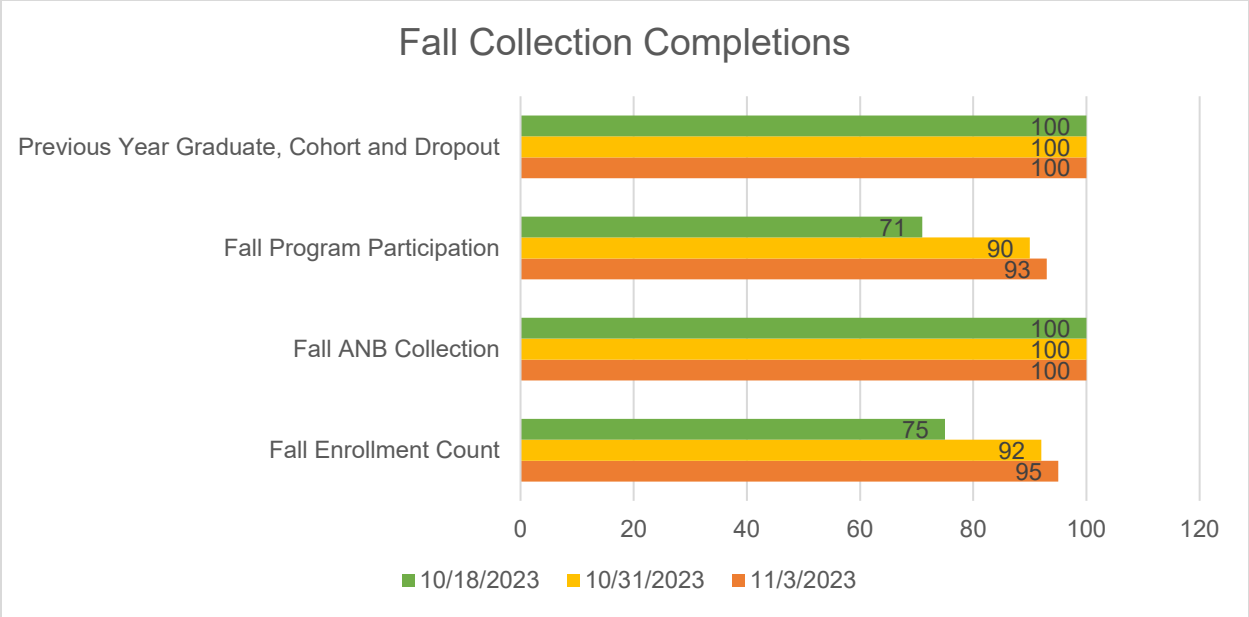
To assist districts with data collection we are providing written instructional materials and a library of validation reports. There are upload files for districts to transfer the personnel and teacher class data from their financial and non-Infinite Campus data systems. With the new Data Validation & Certification process districts will be able to validate and certify their submission within a set collection window.

We are confident that this new data system will be more closely aligned to the day-to-day activities of the district, provide for more accurate data reporting, streamline both collection and validation of data, and allow more timely submission of reports for both state and federal reporting.

The Achievement in Montana (AIM) unit has been busy assisting schools with beginning of year collections. The following collections were due to OPI on October 18th, 2023: Previous Year Graduate, Cohort, and Dropout; Fall Mode of Instruction; Fall Program Participation; Fall ANB Collection; Fall Enrollment Count. The data collections are complete and the OPI AIM Staff are reviewing the submissions.

The following graph shows the validation and certification percentages for all the schools.

Fall Collection Completions

Collection	10/18/2023	10/31/2023	11/3/2023
Previous Year Graduate, Cohort and Dropout	100	100	100
Fall Program Participation	71	90	93
Fall ANB Collection	100	100	100
Fall Enrollment Count	75	92	95

The AIM Data Collection Schedule is organized for the user in a Table to illustrate the OPI's required timeframes for each state collection, the collection name, the purpose of the collection, the collection type (financial, accountability, Federal Report, State requirement) and the Montana Code Annotated (MCA), Administrative Rules of Montana (ARM), and/or Federal Report (OMB) associated with each collection. There are resources available to assist school districts with complying with these data collections on the OPI's AIM Webpage: AIM Main Webpage

Calendar Link: AIM Data Collection Schedule