



INDIANA STATE BOARD OF EDUCATION

MINUTES

DATA REPORTING COMMITTEE

May 12, 2016

Indiana Government Center South
Conference Room 12
302 West Washington St., Indianapolis, IN 46204

The meeting of the Data Reporting Committee (“DRC”) convened at 9:00 AM.

Committee Chair Danielle Shockey and Committee members John Elcesser, Steve Elliot, Patricia Hackett, Lee Ann Kwiatkowski, Abby Taylor, and Dan Scott were present. Committee members Dr. Tracy Lorey, Ted Zembala, and Dewand Neely were not present. Bob Clark, Chief Operating Officer of IOT, served as proxy for Dewand Neely. Staff members Patrick McGrew, Sarah Rossier, Tim Schultz, Cynthia Roach, and Ashalyn Hardy were present.

I. Call to Order

Ms. Shockey called the meeting to order at 9:00 AM.

II. Attendance, Approval of Minutes, and Review of Agenda

Mr. McGrew took attendance. Ms. Shockey recommended moving Streamlining Efforts, featuring the presentation of Jolene Bracale, Program Coordinator for Student Health Services, up the agenda after the review of the minutes. Ms. Shockey made a motion to approve the minutes. Mr. John Elcesser seconded the motion. The committee unanimously approved the minutes.

III. Streaming Efforts

Jolene Bracale, Department of Education Program Coordinator for Student Health Services, presented on Immunization Records. She identified three main issues involving immunization records including: 1) schools are responsible for monitoring the immunization status of students and entering student immunization records into the SIS, 2) Indiana State Department of Health needs schools immunization information to send to Center for Disease Control, 3) Immunization administrators must enter information into CHIRP.

Ms. Bracale highlighted some of the challenges with CHIRP including: the inconvenience of system time-outs, the inability for records to automatically follow students as they move to school rosters, the inconsistency of hierarchal updates from school nurses, and the technical training required for nurses to insert immunization information.

The main dilemma for school nurses is that the law requires the same immunization data be to be maintained in two separate, incompatible systems. Ms. Bracale maintained that ISDH tried unsuccessfully to make files transferable and compatible between SIS and CHIRP, but discontinued the process due to incompatibility.

Ms. Kwiatkowski asked about the positives of the CHIRP system.

Ms. Bracale stated the one positive aspect of CHIRP is that it is one repository that multiple healthcare providers could electronically input immunization records.

Mr. McGrew clarified that the information that CDC is requesting is already collected by DOE. Mr. McGrew continued to explain that it is duplicative for nurses to enter information into the system that physicians have previously reported. Ms. Bracale noted that the SIS is the only system that can produce data on students within the hour, while maintaining the confidentiality ensured by FERPA. Ms. Bracale went on to clarify that the CDC is only asking for school immunization numbers, not personal student information. Utilizing SIS would allow schools to meet compliance requirements without disclosing student's personal information.

Mr. Elliot asked if CHIRP exists solely for tracking information across the state.

Ms. Bracale clarified that CHIRP exists solely for tracking information across the state and throughout the lifespan of individuals. Ms. Bracale further explained that school nurses are not required to enter historical records from other states. Ms. Bracale went on to clarify that most doctors are required to input information into CHIRP, however due to the recent adoption of the systems, not all physicians are comply.

Ms. Bracale then presented three possible solutions for streamlining data reporting requirements for school nurses. The first solution would require schools to enter immunization data into SIS, while allowing only the providers would enter vaccines given into CHIRP. The second solution Ms. Bracale presented would require schools to maintain SIS, while DOE and ISDH assisted with entering information into CHIRP over a 5 year period. Under this option all health professionals would enter the data into CHIRP. The last solution Ms. Bracale discussed would require schools to enter immunization records into CHIRP only.

When asked which option was her preference, Ms. Bracale recommended Option 1, which would allow CHIRP to be maintained by the appropriate people. Ms. Shockey expressed an interest in inviting the Indiana Health Department before the committee to offer their opinion on the options Ms. Bracale presented.

Mr. Scott asked for clarification on adult high schools.

Ms. Bracale commented that while the CHIRP system is grade based, the medical community organizes health records by age. Ms. Bracale responded that she is currently in discussion with ISDH on developing recommendations for handling the medical records of senior high school students and exchange students.

Ms. Shockey thanked Ms. Bracale for presenting. Ms. Shockey then invited Ms. Bracale to return to the Data Reporting Committee when ISDH appears before the committee.

Next, Mr. McGrew and Mr. Schultz reviewed various data reporting statutes related to Health, Finance, Safety and Transportation.

Ms. Shockey provided the committee with a timeline leading up to when the committee would need to submit official recommendations the State Board.

Mr. Elliot recommended creating a sub-committee that focused on data sharing between technical systems. The committee discussed the various risks involved with sharing data across technical systems.

IV. Staff Recommendations

Mr. Schultz presented on school data reporting provisions. Mr. Schultz then identified eleven data reporting related statutes that the staff recommends deleting or revising in order to release the burden on schools. Mr. Schultz continued that the DRC was currently focused on three data topics including finance, student health, and transportation that can be revised due to redundancy.

Mr. Mike Moore provided clarification on statutes regarding remediation programs and bilingual programs.

Ms. Kwiatkowski questioned how some agencies went about obtaining data specific information.

Mr. Schultz clarified that schools are required to submit this information by law.

Mr. Elliot noted that getting rid of obsolete statute is the first critical step toward future steps. He recommended the creation of a group that could consider the solutions to obsolete data requirements in depth.

Ms. Shockey advised the committee to bring any lasting questions the next committee meeting.

V. "C" Collection Update

Michelle Tubbs, Director of Data Collections, explained that the "C" collection consisted of the Certified Employee report (CE), the Certified Personnel report (CP), and the Course Completion report (CC). Ms. Tubbs went on to update the committee on the current attempts to streamline "C" collection reports.

Ms. Tubbs announced that she has been granted permission to share data with the Indiana Public Retirement System (INPRS). Ms. Tubbs noted that she would be eliminating the "C" Collection process entirely by collecting information from INPRS and adding the information into Staff Personnel Numbers (SPN). Ms. Tubbs explained she would like to model SPN after STN, wherein schools would need to submit a request to change demographic data. Ms. Tubbs suggested providing non-certified staff SPN numbers. Mr. Jeremy Kennedy, President of Indiana Chapter UNITE clarified that assigning both certified and non-certified individuals SPN's should not pose a significant time burden on schools.

In regards to non-public schools, Ms. Tubbs added that she would like to get rid of summer dual credit reporting requirements and extend CC to cover summer segments.

Ms. Shockey asked for clarification on DWD's need for course data.

Ms. Tubbs responded that they collect certificate completion data in regards to pathway information. Ms. Tubbs explained that by eliminating the end of the year report, schools would no longer need to report information to INPRS and the DOE.

Ms. Tubbs commented that if CC went unreported all together in pursuance of only dual credit data reporting, there will be a significant amount of unreported data with unseen consequences. Ms. Shockey advised Ms. Tubbs to consult the Department's team of directors with this question so that the committee could move forward with the issue.

VI. Next Steps and Adjournment

Ms. Shockey summarized next steps for the June meeting. The committee agreed to invite ISDH and Jolene Bracale to provide further insight on school immunization records. Ms. Shockey announced that next month there will be a discussion of the legislative report card. Additionally, Ms. Shockey mentioned that the committee will be joined by Seamus Boyce, and the original SB500 Superintendents. Lastly, Ms. Shockey announced that Melissa Ambre and representatives of the Department of Local Government Finance will be joining the committee to discuss finance. Then Ms. Shockey moved to adjourn. Ms. Kwiatkowski seconded. The committee adjourned.