



17111 G Drive North, Marshall, MI 49068 / P 269.781.5141 / F 269.781.7071 / [www.calhounisd.org](http://www.calhounisd.org)

## **MEETING MINUTES**

Excellent meeting! Thanks to all the districts in participation:

Hastings  
Branch ISD  
Bronson  
Coldwater  
Quincy  
Albion  
Battle Creek  
Bellevue  
CACC  
Homer  
Lakeview  
Mar Lee  
Marshall  
Olivet  
Pennfield  
Tekonsha

- Julie McDonald provided an update on the MME data and reports in Data Director. Currently the raw data is loaded in Data Director and ready for custom reporting, but no Pre-built reports at this time are constructed. The curriculum and Technology department here at the CISD will be working together on a framework for interpreting MME data into a pre built report in mid October. If you have any input or ideas on putting the MME in a report format please share with me via email or the list serve.
- Dibels Assessments are now available in Data Director and for reporting purposes there are five Dibels Pre-built reports available. If you would like access to any of the assessments please notify me via email.
- There are multiple levels of permissions on Assessments, reports, and exams. If you have any questions on these please contact me.
  1. Set Permissions by Affiliation – allows you to create permissions for all teachers by grade level
  2. Permission Set – allows you to create permissions sets for groups of users you typically share with (administrators, teachers, principals, etc...)
  3. Site Level – allows you to share site/building wide



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#### 4. User Level – allows you to select specific users to share with

- Special Ed data from SRSD will now be loaded 2x annually, once in the fall, the other in the spring. For reporting purposes you will have three selections of special ed to select and report on, the two SRSD special ed files will probably be named Fall 2007 SRSD submission and Spring 2008 SRSD submission. It appears the Y/N field used to quickly identify special ed students is not pulling by if they have a primary disability, I will look into correcting this. We also will have another special ed field for custom reporting labeled 2007 MEAP special ed Y/N which will be the special ed field reported to the state on the MEAP test.
- I will contact Achieve about the status of key contacts having the ability to edit historical data, in particular the transcript data at the district level. This was mentioned during training with Mark Walls from Achieve last August at the Data 4ss conference.
- I will request that when a status listing is added by your district that an email is sent to my email address.
- **Please remember**, if you have or need any help with any trainings or support issues in your district to contact me. Since the start of school I have conducted numerous Data Director Trainings across the consortium on exams, assessments, reporting, and interpreting the reports.
- The Data Director website for the consortium is up and running. The site can be accessed at the following link:  
<http://www.calhounisd.org/departments/curriculumassessment/datadirector/>
- Upcoming Data Director Key Contacts meeting for the 2007/2008 school year are as follows:

**November 13, 2007 from 1:30 - 3:30 @ CISD in rooms A&B**

**January 15, 2008 from 1:30 - 3:30 @ CISD in rooms A&B**

**March 11, 2008 from 1:30 - 3:30 @ CISD in rooms A&B**

**May 13, 2008 from 1:30-3:30 @ CISD in rooms A&B**

As always if you have any questions please contact me,

Kevin