Charter Document for Project Team of
Standardization of Individual Students Data for Accountability Use

Team Name:
Standardization of Individual Students Data for Accountability Use.

District Goals:
(1) Provide the best service to schools for reaching District's school AYP goals, Balanced Scorecard goals, and elementary, middle and high schools' goals.
(2) Submit the accurate data to DPI for getting correct and accurate AYP and ABCs results of schools and District.
(3) Establish a solid student data base for serving District's data driven school accountability decision making needs.

Desired Outcome:
(1) Standardization of the format of individual students data files existing at the different departments District wide.
(2) Standardization of the legal and effective use of individual students information including academic data and demographic data.
(3) Standardization of the data exchanging procedure between school and central office as well as between the different divisions within the central office.
(4) Standardization of the data verification procedure from school to the central office, among the different divisions of the central office, and from the central office to DPI for accountability purpose.

Suggested Direction:
(1) Current situation of individual students data collection, verification, and use.
(2) For accountability purpose the need of individual students data.
(3) How can the data be legally and effectively collected, released, used, and verified?

Time Frame:
The time frame is from September 2006 to August 2007. The first meeting will be held no later than September 8, 2006. The regular meetings will be on a bi-monthly basis. The project should be fulfilled and a written report should be completed by August 17, 2007.

Resources:
Student data files existing in the schools and District. Corresponding Federal and State Laws and District rules related to collecting and use of the data. Budget as needed for meeting materials and purchasing necessary software.

Tools/Processes:
(1) All State legal, technical, and administrative documents on AYP and ABCs.
(2) All District documents on goals, priorities, and school accountability.
(3) Computer and related programs.

Decision Authority:
The project team has the final decision authority on standardization of individual students data for school accountability use.

Assigned Members:
Representatives who have the expertise and /or a keen interest:
SIMS: Pam Simmons, SIMS Administrator
Child Nutrition: Cynthia Sevier, Director
ESOL: Mayra Hayes, Director
Exceptional Children: Herk DeGraw, EC Data Coordinator
Testing & Evaluation: Sadie Bryant Woods, Program Specialist
IIO: Beth Folger
High School: Kathy Rogers, Principal
Middle School: Nola Taylor, Principal, Elementary School: Valerie Akins, Principal
Accountability & Research Division: Gongshu Zhang, Executive Officer

Champion:
Eric Becoats