



FERPA Training Offered To Districts

The Family Educational Rights and Privacy Act (FERPA) is an important piece of federal legislation to consider when discussing the use of student data. To address district's questions and need for knowledge about FERPA, the DOE invited Baron Rodriguez, a national expert on FERPA and a staff member of the US Department of Education, to present at four sessions open to districts.

"This training will discuss FERPA requirements, give some answers to frequently asked questions from districts, and provide scenarios around FERPA that districts encounter on a regular basis. The goal is that people leave the training more confident in their understanding of FERPA and the impact it has for districts," said Rodriguez.

The training will be offered:

- Sept. 24, 9 a.m. - 12 p.m., Mitchell Technical Institute
- Sept. 24, 1 p.m. - 4 p.m. Mitchell Technical Institute
- Sept. 25, 9 a.m. - 12 p.m. Pierre, Matthew Training Center
- Sept. 26, 9 a.m. - 12 p.m. Rapid City Western Dakota Technical Institute

To register, go to: <http://tinyurl.com/sdFERPAtraining>.

INSIDE:

- Data Courses2
- Ask the Experts.....3
- National STARS.....4
- Data Course For Teachers Offered4

Creating Accounts in SD-STARS is as Easy as 1-2-3

Enter Key Information into Infinite Campus including job title

Complete Org-Role Updater Report

Approve accounts in SD-STARS

When SD-STARS started, the most frequently asked question was, "What is it?" Now, the most frequently asked question about SD-STARS is "How do I get an account?" The answer to this question takes a few more steps than you may think.

The first step is to determine district progress in implementing SD-STARS. This spring, district members, called Data STARS, attended SD-STARS trainings. Since that training, the Data STARS have been figuring out how to roll out SD-STARS to their district's employees. Each district is at a different point in this process, so gauging where things stand at your district is important.

If your district is a-go with SD-STARS, the next person to contact is your district's STARS Account Manager (SAM). Each district identified one or more people to create, approve, and manage accounts.

The role of the SAM is made easier because SD-STARS uses information found in Infinite Campus to help create accounts, including job title. Job title helps SD-STARS know what role the user

should be assigned. This helps maintain FERPA compliance. For example, teachers only see students enrolled in their classes, but principals will see all student enrolled in their schools.

With a job title in Infinite Campus, the next step for the SAM is to review the Organization-Role Updater Report. This is the the crosswalk between the job title in Infinite Campus and the roles in SD-STARS. Currently, the SAM would need to contact SDDOE staff to make changes to this report.

Because data in SD-STARS is updated nightly, district SAMs can approve a new account the following day. When your account is approved, you will receive an email with the website, user ID, and temporary password. You are now ready to log into SD-STARS.

With this process being new for districts, SDDOE works hard to make sure districts understand how accounts are created and maintained. This is done through the STARS Manual, video tutorials.



About Us:

South Dakota STARS Connections is a bi-monthly publication for South Dakota administrators and teachers and produced by the South Dakota Department of Education. This publication is intended to communicate news and events regarding the South Dakota Student Teacher Accountability and Reporting System (SD-STARS), our Statewide Longitudinal Data System.

To view an online edition of this newsletter, go to doe.sd.gov/publications.aspx.

Email story ideas or questions to marcus.bevier@state.sd.us or sara.kock@state.sd.us.



Dr. Melody Schopp

Data System, dubbed the South Dakota Teacher Accountability Reporting System or SD-STARS, is moving from the initial pilot phase to a full statewide rollout. SD-STARS will drive the educational initiatives to improve instruction and student performance and is user friendly with many beneficial characteristics.

One such benefit is better accountability reports. In the past, accountability reports were available to school staff through Excel and PDF. Educators are now able to view and analyze

SD-STARS is on a Roll!

Message from Dr. Melody Schopp, SD Secretary of Education

This is an exciting time for educators! The state's new Longitudinal

accountability reports via a user-friendly website. These reports are pulled from already existing data systems (Infinite Campus) and standardized assessments results (ACT and DSTEP). The reports will offer features such as hyperlinks, colored data representations, and hover over capability.

The South Dakota Department of Education is very excited about the potential of SD-STARS! Thank you to all of the pilot schools this past year for being generous with your time and providing the Department with valuable feedback. We would also like to thank everyone for your patience as we enhance the system and reports to better meet district needs.

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SD-STARS Work Continues into Summer

JANEEN OUTKA, ESA 5

While students are enjoying a few months off, work with SD-STARS carries on. ESAs are in the process of designing SD-STARS communication plans. The purpose of the communication plans is to create and implement a streamlined system to inform districts of upcoming events, changes, or actions SD-STARS users and STARS Account Managers need to take in regards to SD-STARS.

ESA committees have also been established to work statewide to gather feedback from school districts.

Other summer tasks of the ESAs include assisting STARS Account Managers in

keeping SD-STARS access up to date with district staffing changes and assuring that superintendents and other selected individuals have access to the Accountability data recently released in SD-STARS.

ESAs are also scheduling SD-STARS training events for the upcoming school year. School districts, who wish to incorporate SD-STARS as part of a back-to-school in-service for instructional staff and would like to utilize SD-STARS data as part of the data analysis process, can contact their ESA representatives for more information.



New Pair Of Glasses

SARAH POGANY, FUTURE TEACHER AND SD DOE INTERN

The first few weeks of school are an important time when educators get to know their

students. Wouldn't it be nice to get a jump start and know a little more about your students when they walk through the door on the first day? SD-STARS will give educators this head start in getting to know their students.

The SD-STARS website provides teachers and administrators with a chance to see assessment test scores, past attendance, GAP information, academic strengths and needs, and enrollment history for current students.

My name is Sarah Pogany and I am a senior at Black Hills State University. I am the SLDS intern for the SDDOE, and I work directly with SD-STARS. Coming into this internship I had little knowledge about SD-STARS. The data team thought of this as a great opportunity for a pre-service teacher to play around with SD-STARS and see if the website was easy to learn and navigate. I can assure you it is.

Taking a look at the SD-STARS website you will see the front page gives you dates of events, a message from the Secretary of Education, news and announcements, and contact information in case there are any questions. The red navigation bar near the top of the

page will allow you to select reports or dashboards. Once you access these, you will be able to run various reports and view dashboards to gauge how your students are doing. There is also a content library where teachers will be able to find resources which may be beneficial for their particular group of students.

Overall, SD-STARS enables data-driven decisions and provides beneficial information to those working with students every day. I am very excited to officially start my career in the next year, and I can see myself using SD-STARS to guide my instruction, identify my student's strengths and needs, and lead me to make informed decisions.

Ask the Experts

Why can't I view the same things in SD-STARS that others can?

One user may differ from another user in three ways. First, users may not see the same data. For example, a principal will be given access to every student, but a teacher will only see students in their classroom. Second, users may not see the same reports. For example, the STARS Account Manager has reports only to help manage accounts. Third, the users may have different features. For example, superintendents and principals are able to access the dashboards, but dashboards are not currently available for teachers.

The differences in data, reports, and features are important as they help maintain FERPA compliance.

What happens if there are personnel changes?

When new staff members join or leave, make sure their data in Infinite Campus are accurate and up-to-date.

For new staff, it is most important to have their key data elements in Infinite Campus so they can have an account in SD-STARS. For most cases, adding an employment end date in Infinite Campus is all that is needed when personnel leave the school or district. In some cases, a user will need to be manually deleted from SD-STARS.

More information on how to create, modify, or end accounts can be found in the STARS Manual, which is available in SD-STARS or by contacting your ESA.

How do I access the accountability reports?

The accountability reports will be available to users assigned the accountability role in SD-STARS by the district's STARS Account Manager.

The accountability role gives access to student attendance, student achievement, high school completion, and other personal student information.

Due to FERPA and security rules, not everyone will have access to this information. Assigning this role is a decision made by the district.



SDDOE Offers Data Course For Teachers

The University of South Dakota and the South Dakota Department of Education are excited to announce the pilot of a new series of courses for teachers on how to use and understand data.

Course objectives include: creating a data and action plan, interpreting data, understanding the process for collecting data, and implementing strategies. Understanding and using data will assist teachers in making decisions to improve student outcomes. This workshop will provide skills needed to analyze and use data to drive positive change.

The course begins Aug. 1, 2013 with an online introduction using D2L. Instruction given at the Southeast Technical Institute in Sioux Falls will be held on Aug. 8, from 8 a.m. -5 p.m. Participants will work independently on the project from Aug. 9 - 31.

All South Dakota teachers are encouraged to register. Participation is free. 1 credit for this course is available through USD at a reduced cost of \$40.

For credit, register with USD online at <https://aceware.usd.edu/CourseStatus.awp?&course=87221>. For non-credit, register with SDDOE by emailing sara.kock@state.sd.us or marcus.bevier@state.sd.us.

National STARS: IOWA

One of Iowa's main goals was to create a Statewide Longitudinal Data System (SLDS) which tailored to district needs. Between March 2011 and February 2012, Iowa reached out to potential stakeholders, like teachers, superintendents, and principals, asking for their feedback on what they would like to see in an SLDS. This statewide outreach included environmental scans, focus group meetings, and surveys.

After 12 focus groups and 1,400 electronic surveys, the SLDS Steering Committee had a clear picture of what stakeholders desired. Key in their findings is that the data should to be accessible to those who need to know but private in terms of maintaining confidentiality. In addition, staff members must be aware of the system in order to use it to the benefit of student learning.

Using these and additional priorities, the Iowa Department of Education took this feedback

and used it to guide the development of the SLDS called EdInsight. From this information Iowa created Guiding Principles for Iowa's SLDS, Stakeholder Priorities, and a core planning group which is an advisory group for the SLDS.

South Dakota has learned from Iowa's example. The SDDOE publishes this newsletter and presents at conferences to make district staff aware of the system. SD-STARS also provides data to those who can use it to benefit individual students by offering teacher level access. Knowing that privacy is important, SD-STARS is FERPA compliant. In addition, SDDOE is offering FERPA training for district staff to offer guidance on data confidentiality and address any questions districts may have.

As SD-STARS develops, SDDOE will continue to take district feedback on SD-STARS so that it can better meet the needs of schools.

ESA DATA STARS

Representatives from each ESA have been trained in SD-STARS. They are ready and willing to answer your questions. If you don't know your ESA assignment, go to sdesa.k12.sd.us.

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