Why Data Quality?

Population: 562
Ft. above sea level: 2150
Established: 1951
TOTAL: 4663
High Stakes Data:

- Graduate and Dropout Cohorts
- Accountability Sub-groups
- Local Control Funding Formula
- Highly Qualified Teachers
- English Learner Education Services
- Grant Funding
Dublin High School’s Unbelievable U.S. News & World Report Ranking Made Possible by False Data

-Headline from *Around Dublin*, Oct 31, 2013
Schools accused of failing to teach English learners

- The Press-Enterprise, Jan 23, 2013
Data Quality Factors

Staff Preparation

Continual Improvement

Source Data

Local Data Use

Administrative Support
### Staff Preparation

#### Best Practices

- Staff are trained in the use of information systems, what data are needed and how data are used
- Staff have a clear understanding of responsibilities for data, including data security and confidentiality
- Staff use a reporting calendar to plan work
- Staff are cross trained
- Staff are provided feedback on how to fix incorrect or incomplete data
Poll Everywhere

Laptops and Tablets
• Use pollev.com/cpdata

Smartphones
• Text to 376-07
This image is a poll’s place holder. Enter slide show mode (F5) to view your live poll.

You can resize this image to resize where your poll will load in slide show mode.

Make sure you’ve installed the PollEv Presenter app (pollev.com/app) and are connected to the internet!

If you need to duplicate this poll make sure to copy/paste the entire slide (not just the place holder image).
Source Data Best Practices

Data standards and policies have been established and are enforced

Data entry practices are consistent across the organization

Local systems use validation rules to improve data quality

Data is entered in and retrieved from a primary system for each data category (System of Record) to avoid redundant data entry and storage

Data can be easily integrated as needed

Data errors or omissions are readily identified and resolved
This image is a poll’s place holder. Enter slide show mode (F5) to view your live poll.

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LEA leadership has articulated to all staff that gathering, maintaining, reporting, and using high-quality data are important activities.

Sufficient resources are allocated for daily operational needs and for preparing data during the submission windows.

Data stewards are identified and are responsible for verifying data reported to CALPADS.

Data is a vital organization asset.

Site administrators are accountable for verifying data and signing off on CALPADS reports.
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Local Data Use
Best Practices

Staff have timely and ready access to the data needed for daily operations including instruction, reporting, analysis.

Staff are trained in how to use data.

Data are readily available in formats that are actionable and contextual.

The organization uses data to establish and monitor progress toward goals.

Data anomalies are identified and resolved.
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Continual Improvement
Best Practices

Data management policies and practices are regularly reviewed by the data team to identify opportunities for improvement.

Data submission requirements and local data needs are reviewed at least annually to ensure that all needed data elements are collected.

Data collection forms and processes are reviewed at least annually to ensure that they are complete and support the efficient, accurate, non-redundant collection of needed data.

Results of data quality reviews are used to inform improvements in data collection forms and processes.
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<th>Fully Implemented (All)</th>
<th>Partially (&gt; 1)</th>
<th>Initial Stage (= 1)</th>
<th>Not Implemented</th>
<th>Don’t Know</th>
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<tr>
<td>Staff Preparation</td>
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<td>Source Data</td>
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<td>Administrative Support</td>
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Leading Change

- Thirty years of research by Dr. John Kotter shows that 70% of major changes fail
- Leaders can ensure there is a holistic approach to change through use of the 8 step change process:
  1. Establish a sense of urgency
  2. Create a guiding coalition
  3. Develop a change vision
  4. Communicate the vision for buy-in
  5. Empower broad-based action
  6. Generate short-term wins
  7. Never let up
  8. Incorporate change into the culture

Leading Strategic Actions

- Understand the context
- Understand the people involved
- Sponsor the process
- Champion the process
- Facilitate the process
- Foster collective leadership
- Use dialogue and deliberations
- Make and implement policy decisions
- Enforce rules, settle disputes and manage conflicts

Source: *Strategic Planning for Public and Nonprofit Organizations* by John Bryson
**Leadership Actions to Support Change**

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<thead>
<tr>
<th>Establish a sense of urgency</th>
<th>Sponsor &amp; champion the process</th>
<th>Facilitate the process</th>
<th>Foster collective leadership</th>
<th>Use dialogue &amp; deliberations</th>
<th>Make &amp; implement decisions</th>
<th>Enforce rules, settle disputes &amp; manage</th>
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<td>Incorporate change into the culture</td>
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Leadership for Implementing Data Quality Best Practices
Next Steps for Improving Data Management

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<th>What?</th>
<th>When?</th>
<th>How much?</th>
<th>Who?</th>
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<tr>
<td>What actions will be required to improve data management practices?</td>
<td>By when will the action be taken?</td>
<td>What resources will be needed, including time, money and staff?</td>
<td>Who is responsible for implementing the action?</td>
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CALPADS and Data Management Best Practices

- **Ensure you have accurate data for local use and reporting to CALPADS**
  - Staff are trained
  - Data are audited
  - Data stewards review for accuracy and completeness

- **How to manage the CALPADS workload**
  - Ensure data are entered regularly as information changes
  - Keep CALPADS up to date throughout the school year
  - Use a calendar to coordinate with data stewards
CALPADS and Data Management Best Practices

- **Which CALPADS data should be reviewed and when**
  - Data stewards review reports after errors resolved
  - Each site administrator verifies accuracy of their site data

- **How to engage site and district leadership**
  - Continual improvement process
  - Build collective leadership by agreeing upon concrete actions leaders will take to support data management best practices

- **Leverage DataQuest previews**
  - Take advantage of private previews to ensure data are reported accurately
  - Update CALPADS with correct data if needed
Summary

- CALPADS data are being used for variety of purposes including funding and accountability
- Inaccurate reporting can result in loss of funds, grants, failing API, embarrassment
- Multiple factors affect the quality of data
- Data are collected and analyzed in order to answer critical questions
- Data Quality a team effort
- Leadership must support data quality
Data Quality Campaign

Data: Missing Piece to Improving Student Achievement

- [link](http://www.dataqualitycampaign.org/files/dqc_ipdf.pdf)
Questions
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