

Notes from April 2 - 2021 meeting

Two hearts by Phil Collins.
Combining data from multiple sources...
Connecting / combining records...

Talking Points

Lisa Repa: I am having issues with schools providing me the information I need to input.
Some do, most don't

Nam Lu: Thinking about the APR.

Jannah Tunney: (Michigan) When will we have access to SCRIBE to upload student data?
Previously told it was not ready for us yet.

Julie: Anyone thinking about the new competition.

Lisa Repa: hopefully soon (new competition). The excel spreadsheets won't ever upload correctly for me... do you think it is b/c there is a cross issue with our KCP 4S? I am always having to put everything in manually. Okay, b/c I have both GEAR UP and College Day under my coordination. Thank you!

Doug Reiter: Could we review how to pull the old APR report for student outcomes - to show the course enrollment and course completion for the different courses other than pre-algebra and algebra 1?

Lisa Repa: First year is this the same as the report we met for about KCP? Or is this different?
Michigan GEAR UP will not be setup until summer.

Discussion Question



How do I connect parents to students accounts?



Connecting Parents and Students

The only way to access family members is through a student. Family members are dependent on their respective students.

When importing participation you use the student's ID.

Key Questions for Family Data

- Are you importing students or creating them manually?
- Are you tracking family data (e.g. name and contact information), or are you tracking generic data about parents (e.g. the parent/guardian of Zach Morris)?



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Connecting Parents and Students

Importing Students

- Some grants are set up to create a set number of “generic” family members for students when they are first created.
- In this case, students have to be created through an import.
- Family members for students created manually must be created manually.
- Talk to the Xcalibur team to determine whether your grant is set up to create “generic” family members automatically.
- “Generic” family members can be changed to “specific” family members through a student enrollment import.




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Connecting Parents and Students

Manually Creating Parents


- Access a student.
- Click on the Family tab.
- Click Add.
- Enter the required data.

★ Student ID: TEST9 Student Name: Zach Morris 

Demographics Notes Family Enrollment Standardized Tests Participation Groups Attachments College Enrollment

The following are the family members of the student.
Click the add button to add a family member for this student.

Add

	First Name	Last Name	Family Member Type	
View	Jackie	Morris	Guardian	
View	Parent of	Zach Morris	Mother	



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Reporting Services



I know the reporting period for the 2021 APR.

If there is no academic activity during this reporting period, can we submit the activities and services that happened for the 2020-2021 school year?



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Denise Salao: I would say No.

Good job Denise! We agree with your response too.

This year's grant (for first year grants) shows different this year. All of the sections appear. Historically, only the necessary sections appeared.

Now - the department has stated that you can submit - Not Applicable. Although the system cannot use n/a for the data tables and you cannot leave them blank. Also there is no way to comment on a specific section. Our suggestion is to comment on this in the narrative.

Lisa Repa: yes, lol it is a lot sometimes to take it all in

Top 5 Aspects of SCRIBE



What are the top 5 most important aspects of SCRIBE that a GEAR UP program should generally use both as data management practices and to prepare for the APR?



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Mihaela Peteu: The services definitions do not match with the APR.

Julie: Every grant is experiencing this mismatch. Dept of Ed has given grants the flexibility to omit this data. The service tables have been granted immunity :) We suggest you find a way to weave this data into the narrative. Additionally, the changes were supposed to be temporary

Doug Reiter: I appreciate maintaining the students' confidentiality with compiling with FERPA. What comes up occasionally, site coordinators tend to be sloppy about that. Someone from the team asked for students' names and State student Identifier. The data person put that in an email. Better way to do that is to go into SCRIBE and attachments.

Julie: Sharing of student information is a component of SCRIBE. But you expect the same level of compliance with your staff using emails etc... to share information.

Top 5 Aspects of SCRIBE

- Imports, Imports, Imports!
- Identified Surveys.
- Attachments.
- Exports.
- College Enrollment Module.



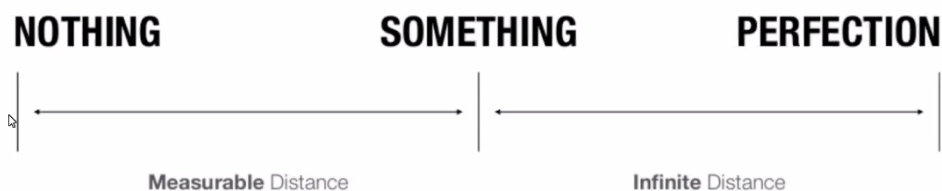
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Identified Surveys can link data to other values within SCRIBE (courses, services, etc...)

Closing Thought

Perfection is the enemy of good.

-Voltaire



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Office Hours Update

- Monthly on the third Wednesday
- 11:00 AM - 1:00 PM (eastern)
- Register [HERE](#)
- You will receive a standing calendar invite with the Zoom invite for the third Wednesday of each month
- If you will not be attending, you can delete the specific occurrence from your calendar

No Office Hours
in April!



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Submitting a Topic

<https://tinyurl.com/TownHallTopicSubmission>