



# ISEE ROADSHOW

Registration/Check-in Welcome to the ISEE Roadshow					
8:00 - 8:30	BEGINNING ISEE USERS	RETURNING ISEE USERS	RETURNING ISEE USERS	RETURNING ISEE USERS	DATA CAFÉ
Workshop 1 8:35 - 9:20	<b>Getting Started with ISEE</b> <b>Part 1: Introduction to ISEE</b> Introduction to the purposes and functions of ISEE - why it's required for data submission and what your role as an ISEE submitter will entail. Also covered will be the importance of accurate data at all levels within a school district, building or classroom. Particular focus on data stewardship of all district/school employees.	<b>Teacher Certification/Assignment Credential Manual</b> Session to discuss Assignment Credential Manual redesign and intent, Certification Look-up Tool and how it can help LEAs, Authorizations and Provisionals for areas of need or emergency. This will be an interactive session. Participants are encouraged to bring real scenarios for discussion and potential solution.	<b>Using Databases to Troubleshoot Your Data</b> An overview of free and/or simple tools which may assist with the repetitive tasks of report manipulation. Introduction to tools to review and check your data before submitting, and gain a better understanding of how it all works together.	<b>Attendance &amp; Enrollment Overview</b> Understanding the process and the necessity of a solid foundation to maximize your funding. We will discuss what reports to run and how to work with the data to find issues.	An opportunity for participants to meet one-on-one for help with specific errors or other issues.
Workshop 2 9:25 - 10:10	<b>Getting Started with ISEE</b> <b>Part 2: EDUID, Admin Tool and System Access</b> This session will cover the fundamentals of EDUID's, the Admin Tool and System Access, including how to gain access, search, verify and create EDUID's and manage the demographics of an EDUID through SDE support. We will also offer troubleshooting tips for access issues.		<b>What's New in ISEE</b> Changes to the 2017-2018 ISEE Data Collection; Items and Option Sets. Changes to SRM Validations.	<b>What's New in ISEE</b> Changes to the 2017-2018 ISEE Data Collection; Items and Option Sets. Changes to SRM Validations.	An opportunity for participants to meet one-on-one for help with specific errors or other issues.
Workshop 3 10:15 - 11:00	<b>Getting Started with ISEE</b> <b>Part 3: SRM</b> An Orientation of the SRM, how to maximize the tools within the application to make reporting easier and less confusing and to help resolve warnings and errors. Basics of exporting data from different systems into a report ready to upload to the SRM, how to handle validation warnings and errors, best practices to get reports done on time.	<b>What's New in ISEE</b> Changes to the 2017-2018 ISEE Data Collection; Items and Option Sets. Changes to SRM Validations.	<b>Using Attendance / Enrollment Reports to Find &amp; Fix Data Issues</b> This session will review which parameters to use when running attendance/enrollment reports and how to use those reports to verify your data. Time will be allotted for Q & A	<b>Career Ladder</b> An overview of the career ladder, how to place individuals, and how advancement will work going forward.	An opportunity for participants to meet one-on-one for help with specific errors or other issues.
Workshop 4 11:05 - 11:50	<b>Intro to Special Education in ISEE</b> An overview of Special Education reporting. We will examine data entry for the Special Education ISEE report. We will go over the definition of each field in the Items and Option Sets and discuss any changes from last year.	<b>Tips and Tricks with Excel</b> Using Excel to check your ISEE data for accuracy using basic functions, pivot tables, and IF statements. For beginner and intermediate Excel users.	<b>Data Privacy and Security</b> Overview of best practices designed to protect student privacy and safeguard against the release of student Personally Identifiable Information (PII).	<b>General Staffing Overview</b> An overview of staff funding reports, business rules, timelines, Career Ladder conversion, and other key data elements for accurate and timely reporting.	An opportunity for participants to meet one-on-one for help with specific errors or other issues.
11:50 - 12:35	<b>Working Lunch - Provided by SDE</b>				
Workshop 5 12:40 - 1:25	<b>Intro to Attendance &amp; Enrollment in ISEE</b> Basic guidelines in reporting Attendance and Enrollment to maximize funding.	<b>Improving Special Education Reporting and New Applications</b> We will examine data reporting for Special Education and discuss strategies for improving data quality and processes. We will also release new applications for Early Childhood Outcomes and 60-timeline.	<b>Reporting CTE/CTS in ISEE</b> Overview of reporting CTE courses in ISEE for dual credit, added cost funding and CTS funding.	<b>ISEE Data Quality: Accountability and Public Reporting</b> With a new accountability system in place, it is more important than ever to submit accurate data in ISEE reports. In this session attendees will review specific fields in the various ISEE files that are used in the accountability system and how bad data may distort public perceptions about your school. If you are responsible for or even loosely connected to ISEE reporting – this is a can't miss session!	An opportunity for participants to meet one-on-one for help with specific errors or other issues.
Workshop 6 1:30 - 2:15	<b>Introduction to Staffing in ISEE</b> An overview of the Staff Demographic and Staff Assignment files and how they relate to funding. We will go over the items and option sets and touch on a few reports to verify your data.		<b>Attendance &amp; Enrollment Overview</b> Understanding the process and the necessity of a solid foundation to maximize your funding. We will discuss what reports to run and how to work with the data to find issues.		An opportunity for participants to meet one-on-one for help with specific errors or other issues.
Workshop 7 2:20-3:05	<b>Intro to Teacher Certification in ISEE</b> Session to discuss certification changes, assignment credential manual, accurate reporting, generating and understanding the assignment credential report.	<b>Special Education Reporting in ISEE</b> An Overview of Special Education Reporting. We will examine data entry for the Special Education ISEE report. We will go over the definition of each field in the Items and Options Sets and discuss any changes from last year.	<b>What's New in ISEE</b> Changes to the 2017-2018 ISEE Data Collection; Items and Option Sets. Changes to SRM Validations.	<b>Staffing Reports</b> An overview of the various staffing reports available and how they can be used to verify your ISEE data	An opportunity for participants to meet one-on-one for help with specific errors or other issues.
Color Key	Attendance / Enrollment	Special Education			
	Staffing / Certification	Accountability and Data Quality			
	General ISEE	Beginning ISEE Users			
	Miscellaneous				