

# Data Submissions Boot Camp Virtual Series

2020 Kick Off Webinar



# Agenda

- Welcome & Introductions
- Data Submissions Vision
- Boot Camp
  - Purpose
  - Training Components
  - Timing
  - Attendee Expectations





# Welcome & Introductions

## New Contact

- Name
- School
- SIS
- 1 Excitement/Anxiety

## Returning Contact

- Name
- School
- SIS
- 1 Excitement/Anxiety
- 1 Tip for New Contacts



# Our Team Vision

## Our Purpose

The CSI Data Submissions Team's purpose is work with the CSI portfolio of schools to ensure timely and accurate data is submitted for state and federal data collections.

## A Paradigm Shift

### Current State

- Reactionary
- Focus on error-free\* data
- Most time spent clearing errors

### Future State

- Proactive
- Focus on accurate data
- Most time spent on data collection and entry

\* Defined by CDE's Business Rules, not necessarily confirming data accuracy

## How Do We Achieve This?

- Continued sharing of data system resources
- Continued CSI oversight of system setup
- Development and sharing of **data collection/entry** best practices
- Development and sharing of resources surrounding **data validation** best practices
- Increase collaboration across schools in sharing processes, lessons learned



# The Why

By the end of this virtual boot camp series, attendees will have a strong understanding of:

- The general data submissions process, from system set up to data certification, and **your school's role** in it
- The resources and tools available to support you in your role and help you **meet deadlines**
- Tips and tricks to streamline the work and help **ensure data accuracy** for all collections





# The What



1. SELF-PACED  
TRAINING MODULES



2. EMBEDDED  
PERFORMANCE TASKS



3. GROUP OFFICE  
HOURS





# 1. Self-Paced Training Modules

All training modules will be released on the Data Submissions Boot Camp webpage:  
<https://resources.csi.state.co.us/data-submissions-bootcamp/>.

Module	Week of Module Release	New Data Submissions Contacts*	Returning Data Submissions Contacts
The Data Submissions Process: Step 1-5	July 21	R	
New Support Initiatives for 2020-21	July 21	R	R
Data Submissions Resources	July 28	R	
SIS Supports	July 28	R	R
SASID/EDID Request Process	August 4	R	
Free and Reduced-Price Lunch Overview	August 4	R	R

*\*Schools receiving Tier 2 supports are required to follow the New Data Submissions Contacts training path above. Schools receiving Tier 2 supports were notified via email on 7/15/20.*





# 2. Embedded Performance Tasks

Optional and required tasks to be completed and submitted at the conclusion of most training modules to check for/confirm understanding

## The Data Submissions Process: Steps 1-5

Recording

Complete [this short quiz](#) after reviewing Data Submissions Process Boot Camp module. This quiz is required for all schools and verifies viewing of the module.

Complete [this optional quiz](#) on Data Submissions deadlines.







# 3. Group Office Hours

- To debrief and discuss the *prior* week's training modules and performance tasks
- To discuss the week's training modules that will be released

Office Hours
Tuesday, July 28 <sup>th</sup> from 9-10AM
Tuesday, August 4 <sup>th</sup> from 9-10AM

Join Office Hours with this link:

<https://us02web.zoom.us/j/82622271858?pwd=ZFhhbWtSY1NyZ3lzTi8xTTJQbVpWdz09>





# The When

- School data submissions contacts to complete required training modules by August 21<sup>st</sup>
- This ensures time to grasp the foundational information before jumping into October Count





# The Who

- **New data submissions** contacts are expected to complete all training modules
- **Returning data submissions** contacts are expected to complete only training modules included in their training path
- **Additional school staff** are welcome to complete training modules as appropriate

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# The Where

<https://resources.csi.state.co.us/data-submissions-bootcamp/>

## Data Submissions Bootcamp

### 2020-2021 Training Modules

Data Submissions Boot Camp  
Virtual Series Overview

The Data Submissions Process:  
Steps 1-5

New Support Initiatives for  
2020-21

Data Submissions Resources

SIS Supports

SASID/EDID Request Process

Free and Reduced-Price Lunch  
Overview



# Next Steps Checklist

1

**Review the Training Plan** to determine required training modules

2

**Map out your plan** for reviewing all required modules and completing performance exercises

3

**Block your calendar for live office hours** on 7/28 and 8/4 from 9-10AM

4

**Complete the Boot Camp Assurance Form** upon completing all required modules & exercises

# CSI Help



For questions along the way, send an email to the data submissions team at [submissions\\_csi@csi.state.co.us](mailto:submissions_csi@csi.state.co.us)