

What does your student information data say about your district?

Your student information data reflects your district's academic performance, funding requirements and compliance with state and federal mandates. At the same time, inaccurate or incomplete data can cause your district to be penalized or audited, and lose out on necessary funding.

State and federal reporting requirements change each year, a moving target that requires continuous analysis and review of the data in your student information system. Further, students are continually entering and leaving the district throughout the year. Clearly, districts need an on-going process and tools that can be used throughout the year, in order to answer these questions:

- How well does your district comply with state and federal reporting mandates?
- Are you receiving all the state and federal funding that your district is entitled to?
- Can you measure and monitor the quality of your district's data on an ongoing basis?
- Do you have confidence in the quality of your data?



CIC's Data Health Check Software

CIC's web-based data health check software provides Infinite Campus districts with an automated review process. The software helps to engage school and district personnel in keeping data clean, by providing a simple, informative way to review data issues, and remove the time pressure schools face prior to data submission deadlines during the school year.

The system includes a variety of rules (developed and updated by CIC) that analyze key aspects of the student database; both standard rules that apply to all districts and all states, as well as rules for each state's unique reporting requirements. Using SQL stored procedures, every night the data is re-evaluated automatically; users may also initiate updated re-evaluations throughout the day as errors are corrected to validate that changes made resolved the errors.

Reports can be generated in real time (for the district, or by school) that apply the rules to your database and create a report in the format of your choosing - .xml, .tif, .pdf, or .csv (Excel) listing all suspected errors. A summary page lists each rule, the number of records with suspected errors, total records checked, percent with errors, and the severity level. Detailed reports are also provided, listing each record (student, address, parent, course, etc.) that either is missing required data or has suspected invalid values.

A "by student" report is also available, listing all of the suspected errors in each Campus screen for each student, thereby allowing a user to make ALL corrections needed for each student in each Campus screen to save time.

Each of the above detailed reports also includes the identifier for each record with a suspected error. Using Infinite Campus' Pass-Through SQL Query Filter functionality, these records are updated into pre-defined query filters (also provided with the software) to quickly and accurately filter the database to locate the records with errors and correct them.

Infinite Campus Index links are used to enable access to reports from within the Infinite Campus desktop. End users running the reports use the same processes they do now for other Infinite Campus functionality, simply by clicking on the Index and selecting the report(s) desired. When the report completes, the requested report (in the format of your choosing) displays automatically. Security rights are applied (via Infinite Campus security) enabling access only to specified users for each district / school report.

Finally, Tableau Dashboards are provided that displays error counts by rule and by school (total errors, total records, and percent with errors), enabling district personnel to monitor data quality at a glance throughout the year.

These powerful tools are provided by CIC with a reasonable, annual per-student fee. The annual fee includes updates needed for new rules added (both standard and state), changes to the Infinite Campus database schema, and report improvements. Custom reports (for custom fields) are available for an additional fee on a custom quote basis.

Beyond the Technology.



Highlights:

The CIC Data Health Check (DHC) tool provides schools and school districts an automated process to identify and correct data errors. The DHC tool uses a variety of edit checks that include validation of standard rules (student demographic, census, attendance, behavior, scheduling, etc.), state reporting fields and custom fields.

- ✓ **Review and Correct Data** – Provides an ongoing, systematic approach to reviewing and correcting data throughout the year.
- ✓ **State Reporting** – DHC identifies data issues with student count state reporting based on state specific rules. As rules change, CIC updates the rules, which then are updated automatically on customer servers.
- ✓ **School and/or District Mode** – Quickly identify potential data issues at the school level or district level.
- ✓ **Integrated Security** – Access the reports from the Infinite Campus Index (menu tree), using Infinite Campus security rights / groups to limit end users to only the reports they need.
- ✓ **Filtering** – Use Infinite Campus filters to access only the records needing corrections, saving time and work needed to make changes.

Benefits:

Healthy data provides a solid foundation for more accurate school, district, state and federal reporting and analysis. The CIC Data Health Check (DHC) tool provides a way for your school and district staff to recognize and correct data issues all year, not “crunched” into required reporting deadlines. The DHC tool gives you:

- ✓ **Gain Control** - Imagine a way to identify trends regarding incorrect data entry. Evaluate your database health on a regular basis to guarantee the integrity for reliable reporting and analysis.
- ✓ **Improve Productivity** - Save time, both by identifying errors and correcting them throughout the year. No more reporting deadline crises! No more tedious searching for the incorrect data.
- ✓ **More Peace of Mind** - that your student database is accurate and complete for district analysis and reporting, state reporting, and federal reporting.
- ✓ **Monitor and Communicate** – Empower school site personnel with reports they can run anytime throughout the year, catching errors and correcting them when time permits vs. when up against the pressure of reporting deadlines.

Generated on 1/7/2011 1:28:34 PM | Generated For Date: 2011-01-07 13:22:23

Data Health Check: Standard

School: All Schools

Census	DHC - Census - Duplicate Student Numbers	All Schools	1	1250	0.08%	Duplicated student IDs will adversely affect State Reporting and any other student data reports that use student ID as a key field or identifier.
Census	DHC - Census - Households > 8 Primary Mailing Add	All Schools	0	1365	0.00%	List of households with more than 8 members.
Census	DHC - Census - Households > 1 Primary Mailing Add	All Schools	5	1305	0.37%	Households with more than one primary mailing address.
Census	DHC - Census - Households with > 2 Guardians	All Schools	2	1305	0.15%	Households that have more than two guardians.
Census	DHC - Census - Households Without Members	All Schools	83	1388	0.08%	Empty households exist in Campus that may need to be removed.
Census	DHC - Census - Households without Phone Numbers	Schools	54	1388	0.98%	Households without a phone number assigned.
Census	DHC - Census - No Address	Schools	0	1195	0.00%	Students enrolled in the active school year without an associated address.
Census	DHC - Census - No Guardians	Schools	10	1289	0.80%	Active students without guardians can cause state reporting and mailing issues. This can

Alvarez, Humberto H
 Duh:11 42002985 DOB:10/01/1999 Gender:M
 Demographics | IDentifiers | Households | Telephone | Enrollments | District Employment

Non-Household Relationships

Name	Gender	Relationship	Start Date	End Date	Emergency Priority	Guardian Mailing Portal	Messenger	Private
Dates, Concepcion F	F	Sister	05/05/1918		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dandrea, J. Diana M	F	Sister	08/02/2005		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Hudson, Juan M	M	Stepfather	05/05/1918		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Kalaras, Arsenio M	M	Sister	08/02/2005		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Non-Household Relationships

Name	Gender	Relationship	Start Date	End Date	Emergency Priority	Guardian Mailing Portal	Messenger	Private
Byers, Anthony	M	Stepfather	05/05/1918		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Data Health Check will allow us to pinpoint where possible confusion lies... We will be able to focus our energies on using additional functions in Infinite Campus, instead of constantly trying to find data problems...

State specific checks will also make state reporting easier and less stressful. We won't need to wait for the state to check our data and let us know what they believe is incorrect, we can check it whenever we want!

**Dalene Smith, Data Management Supervisor
Sweetwater SD #2, WY**

Sound Interesting?

Contact your CIC Sales Representative or Account Specialist for a proposal!

Beyond the Technology.

