

# Impact of Legislated Data Collections/Elements on CDE and Local Education Agencies

CDE Data and Research Unit, December 2007

When new elements/formulas or entirely new collections are required by legislation or rule, the Colorado Department of Education (CDE) and districts/BOCES must be given adequate time to address the upcoming changes. Appropriate and advance notice is necessary to ensure that data will be available in the format needed. Within the department there is a complex series of tasks that must be completed before new requirements are rolled out to the districts. Local school districts and Boards of Cooperative Educational Services (BOCES) also must take varied steps to carry the new requirements to fruition. A limited analysis of recent or current data collection requirements conducted for the 2006-07 First Annual Report to the State Board of Education and the Education Committees of the Senate and House of Representatives revealed that the time span between adoption of the law/rule and the opening of the data collection with all changes intact can range from as little as eight months to as many as 35 months.

The Legislature passed HB 07-1320 Data Reporting and Technology Act which codified a schedule for changes in data requirements. This legislation recognizes "that the department must allow school districts and public schools the necessary time in which to comply with changes in data submission requirements:"

- Notify school districts, schools and vendors of new federal or state data submission requirements within one business day of passage through an e-mail process
- CDE conduct informational meetings
- Update CDE website within 60 days of notice of change
- Schools districts comply within 90 days of website update
- State Board has 90 days to promulgate rules after the effective date of the legislation that alters data collection requirements
- School districts and schools have 90 days to reformat data systems after the publication of the rules

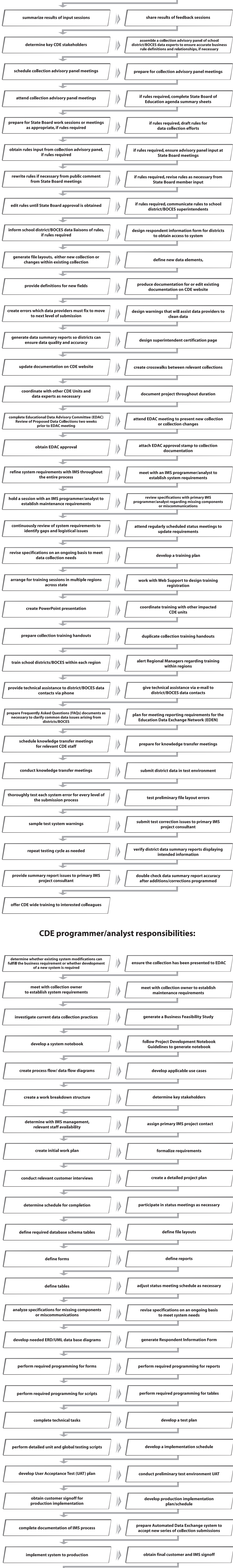
## Within CDE

Colorado Department of Education staff must execute the multiple steps below in order to implement new data requirements.

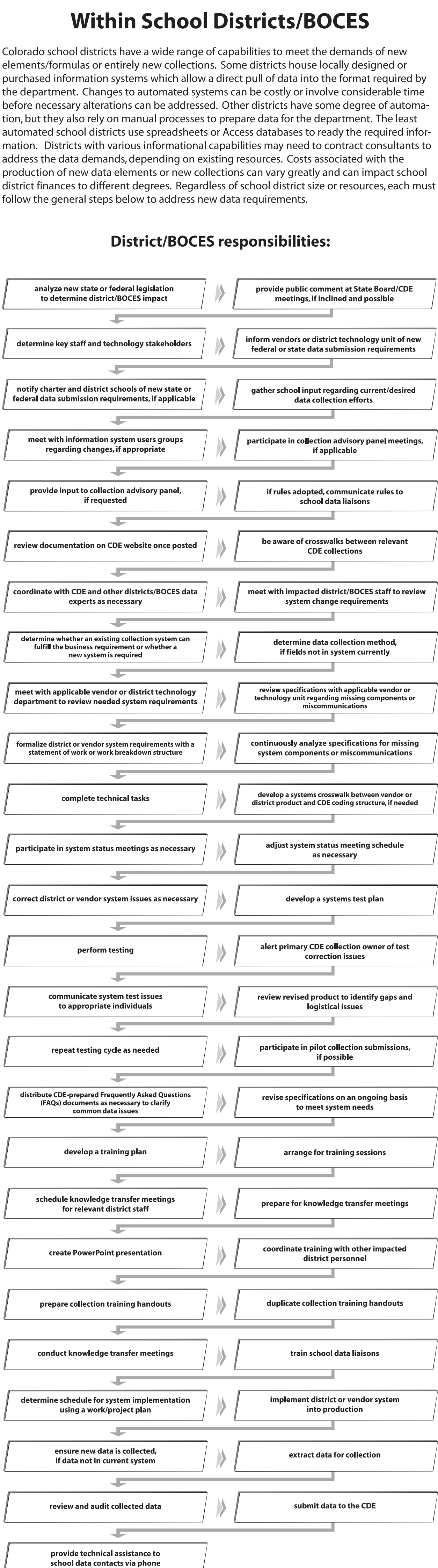
This series of tasks must be performed prior to opening the impacted collection to school districts and BOCES for submission. Although the tasks appear to occur sequentially, many of them may occur concurrently.

These new data demands impact a variety of team members throughout the organization.

### CDE collection owner responsibilities:



### CDE programmer/analyst responsibilities:



## Within School Districts/BOCES

Colorado school districts have a wide range of capabilities to meet the demands of new elements/formulas or entirely new collections. Some districts house locally designed or purchased information systems which allow a direct pull of data into the format required by the department. Changes to automated systems can be costly or involve considerable time before necessary alterations can be addressed. Other districts have some degree of automation, but they also rely on manual processes to prepare data for the department. The least automated school districts use spreadsheets or Access databases to ready the required information. Districts with various informational capabilities may need to contract consultants to address the data demands, depending on existing resources. Costs associated with the production of new data elements or new collections can vary greatly and can impact school district finances to different degrees. Regardless of school district size or resources, each must follow the general steps below to address new data requirements.

### District/BOCES responsibilities:

