



Dane County

Minutes - Final Unless Amended by Committee

Youth Commission - Youth Assessment Steering Subcommittee

Monday, April 9, 2018

8:15 AM

United Way of Dane County,
3rd Floor Conference Room

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A. Call To Order

Present 6 - MEGHAN BENSON, BRIAN KOENIG, JEFFREY LAFFERTY, SARAH JOHNSON,
NICHOLAS PINZKE, and KRISTEN BREY

Absent 4 - MARY O'DONNELL, TJ HANSEN, BONNIE AUGUSTA, and BRIDGET MANIACI

B. Consideration of Minutes

[2017](#) 2017_0918 Youth Commission - Youth Assessment Steering
[MIN-292](#) Subcommittee Minutes

Attachments: [2017_0918 DCYA Steering Committee Minutes](#)

A motion was made by KOENIG, seconded by LAFFERTY, that the Minutes be approved. The motion carried by the following vote:

Ayes: 6 - BENSON, KOENIG, LAFFERTY, JOHNSON, PINZKE and BREY

Absent: 4 - O'DONNELL, HANSEN, AUGUSTA and MANIACI

C. Action Items

D. Presentations

E. Reports to Committee

1. Overview of survey administration (Koenig)

Koenig reported that data collection is complete for all districts. MMSD data needs to be weighted and there is a meeting set to begin this process. District data is being aggregated. The data set will be reviewed and cleaned by long-time DCYA partner Dr. Dorothy Espelage and her team. Koenig explained the process used. The raw data set will be ready for distribution to funding partners in May and will be in Excel files. The codebook is done.

The biggest issue related to data collection was student screens blanking out during the survey. The issue was diagnosed to be related to WIFI capacity and taking the survey in mass. Smaller issues like students repeatedly hitting "next" during the survey or trying to go back also overloaded the system. Districts that staggered administration and asked students to put their phones on airplane mode had fewer problems. The one district that arranged for every student to take the survey at the same time had significant problems. Koenig changed platforms mid-cycle to try and resolve the issue. Similar issues occurred with both platforms, but the SoGo Survey vendor was more responsive than Survey Monkey. School tech support was very involved and Koenig notified districts in advance of surveying on what was being learned to prevent the problem. Koenig estimates that screens blanked out for 3 – 5% of students across the county—not enough to skew the results. Responses prior to the screen blanking out were saved. One district resurveyed its middle school cohort. A larger district may need to weight their data. Several recommendations to resolve this for 2021 have been suggested including to design the survey in two parts, shorten it considerably, stagger administration, instruct all students to put phones in airplane mode or turn off prior to taking the survey. This will be the primary planning issue for the next cycle.

2. Overview of Countywide data table report and school report formats (Koenig)

Koenig has been providing schools with their data reports as they finish the survey. As indicated above, an aggregated, cleaned data set will be available in May at which time Koenig will create the county-wide data table summary report.

3. Discussion on Executive Summary format and content (Benson)

The template used for the 2012 and 2015 Executive Summaries will be the starting point for the 2018 Executive Summary. Changes may be made to mirror the format of the 2018 WYRBS report for ease of comparing county and state results. Koenig will have a draft ready for review at the June DCYA Steering Committee meeting.

4. Discussion on funding partner access and use of the data set (Benson)

Committee reviewed parameters for DCYA data use among the major funding partners that include Dane County, United Way, PHMDC, the City of Madison and MMSD. The County reports data tables for each item in aggregate and prepares a summary report that will be crafted by the project vendor and approved by the Steering Committee. PHMDC also reports in aggregate and refers any specific school requests for data to the district. United Way has used the data internally. The data is public record and could be subject to an open records request, but this has never happened. According to the MMSD/DCYA MOU, fully aggregated DCYA survey data (not school-specific data) is released to the public by Dane County. The funding partners have access to the full school-specific data set, but have historically not released reports to the public about specific schools' DCYA data, either MMSD or rural participants, without district input or collaboration. Several questions arose related to the City of Madison's use of the data given MMSD and the City of Madison have interest in this data set to make program and policy decisions. This issue was tabled given the City rep was not present and pending input from MMSD on the following questions:

- 1) Are there concerns with the City internally using and analyzing school/region-specific data to inform decisions? For example, reviewing data relevant to the north side of the city in relation to gang involvement as it allocates resources.*
- 2) Are there concerns if the City publicly released regional City data using the same example?*
- 3) What if a City official wanted to know/use/release school-specific data to the public? What would that process look like? This seems to conflict with the MOU.*

5. Feedback survey to school partners

Instead of convening a debrief meeting this cycle, school partner feedback will be gathered through a survey.

F. Future Meeting Items and Dates

Next meeting is scheduled for May 7, 8:30–10:30 a.m. at United Way

G. Public Comment on Items not on the Agenda

H. Such Other Business as Allowed by Law

I. Adjourn

10:00 a.m.

Recorded by Connie Bettin at 242-6422 (WI Relay 711)