

## Discussion Scenario

A report comes back from the state regarding your district's performance on the state assessment this past year. The report indicates that one of the elementary schools has twice as many low-income students as reported last year.

Discuss each of the following questions:

1. What steps, if any, can be taken to determine if this is an error and, if so, how it occurred?
2. Who is responsible for correcting any erroneous data?
3. What steps can be taken to correct any error in the data reported by the district to the state?
4. What are the possible consequences for the school and the district if these data are not corrected?
5. What can be done to ensure that such errors do not happen in the future?
6. How do you document that you have corrected the error?
7. How do you ensure that the data are corrected everywhere they may occur?

## Possible Data Errors

<b>Type of Error</b>	<b>Example</b>	<b>Possible Consequences</b>	<b>Possible Correction Procedures</b>
<b>Inaccurate data</b>	Student Information System (SIS) lists every child as Asian		
	Final grades incorrectly assigned in 10 <sup>th</sup> -grade English classes		
<b>Missing data</b>	10 percent of student records have no date of birth		
	Schedule records missing teacher first name and identifier		
	No students identified as learning disabled		
<b>Incomplete data</b>	3 students listed as “Smith, J.”		
	Teachers not turning in grades on time		
<b>Inconsistent data</b>	Student gender in one building SIS entered as “F” or “M” while in another building listed as “Female” or “Male”		
	Record for the same person listed as “Jones, Elizabeth” in SIS, “Jones, Beth” on state assessment data, “Jones, Liz” in cafeteria system		
<b>Outliers</b>	Final grade of 122 percent		
	3 scores on district-wide math assessment 30 percent or more below median score, 20 percent or more below next lowest scores		

