



MLDS CENTER

Maryland Longitudinal Data System

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MEMORANDUM

TO: MLDS Governing Board
FROM: Molly B. Abend, Data Management Coordinator
DATE: June 3, 2019
SUBJECT: MLDS 2019 Data Inventory and 2019-2020 Data Collection Calendar

Purpose

The purpose of this agenda item is to provide information to the Governing Board on the proposed changes to the MLDS 2019 Data Inventory and the new 2019-2020 Data Collection Calendar for Governing Board approval at the June Governing Board Meeting.

Data Inventory

The MLDS Governing Board is required to create an inventory of individual student and workforce data proposed to be maintained in the system (Md. Ed. Art. §24-704(g)(6)). Additionally, the data inventory serves to inform the public about the contents of the MLDS.

Legislation Requiring Data Inventory Updates

Due to newly required data collections, multiple new data elements will be proposed for inclusion in the next few years. Below is a list of the upcoming data collections and the associated agency providing data:

- Senate Bill 978, Career Preparation Expansion Act (*Passed 2018*)
 - Apprenticeship Program Data (Department of Licensing, Labor, and Regulation)
 - Business Licenses (Issued by the Division of Occupational and Professional Licensing in the Department of Labor)
 - Business Licenses (Issued by the Maryland Department of Health)
- House Bill 704, MLDS - Student Data and Governing Board (*Passed 2019*)
 - Elementary and Secondary School Disciplinary Records (Maryland State Department of Education)
 - Juvenile Delinquency Records (Department of Juvenile Services)
- House Bill 1206, MLDS - Data Matching (*Passed 2019*)
 - Census Tract and Block Numbers (Maryland State Department of Education)

Summary of Proposed Inclusions

Of the new data collections listed above, proposed additions to the data inventory are from Apprenticeship Program data. The Apprenticeship data include the following new data elements:

- | | |
|---|--|
| 1. First Name | 24. Employer |
| 2. Last Name | 25. Employer Address |
| 3. Middle Name | 26. Employer City |
| 4. Social Security Number (SSN) | 27. Employer Zip code |
| 5. Birthdate | 28. Apprenticeship Start Date |
| 6. Address Line 1 | 29. Apprenticeship End Date |
| 7. City | 30. Apprenticeship Status |
| 8. Zip code | 31. Education Level |
| 9. Gender | 32. Industry |
| 10. Hispanic or Latino Ethnicity | 33. Related Training Instruction Provider |
| 11. American Indian or Alaska Native | 34. Related Training Instruction Provider Address |
| 12. Asian | 35. Related Training Instruction Provider City |
| 13. Black or African American | 36. Related Training Instruction Provider Zip code |
| 14. Native Hawaiian or Other Pacific Islander | 37. Program Length |
| 15. White | 38. Required Instructional Hours |
| 16. Demographic Race Two or More Races | 39. Starting Wage |
| 17. Apprentice ID | 40. Ending Wage |
| 18. Apprentice Type | 41. Hourly Wage |
| 19. Occupation | 42. Minimum Age |
| 20. Sponsor Number | 43. Minimum Education Level |
| 21. Sponsor Address | 44. Exit Reason |
| 22. Sponsor City | |
| 23. Sponsor Zip code | |

Data Collection Calendar

The Center receives data submissions from each of its partner agencies throughout the academic year. The Data Collection Calendars provide a comprehensive timeline of the files submitted to the MLDS Center by partner agencies and an accountability process if files are not received within the approved timelines.

Creation of the Calendar

The Data Collection Calendars are revised in an annual process through the Data Governance Advisory Board (Data GAB). Data GAB membership includes a data steward and data manager from each of the MLDS Center's partner agencies, including the Maryland State Department of Education (MSDE); Maryland Higher Education Commission (MHEC); Department of Labor, Licensing and Regulation (DLLR); Maryland Department of Motor Vehicles (MVA). MLDS Center staff work with the data managers and stewards in each of the partner agencies to set a data collection calendar that aligns with the needs of both the partner agency and MLDS.

Action

We request the Governing Board approve the additions to the MLDS Data Inventory – June 2019 and the 2019-2020 Data Collection Calendar.



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Better Data • Informed Choices • Improved Results

Substantive Changes to
the

MLDS Data Inventory

June 2019

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Overview

The Maryland Longitudinal Data System (MLDS) is Maryland's central repository for comprehensive data from all levels of education and into the State's workforce. The MLDS Governing Board is required to create an inventory of individual student and workforce data proposed to be maintained in the system (Md. Ed. Art. §24-704(g)(6)). Additionally, the data inventory serves to inform the public about the contents of the MLDS database. This document provides a comprehensive summary of data elements proposed to be maintained, or removed from the System.

Process

The development of the Data Inventory is a collaborative process between DLLR, MSDE and MHEC, and the MLDS Data Governance Advisory Board. The MLDS Data Governance Advisory Board annually reviews the Data Inventory and identifies what data elements to propose for inclusion or remove from the System. All data must be relevant to answering one of the questions in the [Research Agenda](#) or generally identified as necessary for evaluating federal or State supported education programs. Data elements identified for inclusion or removal in the System are presented to the Governing Board for approval. Once approved, the requirements are developed with the agency and included in the data collection calendar.

Accessing the Data Inventory

As of December 2016, the MLDS Data Inventory is available online through the MLDS Center [website](#). This change allows the inventory to be more dynamic, by presenting the inventory in a way that may be organized according to the user's needs.

Changes to the Data Inventory

As a result of publishing the Data Inventory in a dynamic format, this document will only include substantive changes for each of the domains. Substantive changes are inclusions or removals of data elements in the Data Inventory.

Administrative changes are made annually and include the following:

- Clarification to the database in which the data element is maintained (i.e. ODS or MDM)
- Corrections and consistency in the CEDS Global ID for the Data Element
- Consistency in reporting the Element Name

Student Data

State law (Education Article §24-701, Annotated Code of Maryland) defines student data to mean data relating to student performance. The law also lists specific data elements not considered student data. As of the 2019 legislative session, House Bill 704 authorizes the Center to include discipline data and juvenile delinquency records. By removing the restriction on these specific data elements, student data now includes:

- State and national assessments;
- Course-taking and completion;

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- Grade point average;
- Remediation;
- Retention;
- Degree, diploma, or credential attainment;
- Enrollment;
- Demographic data;
- Juvenile delinquency records; and
- Elementary and secondary school disciplinary records.

The law continues to prohibit the Center from collecting data on students from criminal and Child In Need of Assistance records and medical and health records.

Workforce Data

State law (Education Article §24-701, Annotated Code of Maryland) defines workforce data as data relating to:

- Employment status;
- Wage information;
- Geographic location of employment; and
- Employer information.

Understanding the Fields in the Data Inventory

Approval Status – identifies the Governing Board approval status for the Domain, Entity, or Element.

- **Approved** – The element had been approved for inclusion in the MLDS by the MLDS Governing Board.
- **Proposed** – The element has been proposed for inclusion and is pending review by the MLDS Governing Board for collection by the MLDS Center.

Approval Date – date that the Governing Board approved the inclusion of the Data Element to be maintained in the System.

Availability – the earliest date that the Date Element is available to the MLDS.

CEDS Global ID – is the Common Education Data Standards unique identifier for the data element. Data elements in the MLDS database are mapped to the [Common Education Data Standards](#) (CEDS Version 6.0) when possible. CEDS represents a national, collaborative effort to develop voluntary, common data standards across the P-20W pipeline and provides nationally recognized naming conventions and definitions. Where data cannot be mapped to CEDS 6.0 standards, alternate domain, entity, and element names are provided, if applicable.

Database – an indication of the location of the data element within the MLDS. Data elements are either in the Operational Data Store (ODS) or the Master Data Management (MDM) database. The MDM database contains confidential and sensitive information on student and workers and is restricted to specified authorized staff of the MLDS Center. The ODS contains sensitive, de-identified information on students and workers and is restricted to authorized staff of the MLDS Center.

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Description – a description of the Data Element that provides additional information related to how the data element is collected, used, or defined in the System.

Domain – Domains indicate the sectors that are part of the MLDS. The Data Inventory contains both internal and external domains. Internal domains relate to the MLDS partner agencies that provide student and workforce data directly to the MLDS through a memorandum of understanding. MLDS partners include: Maryland State Department of Education (MSDE), Maryland Higher Education Commission (MHEC), and Maryland Department of Labor, Licensing and Regulation (DLLR). External domains include publicly available data or data provided through a memorandum of understanding with the external entity. Data from external sources are used to enhance the data received from internal sources, and provide additional context to the data in the System.

Internal domains include:

- Workforce,
- Postsecondary,
- PK12.

External Domains include:

- U.S. Census Bureau (CENSUS), and
- Motor Vehicle Administration (MVA).

Element Name – describes the data element provided to the MLDS. These are attributes of the Entity. This may be the name used by the partner agency, or a standard name used by CEDS.

Entity – Entities represent persons, places, events, objects or concepts about which the data is collected or shared. The Entities in the MLDS Data Inventory are:

- | | | |
|----------------------|---------------------|------------------------|
| • Address | • Institutional | • NA |
| • AE Student | • Characteristics | • PS Institution |
| • Assessments | • K12 Class/Section | • PS Student |
| • Authentication and | • K12 Course | • Quarterly Employment |
| Authorization | • K12 Organizations | • Tuition |
| • EL Child | • K12 School | • W Employer |
| • EL Organization | • K12 Staff | • W Person |
| • EL Staff | • K12 Student | |
| • Financial Aid | • LEA | |

Load Status – provides an indication of the status of the data element within the MLDS.

- **Active** data elements are loaded into the System and are currently in use.
- **Inactive** data elements were approved for inclusion in the MLDS by the Governing Board, but are not currently loaded into the MLDS or have not yet been provided to the MLDS from the source agency.
- **Removed** data elements that have been eliminated from the MLDS even though they were approved by the Governing Board for use.
- **Obsolete** data elements were approved for collection but are no longer available from the source. Data remains active in the System for the years the data element was available.

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Source – indicates the origin of the data for the specific Domain. This may be the name of the data collection administered by the agency or the table name. The source is specific to the agency providing the data to the MLDS.

PK12

PK12 domain data is provided to the MLDS from the Maryland State Department of Education (MSDE).

Proposed Sources - None

There are no proposed PK12 data elements at this time.

Proposed Removals - None

There are no removals of PK12 data elements at this time.

Workforce

Workforce domain data is provided to the MLDS from the Department of Labor, Licensing and Regulation (DLLR).

Proposed Sources

Apprenticeship Data

Senate Bill 978, also known the Career Preparation Expansion Act (CPEA), was passed in the 2018 legislative session and requires various entities to provide MHEC with data. Apprenticeship data from the Division of Workforce Development and Adult Learning (DWDAL) in the Department of Labor, Licensing, and Regulation is included in this requirement. The MLDS Center worked on MHEC's behalf to contact DWDAL and discuss the apprenticeship data they maintain. MLDS Center staff worked with DWDAL staff to identify data elements needed for identity resolution purposes and data elements deemed useful for research purposes. The data elements for inclusion in the Data Inventory are detailed in the table below.

CEDS Global ID	Entity	Element Name	Approval Status	Availability	Source	Database
000115	AE Student	First Name	Proposed	2008	Apprenticeship	MDM
000172	AE Student	Last Name	Proposed	2008	Apprenticeship	MDM
000184	AE Student	Middle Name	Proposed	2008	Apprenticeship	MDM
000259	AE Student	Social Security Number (SSN)	Proposed	2008	Apprenticeship	MDM
000033	AE Student	Birthdate	Proposed	2008	Apprenticeship	MDM
000269	AE Student	Address Line 1	Proposed	2008	Apprenticeship	MDM
000040	AE Student	City	Proposed	2008	Apprenticeship	ODS
000214	AE Student	Zip code	Proposed	2008	Apprenticeship	MDM
000255	AE Student	Gender	Proposed	2008	Apprenticeship	ODS
000144	AE Student	Hispanic or Latino Ethnicity	Proposed	2008	Apprenticeship	ODS
000016	AE Student	American Indian or Alaska Native	Proposed	2008	Apprenticeship	ODS
000020	AE Student	Asian	Proposed	2008	Apprenticeship	ODS

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000034	AE Student	Black or African American	Proposed	2008	Apprenticeship	ODS
000192	AE Student	Native Hawaiian or Other Pacific Islander	Proposed	2008	Apprenticeship	ODS
000301	AE Student	White	Proposed	2008	Apprenticeship	ODS
000973	AE Student	Demographic Race Two or More Races	Proposed	2008	Apprenticeship	ODS
001071	AE Student	Apprentice ID	Proposed	2008	Apprenticeship	MDM
000997	AE Student	Apprenticeship Type	Proposed	2008	Apprenticeship	
001756	AE Student	Occupation	Proposed	2008	Apprenticeship	ODS
000191	AE Student	Sponsor Number	Proposed	2008	Apprenticeship	ODS
000269	AE Student	Sponsor Address	Proposed	2008	Apprenticeship	ODS
000040	AE Student	Sponsor City	Proposed	2008	Apprenticeship	ODS
000214	AE Student	Sponsor Zip code	Proposed	2008	Apprenticeship	ODS
001076	AE Student	Employer	Proposed	2008	Apprenticeship	ODS
000269	AE Student	Employer Address	Proposed	2008	Apprenticeship	ODS
000040	AE Student	Employer City	Proposed	2008	Apprenticeship	ODS
000214	AE Student	Employer Zip code	Proposed	2008	Apprenticeship	ODS
000998	AE Student	Apprenticeship Start Date	Proposed	2008	Apprenticeship	ODS
000999	AE Student	Apprenticeship End Date	Proposed	2008	Apprenticeship	ODS
NA	AE Student	Apprenticeship Status	Proposed	2008	Apprenticeship	
000141	AE Student	Education Level	Proposed	2008	Apprenticeship	ODS
001742	AE Student	Industry	Proposed	2008	Apprenticeship	ODS
001078	AE Student	Related Training Instruction Provider	Proposed	2008	Apprenticeship	
000269	AE Student	Related Training Instruction Provider Address	Proposed	2008	Apprenticeship	
000040	AE Student	Related Training Instruction Provider City/County	Proposed	2008	Apprenticeship	
000214	AE Student	Related Training Instruction Provider Zip code	Proposed	2008	Apprenticeship	
NA	AE Student	Program Length	Proposed	2008	Apprenticeship	
000362	AE Student	Required Instructional Hours	Proposed	2008	Apprenticeship	
NA	AE Student	Starting Wage	Proposed	2008	Apprenticeship	
NA	AE Student	Ending Wage	Proposed	2008	Apprenticeship	

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NA	AE Student	Hourly Wage	Proposed	2008	Apprenticeship	
NA	AE Student	Minimum Age	Proposed	2008	Apprenticeship	
NA	AE Student	Minimum Education Level	Proposed	2008	Apprenticeship	
000620	AE Student	Exit Reason	Proposed	2008	Apprenticeship	

Proposed Removals - None

There are no removals of workforce data elements at this time.

Postsecondary

Postsecondary domain data is provided to the MLDS from the Maryland Higher Education Commission (MHEC).

Proposed Sources - None

There are no proposed postsecondary data elements at this time.

Proposed Removals - None

There are no removals of postsecondary data elements at this time.

External Domains

External domain data is acquired by the MLDS from:

- U.S. Census Bureau (Census); and
- Maryland Department of Transportation, Motor Vehicle Administration (MVA).

Proposed Sources - None

There are no proposed external data sources at this time.

Supporting Information For more information on the MLDS Center please visit the MLDS Center website at mldscenter.maryland.gov.

For additional information on CEDS 6.0 Data Standards visit ceds.ed.gov.

[CEDS 101](#) describes what the CEDS standard is, why it is needed, and the parts of the CEDS standard.

Contributors and Change History

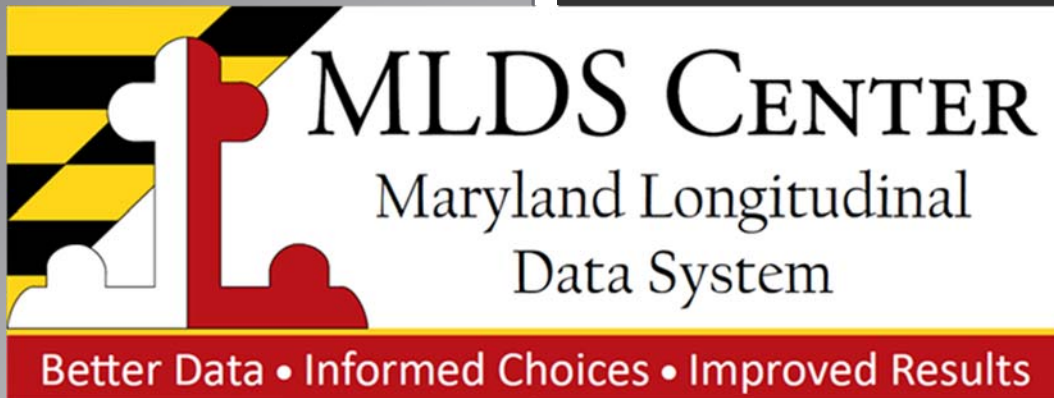
Date	Description/Reason for change	Authors/Contributors	Version
07/25/2012	Initial Draft	John Bruns	1.0
09/1/2012	Revision of content, addition of tables	John Bruns, Rob London	1.0
10/2/2013	Revision of content, addition of person,	John Bruns	2.0

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Date	Description/Reason for change	Authors/Contributors	Version
	organization data elements; mapping to CEDS workforce elements added		
10/29/2013	Added CEDS 4.0 details and data elements planned for the MLDS Master Data Management system	John Bruns	2.0
10/31/2013	Review and update	Chandra Haislet	2.0
11/1/2013	Updates to sections 2.0-5.0	Ross Goldstein	2.1
11/1/2013	Inactive CEDS 4.0 elements removed from Appendix B	John Bruns	2.2
11/15/2013	Active and Approved elements added to Appendix B and C; reserved elements removed	John Bruns	2.3
11/20/2013	Removed Appendices related to elements by policy question and system source; added active and Approved elements; denoted elements not mapped to CEDS 4.0	John Bruns	2.4
11/25/2013	Defined Approved elements as those approved by agencies for submission; removed Approved elements not approved	John Bruns	2.5
12/13/2013	All "Approved" data elements in Version 2.5 marked as active following MLDS Board approval	John Bruns	2.6
1/4/2014	Initial Draft of CEDS Elements	John Bruns (MSDE)	3.1
1/31/2014	Research Request of CEDS Elements	Mike Woolley (UMB)	3.1
2/28/2014	Availability of Data Alignment – K12	Janice Johnson (MSDE)	3.2
2/28/2014	Availability of Data Alignment – Workforce	Donni Turner (DLLR)	3.2
2/28/2014	Availability of Data Alignment – Postsecondary	Andrew Nichols (MHEC)	3.2
3/13/2014	Approved Items for Inventory	Chandra Haislet (MLDS Center)	3.3
5/28/2014	Availability of Data Alignment – Postsecondary	Jon Enriquez (MHEC)	3.4
6/2/2014	Approved Items for Inventory (Data Gab)	Chandra Haislet (MLDS Center)	3.5
6/6/2014	Availability of Data Alignment – Early Learning	Phil Koshkin (ECE)	3.6
6/6/2014	Additional Postsecondary Data	Jon Enriquez (MHEC)	3.7
6/9/2014	Availability of Data Alignment – Workforce	Donni Turner (DLLR)	3.8
12/8/2014	Availability of Data Alignment – Governing Board Meeting 12/16/2014	Laia Tiderman (MLDS Center)	4.0
12/18/2014	Proposed Data Elements Approved by the Governing Board 12/16/2014	Laia Tiderman (MLDS Center)	4.1
11/10/15	Inclusion of Data Elements approved in previous versions (MHEC and DLLR) Inclusion of MVA Data Elements for approval by the MLDS Governing Board	Laia Tiderman (MLDS Center)	4.2
12/8/2015	Revisions by MHEC to Postsecondary Data	Parris Jackson	4.3

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Date	Description/Reason for change	Authors/Contributors	Version
	Elements		
12/9/2015	Final Revisions prior to presentation at the MLDS Governing Board	Laia Tiderman	4.5
12/15/2015	Final with approval from Governing Board	Laia Tiderman	4.5
10/13/2015	Revisions for Data GAB 10/19/2016	Laia Tiderman	4.7
11/1/2016	Published Data Inventory on MLDS Website Revised document to include substantive changes Included definitions for all fields included in online Data Inventory	Laia Tiderman	5.0
11/21/2016	Changes to proposed workforce sources and elements	Laia Tiderman	5.1
12/2/2016	Updates to <i>Overview</i> , inclusion of <i>Process</i> , <i>Student Data</i> and <i>Workforce Data</i> definitions, updates to <i>Understanding the Fields</i> in the Data Inventory	Laia Tiderman	5.2
5/16/2017	Proposed and Removed data elements for 2017 June Governing Board Meeting	Laia Tiderman	6.0
5/24/2018	Proposed removal of IPEDS Data and Inclusion of Publicly Available Aggregate Data; Annual updates for 2018 June Governing Board Meeting	Laia Tiderman	7.0
6/14/2018	Changes requested during 2018 June Governing Board Meeting	Laia Tiderman	7.5
11/29/2018	Additions to PK12 data in alignment with changes to data collections made by MSDE	Laia Tiderman	8.0
05/21/2019	Additions to Workforce data due to the new Apprenticeship Program data collection from DLLR	Molly Abend	9.0



Data Collection Calendars

**2019-2020
Academic Year**

1. Overview

The Maryland Longitudinal Data System (MLDS) Center collects submissions from each of its partner agencies throughout the academic year. This document provides a comprehensive timeline of the files submitted to the MLDS Center by partner agencies and an accountability process if files are not received within the approved calendar. MLDS Center partner agencies include:

- Maryland State Department of Education (MSDE);
- Maryland Higher Education Commission (MHEC);
- Department of Labor, Licensing and Regulation (DLLR);
- Maryland Department of Motor Vehicles (MVA).

The calendar is revised annually through the Data Governance Advisory Board (Data GAB), to allow partner agencies to align the Calendar to their unique needs.

The MLDS Center staff appreciates the continued collaboration of staff at all our partner agencies and the Data Governance Advisory Board members.

2. Data Calendar Steps

Each submission in the Data Collection Calendar includes a number of steps that are part of the entire process. Each of those steps and the approximate time for completion of that step are detailed below. The specified time periods may be adjusted to accommodate agency needs and priorities.

1. Agency Data Verification Complete

Each agency has a collection and verification process that must be completed by the date established for this step. This date is set by the individual agencies, and is used as a benchmark to set the dates for subsequent steps.

2. Data Received

The date all data are submitted to the Center. Agencies will provide data within 2 weeks after the Agency Verification Complete due date.

3. Data Loading and Feedback Period

This step represents the entire collection window for partner agencies to provide data to the Center. As files are submitted, the Center provides feedback to the agency on data issues. This may include identity matching issues, data verification concerns, and general checks of the data as it is loaded into the System. This period allows the Center to work with the agency on data related issues. This period lasts approximately 60 days.

4. Completion Date

The date all data are loaded into the system.

Note: If an issue is identified after the Completion Date, the MLDS Center will work with an agency to discuss the situation and, if necessary, come to an agreement on a timeline for resubmission.

3. Accountability Process

Detailed below is the process implemented when files are not received within the timeline established in the Data Collection Calendar. The goal of this accountability process is to inform all data sharing partners of the process and create a uniform policy for handling late data submissions. This process was developed in partnership with MLDSC partner agencies through the Data Governance Advisory Board.

1. Reminder Emails Scheduled

Two weeks prior to the established due date, MLDSC Staff will send an email reminder about the upcoming data due date to the Data Owner, Data Steward, and/or Data Custodians at the partner agency.

2. Phone Call

One week after the established due date, MLDSC Staff will contact the Data Owner, Data Steward, and/or Data Custodians at the partner agency.

3. Email

Two weeks after the established due date, MLDSC Staff will contact the Data Owner, Data Steward, and/or Data Custodians at the partner agency.

4. Email of Notification to Agency Head

Three weeks after the established deadline, MLDSC Staff will inform the Data Owner, Data Steward, and/or Data Custodians at the partner agency that a letter will be sent to the agency head of the partner agency.

5. Notification to Agency Head

Four weeks after the established deadline, a letter from MLDSC Executive Director will be sent to the agency head of the partner agency. The letter will include dates from the established Data Collection Calendar, and a summary of steps 1-3.

6. Notification to Governing Board

After the completion of step 4, the Governing Board will be notified in the next Monthly Report to the Governing Board.

Request for Extension

In recognition of the many demands and competing priorities of the partner agencies, MLDS Center will work with agencies to establish an extension of the deadline to submit the required files. Once a new deadline has been established, the above notification process will be halted. If the extended deadline is not met, the notification process begins with Step 4. Except in cases of extreme hardship, deadlines will not be extended beyond two weeks.

4. Collections in Development

MLDS Center partner agencies continuously review the data they collect to ensure the needs of the agencies are met. The cycle from implementation to collection is long and varied. As part of the collection development cycle, MLDS Center partner agencies will include information on the "Collections

Under Development” in their Data Collection Calendars. This ensures that stakeholders are aware of the data that will be provided to the MLDS Center, without placing unreasonable restraints on our partner agencies to deliver data that may not meet the agency’s data quality standards.

2019-2020 MSDE Collection Calendar

MSDE Data Collection	Steps	Due Dates
2020 School Data Set (SDS)	MSDE Data Verification Complete	10/1/19
	Data Received at MLDS Center	10/15/19
	Loading and Feedback Period	10/15/19 - 12/15/19
	Completion Date	12/15/19
2020 September Attendance	MSDE Data Verification Complete	11/15/19
	Data Received at MLDS Center	11/30/19
	Loading and Feedback Period	11/30/19 - 1/30/20
	Completion Date	1/30/20
2020 Staff	MSDE Data Verification Complete	5/1/20
	Data Received at MLDS Center	5/15/20
	Loading and Feedback Period	5/15/20 - 7/15/20
	Completion Date	7/15/20
2020 End-of-Year (EOY) Attendance	MSDE Data Verification Complete	10/15/20
	Data Received at MLDS Center	10/30/20
	Loading and Feedback Period	10/30/20 - 12/30/20
	Completion Date	12/30/20
2020 End-of-Year Student Course Grade Teacher (SCGT)	MSDE Data Verification Complete	10/15/20
	Data Received at MLDS Center	10/30/20
	Loading and Feedback Period	10/30/20 - 12/30/20
	Completion Date	12/30/20
2020 National Student Clearinghouse	MSDE Data Verification Complete	8/15/20
	Data Received at MLDS Center	8/30/20
	Loading and Feedback Period	8/30/20 - 10/30/20
	Completion Date	10/30/20
2020 MSDE Assessments (MCAP)	MSDE Data Verification Complete	9/1/20
	Data Received at MLDS Center	9/15/20
	Loading and Feedback Period	9/15/20 - 11/15/20
	Completion Date	11/15/20

2019-2020 Data Collection Calendar

MSDE Data Collection	Steps	Due Dates
2020 High School Data Collection (HSDC)	MSDE Data Verification Complete	10/15/20
	Data Received at MLDS Center	10/30/20
	Loading and Feedback Period	10/30/20 - 12/30/20
	Completion Date	12/30/20
2020 College Readiness Assessments (AP, SAT, PSAT, ACT, IB)	MSDE Data Verification Complete	9/15/20
	Data Received at MLDS Center	9/30/20
	Loading and Feedback Period	9/30/20 - 11/30/20
	Completion Date	11/30/20
2020 SASID/SATID Merges	MSDE Data Verification Complete	8/15/20
	Data Received at MLDS Center	8/30/20
	Loading and Feedback Period	8/30/20 - 10/30/20
	Completion Date	10/30/20
MSDE Collections Under Development		
Early Childhood Data Collection		
KRA Data Collection		
Student Discipline Data Collection		

2019-2020 Data Collection Calendar

2019-2020 MHEC Collection Calendar

MHEC Data Collection	Steps	Due Dates
Semi-Annual Collections		
Enrollment Information System (EIS) Summer 2019 & Fall 2019	MHEC Data Verification Complete/Data Release	2/23/20
	Data Received at MLDS Center	2/24/20
	Loading and Feedback Period	2/25/20 – 4/25/20
	Completion Date	4/26/20
Enrollment Information System (EIS) Winter 2020 & Spring 2020	MHEC Data Verification Complete/Data Release	7/11/20
	Data Received at MLDS Center	7/12/20
	Loading and Feedback Period	7/13/20 – 9/11/20
	Completion Date	9/12/20
End of Term System (EOTS) Winter 2019 & Spring 2019	MHEC Data Verification Complete/Data Release	1/24/20
	Data Received at MLDS Center	1/25/20
	Loading and Feedback Period	1/26/20 – 3/26/20
	Completion Date	3/27/20
End of Term System (EOTS) Summer 2019 & Fall 2019	MHEC Data Verification Complete/Data Release	7/25/20
	Data Received at MLDS Center	7/26/20
	Loading and Feedback Period	7/27/20 – 9/25/20
	Completion Date	9/26/20
Annual Collections		
Financial Aid Information System (FAIS 2019)	MHEC Data Verification Complete/Data Release	2/24/20
	Data Received at MLDS Center	2/25/20
	Loading and Feedback Period	2/26/20 – 4/26/20
	Completion Date	4/27/20
Degree Information System (DIS 2019)	MHEC Data Verification Complete/Data Release	10/30/19
	Data Received at MLDS Center	10/31/19
	Loading and Feedback Period	11/1/19 – 12/31/19
	Completion Date	1/1/20
External Credit System (ECS 2019)	MHEC Data Verification Complete/Data Release	11/24/19
	Data Received at MLDS Center	11/25/19
	Loading and Feedback Period	11/26/19 – 1/25/20
	Completion Date	1/26/20
Maryland Approved Program Completer System (MAPCS 2019)	MHEC Data Verification Complete/Data Release	3/11/20
	Data Received at MLDS Center	3/12/20
	Loading and Feedback Period	3/13/20 – 5/12/20
	Completion Date	5/13/20
MHEC Collections Under Development July 1, 2019 to June 30, 2020		
Course Information System (CIS)* Summer/Fall and Winter/Spring		
Student Registration System (SRS)* Summer/Fall and Winter/Spring		
Business Licenses Data Collection		
*This year's collection and prior year collections will be released to MLDS if data quality is satisfactory.		

2019-2020 DLLR Collection Calendar

Each collection will contain 6 total files as listed below.

Workforce Data includes the following:

1. Quarterly Wage Data
2. Unemployment Insurance (UI) Claim Demographic Information
3. Employer Information

Student Data includes the following:

4. Literacy, Adult, and Community Education System (LACES)
5. General Education Development (GED)
6. National External Diploma Program (NEDP)

Current Data Collection	Steps	Due Dates
Workforce and Student Data 2019 Quarter 4	DLLR Data Verification Complete	3/1/20
	Data Received at MLDS Center	3/15/20
	Loading and Feedback Period	3/15/20 - 5/15/20
	Completion Date	5/15/20
Workforce and Student Data 2020 Quarter 1	DLLR Data Verification Complete	6/1/20
	Data Received at MLDS Center	6/15/20
	Loading and Feedback Period	6/15/20 - 8/15/20
	Completion Date	8/15/20
Workforce and Student Data 2020 Quarter 2	DLLR Data Verification Complete	9/1/20
	Data Received at MLDS Center	9/15/20
	Loading and Feedback Period	9/15/20 - 11/15/20
	Completion Date	11/15/20
Workforce and Student Data 2020 Quarter 3	DLLR Data Verification Complete	12/1/20
	Data Received at MLDS Center	12/15/20
	Loading and Feedback Period	12/15/20 - 2/15/21
	Completion Date	2/15/21
Workforce and Student Data Annual Cumulative Quarterly File	DLLR Data Verification Complete	12/1/20
	Data Received at MLDS Center	12/15/20
	Loading and Feedback Period	12/15/20 - 2/15/21
	Completion Date	2/15/21
DLLR Collections Under Development		
Apprenticeship Data Collection		

