

# K-12 Report Card Case Manager Training

## Glossary

**Business Objects Enterprise (BOE)** – A DCF FSFN warehouse where specific DCF case management information including K-12 Report Card information resides.

**Dashboard** – It is a specially designed MS Excel spreadsheet (with programmed 'Visual Basic' macros) that allows users to easily monitor Report Card submissions and outcomes, create summary charts and analyze report card information.

**Early Learning Report Card Development Team**– It is a design group to be formed in summer 2012 that will be comprised of case management and education subject matter experts from a number of Florida CBCs along with DCF staff. The group will be charged with designing an Early Learning Report Card survey instrument and management reports for DCF/CBC supervised children ages 0-4 inclusive. The team will design and even "pilot" in a few CBCs. This report card hopefully will be included into the FSFN Web-form business requirements and build scheduled for July 1, 2013.

**Education Strategic Plan (or K-12 Roll-out Plan)** – A DCF and CBC priority initiative to "Test" a K-12 Report Card survey process and management report system statewide during Fiscal Year 2012-2013 in order to define business requirements and build an enhanced education report card survey process and management report system into FSFN by July 1, 2013.

**Florida Safe Families Network (FSFN)**– The state DCF data base where case records and other information reside for children supervised by DCF and it's CBC partners.

**K-12 Report Card Development Team**– A design group comprised of case management and education subject matter experts that includes representation from five (5) Florida CBCs along with DCF staff. The group designed the K-12 Report Card survey instrument and management reports for the July 1, 2012 training. The team will continue to monitor requested enhancements from the CBCs and others during the FY 2011-2013 test period. Mike Watkins, CEO of Big Bend CBC, has hosted the team during it's development work.

**K-12 Report Card Domains** – Refers to nationally recognized education category (or Area) that is to be surveyed using the K-12 Report Card.

**K-12 Report Card Domain Outcomes** – Refers to the Likert Scale ratings (i.e. 5, 4, 3, 2 or 1) associated with each domain surveyed in the K-12 Report Card.

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**K-12 Report Card Outcome Indicators** – Refers to metrics calculated from K-12 Report Card submissions that are used to measure K-12 Report Card performance (e.g., % of K-12 Report Cards submitted timely (within last 30 days)).

**K-12 Headquarters Lead Team**– The steering group for the Education Strategic Plan that is comprised of a representative from each of the nineteen (19) CBCs within Florida and selected DCF staff. Mary Cagle, Director of Children's Legal Services, chairs the team. The team meets monthly via conference call and oversees the implementation of the Education Strategic Plan.

**K-12 REPORT CARD** – A life skills education related assessment instrument used by CBC case managers and other raters to assess a student in Grades K-12 in nine (9) nationally recognized education domain areas.

**Post Secondary Report Card Development Team**– It is a design group to be formed in summer 2012 that will be comprised of case management and education subject matter experts from a number of Florida CBCs along with DCF staff. The group will be charged with designing a Post Secondary Report Card survey instrument and management reports for DCF/CBC supervised children that are beyond grade 12. The team will design and even “pilot” in a few CBCs. This report card hopefully will be included into the FSFN Web-form business requirements and build scheduled for July 1, 2013.

**Remote Data Capture (RDC)** – An existing DCF mobile application that allows Blackberry, laptop, Desktop Personal Computer and other MS Windows based devices to send electronic information to FSFN.