# Working with Data Extracts and Reports on Vermont Agency of Education websites

Instructions for accessing data extracts in the Vermont AOE Vermont Education Dashboard tool:

A guide for finding data and downloading specific data

STEP 1: Go to the Vermont Education Dashboard website.

You can find it by clicking on this link: Vermont Education Dashboard | Agency of Education

# VERMONT EDUCATION DASHBOARD

During each fiscal year, the Agency of Education collects data from Vermont's supervisory unions and school districts about students, staff, enrollment and assessments. The data collected help inform us, schools, educators and taxpayers about the functionality and success of Vermont's education system.

The dashboards linked below provides public access to Vermont's education data.

If you have any questions or feedback, please complete the Vermont Education Dashboard Feedback form.

If you are looking for data not provided in this report or any of the other reports, please submit a <u>data request</u> form.

#### **Enrollment**

Number of Students Enrolled in Each School by Grade Level.

#### Student Information

Attendance, Graduation Rate, Promotion and Truancy

#### Staff Information

Student to Teacher and Teacher to Administrator Ratio, Average Teacher Salary, and the Number of Emergency License Teachers

## **Student Characteristics**

Demographic Information, Incidence of Harassment and Bullying, Mobility, and Student Support Service

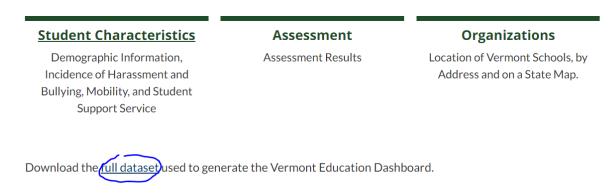
#### **Assessment**

**Assessment Results** 

## **Organizations**

Location of Vermont Schools, by Address and on a State Map.

**STEP 2**: Once you are on the Vermont Education Dashboard webpage, scroll down the page below the dashboard options and above the version information, click on full dataset.

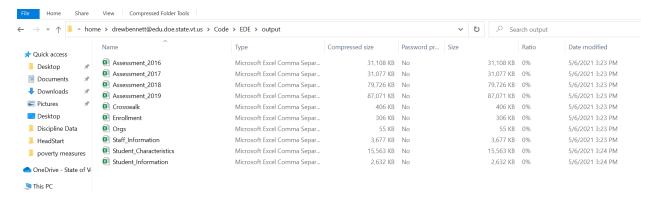


### **Version Information**

Vermont Education Dashboard version 3.5; Updated April 26, 2021

Updating VED with Missing Data

**STEP 3**: The Data download will be accessible in the Downloads folder in windows system. The file will need to be unzipped. Right click and select open on the zip file. This will allow you to see the files in the zip file, there will be files in each for each of the six dashboards and several for assessment data because of it size and complexity. Each of these files is in comma delimited format and can be read by excel or other local analysis tools. If you need more information about working with zip files in Windows or Mac OS, try this site for tips Tech Savvy Tips and Tricks: Working with Zip Files (gcfglobal.org)



**STEP 4**: Work with the data files in a spreadsheet tool. Most users will have excel, but for Mac users that use numbers there is a link to a conversion tool for csv to numbers file format at the end of this document.

Instructions for accessing Data Extracts in the Vermont AOE Annual Snapshot tool:

A guide for finding data and downloading specific data

**STEP 1:** Go to the Annual snapshot website.

You can find it by clicking on this link: Vermont Annual Snapshot

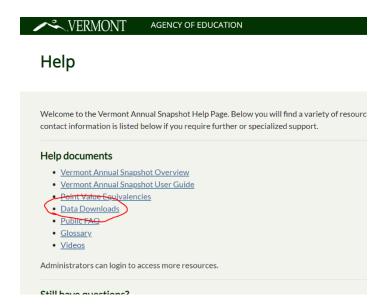


Union/District or the state is doing, based on measures Vermont has decided are important. The Annual Snapshot exists to support schools, not rank

**STEP 2**: Once you are on the Vermont Annual Snapshot webpage, you will find in the upper right-hand corner of the page a "Help" link (circled above). Go to it and click on "Help."

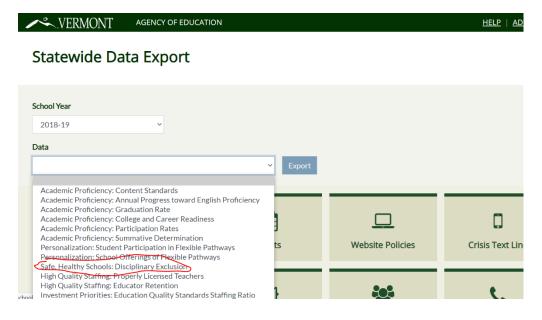
You can access the Help link here: Vermont Annual Snapshot - Help

**STEP 3**: On the Help page is a link to "Data Downloads." There is a screen shot of how this looks below. Click on this link.



**STEP 4**: The "Data Downloads" link allows you to access data by the different categories (see dropdown example below) included in the Annual Snapshot. You can sort based on the data you are looking for in the "Data" field window.

For example, "Safe and Healthy Schools" is a separate "Data Download" (or category) from "Assessment Results."



**STEP 5:** Select the data category that you would like to download by clicking it. This will start the download into a data format that is easy to read using excel or google sheets. After the download is complete it will be available in your "downloads" folder if you are a window users or your default download location for other operating systems.

# **List of Data and Reports**

- Accountability
- Annual Performance Report
- Annual Report and Budget Book
- Annual Statistical Report of Schools
- ARP ESSER Summary of Instructional Modalities
- Average Daily Membership
- Child Data Count
- Common Data Project
- Cost, ADM, Child Count for Special Education
- COVID19 Strong & Healthy Schools Dashboard
- District Data Profile
- Educator Disciplinary Actions
- ELA and Math Assessments
- Excess Spending Threshold
- Free and Reduced Lunch
- HHB Report

## **Other Data Reports**

The Data and Reports landing page contains a hyperlinked list of other reports that are available. <u>Data and Reporting | Agency of Education (vermont.gov)</u>

Internet resources for working with Data

Free spreadsheet software - <u>Calc | LibreOffice - Free Office Suite - Based on OpenOffice - Compatible with Microsoft</u>

Online tool that will convert csv to excel file - <a href="https://document.online-convert.com/convert/csv-to-excel">https://document.online-convert.com/convert/csv-to-excel</a>

Convert csv file to Numbers format - <u>Convert csv to numbers - 101convert.com</u> (this site has many other conversion tool and may be more generally useful)