

## Spring 2018 MPAAA Conference - Draft Agenda

Date	Start	End	Track	Session	Presenter
Sunday, May 6	1:00 PM	3:00 PM		Lunch and Board Meeting	
	3:00 PM	4:00 PM		Meet with GTR Staff	Rob, Jackie, Barbette, Nicole
	3:00 AM	4:00 AM		Registration Prep	Kathi Thornton, Kent ISD
Sunday, May 6	4:00 PM	6:00 PM		Registration Opens	Kathi Thornton, Kent ISD
Monday, May 7	7:00 AM	8:30 AM		Breakfast	
	7:00 AM	10:30 AM		Registration Opens	Kathi Thornton, Kent ISD
	8:30 AM	8:45 AM	All	General Membership Session	Barbette Lane, MPAAA President
	8:45 AM	9:45 AM	All	CEPI Update	Trina Anderson, Anne Hansknecht & Joel Theil, CEPI
	9:45 AM	10:45 AM	All - Cert Class 1 (Cont)	Pupil Accounting Legal Issues (PAS, PAA)	Lisa Swem, Thrun Law
	10:45 AM	11:00 AM		Break	
	11:00 AM	12:00 PM	All - Cert Class 1 (Cont)	Pupil Accounting Legal Issues (PAS, PAA)	Lisa Swem, Thrun Law
	12:00 PM	1:30 PM		Lunch & Vendor Expo	
	1:30 PM	3:00 PM	All	FERPA 101	Ross Lemke, US Department of Education
			Pupil Accountants	Special Ed: Bridging the Gap	Jennifer Tindall, Lapeer Community Schools & Brenda Weir, Level Data Inc.
			All	SRM in Depth	Brandon Baryo & Ann Hansknecht, CEPI
			Cert Class 2a	Intro to Pupil Auditing (PAS,PAA)	Barbette Lane, Wexford Missaukee ISD
			Cert Class 2b	Days and Hours (PAS,PAA)	Rob Dickinson, MPAAA
	3:00 PM	3:15 PM		Break	

## Spring 2018 MPAAA Conference - Draft Agenda

Date	Start	End	Track	Session	Presenter
	3:15 PM	4:45 PM	Data Specialists	Apps in the Classroom (You Just Downloaded a Lawsuit!)	Ross Lemke, US Department of Education
			All	Truancy Update	Marijane Nance, Ingham ISD
			All	Early Middle Colleges - Reporting in Depth	Beverly Brown, MDE, Chery Wagonlander, Mott Community College & Brandon Baryo, CEPI
			Cert Class 2a(Cont)	Intro to Pupil Auditing (PAS,PAA)	Barbette Lane, Wexford Missaukee ISD
			Cert Class 2b (Cont)	Days and Hours (PAS, PAA)	Rob Dickinson, MPAAA
Tuesday, May 8	7:00 AM	8:30 AM		Breakfast & Committee Meetings	
	7:30 AM	9:30 AM		Registration Open	Kathi Thornton, Kent ISD
	8:30 AM	10:00 AM	All	FERPA 101	Ross Lemke, US Department of Education
			Pupil Accountants	Special Ed: Bridging the Gap	Jennifer Tindall, Lapeer Community Schools & Brenda Weir, Level Data Inc.
			Cert Class 3a	Pupil Accounting Specialists in Action (PAS)	Jan Jenema, Cadillac Area Public Schools & Kelly Ballor, Eaton Rapids Public Schools
			Cert Class 3b	Pupil Accounting Auditors in Action (PAA)	Jill Slaght, Calhoun ISD
	10:00 AM	10:15 AM		Break	
	10:15 AM	11:45 AM	Pupil Accountants	Demystifying GAD	Rob Dickinson, MPAAA
			All	SRM in Depth	Brandon Baryo & Ann Hansknecht, CEPI
			Data Specialists	Data Breach Response Training - An Interactive Simulation	Ross Lemke, US Department of Education
			Cert Class 3a (Cont)	Pupil Accounting Specialists in Action (PAS)	Jan Jenema, Cadillac Area Public Schools & Kelly Ballor, Eaton Rapids Public Schools
			Cert Class 3b (Cont)	Pupil Accounting Auditors in Action (PAA)	Jill Slaght, Calhoun ISD
	11:45 AM	1:00 PM		Lunch & Awards	

## Spring 2018 MPAAA Conference - Draft Agenda

Date	Start	End	Track	Session	Presenter
	1:00 PM	2:30 PM	Auditors	Green Audit Initiative	Barbette Lane, Wexford Missaukee ISD & Rob Dickinson, MPAAA
			All	Human Trafficking: Case Studies and Warning Signs	Supervisory Special Agent Michael R. Glennon, FBI
			All	REP Reporting	Caitlin Groom, CEPI
			Data Specialists and Pupil Accountants	MSDS & Assessment/Accountability Reporting	Tina Foote & Dave Judd, MDE
			Cert Class 4a	Pupil Accounting Auditing Reporting (PAA)	Leslie Shamel, Lapeer County ISD & Barbette Lane, Wexford Missaukee ISD
	2:30 PM	2:45 PM		Break	
	2:45 PM	4:15 PM	All	Intro to MS Access	Rob Dickinson, MPAAA
			All	Data Quality Tips & Tricks	Christian Anderson & Paul Cameron, Marco Connect
			All	OPPS: Teacher & Sub Requirements	Victor Bugni, MDE
			Cert Class 4a (Cont)	Pupil Accounting Auditing Reporting (PAA)	Leslie Shamel, Lapeer County ISD & Barbette Lane, Wexford Missaukee ISD
	7:00 PM			<i>Games Night &amp; Mixer</i>	
Wednesday, May 9	7:30 AM	8:30 AM		Breakfast	
	8:30 AM	9:30 AM	All	Legislative Update	Kelly Powers, Muskegon ISD
	9:30 AM	10:15 AM	Cert Class 5 (Cont)	State Agency Panel	MDE, CEPI, WDA Staff
	10:15 AM	10:30 AM		Break	
	10:30 AM	11:30 AM	Cert Class 5 (Cont)	State Agency Panel	MDE, CEPI, WDA Staff
	11:30 AM			Conference Ends	
	11:30 AM	1:30 PM		Board Debrief Lunch	

## SESSION DESCRIPTIONS FOR 2018 SPRING CONFERENCE

**Apps in the Classroom** (1.5 hours): This presentation will review legal requirements and best practices surrounding the use of Education Apps in the classroom. It will showcase common items seen in Terms of Service Agreements and discuss how some of these agreements might not align with FERPA. Finally, it will address how your district can develop its own policy surrounding the use of these apps in the classroom. Outcomes include: review of legal privacy requirements; examination of school or district practices and potential problems; and technical assistance on incorporating best practices. *Presenter – Ross Lemke, Privacy Technical Assistance Center, US Department of Education*

**CEPI Update** (1 hour): This must attend session will cover what's new at CEPI and what you need to know about current and upcoming collections. *Presenters – Trina Anderson and Tosha Johnson and Doris Mann, CEPI*

**Data Breach Response Training – An Interactive Simulation** (1.5 hours): An interactive role-based simulation of a K-12 district-level data breach, focusing on the processes, procedures, and skills needed to respond. This can be customized to other levels/organizations. Review of the current plan for data breach response. Revised response plan, incorporating lessons learned and best practices. *Presenter – Ross Lemke, Privacy Technical Assistance Center, US Department of Education*

**Data Quality Tips and Tricks** (1.5 hours): What a great feeling, you have finally uploaded your collection into MSDS. No field level validation errors and no file upload failures. But wait, there's more! There is so much more you can do to ensure your file is the best it can be. MSDS offers a variety of reports providing you with the opportunity to view and analyze your data. Included in this presentation will be a review of the data staging area and certified data reports and why they are valuable to you. *Presenters – Christian Anderson and Paul Cameron, Macro Connect Inc.*

**Day and Hours** (3 hours): What counts? How do you handle passing time? How do you calculate hours? This session is both nuts and bolts of the basics of Days and Hours and includes an opportunity for auditors and district staff to hear how "the other half lives". An overview of current requirements as they relate to the school district calendars is also included. *Presenter – Rob Dickinson, Executive Director, MPAAA*

**Demystifying the GAD** (1.5 hours): The interaction between auditor and the data specialist/pupil accountant cannot be underestimated when it comes to Graduation and Dropout (GAD) process. Join MPAAA Executive Director Rob Dickinson to discuss the requirements and time lines for reporting and correcting the students that make up your graduation rates. A review of regulations and requirements will be discussed, and best practices on finding every possible student to minimize losses will be shared. *Presenter – Rob Dickinson, Executive Director MPAAA*

**Early Middle Colleges – Reporting in Depth** (1.5 hours): Has your district implemented an Early/Middle College program? You are not alone. This programmatic option is taking off throughout Michigan. What is Early/Middle College? How does it work? Why would students/parents choose this educational option? How does this get reported and auditing? Get your answers here. *Presenters MDE and CEPI*

**FERPA 101 Training** (1.5 hours): Review and discussion of real-life scenarios on FERPA and its applicability to your institution. Participants have an opportunity for interactive Questions and Answers. Improved understanding of FERPA and the context for the law. Reduced misconceptions/misunderstandings about FERPA. *Presenter – Ross Lemke, Privacy Technical Assistance Center, US Department of Education*

**Green Audit Initiative** (1.5 hours): Come and hear the exciting news about the Association's efforts to make Green auditing available to any ISD in Michigan at minimal cost. You will learn how this system works, what benefits it may have for your ISD, and the rollout schedule. *Presenters – Barbette Lane, Wexford-Missaukee ISD and Rob Dickinson, MPAAA Executive Director*

**Human Trafficking: Case Studies and Warning Signs** (1.5 hours): Presentation on human trafficking case studies and warning signs in schools. *Presenter – Special Agent Jeremy Ashcroft, FBI*

**Introduction to MS Access** (1.5 hours): Please bring a laptop with Microsoft Access installed to this hands-on session as you will be going over the basics of Access and how you can use it to analyze data. A sample database will be distributed, and attendees will work through exercises to understand the basics of tables, queries, and reports. *Presenter – Rob Dickinson, MPAAA Executive Director*

**Introduction to Pupil Auditing** (3 hours): This introduction to pupil accounting auditing focuses on learning the basics of preparing for an audit, acronyms, quality control reviews and tips related to the audit narrative. Embedded in this session are tips on to ways to connect and work with various officials with the Michigan Department of Education (MDE). *Presenter – Barbette Lane, Wexford-Missaukee ISD*

**Legislative Update** (1.5 hours): This session will provide an update on legislation that passed and/or pending this year that affects pupil accounting, auditing, and data submissions. The School Aid Act proposed legislation for 2017-18 will be highlighted. *Presenter – Kelly Powers, Muskegon Area ISD, MPAAA Legislative Rep*

**MSDS & Assessment/Accountability Reporting** (1.5 hours): Learn when and how the student data submitted in MSDS is used by the Office of Educational Assessment and Accountability (OEAA). *Presenters - Tina Foote & David Judd, MDE*

**OPPS: Teacher and Sub Requirements (1.5 hours):** The Michigan Department of Education (MDE) will be presenting on possible solutions to immediate staffing needs and innovative thinking for the future. During this time, MDE will address the appropriate use of Michigan's Substitute Permits, assisting staff with adding endorsement areas, and creatively increasing offerings for all students. Although each district and building brings unique needs to the discussion, there are often common themes. This presentation will outline some of these themes and answer common questions. Attendants will be encouraged to ask questions and hold an open discussion on their needs and possible solution plans. *Presenter – Victor Bugni, MDE*

**Pupil Accounting Auditing Reporting (3 hours):** The well-rounded pupil accountant auditor will be exposed to many issues affecting funding for the districts under their auditing umbrella. These two sessions provide information related to both CEPI applications/ processes (GAD, TSDL, General Collection, SRM) and the implementation of the Pupil Accounting Auditing Manual. *Presenters – Barbette Lane, Wexford-Missaukee ISD and Leslie Shamel, Lapeer County ISD*

**Pupil Accounting Auditors in Action (3 hours):** Learn from experts the critical information needed to create and manage pupil auditing functions that offers district staff with clear guidelines and appropriate support mechanisms. We will work through many difficult scenarios that have stumped us over the years. Be prepared to participate! (Certification track PAA) *Presenter – Jill Slaght, Calhoun ISD*

**Pupil Accounting Legal Issues (2 hours):** Meet with Lisa Swem, Thrun Law Firm, as she shares the legal perspective on current educational issues. You will be exposed to an introduction to the legal issues facing Pupil Accounting, Pupil Auditing, and State Reporting staff related to educational issues; enrollment issues, FERPA, student records, teacher certification, etc., as well as data quality and data collections. This session will fulfill the MSBO Pupil Accounting Legal Issues requirement for Pupil Accounting Specialists and Pupil Accounting Auditors. (Certification track PAA/PAS) *Presenter Lisa Swem, Thrun Law Firm, P.C.*

**Pupil Accounting Specialists in Action (3 hours):** This session provides pupil accounting specialists with critical information needed to implement, maintain, and support a strong, thoughtful pupil accounting department within a public-school district or a public-school academy. (Certification track PAS) *Presenter – Jan Jenema, Cadillac Area Public Schools*

**REP Reporting (1.5 hours):** The Registry of Educational Personnel is the primary way Michigan public schools communicate to the State the staff they employ, and information about the teachers in our schools. Join CEPI staff in learning more about this report, and how data in the REP report can affect MSDS reporting, and vice-versa. *Presenters CEPI Staff*

**Special Education – Bridging the Gap (1.5 hours):** Submitting special education data to MSDS presents unique challenges to the Pupil Accountant. Please join experienced District staff as they help untangle the complexities of this subject. *Presenters – Jennifer Tindall, Lapeer Community Schools and Brenda Weir, Level Data Inc.*

**SRM in Depth** (1.5 hours): This session will examine the details of SRM collections. Understand the importance of the 'As Of' date and learn the various timelines during the year that SRM submissions can be used to correct and update the data in CEPI's student systems. *Presenters - CEPI Staff*

**State Agency Panel** (Introduction to State Agency Resources (2 hour)): Receive an introduction to state agency personnel from CEPI and MDE (including Office of the Audits, Office of State Aid and School Finance, Office of Special Education, Office of Special Education, etc., who create and/or implement the business rules, administrative rules and other processes affecting district, ISD staff or contracted auditors. (Certification track PAS/PAA) *Presenters – MDE & CEPI Staff*

**Truancy Update** (1.5 hours): MPAAA's Truancy chair will provide members with an update from the March 23 Attendance and Truancy conference and provide attendees an opportunity to participate in a roundtable discussion on current events and trends in student truancy. *Presenter – Marijane Nance*