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Phil Boone – MDE - Director  
Beverly Brown – MDE – EMC Specialist  
Scott Kemmer-Slater – MDE - OSE  
Anne Hansknecht - CEPI  
Trina Anderson - CEPI

Trina relayed clarification on yesterday session – data quality – there is a discipline and summary report for gen ed and sped students  
recommendation for submitting some info; generally the approach mentioned is not mandatory; may submit in the EOY collection



**CURRICULUM**

DOES THE LEA SCHOOL BOARD NEED TO FORMALLY APPROVE THE ENTIRE CURRICULUM EACH SCHOOL YEAR OR ONLY ADDITIONS/CHANGES TO THAT CURRICULUM AS THEY OCCUR?

**MCL 380.1278**

Doesn't state formally approving each school year is required though recommends as changes occur to do so.



**CYBER SCHOOL**

ARE THERE CONSEQUENCES FOR THE CYBER SCHOOL FAILURE TO NOTIFY THE PREVIOUS SCHOOL OF STUDENT'S ENROLLMENT? THE BRICK MORTAR SCHOOL ONLY FINDS OUT AFTER THE COUNT CERTIFICATION WHEN RUNNING AN FTE CONFLICT REPORT? HENCE NO COOPERATIVE AGREEMENT WAS MADE PRIOR TO COUNT DAY.

Brian Ciloski

The PSA Wins...gets to keep all of the FTE even though there is a conflict.



**CYBER SCHOOL**

CYBER SCHOOL STUDENTS ARE SCHEDULED ON COUNT DAY IN 4 COURSES WITH INSTRUCTION FROM CERTIFIED TEACHER. REMAINING 2 COURSES TO BE ASSIGNED AFTER COMPLETION OF ASSESSMENT TESTING WITHIN 30 CALENDAR DAYS. IS THIS CONSIDERED "FULLTIME" INSTRUCTION?

Gloria Suggitt

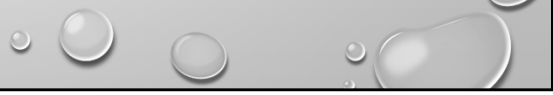
No

When you enroll a student, they have to have a full schedule. Must have 1098 hours with a full schedule



**DAYS AND HOURS**

ADDITIONAL FORGIVEN DAYS AND HOURS FOR SEVERE COGNITIVE IMPAIRMENT PROGRAM (SXI) AND THE EARLY CHILDHOOD SPECIAL EDUCATION PROGRAM (ECSE) BOTH OF THOSE PROGRAMS ARE OPERATED BY THE ISD AND BOTH OF THOSE PROGRAMS EXCEEDED THE NUMBER OF FORGIVEN DAYS OR HOURS. SINCE ISDS ARE NOT PENALIZED (ON THE STATE AID SIDE) IF THEY FAIL TO PROVIDE THE REQUIRED NUMBER OF DAYS AND HOURS. ARE THERE ANY IMPLICATIONS AT THE FEDERAL LEVEL AFFECTING THEIR SCHOOL FUNDING FOR EITHER THE SXI OR ECSE PROGRAMS?



Scott Kemmer-Slater

No implications at the federal or state level; if there are program implications, he will take back to the OSE for further clarification.



**DAYS AND HOURS**

IF AN ELEMENTARY SCHOOL DISMISSES STUDENTS DIRECTLY FROM RECESS, CAN THAT RECESS COUNT AS INSTRUCTIONAL TIME?

Brian Ciloski

Can count recess adjacent to lunch if monitored by a certified teacher, not walking to the buses.



**EARLY MIDDLE COLLEGE**

CLAIMING MORE THAN 1.0 FTE FOR EARLY MIDDLE COLLEGE. DOES JUST ADDING ONE DAY OVER THE 180 DAYS TO THE EMC CALENDAR QUALIFY THE PROGRAM TO CLAIM THE ADDITIONAL FTE?

Brian Ciloski

In meeting the day requirement, yes.

Must provide more than the required number of days and hours which is how the FTE is figured.

Student working to complete the program early; Prepare proof of schedule, EDP, payment of each student/course. And must complete program with HS diploma as well as AAS.



**EARLY MIDDLE COLLEGE & TSDL**

I HAVE STUDENTS THAT ARE ENROLLED IN A CTE EMC AND CTE DUAL ENROLLMENT. ARE THESE STUDENTS CLAIMED AS 61B BY THE CTE PROGRAM AND/OR CAN I CLAIM THEM AS 64B DUAL ENROLLMENT? ARE THEY "07 OR "10"?

Christopher May

Students enrolled in CTE also eligible for 64b funding incentive.

Sending district will report; HS credit is a requirement; report as a code 10 which may be changing to a flag.





**EARLY MIDDLE COLLEGE**

WOULD YOU PLEASE PROVIDE US WITH A CHART SHOWING THE 3 WAYS THE ADDITIONAL FTE CAN BE CALCULATED FOR THE EARLY COLLEGE STUDENTS BASED ON A 7-HOUR DAY?

WHEN CALCULATING THE ADDITIONAL FTE, CAN DIFFERENT METHODS BE USED FOR EACH STUDENT OR DO YOU HAVE TO CHOOSE A SINGLE METHOD AND APPLY IT TO ALL STUDENTS?

Beverly Brown

We don't currently have a chart; however, we do have a lab school that may share information. The EMC lab school is Mott Middle College. For guidance on daily hour calculations, please contact:

Jamie Johnson, Project Coordinator  
Mott Middle College High School  
810-232-8656  
JJohnson@geneseeisid.org



**EXCHANGE STUDENTS**

ARE WE ALLOWED TO LIMIT THE NUMBER OF EXCHANGE STUDENTS THAT WE ENROLL IN OUR HIGH SCHOOL IF THEY ARE IN THE US THROUGH A BONA FIDE STUDENT EXCHANGE PROGRAM AND LIVING WITH A FAMILY THAT IS IN THE DISTRICT?

Brian Ciloski

If foreign exchange, you could limit them or the # of applicants (J-1).

If F-1, and student residing within your district, you cannot limit.

## **HOMEBOUND**

WHY IS A HOMEBOUND STUDENT SUPPOSED TO BE REPORTED AS ABSENT? IT WOULD SEEM THAT THEY SHOULD BE REPORTED AS PRESENT AS THEY ARE RECEIVING SERVICES. THIS SEEMS LIKE A BLOW TO DISTRICTS FOR THE CHRONIC ABSENTEEISM, ESPECIALLY WHEN THEY ARE PAYING FOR ADDITIONAL SUPPORT FOR THE STUDENT. (BACK IN THE DAYS OF MANUAL ATTENDANCE BOOKS, REPORTING A STUDENT AS ABSENT FOR HOMEBOUND DIDN'T IMPACT ABSENTEEISM AS IT DOES TODAY.)

Brian Ciloski

Can look into this, but there is nothing in legislation that would allow to report in a different way.



**HOMEBOUND/SUSPENDED**

WHY DOES A STUDENT WHO IS SUSPENDED GET 45 DAYS TO RETURN TO CLASS, BUT A STUDENT WHO IS SERIOUSLY INJURED OR ILL HAS TO FOLLOW THE 30 DAY RULE? (HOMEBOUND SERVICES CANNOT ALWAYS BE SCHEDULED IN THE TIGHT CONSTRAINTS FOR A SERIOUSLY INJURED OR ILL STUDENT). SOMETIMES THE EXTRA 15 DAYS WOULD HELP. (I AM SURE WE ARE SEEING MORE TERMINALLY ILL STUDENTS IN 2018 THAN WE DID BACK 10 OR 20 YEARS AGO)

Brian Ciloski

This is something straight out of the legislation; would have to have it changed to extend this.



**HOMELESS**

A NEW STUDENT TO OUR DISTRICT WAS PREVIOUSLY MARKED HOMELESS, YET IN OUR DISTRICT THEY ARE NOT CONSIDERED HOMELESS. WHAT CAN BE DONE REGARDING THE WARNING RECEIVED AFTER QUALITY REVIEW IS RUN?

Anne Hanskneecht

Technically still qualify for homeless services and should report as homeless even if circumstances have changed for the year.

### **INDEPENDENT STUDY**

IF AN INDEPENDENT STUDY STUDENT IS ON SITE IN A CLASSROOM WITH A TEACHER DOES THE TWO-WAY COMMUNICATION STILL HAVE TO TAKE PLACE. THEY ARE ALREADY WITH THE TEACHER AND CAN ASK QUESTIONS. THE MANUAL SAYS INDEPENDENT STUDY MUST HAVE TWO WAY COMMUNICATION, BUT I AM BEING TOLD THAT IS ONLY FOR OFFSITE INDEPENDENT STUDY STUDENTS. INDEPENDENT STUDY STUDENTS ARE PLACED WITH THE TEACHER THAT TEACHES THE SPECIFIC SUBJECT IN WHICH THEY ARE TAKING; I.E.; FRENCH 2 THEY ARE PLACED WITH THE FRENCH TEACHER.

Brian Ciloski

For a student who is in attendance in the Independent Study setting with the teacher of record, simply taking attendance for that student is all you need.



**ISD-WIDE REPORTS IN MSDS**

THE ROLE IN ISD'S IS TO NOT ONLY COMPLETE PUPIL ACCOUNTING PROCESSES FOR THE ISD, BUT TO ALSO UNDERSTAND THE COUNTY-WIDE DATA. THE ABILITY FOR AN ISD TO DOWNLOAD A BATCH FILE FOR REPORTS IN MSDS FOR ALL DISTRICTS WITHIN THE ISD COUNTY WOULD BE A GREAT TIME SAVER!

Trina Anderson

We will take that into consideration.

**NON-PUBLIC STUDENT**

CAN DISTRICT A CLAIM FTE FOR A NON-PUBLIC STUDENT ENROLLED IN THEIR VIRTUAL PROGRAM BY A STUDENT'S PARENT WHEN THE STUDENT IS ALSO BEING CLAIMED FOR FTE BY DISTRICT B THROUGH AN ESTABLISHED SHARED-TIME PROGRAM WITH THE STUDENT'S NON-PUBLIC SCHOOL? THE NON-PUBLIC SCHOOL IS NOT AWARE OF THE STUDENT'S ENROLLMENT IN DISTRICT A'S VIRTUAL PROGRAM. BOTH DISTRICTS REPORTED THE STUDENT'S RESIDENCY AS NONPUBLIC SCHOOL STUDENT, (NON-RESIDENT) AND THE TOTAL FTE FOR THE STUDENT EXCEEDS .75.

Gloria Suggitt

There is now a flag in MSDS that will report a FTE conflict and the two districts will have to work it out.





**SCHOOL OF CHOICE**

IN OUR DISTRICT I AM THE SCHOOL OF CHOICE COORDINATOR, ALL APPLICATIONS GO THROUGH ME AND I OBTAIN BUILDING PRINCIPAL APPROVALS/DENIALS AND THEN SEND A LETTER REGARDING ACCEPTANCE TO THE FAMILY. AS THE DISTRICT SUPERINTENDENT'S DESIGNEE FOR THIS JOB IS IT OKAY FOR THOSE LETTERS TO BE SIGNED BY ME THE SCHOOL OF CHOICE COORDINATOR OR MUST THOSE LETTERS COME FROM THE SUPERINTENDENT?

Gloria Suggitt

We talked about this and see no reason that the SOC coordinator cannot sign the letters.



**SCHOOL OF CHOICE**

IF A SCHOOL DISTRICT HAS APPROVED AN UNLIMITED APPLICATION WINDOW FOR SCHOOL OF CHOICE, ARE THEY REQUIRED TO GIVE EVERY APPLICATION A BUILDING PLACEMENT EVEN IF IT WOULD CAUSE OVERCROWDING?

Brian Ciloski

If opened the SOC with unlimited applications, you have to accept all who apply and then it is up to the district where they are placed, in which buildings.

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## **SCHOOL OF CHOICE**

PLEASE STATE THE CURRENT MDE STANCE ON DISTRICTS COMING TO A COST-SHARING AGREEMENT FOR ADDED COSTS UNDER 105C. WHEN IS THE STUDENT TO BE SENT BACK TO THE RESIDENT DISTRICT, AND WHEN WILL THE 5% STATE AID PENALTY APPLY?

Brian Ciloski

I've had lengthy conversations with Carolyn Claerhout, refers to the student as a "stuckee". Must allow to continue until they graduate.

If become Special Education, costs will also be yours if you don't form an agreement. The previous district does not have an obligation to do so.

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### **SCHOOL OF CHOICE**

IF A SOC STUDENT AFTER A YEAR OF ATTENDANCE IS EVALUATED AND IT IS DETERMINED THEY NEED SPECIAL SERVICES, DO WE HAVE TO EDUCATE THEM? IF YES AND WE REACH OUT TO THE RESIDENT DISTRICT FOR AN AGREEMENT AND ONE CANNOT BE REACHED BECAUSE THEY SAY THEY PROVIDE SERVICES IN THEIR DISTRICT WILL WE BE PENALIZED 5%? IS THERE A WAY TO AVOID THE 5% PENALTY FOR NOT HAVING AN AGREEMENT?

Brian Ciloski

Would be applied to a district not following the legislation.

Yes, have to educate and cover the costs. We will not search you out to collect.

## **SCHOOL OF CHOICE**

YOU CAN HAVE UNLIMITED DISTRICT AND LIMIT WHICH SCHOOL THEY CAN ATTEND? I.E. ONLY 1 OPENING IN K AT A REQUESTED ELEMENTARY BUT WE CAN ACCEPT AT ANOTHER ELEMENTARY, BUT THEY DON'T WANT THAT ELEMENTARY ARE WE OUT OF COMPLIANCE OR OK SINCE WE DO HAVE ROOM IN THE DISTRICT JUST NOT THE PREFERRED" BUILDING? DON'T WANT TO HAVE TO LIST BY BUILDING AND GRADE LIMITED IF WE DON'T HAVE TO.

Brian Ciloski

It would be a good practice to not publish the number of seats if you have limited openings; follow your district's existing policy as to where the student will be placed.



**SCHOOL OF CHOICE**

RESIDENT STUDENT WITH 2 SUSPENSIONS FOR A TOTAL OF 15 DAYS IN CURRENT YEAR, MOVES OUT OF THE DISTRICT. STUDENT APPLIES FOR SOC 103B. CAN THE STUDENT BE DENIED SOC APPROVAL BECAUSE SUSPENSIONS WERE IN THIS SCHOOL/DISTRICT? IF THE SUSPENSIONS WERE IN-SCHOOL, WOULD THE DISTRICT BE ALLOWED TO DENY?

Brian Ciloski

A district can deny a student who had a suspension from another district; cannot deny if student was suspended from your district and they want to return.

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### **SCHOOL OF CHOICE**

IF A DISTRICT POSTS 20 GRADE LEVEL OPENINGS FOR 105C SOC AND ONLY RECEIVES 10 APPLICATIONS BY THE APPLICATION DEADLINE DATE, HOW ARE THE REMAINING OPENINGS HANDLED? CAN A DISTRICT REFUSE ANYMORE APPLICANTS AFTER THE DEADLINE? OR TAKE NAMES TO OFFER THE BALANCE DURING THE 1ST WEEK OF SCHOOL? ARE WE OBLIGATED TO FILL ALL POSTED OPENINGS?

Brian Ciloski

The district is not obligated to fill all of the openings; if window has closed, you no longer can accept additional applications, but could use the SOC waiver to get that window lengthened.



**SCHOOL OF CHOICE**

SOC SECTION 105. A RESIDENT FAMILY MOVES OUT OF THE DISTRICT. THEY HAVE TWO STUDENTS WHO WILL BE GRADE 2 AND GRADE 5 NEXT SCHOOL YEAR. MY DISTRICT CURRENTLY HAS AN APPLICATION WINDOW FOR UNLIMITED K-3. THE FAMILY APPLIES FOR THE GRADE 2 STUDENT AND IS ACCEPTED. SHOULD MY DISTRICT OPEN A LIMITED WINDOW COVERING THE GRADE 5 STUDENT, ARE WE ALLOWED TO GIVE THAT STUDENT PREFERENCE BECAUSE THE GRADE 2 STUDENT IS NOW SOC EVEN THOUGH THE GRADE 2 STUDENT HAS NOT BEEN SUBMITTED TO MSDS AS SOC YET?

Brian Ciloski

Preference does not apply to students who were previously enrolled through SOC; take back to your district to make sure they agree.

Could of course extend you SOC offerings to include that grade. To be legitimate, it should be done fairly.





**VIRTUAL COURSES**

WHEN CONDUCTING AUDITS, FOR 5-O-D VIRTUAL COURSES, DO AUDITORS NEED TO SEE PROOF OF PAYMENT? OR IS THIS ONLY FOR DUAL ENROLLMENT?

Gloria Suggitt

Easy answer would be if this student is enrolled in Virtual in sequential, have to see proof of payment for all scheduled courses; schedule has to be complete; EDP.



**VIRTUAL COURSES**

PLEASE EXPLAIN THE DIFFERENCES BETWEEN BLENDED LEARNING,  
DIGITAL LEARNING, AND ON-LINE COURSE FOR VIRTUAL CLASSES.

Eric Lipinski

Virtual as the overarching umbrella,; that includes online instruction, computer-based instruction, use of Coursewhere with a third party, synchronous remote instruction, and blended learning,

They all fall under the umbrella of Virtual.

### **SPECIAL EDUCATION**

STUDENT WAS ENROLLED AT A PSA WITH AN IEP. IT WAS FOUND THAT THE STUDENT NEEDED MORE SERVICES THAN THE SCHOOL CAN PROVIDE AND HAS GONE TO A CENTER PROGRAM AND DIS-ENROLLED WITH THE PSA. FTE WAS COUNTED AT THE CENTER PROGRAM FOR THE FULL AMOUNT. WHO IS REQUIRED TO PAY FOR TRANSPORTATION FOR THE STUDENT TO THE CENTER PROGRAM? PSA, RESIDENT DISTRICT OR CENTER PROGRAM?

Scott Kemmer-Slater

The district that counts is responsible – in this case the center district

388.374

Section 6 = if SE pupil educated by the ISD program, they are counted by the ISD

Amount is to-date; number is FTE received.



**DROP OUT RECOVERY**

SEC. 23A FUNDING - WHERE DOES IT SHOW ON THE DISTRICT'S  
GENERAL FUNDING STATEMENT?

Phil Boone

Showed how to access the status reports:

[mi.gov/sasf](http://mi.gov/sasf)

Section 23a up in the upper right hand corner

Depends on timing when it will show up.



**SCHOOL LAW**

A DISTRICT HAS 30 DAYS TO SEND RECORDS TO A NEW SCHOOL DISTRICT ONCE THE REQUEST HAS BEEN RECEIVED. WHAT ABOUT DURING THE SUMMER WHEN A LOT OF THE SCHOOL SECRETARIES DO NOT WORK, DOES THE 30 DAYS APPLY? OR IS IT 30 DAYS FROM THE 1ST DAY OF SCHOOL?

Brian

Legislation doesn't specify during the school year, so 30 from receipt of the request

If no one there to receive it, then starts once someone is there to receive it.

Date-stamp once someone is in the office to receive it with the first day.



## **ATTENDANCE**

WE HAVE OBSERVED MANY SCHOOLS ESPECIALLY ELEMENTARIES WHO SHARE TEACHERS WITHIN A GRADE. TEACHER A TEACHES MATH & SCIENCE, TEACHER B TEACHES ENGLISH & SOCIAL STUDIES. THE STUDENTS MOVE BETWEEN CLASSES AS A GROUP (A & B ARE IN DIFFERENT CLASSROOMS). IS CLASS BY CLASS ATTENDANCE REQUIRED?

Gloria

No, if they move as a group, just like any classroom



## **SCHOOLS OF CHOICE**

IF YOU HAVE UNLIMITED OPEN ENROLLMENT IS THE APPLICATION DEADLINE LIMITED TO 30 CALENDAR DAYS?

Brian Ciloski

For unlimited, essentially, have to provide at least 15 days. You determine, if unlimited, how long that will be.

No applications can be after the first Friday of school, all decisions, etc. are completed by that date.

Clarification was asked for regarding the First Friday of School. Is it the first Friday the district is in session regardless if classes are held, or the first actual Friday the district has school/classes? I did not discern the answer in the recording. (Jody)



**EXIT CODES**

IF A PARENT EXEMPTS A 16 – 18 YEAR OLD FROM ATTENDANCE DO WE EXIT THEM FROM OUR DISTRICT? WHAT EXIT CODE WOULD THAT BE?

Trina Anderson

Asked for from submitter Clarification:

Still be a drop, per Trina.





## **TRANSGENDER STUDENT**

DURING THE LEGAL ISSUES SESSION WE WERE TOLD TO USE WHATEVER NAME THEY WANTED IN OUR SIS. WHAT ABOUT ON DIPLOMAS? TRANSCRIPTS? CAN ALL STUDENTS GO BY ANY NAME? WE HAVE ALWAYS BEEN TOLD TO USE THEIR LEGAL NAME ONLY.

Trina Anderson

Most of the SIS now have two name fields, including an alternate. If you don't have that, talk to your vendor.

Talk with your legal counsel regarding the diplomas, etc., and how to approach that.

For state reporting still be the legal name.

## **GRAD RATE**

OUR 2016-17 GRAD RATE "PUBLISHED" AT 87% WHILE WE MANUALLY CALCULATED 92%. WE FOUND THE DIFFERENCE IS OUR 4 EARLY MIDDLE COLLEGE STUDENTS (ORIGINALLY PART OF 2015-16 COHORT YEAR; APPROPRIATELY CHANGED TO 2016-17). THESE 4 STUDENTS COMPLETED HS GRAD REQUIREMENTS AND ATTENDED COLLEGE/UNIVERSITY DURING 2016-17 BUT FELL SHORT OF THE 60 CREDIT HOURS AND/OR ASSOCIATE'S DEGREE. WILL ANY CONSIDERATION BE GIVEN TO RECLASSIFY THE EMC STUDENTS AS "GRADUATED" AS OPPOSED TO "OFF-TRACK GRAD" IF THEY DO NOT COMPLETE THE 60 CREDIT HOURS/ASSOCIATES DEGREE BUT DO COMPLETE THE HIGH SCHOOL GRADUATION REQUIREMENTS

Beverly Brown

The consideration that we offer comes in the form of the MEMCA certificate; districts are allowed to confer the certificate only if they come before the MEMCA leadership council, present their college readiness curriculum, and receive endorsement. EMCs have an opportunity to present their curriculum to the MEMCA Leadership Council four times a year. Without this endorsement the student may be considered off-track for graduation if they fail to earn 60 college credits, an associate degree, or industry certificate.

The MEMCA Certificate is awarded for completing all of the HS Merit curriculum, the member Schools' MEMCA endorsed College and Career Readiness Curriculum, a minimum of 15 college credit options that are non-remedial, and one of the following options: 100 hours of community service, 40 hours of career exploration, internship, job shadowing, or clinical experience, or a combination of the two to reach 70+ hours.

Trina Anderson – The statute does have some very specific successful outcomes if you are claiming 64b.



## **EARLY CHILDHOOD**

WHAT SHOULD AUDITORS BE LOOKING FOR EXACTLY WITH 1754  
1755 AND 1862 STUDENTS AT EACH COLLECTION TIME ESPECIALLY  
WHEN THE REQUIRED TIME OF 72 HOURS FOR SCHOOL YEAR  
HAVEN'T ALL OCCURRED AT THE TIME OF THE COLLECTION? FOR  
EXAMPLE SAY 1755 STUDENT?

Scott Kemmer-Slater

The school district responsibility to ensure that the ECSE pupil meets the hour requirement.

Through Special Education logs that track the hours; more an Early On question, so Scott will follow up for any additional clarification.

Also suggest to discuss with other auditors to see what they are looking for under the MARSE rules.



**EXIT DATES**

IS THERE ANY WAY WE CAN ADJUST EXIT DATES FROM A PREVIOUS YEAR? REASON – STUDENTS WERE NOT DROPPED AS OF THEIR LAST DAY OF ATTENDANCE. WANT TO GO BACK IN 16/17 TO CLEAN UP AND IMPROVE STUDENT/DISTRICT ATTENDANCE.

Trina Anderson

You will want to use your GAD appeal window which starts in mid-July through mid-September.

Also have an opportunity to talk with your auditor.



**EXCHANGE STUDENTS**

DO AUDITORS AUDIT FOREIGN EXCHANGE STUDENTS? IF SO, WHAT IS LOOKED AT?

Gloria Suggitt

One ISD has a form (Kent) to audit this group of students; don't need to look for the Visa. You will look for the "usual" information for count purposes.



**DUAL ENROLLMENT**

DO AUDITORS AUDIT DUAL ENROLLED STUDENTS DOCUMENTS TO SHOW ELIGIBILITY TO BE DUALY ENROLLED, IE: TEST SCORES?

Christopher May

Test scores are not the only eligibility criteria for determining dual enrollment.

Other factors should be reviewed; letter by principal is sufficient for the college to take the student – that would be a good item to review in these cases.

## **DUAL ENROLLMENT**

CAN STUDENTS BE IN DUAL ENROLLED IN THE SUMMER SEMESTER? IF YES: WHEN IS IT FUNDED (WHAT YEAR)? WHAT IF STUDENT LEAVES THE DISTRICT?

Christopher May

Short answer yes, put on the fall schedule for best count purposes.

Eric Lipinski – We get a lot of questions on the summer sessions; allowing the flexibility based on the student’s status; should be on a case-by-case basis.

Question on district responsibility and what happens if the student moves to another district before the start of the next school year and student is enrolled in a summer course by the previous district. How does that work for funding, etc.

Brian Ciloski – district is coordinating the college enrollment; a sort of contract between the district and the student’s parents is suggested.

Question on Dual in summer – does not have to be just EMC?

Brian Ciloski: Correct: however, the extra FTE is *only* available to EMC on accelerated paths.



**TSDL**

SINCE THE TSDL IS DUE 7/25 WHEN WILL THE WINDOW BE OPENED  
TO BEGIN UPLOADING THE FILE FOR NON-MIGRANT STUDENTS?

Anne Hanskneecht

It is open right now..

Next year is when the non-migrant collection will probably open in May and run through July.





## **BIRTH CERTIFICATES**

THE LAW STATES THAT PARENTS HAVE 30 DAYS TO SHOW THE LEGAL BIRTH CERTIFICATE. AFTER SENDING LETTERS, MAKING PHONE CALLS WITH NO RESULTS, WE HAVE SENT TO LAW ENFORCEMENT. QUITE OFTEN WE DO NOT GET A GOOD RESPONSE FROM LAW ENFORCEMENT. ANY SUGGESTIONS WHERE TO GO FROM HERE?

Gloria Suggitt

Throw this back onto the group; any methods you have that work?

Past practice (for a district) has been if the parent cannot afford, etc, this district will take the parent to the courthouse and pay for it, though that also can take a while.

In the Human Trafficking session, they mentioned to call the tip line.



**ALTERNATIVE ED PROGRAM**

WE HAVE A DISTRICT THAT IS HAVING DIFFICULTY GETTING RECORDS SENT TO THEM FOR NEW ENROLLMENTS. TAKES MONTHS IF THEY GET THEM AT ALL. WHAT RECOURSE DOES THE SCHOOL HAVE FOR GETTING THESE RECORDS IN THE 30 DAY TIMELINE?

Brian Ciloski

A piece of legislation ... if the district knowingly violates the act that there is a penalty with jail time and a monetary fine; does not specify who will enforce it.

Notify the department, the superintendents office, then most likely will be turned over to the AG.



**HOMELESS/HOSPITALIZED**

REPORTING WEEK (TIMELINE) FOR VIRTUAL 2-WAY  
COMMUNICATION IS WED. TO TUES. WHAT WEEK IS THE REQUIRED  
TIMELINE FOR HOMEBOUND/HOSPITALIZED AND THE HOMEBASED  
STUDENTS FOR TEACHER LOG?

Brian Ciloski

Week for HB/HH is Sunday through Saturday.

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## **CALENDARS & COLLEGE**

WHAT TYPE OF CALENDAR DOCUMENTATION DO THEY NEED FOR STUDENTS DUAL ENROLLED ON CAMPUS (CAMPUS CALENDAR ONLINE, COPY OF THEIR STUDENT COLLEGE SCHEDULE)? WHAT STUDENT DOCUMENTATION IS REQUIRED FOR EACH OF THE ABOVE STUDENTS?

Gloria Suggitt

For any student enrolled in college courses, have to have the college's calendar, and need to know when they are in class. Along with the normal student schedule.



**SHARED TIME**

THERE HAS BEEN TALK ABOUT MAKING SURE THE "OPTIONAL" COMPONENTS OF COURSES DELIVERED TO HOMESCHOOL STUDENTS MUST BE ALSO FEASIBLY AVAILABLE TO DISTRICT STUDENTS. WILL THERE BE MORE GUIDANCE ON THIS? DOES THIS MEAN ALL DISTRICT STUDENTS?

Gloria Suggitt

The requirement for Shared Time programs is that anything you offer to homeschool/nonpublic ...**must** also be available to the resident district students. This comes from legislation.

More guidance in the works.



**ONLINE/VIRTUAL COURSES**

WILL THE STATE BE PROVIDING AN OFFICIAL FORM FOR PARENTS TO PROVIDE THEIR CONSENT FOR ONLINE/VIRTUAL COURSES OR CAN WE USE A DISTRICT CREATED FORM? DOES CONSENT NEED TO BE PROVIDED IN WRITING?

Brian Ciloski

There is flexibility in the legislation to get something in writing; up to you how it's captured; does not have to be a specific form.



## **BUDGET**

ANY IDEA WHEN BUDGET WILL BE FINALIZED? WE REALLY NEED TO KNOW HOW/IF SHARED TIME FUNDING WILL BE CHANGED ASAP.

Phil Boone

Revenue Estimating Conference is a week from today; where they will agree on an estimate of revenue for next year; we expect to see rapid movement after that; aim for the first of June or so.



## **CYBER CHARTER**

IF THERE IS A CYBER CHARTER (PSA) OPERATING WITHIN OUR DISTRICT'S BOUNDARIES IT'S OUR UNDERSTANDING THAT THOSE STUDENTS HOME DISTRICT IS THE CHARTER. IF THEIR STUDENTS LIVE OUTSIDE OF OUR CONTIGUOUS COUNTIES BUT WANT TO TRANSFER TO OUR DISTRICT'S VIRTUAL SCHOOL, DO WE NEED A RELEASE? IF SO, FROM WHOM?

Gloria Suggitt

When a student enters a charter school, that is their home district; if they transfer from out of county then yes they need a release from the resident district.



## **CYBER SCHOOL**

TO COUNT FTE, STUDENTS MUST BE ACTIVELY ENGAGED IN DAILY LOGINS FOR ENOUGH DAILY HOURS TO EQUAL 1,098 HOURS. IS THIS CORRECT? IF NOT DO WE PRO RATE THE FTE OR DEDUCT ALL FTE?

Gloria Suggitt

Cyber students are required to have 1098 hours on their schedule. If they have a full schedule, they should be participating 6 hours per day.

If not actively engaged in the 1098 hours, Gloria suggests pro-rate for active participation.

Refer to PAM as to what is considered participation.

Most online providers can report how much time student was active.

If they are not scheduled a full schedule, they are not countable.

## **EXITING STUDENTS**

WHAT IS NOT AT THE DISTRICT'S DISCRETION WHEN A FAMILY EXITS A STUDENT THEN COMES BACK TO ENROLL AFTER A PERIOD OF TIME BUT THE STUDENT DID NOT ENROLL ANYWHERE ELSE DURING THE GAP, IN THE CONTEXT OF SHOWING THE BREAK IN ENROLLMENT IN THE SIS? ALSO, HOW DO WE HANDLE STUDENTS LEAVING THE COUNTRY FOR 2 MONTHS THEN RETURN, THEY DID NOT ENROLL ELSEWHERE DURING THE GAP.

Brian Ciloski

Left up to districts how to handle; some reserve or hold the space when they know they will return and re-enter their program.

Highly recommended district has a policy if holding a space for them and apply that policy uniformly.

## **ALTERNATIVE ED PROGRAM**

IF A STUDENT LEAVES THE LOCAL DISTRICT TO ATTEND AN ALTERNATIVE ED PROGRAM AND RECEIVED SPECIAL ED SERVICES WITH AN ACTIVE IEP AT THE LOCAL DISTRICT, WHAT PROCESS DO THEY FOLLOW TO CONTINUE SERVICES OR REVOKE (IF STUDENT OR PARENT REQUEST) AT THE ALTERNATIVE ED PROGRAM?

Scott Kemmer-Slater

If these programs are in the same district IEP should continue as written or be revised based on the programming. As student in an Alt Ed program is still eligible for SE programs and services.

IDEA covers the timeline regarding transfers. In Michigan it is 30 days after enrollment; may adopt previous IEP or adopt and implement a new IEP that meets the student's requirements.



**REP REPORTING**

MOST REPORTS ARE AGGREGATE/SUMMARY SO THEY AREN'T HELPFUL UNLESS WE CAN DRILL DOWN TO INDIVIDUAL STAFF OTHER WISE WE JUST HAVE TO FILTER ALL INFO WITH THE DOWNLOAD FILE, CAN YOU PLEASE WORK ON THIS?

Trina Anderson

If you have specific reports in mind, please send to the customer support desk.

Working with Data Hubs to be pushing back REP data back to the hubs.

### **31A YTD ANALYSIS REPORTING**

WILL CEPI AUTOMATICALLY INCLUDE THOSE STUDENTS ELIGIBLE LIKE HOMELESS, DIRECT CERT, ETC., OR DO WE HAVE TO IDENTIFY IN MSDS BY PROGRAM PARTICIPATION?

Anne Hanskneecht

Per MDE's Accountability office, if a student is being reported in MSDS as Homeless or EL, or appears on the Direct Cert report, or is migrant you do not have to also report them with program participation code 3060. They are automatically being carried forward into the Section 31a At Risk population counts.

## • **REP REPORTING**

COULD YOU JUST HAVE A MASS BUTTON OR JUST HAVE TEACHERS ALL EFFECTIVE SO WE CAN MAKE MINIMAL ADJUSTMENTS TO THOSE THAT ARE HQ OR NOT EFFECTIVE? CAN WE GET A REPORT OF ALL TEACHERS WITH EXPIRING CERTIFICATES IN OUR DISTRICT SO WE CAN MAKE SURE THEY ARE CURRENT EACH YEAR? DO EARLY CHILDHOOD TEACHERS NEED TO HAVE EDUCATOR EFFECTIVENESS RATING IN REP?

Trina Anderson

#1 – No

#2 – Will take back to MDE to see if something is available.

#3 – Yes, there are some that do require that; will confirm and get into this response.



## **SPECIAL EDUCATION**

DOES THE SPECIAL EDUCATION PROGRAM AT THE ISD HAVE TO HAVE AN ATTENDANCE POLICY WITH EXPLANATION OF EXCUSED AND UNEXCUSED ABSENCES?

Scott Kemmer-Slater

There is no specific rule about attendance in this instance; policy usually made at the local level and that would have to be followed.

If SE Program, still follow the PAM regarding the attendance policy.



## **SPECIAL EDUCATION**

IF A STUDENT HAS AN EXCUSED ABSENCE DURING COUNT WEEK,  
AND THEY DO NOT GET 2 HOURS OF SERVICE DURING ANY OF THE  
4 WEEKS DURING THE COUNT PERIOD DO THEY GET A PRORATED  
FTE FOR WEEK THEY DID NOT RECEIVE THE 2 HOURS, OR IS IT A 0.00  
FTE?

Referring to 340.1862 ECSE

Scott Kemmer-Slater

The only requirement for that is the 72 hours. The two hours is not mandated, just an example based on 72 hours and the 180 days.





## **SPECIAL EDUCATION**

DO ECSE LONG TERM SUBS NEED TO HAVE AN ECSE CERTIFICATION?

Scott Kemmer-Slater

Not for a full year sub permit; **per the MARSE there are some guidelines.**