

Spring 2017 MPAAA Conference - Agenda

Date	Start	End	Track	Session	Presenter
Sunday, May 7	4:00 PM	6:00 PM		Registration Opens	Nicole Snyder, Calhoun ISD
Monday, May 8	7:30 AM	9:00 AM		Breakfast	
	7:30 AM	10:30 AM		Registration Opens	Nicole Snyder, Calhoun ISD
	9:00 AM	9:15 AM	All	General Membership Session	Jackie Laymac, MPAAA President
	9:15 AM	10:00 AM	All	Membership Update - Strategic Plan Overview	Charles Carver, Nexus Academy
	10:00 AM	10:15 AM		Break	
	10:15 AM	12:00 PM	New PA, Veteran PA, Auditors	FERPA 101	Ross Lemke, Privacy Technical Assistance Center, US Department of Education
			Data Specialists	Tying MiSchoolData Back to Submissions	Mitch Fowler, Calhoun ISD
			New PA, Veteran PA, Data Specialists	Michigan e-Transcript Initiative	Ashley Tarver, CEPI & Paul McMorrow, Parchment Services
			Cert Class 1	Pupil Accounting Legal Issues (PAS,PAA)	Lisa Swem, Trun Law Firm
	12:00 PM	1:00 PM		Lunch	
	1:00 PM	2:30 PM	New PA, Veteran PA	SRM - When, How, Why to Use Them?	Jan Jenema, Cadillac Schools & CEPI staff & DAS Staff
			New PA, Veteran PA	5-0 in 2017/18	Brian Ciloski, MDE
			Auditors	Green Auditing	Barbette Lane, Wexford-Missaukee ISD
			Data Specialists	TRIG Data Hub Update	Joyce Sackleh, Oakland Schools
			Cert Class 2a	Auditing II (PAA)	Brenda Walther & Melanie Wood, Genesee ISD
	2:30 PM	2:45 PM		Break	

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	2:45 PM	4:15 PM	New PA, Veteran PA, Data Specialists	Data Security & Destruction: Best Practices	Ross Lemke, Privacy Technical Assistance Center, US Department of Education
			New PA, Veteran PA	Special Ed. - Bridging the Gap	Brenda Weir & Jennifer Tindall, Lapeer Community Schools
			Auditors	Green Auditing MPAAA Rollout	Barbette Lane, Wexford-Missaukee ISD & Rob Dickinson, MPAAA
			New PA, Veteran PA, Data Specialists	XML Survival Guide	Janell Craig, Oakland Schools
			Cert Class 2a(Cont)	Auditing II (PAA)	Brenda Walther & Melanie Wood, Genesee ISD
Tuesday, May 9	7:30 AM	8:30 AM		Breakfast	
	7:30 AM	9:30 AM		Registration Open	Nicole Snyder, Calhoun ISD
	8:30 AM	10:00 AM	New PA	Special Ed. - Bridging the Gap	Brenda Weir & Jennifer Tindall, Lapeer Community Schools
			Veteran PA, Auditors, Data Specialists	FERPA 101	Ross Lemke, Privacy Technical Assistance Center, US Department of Education
			Veteran PA, Auditors, Data Specialists	Intermediate Excel	Janell Craig, Oakland Schools
			Cert Class 3a	Pupil Accounting Specialists in Action (PAS)	Carolyn Claerhout, Oakland Schools & Jennifer Poston, Berkley School District
			Cert Class 3b	Pupil Accounting Auditors in Action (PAA)	Jill Slaght, Calhoun ISD
	10:00 AM	10:15 AM		Break	

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Date	Start	End	Track	Session	Presenter
	10:15 AM	11:45 AM	New PA, Veteran PA	SRM - When, How, Why to Use Them?	Jan Jenema, Cadillac Schools & CEPI staff & DAS Staff
			New PA, Veteran PA	5-0 in 2017/18	Brian Ciloski, MDE
			Data Specialists	REP Reporting	CEPI Staff
			New PA, Veteran PA, Data Specialists	Data Breach Response Training - An Interactive Simulation	Ross Lemke, Privacy Technical Assistance Center, US Department of Education
			Cert Class 3a	Pupil Accounting Specialists in Action (PAS)	Carolyn Claerhout, Oakland Schools & Jennifer Poston, Berkley School District
			Cert Class 3b	Pupil Accounting Auditors in Action (PAA)	Jill Slaght, Calhoun ISD
	11:45 AM	1:00 PM		Lunch & Awards	
	1:00 PM	2:30 PM	New PA	Demystifying GAD	Rob Dickinson, MPAAA
			Veteran PA	Pupil Accounting & Data Flow in Large Districts	Beckie Reed, Lakeview Schools & Katherine Caron, Success Virtual Learning Center
			New PA, Veteran PA	State Testing Update	Tina Foote & David Judd, MDE
			Auditors	Homeless / Foster Care	Pam Kies - Lowe, MDE
			Cert Class 4a	Intro to Pupil Accounting 1 (PAS,PAA,SED)	Holly Strong, Jackson ISD & Mary Beth Stein, Traverse City Public Schools
			Cert Class 4b	Intro to Pupil Auditing (PAS,PAA)	Barbette Lane, Wexford-Missaukee ISD
	2:30 PM	2:45 PM		Break	

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Date	Start	End	Track	Session	Presenter
	2:45 PM	4:15 PM	New PA, Data Specialists	Intro to MS Access	Rob Dickinson, MPAAA
			Veteran PA	Pupil Accounting & Data Flow in Small Districts & PSAs	Beckie Reed, Lakeview Schools & Katherine Caron, Success Virtual Learning Center
			Auditors	Truancy Update	Terry Harrington, St. Clair County RESA
			Cert Class 4a	Intro to Pupil Accounting 1 (PAS,PAA,SED)	Holly Strong, Jackson ISD & Mary Beth Stein, Traverse City Public Schools
			Cert Class 4b	Intro to Pupil Auditing (PAS,PAA)	Barbette Lane, Wexford-Missaukee ISD
	4:15 PM	5:15 PM		<i>Committee Meetings</i>	Truancy, PSA, Technology, LEA & Data
	5:00 PM	7:00 PM		<i>Vendor Expo.</i>	
	7:00 PM			<i>Games Night & Mixer</i>	
Wednesday, May 10	7:30 AM	8:30 AM		<i>Breakfast</i>	<i>Auditor Advisory meeting during breakfast</i>
	8:30 AM	9:30 AM	All	Legislative Update	Carolyn Claerhout, Oakland Schools
	9:30 AM	10:30 AM	All	CEPI Update	Trina Anderson & Tosha Johnson & Doris Mann, CEPI
	10:30 AM	10:45 AM		Break	
	10:45 AM	12:00 PM	All	State Agency Panel	MDE, CEPI, WDA Staff
	12:00 PM			Conference Ends	

COURSE DESCRIPTIONS FOR 2017 SPRING CONFERENCE

Auditing II (3 hours): Learn about key issues from the field including compliance, risk assessments, sampling and coordinating the review of POP III students. Techniques for working with district staff in the field and handling teacher and staff interviews will be included.

Presenters – Brenda Walther, Genesee ISD and Melanie Wood, Genesee ISD

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. Included will be information on collection changes for the 2017-2018 school year. *Presenters – Trina Anderson and Tosha Johnson and Doris Mann, CEPI*

Data Breach Response Training (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 Security Best Practices/Training (1.5 hours): Training on current data security best practices for education data systems, including user privacy and security awareness, privacy and security program development/implementation, threat modeling, and attacker methodology. Increased awareness of privacy and data security threats. Reduces risk of security incidents and improved ability to respond to incidents. *Presenter – Ross Lemke, Privacy Technical Assistance Center, US Department of Education*

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*

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 Auditing (1.5 hours): For several years now, there has been a push within the auditing community to complete Pupil Accounting audits with much less paper being used. Attendees will be given advice and tips on how a School District can comply with a green audit, and still maintain data quality and integrity. *Presenters – Barbette Lane*

Green Auditing MPAAA Rollout (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 NO COST TO THE ISD. 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*

Homeless/Foster Care (1.5 hours): Learn the latest update on services and opportunities available to homeless and foster care students in Michigan. *Presenter – Pam Kies-Lowe, MDE*

Intermediate Excel (1.5 hours): Building on the Beginner's Excel session given at previous conferences, this session will expand the attendee's knowledge of Excel, looking at data lookup functions, and what/if logic as it applies to Excel spreadsheets. *Presenter – Janell Craig, Oakland Schools*

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 Accounting I (3 hours): Pupil Accounting I introduces staff new to pupil accounting to the Pupil Accounting Manual (PAM) and requirements related to count days. This presentation includes a review of timelines, enrollment requirements and information about the three student populations as defined by the PAM. This session will fulfill the MSBO Introduction to Pupil Accounting I certification requirement for Pupil Accounting Specialists, Pupil Accounting Auditors, and Educational Data Specialists. (Certification track PAS/PAA/EDS). *Presenters – Mary Beth Stein, Traverse City Area Schools and Holly Strong, Jackson ISD*

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 ways to connect and work with various officials with the Michigan Department of Education (MDE). This session will fulfill the MSBO Introduction to Pupil Auditing certification requirement for Pupil Accounting Specialists and Pupil Accounting Auditors. (Certification track PAS/PAA) *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 - Carolyn Claerhout, Oakland Schools, MPAAA Legislative Rep*

Michigan e-Transcript Initiative (1.5 hours): Join representatives from CEPT and Parchment Services to learn about the Michigan e-Transcript initiative. Learn how the students in your schools can quickly and easily send transcripts to all the colleges and universities they apply to **at no cost to the student, or the school**. *Presenters – Paul McMorrow, Parchment Services and Ashley Tarver, CEPI*

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)
Presenters – 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 & Data Flow (for districts with less than 4000 students) (1.5 hours): Are you striving to report cleaner data? Have you ever wondered what happens with your data once you certify your district's reports? Do you know how your data impacts other departments in your district? This session is designed to help you facilitate conversation within your own district to help departments have a better understanding of each other's roles and ultimately clean up processes and data quality. We will provide you with some tools to take back to your district to help you facilitate identifying who needs to be on your team to ensure clean data that can productively be used in your district. *Presenters – Beckie Reed, Lakeview School District and Katherine Caron, Success Virtual Learning Centers of Michigan*

Pupil Accounting & Data Flow (for districts with 4000 students or more) (1.5 hours): Are you striving to report cleaner data? Have you ever wondered what happens with your data once you certify your district's reports? Do you know how your data impacts other departments in your district? This session is designed to help you facilitate conversation within your own district to help departments have a better understanding of each other's roles and ultimately clean up processes and data quality. We will provide you with some tools to take back to your district to help you facilitate identifying who needs to be on your team to ensure clean data that can productively be used in your district. *Presenters – Beckie Reed, Lakeview School District and Katherine Caron, Success Virtual Learning Centers of Michigan*

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 – Carolyn Claerhout, Oakland Schools and Jennifer Poston, Berkley 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 Ed and MSDS: 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 and Brenda Weir, Lapeer Schools*

SRM – When, How Why to Use Them? (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 - MDE, CEPI, and LEA Staff*

State Agency Panel (Introduction to State Agency Resources (1 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*

State Testing Update (1.5 hours): Join representatives from the Department’s Office of Accountability and Assessment Services to learn the latest news in the testing processes underway this spring. Information on the ongoing process will be shared, as well as discussion of what new processes and tests may be coming in the future. *Presenters - Tina Foote & David Judd, MDE*

TRIG Data Hub Update (1.5 hours): This session will provide attendees an update on the TRIG data hubs, how they will improve data flow between systems, and provide some examples of state and local data initiatives. *Presenter – Joyce Sackleh, Oakland Schools*

Truancy (1.5 hours): Join MPAAA’s Truancy specialist, as he discusses current topics and new legislative happenings that effect District, ISD and County truancy and attendance officers. *Presenter – Terry Harrington, St. Clair County RESA*

Tying MiSchoolData Back to Submissions (1.5 hours): Ever wonder what happens to that count data after it heads to Lansing? During this interactive session, we'll look at how the public-facing MI School Data Portal takes count (and other) data and transforms it into a longitudinal data system for all types of stakeholders. Leave with an understanding of how the portal can impact decisions in your district while recognizing the importance of clean count data.

Presenter – Mitch Fowler, Calhoun ISD

XML Survival Guide (1.5 hours): XML and MSDS State Reporting go hand in hand. Have you ever uploaded your MSDS collection and needed a report, but the report with the data you need was not available in MSDS? If you are interested in learning more about using Microsoft Access to build your XML collection report, this is the session for you! This session will cover processed to import XML collection files and create reports based on your file data to assist in data quality checks of your data. *Presenter – Janell Craig, Oakland Schools*

5-0 in 2017/18 (1.5 hours): This session will provide attendees with an update to changes in the Pupil Accounting manual for 17/18 in regards to the various parts of the online learning rules (section 5-O in the manual). MDE is working to simplify those rules, and will provide the latest information on that effort. *Presenter – Brian Ciloski, MDE*