Macomb MISDmsds

MISDmsds
Updated 01/05/2024

COUNT DATE NOTE
If you need to change your count date in MISDmsds, select **File>Change Count Date** then enter the date that is appropriate for your district.

REGISTRATION FORM
- Complete the registration form to make sure you are notified of updates to the program. Please fill out the registration form if you are interested in being contacted via email regarding software availability and future updates.

NOTES
- Please close all applications before installing MISDmsds.
- There is now only one installer for MISDmsds. For your convenience, we developed an installer which works on both 32-bit and 64-bit systems to eliminate any confusion and any potential issues that may arise from attempting to install a version that is not compatible with your computer system.
- The data validation report includes errors from all collections. Please verify errors by looking for red fields in the collection you are currently working in.

PROGRAM DOWNLOAD (PLEASE NOTE: THE SYSTEM IS WRITTEN FOR WINDOWS COMPUTERS.)
- MISDmsds v2.2.8.8 Data collection and validation program

One very helpful tool when processing your data is the Macomb MISDmsds. This is a free program that was created by Macomb Intermediate School District. This program is updated throughout the year to allow for changes in the reporting process. Each reporting cycle you will want to make sure that you are working with the latest version. To download this program, go to:
http://www.misd.net/mt/misdmsds.html

Once you download it, you will go to the Downloads folder and find the executable file, which should start with ***instlmsds*#####.**
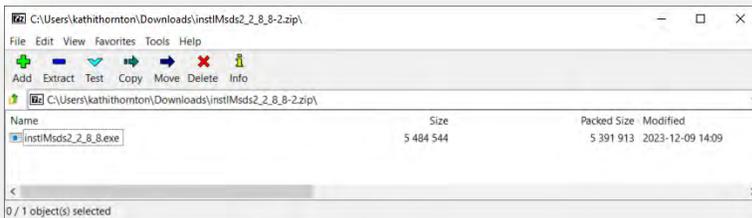

By double-clicking this file, it will start the install process and give you the extraction dialogue box below. Choose the folder you would like in installed into and click Unzip.
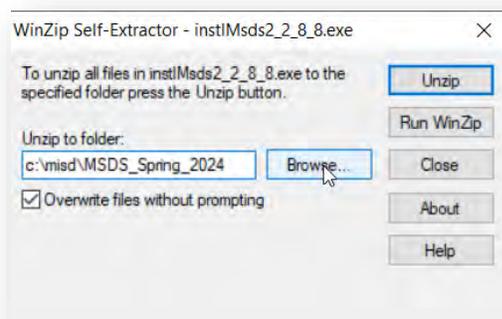
Tip: you can install this program multiple times. If you work on multiple collections (General Collection, TSDL, SRM etc.), you could install one for each collection. Just change the name of the folder you are unzipping into. To keep them straight, find the misdMsds.exe file in the folder you unzipped to and rename it to the collection it pertains to.

To open the program, go to the folder you installed it in and double-click the misdMsds.exe file. You can also right click on this file and have it pin the program to your start page or task bar (shortcut on the desktop if you are running an older version of Windows).

Once the program is installed and you open it, you will be asked for login information.

The login information on a new install is always:

Login Name: MISD   Password: MISD.

You may change that for future logins, but most people leave it as is.

If this is the first time the program has been opened, you will get the error below. Just click OK and it will give you a series of dialogue boxes to help you create a database file.

If you are an LEA district, you will probably want to sort by ISD then District

Double-click the ISD that you are located in, that will pull open a listing of LEAs. Then find your LEA and double-click to open a new file for your district.
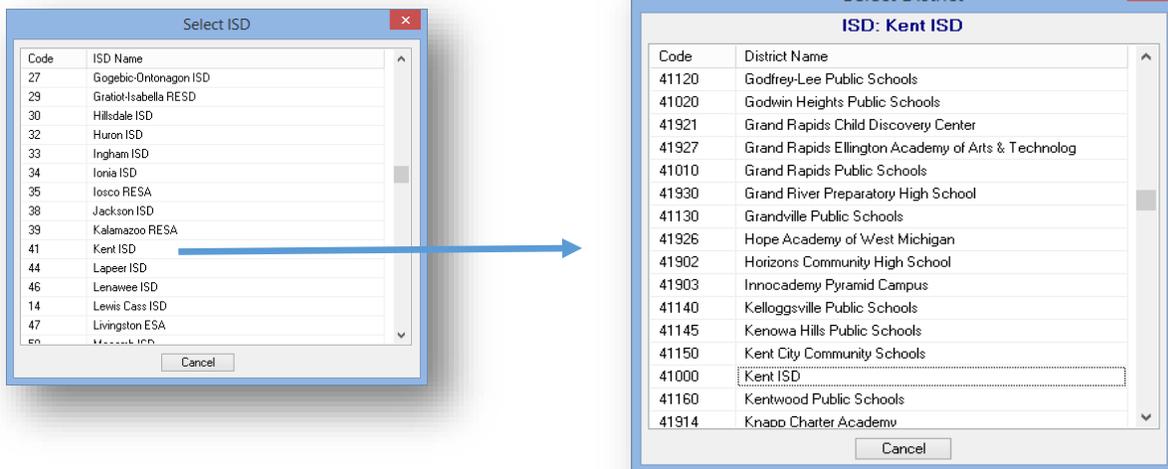
When the program opens, you will see a tree structure on the left hand side that lists all of the collections for which you can use the program.

You can filter this tree to show just the collection you are working on by selecting File/Select Collection. If you select a specific collection, the program will only export data pertaining to that collection.
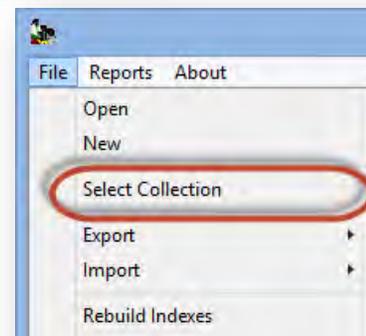
Importing XML Files

To import an XML file for a collection, choose Import/Import MSDS XML File/Import – "NAME OF COLLECTION".
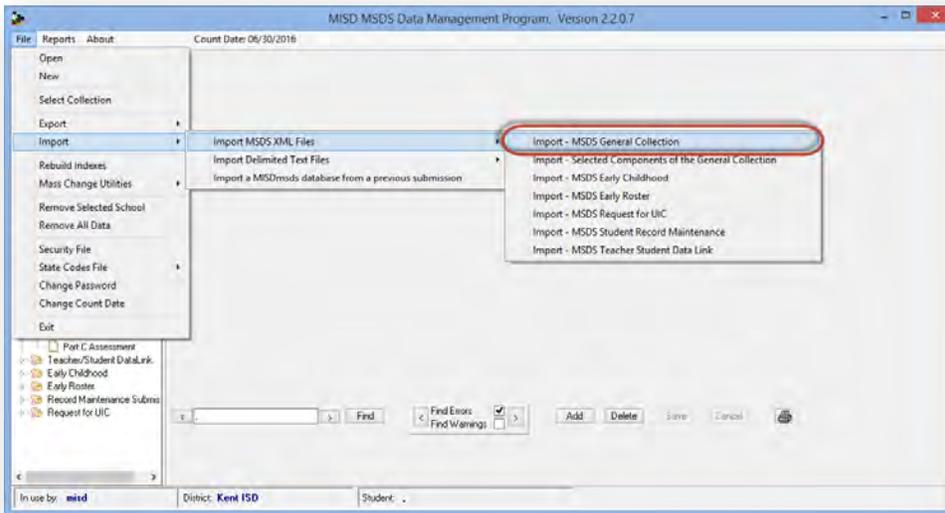
When you choose a file to import, you may be asked further questions before the file is actually imported. For example: When importing a general collection file, you will be asked how you would like the data to be imported.
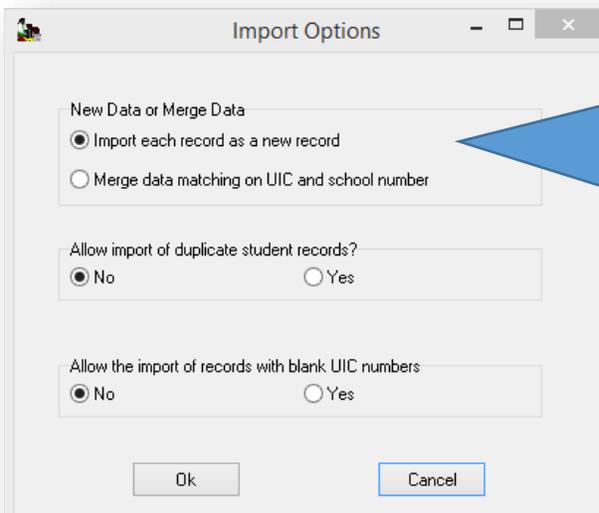
Tip: Be careful when using Import each record as *new*. If you are importing into a database that already has data in it…using this could duplicate records if the student you are bringing in already has a record in the database.

Importing Delimited Text Files

Sometimes you may need to import a file that is not already set up in XML format. To do this you use the Import Delimited Text Files.
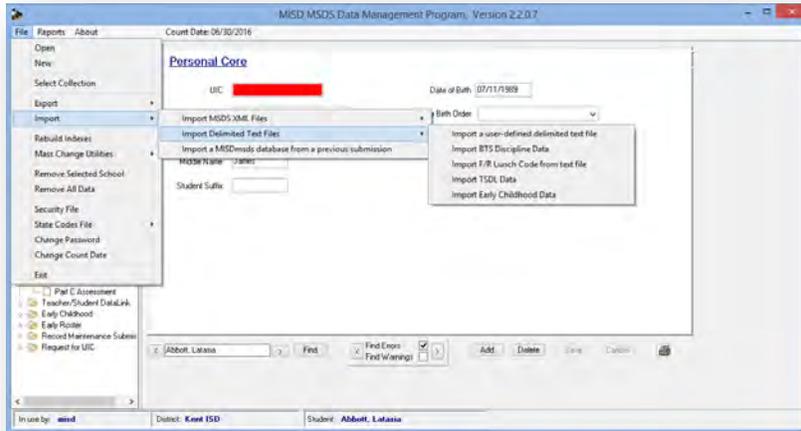
When bringing in data this way, you will map the fields so that the data imports correctly into the program.
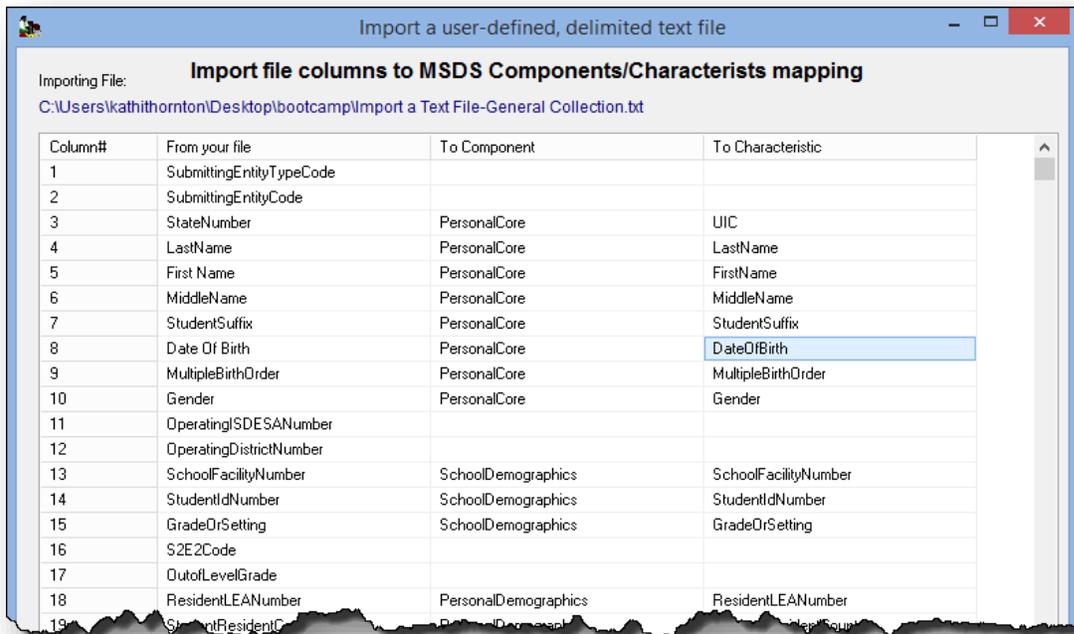
Importing Selected Components

You may find you need to import just one component of the collection. For example, maybe your food service department sent you an updated listing of free and reduced. You can easily import and update your students' records by using Import Selected Components.
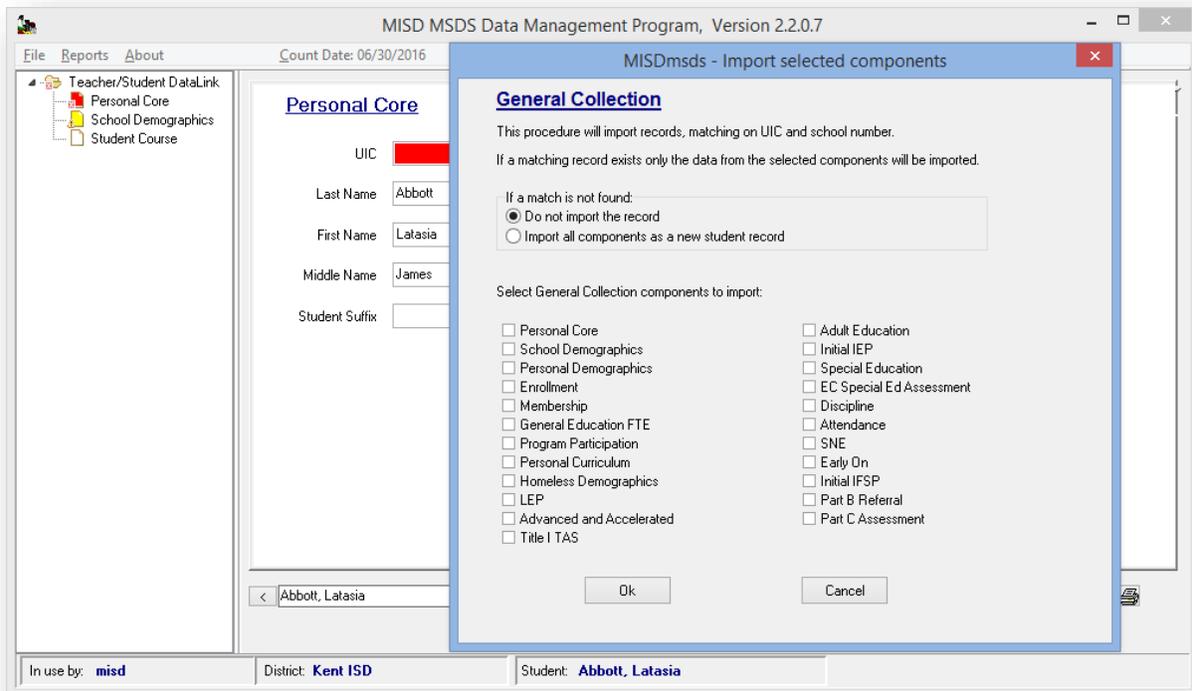
Student Record Maintenance

During the year you may find yourself needing to update a student's record with the state. This is particularly true if you have a Migrant population. You can use the MISDmsds program to create Student Record Maintenance files as well. You will need to make sure that you put the effective date of change on the Student Record Maintenance screen.

Mass Change Utility

At some point you may find yourself with a dataset that needs an item mass-changed. Maybe it's students at a particular school that was coded with the wrong school or maybe you attached the wrong SCED code to a course. The Mass Change Utility can be very handy in fixing these instances. To access the Mass Change Utility, choose File/Mass Change Utilities and select the one the best suits your needs.
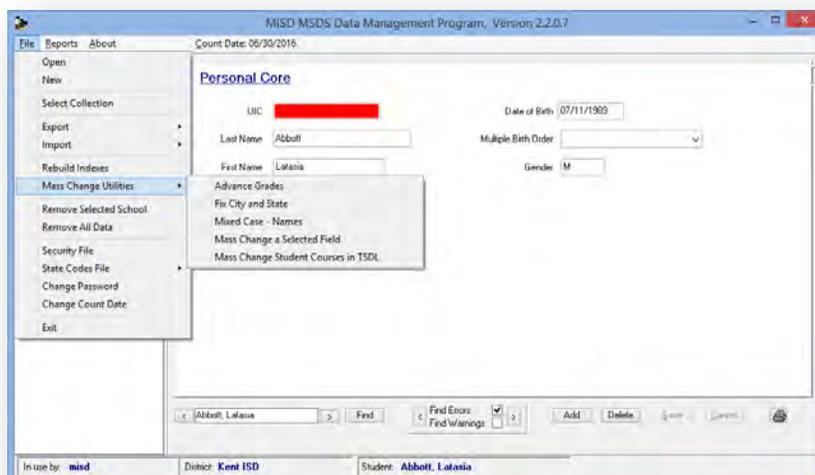
Data Validation

When you choose which collection you want to work in, it tells MISDmsds which set of rules it should be applying to the data. You can run a report which will produce a listing of your errors or you can scroll through your errors using the Find Errors/Find Warnings.
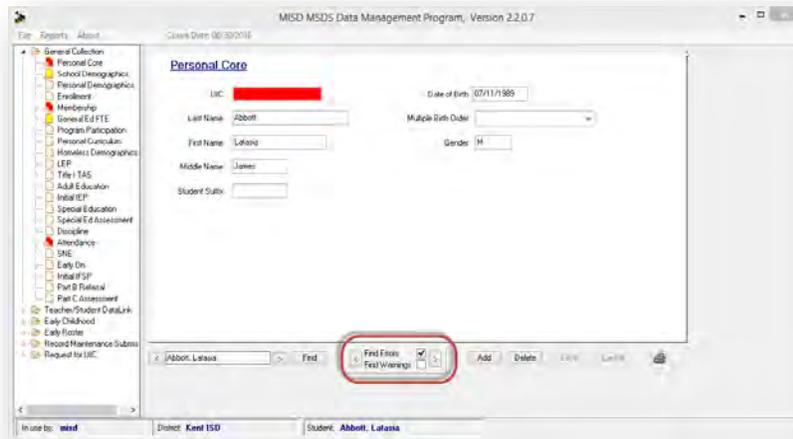

Reports

By looking through the Reports menu, you will find a lot of reports that will help you make sure that your data is clean before putting it up to the state. It's important to have a clean file before submitting, or you could end up having to upload multiple times…which uses up your valuable time! The Duplicate Student Report, Duplicate UIC Report and Blank and Invalid UIC Report are all essential to making sure you have good data.
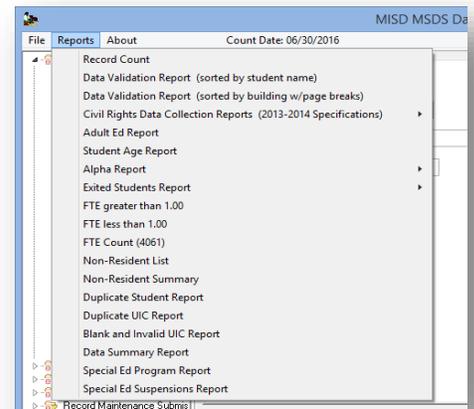
Exporting Your Data

Before exporting your file to go up to the state, you will want to make sure that you run the Data Validation report. As a matter of fact, when you ask the system to export your file, it will automatically pop up and ask you if you would like to validate your file first. This is a very important step to do. It will save you time in the long run!

Once your data is clean, you will want to export your file to upload to the state. You can export it by choosing File/Export and then choosing the collection you would like to export. When it is done creating the file, you will find it in the folder in which the program was installed.

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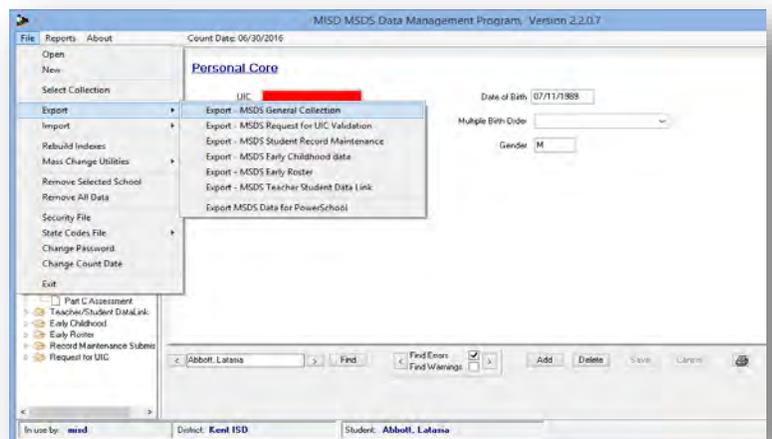
Working with XML

XML stands for Extensible Mark-up Language. This is a programming code that is pretty simple and allows you process large amounts of data easily.

An XML file starts with a Header. The header tells the system the type of file it is reading. It will also tell the location of the Schema on the web.

```
<EarlyChildhoodSpringGroup xmlns:xsi="http://www.w3.org/2001/XMLSchema-
instance" xsi:noNamespaceSchemaLocation="https://cepi.state.mi.us/msdsxml/Ear
lyChildhoodSpring2023-20241.xsd" SchemaVersionMajor="2023-
2024" SchemaVersionMinor="1" CollectionId="274" CollectionName="EarlyChildhoo
dSpring" SubmittingSystemVendor="My System Vendor" SubmittingSystemName="My
System" SubmittingSystemVersion="1.0">
<EarlyChildhoodSpring>
```

Schema is sort of a roadmap of the data. It lists the fields that are allowed to be reported, in the order they are expected to be reported. It will tell you if a field is required and whether there are certain values it will accept in any particular field. It will also denote if a component will be allowed to be reported multiple times. (EG: Course Component in TSDL…will allow multiple courses to be submitted for each student)

XML is made up of Tags. A tag names the field: <lastname>Jones</lastname>

The beginning tag and ending tag have to be exactly the same. Capitalization counts!

Bad tag: <lastname>Jones</LastName>

Tags cannot be empty! <UIC></UIC>

Tags are nested into components. For example, look at the example below from the Spring 2022 Early Childhood Collection file.

If any of these tags fall out of order of what the Schema dictates, you will end up with an error.

EXAMPLE DATA/ERRORS:

```
<EarlyChildhoodSpring>
     <SubmittingEntity>
          <SubmittingEntityTypeCode>D</SubmittingEntityTypeCode>
          <SubmittingEntityCode>41010</SubmittingEntityCode>
     </SubmittingEntity>
     <PersonalCore>
          <UIC>1338264914</UIC>
          <LastName>Friedt</LastName>
          <FirstName>Sara</FirstName>
          <MiddleName>Jo</MiddleName>
          <StudentSuffix>III</StudentSuffix>
          <DateOfBirth>04/13/2017</DateOfBirth>
          <MultipleBirthOrder>1</MultipleBirthOrder>
          <Gender>f</Gender>
     </PersonalCore>
     <PersonalDemographics>
          <ResidentLEANumber>41160</ResidentLEANumber>
          <StudentResidentCounty>41</StudentResidentCounty>
          <Ethnicity>100001</Ethnicity>
     </PersonalDemographics>
```

```xml
<Contacts>
    <AddressTypeDescriptor>Physical</AddressTypeDescriptor>
    <StreetNumberName>123 Norway</StreetNumberName>
    <ApartmentRoomSuiteNumber>23</ApartmentRoomSuiteNumber>
    <City>Kentwood</City>
    <StateAbbreviationDescriptor>MI</StateAbbreviationDescriptor>
    <PostalCode>49512</PostalCode>
    <TelephoneNumber>6165551234</TelephoneNumber>
</Contacts>
<ECPrograms>
    <FiscalEntityTypeCode>D</FiscalEntityTypeCode>
    <FiscalEntityCode>41000</FiscalEntityCode>
    <SchoolFacilityNumber>05001</SchoolFacilityNumber>
    <ProviderLicenseNumber>DC410340421</ProviderLicenseNumber>
    <ECComment>test</ECComment>
    <ECProgram>01</ECProgram>
    <ECProgramStartDate>2021-08-22</ECProgramStartDate>
    <ECDeliveryMethod>1</ECDeliveryMethod>
    <ECDeliverySchedule>05</ECDeliverySchedule>
    <FederalPovertyLevelQuintile>06</FederalPovertyLevelQuintile>
    <AdditionalEligibilityFactor>02</AdditionalEligibilityFactor>
    <QualifyingFactor>C</QualifyingFactor>
    <ECProgramEndDate>2021-10-09</ECProgramEndDate>
    <ECProgramExitReason>63</ECProgramExitReason>
</ECPrograms>
<SeclusionandRestraint>
    <DateOccurred>2021-09-09</DateOccurred>
    <NumberSecluded>0</NumberSecluded>
    <NumberRestrained>1</NumberRestrained>
</SeclusionandRestraint>
</EarlyChildhoodSpring>
```

SCHEMA

```xml
xs:element name="EarlyChildhoodSpringGroup">
<xs:complexType>
<xs:sequence>
<xs:element maxOccurs="unbounded" name="EarlyChildhoodSpring">
<xs:complexType>
<xs:sequence>
<xs:element minOccurs="1" maxOccurs="1" name="SubmittingEntity" type="Submitt
ingEntityType"/>
<xs:element minOccurs="1" maxOccurs="1" name="PersonalCore" type="PersonalCor
eType"/>
<xs:element minOccurs="1" maxOccurs="1" name="PersonalDemographics" type="Per
sonalDemographicsType"/>
<xs:element minOccurs="0" maxOccurs="6" name="Contacts" type="ContactsType"/>
<xs:element minOccurs="1" maxOccurs="unbounded" name="ECPrograms" type="ECPro
gramsType"/>
<xs:element minOccurs="0" maxOccurs="1" name="HomelessDemographics" type="Hom
elessDemographicsType"/>
<xs:element minOccurs="0" maxOccurs="1" name="SNE" type="SNEType"/>
```

Schema tells us you can have up to 6 Contacts

And

An Unlimited number of SeclusionandRestraint

```
<xs:element minOccurs="0" maxOccurs="1" name="ProgramParticipation" type="Pro
gramParticipationType"/>
<xs:element minOccurs="0" maxOccurs="unbounded" name="SeclusionandRestraint"
type="SeclusionandRestraintType"/>
</xs:sequence>
</xs:complexType>
</xs:element>

<xs:simpleType name="DateOfBirthType">
<xs:restriction base="xs:date">
<xs:minInclusive value="1753-01-01"/>
</xs:restriction>
</xs:simpleType>
<xs:simpleType name="GenderType">
<xs:restriction base="xs:string">
<xs:enumeration value="M"/>
<xs:enumeration value="F"/>
</xs:restriction>

<xs:simpleType name="ECProgramExitReasonType">
<xs:restriction base="xs:string">
<xs:enumeration value="063"/>
<xs:enumeration value="064"/>
<xs:enumeration value="065"/>
<xs:enumeration value="066"/>
<xs:enumeration value="067"/>
<xs:enumeration value="068"/>
<xs:enumeration value="069"/>
<xs:enumeration value="999"/>
</xs:restriction>
</xs:simpleType>
```

In regards to the previous error examples, the Schema tells us:

DateofBirthType has to be formatted "1753-01-01".

And

GenderType has to be either a Capital M or F.

And

ECProgramExitREasonType has to be 3 digits and can only be one of the 8 provided values.

XML Validation Tools

There are times when you may need to employ the help of an XML validation tool to correct errors in your file. A couple of good ones would include XML Notepad, Notepad++ or XMLSpy (a very pricey alternative…sort of like bringing a Ferrari to a Soap Box Derby, it has some great benefits.) The CEPI website has a great XML Validation Guide which will show you how to download and use the first two programs here: http://www.michigan.gov/documents/cepi/XML_validation_guide_357832_7.pdf

XML Notepad
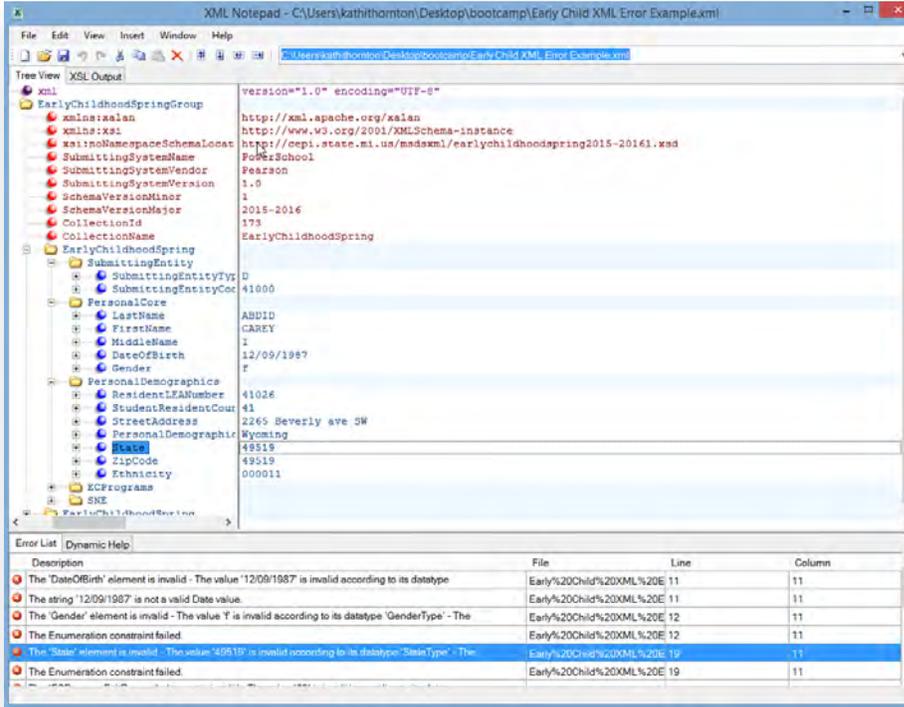
Notepad++

Michigan Student Data System

From here we will take a look at the process of submitting your files to the state using the Michigan Student Data System (MSDS). We will go through uploading, editing, certifying, and reporting out on various collections. As the data that resides on the MSDS site is live data, we will not be going into details on the projection screen. We've included screenshots in this presentation using fake data or obfuscating live data where needed.

The Collection Component Matrix is a very important tool when you do your state reporting. It lists all of the components which make up student collections and whether they are Required, Conditional or Optional for reporting. This matrix can be found under Technical Material on the MSDS main website. We've included below a definition of Required, Conditional and Optional as provided by CEPI on the following pages. If a cell is blank, it is not allowed for that collection. Here is the component matrix for 2023-2024.

Components (Click for PDF)	Excel	General	Request for UIC	Early Childhood	Early Roster	TSDL	Third Grade Retention	SRM
Collection Certification Business Rules		Collection certification business rules vary depending on the collection.						
Attendance		C						C
Contacts		C	O	C	O			C
Discipline		C						C
Early Childhood Programs				R				
Early Childhood Special Education Assessment		O						O
Early On		O						O
Early On Services		O						O
Early Reading Deficiency		C						C
Enrollment		R	O					R
General Education FTE		O						O
Homeless Demographics		C		C				C
Initial IEP		O						O
Initial IFSP		O						O
LEP		O						O
Membership		R						R
Part B Referral		C						C
Part C Assessment		O						O
Personal Core		R	R	R	R	R	R	R
Personal Curriculum		C						C
Personal Demographics		R	O	R	O			R
Program Participation		C		O				C
School Demographics		R	O		R	R	R	R
Seclusion and Restraint		C		C				
Section 23a								O
Section 25								O
SNE		O		O				O
Special Education		C						C
Student Course						R		
Student Record Maintenance								R
Submitting Entity		R	R	R	R	R	R	R
Third Grade Retention Decision							R	
Title 1 Services		C						C

What's the difference between Required, Conditional and Optional?

- **REQUIRED** – Must be reported for all student records. The MSDS expects to see these data and will produce an error if they are not reported.

  If a **component** is required, the file will be rejected on upload if it is not included in each student record.
  - ➤ *Component Example: The Submitting Entity component must always be reported.*

  If a **characteristic** is required, and the component in which it is included is submitted, the file will also be rejected on upload if it is not included.
  - ➤ *Characteristic Example: The 10/30 Day Rule characteristic must be reported anytime the FTE component is submitted.*

- **CONDITIONAL** – These data *MAY* be required by the MSDS system for student records under certain conditions. An error will occur when the student record meets the criteria for the condition that requires the data to be submitted.

  - ➤ *Example: Attendance data are required when the collection is for the End-of-Year OR the student is being exited from the district.*

    - o **Component level:** *If the Attendance component is not submitted with each student record in the EOY General Collection, the file will be rejected on upload.*

    - o **Characteristic level:** *If an exit status code other than 19-continuing is provided in the Spring General Collection and the attendance component is not included, a record-level validation error will occur.*

- **OPTIONAL –** This indicates that the MSDS *system* cannot determine when or for which students the data are required. This does not mean that if the data are applicable for a given student, that the data are not to be reported. These are the things that you and your local student information system have to determine when it is required to submit.

    > *Example: FTE is optional. The MSDS system cannot determine when a student meets all the criteria to be counted in your membership for FTE. You need to identify which students are reported with the FTE component and how much FTE is reported in each FTE characteristic.* **Failure to submit the FTE data when it is applicable will result in no state aid payment for that student.**

    o **Component level:** *If an optional component is not submitted with each student record, the file will pass file validation.*

    o **Characteristic level:** *If an optional characteristic is not included in either a required or optional component, the file will pass validation.*

Remember:

OPTIONAL does *NOT* mean that the data do not have to be reported when they are applicable to the student. It means that the *MSDS SYSTEM* cannot determine when or for which students the data are *REQUIRED* and it is up to you and your local system to identify when the data must be reported based on program requirements.

Over the past several years, CEPI has been updating processes and combining all of the different data collection arms into one Single Sign-On (SSO) through MILogin. MILogin is the new State of Michigan Identity, Credential, and Access Management solution. Below is a picture of the sign-on page. It can be accessed by going to https://cepi.state.mi.us/msds/ and then choose Authorized User Login.
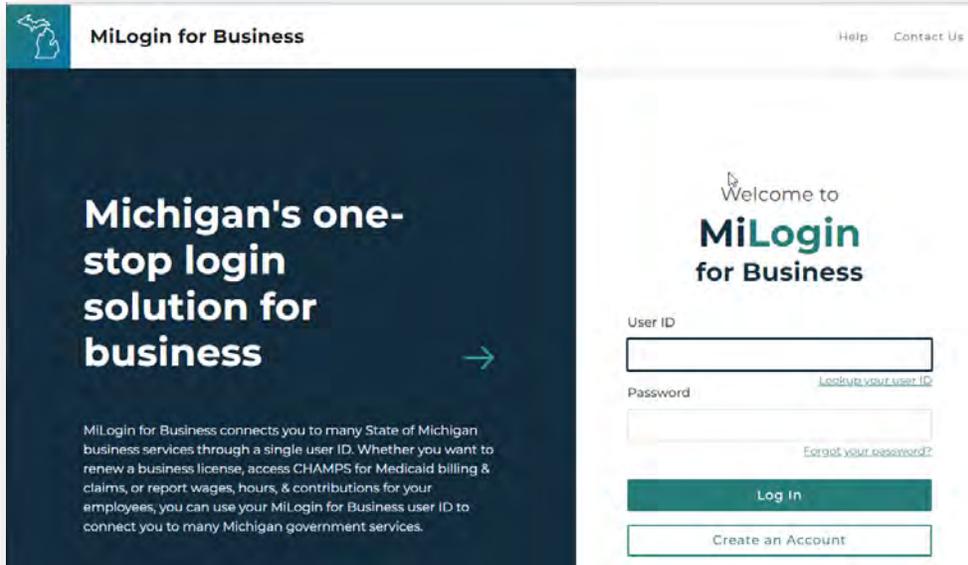
Once signed on, you can choose to go to a host of state websites in which you might have access to.
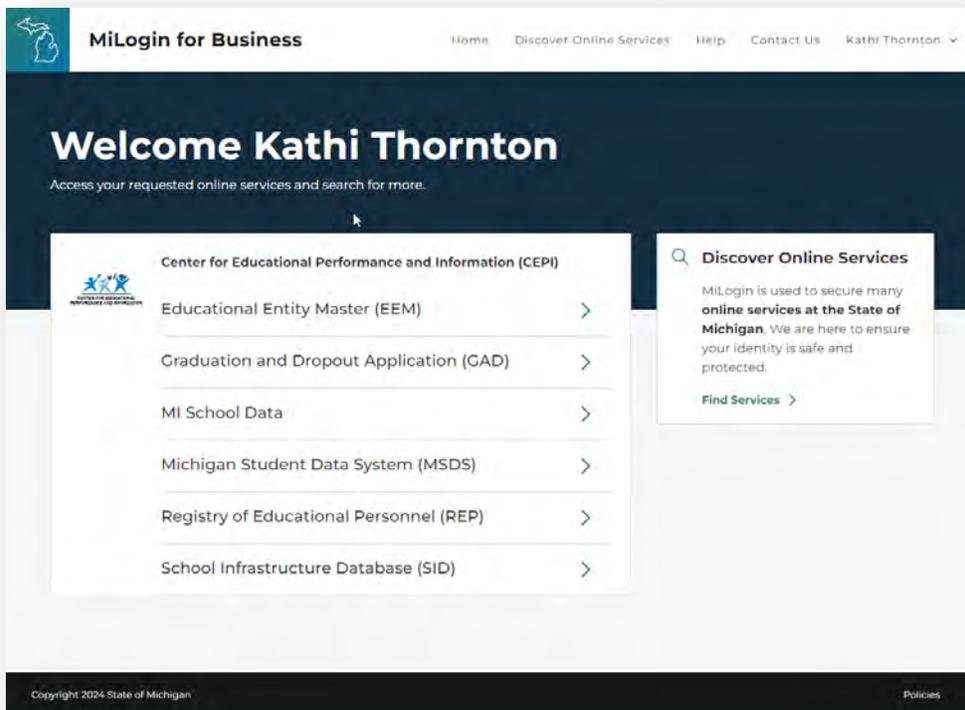
New this year, you do have to accept the Terms and Conditions before you can enter the MSDS site:
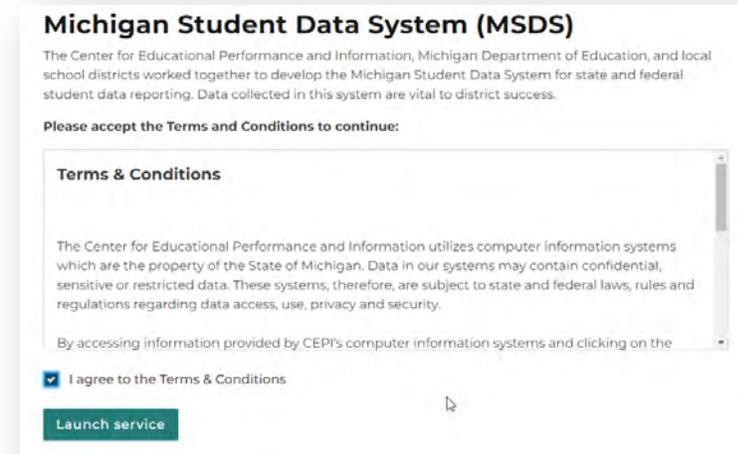
Once you enter MSDS, you'll want to check out the What's New area for updates from CEPI. Recently they posted a wonderful upgrade to the Staging Filter Area which I like to call "Sticky Filtering". In the past, when you filtered your grid and went into a student record, when you came back out you lost your filter. I'm sure many are happy they finally fixed it so that you don't have to continue to re-filter! There is usually good information here, so pay attention!
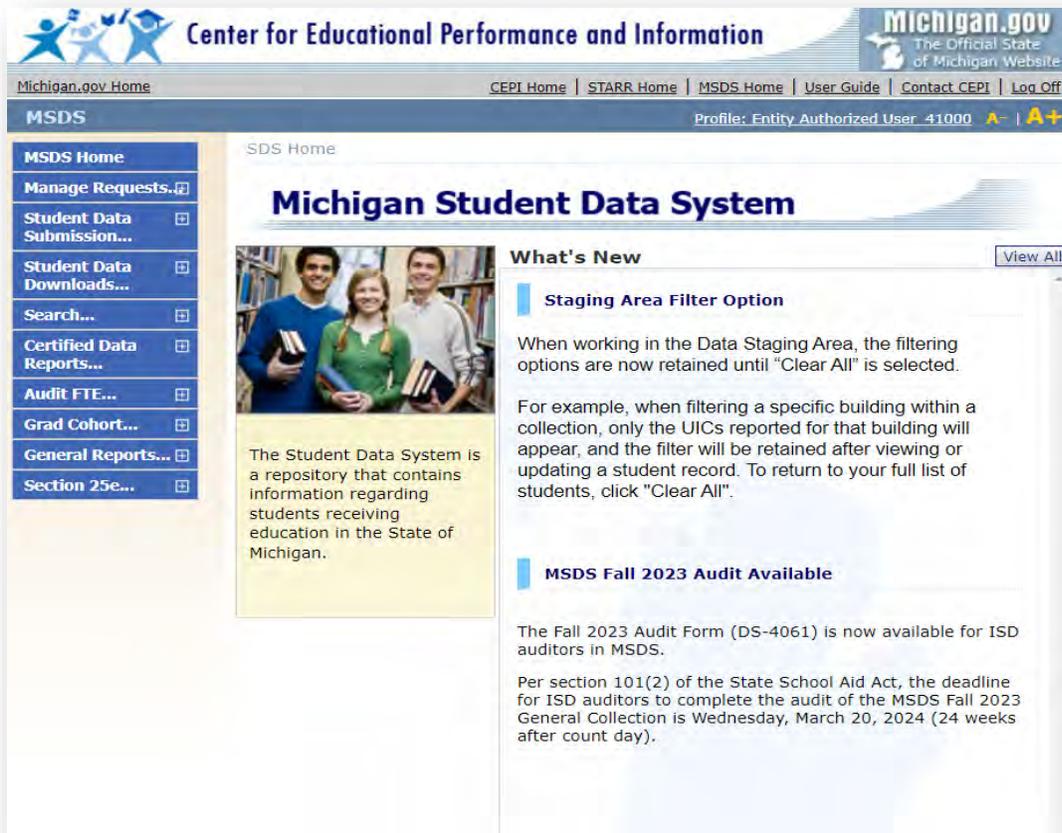
When you have to have to make requests to CEPI to Link UICs, make PEPE Changes or Cohort Changes, you can go to this area to see what the status is of those requests:
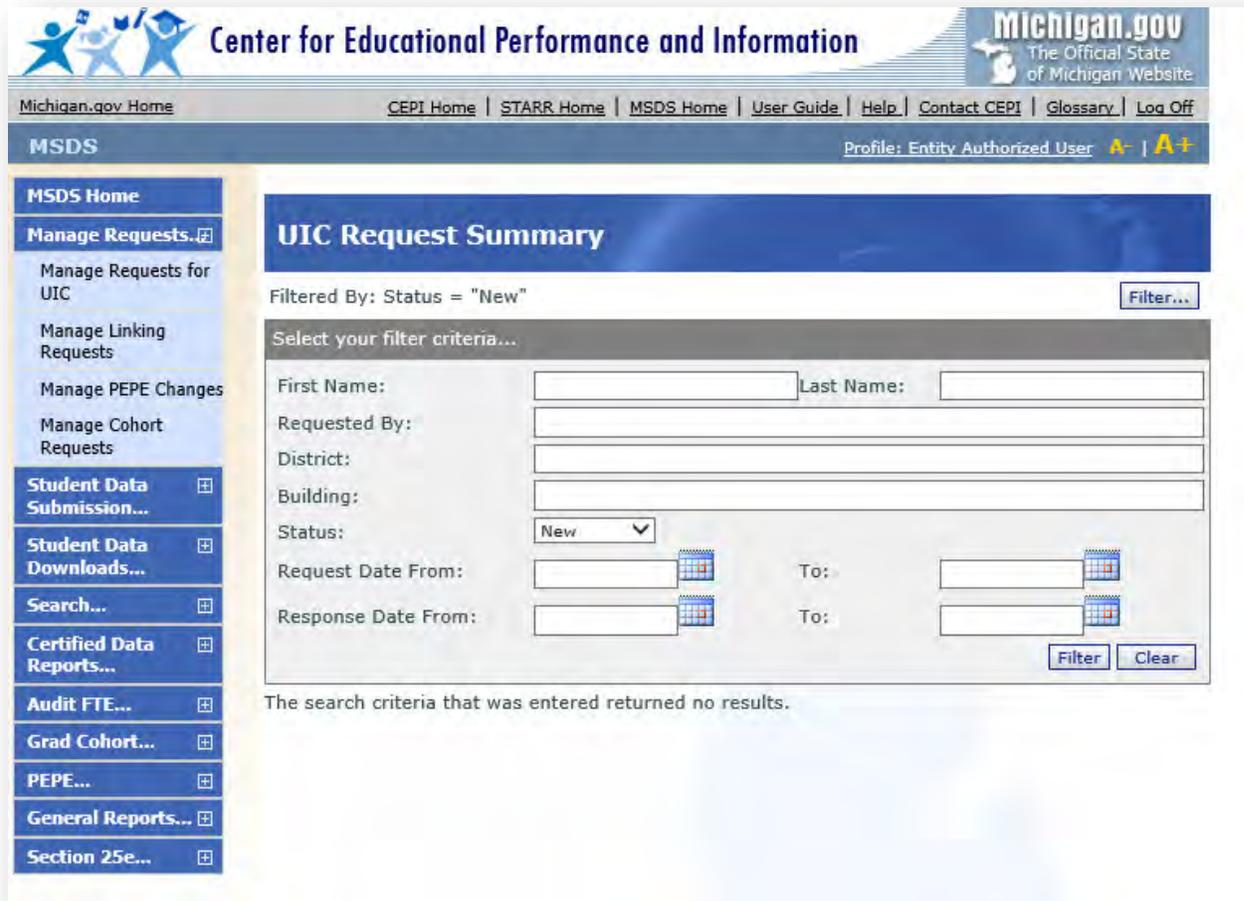
Uploading your data starts in the Student Data Submission area. The first option is to upload your file. Just choose the type of file you are uploading, then enter any User Notes. Whatever you enter here will appear in the staging area on each students' record. If you would like to be notified when the file is done processing, check the checkbox.
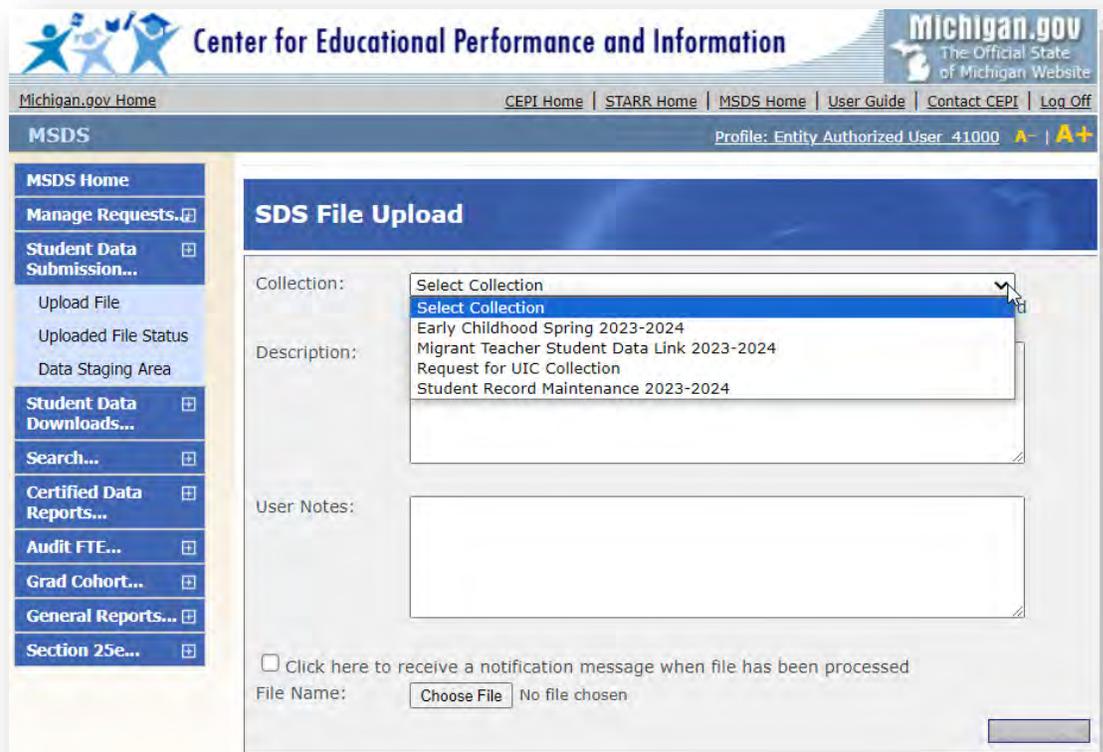
After you've uploaded your file, you can select the Uploaded File Status to check the status of your upload:
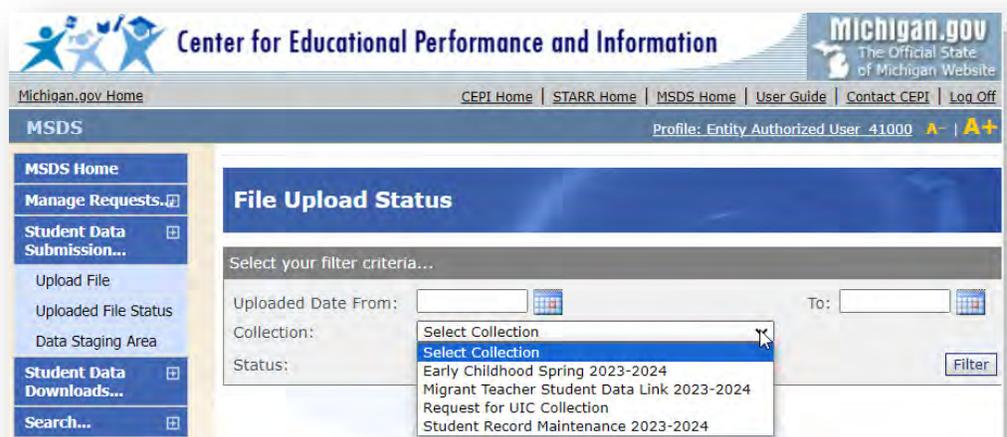
The status screen will show your latest uploads and whether they processed successfully.

Once your file has finished processing successfully, you can go into the Data Staging Area to look at the data:

Each collection has its own staging area. When the requested collection comes up, you can either enter the detail screen by choosing the name of the collection or you can Upload more information into the collection/Download the Collection/Delete the Collection/ or Certify the Collection.

In the staging area detail area, you can work with your records, process resolutions, or print reports pertaining to the staging area.

By clicking the student's last name, you can enter the Maintenance screen to work with the student's record.

In the Maintain area, you can see any errors or warnings regarding the students' record. You can also add components to the record and enter the data by hand.

Staging Area Maintain

* = Required

Submitting Entity:	Kent ISD (41000)
Collection:	Early Childhood EOP 2016-2017
PEPE District:	
PEPE Building:	
*Last Name:	ABBOTT
Last Name Suffix:	
Middle Name:	JAMES
*First Name:	LATASHA
*Date of Birth:	7/11/1989
*Gender:	M - Male
Multiple Birth Order:	0
*UIC:	8474769493

Submit   Cancel   Select Component   Add Component

Personal Demographics | EC Programs

Resident LEA Number:	41160
Student Resident County:	41-Kent
Street Address:	3135 Wingate Dr, Apt
Street Address 2:	
City:	Kentwood
State:	MI-Michigan
Zip Code:	49512
*Racial/Ethnic Code:	001000
Phone Number:	6165161836

Errors:

Component	Characteristic	Error Description	Error Details
EC Programs	EC Program	Children's birthdates must be between 9/2/2011 and 12/1/2012 to meet the 2016-2017 school year age requirements for GSRP. (171.193.1)	EC Program is 01 and the child's age is 27 years, 1 month, 21 days as of 9/1/2016 and 27 years, 4 months, 21 days as of 12/1/2016

Items per page: 10 ☑   ☐ Page 1 ☑ of 1 ☐   Excel ☑ Export

To add a component to one of your records, choose the component you need to add and click the add component button.

You can run resolution reports on the data in your staging area:

You can run other staging reports as well:

Once you have your data clean in the staging area, you will want to certify those collections that require certification. When you certify, your data will be run through one last set of error checking processes. If there are any errors or warnings, it will provide you with a list. You will need to take care of all errors before you can certify. You should do your best to solve any warning issues as well before you hit the final certification button!

After you have certified your data, you will want to go to the Download area and download your file so that you can archive it.

It will ask you if you'd like to go to the downloads screen shown here: Click on the blue hyperlink to download your file.

You will find that the Student Search feature is one of the most useful features on the CEPI website. Whether you need to find their UIC or some history on the student, this is where it all starts… Enter your search criteria. You can enter as little as one letter if you want! This is helpful to know if you are looking for a student with a tricky name (hyphenated, spaces, or names that are commonly misspelled).

Search Results:

You might need to see more information about a student to discern if it is the one you are looking for. Clicking on the Record Detail Screen will give you more demographic information and a button to go to the student's History.

SDS Home > Student Search > Student Details

Student Details

[Back to Search Results] [View Student History]

	Primary
Unique Identification Code (UIC)	8740670976
Student First Name	JESSICA
Student Middle Initial	RUTH
Student Last Name	DICKINSON
Student Suffix	
Date of Birth	04/27/1995
Gender Code	F
Grade or Setting	12
Student ID Number (Membership)	09952
Racial/Ethnic Code	000010
Operating District Number	41210
School or Facility	03246
Date of Enrollment	04/20/2000
Date Exited	06/17/2013
District Exit Status	2
Multiple Birth Order	0
Created By	System
Created Date	04/09/2003
Created By Submitting Entity	
Modified By	
Modified Date	
Modified By Submitting Entity	
Approved By	
Approved Date	

UIC Linking:

Unfortunately, there are times that you will find a student has been assigned more than one UIC number. If you come across these instances, you need to put in a request to link the UICs. When you are on the student history page, you will see an option to Request a Link of UICs.

Make sure to choose which one should be the primary UIC and add a comment in the Justification box!

REPORTS!

While not an exhaustive list of the reports available to you, here are some of the good ones to run…

First choose the collection you would like to run the report for…

Then choose the report…

Alpha List for Download.

This is best exported to Excel so that you can slice and dice it with Excel's filters.

Gender/Race/Ethnicity Count

Good to compare to previous counts to make sure you don't see a huge swing between categories which might uncover a bad data import or other anomaly.

Initial IFSP Report

Run this past your Special Ed Data Stakeholder to make sure your numbers look correct.

Center for Educational P‍‍ance and ‍‍‍mation ‍‍‍Data System

Initial IFSP Report
Certified Data
Collection: EOY 2016 General Collection 2015-2016
Submitting Entity: Kent ISD (41000)
Description: Summary and student-level information about students reported with the Initial IFSP Component.

Summary Information

Building	Special Ed Students	Early On Students	Students with Initial IFSP	Percentage of Initial IFSP to Special Ed Students	Percentage of Initial IFSP to Early On Students	Number of Late Initial IFSPs	Number of On Time IFSPs
()	0	550	550	Infinity%	100%	42	508
Kent ISD Early On (01728)	0	261	261	Infinity%	100%	38	223
Totals	**0**	**811**	**811**	**Infinity%**	**100%**	**80**	**731**

Program Participation Count

Check with the data stakeholders in each of these categories to make sure everything looks good. If you have an alternative ed program and you see zero, you know something is wrong!

Center for Educational Performance and Information - Michigan Student Data System

Program Participation Count
Certified Data
Collection: Fall 2023 General Collection 2023-2024
Entity: Kent ISD (41000)
Description: Counts of students reported as participants in special programs.

Operating District

Kent ISD (41000)

Progam	Count
Alternative Education	0
Developmental Kindergarten	3
Early/Middle College Participant	0
English Learner	71
Immigrant	0
International Student	0
Military Connected Student	0
Out-of-State Resident	0
Personal Curriculum	0
Seat-Time Waiver Participant	0
Sec. 6(4)(l)(ii) Pupil Count Exception	0
Section 31a At Risk	0
Section 504	0
Special Education	1253
Title I Targeted Assistance Program	0
Total:	**1327**

Residency Count

You can use this to compare to your schools of choice to see if these numbers stack up.

Residency Status Count

Certified Data

Collection: Fall 2023 General Collection 2023-2024

Entity: Kent ISD (41000)

Description: Count of students by residency code

District: Kent ISD (41000)

Residency Status	Count
11 School for the Deaf/blind MSB-Low Incidence Outreach	2
14 All other resident students	2010
District: Kent ISD (41000)	**2012**

Kent ISD (41000)	
Early Childhood Center (03205)	
30 Early Childhood/Early On (Below Kindergarten level)	
Residency Status	**Count**
14 All other resident students	15
30 Early Childhood/Early On (Below Kindergarten level) Count:	15
Early Childhood Center (03205) Count:	15
Empower U (01473)	
14 Special Education Transition	
Residency Status	**Count**
14 All other resident students	310
14 Special Education Transition Count:	310
Empower U (01473) Count:	310
Kent Education Center--Beltline (08441)	
09 Ninth Grade	
Residency Status	**Count**
14 All other resident students	6
09 Ninth Grade Count:	6

Economically Disadvantaged

Your At-Risk personnel would love to see this report and may have you dissect some of the data for them! Check with each data stakeholder to see if these numbers agree with what they have.

Center for Educational Performance and Information - Michigan Student Data System

Economically Disadvantaged

Certified Data

Collection: Fall 20?? ~ ~ral Collection 2023-2024

District: Kent ISD (41000)

Description: Summary and student-level information for students who are Directly Certified, Migrant Eligible, reported as Homeless Eligible, and/or reported as eligible for free or reduced-price milk or meals.

Summary Information

Building	Eligible Free	Eligible Reduced	Directly Certified Extended Eligibility (Free)	Directly Certified (Free)	Directly Certified (Reduced)	Migrant	Homeless	Unduplicated Economically Disadvantaged Count
Empower U (01473)	74	0	0	104	2	0	0	106
Kent ISD Early On (01728)	1	0	0	481	27	2	8	508
Lincoln School (02223)	67	0	0	73	0	0	1	73
Michigan School for the Deaf (02548)	1	0	0	0	0	0	0	1
Kent Education Center--Oakleigh (02806)	16	0	0	23	0	0	0	23
Early Childhood Center (03205)	9	0	0	10	0	0	0	10
Kent ISD Deaf and Hard of Hearing (03468)	31	6	0	35	1	0	0	45
Lincoln Developmental Center (03478)	20	0	0	22	0	0	0	22
Pine Grove Learning Center (03549)	35	0	0	40	0	0	1	40
Kent Education Center--Beltline (08441)	25	0	0	29	0	0	1	29
District Totals	**279**	**6**	**0**	**817**	**30**	**2**	**11**	
Unduplicated District Total								**857**

FTE Comparison

This report compares this submission's FTE with prior submissions so that you can see if you are gaining or losing FTE. Notice it only calls out gains or losses of 10% or more.

Center for Educational Performance and Information – Michigan Student Data System

FTE Comparison Report

Indicates a FTE loss of 10 or more percent
Indicates a FTE gain of 10 or more percent

Kent ISD (41000)	Fall 2023 General Collection			Spring 2023 General Collection			Fall 2022 General Collection		
Building Name	Gen Ed	SpEd 52	SpEd 53	Gen Ed	SpEd 52	SpEd53	Gen Ed	SpEd 52	SpEd 53
Early Childhood Center (03205)	0.00	12.84	0.00	0.00	28.41	0.00	0.00	28.32	0.00
Empower U (01473)	0.00	297.68	2.00	0.00	263.26	2.00	0.00	268.13	2.00
Kent Education Center--Beltline (08441)	0.00	34.20	2.00	0.00	39.26	2.00	0.00	42.29	1.00
Kent Education Center--Oakleigh (02806)	0.00	36.48	2.00	0.00	32.05	1.00	0.00	29.40	1.00
Kent ISD Deaf and Hard of Hearing (03468)	0.00	39.41	0.00	0.00	34.29	0.00	0.00	32.13	0.00
Kent ISD Early On (01728)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Lincoln Developmental Center (03478)	0.00	96.42	0.00	0.00	86.69	0.00	0.00	93.00	0.00
Lincoln School (02223)	0.00	137.09	2.00	0.00	137.82	1.00	0.00	133.60	1.00
Michigan School for the Deaf (02548)	0.00	2.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Pine Grove Learning Center (03549)	0.00	100.42	0.00	0.00	95.40	0.00	0.00	95.60	0.00
Totals	.00	756.54	8.00	.00	717.18	6.00	.00	722.47	5.00

Student Roster Report

This is a great report to run and give to your testing coordinator!

DS4061 Report

This shows the FTE based on the collection you choose. If it is after the audit cycle, it will show you the revised FTE Status.

FTE Count - DS4061

School Year/Collection: Fall 2023 General Collection
District: Kent ISD (41000) [Go]

Pri

Special Ed | Additional Information | Residency Information | Summary

Special Education

ACCT	Description	Sec53a	Resident Sec52	Non-Resident Sec52	Total
110	Programs for Mild Cognitive Impairment	0.00	0.00	0.00	0.00
120	Programs for Moderate Cognitive Impairment	0.00	9.00	0.00	9.00
130	Programs for Severe Cognitive Impairment	1.00	105.00	0.00	106.00
140	Programs for Emotional Impairment	4.00	70.68	0.00	74.68
150	Programs for Learning Disabled	0.00	0.00	0.00	0.00
160	Programs for Hearing Impairment	0.00	25.27	0.00	25.27
170	Programs for Visual Impairment	0.00	0.00	0.00	0.00
180	Programs for Physical or Other Health Impairment	0.00	0.00	0.00	0.00
190	Programs for Severe Multiple Impairment	0.00	124.82	0.00	124.82
191	Early Childhood Special Education (Classroom) Program	0.00	28.98	0.00	28.98
192	Programs for Severe Language Impairment	0.00	0.00	0.00	0.00
193	Programs for Autism Spectrum Disorder	1.00	86.11	0.00	87.11
194	Elementary or Secondary-Level Resource Program	2.00	306.68	0.00	308.68
270	Early Childhood Special Education Services	0.00	0.00	0.00	0.00
	Special Education Total	8.00	756.54	0.00	764.54

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Special Ed | Additional Information | **Residency Information** | Summary

Residency Related Information

District	Section 53 ISD Operated Program	Section 52 ISD Operated Program	School for the Deaf, Blind	Non-SpecEd Juv. Detention Facility or Child Caring Institute	Emotionally Impaired Students Served By DHHS	Total
08050 Thornapple Kellogg School District	0.00	23.17	0.00	0.00	0.00	23.17
41010 Grand Rapids Public Schools	1.00	177.77	0.00	0.00	0.00	178.77
41020 Godwin Heights Public Schools	0.00	19.93	0.00	0.00	0.00	19.93
41025 Northview Public Schools	1.00	23.02	1.00	0.00	0.00	25.02
41026 Wyoming Public Schools	0.00	51.78	0.00	0.00	0.00	51.78
41040 Byron Center Public Schools	0.00	26.86	0.00	0.00	0.00	26.86
41050 Caledonia Community Schools	0.00	19.73	0.00	0.00	0.00	19.73
41070 Cedar Springs Public Schools	0.00	15.71	0.00	0.00	0.00	15.71
41080 Comstock Park Public Schools	0.00	22.75	0.00	0.00	0.00	22.75
41090 East Grand Rapids Public Schools	0.00	15.88	0.00	0.00	0.00	15.88
41110 Forest Hills Public Schools	0.00	54.80	0.00	0.00	0.00	54.80
41120 Godfrey-Lee Public Schools	0.00	11.80	0.00	0.00	0.00	11.80
41130 Grandville Public Schools	0.00	47.60	0.00	0.00	0.00	47.60
41140 Kelloggsville Public Schools	0.00	18.00	0.00	0.00	0.00	18.00
41145 Kenowa Hills Public Schools	0.00	28.61	0.00	0.00	0.00	28.61
41150 Kent City Community Schools	0.00	13.33	0.00	0.00	0.00	13.33
41160 Kentwood Public Schools	6.00	80.72	0.00	0.00	0.00	86.72
41170 Lowell Area Schools	0.00	23.64	0.00	0.00	0.00	23.64
41210 Rockford Public Schools	0.00	50.15	1.00	0.00	0.00	51.15
41240 Sparta Area Schools	0.00	29.29	0.00	0.00	0.00	29.29
Total	8.00	754.54	2.00	0.00	0.00	764.54

FTE Conflict

You will want to run this FTE Conflict after you certify your collection and you will want to check back often during the end of the count window as others are certifying their collections to make sure you don't have any conflicts.

FTE Conflict

School Year/Collection: Fall 2023 General Collection 2023-2024
District: Kent ISD (41000) [Go]

Reflects updates made through January 18, 2024
There is no conflict data to display for this collection and entity.

Teacher Credential Verification Report

This Report has become very important in recent years and is going to become even more important next year. This report compares what is being submitted as being taught for your teachers in the TSDL to what is being submitted in the REP. If you have teachers that are showing out, in means they are teaching out of their grade or subject area. Your district can be fined for this. Therefore you need to investigate all of these to make sure what is being reported via the REP and TSDL is correct. If it is, you need to do something to correct the situation. Most districts are pulling substitute permits to correct it, but it varies per situation.

Local Course Crosswalk

This report is a tool to help you in coding your REP report. It takes what you have reported into TSDL and compares the SCED code to tell you which Endorsements are allowed to teach that subject. You can then look at your teachers to see which of your teachers are qualified to teach that report.

Cohort Student List

This is used in your GAD process. This report will tell you which students are in which cohort.

Collection Reports

If you are interested in seeing the status's of other districts around the state, these reports will show you the status's of the various collections.

Direct Certification Reports

Direct Certification Status Report will give you a list of districts around the state and whether they have downloaded their Direct Cert Data.

The Direct Certification Student Status will let you download Direct Certificatoin data for YOUR students.

Direct Certification Student Status

* = Required
* School Year: 2023-2024
* Report Format: CSV
* Select Entity: 41000

Submit

Submit

Center for Educational Performance and Information – Michigan Student Data System

Direct Certification Student Status

2023-2024

ISD	Kent ISD (41)								
District	Kent ISD (41000)								
Building	01473 Empower U								
UIC	EligCat	Last Name	First Name	Middle Initial	DOB	Gender	Student Number	Exit Date	Eligibility Date
	S				11/22/2002	M			7/24/2023
	S			I	08/20/2000	M			7/24/2023
	S			A	05/03/2000	M			7/24/2023
	S				01/23/2003	F			11/30/2023
	S			M	01/05/2001	F			7/24/2023
	S			L	01/14/2001	M			7/24/2023
	S			J	09/16/2002	M			7/24/2023
	M			A	05/03/1999	M			7/24/2023
	S			I	03/23/2005	M			11/30/2023
	M			E	03/21/2005	M			11/30/2023
	S				04/10/2001	M			7/24/2023
	M			M	06/09/1998	F			7/24/2023

NOTES:

S = Student is certified via Supplemental Nutrition Assistance Program (SNAP). Benefits can be extended to other children in the same household.
T = Student is certified via Temporary Assistance to Needy Families (TANF). Benefits can be extended to other children in the same household.
F = Student is a foster child. Benefits cannot be extended to other children in the same household.
M = Student is certified via Medicaid - Free Meals. Benefits can be extended to other children in the same household.
R = Student is certified via Medicaid - Reduced Price Meals. Benefits can be extended to other children in the same household.

Migrant Student List

This provides a list of students in your district that have been submitted as Migrant in the past. If you have students on this report, you need to make sure to submit a migrant TSDL for them within 10 days of them enrolling your district.   If they exit, you have 10 days to submit an exit TSDL report for them.

School Facility	Last Name	First Name	UIC	Student Id	Grade	Migrant Enroll Date	Enrollment Date	Exit Date	Exit Status	Last TSDL Certification
01728					30	9/4/2023	9/20/2022		19	
01728					30	9/1/2023	9/18/2023		19	

Section 25

Section 25 gives you the ability to claim FTE off of another district if a student moves into your district after the fall count day and before the spring supplemental count day. You need to monitor this report often between the fall and spring count windows to see if anyone is submitting claims against you, especially if you have a criminal justice facility nearby. Sometimes a student may do a short stint in a CJF and they will claim that FTE but the student returns to you shortly after. You need to claim that FTE back, or you lose it.

The Section 25 Summary Report is very wide. It contains a lot of information regarding a student's moves between districts. On the next page are three screen shots showing the full report.

Section 25 Summary Report

Collection: Student Record Maintenance 2023-2024

Entity: Kent ISD (41000)

Adjustment Type	Request Status	Date of Request	Response Date	Auditor Name	UIC	Last Name	First Name	Student Id	Grade
Loss	Approved	12/08/2023	01/15/2024	Jeffrey Sexton					09
NA	Approved	12/08/2023	01/15/2024	Jeffrey Sexton					09
Loss	Approved	12/08/2023	01/15/2024	Jeffrey Sexton					09
Gain	Pending	12/14/2023							10
Loss	Approved	12/15/2023	01/07/2024	Gillian Dowding					14
Loss	Pending	01/03/2024							09
Gain	Pending	01/03/2024							10

Grade	Prior District Code	Prior Building Code	Prior Student Residency	Prior Resident LEA	Prior Special Ed Program	Prior Alt Ed	New District Name	New District Code	New Building Name	New Building Code	Enrollm Date
09	41000	08441	14	41080	140		Lighthouse Academy	41922	Lighthouse Academy - Waalkes	01536	10/30/202
09	41000	08441	14	41010	140		Lighthouse Academy	41922	Lighthouse Academy - Waalkes	01536	10/30/202
09	41000	08441	14	41070	140		Lighthouse Academy	41922	Lighthouse Academy - Waalkes	01536	11/28/20
10	41922	01536	09	41010	140	X	Kent ISD	41000	Kent Education Center--Beltline	08441	11/1/20
14	41000	03478	14	41090	190		Waterford School District	63300	Kingsley Montgomery School	04092	10/24/20
09	41000	08441	14	41010	140		Lighthouse Academy	41922	Lighthouse Academy - South Campus	09924	12/18/20
10	41922	01536	09	41010	140	X	Kent ISD	41000	Kent Education Center--Beltline	08441	12/21/20

Student Residency	Special Ed Program	Alt Ed	First Day In Attendance	Total FTE	Gen Ed FTE	Sect52 FTE	Sect53 FTE	Gen Ed Adj	Sect52 Adj	Sect53 Adj	Days Remaining	Comments
09			10/30/2023	1	1	0	0	0	-0.63	0	66	
09			11/02/2023	1	1	0	0	0	0	0	63	
09			11/28/2023	1	1	0	0	0	-0.45	0	47	
14	140		11/01/2023	1	0	1	0	0	0.61	0	64	
06			10/25/2023	1	0	1	0	0	-0.66	0	69	Proofs OK - Approved
14			12/19/2023	1	1	0	0	0	-0.3	0	32	
14	140		12/21/2023	1	0	1	0	0	0.29	0	30	

UIC Resolver List

This list is very helpful if you have an FTE conflict and you need to get ahold of someone in another district to discuss the issue.

Center for Educational Performance and Information - Michigan Student Data System

UIC Resolver List

This list may not be sold or disseminated.

If the resolver information for a district is not accurate (for example, a resolver has left the district), please contact CEPI Customer Support at 517-335-0505 or cepi@michigan.gov.

Use your browser's FIND feature to locate a particular district code or district name.

Description: List of all UIC resolvers with contact information

Entity Type	Entity	Entity Code	Resolver	Email	Phone
Other Non-School Recipient	ABC Academy Resource	380000008	Kim Stcharles	kim@abcacademyjackson.com	517-784-9161
Other Non-School Recipient	ABC Academy Resource	380000008	Kimberly Stephens	kim@abcacademyjackson.com	517-783-3040
PSA District	Academic and Career Education Academy	56903	Jeanne L Calkins	jeanne2391@yahoo.com	989-631-5202
PSA District	Academic and Career Education Academy	56903	Kimberly M Rapanos	kimr@aceaofmidland.org	989-631-5202
PSA District	Academic and Career Education Academy	56903	Michelle A. Zielinski	michelle@etc-1.com	989-631-5202
PSA District	Academic and Career Education Academy	56903	Rose D Whaley	rose.whaley@etc-1.com	989-631-5202
PSA District	Academic Transitional Academy	74908	Virginia L Ramsey	ramsey.virginia@sccresa.org	810-455-4132
Other Non-School Recipient	Academy 4 Lil' Angels	990000283	Angie R Mittleman	academy4lilangels1@yahoo.com	586-532-6666
PSA District	Academy for Business and Technology	82921	Amy Kwiecien	amy.kwiecien@leonagroup.com	517-203-3712
PSA District	Academy for Business and Technology	82921	Cindy Fox	cindy.fox@leonagroup.com	419-474-3235
PSA District	Academy for Business and Technology	82921	Jameelah Savage	Jameelah.Savage@leonagroup.com	313-382-3422
PSA District	Academy for Business and Technology	82921	Jovon Potter	jovon.potter@leonagroup.com	517-332-3494
PSA District	Academy for Business and Technology	82921	Winifred M Cronce	wendy.cronce@leonagroup.com	313-581-2231

If you have questions contact CEPI customer support - cepi@michigan.gov or 517-335-0505 x3.
Avoid sending personally identifiable student data in your e-mail.

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