All Those Cats

Holly Scott, Holt Public Schools
Kristina Tokar, Lansing Public Schools
MPAAA Fall Conference 2019

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SECTION 25e

What is it?
Why do it?
When to report it?

2

What is 25e?

- Section 25e of the State School Aid Act (MCL 388.1625e, Public Act 60 of 2013) was created for fiscal year 2014 to allow any school district to claim pro-rated fulltime equivalency for pupils who transfer after the Fall Pupil Membership Count Day

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Section 25e continued…….

- In order to request a pro-rated share of FTE for a pupil who enrolled in your district after the Fall Pupil Membership count date, you must submit and certify a record for the pupil in the SRM Collection within 30 calendar days after their first day of attendance.
- The date must be after the Fall Pupil Membership count date (first Wednesday in October) and must be before the Spring Supplemental count date (second Wednesday in February).

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Why Claim 25e?

- Districts can voluntarily request prorated transfer of FTE when pupils transfer after fall count day but prior to spring count day. The pupil must have been claimed on the Fall count day.
- Claiming 25e funding is a way to possibly help offset losses that you may have when another Michigan district claims prorated FTE against your district between count days.

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- Note: pupils who were not counted by any Michigan local education agency, public school academy or ISD on the Fall Pupil Membership count date are NOT eligible for a Section 25e FTE transfer.

6

- The portion of the full-time equated pupil membership for which a pupil is enrolled in 1 or more online courses under section 21f/5-O-D shall not be counted or transferred under the pupil transfer process under this section.

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When to report 25e?

- Reporting 25e claims must be done within 30 calendar days from the student's first day of attendance. Starting the first day after the fall count day through the day before the spring count day.
  - You will need to provide the following documents to your auditor to verify attendance and enrollment:
    - District enrollment form
    - Attendance record showing first day of attendance
    - Student Schedule
    - Section 25e FTE Transfer Request Form

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2019-2020 30-Day Window for Transfer Requests

Section 25e
30 Day Window for Transfer Request
2019-2020 School Year

Student Transfer Date		Last Day to Submit SRM	
Date	Day of Week	Date	Day of Week
10/3/19 - 11/13/2019		12/14/2018	Friday
11/14/2019	Thursday	12/14/2019	Saturday
11/15/2019	Friday	12/15/2019	Sunday
11/18/2019	Monday	12/18/2019	Wednesday
11/19/2019	Tuesday	12/19/2019	Thursday
11/20/2019	Wednesday	12/20/2019	Friday
11/21/2019	Thursday	12/21/2019	Saturday
11/22/2019	Friday	12/22/2019	Sunday
11/25/2019	Monday	12/25/2019	Wednesday
11/26/2019	Tuesday	12/26/2019	Thursday
11/27/2019	Wednesday	12/27/2019	Friday
11/28/2019	School not in session		
11/29/2019	School not in session		
12/2/2019	Monday	01/01/2020	Wednesday
12/3/2019	Tuesday	01/02/2020	Thursday
12/4/2019	Wednesday	01/03/2020	Friday
12/5/2019	Thursday	01/04/2020	Saturday
12/6/2019	Friday	01/05/2020	Sunday
12/9/2019	Monday	01/08/2020	Wednesday
12/10/2019	Tuesday	01/09/2020	Thursday
12/11/2019	Wednesday	01/10/2020	Friday
12/12/2019	Thursday	01/11/2020	Saturday
12/13/2019	Friday	01/12/2020	Sunday
12/16/2019	Monday	01/15/2020	Wednesday
12/17/2019	Tuesday	01/16/2020	Thursday
12/18/2019	Wednesday	01/17/2020	Friday
12/19/2019	Thursday	01/18/2020	Saturday
12/20/2019	Friday	01/19/2020	Sunday
12/23/2019	School not in session		
12/24/2019	School not in session		
12/25/2019	School not in session		
12/26/2019	School not in session		
12/27/2019	School not in session		

Student Transfer Date		Last Day to Submit SRM	
Date	Day of Week	Date	Day of Week
12/30/2019	School not in Session		
12/31/2019	School not in Session		
1/1/2020	School not in Session		
1/2/2020	School not in Session		
1/3/2020	Friday	2/2/2020	Sunday
1/6/2020	Monday	2/5/2020	Wednesday
1/7/2020	Tuesday	2/6/2020	Thursday
1/8/2020	Wednesday	2/7/2020	Friday
1/9/2020	Thursday	2/8/2020	Saturday
1/10/2020	Friday	2/9/2020	Sunday
1/13/2020	Monday	2/12/2020	Wednesday
1/14/2020	Tuesday	2/13/2020	Thursday
1/15/2020	Wednesday	2/14/2020	Friday
1/16/2020	Thursday	2/15/2020	Saturday
1/17/2020	Friday	2/16/2020	Sunday
1/20/2020	Monday	2/19/2020	Wednesday
1/21/2020	Tuesday	2/20/2020	Thursday
1/22/2020	Wednesday	2/21/2020	Friday
1/23/2020	Thursday	2/22/2020	Saturday
1/24/2020	Friday	2/23/2020	Sunday
1/27/2020	Monday	2/26/2020	Wednesday
1/28/2020	Tuesday	2/27/2020	Thursday
1/29/2020	Wednesday	2/28/2020	Friday
1/30/2020	Thursday	2/29/2020	Saturday
1/31/2020	Friday	3/1/2020	Sunday
2/3/2020	Monday	3/4/2020	Wednesday
2/4/2020	Tuesday	3/5/2020	Thursday
2/5/2020	Wednesday	3/6/2020	Friday
2/6/2020	Thursday	3/7/2020	Saturday
2/7/2020	Friday	3/8/2020	Sunday
2/10/2020	Monday	3/11/2020	Wednesday
2/11/2020	Tuesday	3/12/2020	Thursday
2/12/2020	Wednesday	Spring Count	

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Section 25e FTE Transfer Request Form

SY 2018-2019 Section 25e FTE Transfer Request

Enrolled Pupil's Name: Last, First, MI	UIC	Date of Birth	Res. (Y/N)	Res. District if N	Non Res Code

Name of District Enrolling Pupil	District Code	District Contact, email and phone number + ext.

Name of Previous District	Date of SRM	First Date of Attendance

Documentation: The following documents must be submitted with this form. Place an X verifying that each is attached.	(X)		Auditor Verification (√) reviewed/confirmed
1.		Copy of parent/guardian completed enrollment form with signatures and date.	
2.		Pupil schedule	
3.		Print-out or copy of pupil attendance verifying first day of attendance every class	

For ISD Auditor Use Only:

Request Approved:		Request Denied:		Date:	Initials:

Comments:

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Student Enrollment Form

HOLT PUBLIC SCHOOLS ENROLLMENT FORM

Student Information

Today's Date: 01/24/2019
School Attending: Sycamore:105 **Grade:** 00

Student's Name: [redacted]
Email: **Gender:** Male

Date of Birth: [redacted]

Address: [redacted] **P.O. Box/Apt #:** [redacted]
City, State, Zip Code: [redacted]

Is the student's current living situation temporary? No
Please indicate the student's type of current living situation.
Is this temporary living situation due to economic hardship?

Former Holt Student? No
If yes, Dates of attendance: **to**
Previous School: Holt Lutheran School **City:** Holt **State:** MI

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Student Attendance Record

DISTRICT (000)

Account Preferences Exit

Home | Students | Families | Staff | Student Services | Food Service | Office | Administration | Educator Access Plus | Advanced Features | Federal/State Reporting

Attendance Tab

Favorites New Window My Print Q

Attendance
Scheduling
Current
Future
Grades
GPA
GPA Summary
Current
Historical
Rank
Special Prgms
Imm Status

Student: [redacted] Ranges Add Delete

Grad Year (Grade): 2031 (00) DOB (Age): [redacted] Entity, School, Status: 105, 105, A Default: 105, 105, A

Customize

Gender: M Address: [redacted] State ID: [redacted]

Attendance

Views: General Filters: *All Attendance

Ent	Year	Atnd Date	Nbr	Cmnt	P-N	-00-	-01-	-02-	-03-	-04-	-05-	-06-	-07-	-08-	-09-	-10-	-11-	-12-	-13-
105	2019	02/07/2019 Thu		N	Y	-	N-SD	N-SD	-	-	-	-	-	-	-	-	-	-	-
105	2019	02/06/2019 Wed		N	Y	-	N-SD	N-SD	-	-	-	-	-	-	-	-	-	-	-
105	2019	02/04/2019 Mon		N	N	-	E-E	E-E	-	-	-	-	-	-	-	-	-	-	-

12

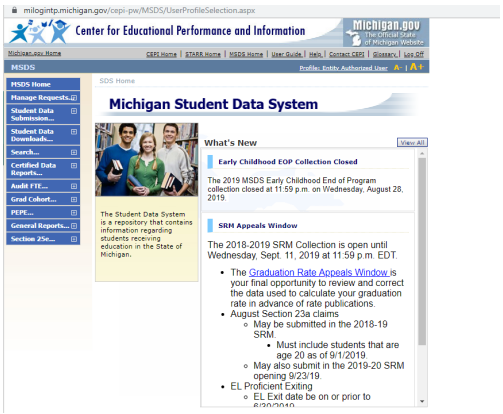
Student Schedule

18-19 [redacted] Grade 00 105 Homeroom A109 01/26/2019 14:55
Birth [redacted]
Gender Male

Semester 1	Mon	Tue	Wed	Thu	Fri	Trm	Bldg	Room	Course/Cls	Course Description	Teacher	Credits
	1	1	1	1	1	YR	105	A109	KG /105	KINDERGARTEN	THEUERKORN	
	2	2	2	2	2	YR	105	109	PMATT /105	PMATTENDANCE	THEUERKORN	
										Credits Semester 1		.000

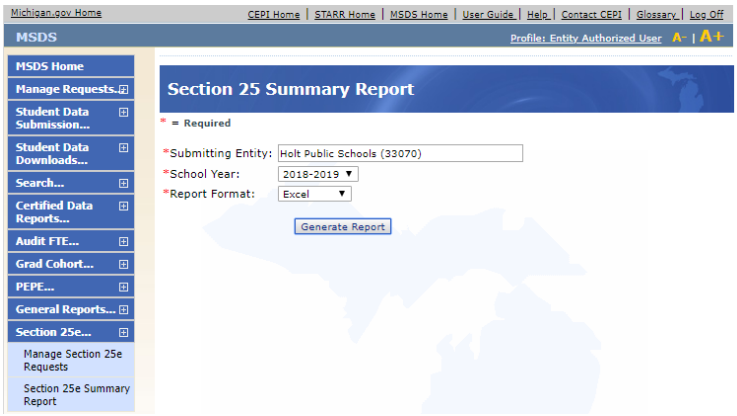
13

On a regular basis(consider weekly, but at minimum monthly)complete the SRM for your students who have enrolled between count days, following the transfer calendar.



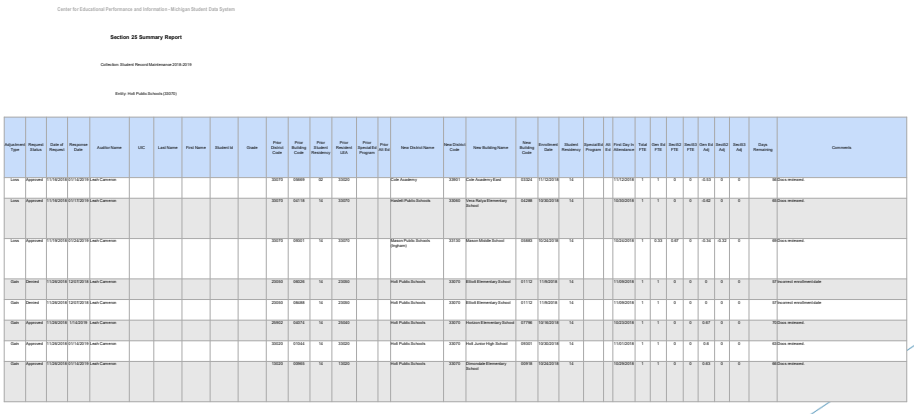
14

Once you submit the SRM along with the requested documentation to your auditor you can see the list you submitted in MSDS and check on the progress for approval/denial on the summary report



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Section 25e Summary Report from CEPI- auditing notes approval/denials:


Center for Educational Performance and Information - Michigan Student Data System

Section 25 Summary Report

Collection: Student Record Maintenance 2018-2019

Entity: Holt Public Schools (33070)

Adjustment Type	Request Status	Date of Request	Response Date	Auditor Name	UIC	Last Name	First Name	Student Id	Grade	Prior District Code	Prior Building Code	Prior Student Residency	Prior Resident IntDi	Prior Special Ed Program	Prior Ed Out	New District Name	New District Code	New Building Name	New Building Code	Enrollment Date	Student Residency	Special Ed Program	Ed Out	First Day In Attendance	Total FTE	Oct Ed FTE	Dec02 FTE	Dec03 FTE	Dec Ed Adj	Dec02 Adj	Dec03 Adj	Days Remaining	Comments
Loss	Approved	11/16/2018	11/17/2018	Leah Cameron						33070	03899	32	33020			Cole Academy	33051	Cole Academy East	03324	11/12/2018	14			11/12/2018	1	1	0	0	-0.53	0	0	88	Does not exceed.
Loss	Approved	11/16/2018	11/17/2018	Leah Cameron						33070	03716	16	33070			Haslett Public Schools	33060	Vera Beiles Elementary School	04286	10/30/2018	14			10/30/2018	1	1	0	0	-0.62	0	0	88	Does not exceed.
Loss	Approved	11/16/2018	11/24/2018	Leah Cameron						33070	03927	16	33070			Mason Public Schools (Ingham)	33150	Mason Middle School	03955	10/26/2018	14			10/26/2018	1	0.33	0.67	0	-0.34	-0.32	0	84	Does not exceed.
Gain	Denied	11/26/2018	12/07/2018	Leah Cameron						25050	08026	16	25050			Holt Public Schools	33070	Elliott Elementary School	01712	11/6/2018	14			11/06/2018	1	1	0	0	0	0	0	97	Incorrect enrollment date
Gain	Denied	11/26/2018	12/07/2018	Leah Cameron						25050	08026	16	25050			Holt Public Schools	33070	Elliott Elementary School	01712	11/6/2018	14			11/06/2018	1	1	0	0	0	0	0	97	Incorrect enrollment date
Gain	Approved	11/26/2018	11/26/2018	Leah Cameron						25052	04074	16	25050			Holt Public Schools	33070	Hosmer Elementary School	07798	10/30/2018	14			10/30/2018	1	1	0	0	0.67	0	0	90	Does not exceed.
Gain	Approved	11/26/2018	11/27/2018	Leah Cameron						33020	07041	16	33020			Holt Public Schools	33070	Holt Junior High School	04301	10/30/2018	14			11/01/2018	1	1	0	0	0.6	0	0	93	Does not exceed.
Gain	Approved	11/26/2018	11/26/2018	Leah Cameron						33020	03965	16	33020			Holt Public Schools	33070	Dimondale Elementary School	00918	10/26/2018	14			10/26/2018	1	1	0	0	0.83	0	0	88	Does not exceed.

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Section 25e Questions????

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SECTION 31a

What is it?

Why do it?

When to report it?

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What is 31a?

- "Section 31a of the State School Aid Act provides funding to eligible Local Educational Agencies (LEAs) and Public School Academies (PSAs) for the intent and purposes focused on the following student outcomes: attending school regularly, reading proficiency by the end of 3rd grade, being proficient in mathematics by the end of 8th grade, and being career and college ready by high school graduation." https://www.michigan.gov/mde/0,4615,7-140-81376_51051-43638--,00.html

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What is 31a?

- Who is "At-Risk"?
  - Economically disadvantaged (free/reduced)
  - English Learner
  - Chronically absent as defined and reported to CEPI
  - Victim of child abuse or neglect
  - Pregnant teenager or teenage parent
  - Family history of school failure, incarceration, or substance abuse
  - Immigrant who has immigrated within the immediately-preceding 3 years
  - Did not complete high school in 4 years and is still in school
  - Did not achieve proficiency on the English Language Arts (ELA), mathematics, science, or social studies State summative assessments
  - At risk of not meeting the Lea's core academic curricular objectives in ELA or mathematics based on local assessments

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Why Report 31a?

- Districts receive **additional funding** outside of state aid allowance to help support students in the areas of:
  - Attendance
  - Reading proficiency
  - Mathematics proficiency
  - Career and college readiness

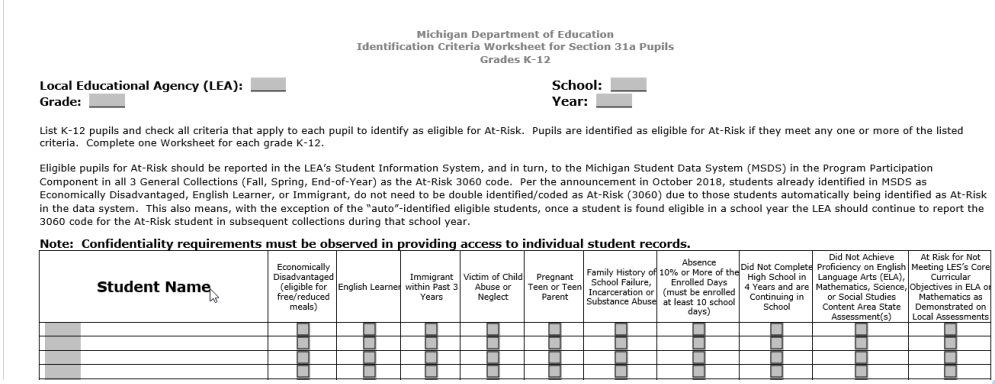
21

When to Report 31a

- Identify students as early as possible
- Start reporting students in the Fall General Collection
- Report students in each General Collection once they are identified as eligible for funding
- Students must be reported in at least two General Collections to get funding
- Students must be reported with a program participation code of "3060" in MSDS
- Students identified as English Learner, Immigrant, or Economically Disadvantaged in the Fall 2019 General Collection will automatically be identified as eligible for 31a-At-Risk funding ("3060" code not required for these students)

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31a Worksheet



Michigan Department of Education
Identification Criteria Worksheet for Section 31a Pupils
Grades K-12

Local Educational Agency (LEA): **School:**
Grade: **Year:**

List K-12 pupils and check all criteria that apply to each pupil to identify as eligible for At-Risk. Pupils are identified as eligible for At-Risk if they meet any one or more of the listed criteria. Complete one Worksheet for each grade K-12.

Eligible pupils for At-Risk should be reported in the LEA's Student Information System, and in turn, to the Michigan Student Data System (MSDS) in the Program Participation Component in all 3 General Collections (Fall, Spring, End-of-Year) as the At-Risk 3060 code. Per the announcement in October 2018, students already identified in MSDS as Economically Disadvantaged, English Learner, or Immigrant, do not need to be double identified/coded as At-Risk (3060) due to those students automatically being identified as At-Risk in the data system. This also means, with the exception of the "auto"-identified eligible students, once a student is found eligible in a school year the LEA should continue to report the 3060 code for the At-Risk student in subsequent collections during that school year.

Note: Confidentiality requirements must be observed in providing access to individual student records.

Student Name	Economically Disadvantaged (eligible for free/reduced meals)	English Learner	Immigrant within Past 3 Years	Victim of Child Abuse or Neglect	Pregnant Teen or Teen Parent	Family History of School Failure, Incarceration or Substance Abuse	Absence 10% or More of the Enrolled Days (must be enrolled at least 10 school days)	Did Not Complete High School in 4 Years and are Continuing in School	Did Not Achieve Proficiency on English Language Arts (ELA), Mathematics, Science, or Social Studies Content Area State Assessment(s)	At Risk for Not Meeting LES's Core Curricular Objectives in ELA or Mathematics as Demonstrated on Local Assessments
	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐

https://www.michigan.gov/mde/0,4615,7-140-81376_51051-43638--,00.html

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Section 31a Questions????

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Section 35a

What is it?

Why do it?

When to report it?

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What is 35a?

- Section 35a(5) of the FY 2018 State School Aid Act **Section 388.1635a** provides $19,900,000 to districts for additional instructional time to pupils in grades K-3 who have been identified as needing additional supports and interventions in order to be reading at grade level by the end of grade 3.
- Section 35a(5) Reporting Requirement Update Memo

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Why do we report 35a?

- Over 700 schools within Michigan applied for this funding in 2018. The list of schools are listed below. If you were on the list you were to include all K-3 students in your 2019 end of year collection identifying the information below:
- https://www.michigan.gov/mde/0,4615,7-140-28753_74161-367703--,00.html

Three new characteristics have been added to the EOY General Collection schema for the Early Reading Deficiency Component:

1. Reading Deficiency Identified
    a. Required
2. Reading Deficiency Continuation
    a. Conditional
3. Reading Deficiency Activities
    a. Conditional

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When do we report 35a?

End-of-Year General Collection

You are required to submit the Early Reading Deficiency Component for all K-3 students reported in the EOY General Collection who do not meet one of the criteria for exemption listed at the end of this section.

- https://www.michigan.gov/documents/cepi/Collection_Details_SY19-20_652770_7.pdf
- Refer to the 19-20 MSDS Manual pages 133-138 for further information on reporting 35a.
- MDE-EarlyLiteracy@Michigan.gov for questions.

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Read by Grade 3 Updates

- SY 2019-2020:
  - New Reading Deficiency Activity Code: 06 (Read at Home)
  - New Business Rule:
    - If "Reading Deficiency Identified" = NO, "Reading Deficiency Continuation **MUST** = NO
  - Early Reading Deficiency Component added to Fall, Spring and SRM Collections
  - Component is **required** for K-3 students upon exit
  - End of Year 2020 Collection: All K-3 students not previously exited must be reported

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Section 35a Questions????

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SECTION 23a

What is it?

Why do it?

When to report it?

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What is 23a?

- Dropout-Recovery Program
- MCL 388.1623a provides the authority to eligible district operating a dropout recovery program to claim 1/12 FTE for each student if they meet specified requirements

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Why Report 23a?

- If you have a dropout recovery program in your district this is the only way to receive funding for these students
- 23a students are not a part of the General Collections

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When to Report 23a

- No later than 30 days after the end of the month a district must report the students who were enrolled and in full attendance for the month prior
- Example: Johnny attended the program for the month of February. Reporting must be complete by March 30th to claim the student for February
- Qualifications to meet reporting requirements – visit Section 5-Q-A of the Pupil Accounting Manual https://www.michigan.gov/documents/mde/2018-19_Pupil_Accounting_Manual_628112_7.pdf#page=143

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Section 23a Questions????

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