

MPAAA Spring Conference 2026

Newcomers Guide: Navigating Sessions for the Conference

Hello, and welcome to the 2026 Michigan Pupil Accounting and Attendance Association (MPAAA) Spring Conference! We have a full agenda of sessions, and we want to make sure that attendees who are relatively new to their current work duties have a guide on which sessions might be beneficial.

However, please keep in mind that this is simply a series of SUGGESTIONS! Please feel free to attend any session you wish. The agenda and session descriptions are in our formal agenda handout.

This guide is built for 3 'flavors' of attendees: Pupil Accountants, Educational Data Specialists, and Pupil Accounting Auditors. Please select the track that best matches what you hope to get out of this conference.

Certification Courses: To Attend or Not to Attend?

Several of the sessions offered this week are 'Certification Courses'. Those are courses specifically designed to meet the needs of someone working on a professional certification through Michigan School Business Officials (MSBO). MPAAA works with MSBO to provide its members with three different certification tracks: Pupil Accounting Specialists (courses that meet this track are marked with 'PAS'), Pupil Accounting Auditors (PAA), and Specialists in Educational Data (SED).

As you consider certification courses, please keep in mind that any certification course that is NOT on your study track (you can find MSBO certification track information at: <https://www.msbo.org/msbo-certification-program/certification-tracks/>) will count as elective credit, which you may also need to get credit for, depending on the track you are pursuing.

Also, please be aware that several of the certification courses are split in time, with ½ before lunch, and the second half later in the afternoon. To get credit for the session, you will need to attend BOTH parts of the course, and make sure that both halves are marked on your blue certification sheet. If you have questions, any of the attendees with red lanyards are Board members who are very familiar with these rules and can assist you.

Sessions for Pupil Accountants

Monday 10:30-12:00

This breakout period is very topic specific. Depending on the students you work with and report on, you should probably choose:

- *Residency / SOC* - This is good basic information on a topic that has been very active recently, so this is a good choice if you do much student enrollment work.
- *Reporting ECSE transitions part C to Part B* - If your job entails a lot of special education reporting of ECSE students, this might be an excellent session to ask questions and learn from the questions of others.
- Finally, if you have an EMC program, *Early Middle College basics* would be a good session to consider.

The certification courses during this time are for ALL tracks, so if you haven't taken one of these courses, now might be the time.

Monday 1:30-2:15 Quick Hit Sessions

These 45-minute sessions are offered twice in a row, so you can select 2 of them, or take the first one and still attend the second half of your certification course.

- *Testing Update* - this session is an excellent resource for Pupil Accountants in your work coordinating with your Testing Coordinator.
- *Teacher Sub Permits* - This session is geared more for Districts than it is for auditors.
- If your District has a large Special Education population, *Balancing Worksheet B* may be a valuable session to attend.

Monday 2:30-3:15 Quick Hit Sessions

The same courses from 1:30 are offered again, so you can attend something different from the earlier session.

Monday 2:30-4:00 Certification Courses

If you chose to attend a certification course in the morning, you will need to attend the conclusory session in the afternoon in order to receive MSBO credit. **Note** that if you are NOT pursuing MSBO credit, you are free to mix and match sessions as you wish.

Tuesday 10:15-11:45

Like Monday, the best session will depend on the students you need to report.

- If you have early childhood special education students, the *Special Ed Update and Important Topics* is probably your best bet, as those rules have changed a few times recently, and you'll get the newest information here.

- If special education is not a large part of your District, then the *Days & Clock Hours* is probably your best next choice if you are part of reporting days and Hours to your ISD & MDE.
- *POP 3: Back to Basics* is also an excellent session for those new to pupil accounting and wanting more information on the documentation requirements for POP 3 students.
- The *Days and Clock Hours* session is also a great session for those new to the work.

If you are considering a certification course for Tuesday, please be aware that *Intro to Auditing IS* a required course for both PAA and PAS, so that would be a strong choice if you do not yet have it.

Tuesday 1:00 – 1:45 Quick Hit Sessions

- For Pupil Accountants who are very new to the work, *Managing GAD* is probably your best choice for basic information about what needs to be done as the year progresses into summer and fall.
- *College transcripts and Parchment Services* would be a good choice if your District does not yet participate in that program.
- If you do a lot of your work on computer, *AI Options and Tools* may have some useful tips and tricks for you.

Tuesday 2:00 – 2:45 Quick Hit Sessions

The same courses from 1:00 are offered again, so you can attend something different from the earlier session.

Tuesday 2:00-3:30 Certification Courses

If you chose to attend a certification course in the morning, you will need to attend the conclusory session in the afternoon in order to receive MSBO credit. **Note** that if you are NOT pursuing MSBO credit, you are free to mix and match sessions as you wish.

Wednesday morning, just like the early mornings on Monday and Tuesday, is a general session that all attendees attend, so no selection is needed.

Sessions for Pupil Auditors

Monday 10:30-12:00

This breakout period is very topic specific. If you are new to pupil auditing and starting your certification, *Inside the Auditor Advisory Committee* will give you a plethora of tips and assistance.

If you are looking at a lot of auditing of EMC programs, or ECSE, then those specific topics may better suit your needs.

Monday 1:30-2:15 Quick Hit Sessions

The *MDE Update for Auditors* is the obvious choice for one of these time blocks, then look at another topic you are involved in for the other Quick Hit timeslot.

Monday 2:30-3:15 Quick Hit Sessions

If you aren't taking a certification course, you have another Quick Hit Session to pick from, as suggested above. **Note** that if you are NOT pursuing MSBO credit, you are free to mix and match sessions as you wish.

Tuesday 10:15-11:45

More certification options for new pupil auditors to pick from. The same options are available as on Monday; sessions start back up at 2:15 pm.

- *Introduction to Pupil Auditing*
- *Data Quality I*

If you are not working on certification, then choose the session that matches your workload.

Tuesday 1:00-1:45 Quick Hit Sessions

You will have another option to take one additional session on Tuesday, which you may want to consider:

- *Quality Control Review Prep*
- *Section 23a*
- If you are a conversant computer user, *AI Options and Tools* may benefit you.

Tuesday 2:00-2:45 Quick Hit Sessions

If you aren't taking a certification course, you have another Quick Hit Session to pick from, as suggested above. **Note** that if you are NOT pursuing MSBO credit, you are free to mix and match sessions as you wish.

The *Legal Issues* on Monday morning and *State Agency Panel* on Wednesday go toward your certification, and those are general sessions for all participants.

Sessions for Specialists in Educational Data

Monday 10:30-12:00

If you are not already fully conversant in XML, the *Extremely Maddening Language* session may be a strong option.

The certification courses during this time both are on the SED track, so if you haven't taken one of these courses, now might be the time.

Monday 1:30-2:15 Quick Hit Sessions

- *Macomb data Tool* is an excellent selection if your work involves data cleaning and quality.
- *Balancing Worksheet B* would also be a good selection if you work with special education data.

Monday 2:30-3:15 Quick Hit Sessions

The same courses from 1:30 are offered again, so you can attend something different from the earlier session.

Monday 2:30-4:00 Certification Courses

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Tuesday 10:15-11:45

- *EOY Reporting* is an excellent choice here if you are new to the educational data and reporting world.
- If you support your Pupil Accountant and have a lot of special education in your District, *Special Education Updates and important Topics* may also be a good choice.
- Note that *Data Quality 1* is on the SED track, if you haven't yet taken this certification course.

Tuesday 1:00-1:45 Quick Hit Sessions

- Properly recording and submitting data on TSDL (*TSDL and EL Coding*) students would be an excellent selection if you do this reporting.
- *HS Transcripts and Parchment Services* would be a good choice if your District does not yet participate in that program.

Tuesday 2:00-2:45 Quick Hit Sessions

The same courses from 1:30 are offered again, so you can attend something different from the earlier session.

Tuesday 2:00-3:30 Certification Courses

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Other Things to Note on the agenda

Networking

Please make use of this event to network with colleagues. Sit with new folks at a meal or join us for the social events on Tuesday evening. From 7:00 pm until 10:00 pm on Tuesday you can participate in our Euchre tournament, cornhole or join the games tables if board games are more your speed. We'll have food available as well as a cash bar. Please consider coming down to meet some of your colleagues.

Mentoring

If you are part of the mentoring program, stop by the mentor table near registration when you check in to the conference, to see what events are being held for you and your mentor. If the two of you haven't yet had the chance to speak in person, this conference may be the perfect opportunity!

Other Links

Dining Guide

If you are planning on going out for dinner during the conference, check out the MPAAA conference dining guide. It lists the hot spots in town, with hours and contact information. You can pick up a dining guide at the registration desk.