

# Introduction to CEPI

Center for Educational Performance and Information

MPAAA Fall Conference

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## Objectives

- History of CEPI
- Data Collection Process Overview
- Student Data Collections
  - MSDS
  - GAD
  - STARR
- Business Office Data Collections
  - EEM
  - REP
  - SID
  - FID
- Data Quality Process Overview
- Data Use
  - MI School Data
  - Parent Dashboard

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## History and Background of CEPI

- CEPI was established by the Michigan Legislature (Sect. 94a of the State School Aid Act) to coordinate the collection, management and reporting of education data, from early childhood through K-12 and postsecondary education, and into the workforce.
- CEPI facilitates efficient data gathering to reduce the administrative burden on reporting entities while ensuring student privacy.
- CEPI's mission:
  - Coordinate collections, connections and reporting of education data in Michigan
  - CEPI facilitates efficient data gathering to reduce the administrative burden on reporting entities while ensuring student privacy

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## CEPI's Vision and Guiding Principals

- Vision:
  - Become the single source for the most comprehensive, accurate and useful information about the performance of MI's public schools and students
- Guiding Principals:
  - Objective Data
  - Protect Privacy
  - Seek Accuracy
  - Maximize Efficiency



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## The Work of CEPI

### What CEPI Does:

Collect and report data to comply with federal and state legislation

### What CEPI Does NOT Do:

Collect data not necessary for accurate reporting or compliance mandates

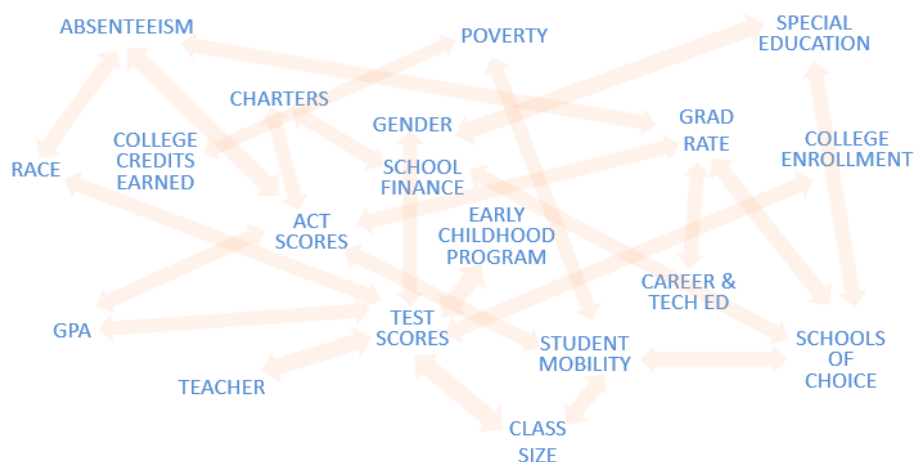
### CEPI Also...

- Implements and operates MI's educational longitudinal data system (SLDS)
- Analyzes data
- Coordinates data collection
- Review & monitor data use to protect privacy & comply with FERPA
- Liaison between the U.S. DOE and MDE for ED Facts & EDEN reporting

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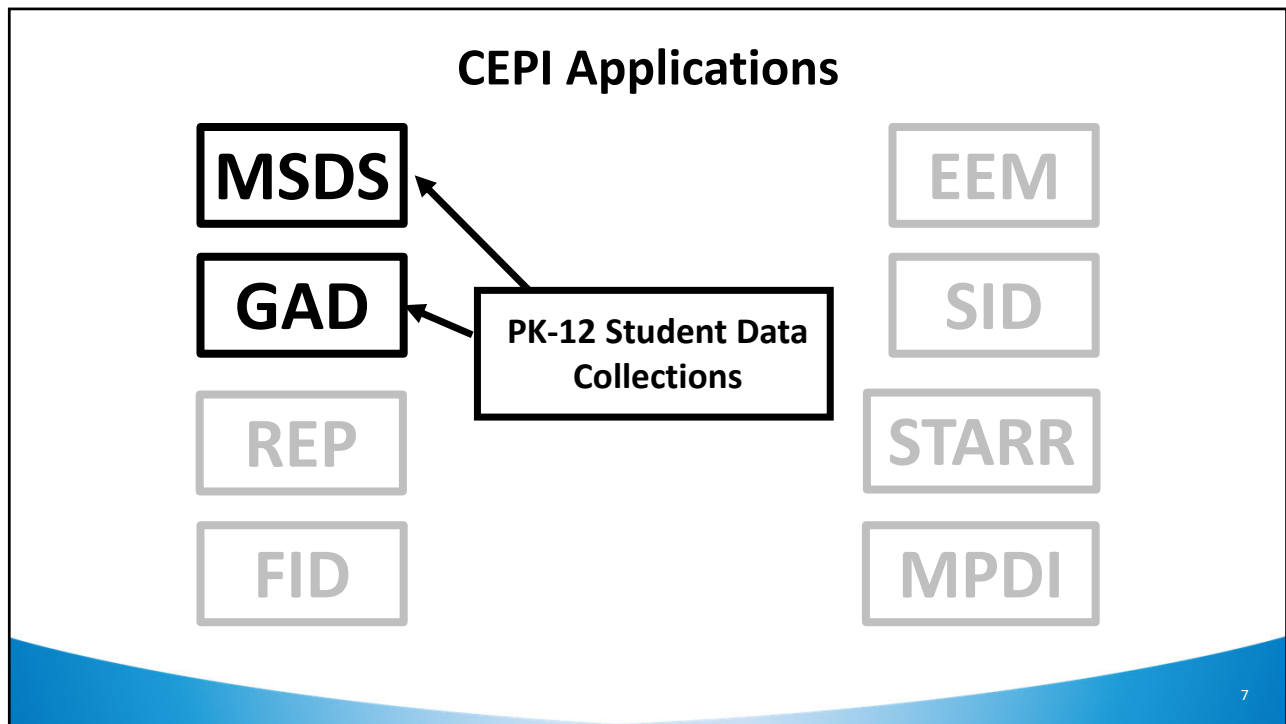
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## Data Connections

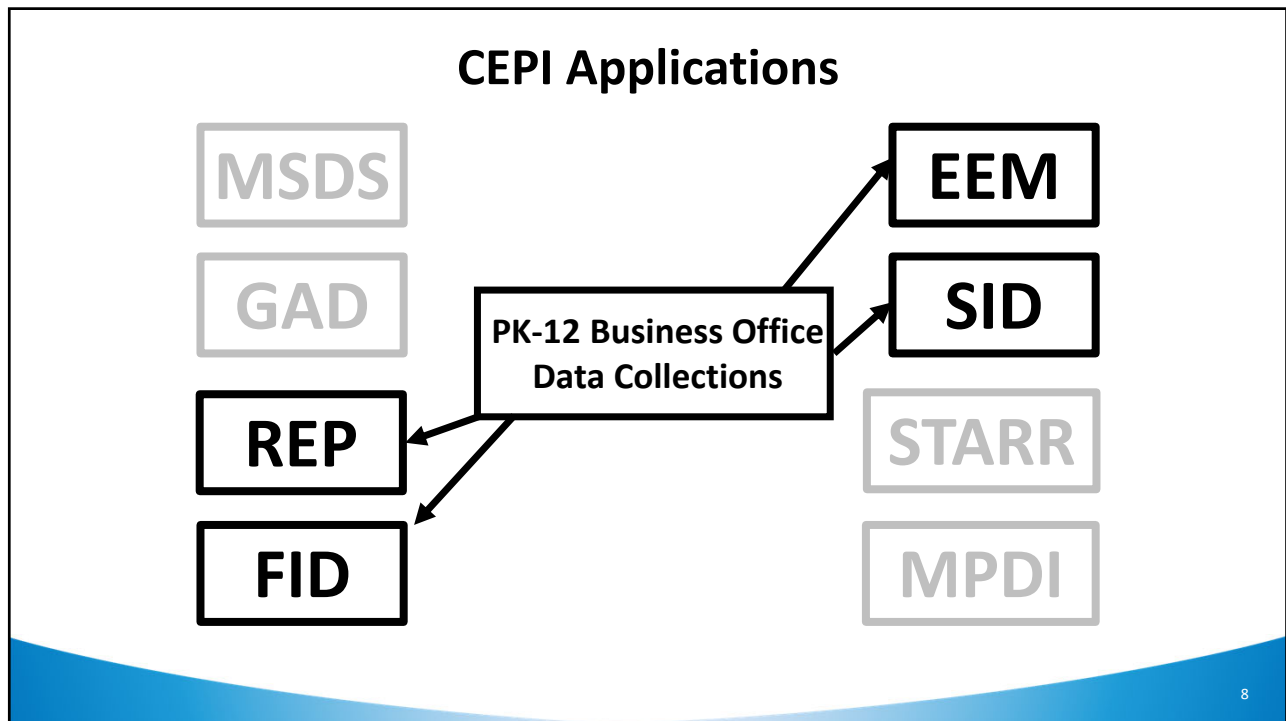


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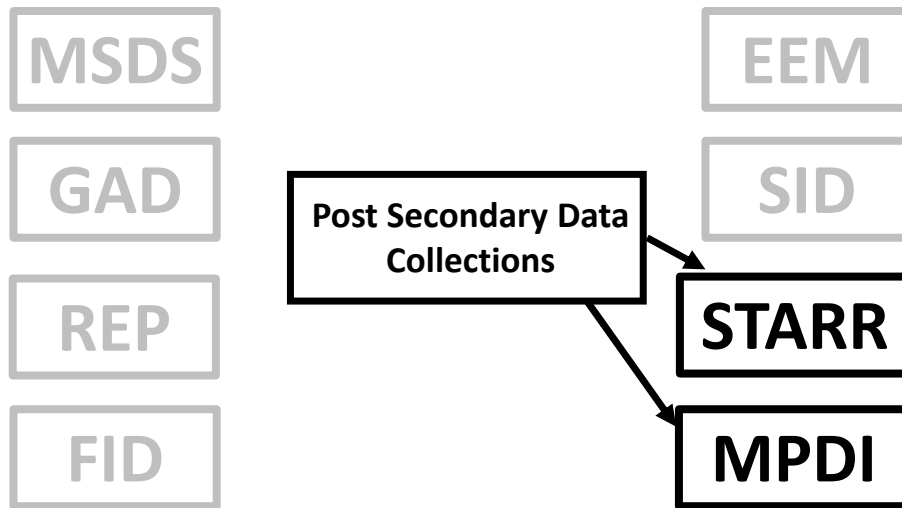
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## CEPI Applications



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## Getting Started with CEPI

1. Application Security Forms and Account Maintenance
2. CEPI Calendar
3. CEPI Applications Resources

Center for Educational Performance and Information

What is CEPI? Submit data to CEPI Find and use CEPI data

CEPI is proud to serve as the agency responsible for collecting, securely managing, and reporting education data in Michigan.

Whether you're a parent seeking for the best fit for your child, a member of the education community seeking data to inform your practices, a policy-maker or researcher evaluating our state's education policies, or simply a Michigan citizen seeking transparent and unbiased information on how our schools and students are performing, CEPI is eager to help with your information needs.

Tom Howell, Director

Log in to CEPI Applications:

EEM Educational Entity Master FID Financial Information Database GAD Graduation and Dropout Application MSDS Michigan Student Data System

NPSPR Nonpublic School Personnel Report SID School Infrastructure Database STARR Student Transcript and Academic Record Repository REP Registry of Educational Personnel

Quick Links: Related Sites, MPAAA, Michigan Dept. of Education

Privacy and Security: Account Maintenance, Pupil Privacy, Application Security Forms

Data Use: How Data Are Used, How CEPI Protects Data, Citing CEPI Data

Stay Connected: Facebook, Twitter, CEPI Newsletters

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# 1. Application Security Forms and Access

- A single security form is used to request access to all CEPI systems
- All security access is authorized by the Lead Administrator as listed in EEM
  - In most cases, should be your Superintendent
- If you already have a MILogin account, do not create a new account for new access
  - By subscribing within MILogin and submitting the applicable security form, the account can be modified to add additional access
- Determine access type by evaluating the data submission that will be performed

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# 2. CEPI Calendar

CEPI Dates and Deadlines

ENTITY TYPE

NONPUBLIC POST SECONDARY PUBLIC (LEA/PSA/SD)

PUBLIC AND ONSR

APP/EVENT

Count Day FID GAD MPDI MSDS

REP SD STARR

MONTH

JAN FEB MAR APR MAY JUN JUL AUG SEP OCT NOV DEC

DATE	APP/EVENT	DESCRIPTION	ENTITY TYPE
5/15/2020	SID	SID Collection Opens	PUBLIC (LEA/PSA/SD)
6/15/2020	MSDS	Early Roster Collection Opens	NONPUBLIC
8/3/2020	MPDI	MCCDI 2019-20 Collection Opens (Community Colleges)	POST SECONDARY
9/1/2020	REP	REP Fall Collection Opens	PUBLIC (LEA/PSA/SD)
9/1/2020	FID	FID 2019-20 Collection Opens	PUBLIC (LEA/PSA/SD)
9/28/2020	MSDS	TSDI Migrant Collection Opens	PUBLIC (LEA/PSA/SD)
9/28/2020	MSDS	SRM Collection Opens	PUBLIC (LEA/PSA/SD)
9/28/2020	MSDS	MSDS Fall General Collection Opens	PUBLIC (LEA/PSA/SD)
9/28/2020	MSDS	Early Childhood Fall Collection Opens	PUBLIC AND ONSR
10/5/2020	MSDS	GAD Audit Window Opens	PUBLIC (LEA/PSA/SD)
10/7/2020	Count Day	Fall Count Day	PUBLIC (LEA/PSA/SD)
11/1/2020	MSDS	2019-2020 Audit Narrative Deadline	(PSA/SD)
11/1/2020	MSDS	MSDS Fall General Submission Certification Deadline	(PSA/SD)
11/18/2020	MSDS	Early Childhood Fall Collection Certification Deadline	ONSR
11/20/2020	MSDS	MSDS Fall General Collection Recertification Deadline	(PSA/SD)
12/1/2020	FID	FID 2019-20 Collection Closes	(PSA/SD)
12/1/2020	MPDI	MCCDI 2019-20 Collection Closes (Community Colleges)	POST SECONDARY
12/1/2020	REP	REP Fall Collection Closes	PUBLIC (LEA/PSA/SD)

TIP: Filter the Dates and Deadlines list by clicking on the item of interest. To add multiple items, click the item of interest, and then click more while holding the key. To redisplay the list, click the Clear Filter key. To display the list, click the Clear Filter key. To display the list, click the Clear Filter key. To display the list, click the Clear Filter key.

Never be surprised by a data collection deadline again! Download yours today!

Can't remember when a collection opens? Find it here!

Direct Certification refresh dates!

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### 3. CEPI Application Resources

Center for Educational Performance and Information

CEPI / CEPI APPLICATIONS / REGISTRY OF EDUCATIONAL PERSONNEL

**Registry of Educational Personnel**

Data submitted by school districts via the REP are used to produce school personnel reports for the U.S. Department of Education and the state of Michigan. REP data are also provided to the Michigan Department of Education for MDE's teacher certification audit.

(Nonpublic schools submit their personnel data in the [Nonpublic School Personnel Report](#)).

- REP Security Form
- Deadlines: REP data are due to CEPI on June 30 and the first business day in December.
  - See the [CEPI Calendar Page](#) for our master calendar of deadlines and collection dates.

[Go to REP](#)

**Manuals**

- EOY 2019 REP Data Field Descriptions
- Fall 2018 REP Data Field Descriptions
- EOY 2018 REP Data Field Descriptions
- REP Report User Guide
- REP User Guide
- REP On Demand User Guide
- Educator Effectiveness Appeals Process
- Personnel Search User Guide

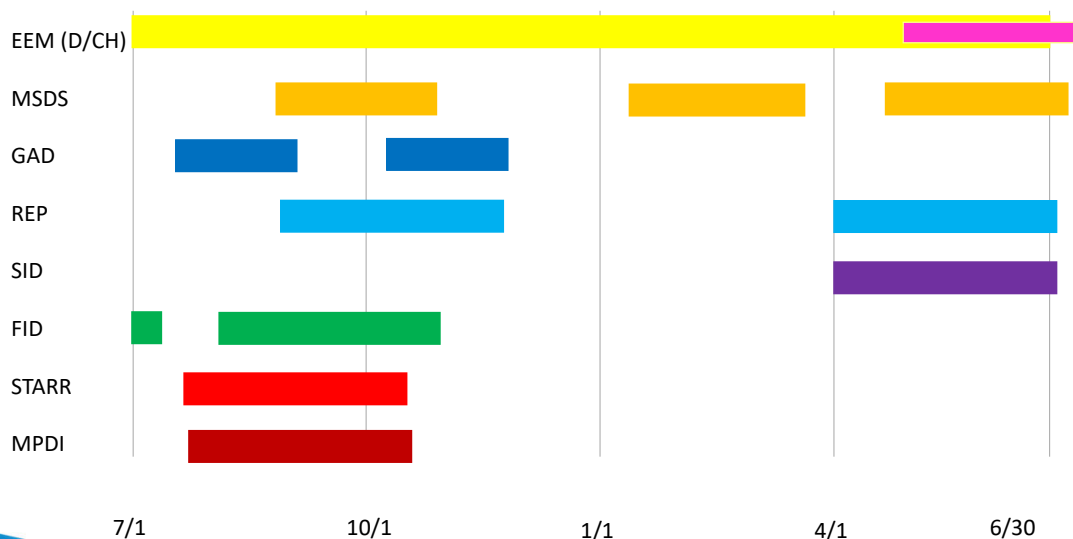
**Help and Training**

**Technical Material**

- Each application has a separate page of resources
- Manuals are posted ≈ 6 months before a collection opens
- Data element descriptions, user guides, record layout/schemas, FAQs, and so much more!

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### General Reporting Timeframes



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# Questions?



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## Student Data Collections

Michigan Student Data System (MSDS)

Graduation and Dropout (GAD)

Student Transcript and Academic Record Repository (STARR)



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## What is Student Data?

*Data pertaining to an individual and his/her status or relationship with the reporting entity.*

- Name
- Date of Birth
- Race/Ethnicity
- Gender
- Eligibility and Participation
- Enrollment Information
- Membership Status

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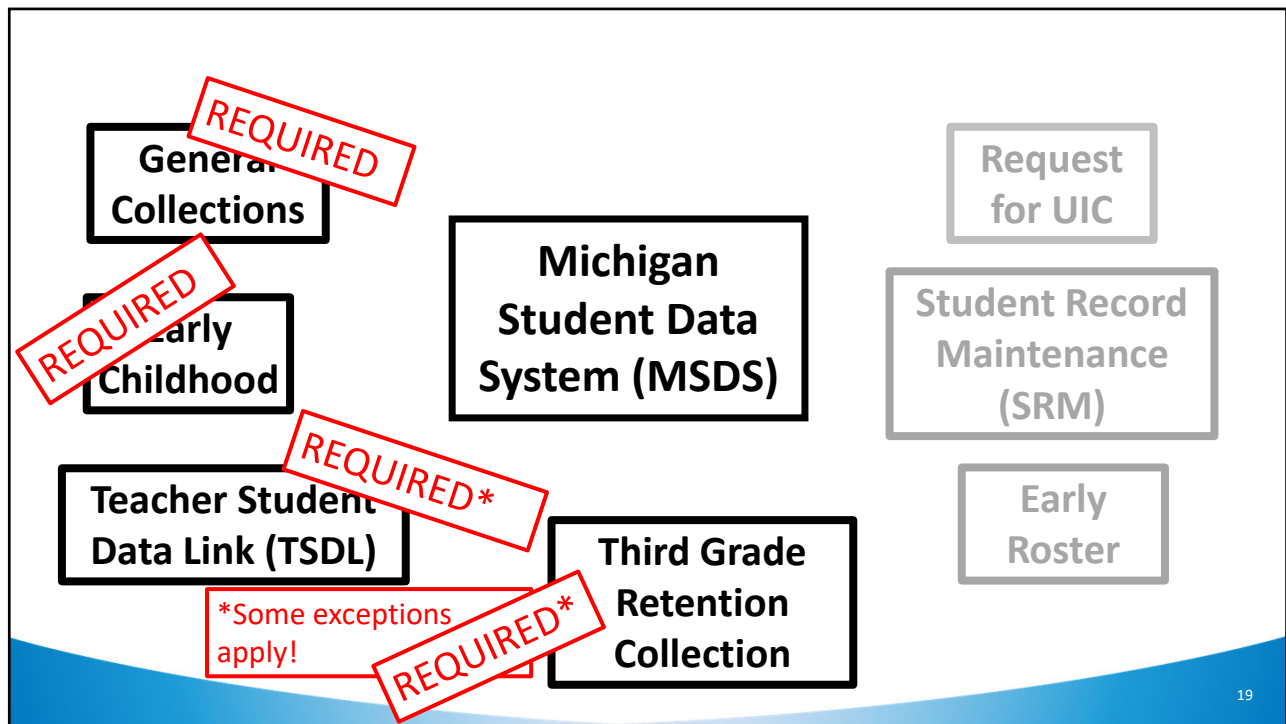
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## What is the Purpose of the MSDS?

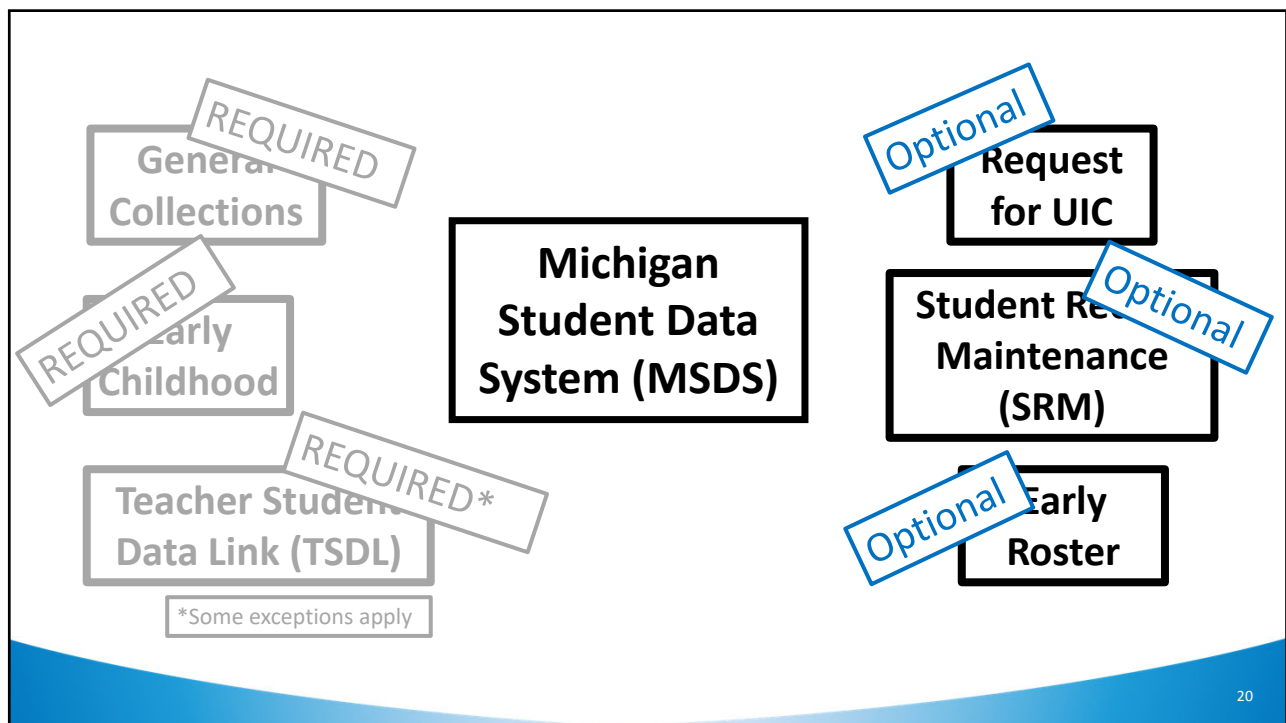
- Primary means for obtaining student Unique Identification Codes (UIC)
- Source system for reporting pupil headcount and full-time equivalency (FTE) data
- Source system for student demographic and subgroup data
- Provides the Direct Certification Report
- Student search functionality
- Provides district and building level feedback through multiple reports
- Vehicle for FTE audit process

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## Unique Identification Codes (UICs)

- A unique 10-digit number assigned to each student
  - May have leading zeros
  - Example: 0364251976
- Can search 1 student at a time or in bulk
  - MSDS Student Search OR MSDS Early Roster



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## How Does MSDS Know if it is MY Student?

Compares submitted data to UIC system data

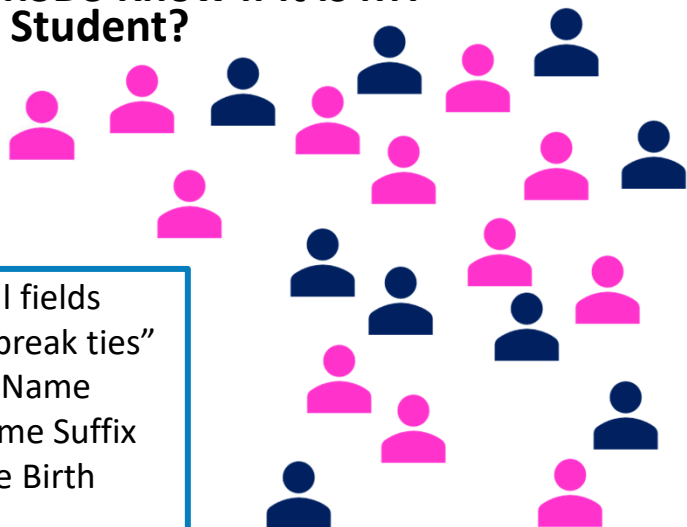
Matching Criteria:

- First Name
- Last Name
- Date of Birth
- Gender

Each record receives a "score" of percent matched (0%-100%)

Additional fields used to "break ties"

- Middle Name
- Last Name Suffix
- Multiple Birth Order



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## UIC Matching Results

### Match Found

- One positive match
- Submitted record matches existing record in the UIC system

### Resolution Required

- More than one positive match
- 1 or more potential matches
- UIC submitted, no match on core fields
- Exact match on name/DOB but opposite gender

### New UIC Generated

- No positive matches
- No UIC was submitted (Request for UIC or Early Roster)

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## Additional Steps for Unmatched Records

- Flip hyphenated last name (Sleater-Kinney vs Kinney-Sleater)
- First name synonym (e.g. Johnny vs John)
- Last submitted by the same district with exact first name, DOB, Gender and Local ID
- Flip first and last name (Kenny Bryan vs Bryan Kenny)
- Combine middle name and last name with a hyphen
- Match on half of hyphenated last name (King-Kincaid vs King OR Kincaid)
- Remove additional characters ( ' , - . )
- Remove common last name suffixes (Jr, Sr, II, III, etc)
- Phonetic matching (Keesha vs Teisha)
- Opposite gender

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## UICs, Student Details and History

Student details can be changed in the MSDS; history cannot be changed.

**Student Details**

First Name \_\_\_\_\_  
Middle Name \_\_\_\_\_  
Last Name \_\_\_\_\_  
DOB \_\_\_\_\_  
Gender \_\_\_\_\_  
Multiple Birth Order \_\_\_\_\_

UIC #####

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## UICs, Student Details and History

Only the Primary Education Providing Entity (PEPE) can change a student's details



**Student Details**

First Name \_\_\_\_\_  
Middle Name \_\_\_\_\_  
Last Name \_\_\_\_\_  
DOB \_\_\_\_\_  
Gender \_\_\_\_\_  
Multiple Birth Order \_\_\_\_\_

UIC #####

**PEPE ONLY!**

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## General Collections- REQUIRED

### FALL

**Count Day:**  
First Wednesday of  
October

**Submission &  
Certification:**  
5 weeks after  
Count Day

**Re-Certification:**  
6 weeks after  
Count Day

### SPRING

**Count Day:** Second  
Wednesday of  
February

**Submission &  
Certification :**  
5 weeks after  
Count Day

**Re-Certification:**  
6 weeks after  
Count Day

### End of Year (EOY)

**Count Day:**  
NA

**Submission &  
Certification:**  
Last business day  
of June

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## General Collections-

- Fall General Collection
  - FTE count (90% of current year state aid)\*
  - Supplemental Nutrition count
  - Special Education Child count
  - Used for federal headcount reporting
- Spring General Collection
  - FTE count (10% of next year state aid)\*
- EOY General Collection
  - School-year-wide reporting (Attendance, Discipline)
  - Graduates
  - Program exits (if applicable)

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## NEW Third Grade Retention Collection – REQUIRED\*

### New collection

- Opens June 2021
- Due by September 1, 2021

### End of Term Status

- Promoted to 4<sup>th</sup> grade
- Retained in 3<sup>rd</sup> grade

### Promotion Reason

- Promotion Reasons
- Good Cause Exemptions

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## Early Childhood- REQUIRED

### Required Programs:

GSRP, GSRP/Head Start Blend,  
Section 32p

### FALL

**Reporting Period:**  
Start of Program  
through end of Oct

**Certification:**  
Mid-November

### Spring

**Reporting Period:**  
End of Fall through  
mid-February

**Certification:**  
Mid-February

### End of Program (EOP)

**Reporting Period:**  
End of February  
through Mid-  
August

**Certification:**  
Mid-August

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## Early Childhood-

- Early Childhood Fall
  - Report program enrollments (all required programs)
- Early Childhood Spring
  - Collection used for GSRP funding purposes
  - Reporting of GSRP Wait List
- Early Childhood EOP
  - Submit program exits
  - Required for Section 32p and 32p(4) Home Visitation

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## TSDL- REQUIRED\*

### Required Students:

- All students grades K-12 and 14 are required to have all courses reported (Includes nonpublic or homeschooled students taking non-essential elective courses).

### Migrant

**Opens:**  
Mid-September

**Certification:**  
Within 10 Days of  
entering or exiting  
the district

### General TSDL

**Opens:**  
Early May

**Certification:**  
First week of  
August

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## TSDL- What is it?

- Course history connecting students to teachers
- Reflects student's performance in classes taken
- Crosswalks Local Course Codes to SCED Codes to Teacher Assignment to Teacher Endorsement



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## Request for UIC, Early Roster and SRM, Oh MY!

### Request for UIC

- Obtain UICs for new students
- Validate UICs

### Early Roster

- Direct Certification Reports
- Pre-Identification (Early Literacy assessment)

### SRM

- Report new enrollments and exits between General Collections
- Update Program Participation
- Update demographics
- Claim Section 25e or Section 23a
- Update PEPE
- Update cohort status
- Submit late Grads / English Learner exits (mid-July thru mid- Sept)

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## Entering MSDS Data

- Manual online data entry
  - One record at a time
- Bulk file upload
  - XML Files
  - Extracted from local student information system
  - Use XML editor or Macomb tool (MISDmsds) to further modify data
  - Upload into MSDS
- Future: submit via MI Data Hub

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## MSDS Data Validation

- File-Level
  - Does the file meet the schema requirements?
  - For example: District Code is required, but not supplied in the XML file
- Field-Level
  - Do the records adhere to the business rules?
  - For example: The Grade or Setting does not match the Grades or Settings identified in EEM as offered by this school/facility.
- Collection-Level
  - Broader checks and comparisons against other/historical data
  - For example: Student is reported with more than 1.00 total FTE within this Operating District.

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## Modifying MSDS Data

- Student Data Submission
  - Either Online or bulk
- Data enters the Data Staging Area
- Review ALL Errors and Warnings
  - Utilize System Reports to review data submission
- Correct any data issues
  - One record at a time via Online submission
  - OR, upload another file after making updates in your local system


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## Running Quality Review

- After all file-level and field-level validation issues have been resolved
- Collection-level checks are performed during Quality Review
- Quality Review errors must be correct before certification is available
- Quality Review warnings should be reviewed for accuracy
- After errors are cleared, certification becomes available

### Quality Review is in Process

 Quality Review is in process and may take several minutes, please wait (do not close your browser or navigate to a new page)...

### Certify Collection

 Quality Review is complete. Identified 1 outstanding item.

Collection: Student Record Maintenance 2018-2019  
Submitting Entity:  
Certification Type: Ongoing  
Certification Status: Errors Exist

Errors:

Error Description	Error Details
Section 23a claims can only be certified within 30 calendar days of the last day of the month claimed. (100.48)	was submitted with a Section 23a Month Claimed value of 201812 which is 120 days from the date of submission.

Items per page: 10

Page 1 of 1

Excel Export

Warnings:

☐ By Checking this I confirm that this information is valid and correct to the best of my knowledge.

Cancel Download Dataset

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## Certifying Your MSDS Collections

- As an authorized user, you are certifying the data on behalf of the Superintendent/Administrator
- General Collection/Early Childhood/General TSDL
  - Can certify then decertify and re-certify until the collection deadline
- Migrant TSDL and SRM
  - Ongoing certification means records can be certified, more records added and certify the new records

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## Graduation and Dropout (GAD)

- Provides access to preliminary (appealable, auditable) graduation and dropout rates
- ISD Auditors review and enter audit findings

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## GAD (Graduation and Dropout Rates)

### Appealable Grad/Drop Rates

- Opens: Mid-July through Mid-September
- Rates released early August
- Corrections made in MSDS (SRM)\*

### Auditable Grad/Drop Rates

- Opens: mid-October thru late November
- Exit Status Audit (ISD Auditors)
- Corrections submitted to ISD Auditor
- Updates in MSDS nightly

\*Only students last submitted in current school year. Prior years can only be changed by ISD Auditor.

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## Post-Secondary Student Data- STARR

- All community colleges and public universities are required to submit
- All student's academic record including:
  - Awards
  - Programs
  - Course Enrollment/completion
- Opens mid-July
- Closes November 1



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# Questions?



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## Business Office Data Collections

Educational Entity Master (EEM)  
Registry of Educational Personnel (REP)  
School Infrastructure Database (SID)  
Financial Information Database (FID)



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The EEM provides the...

*Who, what, where and why*

for all educational entities  
in the State of Michigan

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**Who** are Michigan's  
educational entities?



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# *What* services do Michigan's educational entities offer?

Some questions that the EEM can answer...

Is the entity an elementary, middle or high school?

Does the entity offer virtual learning options?

Could the entity serve pupils with severe impairments?

Does the entity offer pupils before- and/or after-school activities?

Are there community services offered in the entity by DHHS?

Does the entity offer School-of-Choice options?

Does the entity offer all of its students free and reduced lunch (Community Eligibility Provision)?

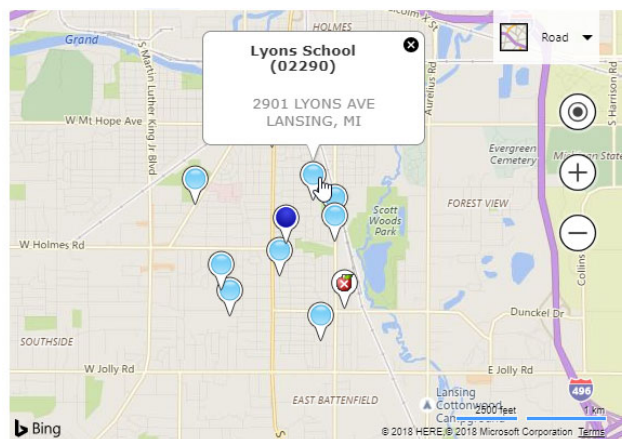


And so much more ...

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# *Where* are Michigan's educational entities located?



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# “Why doesn’t this work?!”

**Instructions for Reopening the REP**

To request that the EOY 2018 REP be reopened for your district, your superintendent or official lead administrator, as identified in the Educational Entity Master (EEM), must submit a signed letter on district letterhead to CEPI. The letter must include the following information:

- An official request to reopen the collection
- The reason your district is requesting to reopen the collection
- The number of affected records
- When you will anticipate being ready to submit your data and how long you believe it will take to do so

Please fax the letter to 517-335-0488. Once your request has been received, CEPI will contact your authorized REP users with further instructions. Districts with approved requests will be able to make any necessary corrections to their REP submissions beginning Tuesday, July 10 through 4:00 p.m. EDT on Monday, July 16.

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## Data in the EEM

- **Entity Codes** (i.e. EMC, SEE, etc.)
- **Entity Type**
- **Addresses**
  - Physical
  - Mailing
  - Web page
- **Grades**
- **Educational settings**
  - Virtual
  - Special education
  - Alternative education
  - Reportable program
  - School of choice
- **Shared education programs**
- **Administrative contacts**
- **Assessment contacts**
- **School emphasis**
- **Open and close date**
- **Charter information (for Charter Schools)**
- **Community eligibility (for the free/reduced lunch program)**
- **Research codes (i.e. NCES)**
- **Points of Pride**
- **And more ...**

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## EEM data is consumed by other agencies and applications



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## Entity Types are Important:

### School

- Issues state assessments
- Has a separate administrative path from other entities, with some exceptions
- Has a discrete set of educators, with some exceptions
- Is accountable as the PEPE and (if it has grade 12) graduates students

### Unique Education Provider

- Does not issue assessments, graduate students or act as the PEPE
- Often used for adult learning, PK or supplemental learning

**Non-Instructional Ancillary Facility** (i.e. bus garages, food service centers, district-owned athletic facilities)



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## Educational Settings

- Settings in EEM must match those reported in MSDS; otherwise, you will be unable to certify the MSDS Collections
- Work with your EEM Authorized User to ensure the correct settings are at each school or unique education provider

MSDS School Demographic	EEM Educational Setting
Grade or Setting = 14	Special Education (SpecEd), or Special Education Center Program (SpecEdCtPr)
Grade or Setting = 20	Adult Education (AdultEd)
Grade or Setting = 30	Pre-Kindergarten (PK)
Program Participation = 9220	Alternative Education (AltEd)

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## Virtual Educational Settings

- The EEM has three Educational Settings that can be used to denote virtual programming offered by your entity
  - **Supplemental Virtual (SuppVirt)** – The school offers virtual courses, but virtual instruction is not the primary means of instruction
  - **Face Virtual (FaceVirt)** – The school focuses on virtual instruction but includes some physical meetings among students or with teachers
  - **Full Virtual (FTVirtual)** – The school has no physical building where students meet with each other or with teachers; all instruction is virtual
- If your district is doing remote or hybrid instruction temporarily due to COVID-19, you do not need to mark FaceVirt or FTVirtual. You should use the SuppVirt setting instead since the building normally provides in-person instruction.
- FaceVirt should only be used if the school offers systemic virtual instruction in addition to in-person options
- FTVirtual should only be used for schools that are entirely virtual with no in-person option

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## Pro Tip: District Entity Overview

- Each fall the District Lead Administrator and EEM Authorized users receive a link to a summary of EEM details for Schools and UEPs
- This is a good opportunity to bring the team together to review the current settings and determine if EEM updates are necessary
- Example:

Grades (Actual) in the EEM	Grades Reported in SY 2019-20 Student Data
7,8,9,10,11,12	7,8,9,10,11,12
7,8,9,10,11,12	7,8,9,10,11,12
KG,1,2,3	KG,1,2,3
KG,1,2,3,4	KG,1,2,3
KG,1,2,3,4,5,6,7,8	KG,1,2,3,4,5,6,7,8
KG,1,2,3	KG,1,2,3
9,10,11,12	
7,8,9,10,11,12	8,9,10,11,12
3,4,5,6,7,8,9,10,11,12	7,8,9,10,11,12
7,8,9,10,11,12	7,8,9,10,11,12
KG,1,2,3	KG,1,2,3

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The **REP** collects the...

***WHO, WHAT, WHERE and WHEN***

of **Employees** in all school districts in Michigan

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# When is REP data collected?


<p><b>Fall</b></p> <p><b>Opens:</b> September 1</p> <p><b>Certification:</b> First business day in December</p>	<p><b>REP On-Demand</b></p> <p><b>Opens:</b> late December</p> <p><i>Optional</i> data submission between official collection windows</p>	<p><b>End of Year (EOY)</b></p> <p><b>Opens:</b> April 1</p> <p><b>Certification:</b> Last business day in June</p>
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# Who is Submitted in the REP?

- Short answer: pretty much everyone
- Long answer: School Safety Legislation of 2005 requires that all school personnel who are employed on a regular and continuous basis must be reported in the REP.
- Long answer continued: All contracted employees who work on a regular and continuous basis must be reported in the REP.
  - This includes food service, janitorial service, transportation, day-to-day substitutes, paraprofessionals, virtually contracted teachers, etc.



An illustration at the bottom of the slide shows three stylized figures—two women and one man—each sitting at a desk and working on a laptop. The central figure is a man wearing glasses and a suit. They are surrounded by various colorful icons representing different aspects of education and technology, such as lightbulbs, books, a globe, a microscope, a computer monitor, and arrows. The background features a blue gradient at the bottom.

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## What Data is Submitted in REP?

- Employee personal information
  - Personnel Identification Code (PIC)
  - Name
  - Social Security Number (SSN)
  - Education Level
  - Date of Birth (DOB)
- Employment Information
  - School/ISD assignment
  - FTE
  - Position Title
  - Grades Taught
  - Educational Settings
- Income Information
  - Employment status
  - Date of Hire
  - Date of Termination
  - Salary/hourly wage
  - Basic accounting information
- Credential Information
  - Credential number
  - District Provided Days of Professional Development
  - Educator Effectiveness rating

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## Personal Identification Codes (PICs)

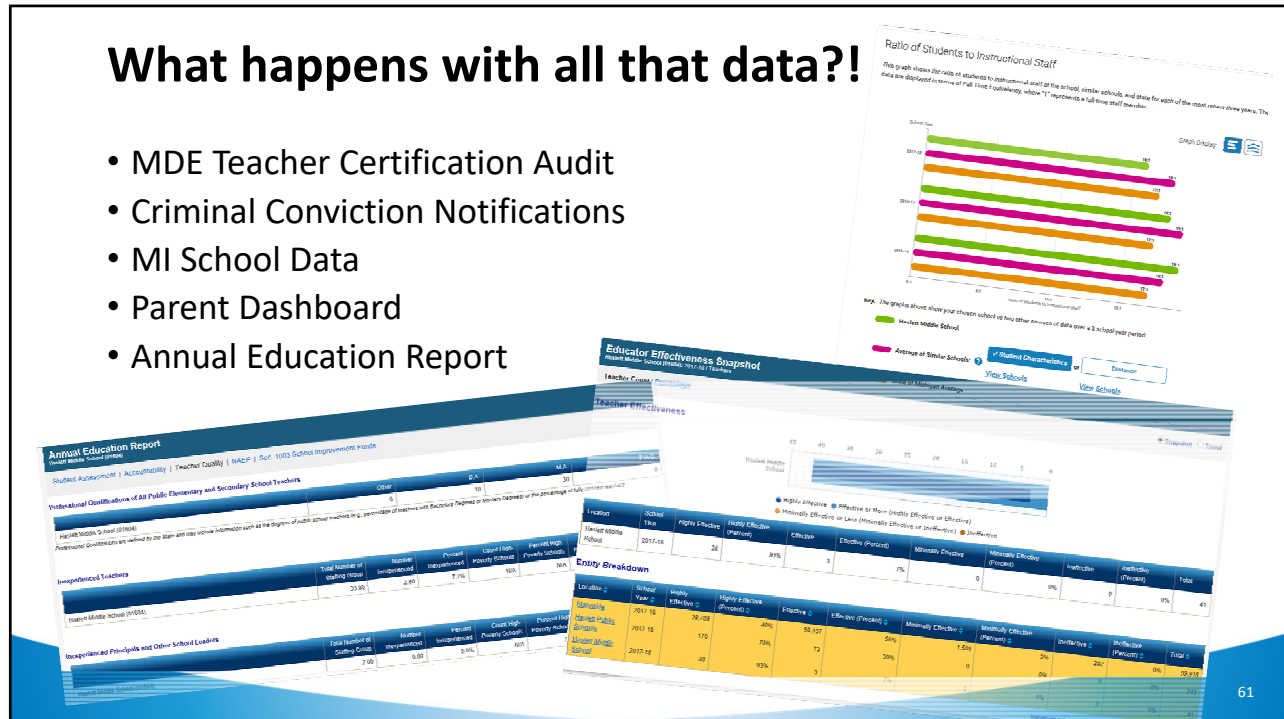
- Comparable to a UIC
- Tied to core demographic data
  - Social Security Number and/or Credential License Number
  - First/Last Name
  - Date of Birth
  - Gender
  - Race/Ethnicity
- Updates can be made within the REP system
- If duplicate PICs exist for an individual contact CEPI
  - [cepi@Michigan.gov](mailto:cepi@Michigan.gov)
  - Remember not to send PII, just send the duplicate PICs and indicate what data is correct

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## What happens with all that data?!

- MDE Teacher Certification Audit
- Criminal Conviction Notifications
- MI School Data
- Parent Dashboard
- Annual Education Report



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The **SID** collects the...

**WHAT and WHERE**

of **School Safety** in all school districts in Michigan



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# When is SID data collected?

**End of Year  
(EOY)**  
**Opens: April 1**

**Submission  
Due: Last  
business day  
in June**

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School/Facility	Status
Haslett High School	X
Haslett Middle School	X
Haslett Public Schools	X
Murphy Elementary School	X
Vera Ralya Elementary School	X
Wilkshire School	X

- Data is submitted at the BUILDING level
- District level entity is meant to reflect ADMINISTRATIVE SPACE

*If this central administrative office shares physical space with another building in your district, click the button below. If this office does not share physical space with another building, continue entering SID data for this building.*

administrative office shares space

SAFETY

**Disciplinary Problems - Student Bullying \***  
Indicate the number of incidents of student bullying that have occurred on school property or at a school-sponsored activity during the past school year.

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**DATA REQUIREMENTS**

**(44) Students Who Are Victims of Violent Criminal Offenses \***  
Indicate the number of students who have been victims of violent criminal offenses on school property or at school-sponsored activities during the past school year.

0

**(50) Instances of administration of an opioid antagonist to a pupil \***  
Indicate the number of incidents of administration of an opioid antagonist to a pupil at school.

0

**(51) Instances of administration of an epinephrine auto-injector to a pupil in a school year \***  
Indicate the number of incidents of administration of an epinephrine auto-injector to a pupil at school in a school year.

4

**(52) Pupils who were administered an epinephrine auto-injector not known to be severely allergic \***  
Indicate the number of pupils who were administered an epinephrine auto-injector at school who were not previously known to be severely allergic.

2

**(53) Pupils who were administered an epinephrine auto-injector using the school's stock \***  
Indicate the number of pupils who were administered an epinephrine auto-injector using the school's stock of epinephrine auto-injectors.

2

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## What Data is Submitted in SID?

- School Disciplinary Problems- Bullying
- Students Who Are Victims of Violent Criminal Offenses
- Instances of Administration of an Opioid Antagonist to a Pupil
- Instances of Administration of an Epinephrine Auto-Injector to a Pupil in a School
  - Total count of ALL administration of Epinephrine Auto-Injectors
- Pupils Who Were Administered an Epinephrine Auto-Injector Not Known to be Severely Allergic
  - ONLY those with previously unidentified allergies (includes personal or school stock)
- Pupils Who Were Administered an Epinephrine Auto-Injector Using the School's Stock
  - ONLY administration of the school's stock, may be known or unknown at time of administration

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The **FID** collects the...

***FINANCIAL Information***

of all school districts in Michigan



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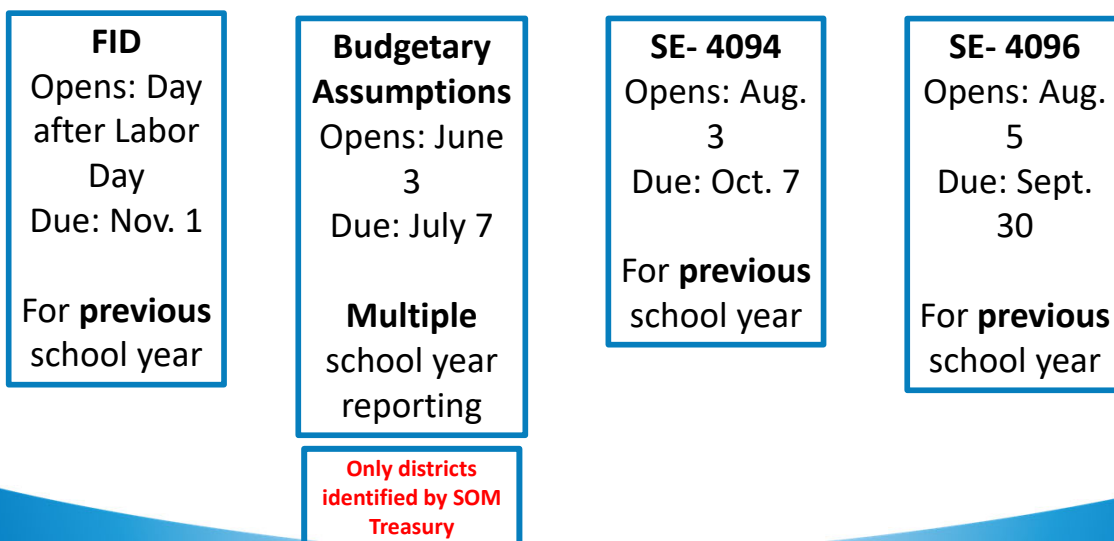
## The FID Submissions Include...

- Audited financial information
- Aligns to the Michigan School Accounting Manual (Bulletin 1022)
- Utilizes Chart of Accounts
- FID
- Budgetary Assumptions
- SE- 4094
  - Expenditures related to Special Education transportation
- SE 4096
  - Expenditures related to Special Education Actual Cost

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## When is FID data collected?



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## FID

- File submission of general financial/accounting information
- Data Elements include:
  - Balance Sheet
  - Revenue
  - Expenditures
  - Education Service Provider (if applicable)
- Cross-File Validation Checks occur after all files are submitted

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## Budgetary Assumptions

- SOM Treasury identifies required districts
  - Districts who reported a general fund balance under 5% in one or both of the previous 2 fiscal years

### Data Elements include:

- Projected Foundation Allowance
- Projected Student Membership
- Expenditure per Pupil for the previous school year
- Projected Expenditure per Pupil for the future school year
- Previous Year Final Budget Opening Balance
- Previous Year Final Budget Total Revenue
- Previous Year Final Budget Total Expenditure
- Previous Year Final

- Budget Closing Balance
- Budgetary Assumptions for upcoming fiscal year Opening Balance
- Budgetary Assumptions for upcoming fiscal year Total Revenue
- Budgetary Assumptions for upcoming fiscal year Total Expenditure
- Budgetary Assumptions for upcoming fiscal year Closing Balance

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## SE-4094 Transportation Expenditures

- Step 1: Does your district operate transportation services?
  - Within the system indicate YES or NO
  - If yes, then form will become available
- Data can be manually entered into the system or imported from the FID collection, if completed
- Data Elements include:
  - Salaries
  - Purchased Services- Non-Vehicle related costs
  - Purchased Services- Vehicle related costs
  - Supplies
  - Section 53a Ridership Verification

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## SE-4096 Special Education Actual Cost Report

- Data elements can be manually entered into the system or imported from the FID collection, if completed
  - Not all data elements can be imported
- Must adhere to the State Aid and IDEA Part B, Section 611 Allowable Costs guide:  
[https://www.michigan.gov/documents/mde/StateAid\\_IDEA\\_PartB\\_Section611\\_Allowable\\_Costs\\_519694\\_7.pdf](https://www.michigan.gov/documents/mde/StateAid_IDEA_PartB_Section611_Allowable_Costs_519694_7.pdf)

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Questions?



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Data Quality Alerts – ***OMG!***



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## Data Quality Alerts – **OTG!!**

- Here to help not harass
- Take advantage of the early checks
- Don't change accurate data
- Save your reports!



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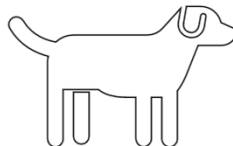
75

## “YOUR DATA ARE NOT NECESSARILY WRONG”

The goal of our data quality process is finding  
ANOMALIES, not ERRORS

An ANOMALY is:  
“an odd, peculiar or strange condition, situation, quality,  
etc.”

(definitions from Dictionary.com)



Albino dog – a peculiar rarity

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# “YOUR DATA ARE NOT NECESSARILY WRONG”

The goal of our data quality process is finding ANOMALIES, not ERRORS

An ERROR is:  
“a deviation from accuracy or correctness.”

(definitions from Dictionary.com)



Giant pink dog larger than humans – something is not right...

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## Data Quality Email Message Example (Pt. 1)

CEPI Data Quality Alert: Fall 2019 REP Post-Collection



Reply Reply All Forward ...  
Mon 12/9/2019 11:28 AM

**Subject:** CEPI Data Quality Alert: Fall 2019 REP Post-Collection\*

**Entity:** Happy Kids School District (85040)

**Purpose:** CEPI analysts have discovered anomalies in your **Fall 2019 REP collection**. Inaccurate data may adversely affect state and federal reporting, as well as reports available to the public, students, parents and policymakers. Inaccurate data may result in your entity being identified as out of compliance and could result in funding penalties.

**Action:** Please review the following issue(s) and check your submission for each of the concerns listed. **Any corrections must be completed and certified by 4 p.m., December 16.**

- If your data are correct, no action is necessary.
- If data are incorrect, please submit a request to reopen your collection. **Reopen request instructions are at:** [www.michigan.gov/documents/cepi/Instructions\\_for\\_Reopening\\_the\\_REP\\_657842\\_7.pdf](http://www.michigan.gov/documents/cepi/Instructions_for_Reopening_the_REP_657842_7.pdf)

DQRP1804 Highest Education Level for Teachers is Not Minimum of Bachelor's Degree

**Users Contacted:** Lead Administrators and REP Authorized Users

Your REP and EEM Authorized Users are listed at the end of this email.

**Questions:** Contact CEPI customer support ([CEPI@michigan.gov](mailto:CEPI@michigan.gov)) by replying to this email or calling 517-335-0505 x3.

Thank you,  
CEPI

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## Data Quality Email Message Example (Pt. 2)

### DATA SNAPSHOT DETAILS

Snapshot Date and time in the following format **December 3, 2019 at approximately 6 a.m.**

Data submitted after this date and time will not be reflected in the results below.

### DQR1804: Highest Education Level for Teachers is Not Minimum of Bachelor's Degree

**PROBLEM:** The following entries are for instructional staff members, based on Field 10: School Assignment Data, and an entry in Field 16: Highest Education Level that is less than the required level of bachelor's degree.

**IMPACT:** This is an indication that the field is not accurately submitted, which can make the teacher appear to not be appropriately qualified. This value is now available as a Report Category in the Staffing Counts on MI School Data. This field is also used in calculating the Professional Qualifications report within the Annual Education Report (AER).

**RESOLUTION:** Please verify that each staff member's Field 16: Highest Level of Education is properly reported in these records.

PIC --- EmpStatus --- Assignment (Code) --- Education Level

447490 --- 99 --- Mathematics (000EX) --- NO

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## Does your data *quality* matter?

The collage features several overlapping images. A large, stylized blue dollar sign is the central graphic. Surrounding it are various screenshots of news articles and data dashboards. The articles include:
 

- Education Dashboard:** A table showing various metrics like 'Student Academic Growth', 'Student Performance in Math and Reading', and 'Student Performance in Science'.
- Lansing State Journal:** Multiple articles with headlines such as 'Schools work to keep kids in the Hill Center Thursday', 'Michigan schools are stocking first aid kits with Narcan', 'Oops... reporting error leads to perfect record of teachers at state's largest online school', 'See how your high school ranks: College-going data for 68 Southwest Michigan high schools', and 'Prom in pictures'.

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Questions?



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CEPI collects so much  
data on students, staff,  
our finances, etc...

**Where does it all go?**

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# Connecting the Dots in Education

Michigan's Longitudinal Data System tracks education inputs and outputs, connecting student records while protecting student privacy.

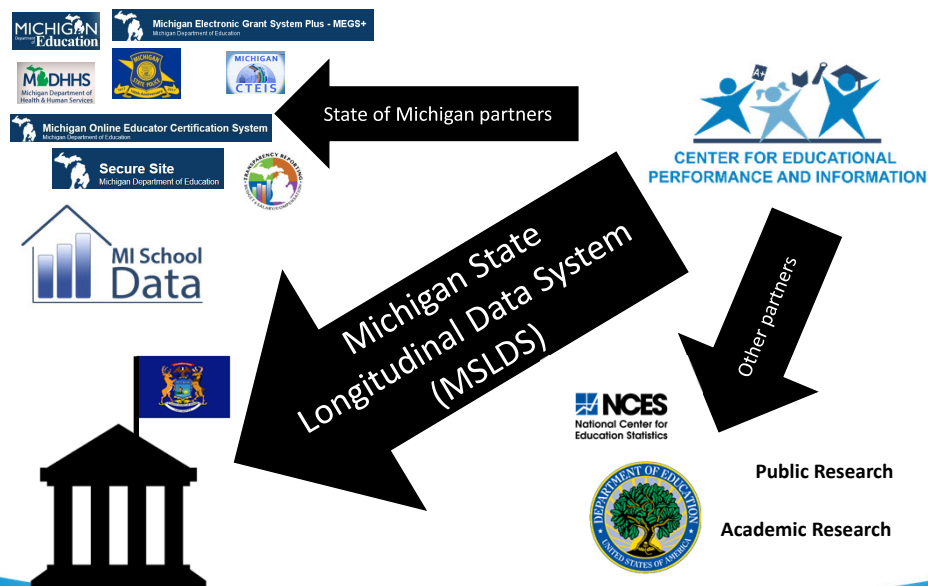
- ⇒ Over time
- ⇒ Level to level
- ⇒ School to school
- ⇒ System to system
- ⇒ Early childhood to workforce



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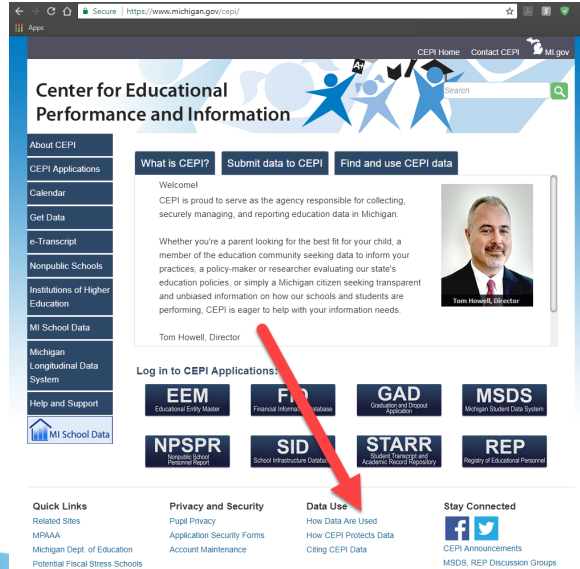
## Where does all the data go?



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## CEPI provides “Data Use” matrices for each application (except the EEM)



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## The Data Use matrices describe what the data is used for

Field	Field Description	Type	Num of Report Uses	Report/Data Usage																					
				Education Data Exchange Network (EDEN) - (Federal Report)	EDEN - CSDE - (Federal Report)	EDEN - CSDE - (Federal Report)	EDEN - CSDE - (Federal Report)	EDEN - CSDE - (Federal Report)	EDEN - CSDE - (Federal Report)	EDEN - CSDE - (Federal Report)	EDEN - CSDE - (Federal Report)	EDEN - CSDE - (Federal Report)	EDEN - CSDE - (Federal Report)	EDEN - CSDE - (Federal Report)	EDEN - CSDE - (Federal Report)	EDEN - CSDE - (Federal Report)	EDEN - CSDE - (Federal Report)	EDEN - CSDE - (Federal Report)	EDEN - CSDE - (Federal Report)	EDEN - CSDE - (Federal Report)	EDEN - CSDE - (Federal Report)	EDEN - CSDE - (Federal Report)	EDEN - CSDE - (Federal Report)	EDEN - CSDE - (Federal Report)	EDEN - CSDE - (Federal Report)
1	Date of Court	Required	10	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
2	Operating ISO/ESA Number	Required	8	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
3	Operating District Number	Required	21	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
4	Last Name	Required	15	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
5	First Name	Required	15	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
6	Middle Name	Required	3																						
7	Social Security Number	Required	15	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
8	Credential License Number	Required	14	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
9	Date of Hire	Required	13	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
10	School Facility	Required	18	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
10	Assignment	Required	19	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
10	Grade or Educational Setting	Required	19	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
10	Full-time Equivalency (FTE)	Required	19	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
10	Hourly Wage - Optional Data	Optional	1																						
10	Accounting/Function Code	Required	4																						
10	Highly Qualified Status	Required	10	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
10	Administrator Continuing Education	Required	1																						
10	Number of Core Academic	Required	5																						
11	Title I and Title II Part A	Required	10	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
12	Funded Position Status	Required	21	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
13	Date of Birth	Required	13	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
14	Gender	Required	18	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
15	Racial Ethnicity	Required	5																						
16	Highest Educational Level	Required	2																						
17	Type of Credential - Required for code	Conditional	4																						
17	102 Pending	Conditional	4																						
20	Educator Effectiveness	Required	2																						
24	New Teacher Professional Development	Required	1																						

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Leveraging Data Connections...

...Federal Reporting



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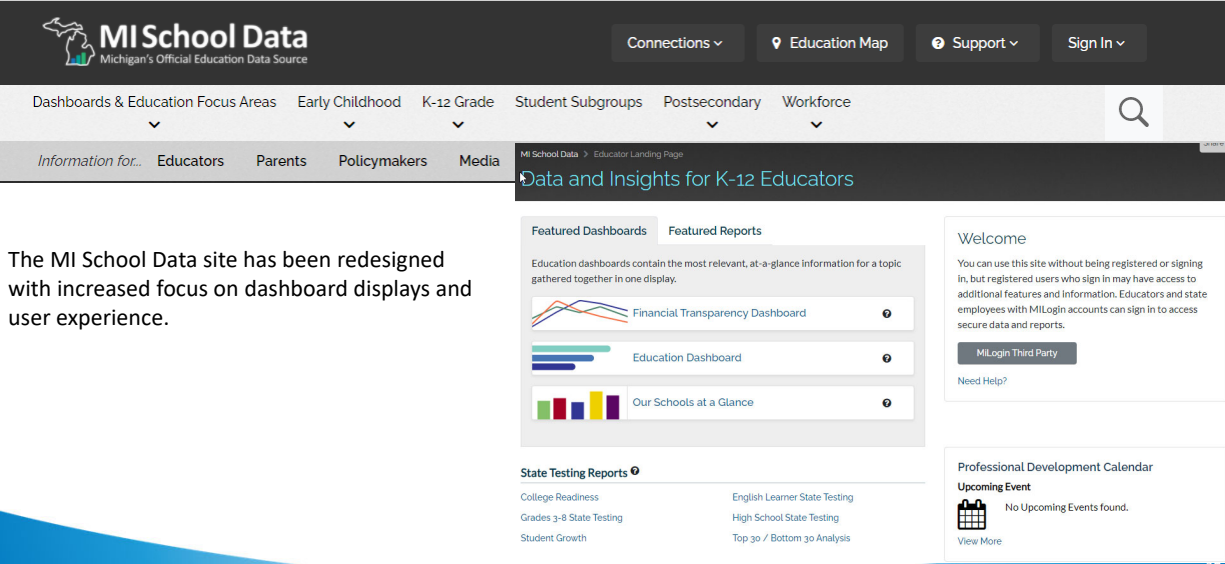
**How can I utilize CEPI's data  
in my school?**

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# The *NEW* MI School Data



The MI School Data site has been redesigned with increased focus on dashboard displays and user experience.

The screenshot shows the MI School Data website interface. The header includes the MI School Data logo, navigation links for Connections, Education Map, Support, and Sign In, and a search bar. The main navigation bar lists categories: Dashboards & Education Focus Areas, Early Childhood, K-12 Grade, Student Subgroups, Postsecondary, and Workforce. Below this, a sub-navigation bar shows 'Information for...' with tabs for Educators, Parents, Policymakers, and Media. The main content area is titled 'Data and Insights for K-12 Educators' and features a 'Featured Dashboards' section with links to 'Financial Transparency Dashboard', 'Education Dashboard', and 'Our Schools at a Glance'. A 'Featured Reports' section lists 'State Testing Reports' with sub-links for College Readiness, Grades 3-8 State Testing, Student Growth, English Learner State Testing, High School State Testing, and Top 30 / Bottom 30 Analysis. A 'Welcome' message on the right explains that users can access the site without registration, but signing in provides additional features. A 'Professional Development Calendar' section indicates 'No Upcoming Events found'.

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## Public and Secure Access

- Public Access:
  - General public access, media, etc.
  - Cell Suppression
  - No student level data
- Secure Access
  - MILogin account/authorization
  - Restricted to education personnel only
    - Access granted by ISD/RESA
  - Additional reports
  - Non-cell suppressed data
  - Student level data



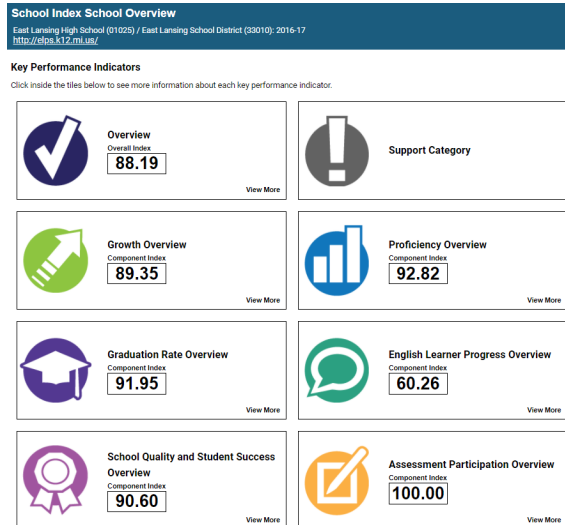
90

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# School Index Scores

Released March 2018

- The index system calculates values from 0-100 for the school overall, as well as any components or subgroups within the school. Index values are based on the degree to which schools met targets in the different components.
- Historical accountability data – Accountability Scorecard and School Ranking – still available



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## Superintendents & Principals

- How do our [scores/finances/rates etc.] compare to our peers? to ISD or statewide numbers?

[Add Comparison](#)

- What schools are our resident students attending? How many nonresident students are choosing to attend our school?

[NONRESIDENT STATUS REPORT](#)

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## Curriculum/SI Teams

- How do our graduates fare in college? Are they taking remedial courses? What subjects?
- Do we need to work with certain community colleges or universities to increase the likelihood of success for our graduates?
- Do our performance metrics (GPAs, assessments, honors and awards) seem to be solid indicators and line up with college performance metrics?

[COLLEGE ENROLLMENT BY H.S.](#)

[24 COLLEGE CREDITS](#)

[COLLEGE REMEDIAL COURSEWORK](#)

[MME & ACT COLLEGE READINESS](#)

[STUDENT PATHWAYS](#)

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## Counselors

- Some kids who entered 9<sup>th</sup> grade 4 or more years ago didn't graduate. Are they off-track but continuing? Did they drop out? Can we help them toward graduating?

[GRAD DROPOUT RATE](#)

<input type="radio"/> Snapshot <input type="radio"/> Trend <input checked="" type="radio"/> Student Breakdown						
Last Name	Date of Birth	Gender	Race/Ethnicity	Status	LEP	Migrant
-All-	-All-	-All-	-All-	Off-Track C	-All-	-All-
	02/24/1994	Male	White	-All-		
	04/30/1994	Male	African American	-All Graduated-		
	12/11/1992	Male	White	Dropout		
	01/27/1994	Male	African American	Exempt		
	11/03/1993	Male	White	Missing Expected Record (MER)		
				Off-Track Continuing		
				Off-Track Graduated		
				On-Track Graduated		
				Other Completers		
				Off-Track	N	N

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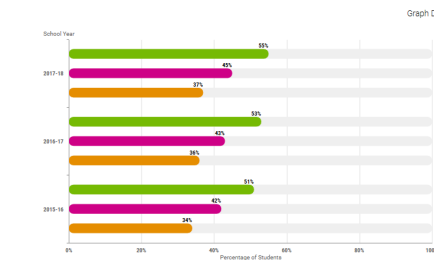
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## Counselors

- Did our graduates go to college as planned? How are they doing? Persisting? Earning the grades we predicted? Earning a credential? Can we help prepare them better?

### Postsecondary Completion Rate

This graph shows the percent of students who graduated from 2 and 4-year colleges/universities within six years from this school, similar schools, and the state in each of the most recent three years.



Key: The graphs above show your chosen school vs two other sources of data over a 3 school-year period:

 Haslett High School

 Average of Similar Schools

 State

☒ Student Characteristics

or ☐ Distance

[View Schools](#)

[View Schools](#)

### POSTSECONDARY OUTCOMES REPORTS

#### STUDENT PATHWAYS


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## School Boards

- How are we trending on [[enrollment](#) / [test scores](#) / [attendance rates](#) / [graduation-dropout rates](#), etc.]?
- What is the [[racial makeup](#) / [poverty level](#) / [percent with IEP](#), etc.] of our student population?
- What do our [teacher demographics and education levels](#) look like?

### Fast Facts about Happy Valley School

District Accountability Scorecard (2013-14): **Yellow** 

Grad Rate (2012-13)	K-12 Enrollment Trend <span>Low</span> <span>High</span> (2013-14)	% Economically Disadvantaged (2013-14)	% Students with Disabilities (2013-14)	Pupil:Teacher Ratio (2012-13)	Number of Teachers (2012-13)	Foundation Allowance (per pupil) (2013-14)
81.4%		2,684	33.3%	9.4%	23:1	162.0
						\$7,026

FROM: OUR SCHOOLS – AT A GLANCE REPORT

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# Thank You.



*Education matters. Discover what's working in Michigan.*

