# MPAAA Spring Conference 2016 – Session Descriptions

**Adult Education (**1.5 hours): Join Sandra Thelen from the Workforce Development Agency for a discussion of current issues in adult education, including funding options, and what the future holds for these student. *Presenter - Sandy Thelen, WDA-Adult Ed*

**Auditing Consistency** (1.5 hours): Please join your fellow auditors in this session to discuss the extent to which Michigan's PA auditors have become more consistent in their methods and findings, and join the discussion on how this trend can be continued. *Presenter – Sally Washington, Clare-Gladwin RESD*

**Auditing GAD** (1.5 hours): ISD auditors are required to conduct a Graduation and Dropout Audit in the fall using CEPI's GAD Application. This session provides an overview of the audit requirements for auditing graduate and exempt exit codes and shares a GAD audit process that one auditor uses to audit the GAD. *Presenter – Carolyn Claerhout, Oakland Schools*

**Bridging the Gap: Special Ed and MSDS** (1.5 hours): Submitting special education data to MSDS presents unique challenges to the Pupil Accountant. Please join experienced District staff as they help untangle the complexities of this subject. *Presenters – Jennifer Tindall and Brenda Weir, Lapeer Community Schools*

**Connecting Your District with Data** (1.5 hours)**:** What Educational Data Specialists Can Do for Their District? Many of our Educational Data Specialists began their careers as Pupil Accountants. The work has always been about counting students to ensure your fair share of foundation funding. But, as an Educational Data Specialist (or Data Scientist!), your skills in pulling, sorting and manipulating all of that demographic student data plays a significant role helping instructional staff (counselors, curriculum directors, principals, etc.) educate students! Get a peek at one district staff member who was able to create a model and system that put her 'at the instructional/administrative table'. *Presenter – Cindy Farley, Leslie Public Schools*

**CRDC Prep** (1.5 hours): The US Department of Education's Civic Rights Data Collection is one of the most difficult data reporting requirements school districts face. Ever changing and growing data requirements mean that excellent preparation is needed to ensure this data in collected in a timely and appropriate fashion. Attendees will learn what new data is being required by the collection in the coming year, and how to best prepare for the collection. *Presenter – Kathi Thornton, Kent ISD*

**DAS Update** (1.5 hours): Tina Foote, an experienced staff member with the Department of Education's Division of Accountability Services (DAS) will provide information of recent developments in student accountability, and what changes we can expect to see in the near future. Topics such as development to the Secure Site, the changeover to the SAT test, and reporting timelines for 15/16 testing will all be discussed. *Presenter – Tina Foote, MDE*

**Data Quality I** (3 hours): A culture of data quality is the belief that good data is an integral part of teaching, learning and operating your school. Data Quality I provides the initial foundational building blocks related to creating a culture of data quality. The workshop includes identifying the components of data quality, factors affecting data quality, collaboration opportunities, security and confidentiality and the elements of a data audit. (Certification track PAS/PAA/EDS) *Presenter – Doris Mann, CEPI*

**Data Quality II** (3 hours): The second in the Data Quality series focuses on data entry—getting things right at the source. The quality of data will improve when all staff understands how the data will be used and how data become information. This workshop includes information about coordinating data quality at the district level, identifying data flow and cycles, common data entry issues, the importance of communication and the roles of various district staff in this process. Pre-requisite: Data Quality I. (Certification track PAS/EDS) *Presenter – Rob Dickinson, MPAAA*

**Days and Hours Update** (1.5 hours): Join Brian Ciloski from the Michigan Department of Education as he discussed =recent developments on the reporting of Days and Hours to the Department. Any recent, or near future, changes to the days & Hours reporting system will be discussed. *Presenter – Brian Ciloski, MDE*

**Early/Middle College** (1.5 hours): Has your district implemented an Early/Middle College program? You are not alone. This programmatic option is taking off throughout Michigan. What is Early/Middle College? How does it work? Why would students/parents choose this educational option? How does this get reported and auditing? Get your answers here. *Presenter - MDE*

**Homeless Updates (UP)** (1.5 hours)**:** What is required and new with McKinney-Vento for 15-16? This session will provide an overview of the McKinney-Vento Homeless Assistance Act, review important homeless data and procedural requirements and provide an update on what is new for the 15-16 school year for McKinney-Vento. *Presenters – Curt Barnum, Clarkston Schools and Jan Dodge, Holt Public Schools*

**Implementing a Truancy Program** (1.5 hours): Juvenile crime statistics support the fact that if kids are not in school, many of them are starting a file at the local prosecutor's office. Hear, firsthand, from a truancy officer with more than 10 years of experience and a former district administrator about their programs throughout the years. The discussion will include creative ideas to promote school attendance, consequences for noncompliance, strategies once the truancy referral is made, and working with outside agencies and the court system. *Presenters – Victoria Burke, Jackson ISD and Terry Harrington, St. Clair County RESA*

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

**Introduction to CEPI** (3 hours): The Center for Educational Performance and Information (CEPI) provide an in-depth overview of submissions impacting a variety of CEPI applications including the Michigan Student Data System (MSDS), the School Infrastructure Database (SID), Financial Information Database (FID), Educational Entity Master (EEM), Graduation and Dropout Application (GAD) and Registry for Personnel (REP). Information about P-20 longitudinal data systems may be included as needed. (Certification track PAS/PAA/EDS) *Presenter Cheryl Twichell, CEPI*

**Introduction to Pupil Accounting I** (3 hours): Pupil Accounting I introduces staff new to pupil accounting to the Pupil Accounting Manual (PAM) and requirements related to count days. This presentation includes a review of timelines, enrollment requirements and information about the three student populations as defined by the PAM. This session will fulfill the MSBO Introduction to Pupil Accounting I certification requirement for Pupil Accounting Specialists, Pupil Accounting Auditors and Educational

Data Specialists. (Certification track PAS/PAA/EDS) *Presenters – Mary Beth Stein, Traverse City Area Schools and Sally Washington, Clare-Gladwin RESD*

**Introduction to Pupil Auditing** (3 hours): This introduction to pupil accounting auditing focuses on learning the basics of preparing for an audit, acronyms, quality control reviews and tips related to the audit narrative. Embedded in this session are tips on ways to connect and work with various officials with the Michigan Department of Education (MDE). This session will fulfill the MSBO Introduction to Pupil Auditing certification requirement for Pupil Accounting Specialists and Pupil Accounting Auditors. (Certification track PAS/PAA) *Presenter – Barbette Lane, Wexford-Missaukee ISD*

**Legislative Update** (1.5 hours)**:** This session will provide an update on legislation that passed and/or pending this year that affects pupil accounting, auditing and data submissions. The School Aid Act proposed legislation for 2016-17 will be highlighted. *Presenter - Carolyn Claerhout, Oakland Schools, MPAAA Legislative Rep*

**MI School Data** (1.5 hours): Using the data in the system for district decisions Learn more about the set of tools MI School Data offers designed to aid the facilitators, intervention specialists, and coaches who are working with priority and focus schools on school improvement plans. The good news is that anyone in the education community working on a school improvement plan (with a secure login) is bound to love these tools because they include handy Top 30/Bottom 30 analyses, proficiency targets, achievement scatterplots, and more! *Presenters - Kristi Martin, Macomb ISD and CEPI Staff*

**MISDmsds Collection Software (1.5 hours):** Please join presenters from Macomb ISD as they show you their MSDS submission software. Districts across the state have used this software for years as an intermediary step between their SIS and CEPI. If you're not familiar with the capabilities of this free product, you should consider attending. *Presenters – Kristi Martin & Tom Block, Macomb ISD*

**MSDS and DAS** (1.5 hours): Practitioners at work a representative from the Michigan Department of Education, Division of Accountability Services and a district representative will present this session to provide information on how student information submitted through MSDS move to and through the Secure Site ultimately affecting district accountability measure. Best practices will be shared on how the pupil accounting specialist can work with Secure Site staff to ensure that submitted data is accurate. *Presenters – Beckie Reed, Lakeview School District and Jan Dodge, Holt Public Schools*

**Oh, the places our students learn** (and how to make sure we can count them there)! (1.5 hours): From part-time or shared time students to all those virtual learning options (all those POP III students), tracking the students and data can be challenging. Review the requirements and get some tips on getting the data right for your district. Joining the discussion will be an ISD auditor who will provide guidance in making sure you can count every single one of those POP III students. *Presenters – Beckie Reed, Lakeview School District and Laura Whipple, Calhoun ISD*

**Preparing for a Green Auditing** (1.5 hours): For several years now, there has been a push within the auditing community to complete Pupil Accounting audits with much less paper being used. Attendees will be given advice and tips on how a School District can comply with a green audit, and still maintain data quality and integrity. *Presenters – Jerry Taylor, Midland Public Schools and Sally Washington, Clare-Gladwin RESD*

**Pupil Accounting Legal Issues** (3 hours): Meet with Lisa Swem, Thrun Law Firm, as she shares the legal perspective on current educational issues. You will be exposed to an introduction to the legal issues facing Pupil Accounting, Pupil Auditing and State Reporting staff related to educational issues; enrollment issues, FERPA, student records, teacher certification, etc., as well as data quality and data collections. This session will fulfill the MSBO Pupil Accounting Legal Issues requirement for Pupil Accounting Specialists and Pupil Accounting Auditors. (Certification track PAA/PAS) *Presenter Lisa Swem, Thrun Law Firm, P.C.*

**Pupil Accounting and MSDS Reports** (1.5hours): What a great feeling. You have uploaded your collection into MSDS. No field level validation errors and no file failures. But, wait! There is more, so much more, you can do to ensure your file is the best it can be. MSDS offers a variety of reports providing you with the opportunity to view and analyze the data. Included will be a review of the data staging area reports and certified data reports and why you want to use them. *Presenters – CEPI Staff and Janice Jenema*

**Pupil Accounting Specialists in Action** (3 hours): This session provides pupil accounting specialists with critical information needed to implement, maintain and support a strong, thoughtful pupil accounting department within a public school district or a public school academy. (Certification track PAS) *Presenter – Jan Dodge, Holt Public Schools*

**Pupil Accounting Auditors in Action** (3 hours): Learn from experts the critical information needed to create and manage pupil auditing functions that offers district staff with clear guidelines and appropriate support mechanisms. We will work through many difficult scenarios that have stumped us over the years. Be prepared to participate! (Certification track PAA) *Presenters – Sally Washington, Clare-Gladwin RESD and Nicole Snyder, Calhoun ISD*

**REP Reporting** (1.5 hours): The Registry of Educational Personnel is the primary way Michigan public schools communicate to the State the staff they employ, and information about the teachers in our schools. Join CEPI staff in learning more about this report, and how data in the REP report can effect MSDS reporting, and vice-versa. *Presenter – Cheryl Twichell, CEPI*

**Residency Rules!** (1.5 hours): School funding is based on a student's school attendance, age and residency. This session will answer the big questions. What is residency, what are the requirements, how do you verify residency and what are the exceptions, that is, how can a school enroll nonresident students and claim FTE? *Presenter – Carolyn Claerhout, Oakland Schools*

**State Agency Panel (Introduction to State Agency Resources** (1 hour)): Receive an introduction to state agency personnel from CEPI and MDE (including Office of the Audits, Office of State Aid and School Finance, Office of Special Education, Office of Special Education, etc., who create and/or implement the business rules, administrative rules and other processes affecting district, ISD staff or contracted auditors. (Certification track PAS/PAA) *Presenters – MDE, CEPI and WDA Staff*

**Student Services Software Applications in Education** (3 hours): Learn how student data points are collected and how they are used by both internal and external customers from a Technology Director's perspective. Some of the topics the program will encompass are the various data points required (e.g., attendance, pupil accounting, discipline, tardy, scheduling, immunization, and Special Education, etc.) and internal and external data submission and reporting requirements. The presentation will also review

the attributes required of a comprehensive student management information system including both a centralized and decentralized approach. Quality data and data warehousing will also be discussed. (Certification track EDS) *Presenter –Rob Dickinson, MPAAA*

**Teacher Student Data Link** (TSDL) (1.5 hours): Refresher A lot has happened with Teacher Student Data Link collection since its inception. Originally used as a mechanism to generate a teacher effectiveness code, this collection is used in determining your Academic Scorecard. In addition, outside researchers use this in reporting the effectiveness of online learning to the Michigan Legislature. This session will provide a refresher of the requirements and time lines of this submission, and discuss the changes that submitters will need to be aware of. Techniques and pitfalls will also be discussed. *Presenter – Doris Mann, CEPI*

**The Talk** (1.5 hours): If you have not experienced "The Talk" with RJ Webber, here is your chance! The work of pupil accountants, pupil auditors and data specialists is critical to the success of your district or ISD. Need some tools to use to better communicate why and how your work impacts the district bottom line to your administrators? This is the session for you. Learn to develop a communication plan for every encounter with your administrator. Participants will have the opportunity to practice in a safe and fun environment. *Presenter – R.J. Webber, Novi Community Schools*

**"The Talk" for Auditors** (1.5 hours): The job of an ISD auditor is tough! No doubt about it. One of the biggest challenges is the large variety of audiences you work with on a daily basis: your supervisor at the ISD, MDE staff, district superintendents, district staff, etc. Join us for a unique session, designed just for you, the ISD auditor. You will be presented with some tools to use to communicate with those various audiences in a meaningful way and have a chance to practice in a safe and fun environment. Rarely, are you given the opportunity to participate in a professional development activity that focuses on life-long learning and not on the giving and taking of an FTE. *Presenter – R.J. Webber, Novi Community Schools*

**Truancy Issues with Virtual and Homeless Students** (1.5 hours): How truancy rules and laws accommodate virtual and homeless students will be presented. Attendance policies for this group of students will also be discussed. *Presenter – Jill Slaght, Calhoun ISD*

**5-0 Roundtable, Best Practices** (1.5 hours)**:** From virtual learning on-site with a teacher present to seat time waivers to 21f, you will learn via scenario based discussions about the questions to ask, procedures to follow and some best practices sprinkled in for good measure– at the district level and at the auditing level. This session will include presenters from both perspectives – district and ISD auditing. *Presenters - Ellen Perry, Ingham ISD and Beckie Reed, Lakeview School District*