



NEWS YOU CAN USE

Registry of Educational Personnel (REP) Edition

June 2009

REP Web page instructions: www.michigan.gov/cepi.

Click on "MEIS Data Services" and then click on "Registry of Educational Personnel."

New Items on the REP Web Page

Personnel Skilled in Technology Supplemental Submission – A document containing the definitions and user's guide has been posted under the heading REP Data Manual.

REP Glossary – This new glossary provides a list of terminology used within the REP documents and the REP Application. The glossary is located under the heading REP Help.

Assignment Code Spreadsheet – An Excel spreadsheet that provides a list of the REP assignment codes is available for districts and vendors to use. The spreadsheet will be updated for each submission cycle. It is located under the heading REP Data Manual.

Coming soon – Watch the REP Web page for a posting of FAQs for the new End-of-Year (EOY) 2009 reporting requirements.

New Requirements for EOY 2009

The Personnel Skilled in Technology Supplemental Submission (EOY 2009) is a result of the U.S. Department of Education Data Requirements for Educational Technology under Title II D. These requirements are also mandated by the American Recovery and Reinvestment Act (ARRA) of 2009. Districts are required to report data regarding the assessed technology skill of specific instructional staff member groups: teachers, librarians/media specialists and school administrators. Complete information about the data required for this submission is available on the REP Web page. All data are due to CEPI by June 30, 2009.

EOY 2009 REP Data Quality Initiative

For the EOY 2009 REP Data Submission, CEPI is preparing a mid-collection analysis of the data submitted in the REP as of June 1 and will inform the authorized users when possible anomalies occur. The data quality initiative will help ensure that accurate data are reflected in all state and federal reports for your respective districts.

Submission Deadline

The REP submission deadline is June 30, 2009. Your REP submission is complete when both the Personnel Skilled in Technology Supplemental Submission and the REP data submission have been finalized. All records previously submitted must be updated in the REP and new employees must be added.

After June 30, CEPI will provide the Michigan Department of Education with a list of districts and public school academies that have not fulfilled the reporting requirements. Pursuant to the State School Aid Act [MCL 388.1619(5)(6)], the state may withhold 5 percent of the annual state aid allocation from the July 2009 payment for an incomplete submission.

Keep Your Michigan Education Information System (MEIS) Account Current

Be sure to keep your contact information updated by logging into the MEIS User Management System at <https://cepi.dmb.state.mi.us/MEISPublic/>. If you have a name change, it is important to create a new MEIS account and have your previous account removed. You can find further information on how to do this on page four of the EOY 2009 REP Data Field Descriptions.

Get Connected!

To join the REP Listserv, send an e-mail message to: listserv@listserv.michigan.gov with no subject and the following text in the body of the message (exclude all other text such as signatures, etc.): subscribe cepi-rep.

Contact Us

For application concerns, please e-mail CEPI customer support at cepi@michigan.gov. E-mail provides written documentation of your questions/concerns and allows the quickest and most efficient method for providing a response. If e-mail is not an option, you may call 517.335.0505, option 3.