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GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF EDUCATION
LANSING

MICHAEL P. FLANAGAN
SUPERINTENDENT OF
PUBLIC INSTRUCTION

July 14, 2011

MEMORANDUM

TO: Intermediate/Local District Superintendents and Public School Academy Administrators

FROM: Carol Wolenberg, Deputy Superintendent *Carol*

SUBJECT: **Additional Information Related to the Michigan Department of Education (MDE) Guidance for Budget and Salary/Compensation Transparency Reporting Pursuant to MCL 388.1618(2)**

This correspondence contains a new requirement for Budget and Salary/Compensation Transparency Reporting. The 2011-12 State School Aid Act, PA 62 of 2011 added section civ to MCL 388.1618(2). That language requires districts to post a copy of bids solicited for medical benefit plans as required under Section 5 of the Public Employee Health Benefits Act, 2007 PA 106, MCL 124.75.

Here is the link to the revised Guidance for Budget and Salary/Compensation Transparency Reporting:

http://www.michigan.gov/documents/mde/Budget_Transparency_Reporting_327912_7.pdf

These bids, along with various other financial reports, must initially be displayed on the district's website within 30 days after the district school board adopts its annual budget. To be in compliance with this law, all data elements defined in the statute must be available on the district's Main Home Page in a form and manner defined in this guidance within 30 days after the board or intermediate board has adopted its 2011-12 annual school operating budget, or not later than July 30, 2011.

To assure that the district website contains the most current information, we would anticipate that the website would be updated throughout the year as data become available.

Report templates for the required Budget Transparency Personnel Expenditures and Current Operating Expenditures pie charts are available in the Financial Information Database (FID) on the Center for Educational Performance and Information (CEPI) website. The 2009-2010 pie charts will be available in the FID until July 24, 2010. After that date, districts will be unable to access the 2009-10 reports in FID.

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Districts may begin 2010-11 FID reporting on September 6, 2011. Once the district has completed the 2010-11 FID submission or made any subsequent revisions to that dataset, the district should generate the budget transparency reports in the FID application, save locally and then post these reports to their web site.

If you have questions regarding the statute or guidelines, please contact Glenda Rader at raderg@michigan.gov or 517-335-0524. Questions related to creating the report through CEPI's website may be addressed to CEPI customer support at CEPI@michigan.gov or 517-335-0505.

cc: Michigan Education Alliance