February 2022

News & Notes

A publication of the MI School Data Train-the-Trainer Network

Talking Points for School Leaders

MI School Data – Spotlight on Accessing Your Annual Education Report

The MI School Data Professional Development team has created tools and resources to assist with the Annual Education Reporting requirements. To get started, please follow Steps 1-6 below to access your Annual Education Report and Steps 1-4 to Generate the Combined Report. A Quick Start Guide is also available with directions. The deadline to post the AER to your school district's website is Tuesday, February 15, 2022.

For support or questions, please contact your ISD Train-the-Trainer Contact.

Step 1. Log into MI School Data; go to the **K-12 Grade** tab.
Step 2. Select **School Accountability**.
Step 3. Click on the **Annual Education Report**.
Step 4. Navigate to the second tab "Annual Education Report" that has the "Location and Report Settings."
Step 5. Enter District and School (or use ALL buildings for the district AER).
Step 6. Click "Update Report."

Next, Generating the Combined Report; two formats available for sharing:

Step 1. Create PDF – You can go to the **Download/Print button** and generate a pdf of your Annual Report and post the pdf.
Step 2. Share the Link - Go to the very top right of the web page and click on **Share.** Copy and paste the link so it can be used to access the report.
Step 3. The **Cover Letters** are accessed through the last tab of the menu bar (far right). Review and revise to reflect local district information, dates, and ID status.
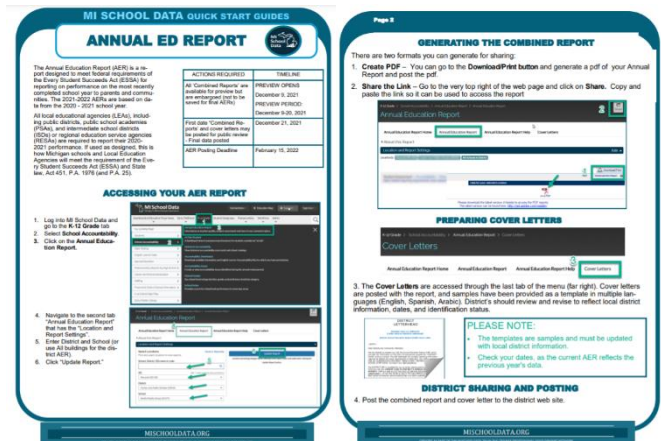**Step 4.** Post the combined report and cover letter to the district web site by February 15, 2022.

MI School Data > Professional Development Toolkit

Professional Development Toolkit
A toolkit of resources to better prepare Michigan educators using education data.

Featuring New Quick Start Guides

MI School Data – Professional Learning Opportunities

The following MI School Data courses are available for educators to obtain professional learning opportunities about specific areas of the MI School Data portal in a virtual platform. Participants can earn 1.0 SCECHs. If you are interested in scheduling a training session, contact your Train-the-Trainer contact at your ISD/RESA.

QR Code

Courses Available through TtT Network (A–Z)

• Access and Inquiry in MSD	• New Teachers
• Data Driven Dialogue: Trends in Achievement and Demographic Data	• PK-20 Data for Curriculum, Counselors and Post-Secondary Education
• Examining Early Childhood Data	• Public Personas in MSD; Data Stories
• Exploring CTE, Workforce, Postsecondary Data	• The K-12 Educator's Guide
• Exploring Local Data Sources with MSD and MICIP	• The School Leader's Guide
• Exploring Special Education Data	• Tour of MSD Home Page and Menus
• Getting Started in MSD	• Train-the-Trainer Network Overview
• Making Connections: MSD and MICIP	• Train-the-Trainer Network Schoology Course

Navigating MI School Data *(earn up 4 SCECHs)*

Log in first, then register at:
https://www.edupaths.org/Pathways/Search?SearchString=mischooldata

Train-the-Trainer Network
Access Train-the-Trainer Materials and Network Resources.

Professional Development Contact Information: Dr. Jennifer Parker, jparker@misd.net

MI School Data News and Updates

Recently Released *(2020-21 data unless otherwise noted)*

- [College Enrollment by High School](#) – report shows the number of Michigan public high school graduates who enrolled in a college or university, displayed by high school graduation year.
- [College Enrollment Destination](#) – shows the colleges and universities where public high school students enroll after graduation, displayed by high school graduation year.
- [Michigan Community College Data Inventory Report](#) – report is a compilation of reports that provide summary information about the activity, enrollment, resources, and financial standing of state-supported community colleges.
- [Parent Dashboard](#) – review reports for *On-Track Attendance* and *Test Participation.*
- [Postsecondary Student Data File](#) – *report shows student-level information on college enrollment, coursework, cumulative credit, program and award information, and GPAs from in-state and out of state colleges and universities.
- [Student Enrollment Counts](#) – provides an unduplicated headcount of students attending a specific district or school.
- [Third Grade Assessment Outcomes for Early Childhood Participation](#) – *report shows students who participated in state-funded early childhood programs and how these students performed on the third grade M-STEP in reading and math.

[**Coming Soon**](#): www.mischooldata.org>support>help and support>scroll down to Data Updates

*Secure users have permissions to view secure reports on MI School Data. If you are a school, district or ISD employee, contact your [ISD Technical Contact](#) to request account activation. If you're a college or university employee contact your [college/university keyholder](#).

MI School Data Outreach Services

The MI School Data Professional Development team partners with local, regional, and state associations and provide updates to the MI School Data portal through conference presentations and exhibitor opportunities. The approved event schedule for upcoming opportunities include:

Date	Conference	Outreach Service(s)
Monthly	MCAN Webinar Series	Presentation
February 8, 2022	MCIFN Technical Updates	Presentation
February 22-24, 2022	Michigan School Testing Conference	Presentation
March 8, 2022	MCIFN Technical Updates	Presentation
May 5-7, 2022	MiAEYC Annual Conference	Presentation/Booth

ISD/RESA Directory for Curriculum, Accountability, Technical, & Train-the-Trainer

Each month the MI School Data advisory team provides to CEPI updated contacts for the ISD/RESA directory. [Click here](#) for the February 2022 directory. If any contacts listed below has changed for the 2021-22 school year within your ISD/RESA, please provide the update(s) to your ISD/RESA General Education Leadership Network (GELN) contact.

Curriculum Contact – Designed General Education person who represents the ISD/RESA and is a member of the General Education Leadership Network (GELN).

Accountability Contact – The ISD/RESA superintendent delegates responsibility to this person for complying with FERPA guidelines with the use of MI School Data. This individual has additional access to highly secure "roles" in MI School Data for accountability; this person can add "Accountability Roles" to a user's account by changing roles from School Principal to School Accountability User which allows the principal to see preview, edit, credit, and report an accountability issue. The ISD Accountability Administrator is usually a school improvement or data/assessment person who knows the central office administrators in the county.

Technical Contact – This person assigned to this role activates MILogin Third Party accounts in MI School Data after an educator FERPA's and requests activation through their ISD. This person can activate roles for superintendents, teachers, and principals to view/preview data. This is often a Help Desk person or a school improvement/data consultant.

Train-the-Trainer Contact – This person has completed the MI School Data training requirements and is a member of the Train-the-Trainer Network. Local school districts and Public School Academies can call upon these individuals to schedule MI School Data professional development trainings that cover over 20 plus courses on "how to" use the portal.

Can I be both an ISD Accountability Administrator AND ISD Technical Administrator? Yes - In some ISD's the ISD Technical Administrator has also taken on the ISD Accountability Administrator role because they are more familiar with activating accounts, changing/updating permissions, etc. In this case, the ISD must have a system of checking and verifying that a School Principal or District Central Office person should have an Accountability role in MI School Data.