



STATE OF MICHIGAN  
DEPARTMENT OF EDUCATION  
LANSING



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SUPERINTENDENT OF  
PUBLIC INSTRUCTION

June 10, 2010

**MEMORANDUM**

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

**FROM:** Sally Vaughn, Ph.D. *Sally*  
Deputy Superintendent/Chief Academic Officer

**SUBJECT:** 2010 Count of Students with Active IEPs

The Individuals with Disabilities Education Act of 2004 (IDEA 2004) requires states to submit an annual count of all students with disabilities who have an active Individualized Education Program (IEP). The count is mandatory for all states and is to be performed between October first and December first of each year.

Effective 2010, this count will occur in the Michigan Student Data System (MSDS) operated by the Center for Educational Performance and Information (CEPI). Also, the date of the special education child count will change from December 1 to the third Wednesday in November, in order to provide districts with additional time for data quality checks. This year's count will occur on November 17, 2010. All intermediate school districts (ISDs), in cooperation with their local educational agencies (LEAs) and public school academies (PSAs), must complete this count. It is important for each district to decide which personnel will have responsibility for this count and to ensure that they have the necessary security permissions and roles in the MSDS. For information on MSDS please refer to the CEPI Web site: [www.mi.gov/cepi](http://www.mi.gov/cepi).

Please note the following important dates for reporting and finalizing data submissions:

- 11/1/10                      Collection Window Opens.
- 11/17/10                    **Count Date** (There must be an IEP that is active on this date. An initial IEP must be completed by this date).

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12/13/10	Data Collection Closes and Uploads Stop (Districts must complete final submission of data).
12/14-12/22	Validation Window for ISDs to review and districts to correct or delete data (Students may not be added during this window. Reports will be available in the MSDS to help districts validate data).
12/22/10	<b>Certification Deadline</b> – by ISDs.

There will be numerous opportunities for ISD, LEA, and PSA personnel to receive technical assistance and training to help transition the count to the Michigan Student Data System, maintained by the CEPI. Look for an announcement regarding technical assistance opportunities in the near future.

The *Early On*<sup>®</sup> data collection will continue to be completed for this year only in the Michigan Compliance Information System with December 1, 2010 as the count day.

If you have any questions or concerns, please contact Darren Warner at (517) 241-0786, or via e-mail at [warnerd@michigan.gov](mailto:warnerd@michigan.gov).

c: Intermediate School District Directors of Special Education  
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