EMC Data User Group Conference Calls
October 1, 2020
10:30-11:30 a.m.

MINUTES

- Introductions
    - Lisa made introductions of MDE and CEPI staff
- Purpose of the calls
    - Lisa stated purpose of call is to answer questions and give updates on reporting
- 3500 Coding Deadline
    - By student's junior year in high school by fall certification date.
        - November 18 is the deadline. Cannot change after this date.
    - Code 3500 in the fall. Can remove in the spring if the student decides not to continue in the EMC, however they cannot be coded 3500 again. Their decision is final so make sure both the student and parent understand the decision
- EMC Reporting in MSDS
    - Changes in reporting for districts sending students to an ISD consortia program. The ISD consortia now have an entity code called S2E2 that needs to be entered into the MSDS by the sending district.
    - Video and PowerPoint are available on the MDE EMC webpage at the following link: https://www.michigan.gov/mde/0,4615,7-140-81351_51178---,00.html
- Updating the EEM contact information
    - Josh shared how to use the EEM and update information. The district's authorized EEM User is the only one with access to make changes in the EEM. The contact information, including postsecondary contacts should be updated annually at a minimum. Certain fields can only be updated by CEPI.
- Lisa mentioned the Getting Started Workshop on October 23 for those districts that would like to open a new EMC
- Next call is February 4, 2021 will be via TEAMS