

**EMC Student Reporting Information Session**  
**February 2, 2023**  
**10:30-11:30 a.m.**

**MINUTES**

- Introductions and Purpose of meeting – Lisa Seigel, MDE
- Student Reporting and Coding – Lisa Seigel, MDE
  - The 3500 Code must be marked by the fall certification date of the student's 11<sup>th</sup> grade year (mid-November). Districts will not be allowed to code a student after the fall general collection deadline.
  - The Coding Appeal process is only for students in the 11<sup>th</sup> grade year
  - The grade progression should be 9, 10, 11, 12, 12. MME testing should occur in 11<sup>th</sup> grade year.
    - Per Matt Gleason, MDE Accountability:
    - Grade determination is a local decision of the school, along with the student's parent or guardian.
    - The grade reported for a student should be the level or credit status at which they are currently participating in.
    - For students struggling to reach grade 11, (the year the EMC program participation must begin to be reported at the latest—this is the *latest* that these students could begin the EMC program; they could certainly start earlier/in a lower grade and begin EMC program participation reporting earlier by the school as well.
    - The 9, 10, 11, 12, 12 standard expected grade progression may differ for some students based on credits earned, particularly for alternative education students. The standard grade progression policy seeks to ensure that students in one or more EMC programs aren't *systematically* given an unfair advantage in their administration of the Michigan Merit Exam (MME), comprised of SAT, M-STEP, and WorkKeys. The standard grade progression ensures that, when possible, students are reported with similar/consistent trajectories in EMC programs statewide and all EMC students are taking their MME the "first time" in the spring of their 11<sup>th</sup> grade year (THIRD YEAR of high school). This ensures that all schools administer the MME at the same point in a high schooler's career and some programs aren't given an advantage by potentially receiving higher scores for having their EMC students wait to take the MME in their FOURTH or FIFTH year.
    - In general, with the grade progression policy, deviation may occur for some students based on their grade or program status and that is certainly allowable however systematically progressing all EMC students in an individual EMC program in a way that sets them up to take the MME in their 4<sup>th</sup> or 5<sup>th</sup> year of high school would not be permitted.
  - Students should be reported in the respective grade level unless the student is in alternative education
  - The math or math-related course must be taken by all students in the final year of high school; non-EMC students in the 4<sup>th</sup> year; EMC students in the 5<sup>th</sup> year. The math or math-related course can be a dual enrolled or college course. The length of the course is up to the local district.

- MSDS outcomes awards – Lisa Seigel, MDE
  - The end of last year was first time outcome reports were asked required.
  - MDE will share details once the data is available.
  - When using an exit code of "40" districts will be asked to choose specific EMC outcome(s).
  - CEPI is working on the updating language, specifically regarding the associate degree and 60 credits.
  - EMCs should talk to the respective pupil accounting auditor if wanting to claim more than 1.0 FTE.
  
- Financial Information Database (FID) Change – Lisa Seigel, MDE
  - For fiscal year 2023, districts will be asked to separate the dual enrollment and EMC expenses in the FID.
  - Expenses for students coded 3500 should be reported in the 3730-object code.
  - Expenses for dual/concurrent enrollment (not coded 3500) should be reported in the 3720-object code.
  - If an ISD pays postsecondary expenses for CTE and EMC students, the ISD reports in the FID. Per Chris May in the MDE Office of Financial Management the reporting should be completed by the education agency that paid the postsecondary partner.
  
- Data Quality Alerts & Participant Drill Down Report – Brandon Baryo, CEPI
  - Guidelines on how to manage DQ Reports and how to run Participant Drill Down Reports were provided.
  - A reminder that all consortia EMCs will get data quality alerts.
  - EMC coordinators should check with the local districts to make sure students are coded 3500. Participant Drill Down Reports are available as a tool to help check coding.
  - There are three types of reports available including EMC; MSDS; TSDL
  
- STARR Data Quality Reports & High School Student Field – Victoria Schmalz, CEPI
  - Directions on what to review in STARR DQ Reports and how to report in STARR were reviewed.
  - A comparison of EMC students reported in in STARR with the MSDS general collection was discussed.
  
- Updating EEM Contact Information – Josh DeBrabander, CEPI
  - A discussion on the areas various organizations that can update different sections of the EEM was provided. All updates are to be completed by an EEM authorized user.
  - Please make sure EMC coordinator and postsecondary contacts are updated. All EMC emails go out to these contacts and are pulled from the Educational Entity Master.
  
- Michigan Achievement Scholarship – Dr. Stacey Stover, MDE
  - An email has been sent out regarding this scholarship. Please forward to staff.
  
- The next Student Reporting Information Session is May 11, 2023.
- The schedule for [Student Reporting Information Sessions](#).
- The PowerPoint and minutes will be added to the EMC website within approximately one week.