



STATE OF MICHIGAN
DEPARTMENT OF EDUCATION
LANSING


GRETCHEN WHITMER
GOVERNOR

MICHAEL F. RICE, Ph.D.
STATE SUPERINTENDENT

MEMORANDUM

DATE: October 5, 2023

TO: Local and Intermediate School District Superintendents
Public School Academy Directors

FROM: Delsa D. Chapman, Ed.D., Deputy Superintendent 
Division of Educator, Student, and School Supports

SUBJECT: Legislative Change: Report Employment Data More Timely and
Accurately to Ensure Student Safety and Better Understand Michigan's
Teacher Shortage

In support of school safety and Michigan's educator workforce needs, the Michigan legislature recently amended Michigan Compiled Law (MCL) [388.1619](#) to gather school employment data in a more timely manner. Districts are now required to submit personnel changes within 30 days of a staffing event (e.g., hiring, termination, vacancies), in addition to submitting employment data twice a year. This means that districts should report changes to personnel rosters within the Registry of Educational Personnel (REP) at least once a month.

The REP system already allows districts to log in and adjust their data throughout the year. These updates will be reflected in the next applicable submission (fall or end of year). Additionally, the Michigan Department of Education (MDE) and the Center for Educational Performance and Information (CEPI) are reviewing potential updates to REP and reporting procedures based on this change. It is critical that the REP be updated in the new timeline to include all assignments to meet school safety and workforce needs. Further communications and trainings will be made available once procedures have been finalized.

Please direct any questions to CEPI@Michigan.gov.

cc: Michigan Education Alliance
Confederation of Michigan Tribal Education Departments

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