Data Release:
Student Demographics, Enrollment, & Attendance

MSIS

mdek12.org

MISSISSIPPI
DEPARTMENT OF
EDUCATION

Student Data!!!

VISION

To create a world-class educational system that gives students the knowledge and skills to be successful in college and the workforce, and to flourish as parents and citizens

MISSION

To provide leadership through the development of policy and accountability systems so that all students are prepared to compete in the global community

MISSISSIPPI DEPARTMENT OF EDUCATION

State Board of Education STRATEGIC PLAN GOALS

4
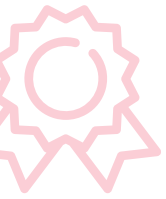
1 **ALL** Students Proficient and Showing Growth in All Assessed Areas

2 **EVERY** Student Graduates from High School and is Ready for College and Career

3 **EVERY** Child Has Access to a High-Quality Early Childhood Program

4 **EVERY** School Has Effective Teachers and Leaders

5 **EVERY** Community Effectively Uses a World-Class Data System to Improve Student Outcomes

6 **EVERY** School and District is Rated "C" or Higher

Be an active participant

Share reactions

Respond to prompts in the chat

React

Chat

Ask questions

Q&A

REVIEW student data elements

INVESTIGATE common errors in student data

EXPLORE submission status page
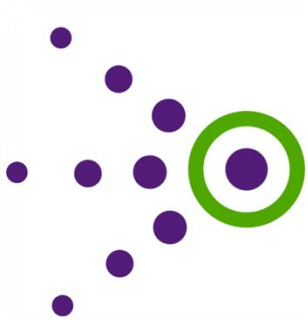
PREVIEW upcoming releases

Student Data Elements

DOMAIN

ENTITY

ELEMENT

Definition
Option Set
Collection Method

Data Domain Mapping

MSIS | DATA DOMAIN MAPPING

| DOMAIN: STUDENT		ENTITY: K12 Student Identity				

Element Name	Collect from Districts	Definition	MDE Definition/ Additional Information	MDE Option Set (if different)	Legacy Collection Method	New Collection Method
First Name	Yes	The full legal first name given to a person at birth, baptism, or through legal change.		None	Request Student ID/MSD Files/Initial Load File	Request Student ID, updated via API from SIS.
Middle Name	Yes	A full legal middle name given to a person at birth, baptism, or through legal change.		None	Request Student ID/MSD Files/Initial Load File	Request Student ID, updated via API from SIS.
Last or Surname	Yes	The full legal last name borne in common by members of a family.	Generation code or suffix should be reported separately.	None	Request Student ID/MSD Files/Initial Load File	Request Student ID, updated via API from SIS.
Generation Code or Suffix	Yes	An appendage, if any, used to denote a person's generation in his family (e.g., Jr., Sr., III).		None	N/A	Element will be collected via API from SIS. Note: In MSIS 2.0, do not include with last or first name.
Student Identification System	Yes	A coding scheme that is used for identification and record-keeping purposes by schools, social services, or other agencies to refer to a student.	Student Identification System "State" should be used to report MSIS ID.	**State** - State-assigned number	N/A	Element will be collected via API from SIS.

1

mdek12.org/msis2.0/resources

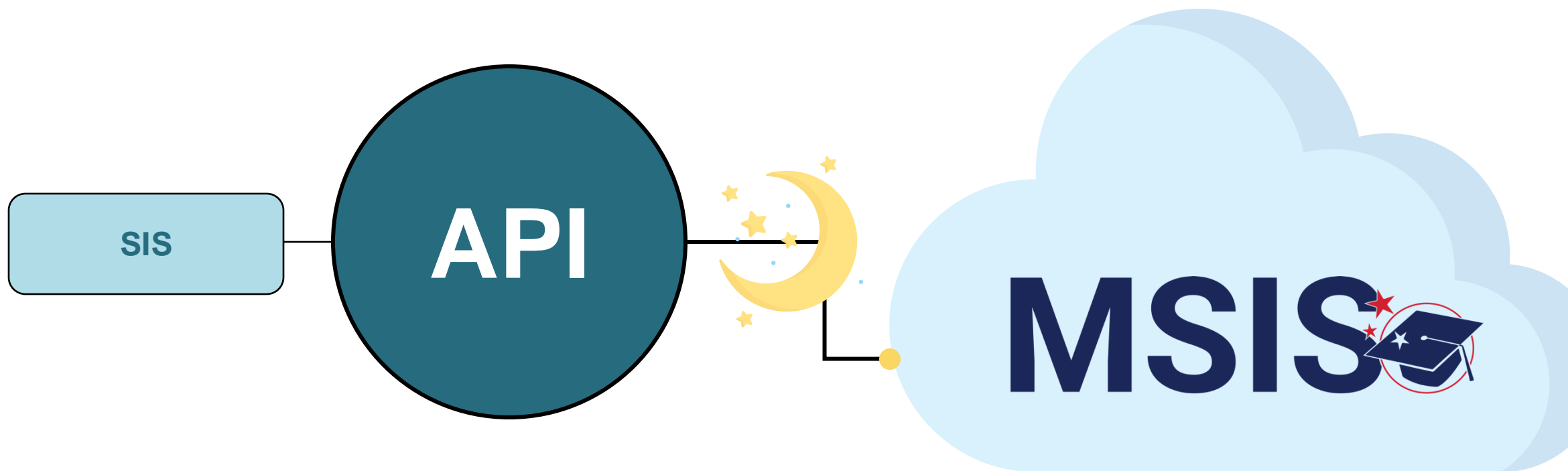MISSISSIPPI DEPARTMENT OF EDUCATION
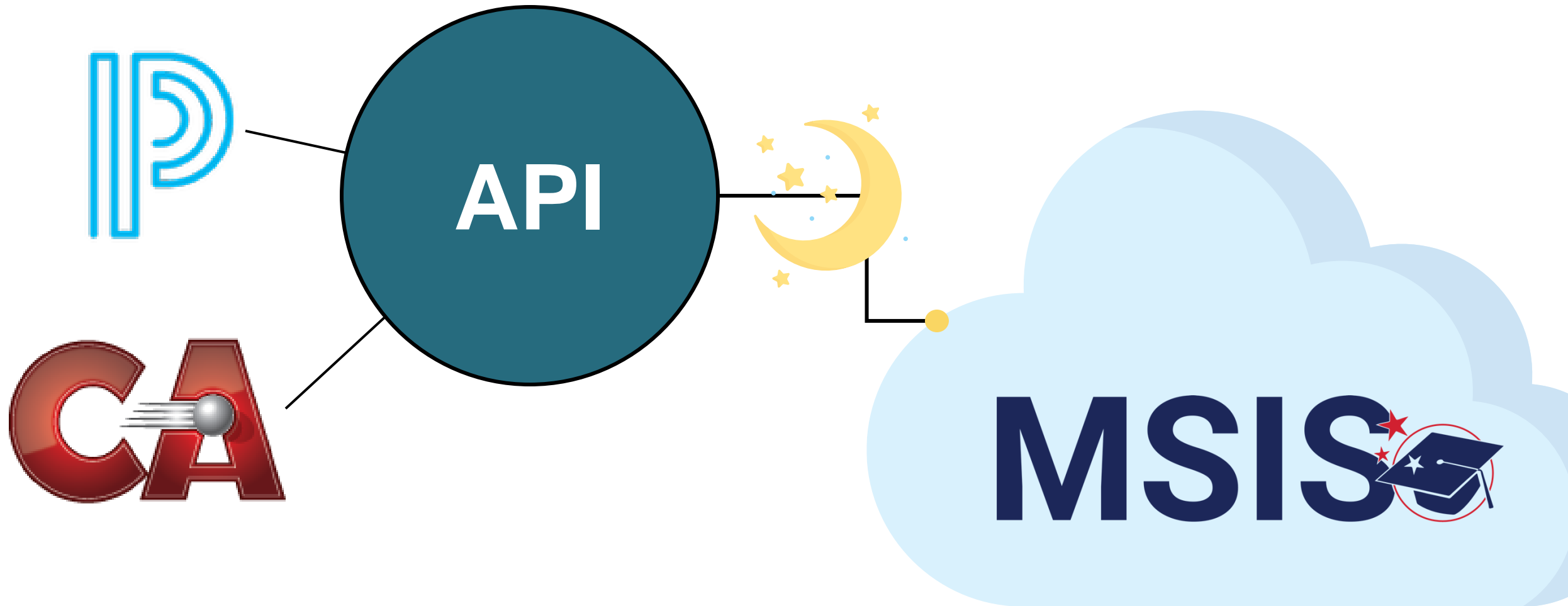
Permission: Student

View Student data:
- Data Quality Dashboard
  - Attendance "bubble"
  - Enrollment "bubble"
  - Student Demographics "bubble"
  - Organization "bubble"

Student Data Quality

MSIS Staff reviews dashboards and reports daily to check for errors

Student Demographics

Lunch Status IEP/504 Federal Programs Gifted

Error/Warning	School Year	LEA Name	School Name	First Name	Last Name	MSIS ID	Description	Resolution	Lunch Status
Error	2024-2025	Faulkner City School District	Oprah Winfrey Middle School	Larry	Byrd	999999608	Student must have lunch status data.	Ensure student has lunch data in your SIS.	Other
Error	2024-2025	Faulkner City School District	Oprah Winfrey Middle School	Michael	Jordan	999999798	Student must have lunch status data.	Ensure student has lunch data in your SIS.	Other
Error	2024-2025	Faulkner City School District	Oprah Winfrey Middle School	Magic	Johnson	999999216	Student must have lunch status data.	Ensure student has lunch data in your SIS.	Other

MSIS
MISSISSIPPI STUDENT INFORMATION SYSTEM
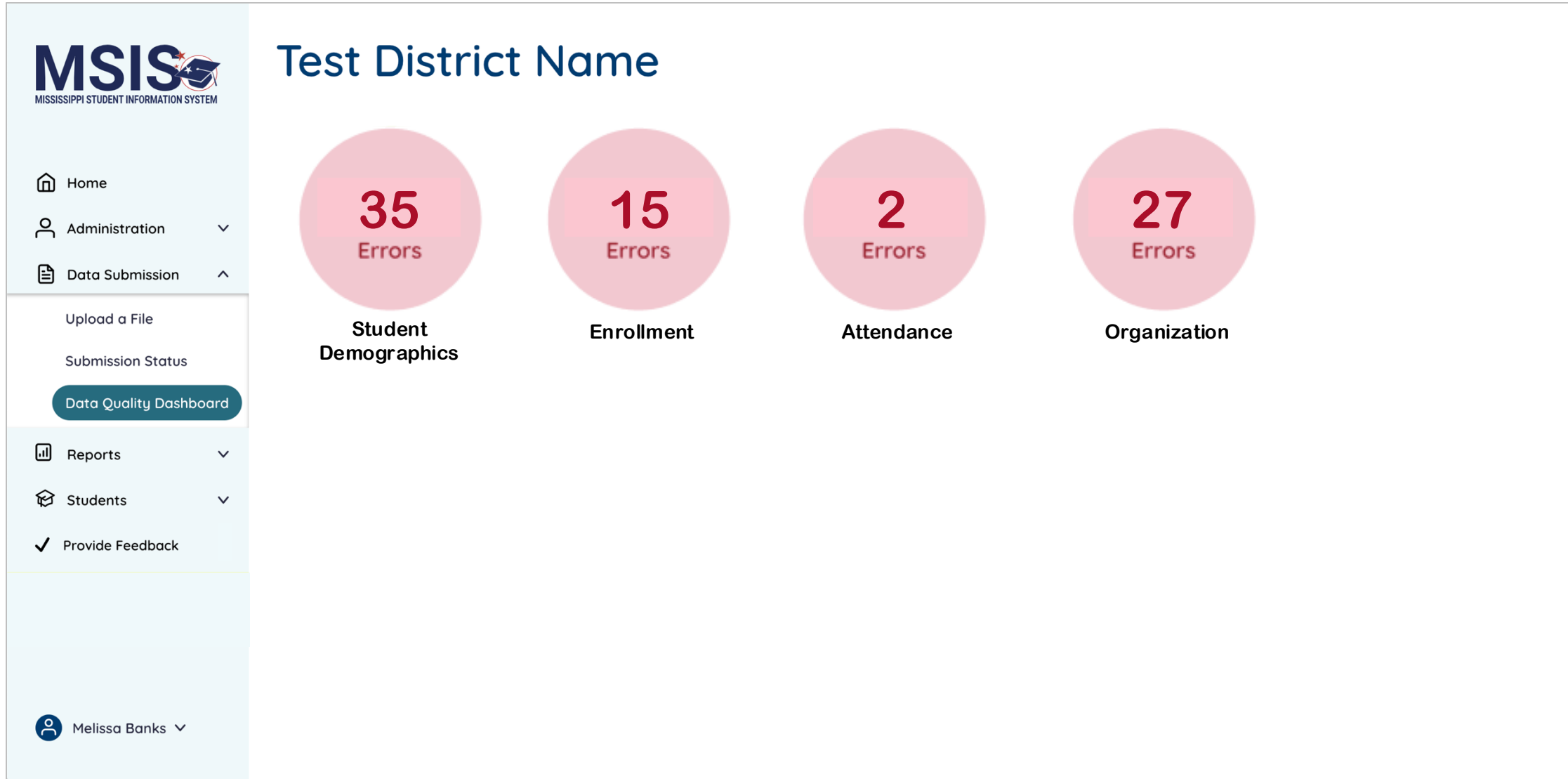
- Home
- Administration
- Data Submission
  - Upload a File
  - Submission Status
  - Data Quality Dashboard
- Reports
- Students
- Provide Feedback

Melissa Banks

DATA QUALITY DASHBOARD: **ATTENDANCE**

Business Rule	Error/ Warning	Tab Name	Description	Resolution
Enrollment Check	Error	Enrollment	Attendance is being reported for a student that is not enrolled.	Verify the date of attendance falls within the timeframe of the student's enrollment. Verify the student is enrolled in the school for which attendance is being reported in your SIS.
School Session Check	**Error**	School Session	Attendance is being reported for a student on a non-instructional day.	Review the school calendar to ensure the attendance date reported is on a day when students are expected to attend (instructional day or a late arrival/early dismissal day). Update the attendance date in your SIS and/or check the school calendar for accuracy.
Suspension Check	Error	Suspension	Incorrect attendance type is being reported for a student during a suspension period.	Student's suspension dates must be marked as unexcused absences. Update the student's attendance as unexcused absence in your SIS and/or check the suspension period for accuracy.
Weekend Reporting Check	Warning	Weekend Reporting	Attendance is being reported on a Saturday or Sunday.	Check the school calendar for accuracy of weekend dates. If the weekend day is correctly reported as an instructional day, no further action is needed.
Instructional Days Check	Error	Instructional Days	The student's total number of days reported for attendance do not match the total number of instructional days in the same period.	Check for missing or incorrect attendance reporting for this student and/or check calendar for accuracy.
Future Date Check	Error	Future Date	Attendance is being reported for a future date.	Update the attendance date to a current or prior date, not a future date, in your SIS.
School Year Check	Error	School Year	Attendance is being reported for a prior school year.	Update the attendance date to current school year in your SIS.

Updated September 4, 2024

1

MISSISSIPPI DEPARTMENT OF EDUCATION

MSIS is currently checking for the following ATTENDANCE errors:

Business Rule	Error/ Warning	Tab Name	Description	Resolution
Future Date Check	Error	Future Date	Attendance is being reported for a future date.	Update the attendance date to a current or prior date, not a future date, in your SIS.
School Year Check	Error	School Year	Attendance is being reported for a prior school year.	Update the attendance date to current school year in your SIS.
Duplicate Check	Error	Duplicate	Attendance is being reported more than once on the same date for the same student.	Review the school calendar to ensure the attendance date reported is on a day when students are expected to attend (instructional day or a late arrival/early dismissal day). Update the attendance date in your SIS and/or check the school calendar for accuracy.

MSIS is currently checking for the following ENROLLMENT errors:

Business Rule	Error/ Warning	Tab Name	Description	Resolution
Future Date Check	Error	Future Date	Enrollment date must be equal to current date or in the past.	Ensure enrollment date in your SIS is equal to current date or in the past.
Exit Date Check	Error	Exit Date	Student exit date is outside of the current school year.	Ensure the exit date for the student is during the current school year in your SIS.
Deceased Check	Error	Deceased	Student has been reported as deceased and cannot be enrolled.	Verify the student is not reported as deceased in your SIS and update the student record if needed.
Multiple Enrollment Check	Error	Multiple Enrollment	Student is already enrolled in this district and cannot have another enrollment date without an exit code.	Ensure the student is not missing an exit date in your SIS or remove the incorrect enrollment date in your SIS.

MSIS is NOT currently checking for the following student demographic errors:

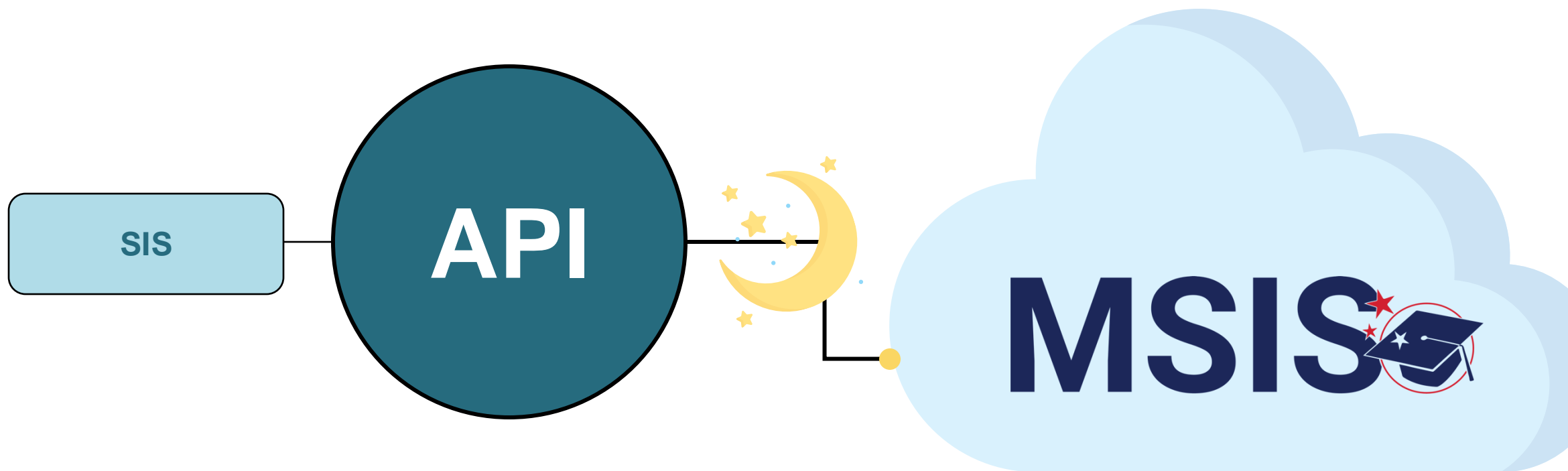| Business Rule	Error/ Warning	Tab Name	Description	Resolution
Lunch Status Check	Error	Lunch Provisional Status	Student lunch status is not "free" for a CEP or Provision 2 school.	Ensure student's lunch status is marked as "free" in your SIS.

Data Quality Dashboard

Errors: data **CANNOT** be certified until errors are resolved in the SIS or new data is uploaded

Warnings: data **CAN** be certified, but proceed with caution and verify information in your SIS

- **After certification with warnings,** a request to change data would have to be submitted to MDE.

![MSIS - Mississippi Student Information System]

Home

Administration ⌄

Data Submission ⌄

Reports ⌃

　Run a Report

Students ⌄

Welcome Melissa Banks

9:56 PM Monday, October 16, 2023

No uploaded files

Upload a file

Deadlines Up Next

Friday, December 15, 2023

Personnel Data

MISSISSIPPI DEPARTMENT OF EDUCATION
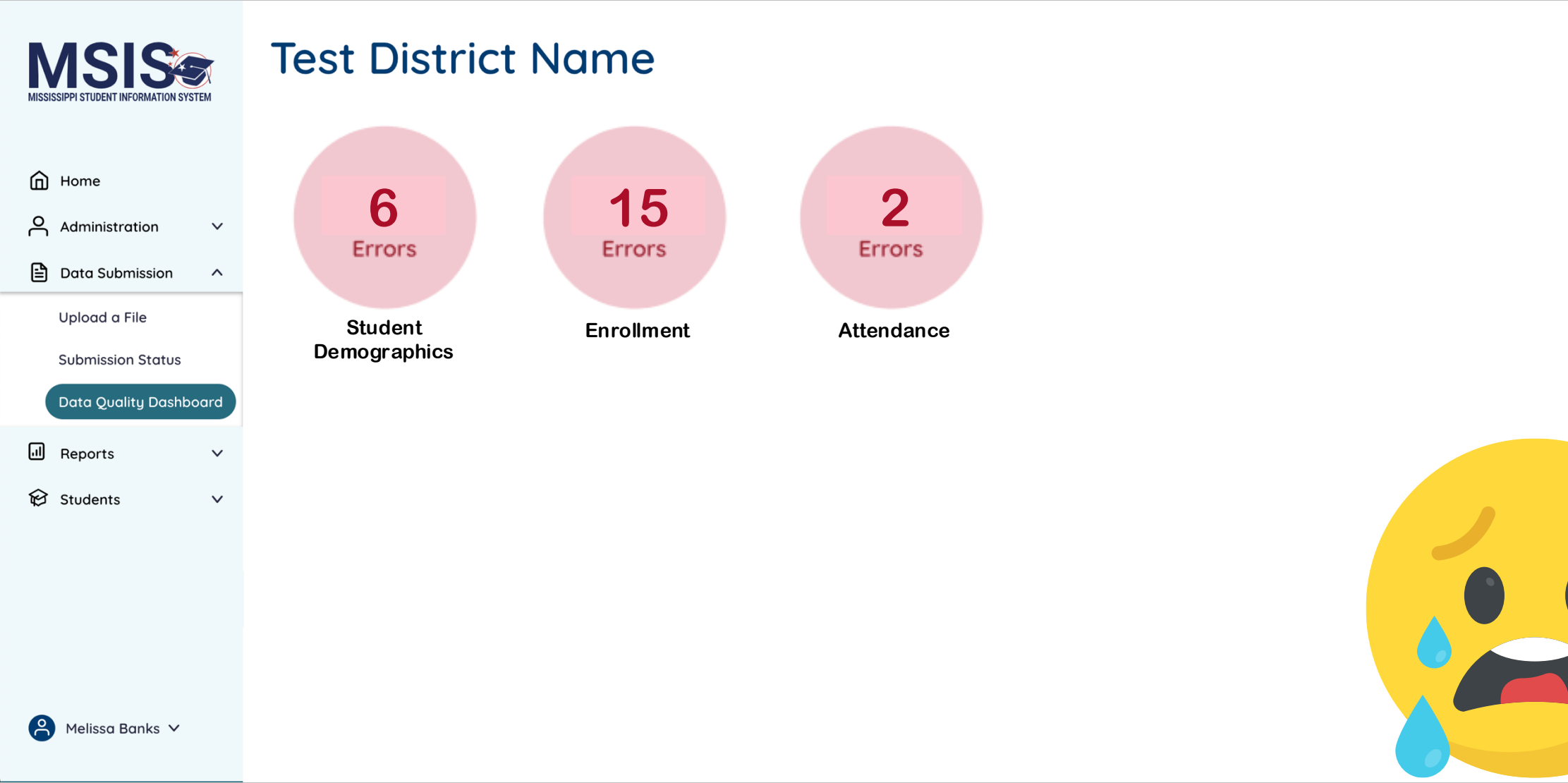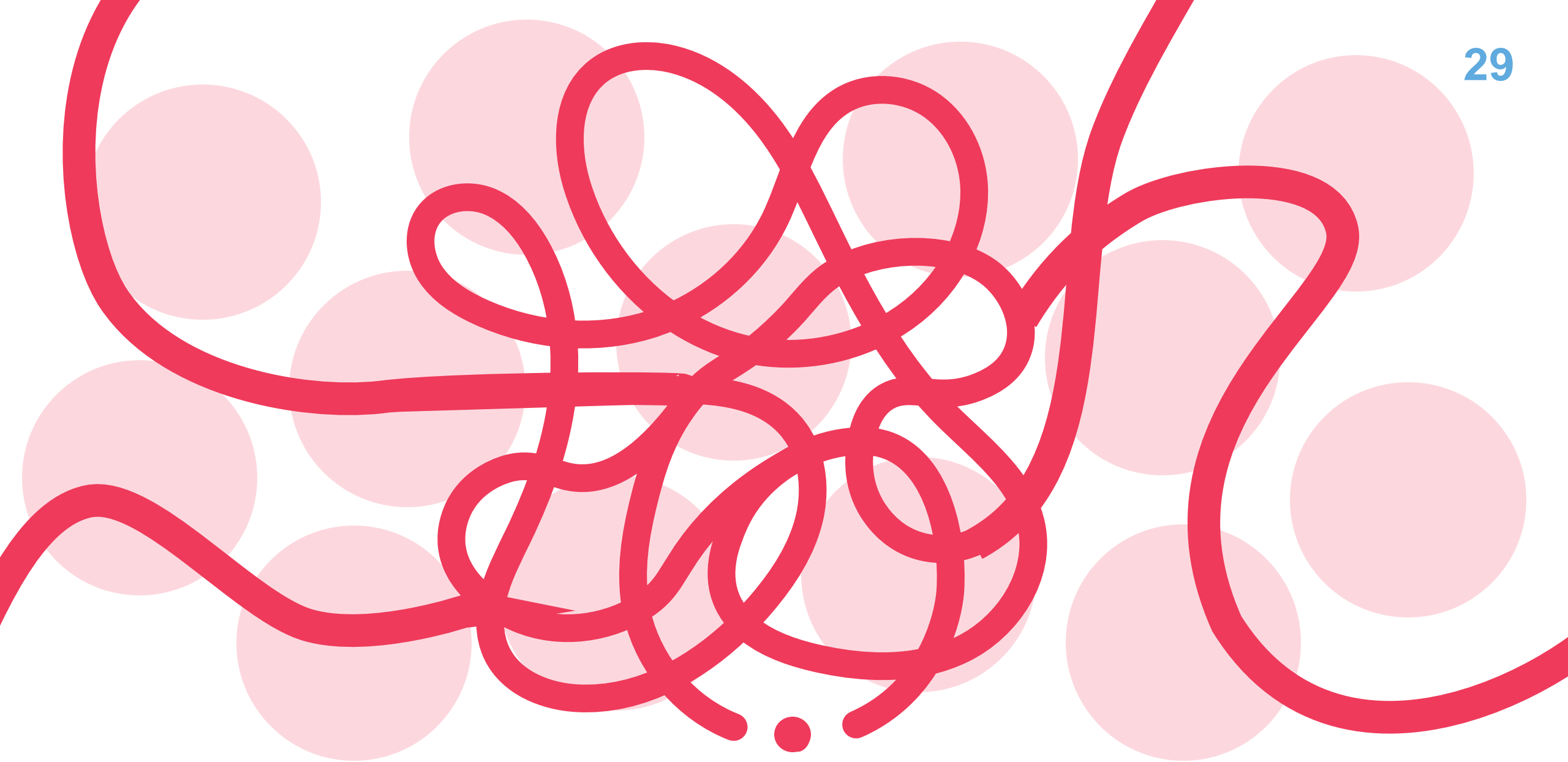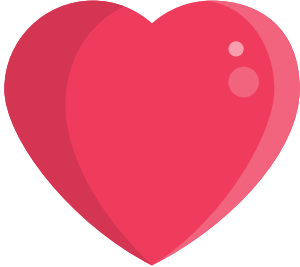
GRACE 💗 period

32
Error(s)

Most common errors/warnings we're seeing:

No Show Records: We are in the process of receiving and updating No-Show student records from the SIS vendors. Once those are processed, some data quality errors will be resolved. Until then, please make sure that all no-show students are marked in your SIS.

MISSISSIPPI
DEPARTMENT OF
EDUCATION

32
Error(s)

Most common errors/warnings we're seeing:

Hispanic Check: If a student has Hispanic ethnicity of Yes, then that student must be reported as Hispanic only.

Federal definitions [Standard 1-5 - NCES Statistical Standards (ed.gov)](ed.gov)

MISSISSIPPI
DEPARTMENT OF
EDUCATION

32
Error(s)

Most common errors/warnings we're seeing:

Lunch Status: The student's lunch status will be transferred from the SIS package. If you do not know where to enter the lunch status information in your SIS, please reach out to your vendor.
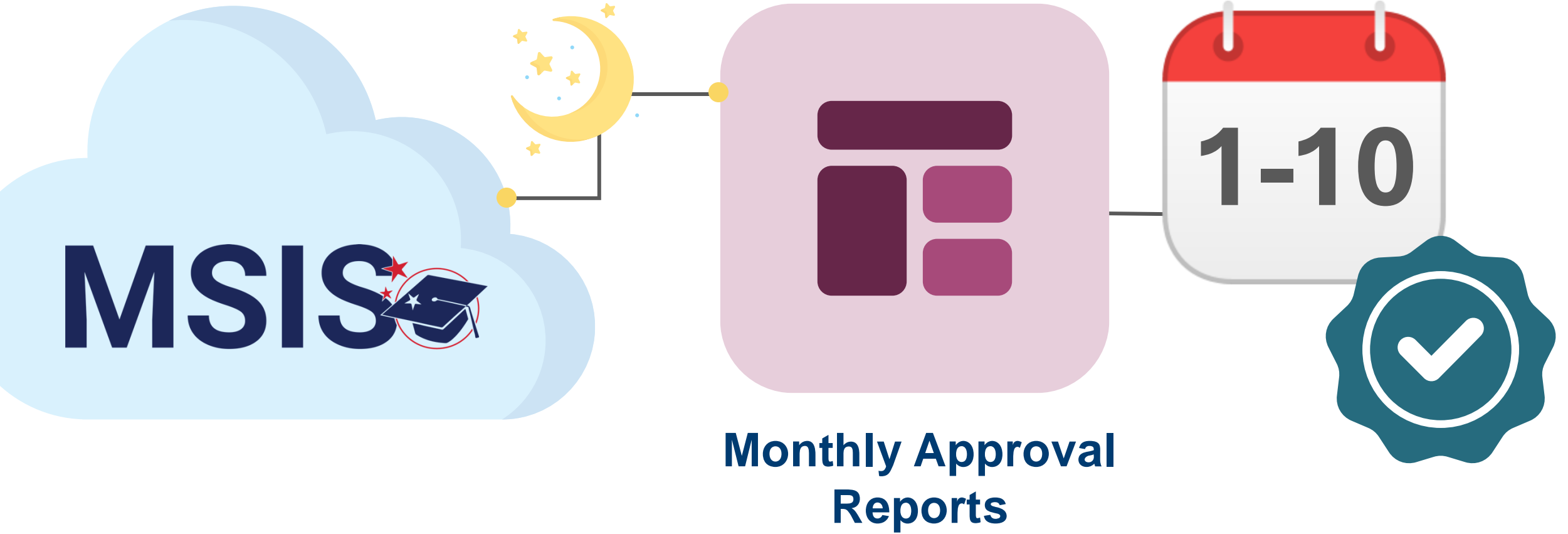
MISSISSIPPI
DEPARTMENT OF
EDUCATION

OCTOBER

1-10

District Approval Month 1

MISSISSIPPI
DEPARTMENT OF
EDUCATION

Permission: Student + Certify

Monthly Approval Reports

1-10

Submission Status

1

As MSIS validates the data in the files that are uploaded, the status can be previewed.

The file name, date and time of upload, user who uploaded the file, and the validation status are provided.

2

The file status will be displayed as **Success**, **Pending**, or **Failed**.

Click on the file name to learn more about the status of the file.

MSIS
MISSISSIPPI STUDENT INFORMATION SYSTEM

Uploaded Files

+ Upload a File

- Home
- Administration ⌄
- Data Submission
  - Upload a File
  - Submission Status
  - Data Quality Dashboard
- Reports ⌄
- Students ⌄
- Data Input ⌄
- ✓ Provide Feedback

Lisa ⌄

1

Name	Date & Time (CT)	Uploaded By	Status
filename.csv	10/4/2022, 2:18:54 PM	LastName, FirstName	Failed
filename.csv	10/4/2022, 2:18:54 PM	Central Access	Failed
filename.csv	10/4/2022, 2:18:54 PM	FirstName LastName	Failed
filename.csv	10/4/2022, 2:18:54 PM	FirstName LastName	Failed
filename.csv	10/4/2022, 2:18:54 PM	FirstName LastName	Pending
filename.csv	10/4/2022, 2:18:54 PM	FirstName LastName	Pending
filename.csv	10/4/2022, 2:18:54 PM	FirstName LastName	Success
filename.csv	10/4/2022, 2:18:54 PM	FirstName LastName	Success
filename.csv	10/4/2022, 2:18:54 PM	FirstName LastName	Success
filename.csv	10/4/2022, 2:18:54 PM	FirstName LastName	Success
filename.csv	10/4/2022, 2:18:54 PM	FirstName LastName	Success
filename.csv	10/4/2022, 2:18:54 PM	FirstName LastName	Success
filename.csv	10/4/2022, 2:18:54 PM	FirstName LastName	Success

2

MISSISSIPPI DEPARTMENT OF EDUCATION

QUICK REFERENCE GUIDE
File Upload

MSIS

Upload a New File

Please follow this file naming convention: ②

0123_OptionalText_MsisIdRequest.csv

| LEA Number | Additional/Optional Text | Data Type Name | File Format |

File size:
• **50MB** maximum size per file

Optional Text:
• May add date, school, or other helpful information
• Alphanumeric characters or underscores only
• 50 character maximum

Supported File Formats: ④
• CSV
• XML (Finance.FETS only)

Supported Data Type Names: ③
• ACTandWorkKeysUpdates
• EnglishLearner
• Finance.FETS
• Finance.BondData
• FosterCare
• GoodCauseExemptions
• GraduationOptions
• Homeless
• Immigrant
• Interventions
• KindergartenEntry
• MsisIdRequest

• NonPublic.Staff.Assignments
• NonPublic.Staff.Employment
• NonPublic.Staff.Schedules
• SpecialEducation.Accommodations
• SpecialEducation.EarlyLearningOutcomes
• SpecialEducation.Evaluation
• SpecialEducation.IEPData
• SpecialEducation.PostSecondary
• SpecialEducation.RelatedServices
• SpecialEducation.StudentRoster
• Staff.Assignments

• Staff.Employment
• Staff.Credentials
• StudentSealofBiliteracy
• SummerActivity
• SummerSchool

File Upload

| Choose Files | No file chosen |

[Upload File]

MSIS
MISSISSIPPI STUDENT INFORMATION SYSTEM

- Home
- Administration ⌄
- Data Submission
  - ① Upload a File
  - Submission Status
  - Data Quality Dashboard
  - ...orts ⌄
  - ...ents ⌄
  - ...Input ⌄
  - ...de Feedback

① Select **Data Submission** and then select **Upload a File**

② Follow the specific Naming Convention.

③ Use only the Supported Data Type Names.

④ Use only the Supported File Formats. *Note: The only .XML file allowed is the Finance.FETS file.*

1

QRG

mdek12.org/msis2.0/resources

MISSISSIPPI DEPARTMENT OF EDUCATION

Coming Soon

View Organization data:
- Reports *(Coming soon!)*
- Calendar

View Student data:

- Reports *(Coming soon!)*
  - Student Indicators
  - 5 or More Absences
  - Enrollment and Transfers
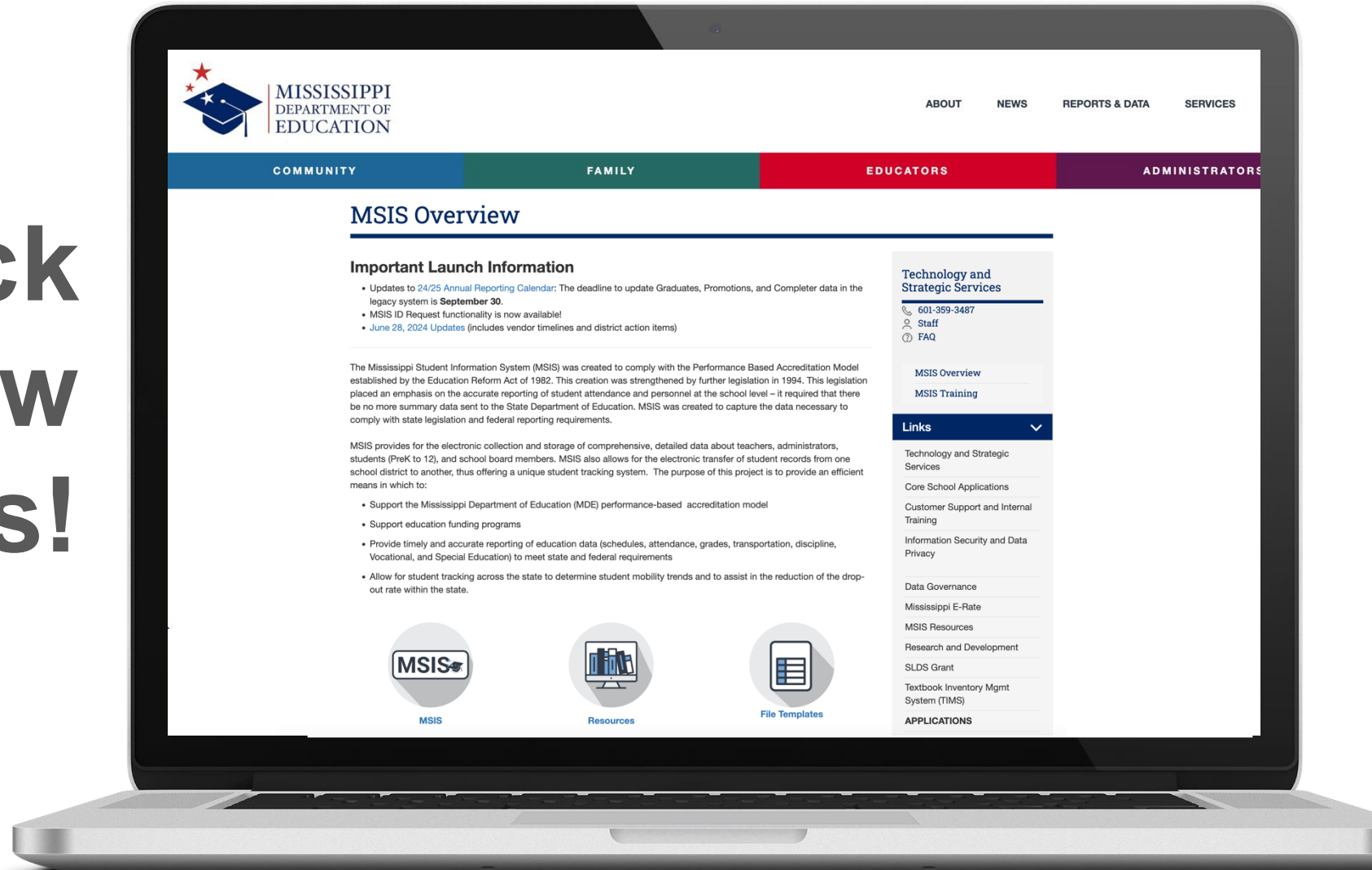
View Student data:
- Student Ownership *(Coming soon!)*

MSIS Primaries/Secondaries: Make sure your contact information has been entered on the LEA Management screen. This contact information is pulled to populate part of the Student Ownership screen.

Resources

Check back often for new releases!

Virtual Office Hours

Wednesdays, 2:30 - 3:30 p.m. beginning July 3, 2024, until further notice	Join link will be sent via MSIS Blast

MISSISSIPPI DEPARTMENT OF EDUCATION

MSIS Team

msis2@mdek12.org

MISSISSIPPI
DEPARTMENT OF
EDUCATION