

Other Student Data

MSIS 

mdek12.org



MISSISSIPPI
DEPARTMENT OF
EDUCATION

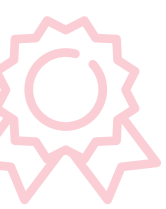
VISION

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



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

EVERY School Has Effective Teachers and Leaders

4



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

5



EVERY School and District is Rated “C” or Higher

6





Be an active participant



Share reactions



React

Respond to prompts in the chat



Chat

Ask questions



Q&A



1

REVIEW MSIS ID request process

2

EXPLORE Student Intervention manual
input screen

3

REVIEW Kindergarten Entry and
Summer Activity Data Entry Downloads

4

EXAMINE MSFF Report

MSIS IDs

STUDENT DATA



MSIS ID can be requested year-round.

1

Manual
Input

(single request)

2

File
Upload

(bulk request)



PERMISSION

Student
+ MSIS IDs



Manual Input

(single request)


MSIS
MISSISSIPPI STUDENT INFORMATION SYSTEM

Welcome Barbara Young
2:14 PM Tuesday, May 14, 2024

No uploaded files
[Upload a file](#)

Your data has errors
[Review](#)

Home
Administration
Data Submission
Reports
Students
MSIS ID Requests
Student Ownership



MISSISSIPPI STUDENT INFORMATION SYSTEM

- Home
- Administration
- Data Submission
- Reports
- Students

MSIS ID Requests

Student Ownership

MSIS ID Requests

Select start and end dates (within the previous 365 days), then select Apply Filter.

- Apply Filter

Export IDs **+ Add New**

Name	Date of Birth	Request Age (Days)	MSIS ID	Status	Actions
Butts, Alya	04/13/2009	6		Review Needed	⌵
Butts, Alya	10/04/2000	6		Review Needed	⌵
Butts, Alya	01/07/2017	6		Review Needed	⌵
Gray, Lucian	08/02/2018	6		Review Needed	⌵
Johnson, Jeremy Maurice	09/21/2005	4		Review Needed	⌵

MSIS ID Requests

MSIS ID Request

* Required Field

Cancel

Create

District & School Info

* District

COLUMBUS MUNICIPAL SCHOOL DIST (4420)

School

Select...

Local Student Identifier

Data to Match

* First Name

Middle Name

* Last Name

SSN

* Date of Birth

mm/dd/yyyy

Additional Context

Address Street Number and Name

Apt., Suite, Unit, Building, Floor, etc.

City

State

Select...

Zip Code

Custodial Parent/Guardian First Name

Custodial Parent/Guardian Last Name

Required fields

Manual Input

MSIS ID Requests

MSIS ID Request

* Required Field

Cancel

Create

District & School Info

* District

COLUMBUS MUNICIPAL SCHOOL DIST (4420)

School

Select...

Local Student Identifier

Data to Match

* First Name

Middle Name

* Last Name

SSN

* Date of Birth

mm/dd/yyyy

Additional Context

Address Street Number and Name

Apt., Suite, Unit, Building, Floor, etc.

City

State

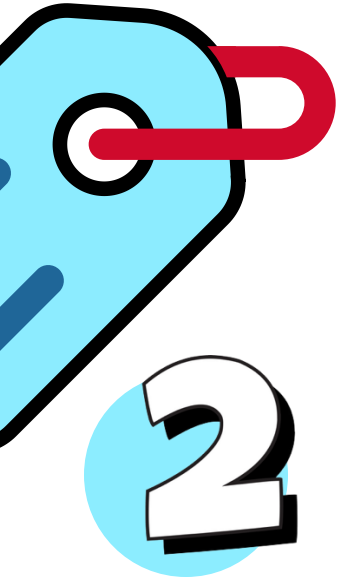
Select...

Zip Code

Custodial Parent/Guardian First Name

Custodial Parent/Guardian Last Name

Optional fields
(More information
can provide better
match results.)



File Upload

(bulk request)

Below are various file templates used to upload data into MSIS. If you have questions about these templates or need additional support, please submit a ticket to the MSIS Helpdesk by emailing mdeapps@mdek12.org.

Federal Programs

Finance

MSIS ID

- Bulk MSIS ID: [Example Spreadsheet and Template \(CSV\)](#)

Personnel

Record Removal

Special Education

msis-id-bulk-upload-template No Label — Last Modified: Yesterday at 9:55 AM

Search (Cmd + Ctrl + U)

Home Insert Draw Page Layout Formulas Data Review View Automate

Calibri (Body) 11 A⁺ A⁻

B I U

General

Conditional Formatting Format as Table Cell Styles

Insert Delete Format

Σ ∑ Sort & Filter Find & Select

Sensitivity Add-ins Analyze Data

Comments Share

G21

	A	B	C	D	E	F	G	H
1	requestingDistrictId	schoolId	localStudentIdentifier	firstName	middleName	lastName	dateOfBirth	ssn
2	Must be exactly four digits	Must be exactly 4 digits followed by dash followed by one, two, or three digits. First four digits must match requestingDistrictId.	Max length 40 characters				MM/DD/YYYY, must be valid date.	###-##-####
3	required	required	required	required	optional	required	required	optional
4	9876	9876-012	abc123412312	Tai	Mai	Shu	03/18/2008	555-66-7777
5								
6								
	Do not change column headers in template file. Note formatting specification for each column and which columns are required.							
	File layout is an example only. Download and complete blank template before uploading. File should be named ###MSISIdRequest.csv (replace #### with your District number)							
7								
8								
9								
10								

File Layout Example Spreadsheet

15

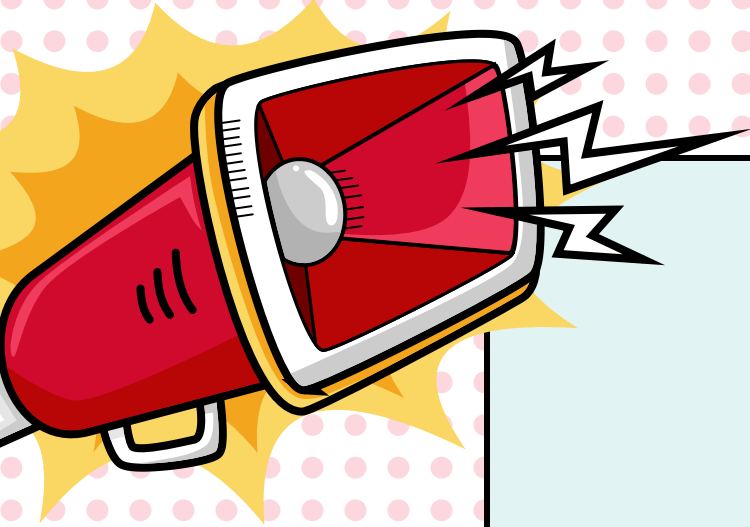
Column Headers

Formatting specifications

requestingDistrictId	schoolId	localStudentIdentifier	firstName	middleName	lastName	dateOfBirth	ssn
Must be exactly four digits	Must be exactly 4 digits followed by dash followed by one, two, or three digits. First four digits must match requestingDistrictId.	Max length 40 characters				MM/DD/YYYY, must be valid date.	###-##-####
required	required	required	required	optional	required	required	optional
9876	9876-012	abc123412312	Tai	Mai	Shu	03/18/2008	555-66-7777
Do not change column headers in template file. Note formatting specification for each column and which columns are required.							
File layout is an example only. Download and complete blank template before uploading. File should be named ###MsisIdRequest.csv (replace #### with your District number)							

Sample student information

Denotes required/option field



School IDs are **required**
for MSIS ID file uploads.
**The student is not “owned”
until enrolled in a school
(regular or School 500).**

MSIS
MISSISSIPPI STUDENT INFORMATION SYSTEM

Home
Administration
Data Submission
Upload a File
Submission Status
Data Quality Dashboard
Reports
Students
Data Input
Provide Feedback
Melissa Banks

Upload a New File

Please follow this file naming convention:

0123_OptionalText_MsisIdRequest.csv

LEA Number Optional Text Data Type Name File Format

File Name & Size Limits:

- 50 MB maximum size per file
- 50 characters maximum filename length

Optional Text:

- May add date, school, or other helpful information
- Alphanumeric characters or underscores only

Supported File Formats:

- CSV


Supported Data Type Names:

- CourseSection.Removal
- FedProg.EnglishLearner
- FedProg.Homeless
- FedProg.Immigrant
- **MsisIdRequest**
- NonPublicStaff.Employment
- NonPublicStaff.Schedules
- SpecEd.Evaluation
- SpecEd.IEPData
- SpecEd.PartCtoB
- SpecEd.StudentRoster
- Staff.Assignments
- Staff.Credentials
- Staff.Employment
- Staff.Removal
- SummerActivity

Save file as listed

File Upload

Choose File | No file chosen



MISSISSIPPI STUDENT INFORMATION SYSTEM

- Home
- Administration
- Data Submission
 - Upload a File
 - Submission Status
 - Data Quality Dashboard
- Reports
- Students
- Data Input

Upload a New File

Please follow this file naming convention:

0123

OptionalText

MsisIdRequest

.csv

LEA Number

Optional Text

Data Type Name

File Format

File Name & Size Limits:

- 50 MB maximum size per file
- 50 characters maximum filename length

Optional Text:

- May add date, school, or other helpful information
- Alphanumeric characters or underscores only

Supported File Formats:

- CSV

Supported Data Type Names:


- CourseSection.Removal
- FedProg.EnglishLearner
- FedProg.Homeless
- FedProg.Immigrant
- InactiveEnrollment
- MsisIdRequest
- NonPublicStaff.Assignments
- NonPublicStaff.Employment
- NonPublicStaff.Schedules
- SpecEd.Evaluation
- SpecEd.IEPData
- SpecEd.PartCtoB
- SpecEd.StudentRoster
- Staff.Assignments
- Staff.Credentials
- Staff.Employment
- Staff.Removal
- SummerActivity

File Upload

Choose File | No file chosen



2



MISSISSIPPI STUDENT INFORMATION SYSTEM

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[Upload a File](#)
[Submission Status](#)
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[Reports](#) ▾
[Students](#) ▾
[Data Input](#) ▾

9920_OptionalText_MsisIdRequest.csv

LEA Number	Optional Text	Data Type Name	File Format
------------	---------------	----------------	-------------

File Name & Size Limits:

- **50 MB** maximum size per file
- **50 characters** maximum filename length

Optional Text:


- May add date, school, or other helpful information
- Alphanumeric characters or underscores only

Supported File Formats:

- CSV

Supported Data Type Names:

- CourseSection.Removal
- FedProg.EnglishLearner
- FedProg.Homeless
- FedProg.Immigrant
- InactiveEnrollment
- MsisIdRequest
- NonPublicStaff.Assignments
- NonPublicStaff.Employment
- NonPublicStaff.Schedules
- SpecEd.Evaluation
- SpecEd.IEPData
- SpecEd.PartCtoB
- SpecEd.StudentRoster
- Staff.Assignments
- Staff.Credentials
- Staff.Employment
- Staff.Removal
- SummerActivity

 **9920_MsisIdRequest.csv**

Invalid file type.

Try Again

3



! Failed



MISSISSIPPI
DEPARTMENT OF
EDUCATION

MSIS

MISSISSIPPI STUDENT INFORMATION SYSTEM

Home

Administration

Data Submission

Upload a File

Submission Status

Data Quality Dashboard

Reports

Students

Data Input

9920_OptionalText_MsisldRequest.csv

LEA Number

Optional Text

Data Type Name

File Format

File Name & Size Limits:

50 MB maximum size per file

50 characters maximum filename length

Optional Text:

May add date, school, or other helpful information

Alphanumeric characters or underscores only

Supported File Formats:

CSV

Supported Data Type Names:

CourseSection.Removal

FedProg.EnglishLearner

FedProg.Homeless

FedProg.Immigrant

InactiveEnrollment

MsisldRequest

NonPublicStaff.Assignments

NonPublicStaff.Employment

NonPublicStaff.Schedules

SpecEd.Evaluation

SpecEd.IEPData

SpecEd.PartCtoB

SpecEd.StudentRoster

Staff.Assignments

Staff.Credentials

Staff.Employment

Staff.Removal


SummerActivity

9920_MsisldRequest.csv

Completed

View Files

Upload More Files



MISSISSIPPI STUDENT INFORMATION SYSTEM

Home

Administration

Data Submission

Upload a File

Submission Status

Submission Status

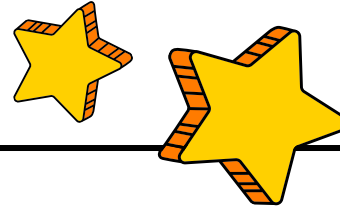
Upload a File

Name	Date & Time (CT)	Uploaded By	Status	Actions
9920_MsisIdRequest.csv	11/19/2024, 05:33:01 PM	Admin, Barbara MSIS District	Failed	
2521_fourc_SpecialEducation.StudentRoster.csv	11/19/2024, 10:43:22 AM	Admin, Barbara MSIS District	Failed	
2521_two_SummerActivity.csv	11/16/2024, 06:56:14 PM	Admin, Barbara MSIS District	Failed	
2521_fourc_SpecialEducation.StudentRoster.csv	11/16/2024, 06:20:53 PM	Admin, Barbara MSIS District	Failed	

1

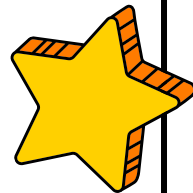


- Open the .csv in Excel.
- If prompted, do not convert data.
- Do not change the content of the header rows. (Column widths can be adjusted.)

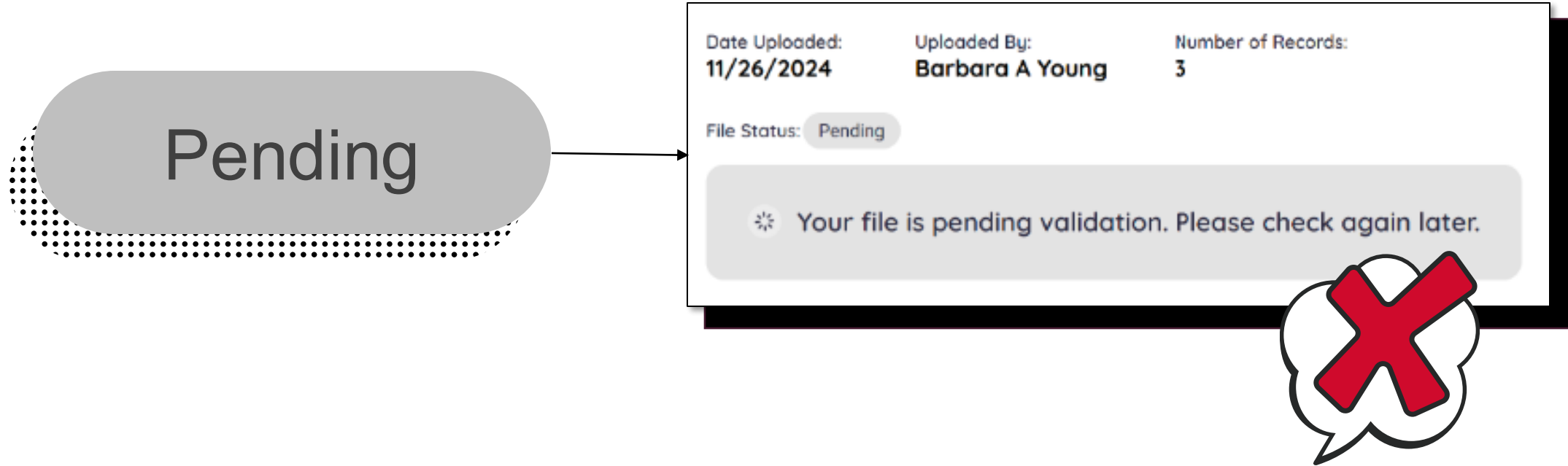


22

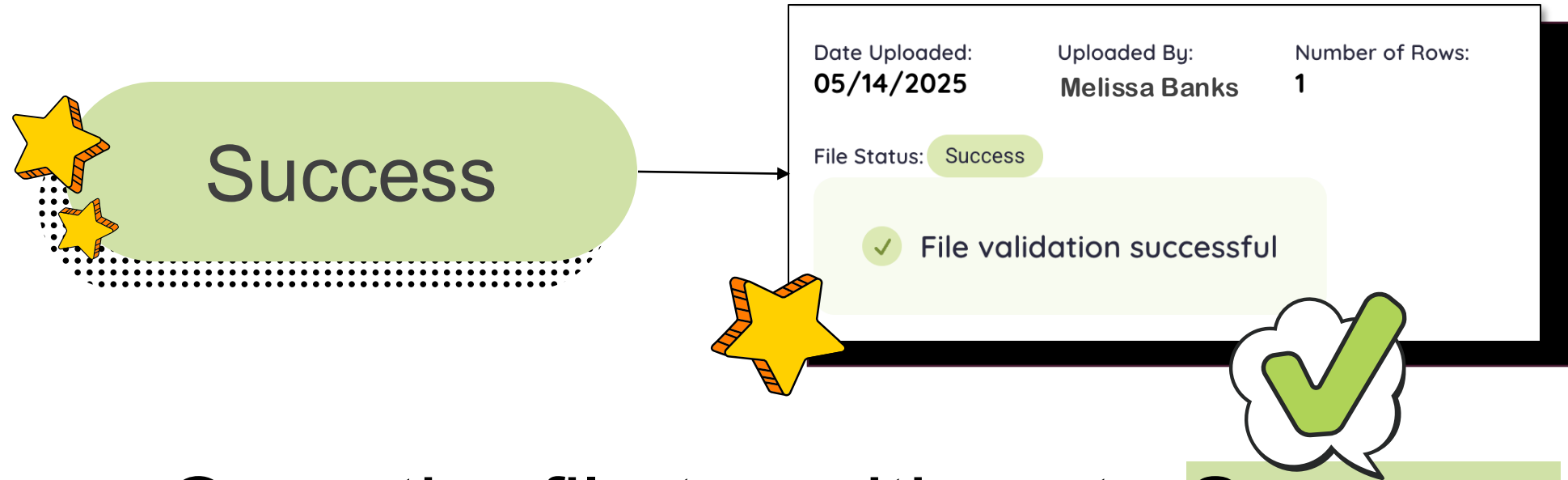
Instructions for Formatting Cells – Excel and Sheets



- Open the .csv in Google Sheets.
- If prompted, do not convert data.
- Do not change the content of the header rows. (Column widths can be adjusted.)




DO NOT upload more than one file that **contains the same information** while the first file is in **Pending status.**



Once the file transitions to **Success status**, users can view the assigned IDs or the IDs that need review on the MSIS ID manual input screen.



Review MSIS ID Requests



Welcome Barbara Young

2:14 PM Tuesday, May 14, 2024

[Home](#)[Administration](#)[Data Submission](#)[Reports](#)[Students](#)

[MSIS ID Requests](#)[Student Ownership](#)

No uploaded files


Upload a file

!

Your data has errors

Review

1



MISSISSIPPI STUDENT INFORMATION SYSTEM

MSIS ID Requests

Select start and end dates (within the previous 365 days), then select Apply Filter.

– Apply Filter


Export IDs + Add New

Name	Date of Birth	Request Age (Days)	MSIS ID	Status	Actions
Butts, Alya	04/13/2009	6		Review Needed	= ✕
Butts, Alya	10/04/2000	6		Review Needed	= ✕
Butts, Alya	01/07/2017	6	777777123	New ID Assigned	
Gray, Lucian	08/02/2018	6	888888123	New ID Assigned	
Johnson, Jeremy Maurice	09/21/2005	4	999999123	Existing ID Assigned	

- Home
- Administration
- Data Submission
- Reports
- Students

MSIS ID Requests

Student Ownership



MSIS
MISSISSIPPI STUDENT INFORMATION SYSTEM

MSIS ID Requests

Select start and end dates (within the previous 365 days), then select Apply Filter.


04/26/2025 – 05/26/2025 [Apply Filter](#)

[Export IDs](#) [+ Add New](#)

Name	Date of Birth	Request Age (Days)	MSIS ID	Status	Actions
Butts, Alya	04/13/2009	6		Review Needed	=x
Butts, Alya	10/04/2000	6		Review Needed	=x
Butts, Alya	01/07/2017	6	777777123	New ID Assigned	
Gray, Lucian	08/02/2018	6	888888123	New ID Assigned	
Johnson, Jeremy Maurice	09/21/2005	4	999999123	Existing ID Assigned	

[MSIS ID Requests](#)

Student Ownership





MSIS will search for existing students in the system for matches based on:

- First Name
- Middle Name
- Last Name
- Date of Birth
- SSN

Strength of matches will be determined based on exact matching of DOB or first/middle/last names, or the first 1-3 letters of the first/middle/last name.

New ID Assigned

No student match was found, and MSIS has assigned a new MSIS ID to the student. No further action is required by district staff.



Existing ID Assigned


A student match was found, and MSIS has assigned the student an existing MSIS ID. No further action is required by district staff.



Review Needed

Similar student matches were found. District staff must confirm the match to assign an existing MSIS ID or deny the potential match to assign a new MSIS ID.





MISSISSIPPI STUDENT INFORMATION SYSTEM

MSIS ID Requests

Select start and end dates (within the previous 365 days), then select Apply Filter.

–

Name	Date of Birth	Request Age (Days)	MSIS ID	Status	Actions
Butts, Alya	04/13/2009	6		<input type="button" value="Review Needed"/>	<input type="button" value="✕"/>
Butts, Alya	10/04/2000	6		<input type="button" value="Review Needed"/>	<input type="button" value="✕"/>
Butts, Alya	01/07/2017	6		<input type="button" value="Review Needed"/>	<input type="button" value="✕"/>

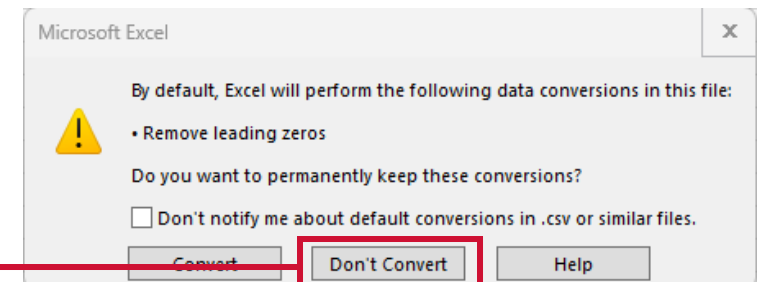
Home

Administration

Data Submission

Reports

If you receive a message about converting, select **Don't Convert** (otherwise, leading zeros may be lost).



	A	B	C	D	E	F	G	H	I	J	K
1	District Identifier	District Name	School Identifier	School Name	Local Student Identifier	First Name	Middle Name	Last Name	SSN	Birthdate	MSIS ID
2	3700	Test School District	3700-002	Test Junior High School	345678	Jane	J	Doe	9999	6/24/2019	000000050
3	3700	Test School District	3700-002	Test Elementary School		Jack		Smith		5/15/2017	000000051

Assigned MSIS IDs and any required or optional data (if provided) will be in the exported spreadsheet.

Some columns may be blank if optional data was not entered.

Ex: Row 3, Columns G and I are blank.

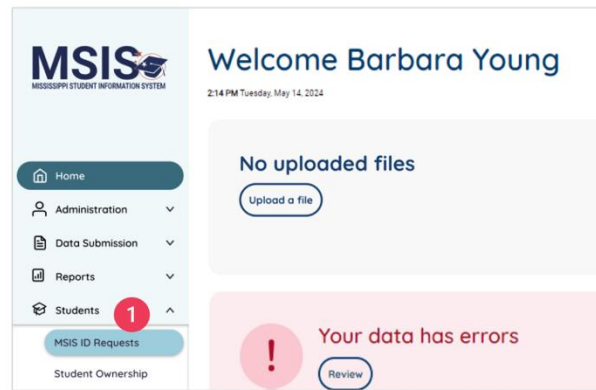
QUICK REFERENCE GUIDE MSIS ID Requests



MSIS IDs can be requested three ways:

- Manual Input (single request)
- Bulk file upload (bulk request)
- API from the SIS (see SIS vendor for details)

The system will immediately process MSIS ID requests. MSIS will complete a search of all student records and return the results to the MSIS ID Request Screen. The MSIS ID Request Screen allows MSIS Primaries and Secondaries to request IDs using the manual input screen or review search results from the file upload or API requests. To access this screen, follow the steps below.



1

Click on the down arrow beside **Students** in the navigation.

Select **MSIS ID Requests**.

mdek12.org/msis/msis-resource-library/



MSIS IDs should be carefully entered into the SIS.

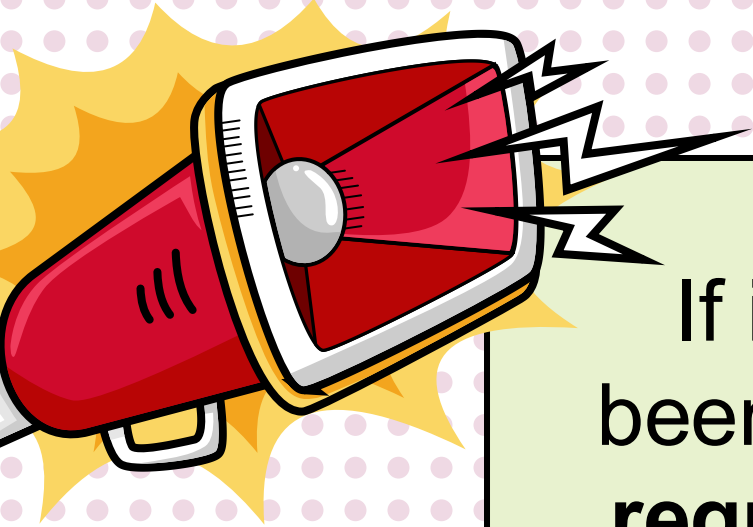
Incorrect MSIS IDs can cause Ownership Conflicts!

If an incorrect ID is entered in the SIS, update the MSIS ID in the SIS. Complete and upload an Inactive Enrollment file for the incorrect ID. Use the Enrollment & Transfer Report to find the correct data for the Inactive Enrollment file.



If the incorrect name, birthdate, or spelling errors are entered for the MSIS ID Request, update the erroneous information in the SIS.

MSIS will update the student data the next day.



If it is discovered that a student has been assigned two MSIS IDs, **submit a request to mdeapps@mdek12.org** to merge the two IDs.



**Districts can now
complete a statewide
search for students!**

Phase 1: Student Profile



Data Analytics

[Data Entry Download](#) [Reports](#) [Certification Reports](#)

Home

Data Submission

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Data Analytics

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Data Input

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Federal Programs

English Learner Roster

Homeless

Immigrant

Student

Kindergarten Entry

msis.mdek12.org

The screenshot displays the MSIS (Mississippi Student Information System) Data Analytics interface. The left sidebar contains a navigation menu with the following items: Home, Administration, Data Submission, Reports, Data Analytics (highlighted with a red circle and the number 1), Students, Data Input, and Provide Feedback. The main content area is titled "Data Analytics" and features a sub-navigation bar with links for Data Entry Download, Profiles (highlighted with a red circle and the number 2), Reports, and Certification Reports. Below this, a "Profile" section is visible, containing a "Student Profile" link (highlighted with a red circle and the number 3). The user's name, Melissa Banks, is displayed at the bottom of the sidebar.

Filter by keyword

[illegible]

Student Search Guide:

1. Search Options:

- **Name:** Enter any part of the name.
- **MSIS ID:** Enter any part of the ID.
- **DOB:** Format as MM/DD/YYYY or MM/DD.
- **Wildcard:** Use * for partial names (e.g., "Sm*" for "Smith")
- **Results:** Allow about 20 seconds to auto update.

2. Table Update: Press enter after search criteria is entered.

3. Click the **Clear Search** button to reset and search again.

Clear Search

Filter by keyword

[illegible]

Clear Search





MSIS IDs

June – July
Monthly Data Check

Kindergarten Entry

STUDENT DATA



PERMISSION

Student

Kindergarten Entry Report

Displays all students enrolled in Kindergarten for the school year. Districts will provide data on the students' prior settings before entering Kindergarten.

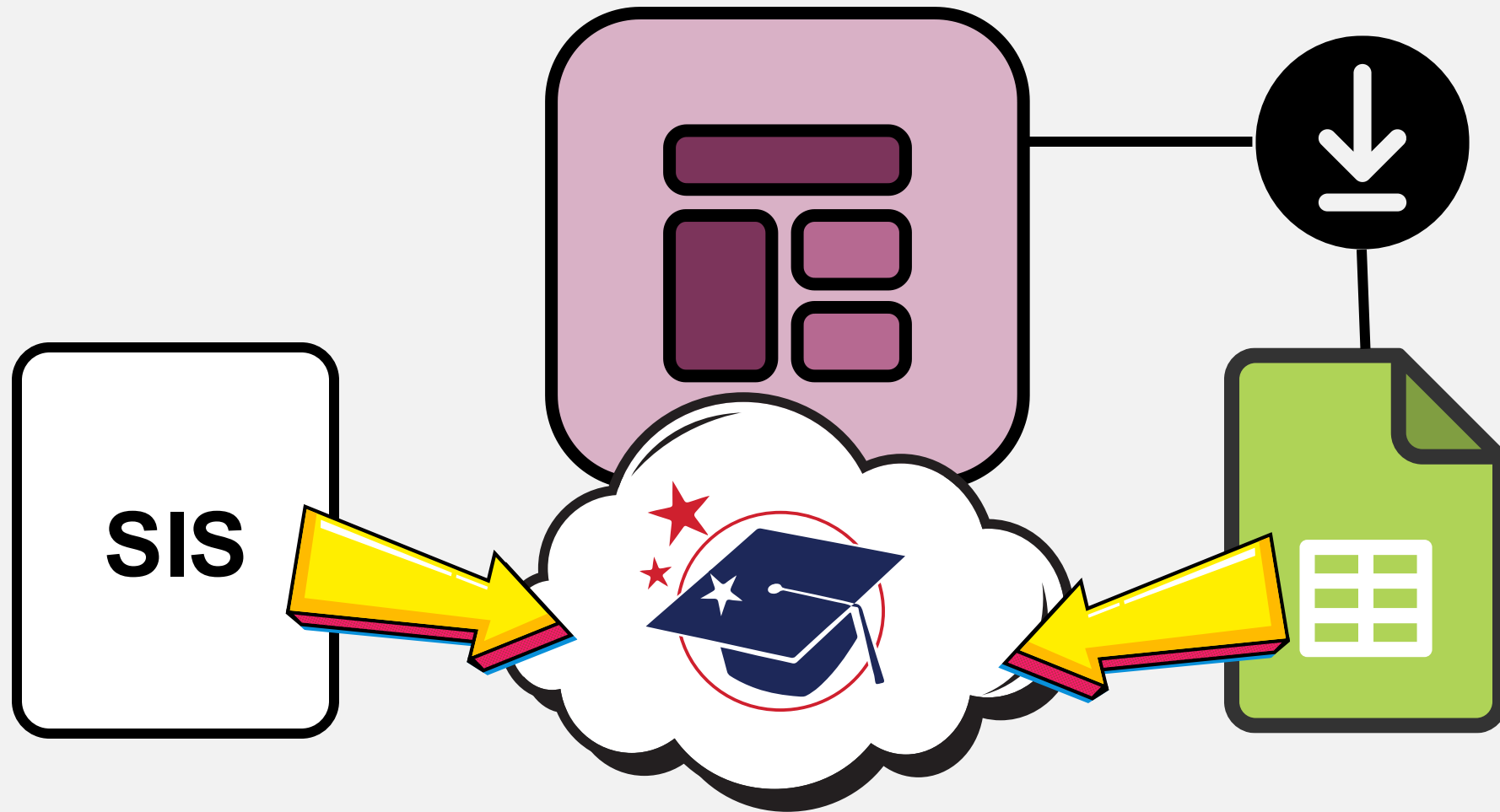
Data Impact

- Early Childhood

Data Source

SIS (API nightly)
File Upload (as needed)

Data Entry Download





Data Analytics

[Data Entry Download](#) [Reports](#) [Certification Reports](#)

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Immigrant

Student

Kindergarten Entry

msis.mdek12.org

The screenshot displays the MSIS (Mississippi Student Information System) interface. On the left is a vertical navigation menu. The main content area is titled "Data Analytics" and includes sub-links for "Data Entry Download", "Reports", and "Certification Reports". Below these is a "Student" section with a dropdown menu currently showing "Kindergarten Entry".

Callout 1: A red circle with the number "1" points to the "Reports" menu item in the left sidebar, which has a sub-menu containing the "Data Analytics" button.

Callout 2: A red circle with the number "2" points to the "Data Entry Download" link in the top navigation bar.

Callout 3: A red circle with the number "3" points to the "Kindergarten Entry" option in the "Student" dropdown menu.

LEA

School

School Year

All



All



All



Kindergarten Entry

Last Refresh Date: 04/16/2025

School Year	LEA ID	LEA Name	School ID	School Name	MSIS ID	Enrollment Date	First Name	Last Name	Date of Birth	Prior Setting
2025	9920	Faulkner City School District	9920-002	Morgan Freeman Elementary School	990897499	08/05/2024	Augustine	Aguilar	10/22/2019	
2025	9920	Faulkner City School District	9920-009	Walter Inglis Anderson Elementary School	997518022	07/25/2024	Joseph	Ahn	02/04/2019	
2025	9920	Faulkner City School District	9920-007	Jim Henson Elementary School	990897489	07/29/2024	Dawna	Amos	08/17/2019	
2025	9920	Faulkner City School District	9920-015	James Earl Jones Elementary School	992718686	07/29/2024	Jonathon	Anglin	05/12/2018	
2025	9920	Faulkner City School District	9920-002	Morgan Freeman Elementary School	992718536	07/25/2024	Joesph	Bach	05/12/2019	
2025	9920	Faulkner City School District	9920-015	James Earl Jones Elementary School	991697352	01/08/2025	Chasity	Barbosa	10/22/2019	
2025	9920	Faulkner City School District	9920-002	Morgan Freeman Elementary School	991518663	07/25/2024	Karol	Barnhill	01/01/2019	
2025	9920	Faulkner City School District	9920-007	Jim Henson Elementary School	990897679	08/05/2024	Adelard	Barrientos	12/27/2019	
2025	9920	Faulkner City School District	9920-002	Morgan Freeman Elementary School	992718826	07/25/2024	Angus	Bateman	10/23/2019	
2025	9920	Faulkner City School District	9920-007	Jim Henson Elementary School	990897639	07/25/2024	Junia	Baughman	02/04/2019	
2025	9920	Faulkner City School District	9920-015	James Earl Jones Elementary School	990897739	07/25/2024	Malissa	Beaty	01/02/2018	
2025	9920	Faulkner City School District	9920-002	Morgan Freeman Elementary School	993328643	07/25/2024	Primus	Bennett	01/01/2018	

LEA

School

School Year

All



All



All



Kindergarten Entry

Last Refresh Date: 04/16/2025



School Year	LEA ID	LEA Name	School ID	School Name	MSIS ID	Enrollment Date	First Name	Last Name	Date of Birth	Prior Setting
2025	9920	Faulkner City School District	9920-002	Morgan Freeman Elementary School	990897499	08/05/2024	Augustine	Aguilar	10/22/2019	
2025	9920	Faulkner City School District	9920-009	Walter Inglis Anderson Elementary School	997518022	07/25/2024	Joseph	Ahn	02/04/2019	
2025	9920	Faulkner City School District	9920-007	Jim Henson Elementary School	990897489	07/29/2024	Dawna	Amos	08/17/2019	
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2025	9920	Faulkner City School District	9920-002	Morgan Freeman Elementary School	992718536	07/25/2024	Joesph	Bach	05/12/2019	
2025	9920	Faulkner City School District	9920-015	James Earl Jones Elementary School	991697352	01/08/2025	Chasity	Barbosa	10/22/2019	
2025	9920	Faulkner City School District	9920-002	Morgan Freeman Elementary School	991518663	07/25/2024	Karol	Barnhill	01/01/2019	
2025	9920	Faulkner City School District	9920-007	Jim Henson Elementary School	990897679	08/05/2024	Adelard	Barrientos	12/27/2019	
2025	9920	Faulkner City School District	9920-002	Morgan Freeman Elementary School	992718826	07/25/2024	Angus	Bateman	10/23/2019	
								Baughman	02/04/2019	
								Beaty	01/02/2018	
								Bennett	01/01/2018	

Prepopulates from the SIS

LEA

All

School

All

School Year

All

Kindergarten Entry

Last Refresh Date: 04/16/2025

School Year	LEA ID	LEA Name	School ID	School Name	MSIS ID	Enrollment Date	First Name	Last Name	Date of Birth	Prior Setting
2025	9920	Faulkner City School District	9920-002	Morgan Freeman Elementary School	990897499	08/05/2024	Augustine	Aguilar	10/22/2019	
2025	9920	Faulkner City School District	9920-009	Walter Inglis Anderson Elementary School	997518022	07/25/2024	Joseph	Ahn	02/04/2019	
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2025	9920	Faulkner City School District	9920-002	Morgan Freeman Elementary School	992718826	07/25/2024				
2025	9920	Faulkner City School District	9920-007	Jim Henson Elementary School	990897639	07/25/2024				
2025	9920	Faulkner City School District	9920-015	James Earl Jones Elementary School	990897739	07/25/2024				
2025	9920	Faulkner City School District	9920-002	Morgan Freeman Elementary School	993328643	07/25/2024				

Provide information via file upload

**Provide information
via file upload**

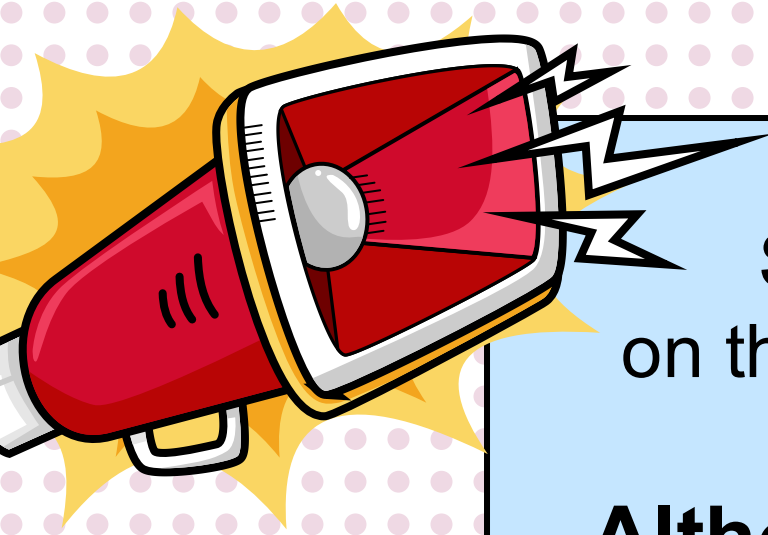


STEP



Review Kindergarten Entry Report.

Students who first enrolled in grade KG at your schools should prepopulate on the report.



Students populate the report based on the first school where they were enrolled in KG for this school year.

Although a student may no longer be enrolled at that school, the first school of enrollment is responsible for updating the record.

STEP



Download the Kindergarten Entry Report.

Check that any desired filters are selected, then export the report to provide prior setting information.

LEA

School

School Year

All



All



All

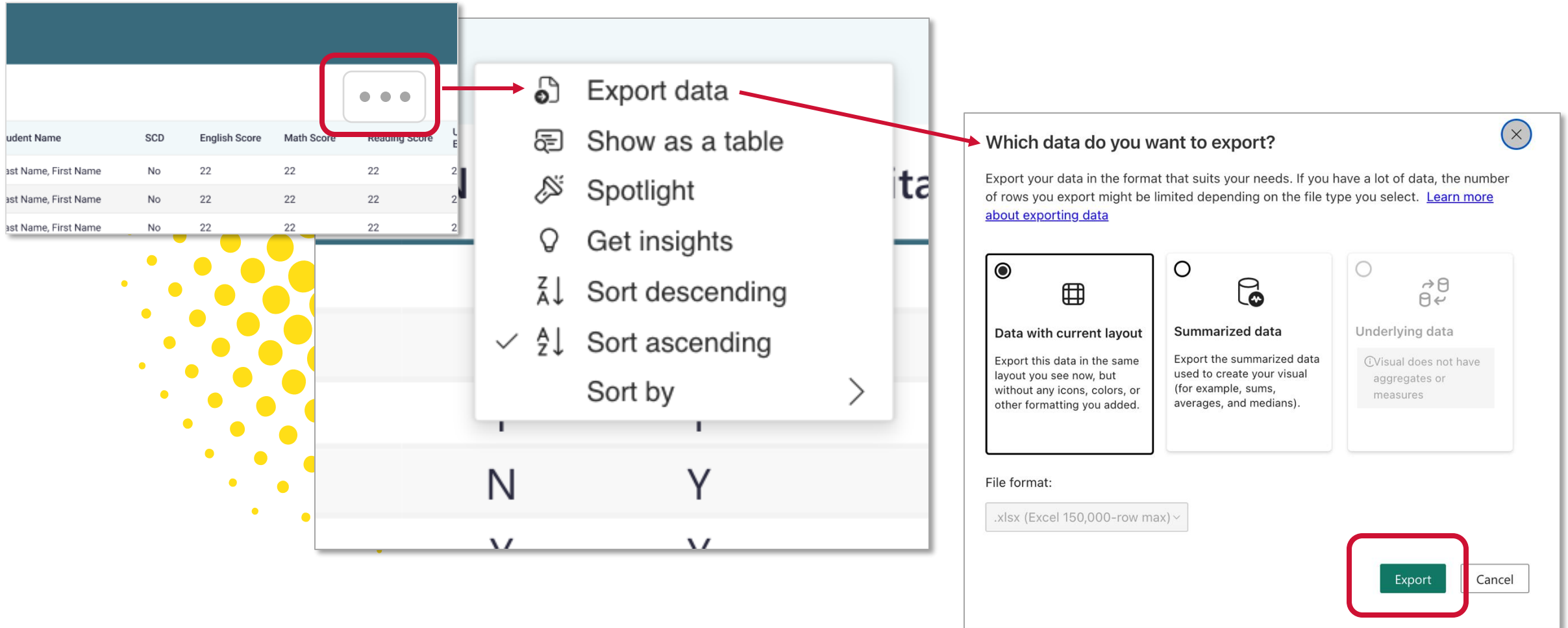


Kindergarten Entry

Last Refresh Date: 04/16/2025



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2025	9920	Faulkner City School District	9920-002	Morgan Freeman Elementary School	993328643	07/25/2024	Primus	Bennett	01/01/2018	



Export data

Show as a table

Spotlight

Get insights

Sort descending

Sort ascending

Sort by

Which data do you want to export?

Export your data in the format that suits your needs. If you have a lot of data, the number of rows you export might be limited depending on the file type you select. [Learn more about exporting data](#)

☒ Data with current layout
Export this data in the same layout you see now, but without any icons, colors, or other formatting you added.

☐ Summarized data
Export the summarized data used to create your visual (for example, sums, averages, and medians).

☐ Underlying data
Visual does not have aggregates or measures

File format:
.xlsx (Excel 150,000-row max) v

Export Cancel

File will save as an Excel spreadsheet

School Year	LEA ID	LEA Name	School ID	School Name	MSIS ID	Enrollment D	First Name	Last Name	Date of Birth	Prior Setting
2025	9920	Faulkner City School District	9920-002	Morgan Freeman Elementary School	990897499	08/05/2024	Augustine	Aguilar	10/22/2019	
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Rows are prepopulated with information from the SIS Package for students enrolled in grade KG.

DO NOT EDIT THESE CELLS!

If the data is incorrect, it should be changed in the SIS and wait until the report is refreshed in MSIS the next day.

District staff complete the Prior Setting column and upload entire file to MSIS

STEP

Enter the Prior Setting on the spreadsheet.

Review the following slides for guidelines on completing the spreadsheet.

LEA Id

4-digit number
Ensure leading 0's
are present.

School Id

0000-000
Ensure leading 0's are present.
Must have Student permission
to the school.

MSIS Id

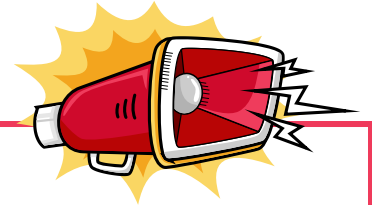
9-digit number
Ensure leading 0's are
present.

**Enrollment
Date**

MM/DD/YYYY
Ensure leading 0's
are present.

Birthdate

MM/DD/YYYY
Ensure leading 0's
are present.



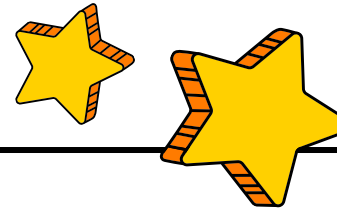
**Only ensure
leading 0's are
present!**

If the data is
incorrect, it
should be
updated in the
SIS. After the
report has
updated, you can
redownload and
add remaining
information.

1

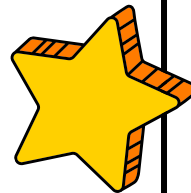


- Open the .csv in Excel.
- If prompted, do not convert data.
- Do not change the content of the header rows. (Column widths can be adjusted.)



22

Instructions for Formatting Cells – Excel and Sheets



- Open the .csv in Google Sheets.
- If prompted, do not convert data.
- Do not change the content of the header rows. (Column widths can be adjusted.)

Prior Setting

Head Start

Early Head Start

State Preschool

Early Childhood Special Education (619)

Home Visiting

Child Care

Early Intervention Services Part C

Family Child Care

Home-Based Informal Care

Migrant Head Start

Private Pre-Kindergarten

Public Pre-Kindergarten

MSIS Kindergarten Entry Mapping

PRIOR SETTING | Legacy Codes and new MSIS Codes

Legacy Code	MSIS Code	MSIS Description
Head Start	Head Start	This is a federally funded holistic family and child education program. Head Start sites serve three- and four-year-old children for a school term.
Child Care	Child Care	Licensed child care facilities that care for children from typically 6 weeks to 5 years old for full-time care. After the children start school, they provide after-school care. This provider offers year-round care.
Family Care	Family Child Care	Child care provided within a caregiver's home. The person caring for the child could be a caregiver or neighbor.
Home	Home-Based Informal Care	Child care provided within the child's home until they enter school.
Pre-K private	Private Pre-Kindergarten	This program would be housed in a private school.

Data Domain Mapping
 Student – Attendance,
 Enrollment, &
 Demographics
 Kindergarten Entry
 Mapping Guide

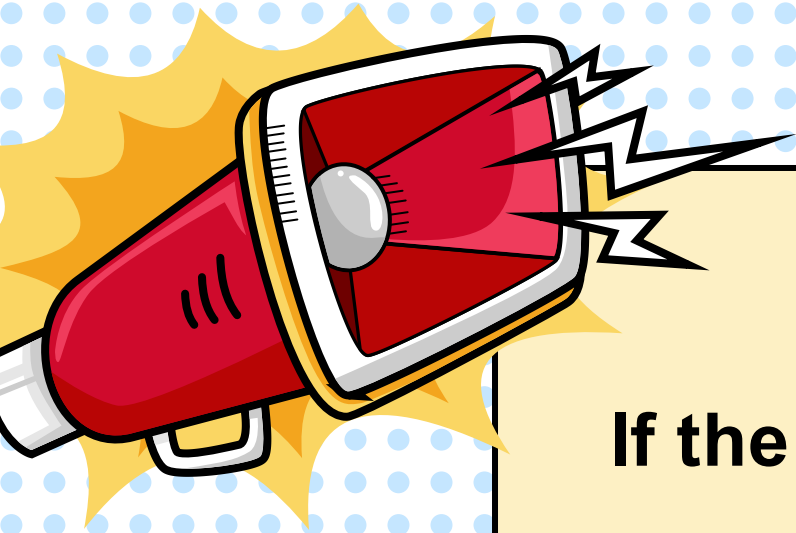


If a child **transitioned between two settings**, report the most recent setting.

(Ex: A child transitioned from Early Intervention Services Part C to Public Pre-K)

If a child was in **two settings concurrently**, report the setting where the child spent the most time.

(Ex: A child was in Private Pre-K and received Home Visiting)



For 24- 25SY ONLY:
**If the student is a repeating Kindergarten,
leave the prior setting blank.**

New options for repeating Kindergarteners and those
who transfer in from an out-of-state location will be
provided for the 25-26SY.

STEP

Delete the last row that contains “Applied filter” information.

This row is manually added to any file export. Remove the row before uploading the spreadsheet to MSIS.

STEP

Upload the spreadsheet as a CSV file.

Files should be saved as

#####KindergartenEntry.csv

#####_OptionalText_KindergartenEntry.csv



PERMISSION

Student

MSIS
MISSISSIPPI STUDENT INFORMATION SYSTEM

Home
Administration
Data Submission
Upload a File
Submission Status
Data Quality Dashboard
Reports
Students
Data Input
Provide Feedback
Melissa Banks

Upload a New File

Please follow this file naming convention:

0123_OptionalText_MsisIdRequest.csv

LEA Number Optional Text Data Type Name File Format

File Name & Size Limits:

- 50 MB maximum size per file
- 50 characters maximum filename length

Optional Text:

- May add date, school, or other helpful information
- Alphanumeric characters or underscores only

Supported File Formats:

- CSV


Supported Data Type Names:

- KindergartenReadiness
- FedProg.Homeless
- FedProg.Immigrant
- InactiveEnrollment
- MsisIdRequest
- NonPublicStaff.Assignments
- NonPublicStaff.Employment
- NonPublicStaff.Schedules
- SpecEd.Evaluation
- SpecEd.IEPData
- SpecEd.PartCtoB
- SpecEd.StudentRoster
- Staff.Assignments
- Staff.Credentials
- Staff.Employment
- Staff.Removal
- SummerActivity

Save file as listed

File Upload

Choose File | No file chosen



MISSISSIPPI STUDENT INFORMATION SYSTEM

[Home](#)
[Administration](#) ▾
[Data Submission](#)
[Upload a File](#)
[Submission Status](#)
[Data Quality Dashboard](#)
[Reports](#) ▾
[Students](#) ▾
[Data Input](#) ▾

9920_OptionalText_MsisIdrequest.csv

LEA Number	Optional Text	Data Type Name	File Format
------------	---------------	----------------	-------------

File Name & Size Limits:

- **50 MB** maximum size per file
- **50 characters** maximum filename length

Optional Text:


- May add date, school, or other helpful information
- Alphanumeric characters or underscores only

Supported File Formats:

- CSV


Supported Data Type Names:

- CourseSection.Removal
- FedProg.EnglishLearner
- FedProg.Homeless
- FedProg.Immigrant
- InactiveEnrollment
- MsisIdRequest
- NonPublicStaff.Assignments
- NonPublicStaff.Employment
- NonPublicStaff.Schedules
- SpecEd.Evaluation
- SpecEd.IEPData
- SpecEd.PartCtoB
- SpecEd.StudentRoster
- Staff.Assignments
- Staff.Credentials
- Staff.Employment
- Staff.Removal
- SummerActivity

 9920_name_KindergartenEntry.csv.xlsx

Invalid file type.

[Try Again](#)





Home

Administration

Data Submission

Upload a File

Submission Status

Data Quality
Dashboard

Reports

Students

Data Input

9920_OptionalText_MsisIdRequest.csv

LEA Number

Optional Text

Data Type Name

File Format

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- NonPublicStaff.Assignments
- NonPublicStaff.Employment
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- SpecEd.PartCtoB
- SpecEd.StudentRoster
- Staff.Assignments
- Staff.Credentials
- Staff.Employment
- Staff.Removal
- SummerActivity




9920_KindergartenReadiness.csv

✓ Completed

View Files

Upload More Files


MISSISSIPPI STUDENT INFORMATION SYSTEM

Home

Administration

Data Submission





Upload a File

Submission Status

Data Quality

Submission Status

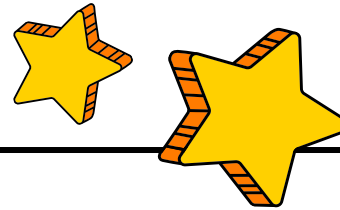
+ Upload a File

Name	Date & Time (CT)	Uploaded By	Status	Actions
9920_KindergartenReadiness.csv	11/19/2024, 05:33:01 PM	Admin, Barbara MSIS District	Failed	
2521_fourc_SpecialEducation.StudentRoster.csv	11/19/2024, 10:43:22 AM	Admin, Barbara MSIS District	Failed	
2521_two_SummerActivity.csv	11/16/2024, 06:56:14 PM	Admin, Barbara MSIS District	Failed	
2521_fourc_SpecialEducation.StudentRoster.csv	11/16/2024, 06:20:53 PM	Admin, Barbara MSIS District	Failed	

1

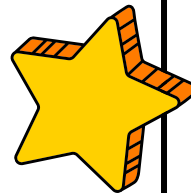


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- Do not change the content of the header rows. (Column widths can be adjusted.)



22

Instructions for Formatting Cells – Excel and Sheets



- Open the .csv in Google Sheets.
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data (27) No Label

Search (Cmd + Ctrl + U)

Home Insert Draw Page Layout Formulas Data Review View Automate Acrobat

Comments Share

Paste Aptos Narrow 12 B I U % Conditional Formatting Format as Table Cell Styles

Cells Editing Sensitivity Add-ins Analyze Data Create PDF and share link

D29

	A	B	C	D	E	F	G	H	I	J	K	L
1	School Year	LEA ID	LEA Name	School ID	School Name	MSIS ID	Enrollment D	First Name	Last Name	Date of Birth	Prior Setting	
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10	2025	9920	Faulkner City School District	9920-002	Morgan Freeman Elementary School	992718826	07/25/2024	Angus	Bateman	10/23/2019		
11												
12	No filters applied											
13												
14												
15												
16												
17												
18												

Make necessary corrections in the csv file and resave.

data (27) No Label

Search (Cmd + Ctrl + U)

Home Insert Draw Page Layout Formulas Data Review View Automate Acrobat

Comments Share

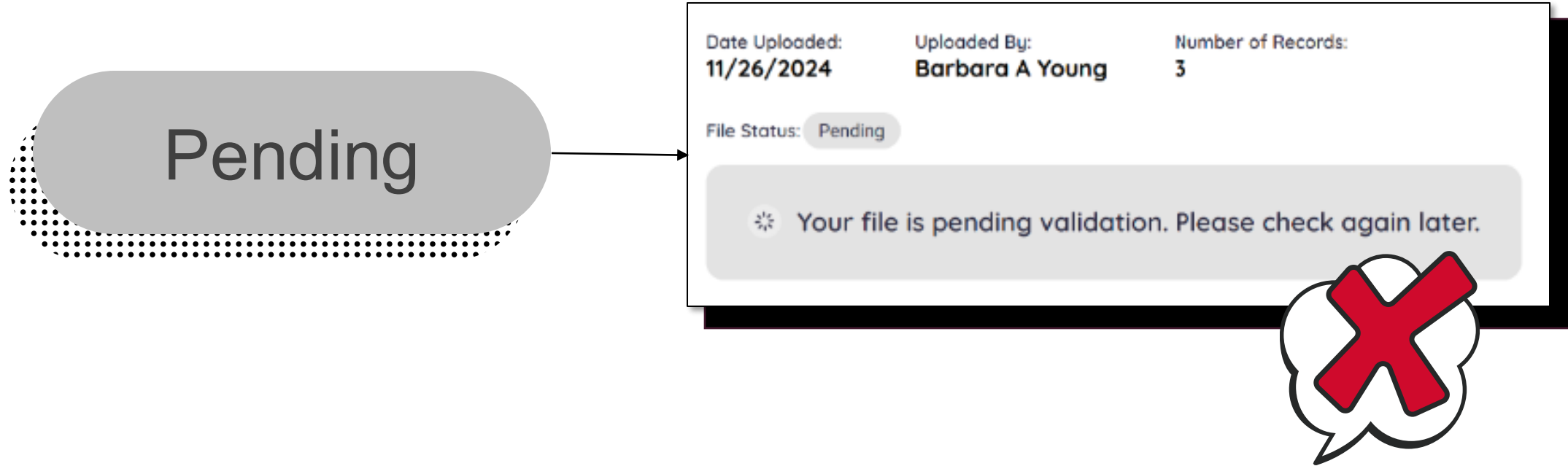
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D29

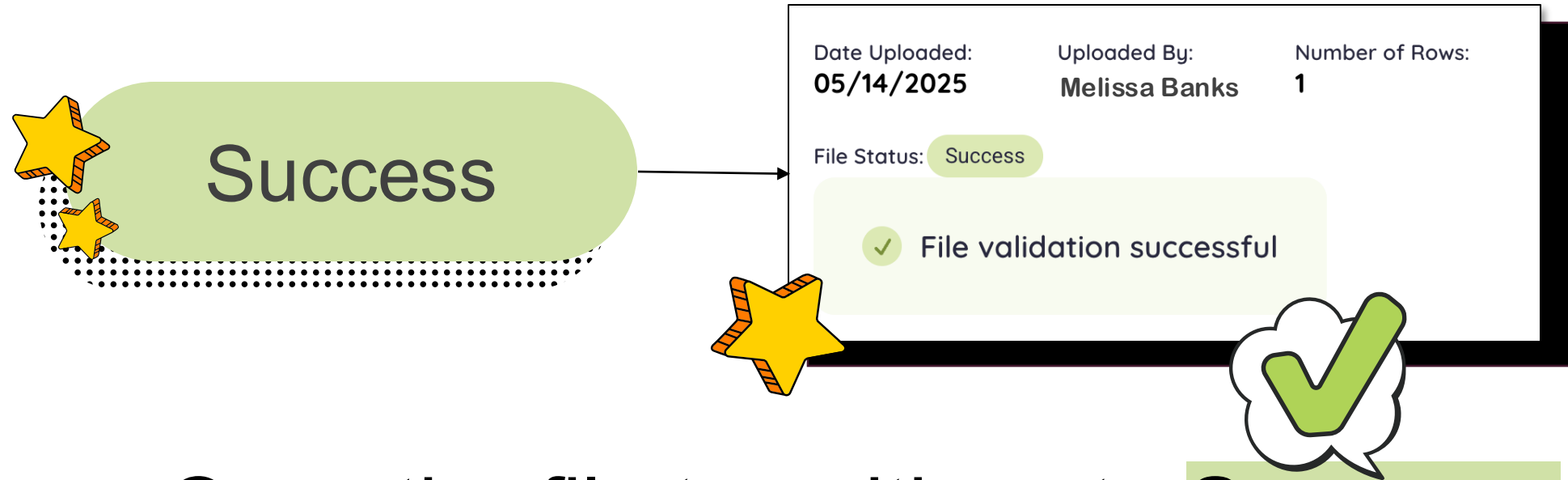
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11												
12	No filters applied											
13												
14												
15												
16												
17												
18												

File Upload

MSIS



DO NOT upload more than one file that **contains the same information** while the first file is in **Pending status**.



Once the file transitions to **Success status**, users can upload another file (on the same day) that **contains the same information.**

STEP



After the report refreshes overnight, review the Kindergarten Entry Report for accuracy.

Repeat download/upload process as needed to add or update data. Review the refreshed reports the next day.

LEA

School

School Year

All



All



All



Kindergarten Entry

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2025	9920	Faulkner City School District	9920-009	Walter Inglis Anderson Elementary School	997518022	07/25/2024	Joseph	Ahn	02/04/2019	State Preschool
2025	9920	Faulkner City School District	9920-007	Jim Henson Elementary School	990897489	07/29/2024	Dawna	Amos	08/17/2019	State Preschool
2025	9920	Faulkner City School District	9920-015	James Earl Jones Elementary School	992718686	07/29/2024	Jonathon	Anglin	05/12/2018	Head Start
2025	9920	Faulkner City School District	9920-002	Morgan Freeman Elementary School	992718536	07/25/2024	Joesph	Bach	05/12/2019	Child Care
2025	9920	Faulkner City School District	9920-015	James Earl Jones Elementary School	991697352	01/08/2025	Chasity	Barbosa	10/22/2019	Private Preschool
2025	9920	Faulkner City School District	9920-002	Morgan Freeman Elementary School	991518663	07/25/2024	Karol	Barnhill	01/01/2019	Child Care
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2025	9920	Faulkner City School District	9920-015	James Earl Jones Elementary School						
2025	9920	Faulkner City School District	9920-002	Morgan Freeman Elementary School						

Repeat as necessary to provide
all information or update
prior uploads

LEA

School

School Year

All



All



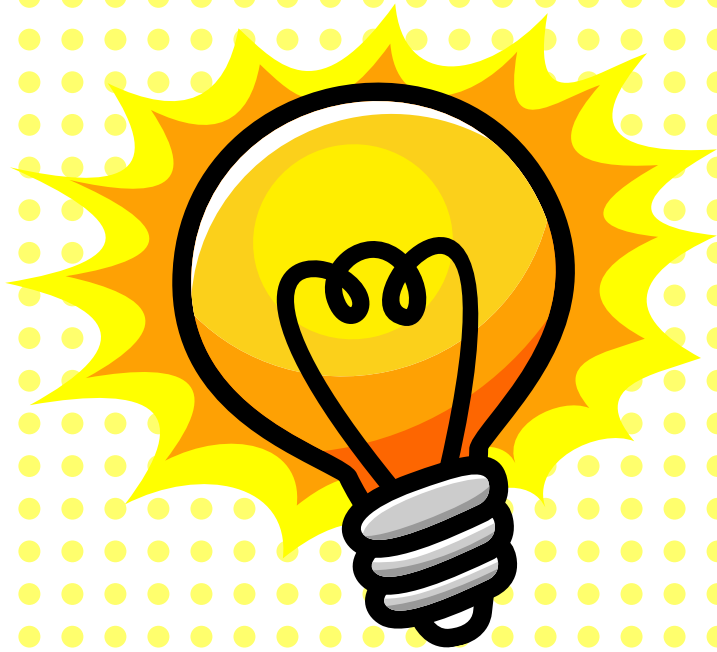
All



Kindergarten Entry

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**Beginning July 2025,
Kindergarten Entry file upload
will accept names with spaces
and special characters!**

Keep names as they are from the initial
data download.



Kindergarten Entry

25-26 SY Data

Initial data entered



Kindergarten Entry

25-26 SY Data

November – June

Monthly Data Checks



Hacks to Common Upload Errors

FILE UPLOAD PROCESS



Incorrect file type/name



Failure to delete filter row



Incorrect data format (leading 0's, dates)



Extra spaces in cells



Incorrect file type/name

- Staff.Credentials
- Staff.Employment
- Staff.Removal

9920_name_KindergartenEntry.csv.xlsx

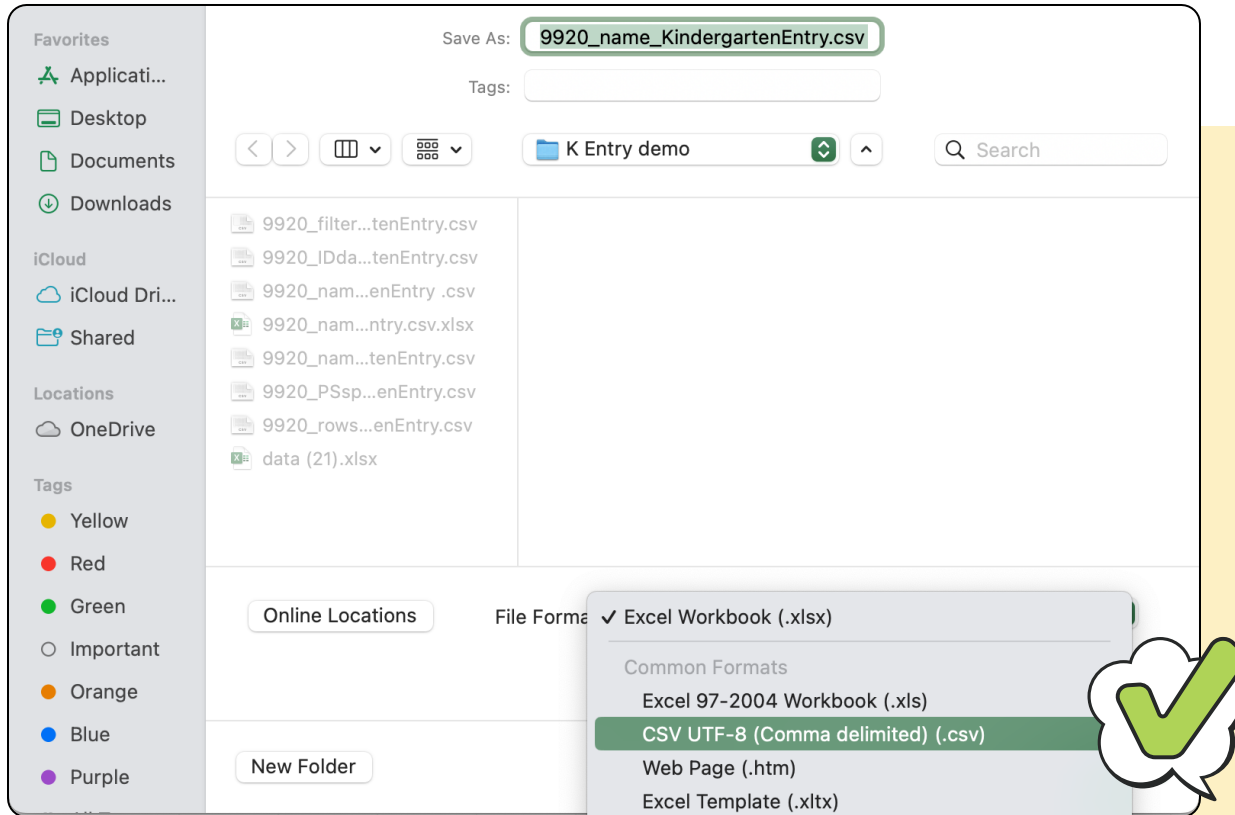
! Failed

Invalid file type.

Try Again



#####_OptionalText_KindergartenEntry.csv
#####_KindergartenEntry.csv



File > Save As.

Select **CSV** from the file format menu.

Ensure file name is correct.

- CourseSection.Removal
- FedProg.EnglishLearner
- FedProg.Homeless
- FedProg.Immigrant
- InactiveEnrollment
- Incident.Removal
- KindergartenEntry
- MsisIdRequest
- NonPublicStaff.Assignments
- NonPublicStaff.Employment
- NonPublicStaff.Schedules
- SpecEd.Evaluation
- SpecEd.IEPData
- SpecEd.StudentRoster
- Staff.Assignments
- Staff.Credentials
- Staff.Employment
- Staff.Removal



 9920_name_KindergartenEntry.csv

 Completed

View Files

Upload More Files



Incorrect file type/name

- Staff.Credentials
- Staff.Employment
- Staff.Removal

9920_name_KindergartenEntry.csv

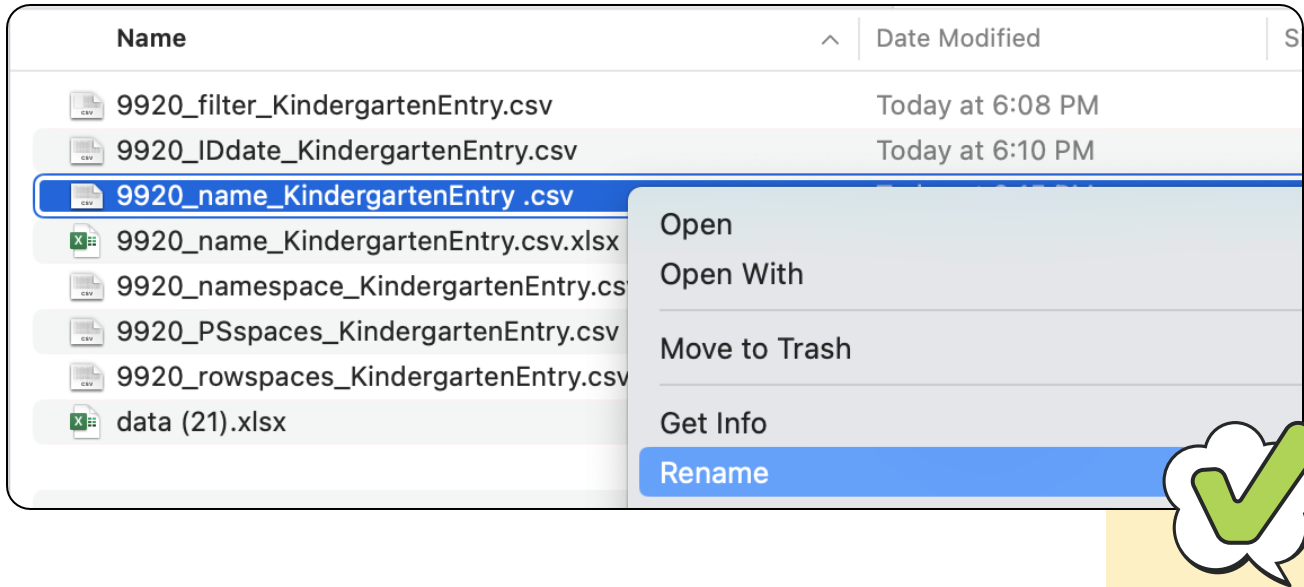
! Failed

Not an allowed file name.

Try Again



#####_OptionalText_KindergartenEntry.csv
#####_KindergartenEntry.csv



Right-click on the file name in your file list.

Select Rename.

Delete the extra space.

- CourseSection.Removal
- FedProg.EnglishLearner
- FedProg.Homeless
- FedProg.Immigrant
- InactiveEnrollment
- Incident.Removal
- KindergartenEntry
- MsisIdRequest
- NonPublicStaff.Assignments
- NonPublicStaff.Employment
- NonPublicStaff.Schedules
- SpecEd.Evaluation
- SpecEd.IEPData
- SpecEd.StudentRoster
- Staff.Assignments
- Staff.Credentials
- Staff.Employment
- Staff.Removal



 9920_name_KindergartenEntry.csv

 Completed

View Files

Upload More Files






Failure to delete filter row

- SpecEd.Evaluation
- SpecEd.IEPData
- SpecEd.StudentRoster
- Staff.Assignments
- Staff.Credentials
- Staff.Employment
- Staff.Removal

 9920_KindergartenEntry.csv

 Completed

View Files

Upload More Files



Failure to delete filter row

MSIS
MISSISSIPPI STUDENT INFORMATION SYSTEM

- Home
- Administration
- Data Submission
 - Upload a File
 - Submission Status**
 - Data Quality Dashboard
 - Accreditation
- Reports

Submission Status

Select start and end dates (within the previous 365 days), then select Apply Filter.

Status: Uploaded By: Dates: -

Name	Date & Time (CT)	Uploaded By	Status	Actions
9920_rowspaces_KindergartenEntry.csv	05/26/2025, 06:23:51 PM	Banks, Melissa	Failed	
9920_namespace_KindergartenEntry.csv	05/26/2025, 06:23:31 PM	Banks, Melissa	Failed	
9920_PSspaces_KindergartenEntry.csv	05/26/2025, 06:22:50 PM	Banks, Melissa	Failed	
9920_IDdate_KindergartenEntry.csv	05/26/2025, 06:22:25 PM	Banks, Melissa	Failed	
9920_filter_KindergartenEntry.csv	05/26/2025, 06:21:28 PM	Banks, Melissa	Failed	

9920_filter_KindergartenEntry.csv

Date Uploaded:
05/26/2025

Uploaded By:
Melissa Banks

Number of Rows:
21

File Status: **Failed**

! File validation failed. There are errors in your data that need your attention.

Row ID	LEA ID	School ID	Error	Resolution
20			The School Year is blank or invalid.	The School Year is a required field. Ensure the value is the last year of the School Year like 2025 instead of 2024-2025.
20			ERROR_LEAIdentifier NOT FOUND	REASON_LEAIdentifier NOT FOUND
20			ERROR_SchoolIdentifier NOT FOUND	REASON_SchoolIdentifier NOT FOUND
20			The MSIS ID is blank or invalid.	The MSIS ID is a required field and must be 9-digits including leading zeros. Ensure the MSIS ID is not blank. Example: 001234567.
20			The Prior Setting is blank or invalid.	Ensure the Prior Setting is not blank and only one of the following: Head Start, Early Head Start, State Preschool, Public Preschool, Private Preschool, Early Childhood Special Education (619), Home Visiting, Child Care, Early Intervention Services Part C, Family Child Care, Home-Based Informal Care, Migrant Head Start, Private Pre-Kindergarten, or Public Pre-Kindergarten.

9920_filter_KindergartenEntry.csv

Date Uploaded: 05/26/2025 Uploaded By: Melissa Banks Number of Rows: 21

File Status: Failed

 File validation failed. There are errors in your data that need your attention.

Row ID	LEA ID	School ID	Error	Resolution
20			The School Year is blank or invalid.	The School Year is a required field. Ensure the value is the last year of the School Year like 2025 instead of 2024-2025.
20				
20				
20				s including leading zeros. Ensure the MSIS ID is not blank. Example: 001234567.
20			invalid.	of the following: Head Start, Early Head Start, State Preschool, Public Preschool, Private Preschool, Early Childhood Special Education (619), Home Visiting, Child Care, Early Intervention Services Part C, Family Child Care, Home-Based Informal Care, Migrant Head Start, Private Pre-Kindergarten, or Public Pre-Kindergarten.

+1 to the Row ID to find the corresponding row in your spreadsheet.
 The system counts the header row as "0" but on the spreadsheet the header row is 1.

9920_filter_KindergartenEntry.csv

Date Uploaded:
05/26/2025

Uploaded by:
Melissa

File Status: Failed

! File validation failed

Row ID	LEA ID	School ID
20		
20		
20		
20		
20		

	A	B	C	D	E	F	G	H	I	J	K	L
1	School Year	LEA ID	LEA Name	School ID	School Name	MSIS ID	Enrollment D	First Name	Last Name	Date of Birth	Prior Setting	
2	2025	9920	Faulkner City	9920-015	James Earl Jo	990518834	07/30/2024	Lura	Alvarez	12/27/2018	Head Start	
3	2025	9920	Faulkner City	9920-015	James Earl Jo	990718301	07/25/2024	Hailee	Richie	05/11/2018	Early Childhood Special Ed	
4	2025	9920	Faulkner City	9920-015	James Earl Jo	990897049	07/25/2024	Macey	Snider	12/27/2019	Private Pre-Kindergarten	
5	2025	9920	Faulkner City	9920-015	James Earl Jo	990897179	07/25/2024	Kecia	Easterling	12/27/2019	Private Pre-Kindergarten	
6	2025	9920	Faulkner City	9920-015	James Earl Jo	990897209	07/25/2024	Annie	Chun	04/08/2019	Child Care	
7	2025	9920	Faulkner City	9920-015	James Earl Jo	990897219	07/25/2024	Logan	Chappell	09/20/2019	Private Pre-Kindergarten	
8	2025	9920	Faulkner City	9920-015	James Earl Jo	990897239	07/25/2024	Vernie	Baskin	03/05/2019	Private Pre-Kindergarten	
9	2025	9920	Faulkner City	9920-015	James Earl Jo	990897279	07/26/2024	Verlyn	Ries	12/28/2019	Early Childhood Special Ed	
10	2025	9920	Faulkner City	9920-015	James Earl Jo	990897339	07/30/2024	Gaston	Dorman	12/27/2019	Public Pre-Kindergarten	
11	2025	9920	Faulkner City	9920-015	James Earl Jo	990897379	07/25/2024	Zeta	Feliciano	07/16/2019	Head Start	
12	2025	9920	Faulkner City	9920-015	James Earl Jo	990897409	07/25/2024	Peggie	Oglesby	08/18/2019	Head Start	
13	2025	9920	Faulkner City	9920-015	James Earl Jo	990897419	07/25/2024	Little	Monaghan	03/07/2019	Child Care	
14	2025	9920	Faulkner City	9920-015	James Earl Jo	990897429	07/25/2024	Yoshiko	Clawson	12/28/2019	Public Pre-Kindergarten	
15	2025	9920	Faulkner City	9920-015	James Earl Jo	990897519	07/25/2024	Joesph	Valerio	08/19/2019	Public Pre-Kindergarten	
16	2025	9920	Faulkner City	9920-015	James Earl Jo	990897529	07/25/2024	Carly	Robertson	01/02/2018	Private Pre-Kindergarten	
17	2025	9920	Faulkner City	9920-015	James Earl Jo	990897539	07/25/2024	Annabella	Blanchard	10/23/2018	Private Pre-Kindergarten	
18	2025	9920	Faulkner City	9920-015	James Earl Jo	990897579	07/25/2024	Phyllis	Bruns	09/19/2019	Child Care	
19	2025	9920	Faulkner City	9920-015	James Earl Jo	990897589	07/25/2024	Jelani	Landis	08/18/2019	Child Care	
20	2025	9920	Faulkner City	9920-015	James Earl Jo	990897659	07/25/2024	Qatar	Zimmerman	04/04/2019	Public Pre-Kindergarten	
21												
22	Applied filters: School is James Earl Jones Elementary School-9920-015											
23												

The Prior Setting is blank or invalid.

Ensure the Prior Setting is not blank and only one of the following: Head Start, Early Head Start, State Preschool, Public Preschool, Private Preschool, Early Childhood Special Education (619), Home Visiting, Child Care, Early Intervention Services Part C, Family Child Care, Home-Based Informal Care, Migrant Head Start, Private Pre-Kindergarten, or Public Pre-Kindergarten.

	A	B	C	D	E	F	G	H	I	J	K	L
1	School Year	LEA ID	LEA Name	School ID	School Name	MSIS ID	Enrollment D	First Name	Last Name	Date of Birth	Prior Setting	
2	2025	9920	Faulkner City	9920-015	James Earl Jo	990518834	07/30/2024	Lura	Alvarez	12/27/2018	Head Start	
3	2025	9920	Faulkner City	9920-015	James Earl Jo	990718301	07/25/2024	Hailee	Richie	05/11/2018	Early Childhood Special Education	
4	2025	9920	Faulkner City	9920-015	James Earl Jo	990897049	07/25/2024	Macey	Snider	12/27/2019	Private Pre-Kindergarten	
5	2025	9920	Faulkner City	9920-015	James Earl Jo	990897179	07/25/2024	Kecia	Easterling	12/27/2019	Private Pre-Kindergarten	
6	2025	9920	Faulkner City	9920-015	James Earl Jo	990897209	07/25/2024	Annie	Chun	04/08/2019	Child Care	
7	2025	9920	Faulkner City	9920-015	James Earl Jo	990897219	07/25/2024	Logan	Chappell	09/20/2019	Private Pre-Kindergarten	
8	2025	9920	Faulkner City	9920-015	James Earl Jo	990897239	07/25/2024	Vernie	Baskin	03/05/2019	Private Pre-Kindergarten	
9	2025	9920	Faulkner City	9920-015	James Earl Jo	990897279	07/26/2024	Verlyn	Ries	12/28/2019	Early Childhood Special Education	
10	2025	9920	Faulkner City	9920-015	James Earl Jo	990897339	07/30/2024	Gaston	Dorman	12/27/2019	Public Pre-Kindergarten	
11	2025	9920	Faulkner City	9920-015	James Earl Jo	990897379	07/25/2024	Zeta	Feliciano	07/16/2019	Head Start	
12	2025	9920	Faulkner City	9920-015	James Earl Jo	990897409	07/25/2024	Peggie	Oglesby	08/18/2019	Head Start	
13	2025	9920	Faulkner City	9920-015	James Earl Jo	990897419	07/25/2024	Little	Monaghan	03/07/2019	Child Care	
14	2025	9920	Faulkner City	9920-015	James Earl Jo	990897429	07/25/2024	Yoshiko	Clawson	12/28/2019	Public Pre-Kindergarten	
15	2025	9920	Faulkner City	9920-015	James Earl Jo	990897519	07/25/2024	Joesph	Valerio	08/19/2019	Public Pre-Kindergarten	
16	2025	9920	Faulkner City	9920-015	James Earl Jo	990897529	07/25/2024	Carly	Robertson	01/02/2018	Private Pre-Kindergarten	
17	2025	9920	Faulkner City	9920-015	James Earl Jo	990897539	07/25/2024	Annabella	Blanchard	10/23/2018	Private Pre-Kindergarten	
18	2025	9920	Faulkner City	9920-015	James Earl Jo	990897579	07/25/2024	Phyllis	Bruns	09/19/2019	Child Care	
19	2025	9920	Faulkner City	9920-015	James Earl Jo	990897589	07/25/2024	Jelani	Landis	08/18/2019	Child Care	
20	2025	9920	Faulkner City	9920-015	James Earl Jo	990897659	07/25/2024	Galen	Zimmerman	01/01/2019	Public Pre-Kindergarten	
21												
22												
23												
24												
25												



Click on the Row number to select the entire row that contains “Applied Filter”.

Shift + Click to select the row above and below.

Hit delete to delete all content (visible and hidden) in the rows.

Submission Status

Select start and end dates (within the previous 365 days), then select Apply Filter.

Status: Uploaded By: 05/01/2025 – 07/28/2025

Name	Date & Time (CT)	Uploaded By	Status	Actions
9920ResidentLEASchool.csv	07/15/2025, 08:58:24		Failed	
9920_MsisldRequest.csv	06/10/2025, 09:16:43 AM		Failed	
9920_xtrasp_Staff.Employment.csv	06/06/2025, 08:58:24		Failed	
9920_xtrarow_Staff.Employment.csv	06/06/2025, 08:58:24		Failed	
9920_good3_InactiveEnrollment.csv			Pending	
9920_05062025_InactiveEnrollment.csv		Barbara MS District	Pending	
9920_05062025_InactiveEnrollment.csv	05/06/2025, 02:23:20 PM	MSIS District	Pending	
9920_filter_KindergartenEntry.csv	06/10/2025, 09:17:43	Banks, Melissa	Success	
9920MsisldRequest.csv	05/26/2025, 09:51:02 AM	Banks, Melissa	Success	






Incorrect data format (leading 0's, dates)

- SpecEd.Evaluation
- SpecEd.IEPData
- SpecEd.StudentRoster
- Staff.Assignments
- Staff.Credentials
- Staff.Employment
- Staff.Removal

 9920_KindergartenEntry.csv

 Completed

View Files

Upload More Files



Incorrect data format (leading 0's, dates)

MSIS
MISSISSIPPI STUDENT INFORMATION SYSTEM

- Home
- Administration
- Data Submission
 - Upload a File
 - Submission Status**
 - Data Quality Dashboard
 - Accreditation
- Reports

Submission Status

Select start and end dates (within the previous 365 days), then select Apply Filter.

Status: Uploaded By: 04/26/2025 - 05/26/2025

Name	Date & Time (CT)	Uploaded By	Status	Actions
9920_rowspaces_KindergartenEntry.csv	05/26/2025, 06:23:51 PM	Banks, Melissa	Failed	
9920_namespace_KindergartenEntry.csv	05/26/2025, 06:23:31 PM	Banks, Melissa	Failed	
9920_PSspaces_KindergartenEntry.csv	05/26/2025, 06:22:50 PM	Banks, Melissa	Failed	
9920_IDdate_KindergartenEntry.csv	05/26/2025, 06:22:25 PM	Banks, Melissa	Failed	
9920_filter_KindergartenEntry.csv	05/26/2025, 06:21:28 PM	Banks, Melissa	Failed	

9920_IDdate_KindergartenEntry.csv

Date Uploaded:
05/26/2025

Uploaded By:
Melissa Banks

Number of Rows:
19

File Status: **Failed**

! File validation failed. There are errors in your data that need your attention.

Row ID	LEA ID	School ID	Error	Resolution
1	9920	9920-015	The MSIS ID is blank or invalid.	The MSIS ID is a required field and must be 9-digits including leading zeros. Ensure the MSIS ID is not blank. Example: 001234567.
2	9920	9920-015	The MSIS ID is blank or invalid.	The MSIS ID is a required field and must be 9-digits including leading zeros. Ensure the MSIS ID is not blank. Example: 001234567.
3	9920	9920-015	The MSIS ID is blank or invalid.	The MSIS ID is a required field and must be 9-digits including leading zeros. Ensure the MSIS ID is not blank. Example: 001234567.
4	9920	9920-015	The MSIS ID is blank or invalid.	The MSIS ID is a required field and must be 9-digits including leading zeros. Ensure the MSIS ID is not blank. Example: 001234567.
5	9920	9920-015	The MSIS ID is blank or invalid.	The MSIS ID is a required field and must be 9-digits including leading zeros. Ensure the MSIS ID is not blank. Example: 001234567.

9920_IDdate_KindergartenEntry.csv

Date Uploaded:
05/26/2025

Uploaded By:
Melissa Banks

Number of Rows:
19

File Status: Failed

! File validation failed. There are errors in your data that need your attention.

Row ID	LEA ID	School ID	Error	Resolution
1	9920	9920-015	The MSIS ID is blank or invalid.	The MSIS ID is a required field and must be 9-digits including leading zeros. Ensure the MSIS ID is not blank. Example: 001234567.
2	9920			e 9-digits including leading zeros. Ensure the MSIS ID is not blank. Example:
3	9920			e 9-digits including leading zeros. Ensure the MSIS ID is not blank. Example:
4	9920			e 9-digits including leading zeros. Ensure the MSIS ID is not blank. Example:
5	9920	015	invalid.	001234567.

+1 to the Row ID to find the corresponding row in your spreadsheet.

The system counts the header row as "0" but on the spreadsheet the header row is 1.

9920_IDdate_KindergartenEntry.csv

Date Uploaded:
05/26/2025

File Status: **Failed**

! File validation failed

Row ID	LEA ID	School ID
1	9920	9920-015
2	9920	9920-015
3	9920	9920-015
4	9920	9920-015
5	9920	9920-015

	A	B	C	D	E	F	G	H	I	J	K
1	School Year	LEA ID	LEA Name	School ID	School Name	MSIS ID	Enrollment Date	First Name	Last Name	Date of Birth	Prior Setting
2	2025	9920	Faulkner City	9920-015	James Earl	518834	07/30/2024	Lura	Alvarez	12/27/2018	Head Start
3	2025	9920	Faulkner City	9920-015	James Earl	718301	07/25/2024	Hailee	Richie	05/11/2018	Early Childhood S
4	2025	9920	Faulkner City	9920-015	James Earl	897049	07/25/2024	Macey	Snider	12/27/2019	Private Pre-Kinde
5	2025	9920	Faulkner City	9920-015	James Earl	897179	07/25/2024	Kecia	Easterling	12/27/2019	Private Pre-Kinde
6	2025	9920	Faulkner City	9920-015	James Earl	897209	07/25/2024	Annie	Chun	04/08/2019	Child Care
7	2025	9920	Faulkner City	9920-015	James Earl	897219	07/25/2024	Logan	Chappell	09/20/2019	Private Pre-Kinde
8	2025	9920	Faulkner City	9920-015	James Earl	897239	07/25/2024	Vernie	Baskin	03/05/2019	Private Pre-Kinde
9	2025	9920	Faulkner City	9920-015	James Earl	897279	07/26/2024	Verlyn	Ries	12/28/2019	Early Childhood S
10	2025	9920	Faulkner City	9920-015	James Earl	897339	07/30/2024	Gaston	Dorman	12/27/2019	Public Pre-Kinder
11	2025	9920	Faulkner City	9920-015	James Earl	897379	07/25/2024	Zeta	Feliciano	07/16/2019	Head Start
12	2025	9920	Faulkner City	9920-015	James Earl	897409	07/25/2024	Peggie	Oglesby	08/18/2019	Head Start
13	2025	9920	Faulkner City	9920-015	James Earl	897419	07/25/2024	Little	Monaghan	03/07/2019	Child Care
14	2025	9920	Faulkner City	9920-015	James Earl	897429	07/25/2024	Yoshiko	Clawson	12/28/2019	Public Pre-Kinder
15	2025	9920	Faulkner City	9920-015	James Earl	897519	07/25/2024	Joesph	Valerio	08/19/2019	Public Pre-Kinder
16	2025	9920	Faulkner City	9920-015	James Earl	897529	07/25/2024	Carly	Robertson	01/02/2018	Private Pre-Kinder
17	2025	9920	Faulkner City	9920-015	James Earl	897539	07/25/2024	Annabella	Blanchard	10/23/2018	Private Pre-Kinder
18	2025	9920	Faulkner City	9920-015	James Earl	897579	07/25/2024	Phyllis	Bruns	09/19/2019	Child Care
19	2025	9920	Faulkner City	9920-015	James Earl	897589	07/25/2024	Jelani	Landis	08/18/2019	Child Care
20	2025	9920	Faulkner City	9920-015	James Earl	897659	07/25/2024	Galen	Zimmermanr	01/01/2019	Public Pre-Kinder
21											
22											

The MSIS ID is blank or invalid.

The MSIS ID is a required field and must be 9-digits including leading zeros. Ensure the MSIS ID is not blank. Example: 001234567.

	A	B	C	D	E	F	G	H	I	J	
1	School Year	LEA ID	LEA Name	School ID	School Name	MSIS ID	Enrollment D	First Name	Last Name	Date of Birth	Prior
2	2025	9920	Faulkner City	9920-015	James Earl Jo	000518834	07/30/2024	Lura	Alvarez	12/27/2018	Head
3	2025	9920	Faulkner City	9920-015	James Earl Jo	000718301	07/25/2024	Hailee	Richie	05/11/2018	Early
4	2025	9920	Faulkner City	9920-015	James Earl Jo	000897049	07/25/2024	Macey	Snider	12/27/2019	Priva
5	2025	9920	Faulkner City	9920-015	James Earl Jo	000897179	07/25/2024	Kecia	Easterling	12/27/2019	Priva
6	2025	9920	Faulkner City	9920-015	James Earl Jo	000897209	07/25/2024	Annie	Chun	04/08/2019	Child
7	2025	9920	Faulkner City	9920-015	James Earl Jo	000897219	07/25/2024	Logan	Chappell	09/20/2019	Priva
8	2025	9920	Faulkner City	9920-015	James Earl Jo	000897239	07/25/2024	Vernie	Baskin	03/05/2019	Priva
9	2025	9920	Faulkner City	9920-015	James Earl Jo	000897279	07/26/2024	Verlyn	Ries	12/28/2019	Early
10	2025	9920	Faulkner City	9920-015	James Earl Jo	000897339	07/30/2024	Gaston	Dorman	12/27/2019	Publi
11	2025	9920	Faulkner City	9920-015	James Earl Jo	000897379	07/25/2024	Zeta	Feliciano	07/16/2019	Head
12	2025	9920	Faulkner City	9920-015	James Earl Jo	000897409	07/25/2024	Peggie	Oglesby	08/18/2019	Head
13	2025	9920	Faulkner City	9920-015	James Earl Jo	000897419	07/25/2024	Little	Monaghan	03/07/2019	Child
14	2025	9920	Faulkner City	9920-015	James Earl Jo	000897429	07/25/2024	Yoshiko	Clawson	12/28/2019	Publi
15	2025	9920	Faulkner City	9920-015	James Earl Jo	000897519	07/25/2024	Joesph	Valerio	08/19/2019	Publi
16	2025	9920	Faulkner City	9920-015	James Earl Jo	000897529	07/25/2024	Carly	Robertson	01/02/2018	Priva
17	2025	9920	Faulkner City	9920-015	James Earl Jo	000897539	07/25/2024	Annabella	Blanchard	10/23/2018	Priva
18	2025	9920	Faulkner City	9920-015	James Earl Jo	000897579	07/25/2024	Phyllis	Bruns	09/19/2019	Child
19	2025	9920	Faulkner City	9920-015	James Earl Jo	000897589	07/25/2024	Jelani	Landis	08/18/2019	Child
20	2025	9920	Faulkner City	9920-015	James Earl Jo	000897659	07/25/2024	Galen	Zimmermanr	01/01/2019	Child
21											

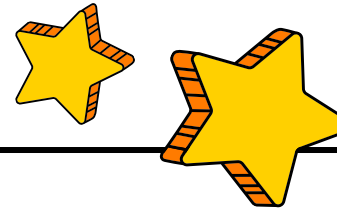


Format column to ensure leading 0's or proper date format.

1

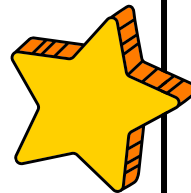


- Open the .csv in Excel.
- If prompted, do not convert data.
- Do not change the content of the header rows. (Column widths can be adjusted.)



22

Instructions for Formatting Cells – Excel and Sheets



- Open the .csv in Google Sheets.
- If prompted, do not convert data.
- Do not change the content of the header rows. (Column widths can be adjusted.)



Submission Status

Select start and end dates (within the previous 365 days), then select Apply Filter.

Status: Uploaded By: 05/01/2025 – 07/28/2025

Name	Date & Time (CT)	Uploaded By	Status	Actions
9920ResidentLEASchool.csv	07/15/2025, 08:58:24		Failed	
9920_MsisldRequest.csv	06/10/2025, 09:16:43 AM		Failed	
9920_xtrasp_Staff.Employment.csv	06/06/2025, 08:58:24		Failed	
9920_xtrarow_Staff.Employment.csv	06/06/2025, 08:58:24		Failed	
9920_good3_InactiveEnrollment.csv			Pending	
9920_05062025_InactiveEnrollment.csv		Barbara MS District	Pending	
9920_05062025_InactiveEnrollment.csv	05/06/2025, 02:23:20 PM	MSIS District	Pending	
9920_IDdate_KindergartenEntry.csv	06/10/2025, 09:17:43	Banks, Melissa	Success	
9920MsisldRequest.csv	05/26/2025, 09:51:02 AM	Banks, Melissa	Success	



Extra spaces in cells

- SpecEd.Evaluation
- SpecEd.IEPData
- SpecEd.StudentRoster
- Staff.Assignments
- Staff.Credentials
- Staff.Employment
- Staff.Removal

 9920_KindergartenEntry.csv

 Completed

View Files

Upload More Files



Extra spaces in cells



- Home
- Administration
- Data Submission
 - Upload a File
 - Submission Status**
 - Data Quality Dashboard
 - Accreditation
- Reports

Submission Status

Select start and end dates (within the previous 365 days), then select Apply Filter.

Status: Uploaded By: 04/26/2025 - 05/26/2025

Name	Date & Time (CT)	Uploaded By	Status	Actions
9920_rowspaces_KindergartenEntry.csv	05/26/2025, 06:23:51 PM	Banks, Melissa	Failed	
9920_namespace_KindergartenEntry.csv	05/26/2025, 06:23:31 PM	Banks, Melissa	Failed	
9920_PSspaces_KindergartenEntry.csv	05/26/2025, 06:22:50 PM	Banks, Melissa	Failed	
9920_IDdate_KindergartenEntry.csv	05/26/2025, 06:22:25 PM	Banks, Melissa	Failed	
9920_filter_KindergartenEntry.csv	05/26/2025, 06:21:28 PM	Banks, Melissa	Failed	

9920_PSspaces_KindergartenEntry.csv

Date Uploaded:
05/26/2025

Uploaded By:
Melissa Banks

Number of Rows:
21

File Status: **Failed**

! File validation failed. There are errors in your data that need your attention.

Row ID	EA ID	School ID	Error	Resolution
1	920	9920-015	The Prior Setting is blank or invalid.	Ensure the Prior Setting is not blank and only one of the following: Head Start, Early Head Start, State Preschool, Public Preschool, Private Preschool, Early Childhood Special Education (619), Home Visiting, Child Care, Early Intervention Services Part C, Family Child Care, Home-Based Informal Care, Migrant Head Start, Private Pre-Kindergarten, or Public Pre-Kindergarten.
6	920	9920-015	The Prior Setting is blank or invalid.	Ensure the Prior Setting is not blank and only one of the following: Head Start, Early Head Start, State Preschool, Public Preschool, Private Preschool, Early Childhood Special Education (619), Home Visiting, Child Care, Early Intervention Services Part C, Family Child Care, Home-Based Informal Care, Migrant Head Start, Private Pre-Kindergarten, or Public Pre-Kindergarten.
8	920	9920-015	The Prior Setting is blank or invalid.	Ensure the Prior Setting is not blank and only one of the following: Head Start, Early Head Start, State Preschool, Public Preschool, Private Preschool, Early Childhood Special Education (619), Home Visiting, Child Care, Early Intervention Services Part C, Family Child Care, Home-Based Informal Care, Migrant Head Start, Private Pre-Kindergarten, or Public Pre-Kindergarten.
10	920	9920-015	The Prior Setting is blank or invalid.	Ensure the Prior Setting is not blank and only one of the following: Head Start, Early Head Start, State Preschool, Public Preschool, Private Preschool, Early Childhood Special Education (619), Home Visiting, Child Care, Early Intervention Services Part C, Family Child Care, Home-Based Informal Care, Migrant Head Start, Private Pre-Kindergarten, or Public Pre-Kindergarten.

9920_PSspaces_KindergartenEntry.csv

Date Uploaded:
05/26/2025

Uploaded By:
Melissa Banks

Number of Rows:
21

File Status: Failed

 File validation failed. There are errors in your data that need your attention.

Row ID	EA ID	School ID	Error	Resolution
1	920	9920-015	The Prior Setting is blank or invalid.	Ensure the Prior Setting is not blank and only one of the following: Head Start, Early Head Start, State Preschool, Public Preschool, Private Preschool, Early Childhood Special Education (619), Home Visiting, Child Care, Early Intervention Services Part C, Family Child Care, Home-Based Informal Care, Migrant Head Start, Private Pre-Kindergarten, or Public Pre-
6	920			of the following: Head Start, Early Head Start, State Preschool, Public Special Education (619), Home Visiting, Child Care, Early Intervention Services Part C, Family Child Care, Home-Based Informal Care, Migrant Head Start, Private Pre-Kindergarten, or Public Pre-
8	920			of the following: Head Start, Early Head Start, State Preschool, Public Special Education (619), Home Visiting, Child Care, Early Intervention Services Part C, Family Child Care, Home-Based Informal Care, Migrant Head Start, Private Pre-Kindergarten, or Public Pre-
10	920	9920-015	The Prior Setting is blank or invalid.	Ensure the Prior Setting is not blank and only one of the following: Head Start, Early Head Start, State Preschool, Public Preschool, Private Preschool, Early Childhood Special Education (619), Home Visiting, Child Care, Early Intervention Services Part C, Family Child Care, Home-Based Informal Care, Migrant Head Start, Private Pre-Kindergarten, or Public Pre-

+1 to the Row ID to find the corresponding row in your spreadsheet.

This system counts the header row as "0" but on the spreadsheet the header row is 1.

9920_PSspaces_KindergartenEntry.csv

Date Uploaded:

05/26/2025

Uploaded By:

Melissa

Number of Rows:

File Status: **Failed**

! File validation failed.

Row ID	LEA ID	School ID
1	9920	9920-015
6	9920	9920-015
8	9920	9920-015
10	9920	9920-015

	A	B	C	D	E	F	G	H	I	J	K	L	M	N
1	School Year	LEA ID	LEA Name	School ID	School Name	MSIS ID	Enrollment D	First Name	Last Name	Date of Birth	Prior Setting			
2	2025	9920	Faulkner City	9920-015	James Earl Jo	990518834	000045503	Lura	Alvarez	00004346	Head Start			
3	2025	9920	Faulkner City	9920-015	James Earl Jo	990718301	000045498	Hailee	Richie	000043231	Early Childhood Special Education (619)			
4	2025	9920	Faulkner City	9920-015	James Earl Jo	990897049	000045498	Macey	Snider	000043826	Private Pre-Kindergarten			
5	2025	9920	Faulkner City	9920-015	James Earl Jo	990897179	000045498	Kecia	Easterling	000043826	Private Pre-Kindergarten			
6	2025	9920	Faulkner City	9920-015	James Earl Jo	990897209	000045498	Annie	Chun	000043563	Child Care			
7	2025	9920	Faulkner City	9920-015	James Earl Jo	990897219	000045498	Logan	Chappell	00004372	Private Pre-Kindergarten			
8	2025	9920	Faulkner City	9920-015	James Earl Jo	990897239	000045498	Vernie	Baskin	000043529	Private Pre-Kindergarten			
9	2025	9920	Faulkner City	9920-015	James Earl Jo	990897279	000045499	Verlyn	Ries	00004382	Early Childhood Special Education (619)			
10	2025	9920	Faulkner City	9920-015	James Earl Jo	990897339	000045503	Gaston	Dorman	000043826	Public Pre-Kindergarten			
11	2025	9920	Faulkner City	9920-015	James Earl Jo	990897379	000045498	Zeta	Feliciano	000043662	Head Start			
12	2025	9920	Faulkner City	9920-015	James Earl Jo	990897409	000045498	Peggie	Oglesby	000043695	Head Start			
13	2025	9920	Faulkner City	9920-015	James Earl Jo	990897419	000045498	Little	Monaghan	000043531	Child Care			
14	2025	9920	Faulkner City	9920-015	James Earl Jo	990897429	000045498	Yoshiko	Clawson	000043827	Public Pre-Kindergarten			
15	2025	9920	Faulkner City	9920-015	James Earl Jo	990897519	000045498	Joesph	Valerio	000043696	Public Pre-Kindergarten			
16	2025	9920	Faulkner City	9920-015	James Earl Jo	990897529	000045498	Carly	Robertson	000043102	Private Pre-Kindergarten			
17	2025													
18	2025													
19	2025													
20	2025													
21														
22														

When the error is not related to formatting, and the user has double-checked the options for the data element, open the file in NotePad (Windows) or TextEdit (Mac) to check for empty spaces

9920_PSspaces_KindergartenEntry.csv

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School Year,LEA ID,LEA Name,School ID,School Name,MSIS ID,Enrollment Date,First Name,Last Name,Date of Birth,Prior Setting
2025,9920,Faulkner City School District,9920-015,James Earl Jones Elementary School,990518834,000045503,Lura,Alvarez,000043461,Head Start
2025,9920,Faulkner City School District,9920-015,James Earl Jones Elementary School,990718301,000045498,Hailee,Richie,000043231,Early Childhood Special Education (619)
2025,9920,Faulkner City School District,9920-015,James Earl Jones Elementary School,990897049,000045498,Macey,Snider,000043826,Private Pre-Kindergarten
2025,9920,Faulkner City School District,9920-015,James Earl Jones Elementary School,990897179,000045498,Kecia,Easterling,000043826,Private Pre-Kindergarten
2025,9920,Faulkner City School District,9920-015,James Earl Jones Elementary School,990897209,000045498,Annie,Chun,000043563,Child Care
2025,9920,Faulkner City School District,9920-015,James Earl Jones Elementary School,990897219,000045498,Logan,Chappell,000043728,Private Pre-Kindergarten
2025,9920,Faulkner City School District,9920-015,James Earl Jones Elementary School,990897239,000045498,Vernie,Baskin,000043529,Private Pre-Kindergarten
2025,9920,Faulkner City School District,9920-015,James Earl Jones Elementary School,990897279,000045499,Verlyn,Ries,000043827,Early Childhood Special Education (619)
2025,9920,Faulkner City School District,9920-015,James Earl Jones Elementary School,990897339,000045503,Gaston,Dorman,000043826,Public Pre-Kindergarten
2025,9920,Faulkner City School District,9920-015,James Earl Jones Elementary School,990897379,000045498,Zeta,Feliciano,000043662,Head Start
2025,9920,Faulkner City School District,9920-015,James Earl Jones Elementary School,990897409,000045498,Peggie,Oglesby,000043695,Head Start
2025,9920,Faulkner City School District,9920-015,James Earl Jones Elementary School,990897419,000045498,Little,Monaghan,000043531,Child Care
2025,9920,Faulkner City School District,9920-015,James Earl Jones Elementary School,990897429,000045498,Yoshiko,Clawson,000043827,Public Pre-Kindergarten
2025,9920,Faulkner City School District,9920-015,James Earl Jones Elementary School,990897519,000045498,Joesph,Valerio,000043696,Public Pre-Kindergarten
2025,9920,Faulkner City School District,9920-015,James Earl Jones Elementary School,990897529,000045498,Carly,Robertson,000043102,Private Pre-Kindergarten
2025,9920,Faulkner City School District,9920-015,James Earl Jones Elementary School,990897539,000045498,Annabella,Blanchard,000043396,Private Pre-Kindergarten
2025,9920,Faulkner City School District,9920-015,James Earl Jones Elementary School,990897579,000045498,Phyllis,Bruns,000043727,Child Care
2025,9920,Faulkner City School District,9920-015,James Earl Jones Elementary School,990897589,000045498,Jelani.Landis,000043695,Child Care
2025,9920,Faulkner City School District,9920-015,James Earl Jones Elementary School,990897659,000045498,G

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Search (Edit > Find) for
extra spaces.

9920_PSspaces_KindergartenEntry.csv

175

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Done

☐ Replace

School Year	LEA ID	LEA Name	School ID	School Name	MSIS ID	Enrollment Date	First Name	Last Name	Date of Birth	Prior Setting
2025,9920,Faulkner	City	School District,9920-015,James Earl Jones Elementary School,990518834,000045503,Lura,Alvarez,000043461,Head Start								
2025,9920,Faulkner	City	School District,9920-015,James Earl Jones Elementary School,990718301,000045498,Hailee,Richie,000043231,Early Childhood Special Education (619)								
2025,9920,Faulkner	City	School District,9920-015,James Earl Jones Elementary School,990897049,000045498,Macey,Snider,000043826,Private Pre-Kindergarten								
2025,9920,Faulkner	City	School District,9920-015,James Earl Jones Elementary School,990897179,000045498,Kecia,Easterling,000043826,Private Pre-Kindergarten								
2025,9920,Faulkner	City	School District,9920-015,James Earl Jones Elementary School,990897209,000045498,Annie,Chun,000043563,Child Care								
2025,9920,Faulkner	City	School District,9920-015,James Earl Jones Elementary School,990897219,000045498,Logan,Chappell,000043728,Private Pre-Kindergarten								
2025,9920,Faulkner	City	School District,9920-015,James Earl Jones Elementary School,990897239,000045498,Vernie,Baskin,000043529,Private Pre-Kindergarten								
2025,9920,Faulkner	City	School District,9920-015,James Earl Jones Elementary School,990897279,000045499,Verlyn,Ries,000043827,Early Childhood Special Education (619)								
2025,9920,Faulkner	City	School District,9920-015,James Earl Jones Elementary School,990897339,000045503,Gaston,Dorman,000043826,Public Pre-Kindergarten								
2025,9920,Faulkner	City	School District,9920-015,James Earl Jones Elementary School,990897379,000045498,Zeta,Feliciano,000043662,Head Start								
2025,9920,Faulkner	City	School District,9920-015,James Earl Jones Elementary School,990897409,000045498,Peggie,Oglesby,000043695,Head Start								
2025,9920,Faulkner	City	School District,9920-015,James Earl Jones Elementary School,990897419,000045498,Little,Monaghan,000043531,Child Care								
2025,9920,Faulkner	City	School District,9920-015,James Earl Jones Elementary School,990897429,000045498,Yoshiko,Clawson,000043827,Public Pre-Kindergarten								
2025,9920,Faulkner	City	School District,9920-015,James Earl Jones Elementary School,990897519,000045498,Joesph,Valerio,000043696,Public Pre-Kindergarten								
2025,9920,Faulkner	City	School District,9920-015,James Earl Jones Elementary School,990897529,000045498,Carly,Robertson,000043102,Private Pre-Kindergarten								
2025,9920,Faulkner	City	School District,9920-015,James Earl Jones Elementary School,990897539,000045498,Annabella,Blanchard,000043396,Private Pre-Kindergarten								
2025,9920,Faulkner	City	School District,9920-015,James Earl Jones Elementary School,990897579,000045498,Phyllis,Bruns,000043727,Child Care								
2025,9920,Faulkner	City	School District,9920-015,James Earl Jones Elementary School,990897589,000045498,Jelani,Landis,000043695,Child Care								
2025,9920,Faulkner	City	School District,9920-015,James Earl Jones Elementary School,990897659,000045498,Galen,Zimmermann,000043466,Public Pre-Kindergarten								



Delete unnecessary spaces
at the end of the values.

Submission Status

Select start and end dates (within the previous 365 days), then select Apply Filter.

Status: Uploaded By: 05/01/2025 – 07/28/2025


Name	Date & Time (CT)	Uploaded By	Status	Actions
9920ResidentLEASchool.csv	07/15/2025, 08:58:24		Failed	
9920_MsisldRequest.csv	06/10/2025, 09:16:43 AM		Failed	
9920_xtrasp_Staff.Employment.csv	06/06/2025, 08:58:24		Failed	
9920_xtrarow_Staff.Employment.csv	06/06/2025, 08:58:24		Failed	
9920_good3_InactiveEnrollment.csv			Pending	
9920_05062025_InactiveEnrollment.csv		Barbara MS District	Pending	
9920_05062025_InactiveEnrollment.csv	05/06/2025, 02:23:20 PM	MSIS District	Pending	
9920_PSspaces_KindergartenEntry.csv	06/10/2025, 09:17:43	Banks, Melissa	Success	
9920MsisldRequest.csv	05/26/2025, 09:51:02 AM	Banks, Melissa	Success	



Extra spaces in cells

- SpecEd.Evaluation
- SpecEd.IEPData
- SpecEd.StudentRoster
- Staff.Assignments
- Staff.Credentials
- Staff.Employment
- Staff.Removal

 9920_KindergartenEntry.csv

 Completed

View Files

Upload More Files



Extra spaces in cells



- Home
- Administration
- Data Submission
 - Upload a File
 - Submission Status**
 - Data Quality Dashboard
 - Accreditation
- Reports

Submission Status

Select start and end dates (within the previous 365 days), then select Apply Filter.

Status: Uploaded By: 04/26/2025 - 05/26/2025

Name	Date & Time (CT)	Uploaded By	Status	Actions
9920_rowspaces_KindergartenEntry.csv	05/26/2025, 06:23:51 PM	Banks, Melissa	Failed	
9920_namespace_KindergartenEntry.csv	05/26/2025, 06:23:31 PM	Banks, Melissa	Failed	
9920_PSspaces_KindergartenEntry.csv	05/26/2025, 06:22:50 PM	Banks, Melissa	Failed	
9920_IDdate_KindergartenEntry.csv	05/26/2025, 06:22:25 PM	Banks, Melissa	Failed	
9920_filter_KindergartenEntry.csv	05/26/2025, 06:21:28 PM	Banks, Melissa	Failed	

9920_rowspaces_KindergartenEntry.csv

1

Date Uploaded:
05/26/2025

Uploaded By:
Melissa Banks

Number of Rows:
25

File Status: **Failed**

! File validation failed. There are errors in your data that need your attention.

Row ID	EA ID	School ID	Error	Resolution
20			The School Year is blank or invalid.	The School Year is a required field. Ensure the value is the last year of the School Year like 2025 instead of 2024-2025.
20			ERROR_LEAIdentifier NOT FOUND	REASON_LEAIdentifier NOT FOUND
20			ERROR_SchoolIdentifier NOT FOUND	REASON_SchoolIdentifier NOT FOUND
20			The MSIS ID is blank or invalid.	The MSIS ID is a required field and must be 9-digits including leading zeros. Ensure the MSIS ID is not blank. Example: 001234567.
20			The Date of Birth is invalid.	Date of Birth is an optional field and should be in yyyy-mm-dd format and only contains numbers and hyphens or forward slashes. Example: 1970-08-30 or 1990/12/31 and not 70-1-1 or 90/01/01/ or 12\05\1990.
20			The Prior Setting is blank or invalid.	Ensure the Prior Setting is not blank and only one of the following: Head Start, Early Head Start, State Preschool, Public Preschool, Private Preschool, Early Childhood Special Education (619), Home Visiting, Child Care, Early Intervention Services Part C, Family Child Care, Home-Based Informal Care, Migrant

9920_rowspaces_KindergartenEntry.csv

Date Uploaded:
05/26/2025

Uploaded By:
Melissa Banks

Number of Rows:
25

File Status: Failed

 File validation failed. There are errors in your data that need your attention.

Row ID	LEA ID	School ID	Error	Resolution
20			The School Year is blank or invalid.	The School Year is a required field. Ensure the value is the last year of the School Year like 2025 instead of 2024-2025.
20				FOUND
20				NOT FOUND
20				ld and must be 9-digits including leading zeros. Ensure the MSIS ID is not
20				field and should be in yyyy-mm-dd format and only contains numbers and s. Example: 1970-08-30 or 1990/12/31 and not 70-1-1 or 90/01/01/ or
20			The Prior Setting is blank or invalid.	Ensure the Prior Setting is not blank and only one of the following: Head Start, Early Head Start, State Preschool, Public Preschool, Private Preschool, Early Childhood Special Education (619), Home Visiting, Child Care, Early Intervention Services Part C, Family Child Care, Home-Based Informal Care, Migrant

+1 to the Row ID to find the corresponding row in your spreadsheet.

The system counts the header row as "0" but on the spreadsheet the header row is 1.

9920_rowspaces_KindergartenEntry.csv

Date Uploaded:
05/26/2025

Uploaded By:
Melissa

Number of Rows:

File Status: Failed

! File validation failed

	A	B	C	D	E	F	G	H	I	J	K	L	M	N
1	School Year	LEA ID	LEA Name	School ID	School Name	MSIS ID	Enrollment D	First Name	Last Name	Date of Birth	Prior Setting			
2	2025	9920	Faulkner City	9920-015	James Earl Jo	990518834	000045503	Lura	Alvarez	000043461	Head Start			
3	2025	9920	Faulkner City	9920-015	James Earl Jo	990718301	000045498	Hailee	Richie	000043231	Early Childhood Special Education (619)			
4	2025	9920	Faulkner City	9920-015	James Earl Jo	990897049	000045498	Macey	Snider	000043826	Private Pre-Kindergarten			
5	2025	9920	Faulkner City	9920-015	James Earl Jo	990897179	000045498	Kecia	Easterling	000043826	Private Pre-Kindergarten			
6	2025	9920	Faulkner City	9920-015	James Earl Jo	990897209	000045498	Annie	Chun	000043563	Child Care			
7	2025	9920	Faulkner City	9920-015	James Earl Jo	990897219	000045498	Logan	Chappell	000043728	Private Pre-Kindergarten			
8	2025	9920	Faulkner City	9920-015	James Earl Jo	990897239	000045498	Vernie	Baskin	000043529	Private Pre-Kindergarten			
9	2025	9920	Faulkner City	9920-015	James Earl Jo	990897279	000045499	Verlyn	Ries	000043827	Early Childhood Special Education (619)			
10														
11														
12														
13														
14														
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18														
19														
20														
21														

When the error is not related to formatting, and the user has double-checked the options for the data element, open the file in NotePad (Windows) or TextEdit (Mac) to check for empty spaces

The Prior Setting is blank or invalid.

Ensure the Prior Setting is not blank and only one of the following: Head Start, Early Head Start, State Preschool, Public Preschool, Private Preschool, Early Childhood Special Education (619), Home Visiting, Child Care, Early Intervention Services Part C, Family Child Care, Home-Based Informal Care, Migrant

9920_rowspaces_KindergartenEntry.csv

School Year	LEA ID	LEA Name	School ID	School Name	MSIS ID	Enrollment Date	First Name	Last Name	Date of Birth	Prior Setting
2025	9920	Faulkner City School District	9920-015	James Earl Jones Elementary School	990518834	07/30/2024	Lura	Alvarez	12/27/2018	Head Start
2025	9920	Faulkner City School District	9920-015	James Earl Jones Elementary School	990718301	07/25/2024	Hailee	Richie	05/11/2018	Early Childhood Special Education (619)
2025	9920	Faulkner City School District	9920-015	James Earl Jones Elementary School	990897049	07/25/2024	Macey	Snider	12/27/2019	Private Pre-Kindergarten
2025	9920	Faulkner City School District	9920-015	James Earl Jones Elementary School	990897179	07/25/2024	Kecia	Easterling	12/27/2019	Private Pre-Kindergarten
2025	9920	Faulkner City School District	9920-015	James Earl Jones Elementary School	990897209	07/25/2024	Annie	Chun	04/08/2019	Child Care
2025	9920	Faulkner City School District	9920-015	James Earl Jones Elementary School	990897219	07/25/2024	Logan	Chappell	09/20/2019	Private Pre-Kindergarten
2025	9920	Faulkner City School District	9920-015	James Earl Jones Elementary School	990897239	07/25/2024	Vernie	Baskin	03/05/2019	Private Pre-Kindergarten
2025	9920	Faulkner City School District	9920-015	James Earl Jones Elementary School	990897279	07/26/2024	Verlyn	Ries	12/28/2019	Early Childhood Special Education (619)
2025	9920	Faulkner City School District	9920-015	James Earl Jones Elementary School	990897339	07/30/2024	Gaston	Dorman	12/27/2019	Public Pre-Kindergarten
2025	9920	Faulkner City School District	9920-015	James Earl Jones Elementary School	990897379	07/25/2024	Zeta	Feliciano	07/16/2019	Head Start
2025	9920	Faulkner City School District	9920-015	James Earl Jones Elementary School	990897409	07/25/2024	Peggie	Oglesby	08/18/2019	Head Start
2025	9920	Faulkner City School District	9920-015	James Earl Jones Elementary School	990897419	07/25/2024	Little	Monaghan	03/07/2019	Child Care
2025	9920	Faulkner City School District	9920-015	James Earl Jones Elementary School	990897429	07/25/2024	Yoshiko	Clawson	12/28/2019	Public Pre-Kindergarten
2025	9920	Faulkner City School District	9920-015	James Earl Jones Elementary School	990897519	07/25/2024	Joesph	Valerio	08/19/2019	Public Pre-Kindergarten
2025	9920	Faulkner City School District	9920-015	James Earl Jones Elementary School	990897529	07/25/2024	Carly	Robertson	01/02/2018	Private Pre-Kindergarten
2025	9920	Faulkner City School District	9920-015	James Earl Jones Elementary School	990897539	07/25/2024	Annabella	Blanchard	10/23/2018	Private Pre-Kindergarten
2025	9920	Faulkner City School District	9920-015	James Earl Jones Elementary School	990897579	07/25/2024	Phyllis	Bruns	09/19/2019	Child Care
2025	9920	Faulkner City School District	9920-015	James Earl Jones Elementary School	990897589	07/25/2024	Jelani	Landis	08/18/2019	Child Care
2025	9920	Faulkner City School District	9920-015	James Earl Jones Elementary School	990897659	07/25/2024	Galen	Zimmermann	01/01/2019	Public Pre-Kindergarten



Notice any commas that are out of place – at the end of rows or create additional rows. These commas represents “empty” data cells.

9920_rowspaces_KindergartenEntry.csv

```

School Year,LEA ID,LEA Name,School ID,School Name,MSIS ID,Enrollment Date,First Name,Last Name,Date of Birth,Prior Setting
2025,9920,Faulkner City School District,9920-015,James Earl Jones Elementary School,990518834,07/30/2024,Lura,Alvarez,12/27/2018,Head Start
2025,9920,Faulkner City School District,9920-015,James Earl Jones Elementary School,990718301,07/25/2024,Hailee,Richie,05/11/2018,Early Childhood Special Education (619)
2025,9920,Faulkner City School District,9920-015,James Earl Jones Elementary School,990897049,07/25/2024,Macey,Snider,12/27/2019,Private Pre-Kindergarten
2025,9920,Faulkner City School District,9920-015,James Earl Jones Elementary School,990897179,07/25/2024,Kecia,Easterling,12/27/2019,Private Pre-Kindergarten
2025,9920,Faulkner City School District,9920-015,James Earl Jones Elementary School,990897209,07/25/2024,Annie,Chun,04/08/2019,Child Care
2025,9920,Faulkner City School District,9920-015,James Earl Jones Elementary School,990897219,07/25/2024,Logan,Chappell,09/20/2019,Private Pre-Kindergarten
2025,9920,Faulkner City School District,9920-015,James Earl Jones Elementary School,990897239,07/25/2024,Vernie,Baskin,03/05/2019,Private Pre-Kindergarten
2025,9920,Faulkner City School District,9920-015,James Earl Jones Elementary School,990897279,07/26/2024,Verlyn,Ries,12/28/2019,Early Childhood Special Education (619)
2025,9920,Faulkner City School District,9920-015,James Earl Jones Elementary School,990897339,07/30/2024,Gaston,Dorman,12/27/2019,Public Pre-Kindergarten
2025,9920,Faulkner City School District,9920-015,James Earl Jones Elementary School,990897379,07/25/2024,Zeta,Feliciano,07/16/2019,Head Start
2025,9920,Faulkner City School District,9920-015,James Earl Jones Elementary School,990897409,07/25/2024,Peggie,Oglesby,08/18/2019,Head Start
2025,9920,Faulkner City School District,9920-015,James Earl Jones Elementary School,990897419,07/25/2024,Little,Monaghan,03/07/2019,Child Care
2025,9920,Faulkner City School District,9920-015,James Earl Jones Elementary School,990897429,07/25/2024,Yoshiko,Clawson,12/28/2019,Public Pre-Kindergarten
2025,9920,Faulkner City School District,9920-015,James Earl Jones Elementary School,990897519,07/25/2024,Joeph,Valerio,08/19/2019,Public Pre-Kindergarten
2025,9920,Faulkner City School District,9920-015,James Earl Jones Elementary School,990897529,07/25/2024,Carly,Robertson,01/02/2018,Private Pre-Kindergarten
2025,9920,Faulkner City School District,9920-015,James Earl Jones Elementary School,990897539,07/25/2024,Annabella,Blanchard,10/23/2018,Private Pre-Kindergarten
2025,9920,Faulkner City School District,9920-015,James Earl Jones Elementary School,990897579,07/25/2024,Phyllis,Bruns,09/19/2019,Child Care
2025,9920,Faulkner City School District,9920-015,James Earl Jones Elementary School,990897589,07/25/2024,Jelani,Landis,08/18/2019,Child Care
2025,9920,Faulkner City School District,9920-015,James Earl Jones Elementary School,990897659,07/25/2024,Galen,Zimmermann,01/01/2019,Public Pre-Kindergarten

```



Delete the empty area (extra commas will disappear).

Submission Status

Status

Select...

▼

Uploaded By

Enter uploaded by na...

Select start and end dates (within the previous 365 days), then select Apply Filter.

05/01/2025

–

07/28/2025

Apply Filter

Reset Filter

+ Upload a File

Name	Date & Time (CT)	Uploaded By	Status	Actions
9920ResidentLEASchool.csv	07/15/2025, 08:58:24 AM		Failed	
9920_MsisldRequest.csv	06/10/2025, 09:16:43 AM		Failed	
9920_xtrasp_Staff.Employment.csv	06/06/2025, 09:17:43 AM		Failed	
9920_xtrarow_Staff.Employment.csv	06/06/2025, 09:17:43 AM		Failed	
9920_good3_InactiveEnrollment.csv	06/06/2025, 09:17:43 AM		Pending	
9920_05062025_InactiveEnrollment.csv	06/06/2025, 09:17:43 AM	Barbara MS District	Pending	
9920_05062025_InactiveEnrollment.csv	05/06/2025, 02:23:20 PM	MSIS District	Pending	
9920_rowspaces_KindergartenEntry.csv	06/10/2025, 09:17:43 AM	Banks, Melissa	Success	
9920MsisldRequest.csv	05/26/2025, 09:51:02 AM	Banks, Melissa	Success	





Student Intervention

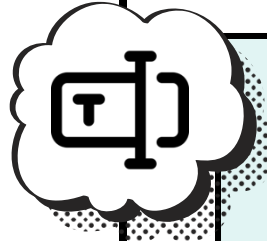
STUDENT DATA



PERMISSION

Student

Student Intervention Manual Input



Displays students who are recommended for the Multi-Tiered System of Supports (MTSS) process that require a TST meeting within the first 20 days of the school year.

Data Impact

- Intervention Services (MTSS)

Data Source

SIS (API nightly)
Manual Input (as needed)



Referral students can also be manually added to the Student Intervention screen.



Student

Non Public Student

- Home
- Administration
- Data Submission
- Reports
- Students
- Data Input
- SEA & School Info
- Student
- Provide Feedback


2024-2025

+ Add

Non-Public Student Entry

Last Name	First Name	MSIS ID	District	School Type	Action
Angels	Leland	002000026	Faulkner City School District (9920)	CTE	
Brass	ARyn	002000004	Faulkner City School District (9920)	CTE	
Hastings	Daphne	002000003	Faulkner City School District (9920)	SPED	
Hastings	Daphne	002000003	Faulkner City School District (9920)	CTE	
			Faulkner City School District (9920)	SPED	
			School District (9920)	CTE	
			School District (9920)	SPED	

msis.mdek12.org



MISSISSIPPI STUDENT INFORMATION SYSTEM

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Student

Provide Feedback

Melissa Banks




Student

Non Public Student Summer Activity **Student Intervention** Cohort Senior Snapshot


2024-2025

+ Add New

Student Intervention

Last Name	First Name	MSIS ID	School	Grade	Referral	Actions
Ragsdale	Wayne	992718526	Tennessee Williams Elementary School	03	N	
Riggins	Jep	990418736	Tennessee Williams Elementary School	01	Y	
Dubois	Rosalinda	990897309	Tennessee Williams Elementary School	05	N	

Coming Soon!



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LEA & School Info

Student

✓ Provide Feedback

Melissa Banks




Student

Non Public Student Summer Activity Student Intervention Cohort Senior Snapshot


2024-2025

+ Add New


Student Intervention

Last Name	First Name	MSIS ID	School	Grade	Referral	Actions
Ragsdale	Wayne	992718526	Tennessee Williams Elementary School	03	N	
Riggins	Jep	990418736	Tennessee Williams Elementary School	01	Y	
Dubois	Rosalinda	990897309	Tennessee Williams Elementary School	05	N	

Coming Soon!



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Melissa Banks

Student

Non Public Student Summer Activity Student Intervention Cohort Senior Snapshot

2024-2025

+ Add New

Last Name	First Name	MSIS ID	School	Grade	Referral	Actions
Ragsdale	Wayne	992718526	Tennessee Williams Elementary School	03	N	
Riggins	Jep	990418736	Tennessee Williams Elementary School	01	Y	
Dubois	Rosalinda	990897309	Tennessee Williams Elementary School	05	N	

[Home](#)[Administration](#) ▼[Data Submission](#) ▼[Reports](#) ▼[Students](#) ▼[Data Input](#)

LEA & School Info

Student[✓ Provide Feedback](#)[Melissa Banks](#) ▼

Student

[Non Public Student](#) [Summer Activity](#) [Student Intervention](#) [Cohort](#) [Senior Snapshot](#)

Student Intervention

* Required Field

[Cancel](#)[Save](#)

Student Intervention

* Enter MSIS ID

992718526

[Search](#)

* Last Name

Ragsdale

* First Name

Wayne

Middle Name

* Date of Birth

mm/d/d/yyyy

SSN

\

LEA & School Information

* LEA

Faulkner City School Distri

* LEA Identifier

9920

* School Year

2024-2025

* School

Tennessee Williams Elem

* School Identifier

9920-010

* Grade Level

03 – Third Grade ▼

Student Demographics

* Gender

Male ▼

* Ethnicity

Not Hispanic or Latino ▼

* Race

White ▼

SLI Indicator

☐ Yes ☒ No

Data is
prepopulated



Home

Administration

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Reports

Students

Data Input

LEA & School Info

Student

Provide Feedback

Melissa Banks

Student Demographics

* Gender

Male

* Ethnicity

Not Hispanic or Latino

* Race

White

SLI Indicator

☐ Yes ☐ No

Intervention Details

* Intervention Criteria

- ☒ *1 Grades K-3 any student that has failed 1 year
- ☐ *2 Grades 4-12 any student that has failed 2 years
- ☐ *3 Any student who has failed one of the previous 2 years AND they have 20 days or more suspension in the current school year
- ☐ *4 Student scores at the lowest level on any part of the Grade 3 or Grade 7 statewide accountability assessment
- ☐ *5 Student promoted from Grade 3 to Grade 4 under a good cause exemption of the Literacy-Based Promotion Act
- ☐ *6 Referred Student

* Initial Referral Intervention Date

09/12/2024

Number of Suspension days

0

* Tier Placement

☐ Tier I ☐ Tier II ☐ Tier III

Intervention Referral Date

mm/dd/yyyy

Intervention Decision Date

mm/dd/yyyy

Intervention Success

Select...

Documented Review Date

mm/dd/yyyy


Cumulative Documented Review Date

mm/dd/yyyy

Data is
prepopulated

Required Data

Optional Data



MISSISSIPPI STUDENT INFORMATION SYSTEM

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LEA & School Info

Student

Provide Feedback

Melissa Banks

Student

Non Public Student Summer Activity Student Intervention Cohort Senior Snapshot

2024-2025

+ Add New

Last Name	First Name	MSIS ID	School	Grade	Referral	Actions
Ragsdale	Wayne	992718526	Tennessee Williams Elementary School	03	N	
Riggins	Jep	990418736	Tennessee Williams Elementary School	01	Y	
Dubois	Rosalinda	990897309	Tennessee Williams Elementary School	05	N	



- Home
- Administration
- Data Submission
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LEA & School Info

Student

✓ Provide Feedback

Melissa Banks

Student

Non Public Student Summer Activity Student Intervention Cohort Senior Snapshot

Student Intervention

* Required Field

Cancel

Create

Student Intervention

* Enter MSIS ID

000000000

Search

* Last Name

* First Name

Middle Name

* Date of Birth

SSN

LEA & School Information

* LEA

Jackson Public School District (2520)

* LEA Identifier

* School Year

2024-2025

* School

* School Identifier

* Grade Level

Select...

Student Demographics

* Gender

Select...

* Ethnicity

Select...

* Race

Select...

Intervention Details

* Intervention Criteria

* Initial Referral Intervention Date



- Home
- Administration
- Data Submission
- Reports
- Students
- Data Input

LEA & School Info

Student

✓ Provide Feedback

Melissa Banks

Student

Non Public Student Summer Activity Student Intervention Cohort Senior Snapshot

Student Intervention

* Required Field

Cancel

Create

Student Intervention

* Enter MSIS ID

000000000

Search

* Last Name

* First Name

Middle Name

* Date of Birth

SSN

LEA & School Information

* LEA

Jackson Public School District (2520)

* LEA Identifier

* School Year

2024-2025

* School

* School Identifier

* Grade Level

Select...

Student Demographics

* Gender

Select...

* Ethnicity

Select...

* Race

Select...

Intervention Details

* Intervention Criteria

* Initial Referral Intervention Date

Data will
prepopulate

MSIS
MISSISSIPPI STUDENT INFORMATION SYSTEM

Home

Data Input

LEA & School Info

Student

✓ Provide Feedback

Melissa Banks

Student Demographics

* Gender

* Ethnicity

* Race

Intervention Details

* Intervention Criteria

- ☐ *1 Grades K-3 any student that has failed 1 year
- ☐ *2 Grades 4-12 any student that has failed 2 years
- ☐ *3 Any student who has failed one of the previous 2 years AND they have 20 days or more suspension in the current school year
- ☐ *4 Student scores at the lowest level on any part of the Grade 3 or Grade 7 statewide accountability assessment
- ☐ *5 Student promoted from Grade 3 to Grade 4 under a good cause exemption of the Literacy Based Promotion Act
- ☒ *6 Referral Student

* Initial Referral Intervention Date

* Tier Placement
☐ Tier I ☐ Tier II ☐ Tier III

Intervention Referral Date

Intervention Decision Date

Intervention Success


Documented Review Date

Cumulative Documented Review Date

Data will prepopulate

Required Data

Optional Data



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✓ Provide Feedback

Melissa Banks




Student

Non Public Student Summer Activity Student Intervention Cohort Senior Snapshot


2024-2025

+ Add New

Student Intervention

Last Name	First Name	MSIS ID	School	Grade	Referral	Actions
Ragsdale	Wayne	992718526	Tennessee Williams Elementary School	03	N	
Riggins	Jep	990418736	Tennessee Williams Elementary School	01	Y	
Dubois	Rosalinda	990897309	Tennessee Williams Elementary School	05	N	

Coming Soon!



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Student Intervention

24-25 SY Data

Completed by August 31



Student Intervention

25-26 SY Data

Initial data entered

****25-26SY data will not populate in MSIS
until August 16!****



Student Intervention

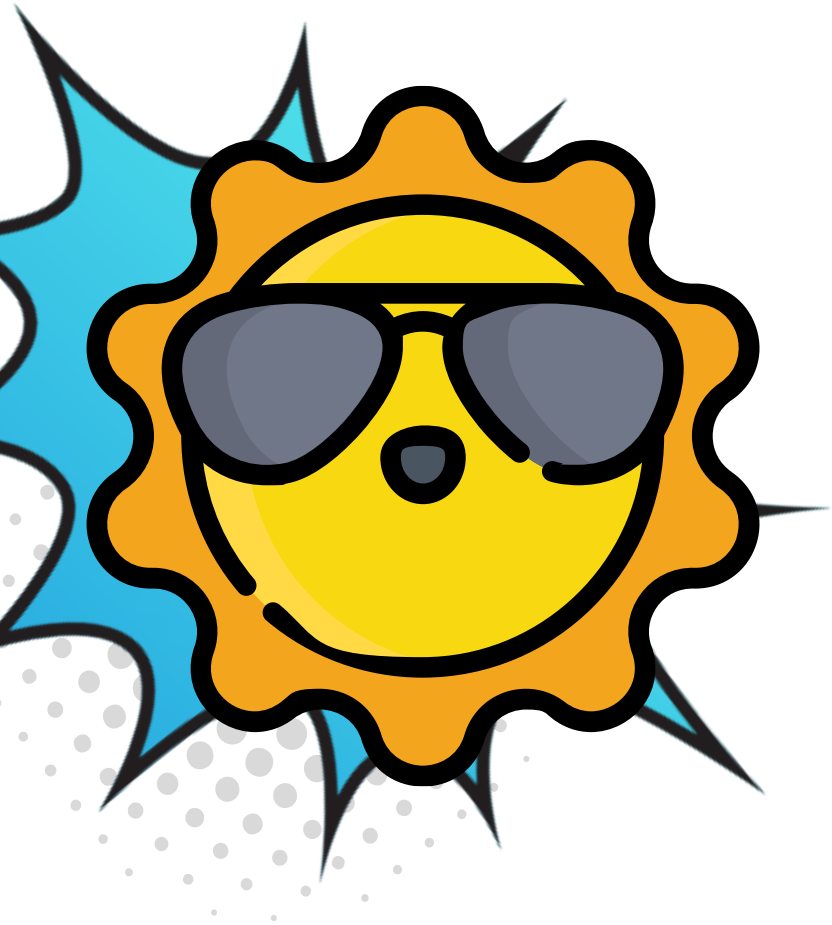
25-26 SY Data

September – June

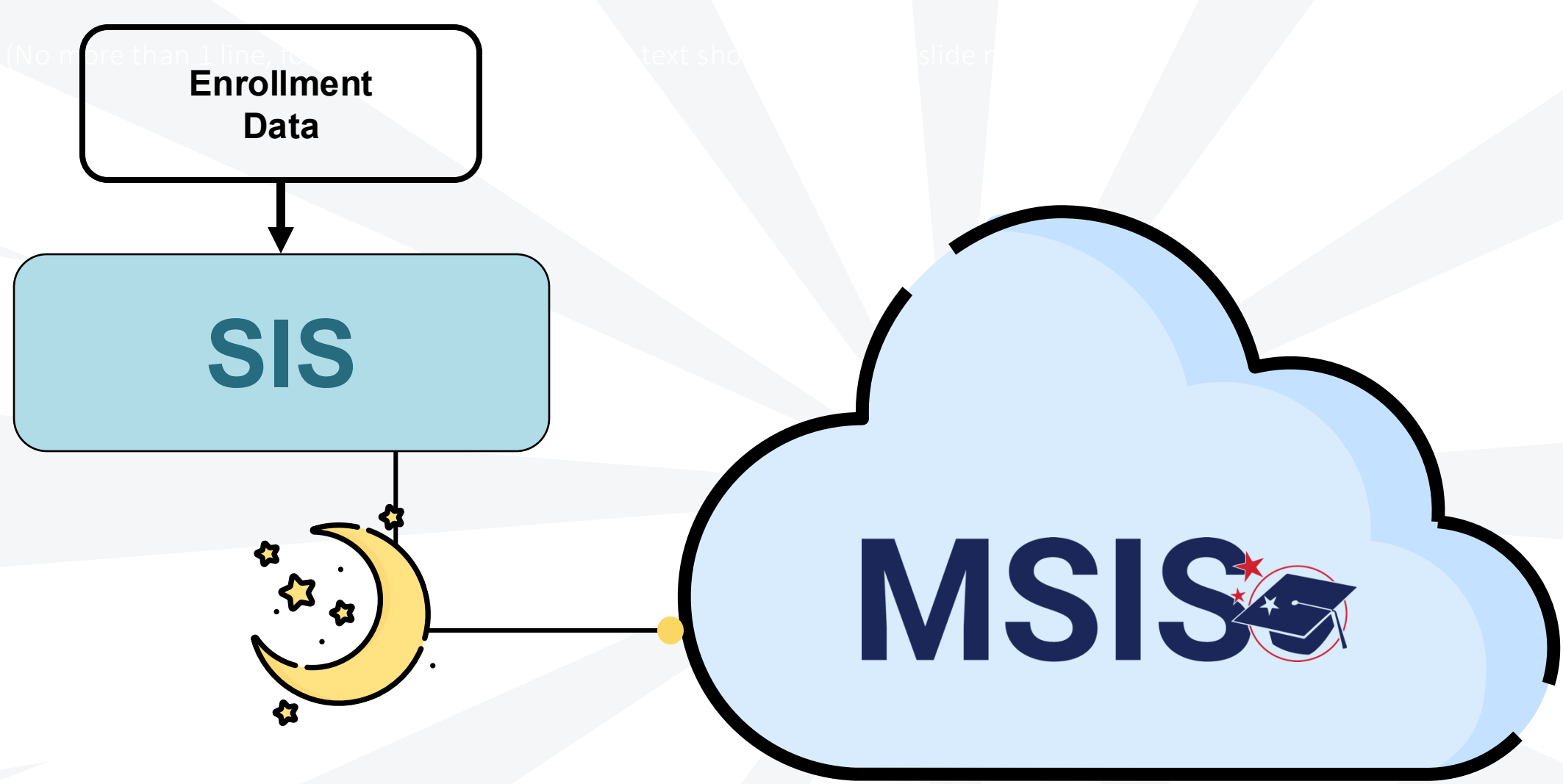
Monthly Data Check

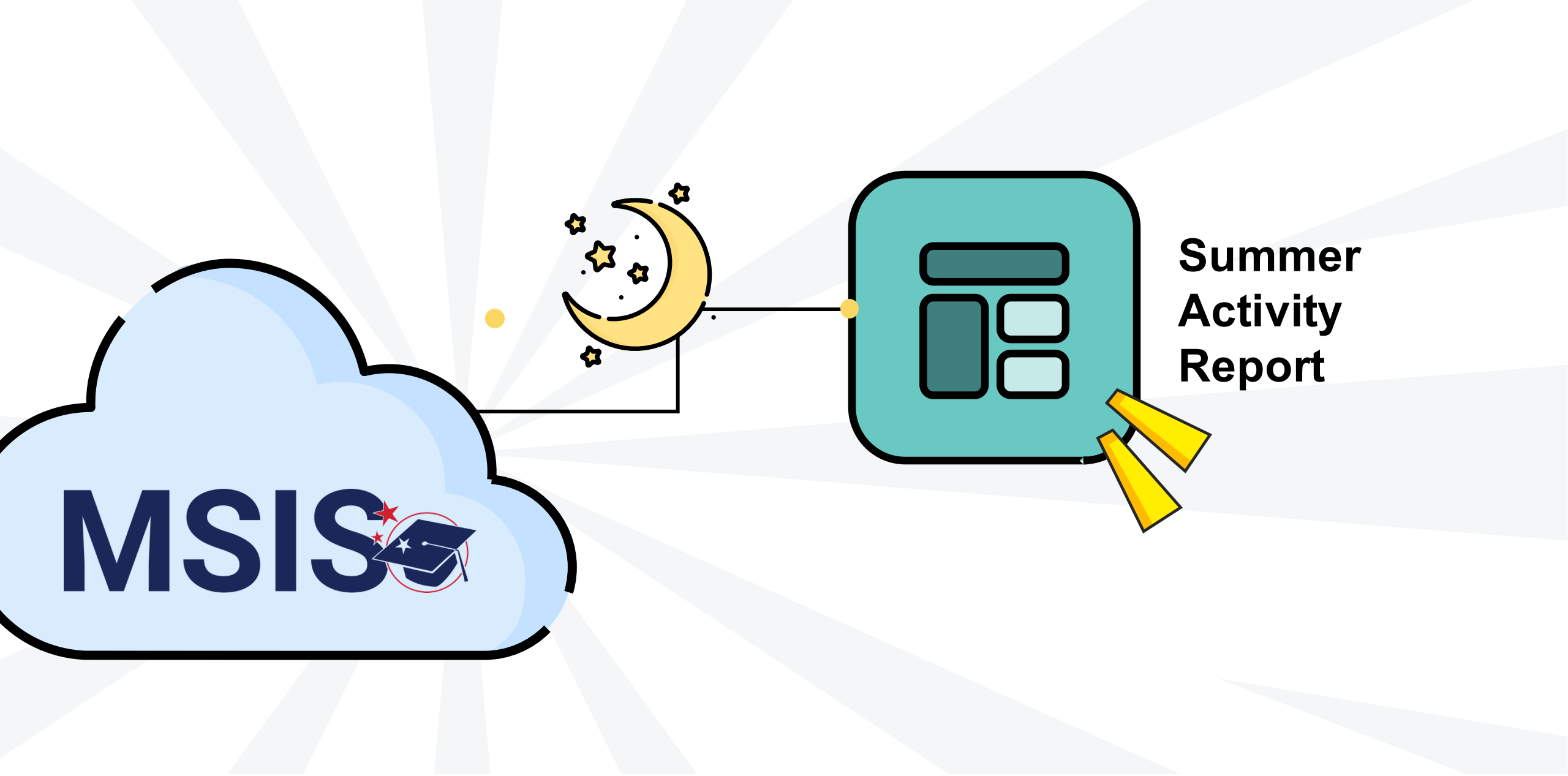
Summer Activity

STUDENT DATA

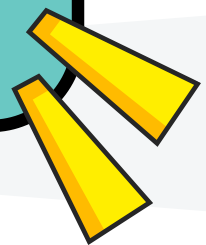


Summer Activity
captures students who
were enrolled in the
previous school year
but did not return for the
current school year.





MSIS



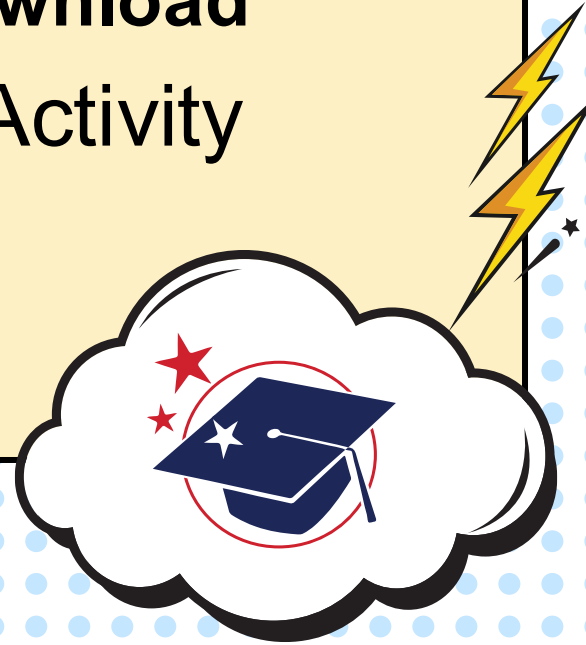
**Summer
Activity
Report**



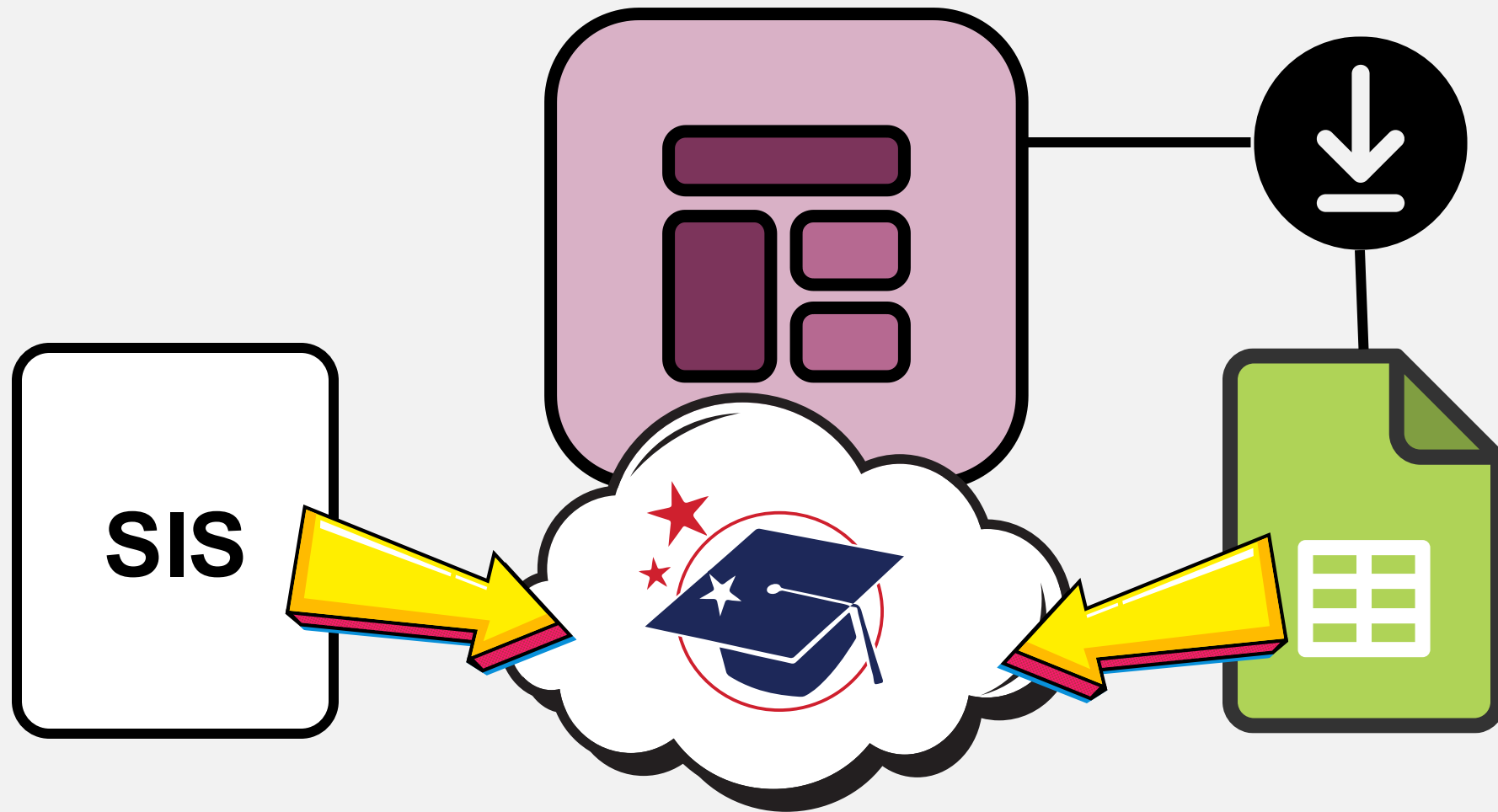
MISSISSIPPI
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EDUCATION

Data Entry Download

- Summer Activity



Data Entry Download





PERMISSION

Student

Summer Activity Report

Displays students who were enrolled at the end of the prior school year and are not enrolled, exited, or graduated at the beginning of the next school year. The students are listed with the district from the prior school year.

Data Impact

- Compulsory Attendance
- Truancy
- Graduation Rate


Data Source

SIS (nightly – enrollment data)
File Upload (as needed)

LEA & School Info

[LEA Management](#) [School Management](#) [LEA Sharing](#) [Salary Scale](#) [Board Members](#)

LEA Management

LEA Name	LEA Type	LEA Identifier	LEA Operational Status	Actions
Faulkner City School District	Regular public school district that is NOT a component of a supervisory union	9920	Open	

msis.mdek12.org

The screenshot displays the MSIS (Mississippi Student Information System) interface. On the left is a vertical navigation menu with the MSIS logo at the top. The menu items are: Home, Data Submission, Reports (highlighted with a red box and a red circle containing the number 1), Data Analytics (a dark teal button within the Reports box), Data Input, Provide Feedback, and a user profile for Melissa Banks. The main content area is titled 'Data Analytics' and includes sub-links for 'Data Entry Download' (highlighted with a red box and a red circle containing the number 2), 'Reports', and 'Certification Reports'. Below these links is a 'Student' section with two input fields: 'Kindergarten Entry' and 'Summer Activity' (highlighted with a red box and a red circle containing the number 3).

MSIS
MISSISSIPPI STUDENT INFORMATION SYSTEM

Data Analytics

2 Data Entry Download Reports Certification Reports

1 Reports Data Analytics

Home Data Submission Data Input Provide Feedback Melissa Banks

Student

Kindergarten Entry Summer Activity **3**

LEA

School

School Year

Grade Level

Placeholder text

Placeholder text

Placeholder text

Placeholder text

Summer Activity Report

School Year	LEA ID	LEA Name	School ID	School Name	MSIS ID	First Name	Middle Name	Last Name	Date of Birth	Gender	Race	Adjusted Exit or Withdrawal Type
####	####	District Name	####	School Name	#####	First Name	Middle Name	Last Name,	MM/DD/YYYY	Gender	Race	
####	####	District Name	####	School Name	#####	First Name	Middle Name	Last Name	MM/DD/YYYY	Gender	Race	
####	####	District Name	####	School Name	#####	First Name	Middle Name	Last Name,	MM/DD/YYYY	Gender	Race	
####	####	District Name	####	School Name	#####	First Name	Middle Name	Last Name	MM/DD/YYYY	Gender	Race	
####	####	District Name	####	School Name	#####	First Name	Middle Name	Last Name,	MM/DD/YYYY	Gender	Race	
####	####	District Name	####	School Name	#####	First Name	Middle Name	Last Name	MM/DD/YYYY	Gender	Race	
####	####	District Name	####	School Name	#####	First Name	Middle Name	Last Name,	MM/DD/YYYY	Gender	Race	
####	####	District Name	####	School Name	#####	First Name	Middle Name	Last Name	MM/DD/YYYY	Gender	Race	
####	####	District Name	####	School Name	#####	First Name	Middle Name	Last Name,	MM/DD/YYYY	Gender	Race	
####	####	District Name	####	School Name	#####	First Name	Middle Name	Last Name	MM/DD/YYYY	Gender	Race	
####	####	District Name	####	School Name	#####	First Name	Middle Name	Last Name,	MM/DD/YYYY	Gender	Race	
####	####	District Name	####	School Name	#####	First Name	Middle Name	Last Name	MM/DD/YYYY	Gender	Race	
####	####	District Name	####	School Name	#####	First Name	Middle Name	Last Name,	MM/DD/YYYY	Gender	Race	
####	####	District Name	####	School Name	#####	First Name	Middle Name	Last Name	MM/DD/YYYY	Gender	Race	
####	####	District Name	####	School Name	#####	First Name	Middle Name	Last Name,	MM/DD/YYYY	Gender	Race	
####	####	District Name	####	School Name	#####	First Name	Middle Name	Last Name	MM/DD/YYYY	Gender	Race	

Coming Soon

LEA

Placeholder text

School

Placeholder text

School Year

Placeholder text

Grade Level

Placeholder text

Summer Activity Report

[illegible]

Prepopulates from the SIS

Coming Soon

LEA

Placeholder text

▼

School

Placeholder text

▼

School Year

Placeholder text

▼

Grade Level

Placeholder text

▼

Summer Activity Report

School Year	LEA ID	LEA Name	School ID	School Name	MSIS ID	First Name	Middle Name	Last Name	Date of Birth	Gender	Race	Adjusted Exit or Withdrawal Type
####	#####	District Name	####	School Name	#####	First Name	Middle Name	Last Name,	MM/DD/YYYY	Gender	Race	
####	#####	District Name	####	School Name	#####	First Name	Middle Name	Last Name	MM/DD/YYYY	Gender	Race	
####	#####	District Name	####	School Name	#####	First Name	Middle Name	Last Name,	MM/DD/YYYY	Gender	Race	
####	#####	District Name	####	School Name	#####	First Name	Middle Name	Last Name	MM/DD/YYYY	Gender	Race	
####	#####	District Name	####	School Name	#####	First Name	Middle Name	Last Name,	MM/DD/YYYY	Gender	Race	
####	#####	District Name	####	School Name	#####	First Name	Middle Name	Last Name	MM/DD/YYYY	Gender	Race	
####	#####	District Name	####	School Name	#####	First Name	Middle Name	Last Name,	MM/DD/YYYY	Gender	Race	
####	#####	District Name	####	School Name	#####	First Name	Middle Name	Last Name	MM/DD/YYYY	Gender	Race	
####	#####	District Name	####	School Name	#####	First Name	Middle Name	Last Name,	MM/DD/YYYY	Gender	Race	
####	#####	District Name	####	School Name	#####	First Name	Middle Name	Last Name	MM/DD/YYYY	Gender	Race	
####	#####	District Name	####	School Name	#####	First Name	Middle Name	Last Name,	MM/DD/YYYY	Gender	Race	
####	#####	District Name	####	School Name	#####	First Name	Middle Name	Last Name	MM/DD/YYYY	Gender	Race	
####	#####	District Name	####	School Name	#####	First Name	Middle Name	Last Name,	MM/DD/YYYY	Gender	Race	
####	#####	District Name	####	School Name	#####	First Name	Middle Name	Last Name	MM/DD/YYYY	Gender	Race	
####	#####	District Name	####	School Name	#####	First Name	Middle Name	Last Name,	MM/DD/YYYY	Gender	Race	
####	#####	District Name	####	School Name	#####	First Name	Middle Name	Last Name	MM/DD/YYYY	Gender	Race	

Data from last school year

LEA

Placeholder text

▼

School

Placeholder text

▼

School Year

Placeholder text

▼

Grade Level

Placeholder text

▼

Provide via File Upload

Coming Soon



STEP



Review Summer Activity Report.

Students are listed by the district and school they were enrolled in at the end of last school year.

Coming Soon

STEP



Download the Summer Activity Report.

Check that any desired filters are selected, then export the report to provide additional information.

LEA

Placeholder text

▼

School

Placeholder text

▼

School Year

Placeholder text

▼

Grade Level

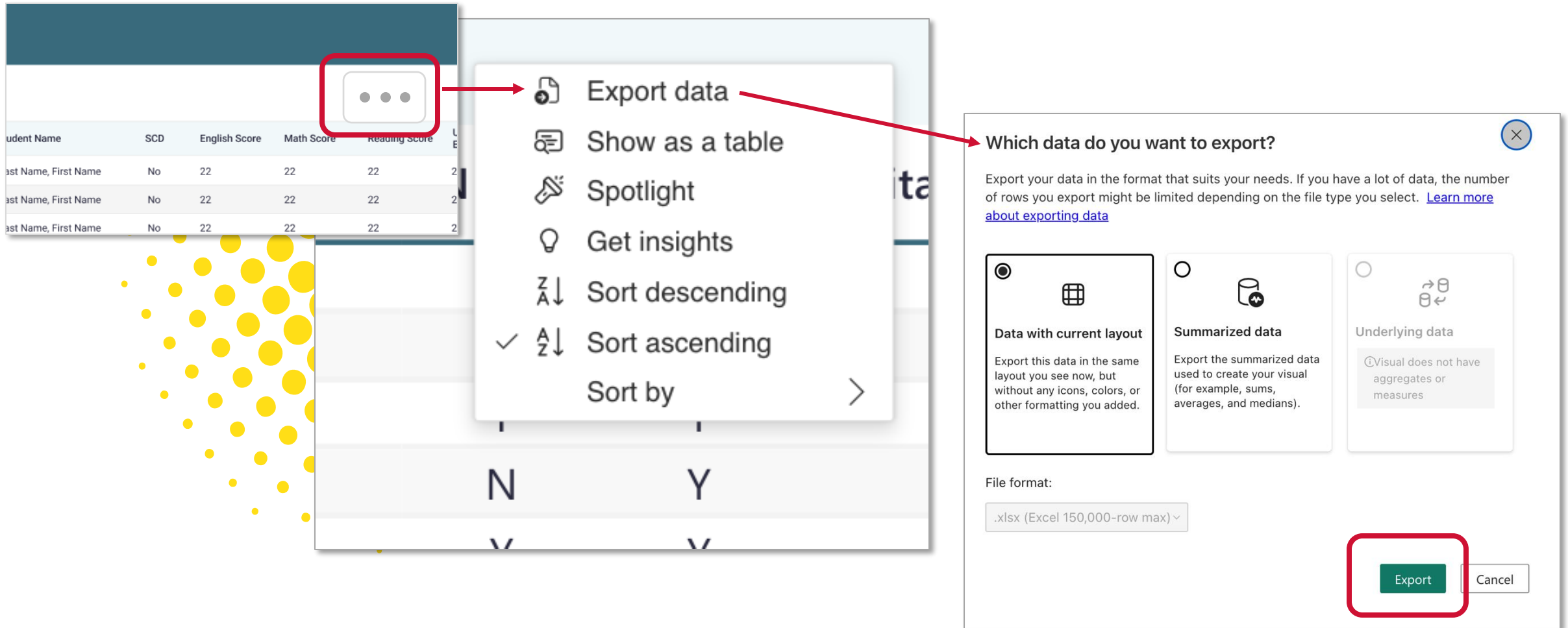
Placeholder text

▼

Summer Activity Report

⋮

School Year	LEA ID	LEA Name	School ID	School Name	MSIS ID	First Name	Middle Name	Last Name	Date of Birth	Gender	Race	Adjusted Exit or Withdrawal Type
####	####	District Name	####	School Name	#####	First Name	Middle Name	Last Name,	MM/DD/YYYY	Gender	Race	
####	####	District Name	####	School Name	#####	First Name	Middle Name	Last Name	MM/DD/YYYY	Gender	Race	
####	####	District Name	####	School Name	#####	First Name	Middle Name	Last Name,	MM/DD/YYYY	Gender	Race	
####	####	District Name	####	School Name	#####	First Name	Middle Name	Last Name	MM/DD/YYYY	Gender	Race	
####	####	District Name	####	School Name	#####	First Name	Middle Name	Last Name,	MM/DD/YYYY	Gender	Race	
####	####	District Name	####	School Name	#####	First Name	Middle Name	Last Name	MM/DD/YYYY	Gender	Race	
####	####	District Name	####	School Name	#####	First Name	Middle Name	Last Name,	MM/DD/YYYY	Gender	Race	
####	####	District Name	####	School Name	#####	First Name	Middle Name	Last Name	MM/DD/YYYY	Gender	Race	
####	####	District Name	####	School Name	#####	First Name	Middle Name	Last Name,	MM/DD/YYYY	Gender	Race	
####	####	District Name	####	School Name	#####	First Name	Middle Name	Last Name	MM/DD/YYYY	Gender	Race	
####	####	District Name	####	School Name	#####	First Name	Middle Name	Last Name,	MM/DD/YYYY	Gender	Race	
####	####	District Name	####	School Name	#####	First Name	Middle Name	Last Name	MM/DD/YYYY	Gender	Race	
####	####	District Name	####	School Name	#####	First Name	Middle Name	Last Name,	MM/DD/YYYY	Gender	Race	
####	####	District Name	####	School Name	#####	First Name	Middle Name	Last Name	MM/DD/YYYY	Gender	Race	
####	####	District Name	####	School Name	#####	First Name	Middle Name	Last Name,	MM/DD/YYYY	Gender	Race	
####	####	District Name	####	School Name	#####	First Name	Middle Name	Last Name	MM/DD/YYYY	Gender	Race	



udent Name SCD English Score Math Score Reading Score U

udent Name	SCD	English Score	Math Score	Reading Score	U
st Name, First Name	No	22	22	22	2
st Name, First Name	No	22	22	22	2
st Name, First Name	No	22	22	22	2

Export data

Show as a table

Spotlight

Get insights

Sort descending

Sort ascending

Sort by

Which data do you want to export?

Export your data in the format that suits your needs. If you have a lot of data, the number of rows you export might be limited depending on the file type you select. [Learn more about exporting data](#)

☒ Data with current layout
Export this data in the same layout you see now, but without any icons, colors, or other formatting you added.

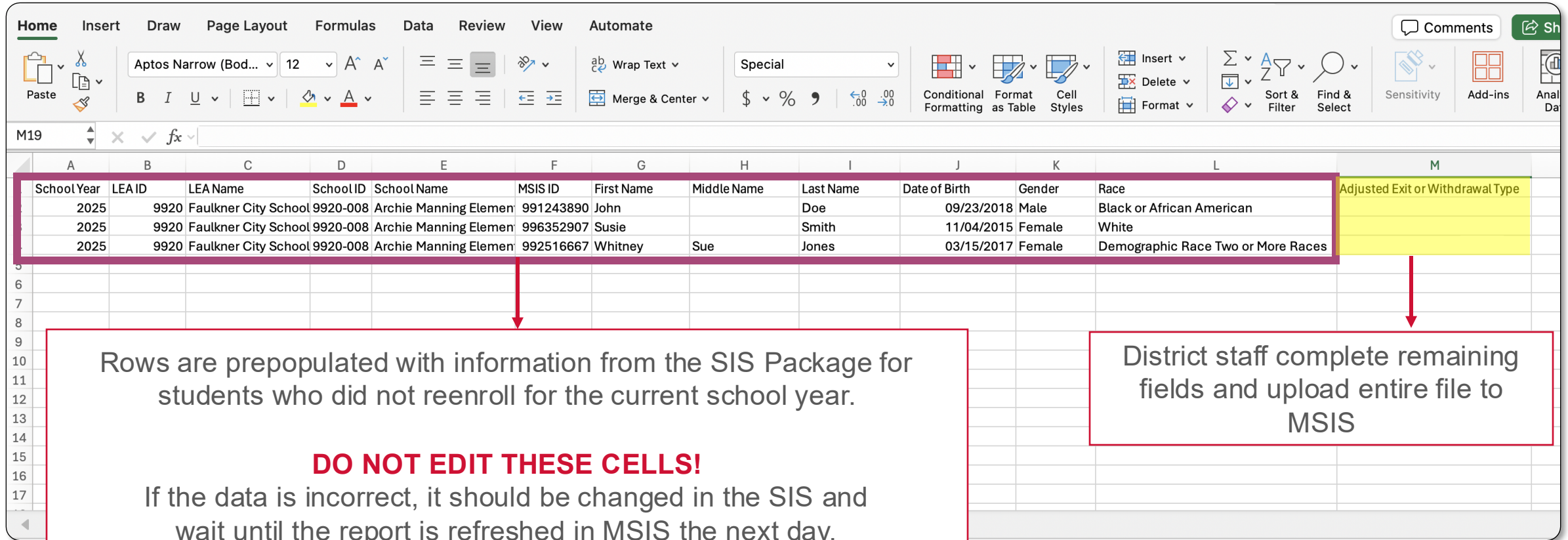
☐ Summarized data
Export the summarized data used to create your visual (for example, sums, averages, and medians).

☐ Underlying data
Visual does not have aggregates or measures

File format:
.xlsx (Excel 150,000-row max) v

Export Cancel

File will save as an Excel spreadsheet



Home Insert Draw Page Layout Formulas Data Review View Automate

Paste Aptos Narrow (Bod... 12 A A Wrap Text Special Conditional Formatting Format as Table Cell Styles Insert Delete Format Sort & Filter Find & Select Sensitivity Add-ins Anal

M19

School Year	LEA ID	LEA Name	School ID	School Name	MSIS ID	First Name	Middle Name	Last Name	Date of Birth	Gender	Race	Adjusted Exit or Withdrawal Type
2025	9920	Faulkner City School	9920-008	Archie Manning Elemen	991243890	John		Doe	09/23/2018	Male	Black or African American	
2025	9920	Faulkner City School	9920-008	Archie Manning Elemen	996352907	Susie		Smith	11/04/2015	Female	White	
2025	9920	Faulkner City School	9920-008	Archie Manning Elemen	992516667	Whitney	Sue	Jones	03/15/2017	Female	Demographic Race Two or More Races	

Rows are prepopulated with information from the SIS Package for students who did not reenroll for the current school year.

DO NOT EDIT THESE CELLS!

If the data is incorrect, it should be changed in the SIS and wait until the report is refreshed in MSIS the next day.

District staff complete remaining fields and upload entire file to MSIS

STEP

Enter additional information on the spreadsheet.

Review the following slides for guidelines on completing the spreadsheet.

LEA Id

4-digit number
Ensure leading 0's
are present.

School Id

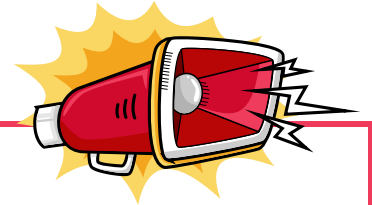
0000-000
Ensure leading 0's are present.
Must have Student permission
to the school.

MSIS Id

9-digit number
Ensure leading 0's are
present.

Birthdate

MM/DD/YYYY
Ensure leading 0's
are present.



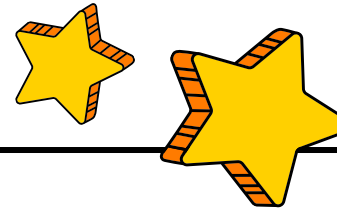
**Only ensure
leading 0's are
present!**

If the data is
incorrect, it
should be
updated in the
SIS. After the
report has
updated, you can
redownload and
add remaining
information.

1

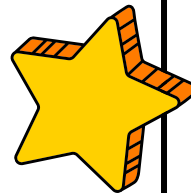


- Open the .csv in Excel.
- If prompted, do not convert data.
- Do not change the content of the header rows. (Column widths can be adjusted.)



22

Instructions for Formatting Cells – Excel and Sheets



- Open the .csv in Google Sheets.
- If prompted, do not convert data.
- Do not change the content of the header rows. (Column widths can be adjusted.)

Adjusted Exit or Withdrawal Type

01907, 01908, 01918, 01921,
01922, 01924, 01925, 01926,
01927, 01928, 01931, 03505,
73060, 73064, 73067,
or 73068

Include any leading 0's

01907 - Student is in a different public school in the same local education agency

01908 - Transferred to a public school in a different local education agency in the same state

01918 - Transferred to home schooling

01921 - Graduated with regular, advanced, International Baccalaureate, or other type of diploma

01922 - Completed school with other credentials

01924 - Withdrawn due to illness

01925 - Expelled or involuntarily withdrawn

01926 - Reached maximum age for services

01927 - Discontinued schooling

Continued...

DOMAIN: STUDENT

ENTITY: K12 Student Enrollment



Element Name	Collect from Districts	Definition	MDE Definition/ Additional Information	MDE Option Set (if different)	Legacy Collection Method	New Collection Method
Adjusted Exit or Withdrawal Type	Yes	An adjustment of the last known circumstances under which the student exited from membership in an educational institution.	This is used to capture Summer Activity. This would be an update to the status from the prior school year.	01907 - Student is in a different public school in the same local education agency 01908 - Transferred to a public school in a different local education agency in the same state 01918 - Transferred to home schooling 01921 - Graduated with regular, advanced, International Baccalaureate, or other type of diploma 01922 - Completed school with other credentials 01924 - Withdrawn due to illness 01925 - Expelled or involuntarily withdrawn 01926 - Reached maximum age for services 01927 - Discontinued schooling 01928 - Completed grade 12, but did not meet all graduation requirements 01931 - Not enrolled, unknown status 03505 - Exited 73060 - Officially withdrew and enrolled in ABE, adult secondary education, or adult ESL program	Formerly Reason. Entered in Summer Activity Screen.	Element will be populated by File Upload.

8

Data Domain Mapping: Student – Attendance, Enrollment, and Demographics (p. 8)

STEP

Delete the last row that contains “Applied filter” information.

This row is manually added to any file export. Remove the row before uploading the spreadsheet to MSIS.

STEP



Upload the spreadsheet as a CSV file.

Files should be saved as

#####SummerActivity.csv

#####_OptionalText_SummerActivity.csv



PERMISSION

Student

MSIS
MISSISSIPPI STUDENT INFORMATION SYSTEM

Home
Administration
Data Submission
Upload a File
Submission Status
Data Quality Dashboard
Reports
Students
Data Input
Provide Feedback
Melissa Banks

Upload a New File

Please follow this file naming convention:

0123_OptionalText_MsisIdRequest.csv

LEA Number Optional Text Data Type Name File Format

File Name & Size Limits:

- 50 MB maximum size per file
- 50 characters maximum filename length

Optional Text:

- May add date, school, or other helpful information
- Alphanumeric characters or underscores only

Supported File Formats:

- CSV

Supported Data Type Names:

- CourseSection.Removal
- FedProg.EnglishLearner
- FedProg.Homeless
- FedProg.Immigrant
- InactiveEnrollment
- MsisIdRequest
- NonPublicStaff.Assignments
- NonPublicStaff.Employment
- NonPublicStaff.Schedules
- SpecEd.Evaluation
- SpecEd.IEPData
- SpecEd.PartCtoB
- SpecEd.StudentRoster
- Staff.Assignments
- Staff.Credentials
- Staff.Employment
- SummerActivity

Save file as listed

File Upload

Choose File | No file chosen



- Home
- Administration
- Data Submission

Upload a File

Submission Status

Data Quality Dashboard

- Reports
- Students
- Data Input

0123_OptionalText_MsisIdrequest.csv

LEA Number

Optional Text

Data Type Name

File Format

File Name & Size Limits:

- 50 MB maximum size per file
- 50 characters maximum filename length

Optional Text:

- May add date, school, or other helpful information
- Alphanumeric characters or underscores only

Supported File Formats:

- CSV

Supported Data Type Names:

- CourseSection.Removal
- FedProg.EnglishLearner
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- InactiveEnrollment
- MsisIdRequest
- NonPublicStaff.Assignments
- NonPublicStaff.Employment
- NonPublicStaff.Schedules
- SpecEd.Evaluation
- SpecEd.IEPData
- SpecEd.PartCtoB
- SpecEd.StudentRoster
- Staff.Assignments
- Staff.Credentials
- Staff.Employment
- Staff.Removal
- SummerActivity

9920_SummerActivity.csv

Invalid file type.

Try Again



Failed



- Home
- Administration
- Data Submission

Upload a File

Submission Status

Data Quality Dashboard

- Reports
- Students
- Data Input

9920_OptionalText_MsisIdRequest.csv

LEA Number

Optional Text

Data Type Name

File Format

File Name & Size Limits:

- **50 MB** maximum size per file
- **50 characters** maximum filename length

Optional Text:

- May add date, school, or other helpful information
- Alphanumeric characters or underscores only

Supported File Formats:

- CSV

Supported Data Type Names:

- CourseSection.Removal
- FedProg.EnglishLearner
- FedProg.Homeless
- FedProg.Immigrant
- InactiveEnrollment
- MsisIdRequest
- NonPublicStaff.Assignments
- NonPublicStaff.Employment
- NonPublicStaff.Schedules
- SpecEd.Evaluation
- SpecEd.IEPData
- SpecEd.PartCtoB
- SpecEd.StudentRoster
- Staff.Assignments
- Staff.Credentials
- Staff.Employment
- Staff.Removal
- SummerActivity




9920_SummerActivity.csv

✓ Completed

View Files

Upload More Files



MISSISSIPPI STUDENT INFORMATION SYSTEM

Home

Administration

Data Submission

Upload a File

Submission Status

Data Quality

Submission Status

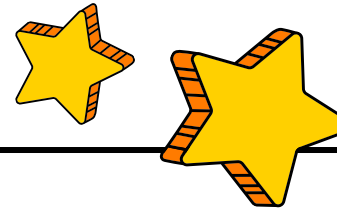
+ Upload a File

Name	Date & Time (CT)	Uploaded By	Status	Actions
9920_SummerActivity.csv	11/19/2024, 05:33:01 PM	Admin, Barbara MSIS District	Failed	
2521_fourc_SpecialEducation.StudentRoster.csv	11/19/2024, 10:43:22 AM	Admin, Barbara MSIS District	Failed	
2521_two_SummerActivity.csv	11/16/2024, 06:56:14 PM	Admin, Barbara MSIS District	Failed	
2521_fourc_SpecialEducation.StudentRoster.csv	11/16/2024, 06:20:53 PM	Admin, Barbara MSIS District	Failed	

1

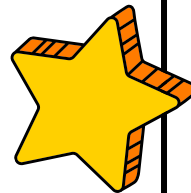


- Open the .csv in Excel.
- If prompted, do not convert data.
- Do not change the content of the header rows. (Column widths can be adjusted.)



22

Instructions for Formatting Cells – Excel and Sheets



- Open the .csv in Google Sheets.
- If prompted, do not convert data.
- Do not change the content of the header rows. (Column widths can be adjusted.)

Home Insert Draw Page Layout Formulas Data Review View Automate

Paste Aptos Narrow (Bod... 12 A⁺ A⁻ B I U Merge & Center Special Conditional Formatting Format as Table Cell Styles Insert Delete Format Sort & Filter Find & Select Comments Share

M19

	A	B	C	D	E	F	G	H	I	J	K	L	M	N
	School Year	LEA ID	LEA Name	School ID	School Name	MSIS ID	First Name	Middle Name	Last Name	Date of Birth	Gender	Race	Adjusted Exit or Withdrawal Type	
2	2025	9920	Faulkner City School	9920-008	Archie Manning Elemen	991243890	John		Doe	09/23/2018	Male	Black or African American		
3	2025	9920	Faulkner City School	9920-008	Archie Manning Elemen	996352907	Susie		Smith	11/04/2015	Female	White		
4	2025	9920	Faulkner City School	9920-008	Archie Manning Elemen	992516667	Whitney	Sue	Jones	03/15/2017	Female	Demographic Race Two or More Races		
5														
6														
7														
8														
9														
10														
11														
12														
13														
14														
15														
16														
17														

9920_Summ...

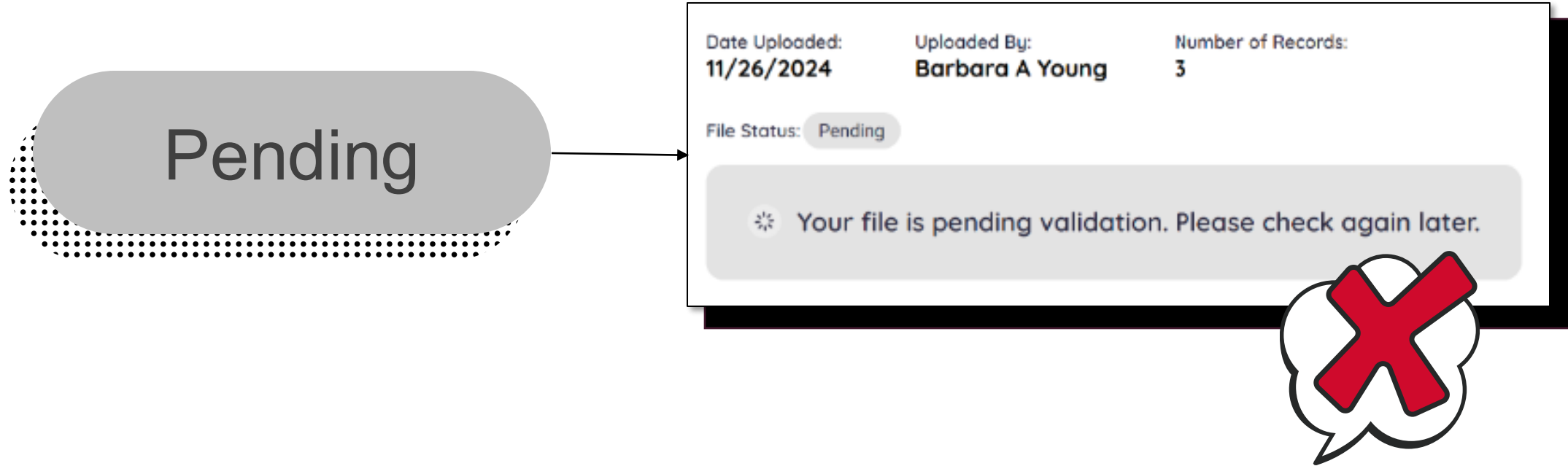


Make necessary corrections in the csv file and resave.

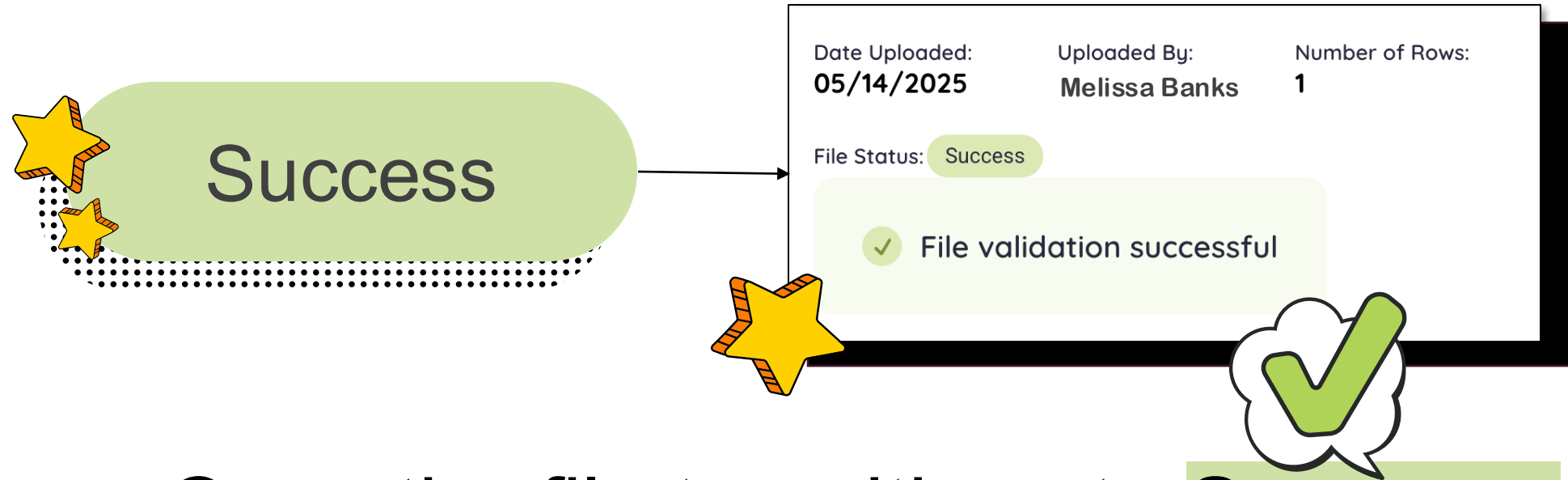
<div> <div>Home</div> <div>Insert</div> <div>Draw</div> <div>Page Layout</div> <div>Formulas</div> <div>Data</div> <div>Review</div> <div>View</div> <div>Automate</div> </div> <div> <div> <div>Paste</div> <div> <div>Aptos Narrow (Bod...</div> <div>12</div> <div>A[^]</div> <div>A^v</div> </div> <div> <div>B</div> <div>I</div> <div>U</div> <div></div> </div> <div> <div></div> <div></div> <div></div> </div> <div> <div></div> <div></div> <div></div> </div> <div> <div>Wrap Text</div> <div>Special</div> <div> <div>\$</div> <div>%</div> <div>;</div> <div>0.00</div> <div>0.00</div> </div> <div> <div>Conditional Formatting</div> <div>Format as Table</div> <div>Cell Styles</div> </div> <div> <div>Insert</div> <div>Delete</div> <div>Format</div> </div> <div> <div>Σ</div> <div></div> <div>Sort & Filter</div> </div> <div> <div>Find & Select</div> <div>Sensitivity</div> <div>Add-ins</div> <div>Analyze Data</div> </div> <div>Comments</div> <div>Share</div> </div> </div> </div>

	A	B	C	D	E	F	G	H	I	J	K	L	M	N
1	School Year	LEA ID	LEA Name	School ID	School Name	MSIS ID	First Name	Middle Name	Last Name	Date of Birth	Gender	Race	Adjusted Exit or Withdrawal Type	
2	2025	9920	Faulkner City School	9920-008	Archie Manning Elemen	991243890	John		Doe	09/23/2018	Male	Black or African American		
3	2025	9920	Faulkner City School	9920-008	Archie Manning Elemen	996352907	Susie		Smith	11/04/2015	Female	White		
4	2025	9920	Faulkner City School	9920-008	Archie Manning Elemen	992516667	Whitney	Sue	Jones	03/15/2017	Female	Demographic Race Two or More Races		
5														
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17														





DO NOT upload more than one file that **contains the same information** while the first file is in **Pending status.**



Once the file transitions to **Success status**, users can upload another file (on the same day) that **contains the same information.**

STEP



After the report refreshes overnight, review it for accuracy.

Repeat download/upload process as needed to add or update data. Review the refreshed reports the next day.

LEA

School

School Year

Grade Level

Placeholder text

Placeholder text

Placeholder text

Placeholder text

Summer Activity Report

School Year	LEA ID	LEA Name	School ID	School Name	MSIS ID	First Name	Middle Name	Last Name	Date of Birth	Gender	Race	Adjusted Exit or Withdrawal Type
####	####	District Name	####	School Name	#####	First Name	Middle Name	Last Name,	MM/DD/YYYY	Gender	Race	####
####	####	District Name	####	School Name	#####	First Name	Middle Name	Last Name	MM/DD/YYYY	Gender	Race	####
####	####	District Name	####	School Name	#####	First Name	Middle Name	Last Name,	MM/DD/YYYY	Gender	Race	####
####	####	District Name	####	School Name	#####	First Name	Middle Name	Last Name	MM/DD/YYYY	Gender	Race	####
####	####	District Name	####	School Name	#####	First Name	Middle Name	Last Name,	MM/DD/YYYY	Gender	Race	####
####	####	District Name	####	School Name	#####	First Name	Middle Name	Last Name	MM/DD/YYYY	Gender	Race	####
####	####	District Name	####	School Name	#####	First Name	Middle Name	Last Name,	MM/DD/YYYY	Gender	Race	####
####	####	District Name	####	School Name	#####	First Name	Middle Name	Last Name	MM/DD/YYYY	Gender	Race	####
####	####	District Name	####	School Name	#####	First Name	Middle Name	Last Name,	MM/DD/YYYY	Gender	Race	####
####	####	District Name	####	School Name	#####	First Name	Middle Name	Last Name	MM/DD/YYYY	Gender	Race	-----
####	####	District Name	####	School Name	#####	First Name	Middle Name	Last Name	MM/DD/YYYY	Gender	Race	-----
####	####	District Name	####	School Name	#####	First Name	Middle Name	Last Name,	MM/DD/YYYY	Gender	Race	-----
####	####	District Name	####	School Name	#####	First Name	Middle Name	Last Name	MM/DD/YYYY	Gender	Race	-----
####	####	District Name	####	School Name	#####	First Name	Middle Name	Last Name,	MM/DD/YYYY	Gender	Race	-----
####	####	District Name	####	School Name	#####	First Name	Middle Name	Last Name	MM/DD/YYYY	Gender	Race	-----

LEA

School

School Year

Grade Level

Placeholder text

Placeholder text

Placeholder text

Placeholder text

Summer Activity Report

School Year	LEA ID	LEA Name	School ID	School Name	MSIS ID	First Name	Middle Name	Last Name	Date of Birth	Gender	Race	Adjusted Exit or Withdrawal Type
####	####	District Name	####	School Name	#####	First Name	Middle Name	Last Name,	MM/DD/YYYY	Gender	Race	####
####	####	District Name	####	School Name	#####	First Name	Middle Name	Last Name	MM/DD/YYYY	Gender	Race	####
####	####	District Name	####	School Name	#####	First Name	Middle Name	Last Name,	MM/DD/YYYY	Gender	Race	####
####	####	District Name	####	School Name	#####	First Name	Middle Name	Last Name	MM/DD/YYYY	Gender	Race	####
####	####	District Name	####	School Name	#####	First Name	Middle Name	Last Name,	MM/DD/YYYY	Gender	Race	####
####	####	District Name	####	School Name	#####	First Name	Middle Name	Last Name	MM/DD/YYYY	Gender	Race	####
####	####	District Name	####	School Name	#####	First Name	Middle Name	Last Name,	MM/DD/YYYY	Gender	Race	####
####	####	District Name	####	School Name	#####	First Name	Middle Name	Last Name	MM/DD/YYYY	Gender	Race	####
####	####	District Name	####	School Name	#####	First Name	Middle Name	Last Name,	MM/DD/YYYY	Gender	Race	####
####	####	District Name	####	School Name	#####	First Name	Middle Name	Last Name	MM/DD/YYYY	Gender	Race	-----
####	####	District Name	####	School Name	#####	First Name	Middle Name	Last Name	MM/DD/YYYY	Gender	Race	-----
####	####	District Name	####	School Name	#####	First Name	Middle Name	Last Name,	MM/DD/YYYY	Gender	Race	-----
####	####	District Name	####	School Name	#####	First Name	Middle Name	Last Name	MM/DD/YYYY	Gender	Race	-----
####	####	District Name	####	School Name	#####	First Name	Middle Name	Last Name,	MM/DD/YYYY	Gender	Race	-----
####	####	District Name	####	School Name	#####	First Name	Middle Name	Last Name	MM/DD/YYYY	Gender	Race	-----

Repeat as necessary to provide all information or update prior uploads



Summer Activity

24-25 SY Data

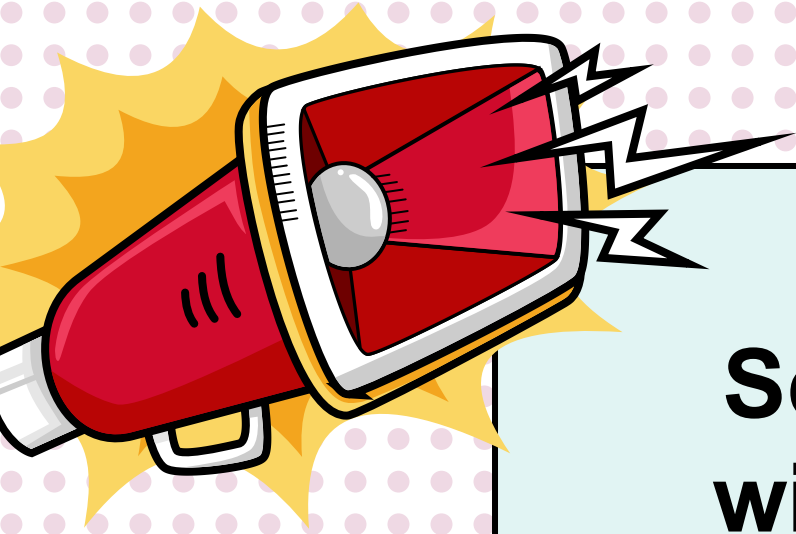
Completed by Aug 31



Summer Activity

25-26 SY Data

Completed by Oct 31



**School Attendance Officers
will verify data in a separate
Manual Input screen.**



MSFF Report

STUDENT DATA



PERMISSION

Student

MSFF Report

Displays counts for categories that are part of the Mississippi Student Funding Formula (MSFF).

This report will be updated nightly until December 10. On December 10, the report will freeze, and these data will be shared with School Financial Services for funding calculations.

Data Impact

- District funding

Data Source

SIS (API nightly)
File Upload (as needed)





The MSFF report will be updated nightly until December 10.

On December 10, the report will freeze, and these data will be shared with School Financial Services for funding calculations.



Data Analytics

[Data Entry Download](#) [Reports](#) [Certification Reports](#)

Home

Data Submission

Reports

Data Analytics

Students

Data Input

Feedback

Federal Programs

English Learner Roster

Homeless

Immigrant

Student

Kindergarten Entry

msis.mdek12.org

The screenshot displays the MSIS (Mississippi Student Information System) Data Analytics interface. The left sidebar contains the MSIS logo, a school selection dropdown (Marshall County School ...), and a menu with items: Home, Data Submission, Reports, Data Analytics (highlighted with a red box and callout 1), Data Input, and Provide Feedback. The user profile 'Melissa Banks' is at the bottom. The main content area is titled 'Data Analytics' and features a navigation bar with 'Data Entry Download', 'Reports' (highlighted with a red box and callout 2), and 'Certification Reports'. Below this is a 'Student' section with a grid of report categories: Gifted Students, Student Indicators, Teacher Schedules, MSFF (highlighted with a red box and callout 3), and Student Schedules.

MSIS
MISSISSIPPI STUDENT INFORMATION SYSTEM

Marshall County School ...

Home

Data Submission

Reports

Data Analytics

Data Input

Provide Feedback

Melissa Banks

Data Analytics

Data Entry Download **Reports** Certification Reports

Student

Gifted Students

Student Indicators

Teacher Schedules

MSFF

Student Schedules

LEA

All

▼

School Year

2024-2025

▼

Mississippi Student Funding Formula

Last Refresh Date: 05/29/2024

LEA ID	LEA Name	Month 2 Net Membership	Month 3 Net Membership	Month 2-3 Avg. Net Membership	Special Ed Tier I	Tier I Weighted (.6)	Special Ed Tier II	Tier II Weighted (1.1)	Special Ed Tier III	Tier III Weighted (1.3)	Eng Learners
9920	Faulkner City School District	2979	2987	2983	203	121.80	212	233.20	7	9.10	



LEA

School Year

All

2024-2025

Mississippi Student Funding Formula

Last Refresh Date: 05/29/2024

LEA ID	LEA Name	Month 2 Net Membership	Month 3 Net Membership	Month 2-3 Avg. Net Membership	Special Ed Tier I	Tier I Weighted (.6)	Special Ed Tier II	Tier II Weighted (1.1)	Special Ed Tier III	Tier III Weighted (1.3)	Eng Learners
9920	Faulkner City School District	2979	2987	2983	203	121.80	212	233.20	7	9.10	

LEA

School Year

All

2024-2025

Mississippi Student Funding Formula

Last Refresh Date: 05/29/2024

LEA ID	LEA Name	Month 2 Net Membership	Month 3 Net Membership	Month 2-3 Avg. Net Membership	Special Ed Tier I	Tier I Weighted (.6)	Special Ed Tier II	Tier II Weighted (1.1)	Special Ed Tier III	Tier III Weighted (1.3)	Eng Lear
9920	Faulkner City School District	2979	2987	2983	203	121.80	212	233.20	7	9.10	

Based on Month 2 and 3 Net Membership data

Based on Month 2 and 3 Net Membership data

School Year											
2024-2025											
t Funding Formula											
Last Refresh Date: 05/29/2025											
	Month 2 Net Membership	Month 3 Net Membership	Month 2-3 Avg. Net Membership	Special Ed Tier I	Tier I Weighted (.6)	Special Ed Tier II	Tier II Weighted (1.1)	Special Ed Tier III	Tier III Weighted (1.3)	English Learners Served	English Learners Weighted (.1)
ool District	2979	2987	2983	203	121.80	212	233.20	7	9.10	53	

Based on Child Count data



Tier 1 (language/speech impaired, developmental delay, specific learning disability): 60%

Tier 2 (autism, emotional disability, hearing impaired, intellectual disability, other health impairment, orthopedic impairment): 110%

Tier 3 (deaf-blind, multiple disabilities, traumatic brain injury, visually impaired): 130%

School Year

▼

2024-2025

▼

Funding Formula

Last Refresh Date: 05/29/2025

3 Avg. Membership	Special Ed Tier I	Tier I Weighted (.6)	Special Ed Tier II	Tier II Weighted (1.1)	Special Ed Tier III	Tier III Weighted (1.3)	English Learners Served	English Learners Weighted (.15)	Gifted	Gifted Weighted (.05 x .05)	CTE Grades 9-12	CTE Weighted (.1)
2983	203	121.80	212	233.20	7	9.10	53	7.95	195	7.50		

Based on Month 3 English Learner data

Based on Month 3 English Learner data

School Year											
2024-2025											
Funding Formula											
Last Refresh Date: 05/29/2025											
3 Avg. Membership	Special Ed Tier I	Tier I Weighted (.6)	Special Ed Tier II	Tier II Weighted (1.1)	Special Ed Tier III	Tier III Weighted (1.3)	English Learners Served	English Learners Weighted (.15)	Gifted	Gifted Weighted (.05 x .05)	CTE Grades 9-12
2983	203	121.80	212	233.20	7	9.10	53	7.95	195	7.50	

Count based on Month 3
Gifted Data
Weight based on Avg of
Month 2 & 3 Net Membership

Students should be marked in the SIS as one of the three gifted types if:



They meet the eligibility requirements identified in the [2023 Regulations for Gifted Education Programs](#)

AND

Are currently participating in a gifted program
(i.e., enrolled in a gifted course).



The report shows a district's gifted population, but the Gifted Weighted is **based on the district's Month 2 and 3 Net Membership counts and not the gifted count.**

Every district gets the same percentage for Gifted students based on their enrollment.

School Year

2024-2025

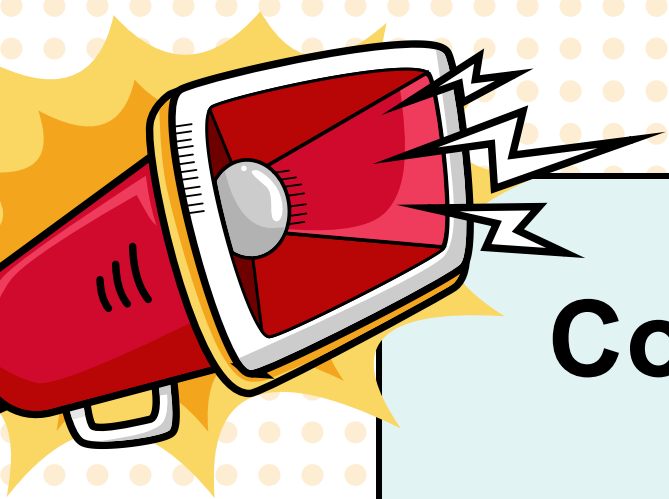
Funding Formula

Last Refresh Date: 05/29/2025

3 Avg. Membership	Special Ed Tier I	Tier I Weighted (.6)	Special Ed Tier II	Tier II Weighted (1.1)	Special Ed Tier III	Tier III Weighted (1.3)	English Learners Served	English Learners Weighted (.15)	Gifted	Gifted Weighted (.05 x .05)	CTE Grades 9-12	CTE Weighted (.1)
2983	203	121.80	212	233.20	7	9.10	53	7.95	195	7.50		

Based on Month 3 Course Section Data

Based on Month 3 Course Section Data



Count includes 9-12 students enrolled in CTE courses.

Search the Course Code Report for
CTE Courses to determine what courses
are included in this count.

The screenshot displays the MSIS (Mississippi Student Information System) Data Analytics interface. On the left is a light blue sidebar containing the MSIS logo and a navigation menu. The menu items are: Home, Data Submission, Reports, Data Analytics (highlighted with a red circle and the number 1), Data Input, Provide Feedback, and a user profile for Melissa Banks. The main content area is titled 'Data Analytics' and features three tabs: 'Data Entry Download', 'Reports' (highlighted with a red circle and the number 2), and 'Certification Reports'. Below the 'Reports' tab is a 'General' section containing three input fields: 'Calendar', 'Course Codes' (highlighted with a red circle and the number 3), and 'User Permission'.

MSIS
MISSISSIPPI STUDENT INFORMATION SYSTEM

Data Analytics

Data Entry Download **Reports** Certification Reports

1 Reports

Data Analytics

2 Reports

3 Course Codes

General

Calendar

Course Codes

User Permission

Home

Data Submission

Data Input

Provide Feedback

Melissa Banks

School Year	Course Code	Course Title	Subject Area
Current School Year	All	All	All
Course Type	Course Status	Endorsement Group	Carnegie Units
All	Multiple selections	All	All

Course Codes Search Portal

Course Code	Course Type	License Required	Endorsement List	Carnegie Units	Grade Span	CTE Level	CIP Code	Core Subject	EOC Assessment	Allowable Funding Codes
Performing Arts	General course	Yes		0.5	11-12	N		Y		No special funds, Regular Min Prog, Other Special funds, MAEP Selectable, Title III funds, Title I funds, Title II funds, Title IV funds, ESSER funds
Language and Technology	General course	Yes		0.5	11-12	N		N		No special funds, Regular Min Prog, Other Special funds, MAEP Selectable, Title III funds, Title I funds, Title II funds, Title IV funds, ESSER funds
Performing Arts	General course	Yes	0119, 0123, 0196	1, 0.5	11-12	N		Y		No special funds, Regular Min Prog, Other Special funds, Title III funds, Title I funds, Title II funds, Title IV funds, ESSER funds
Performing Arts	General course	Yes	0119, 0119, 0123, 0196	1, 0.5	11-12	N		Y		No special funds, Regular Min Prog, Other Special funds, Title III funds, Title I funds, Title II funds, Title IV funds, ESSER funds
Performing Arts	General course	Yes	0119, 0123, 0196	1, 0.5	11-12	N		Y		No special funds, Regular Min Prog, Other Special funds, Title III funds, Title I funds, Title II funds, Title IV funds, ESSER funds
Performing Arts	General course	Yes	0119, 0123, 0196	1, 0.5	11-12	N		Y		No special funds, Regular Min Prog, Other Special funds, Title III funds, Title I funds, Title II funds, Title IV funds, ESSER funds
Language and	General course	Yes	0119	1, 0.5	11-12	N		N		No special funds, Regular Min Prog, Other Special funds, MAEP Selectable, Title III funds,

School Year	Course Code	Course Title	Subject Area
Current School Year	All	All	All
Course Type	Course Status	Endorsement Group	Carnegie Units
All	Multiple selections	All	All

Course Codes Search Portal

Area	Course Type	License Required	Endorsement List	Carnegie Units	Grade Span	CTE Level	CIP Code	Core Subject	EOC Assessment	Allowable Funding Codes
Performing Arts	General course	Yes		0.5	11-12	N		Y		No special funds, Regular Min Prog, Other Special funds, MAEP Selectable, Title III funds, Title I funds, Title II funds, Title IV funds, ESSER funds
Language and Technology	General course	Yes		0.5	11-12	N		N		No special funds, Regular Min Prog, Other Special funds, MAEP Selectable, Title III funds, Title I funds, Title II funds, Title IV funds, ESSER funds
Performing Arts	General course	Yes	0119, 0123, 0196	1, 0.5	11-12	N		Y		No special funds, Regular Min Prog, Other Special funds, Title III funds, Title I funds, Title II funds, Title IV funds, ESSER funds
Performing Arts	General course	Yes	0119, 0119, 0123, 0196	1, 0.5	11-12	N		Y		No special funds, Regular Min Prog, Other Special funds, Title III funds, Title I funds, Title II funds, Title IV funds, ESSER funds
Performing Arts	General course	Yes	0119, 0123, 0196	1, 0.5	11-12	N		Y		No special funds, Regular Min Prog, Other Special funds, Title III funds, Title I funds, Title II funds, Title IV funds, ESSER funds
Performing Arts	General course	Yes	0119, 0123, 0196	1, 0.5	11-12	N		Y		No special funds, Regular Min Prog, Other Special funds, Title III funds, Title I funds, Title II funds, Title IV funds, ESSER funds
Language and	General course	Yes	0119	1, 0.5	11-12	N		N		No special funds, Regular Min Prog, Other Special funds, MAEP Selectable, Title III funds

School Year
Current School Year

Course Code
All

Course Title
All

Subject Area
All

Course Type
All

Search

- ☐ Advanced placement course
- ☐ Career and technical education dual-credit...
- ☐ Career and technical education general co...
- ☐ College-level course
- ☐ Dual enrollment
- ☐ English Learner course

Course Status
Multiple selections

Endorsement Group
All

Carnegie Units
All

License Required	Endorsement List	Carnegie Units	Grade Span	CTE Level	CIP Code	Core Subject	EOC Assessment	Allowable Funding Codes
Yes		0.5	11-12	N		Y		No special funds, Regular Min Prog, Other Special funds, MAEP Selectable, Title III funds, Title I funds, Title II funds, Title IV funds, ESSER funds
Yes		0.5	11-12	N		N		No special funds, Regular Min Prog, Other Special funds, MAEP Selectable, Title III funds, Title I funds, Title II funds, Title IV funds, ESSER funds
	0123, 0196	1, 0.5	11-12	N		Y		No special funds, Regular Min Prog, Other Special funds, Title III funds, Title I funds, Title II funds, Title IV funds, ESSER funds
	0119, 0123,	1, 0.5	11-12	N		Y		No special funds, Regular Min Prog, Other Special funds, Title III funds, Title I funds, Title II funds, Title IV funds, ESSER funds
	0123, 0196	1, 0.5	11-12	N		Y		No special funds, Regular Min Prog, Other Special funds, Title III funds, Title I funds, Title II funds, Title IV funds, ESSER funds
Performing Arts	General course	Yes	0119, 0123, 0196	1, 0.5	11-12	N	Y	No special funds, Regular Min Prog, Other Special funds, Title III funds, Title I funds, Title II funds, Title IV funds, ESSER funds
Language and	General course	Yes	0119	1, 0.5	11-12	N	N	No special funds, Regular Min Prog, Other Special funds, MAEP Selectable, Title III funds,

**CTRL + Click or CMD + Click
to select multiple values**

School Year	Course Code	Course Title	Subject Area
Current School Year	All	All	All
Course Type	Course Status	Endorsement Group	Carnegie Units
All	Multiple selections	All	All

Course Codes Search Portal

Area	Course Type	License Required	Endorsement List	Carnegie Units	Grade Span	CTE Level	CIP Code	Core Subject	EOC Assessment	Allowable Funding Codes
Performing Arts	General course	Yes		0.5	11-12	N				No special funds, Regular Min Prog, Other Special funds, MAEP Selectable, Title III funds, Title I funds, Title II funds, Title IV funds, ESSER funds
Language and Technology	General course	Yes		0.5	11-12	N				No special funds, Regular Min Prog, Other Special funds, MAEP Selectable, Title III funds, Title I funds, Title II funds, Title IV funds, ESSER funds
Performing Arts	General course	Yes	0119, 0123, 0196	1, 0.5	11-12	N				No special funds, Regular Min Prog, Other Special funds, Title III funds, Title I funds, Title II funds, Title IV funds, ESSER funds
Performing Arts	General course	Yes	0119, 0119, 0123, 0196	1, 0.5	11-12	N				No special funds, Regular Min Prog, Other Special funds, Title III funds, Title I funds, Title II funds, Title IV funds, ESSER funds
Performing Arts	General course	Yes	0119, 0123, 0196	1, 0.5	11-12	N				No special funds, Regular Min Prog, Other Special funds, Title III funds, Title I funds, Title II funds, Title IV funds, ESSER funds
Performing Arts	General course	Yes	0119, 0123, 0196	1, 0.5	11-12	N				No special funds, Regular Min Prog, Other Special funds, Title III funds, Title I funds, Title II funds, Title IV funds, ESSER funds
Language and	General course	Yes	0119	1, 0.5	11-12	N		N		No special funds, Regular Min Prog, Other Special funds, MAEP Selectable, Title III funds

School Year	Course Code	Course Title	Subject Area
Current School Year	All	All	All
Course Type	Course Status	Endorsement Group	Carnegie Units
All	Multiple selections	All	All

Clear filter to reset report.

Endorsement List		Carnegie Units	Grade Span	CTE Level	CIP Code	Core Subject	EOC Assessment	Allowable Funding Codes
		0.5	11-12	N		Y		No special funds, Regular Min Prog, Other Special funds, MAEP Selectable, Title III funds, Title I funds, Title II funds, Title IV funds, ESSER funds
Engineering and Technology	General course	Yes	0.5	11-12	N	N		No special funds, Regular Min Prog, Other Special funds, MAEP Selectable, Title III funds, Title I funds, Title II funds, Title IV funds, ESSER funds
Performing Arts	General course	Yes	0119, 0123, 0196	1, 0.5	11-12	N	Y	No special funds, Regular Min Prog, Other Special funds, Title III funds, Title I funds, Title II funds, Title IV funds, ESSER funds
Performing Arts	General course	Yes	0119, 0119, 0123, 0196	1, 0.5	11-12	N	Y	No special funds, Regular Min Prog, Other Special funds, Title III funds, Title I funds, Title II funds, Title IV funds, ESSER funds
Performing Arts	General course	Yes	0119, 0123, 0196	1, 0.5	11-12	N	Y	No special funds, Regular Min Prog, Other Special funds, Title III funds, Title I funds, Title II funds, Title IV funds, ESSER funds
Performing Arts	General course	Yes	0119, 0123, 0196	1, 0.5	11-12	N	Y	No special funds, Regular Min Prog, Other Special funds, Title III funds, Title I funds, Title II funds, Title IV funds, ESSER funds
Language and	General course	Yes	0119	1, 0.5	11-12	N	N	No special funds, Regular Min Prog, Other Special funds, MAEP Selectable, Title III funds,

CTE Roster Report

Displays students currently enrolled in CTE courses.

Data Impact

- MSFF
- CTE

Data Source

SIS (API nightly)





Remember: The MSFF report will be updated nightly until December 10.

On December 10, the report will freeze, and these data will be shared with School Financial Services for funding calculations.



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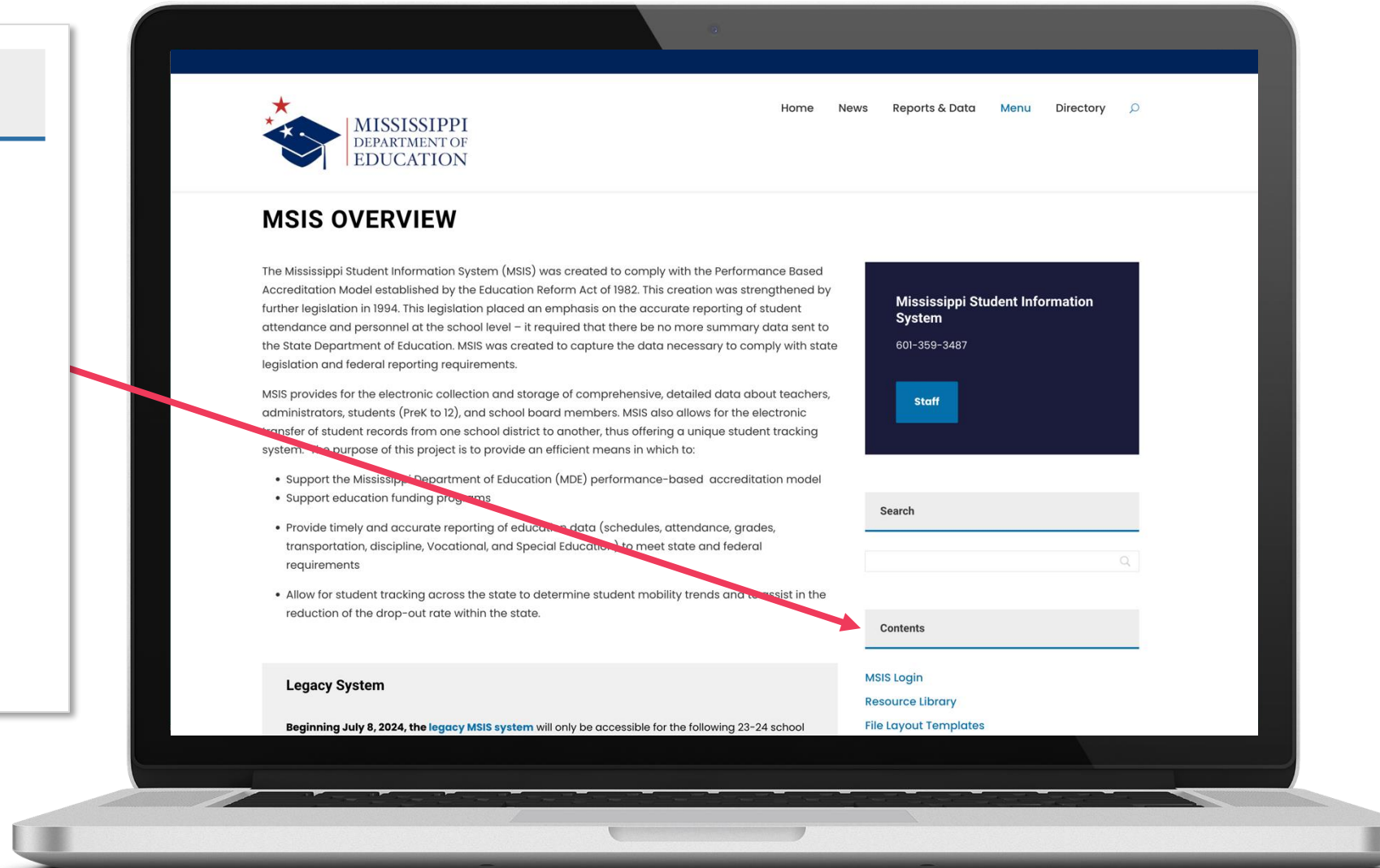
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MSIS Team

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mdek12.org