mdek12.org/msis2.0/resources

Federal Programs

MSIS

mdek12.org

MISSISSIPPI DEPARTMENT OF EDUCATION

Bootcamp 2024

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

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

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

6 **EVERY** School and District is Rated “C” or Higher

Session Goals

NAVIGATE the data collection process

EXPLORE report mock-ups

EXAMINE data error reporting

REVIEW data certification process

Federal Programs Data for School Year 2023-24 is due in MSIS by June 30, 2024.

It is critically important that all required data is entered by this date. With the launch of MSIS 2.0, the existing screens in MSIS will not be available past the deadline of June 30, 2024. This includes survey data and student data.

Please make sure that all data below is entered for each student:

- **English Learners** – Years of Service, Served/Monitored Status, Type of Instruction, and Language
- **Homeless** – Services Provided, Barriers, Living Condition, and Unaccompanied Youth status
- **Immigrant** – Native Home Language

Data mapping **in progress**

TENTATIVE

Reports

- Course Code Report
- Personnel Listing*
- Personnel Summary*
- Teacher Schedules*
- Student Profile**

**Requires Personnel Permissions*
***Requires Student Permissions*

Data Quality Dashboard

- Federal Programs

File Upload

- Federal Programs (ELL, Foster Care, Homeless, Immigrant, N or D)

Reports

- Federal Programs Certification
- Federal Programs Dashboards
- Federal Programs Reports (ELL, Foster Care, Homeless, Immigrant)
- Student Indicator**

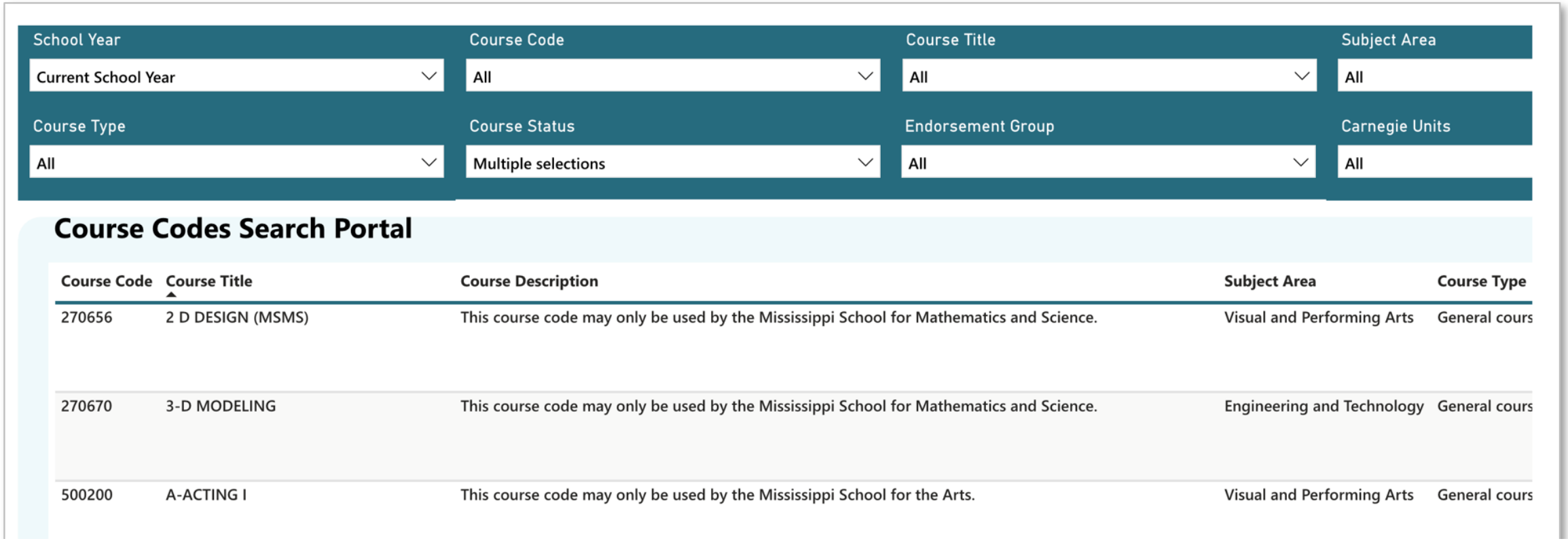
***Requires Student Permissions*

Federal Programs

Personnel Data

Instructional Staff Schedules

Instructional staff schedules will be collected via **API from the SIS**



Reports > Course Code Report

Revised Work Area Codes for 24-25SY

	A	B	
1	Code	Work Area Title	Memo/Description
2	700001	Pre-kindergarten Teacher	Teachers of a group or class that is par the year or years preceding kindergart
3	700002	Kindergarten Teacher	Teachers of a group or class that is par the year preceding the first grade.
4	700003	Elementary Teacher	Teachers of general level instruction cl and composed of any span of grades n
5	700004	Secondary Teacher	Teachers of a general level of instructi secondary and composed of any span the elementary grades and ending witl
6	700005	Ungraded Teacher	Teachers of classes or programs to wh designation.
7	000141	SUPERVISION OF AGRICULTURE PROGRAMS (SOEP)	
8	000150	SUPERVISOR OF CREDIT BEARING WORK-BASED LEARNING	Teachers with a 917 add-on endorsem learning.
9	000221	PARENT CENTER COORDINATOR	A licensed professional responsible for coordinating parental involvement and
10	000222	PARENT CENTER AIDE	A paraprofessional who assists the Par the Parent Center.
11	000234	SPECIAL POPULATIONS PERSONNEL	The endorsement of 334 is grandfathe 314 is grandfathered for 1996-1997 s

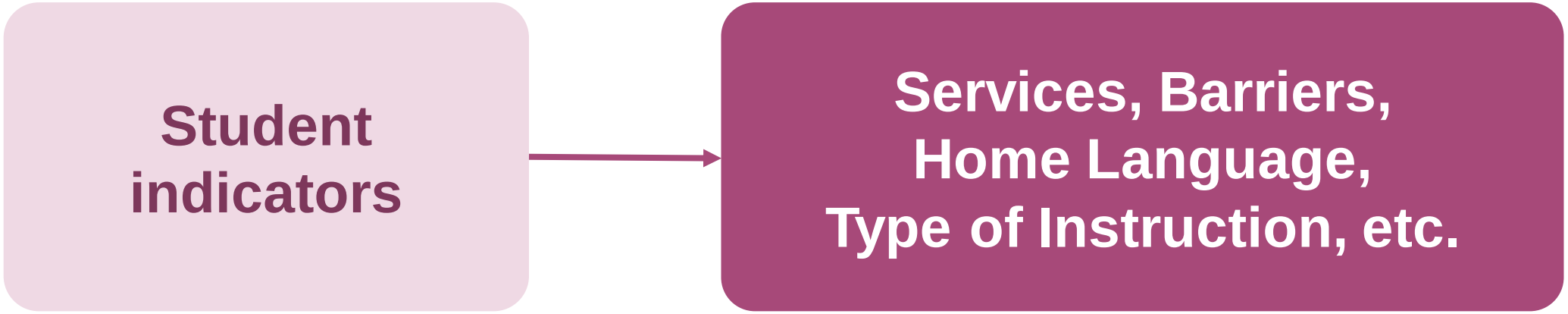
Work Area Codes 24-25SY

- Spreadsheet format for easy filtering and sorting
- Blue text indicates updates or changes
- Tab for deactivated codes

Federal Programs

Student Data

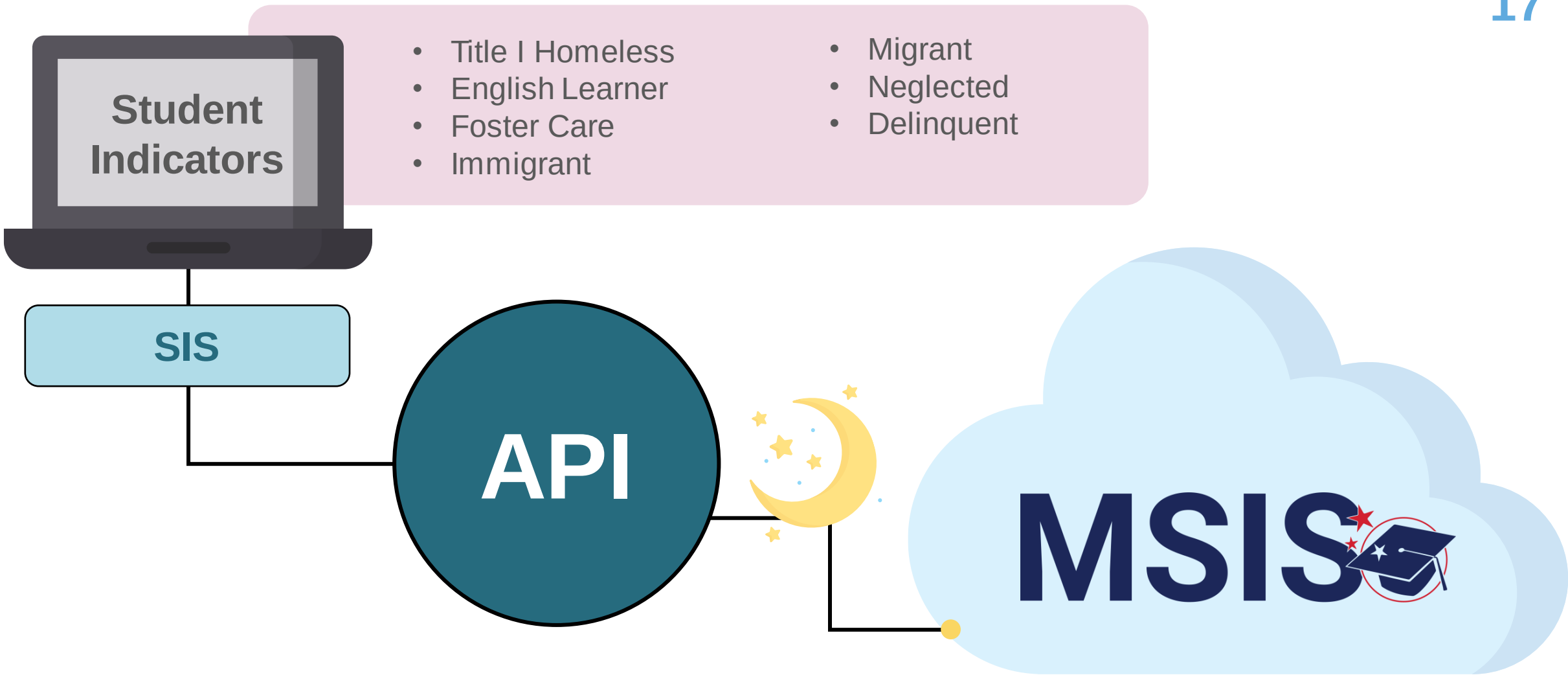
Data Collection

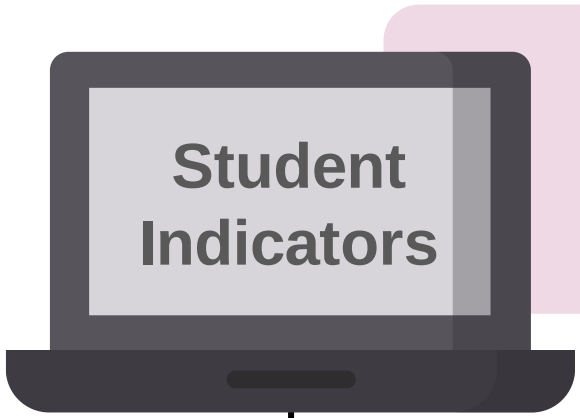

Student indicators
Services, Barriers, Home Language, Type of Instruction, etc.

Student Indicators

MSIS

MSD 10


Student Indicators
Title I Homeless
English Learner
Foster Care
Immigrant
Migrant
Neglected
Delinquent
SIS
API
MSIS



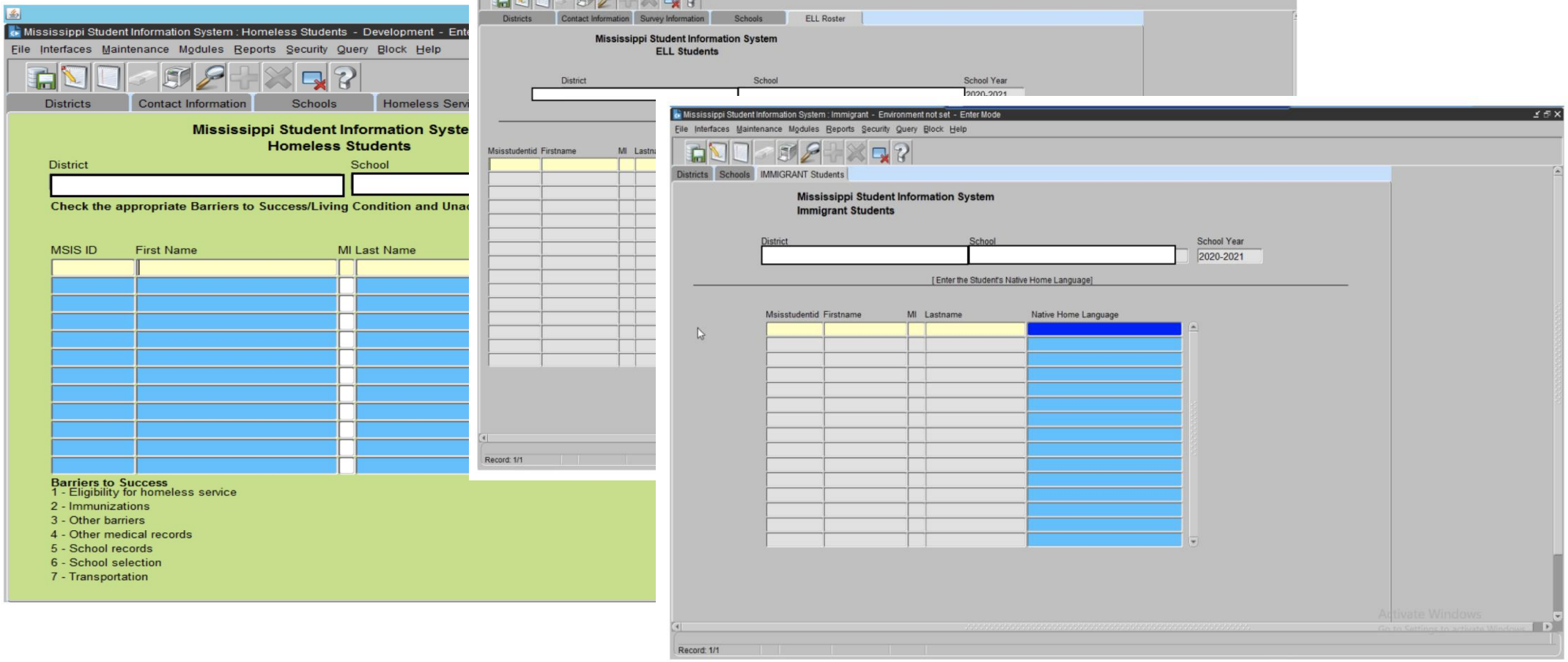
- Title I Homeless
- English Learner
- Foster Care
- Immigrant
- Migrant
- **Neglected**
- **Delinquent**

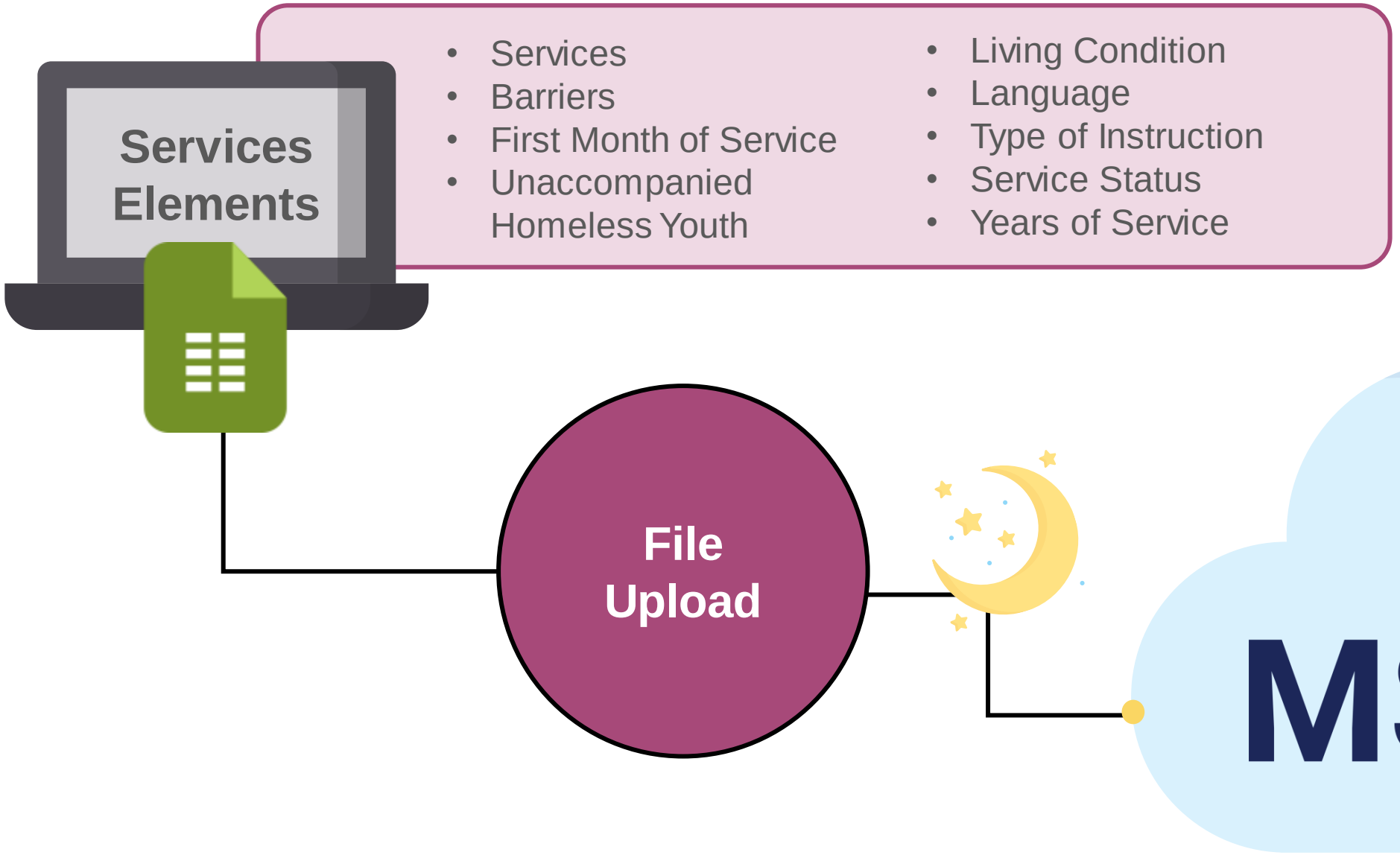
SIS

API

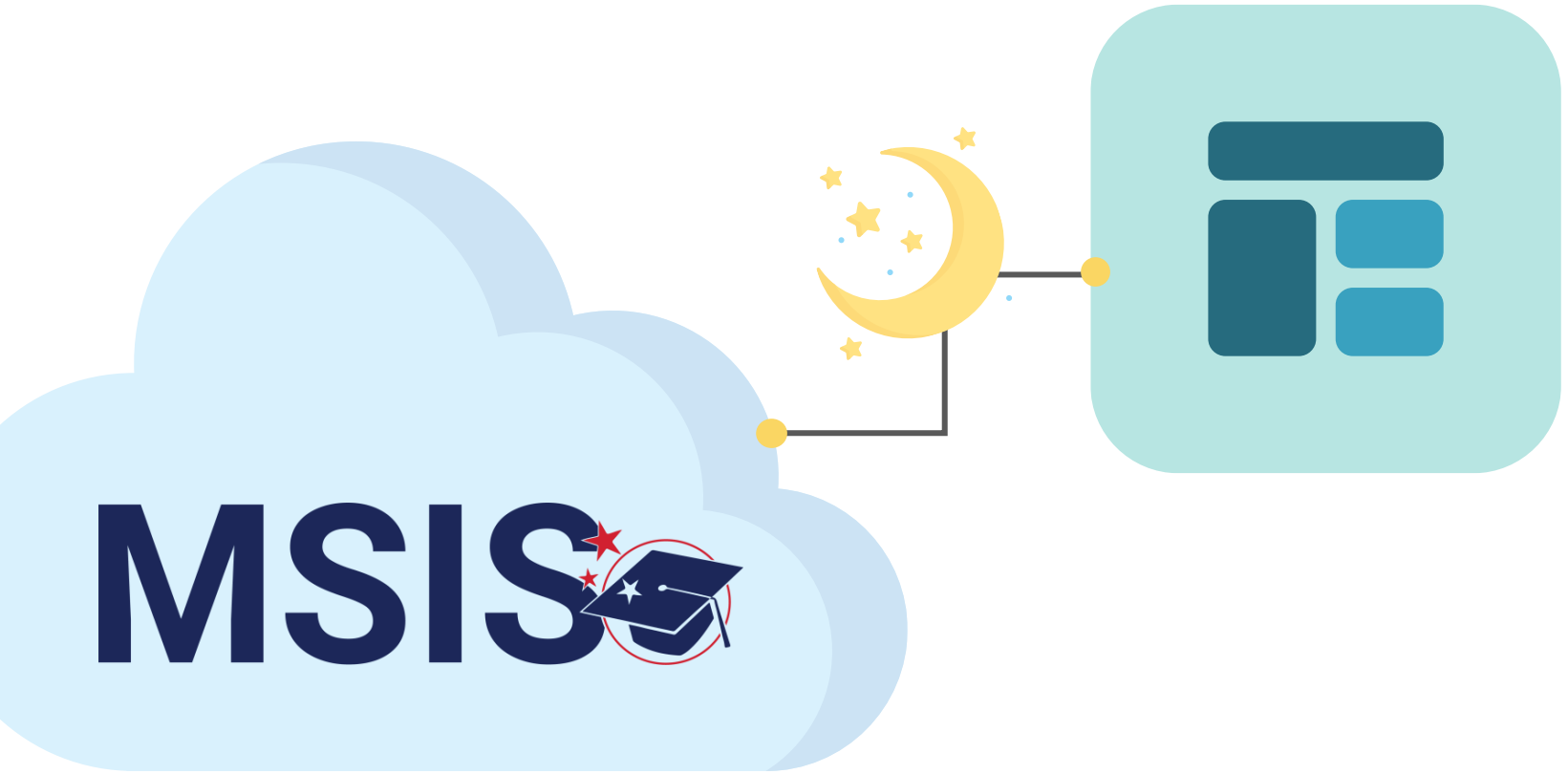
MSIS

Service Information




Services Elements
Services
Barriers
First Month of Service
Unaccompanied Homeless Youth
Living Condition
Language
Type of Instruction
Service Status
Years of Service
File Upload
MSIS

Reports



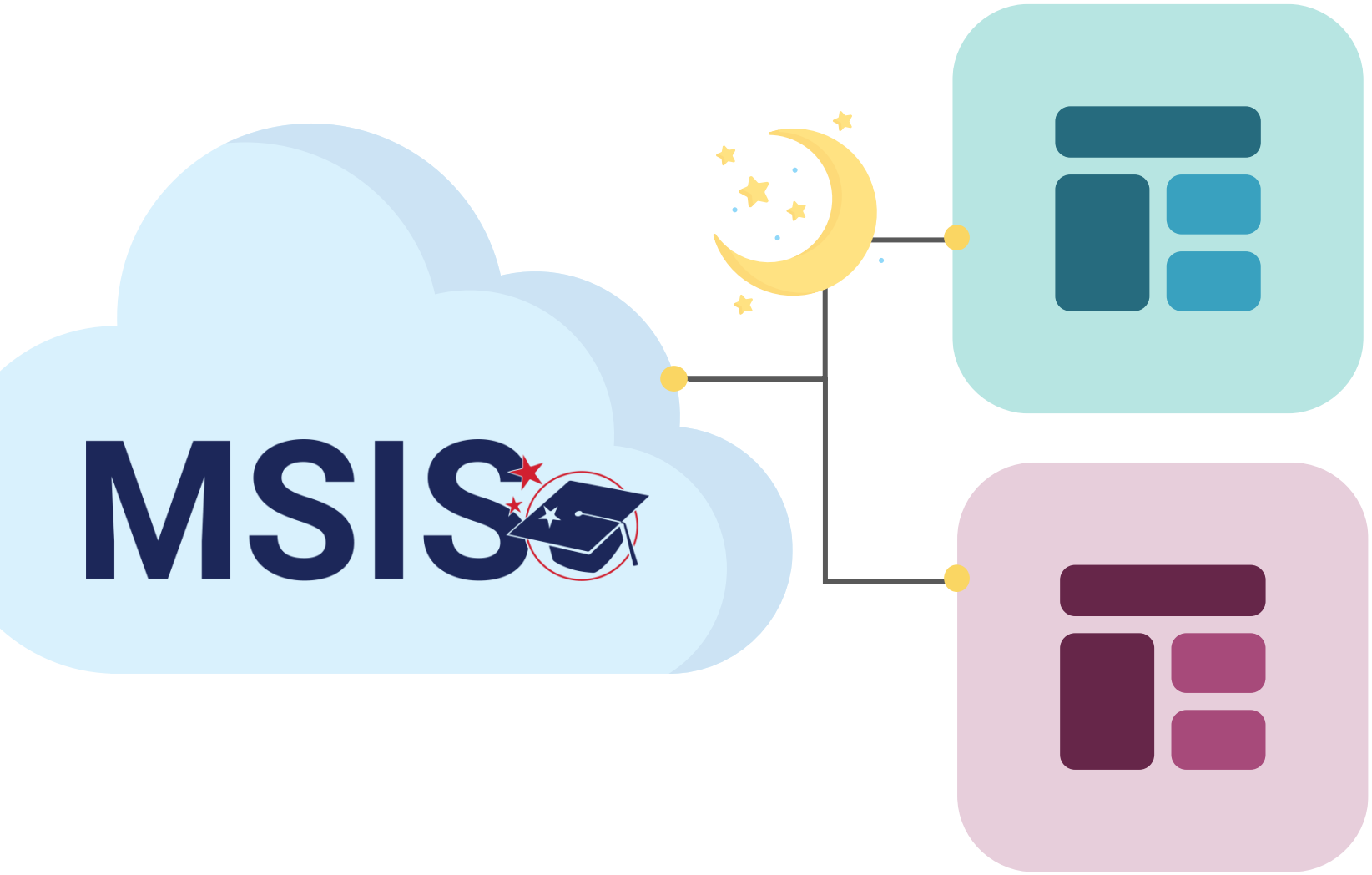
Student Indicator Report

Permission: Student

LEA	School	School Year	Grade Level	Race	Gender	Special Population
All	All	2022-2023	All	All	All	All

Student Indicators Report

MSIS ID	Student Name	504	Special Education	SCD	Economically Disadvantaged	English Learner	Homeless	Migrant	N or D	Foster	Military
476	Abrahart, Orion G.	Y	N	N	N	Y	N	N	Y	Y	
879	Acomb, Josepha D.	N	Y	N	Y	N	Y	Y	N	N	
289	Acuna, Felicle I.	Y	N	Y	Y	Y	N	N	Y	Y	
595	Adelberg, Antony W.	Y	Y	N	N	N	N	N	N	Y	
110	Airey, Darbie F.	Y	N	Y	Y	Y	Y	N	Y	Y	
26	Aishford, Eryn H.	Y	N	Y	Y	Y	Y	N	Y	Y	
360	Alan, Kai L.	Y	N	N	N	Y	N	N	Y	Y	
129	Alcalde, Gian R.	Y	N	Y	Y	Y	Y	N	Y	Y	
121	Aleevy, Margareta E.	Y	N	Y	Y	Y	Y	N	Y	Y	
230	Alesi, Susie D.	Y	N	Y	Y	Y	Y	N	Y	Y	
43	Alleway, Peyton W.	Y	N	Y	Y	Y	Y	N	Y	Y	
427	Allsepp, Noe L.	Y	N	N	N	Y	N	N	Y	Y	
198	Ambrogini, Emilia W.	Y	N	Y	Y	Y	Y	N	Y	Y	
556	Ambrosoli, Phelia R.	Y	Y	N	N	N	N	N	Y	Y	
850	Ambrozewicz, Emilee F.	N	Y	N	Y	N	Y	Y	N	N	
691	Amer, Lowrance W.	Y	Y	N	N	N	N	N	N	Y	
662	Andriss, Margareta S.	Y	Y	N	N	N	N	N	N	Y	
963	Angric, Felic R.	N	Y	Y	Y	N	Y	Y	Y	N	
986	Anstis, Blanca H.	N	Y	Y	Y	N	Y	Y	Y	N	
215	Antonchik, Philis C.	Y	N	Y	Y	Y	Y	N	Y	Y	
415	Antonowicz, Che L.	Y	N	N	N	Y	N	N	Y	Y	
299	Argue, Abba A.	Y	N	Y	Y	Y	N	N	Y	Y	



Student Indicator Report

Federal Programs Reports

Permission: Federal Programs

District: Gray County | School: All | School Year: 2022-2023 | Race: All | Gender: All | Special Populations: All

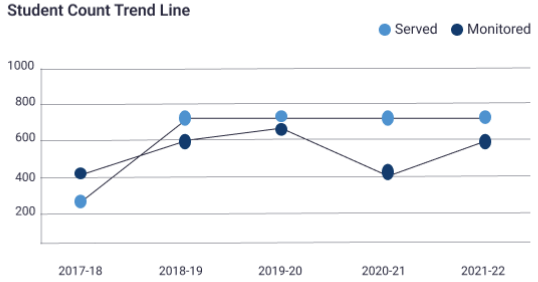
< Back

Child Count

Student Summary →

Title 1 | English Learner | Immigrant | Migrant | Homeless | Foster Care | Neglected | Delinquent

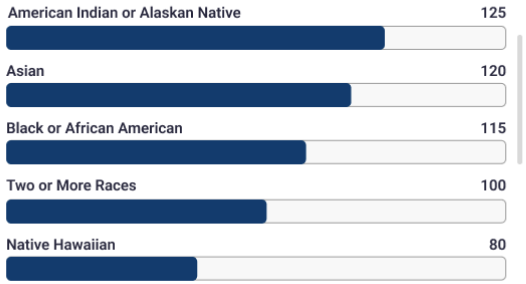
Student Count Trend Line



Total Count
Year to Year Rate

2019-2020	2020-2021	2021-2022
720	746	766

Demographics

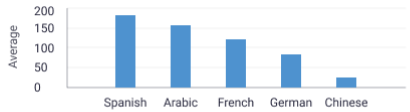


EL Languages Being Served/Monitored

Served | Monitored

Language	Current Rank	Delta
Spanish	1	4% ↑
Arabic	2	7% ↑
French	3	5% ↓
German	4	3% ↑
Chinese	5	2% ↓

Student Count



85%
Of total EL languages being served

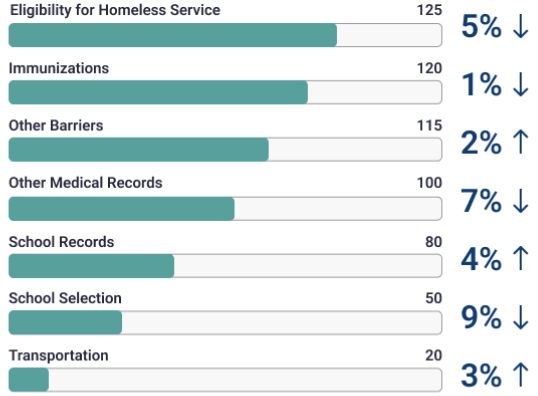
Instructional Programs Being Used

Program	Current Rank	Delta
Immersion	1	4% ↑
Program 2	2	7% ↑
Program 3	3	5% ↓
Program 4	4	3% ↑
Program 5	5	2% ↓

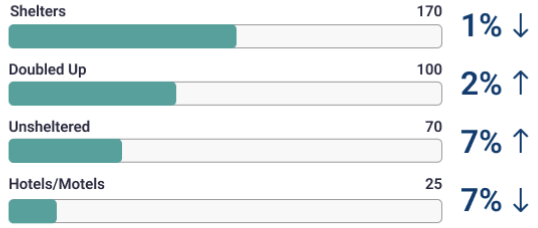
Student Count

85%
Of total instructional programs being used

Homeless Barriers

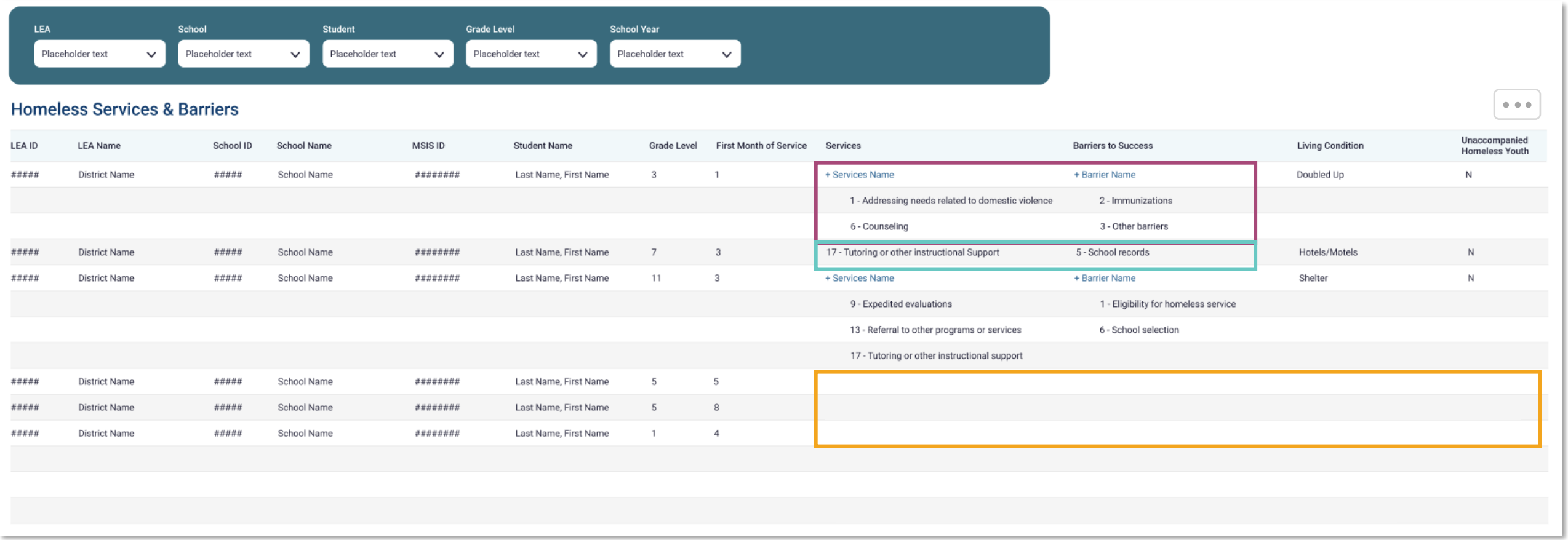


Homeless Living Conditions



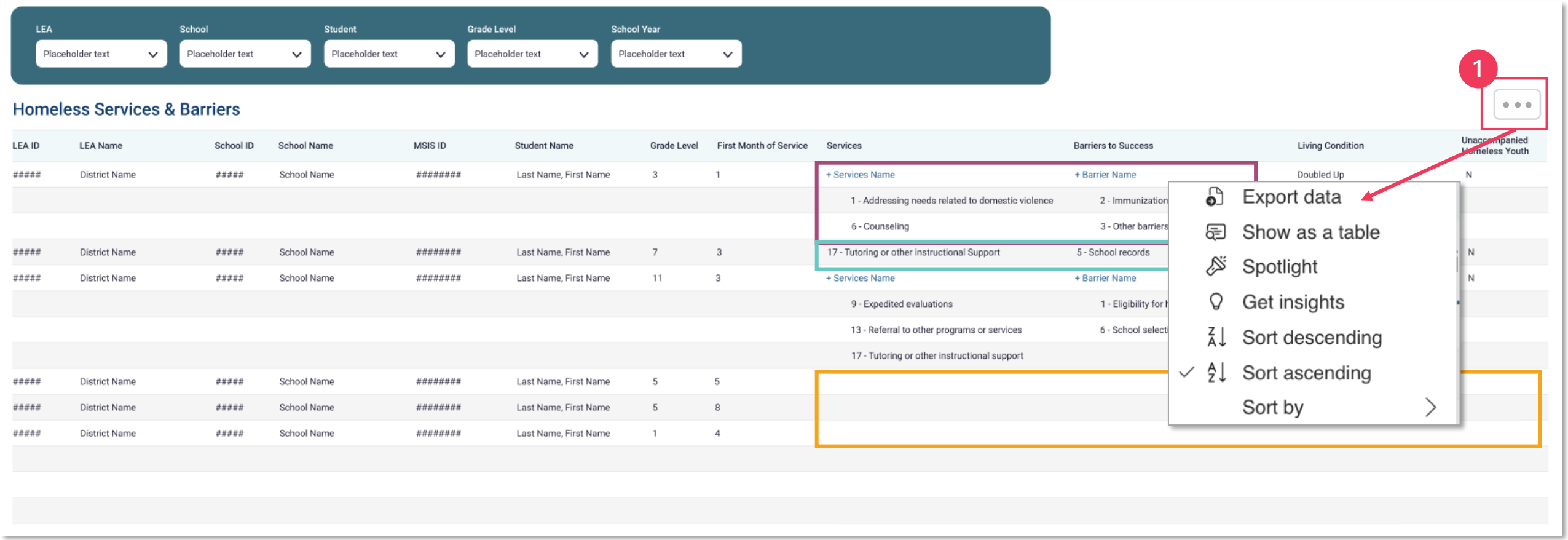
Federal Programs Dashboard

MISSISSIPPI DEPARTMENT OF EDUCATION



Homeless Services & Barriers

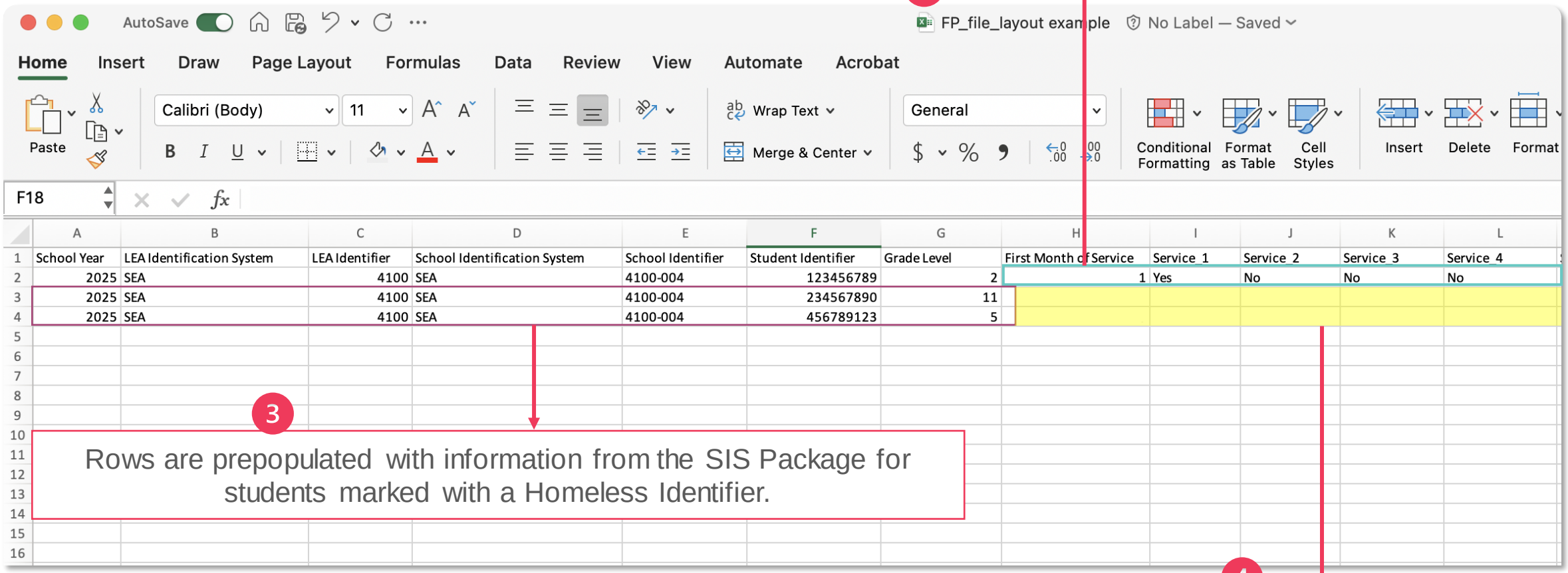
LEA ID	LEA Name	School ID	School Name	MSIS ID	Student Name	Grade Level	First Month of Service	Services	Barriers to Success	Living Condition	Unaccompanied Homeless Youth
#####	District Name	#####	School Name	########	Last Name, First Name	3	1	+ Services Name	+ Barrier Name	Doubled Up	N
								1 - Addressing needs related to domestic violence	2 - Immunizations		
								6 - Counseling	3 - Other barriers		
#####	District Name	#####	School Name	########	Last Name, First Name	7	3	17 - Tutoring or other instructional Support	5 - School records	Hotels/Motels	N
#####	District Name	#####	School Name	########	Last Name, First Name	11	3	+ Services Name	+ Barrier Name	Shelter	N
								9 - Expedited evaluations	1 - Eligibility for homeless service		
								13 - Referral to other programs or services	6 - School selection		
								17 - Tutoring or other instructional support			
#####	District Name	#####	School Name	########	Last Name, First Name	5	5				
#####	District Name	#####	School Name	########	Last Name, First Name	5	8				
#####	District Name	#####	School Name	########	Last Name, First Name	1	4				



MISSISSIPPI DEPARTMENT OF EDUCATION

Rows are prepopulated with any information previously uploaded.

2



	A	B	C	D	E	F	G	H	I	J	K	L
1	School Year	LEA Identification System	LEA Identifier	School Identification System	School Identifier	Student Identifier	Grade Level	First Month of Service	Service_1	Service_2	Service_3	Service_4
2	2025	SEA	4100	SEA	4100-004	123456789	2	1	Yes	No	No	No
3	2025	SEA	4100	SEA	4100-004	234567890	11					
4	2025	SEA	4100	SEA	4100-004	456789123	5					

3

Rows are prepopulated with information from the SIS Package for students marked with a Homeless Identifier.

4

District staff complete remaining fields and upload to MSIS

Questions?

File Upload

Permission: Federal Programs

1

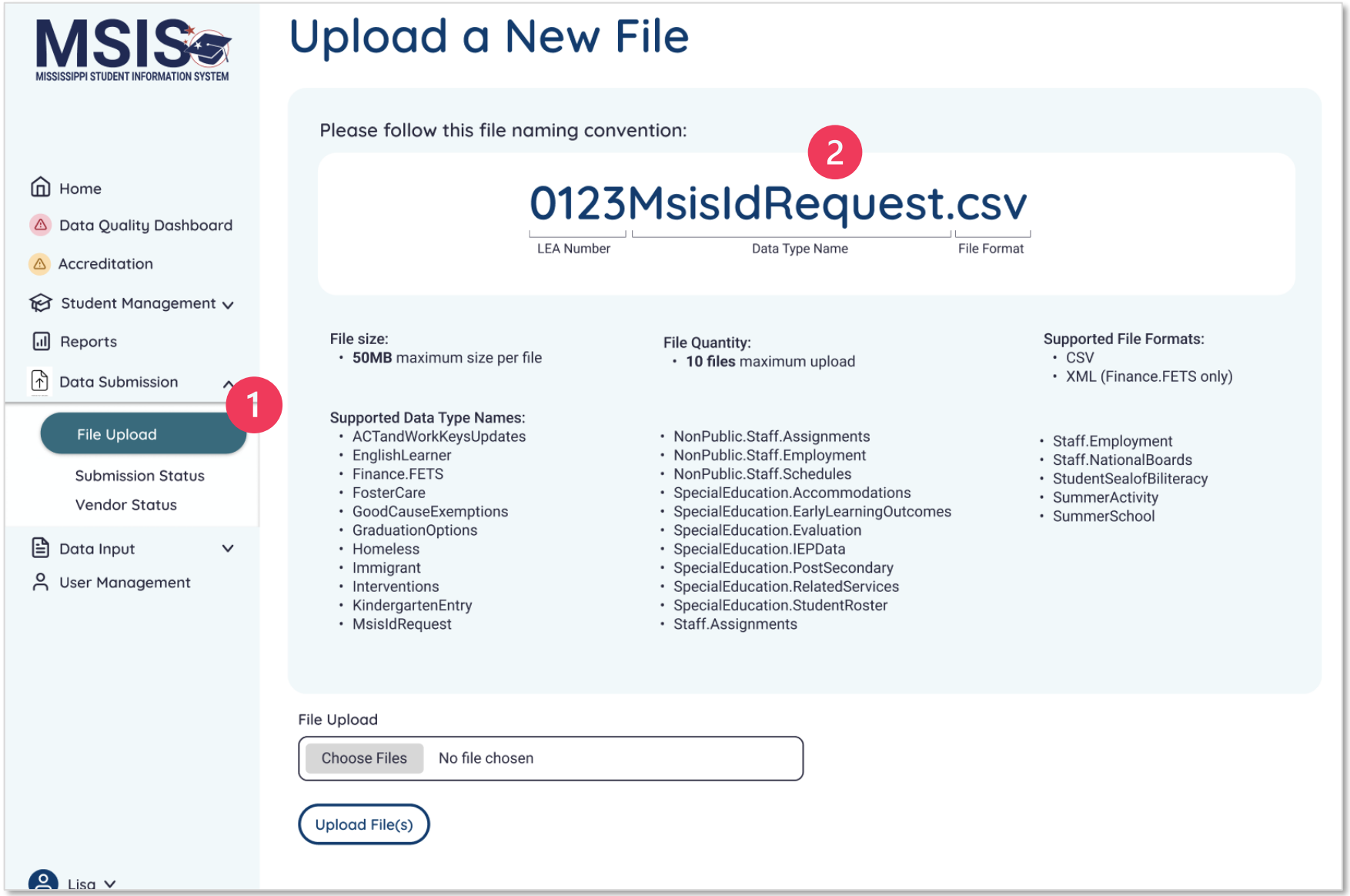
Select **Data Submission.**

Select **File Upload.**

2

The file name must contain:

- LEA number
- Data Type Name (only the supported names listed are allowed)
- File Format (only .csv or .xml (FETS only) file formats allowed)



QRG

mdek12.org/msis2.0/resources

MISSISSIPPI DEPARTMENT OF EDUCATION

3

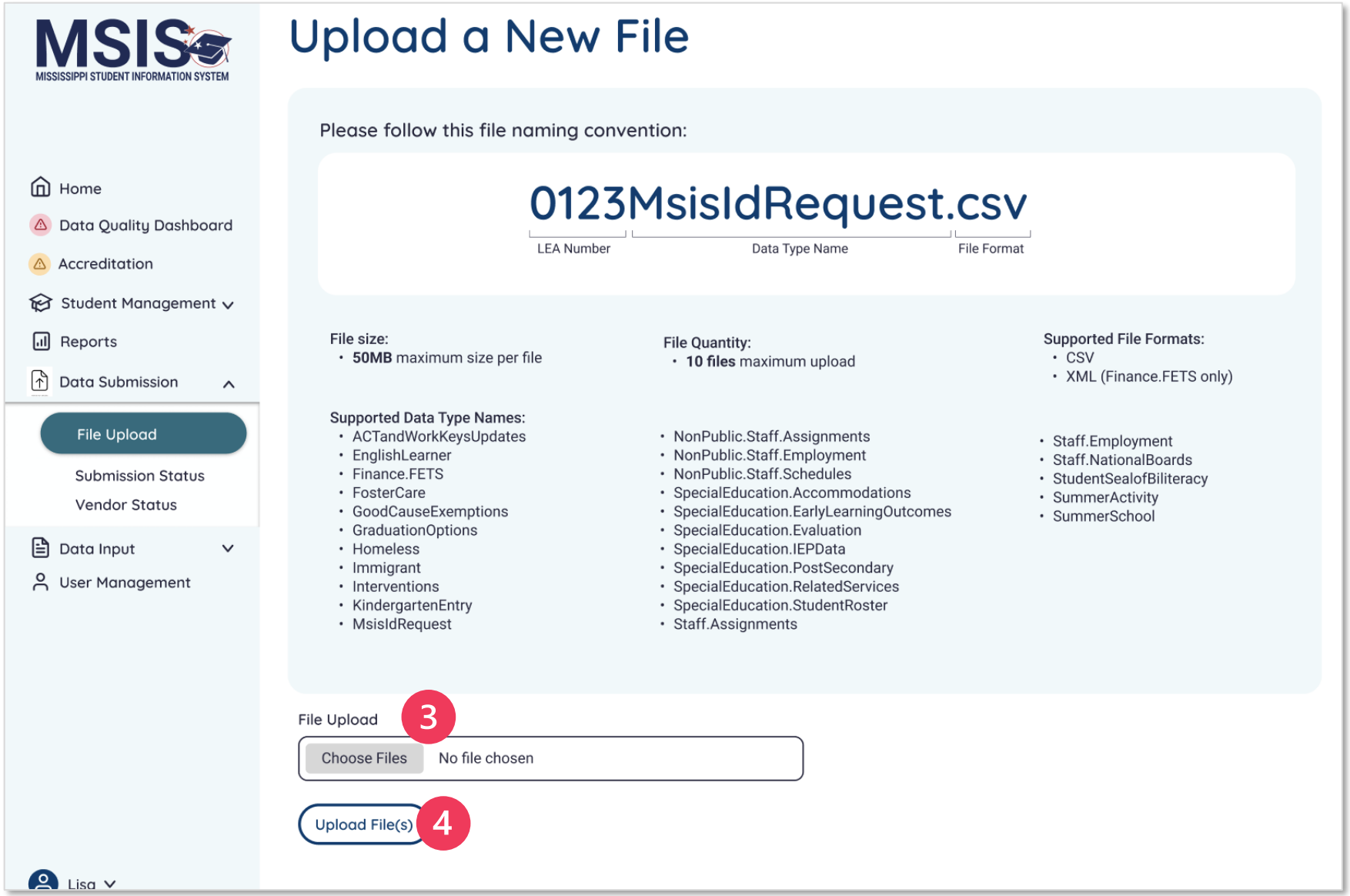
Select **Choose File** to upload the appropriately named file and file format.

Users can upload up to 10 files at one time.

50 MB is the maximum file size.

4

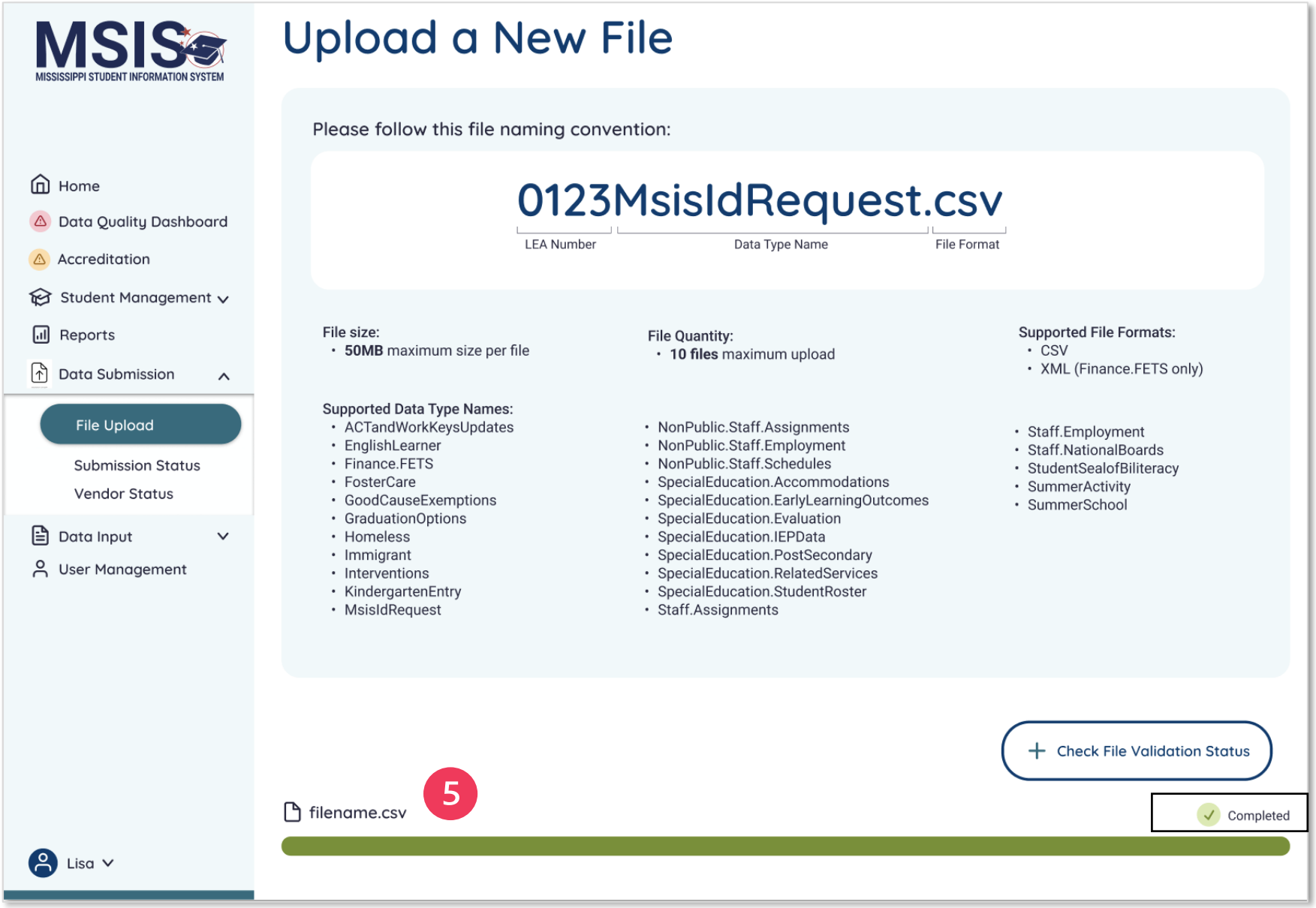
Select **Upload File(s)** to begin the upload process.



5

A file upload status bar will be displayed at the bottom of the screen for each file.

Files that are successfully upload will be displayed in green with a completed message.

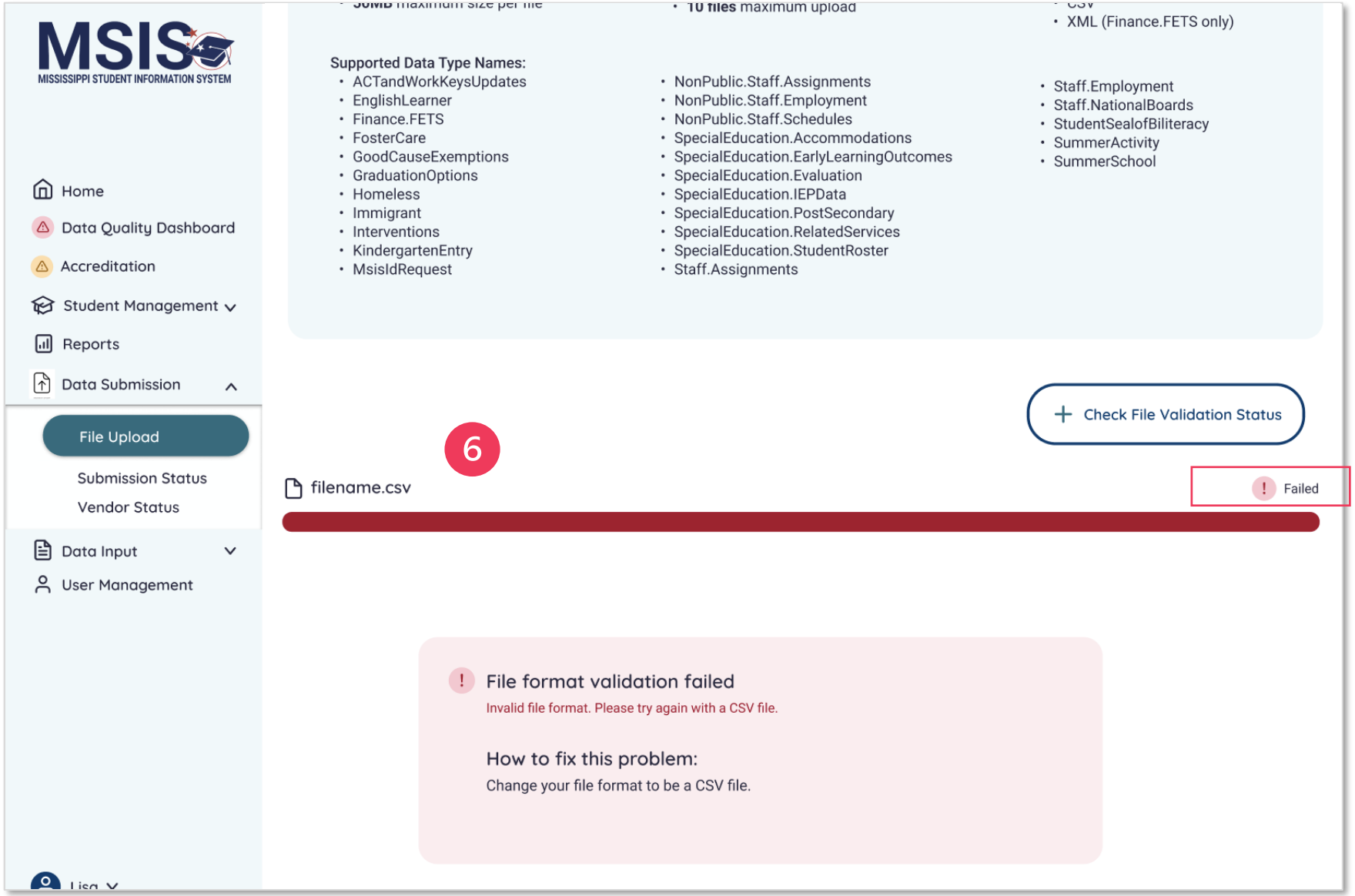


6

Files that do not upload will appear in red.

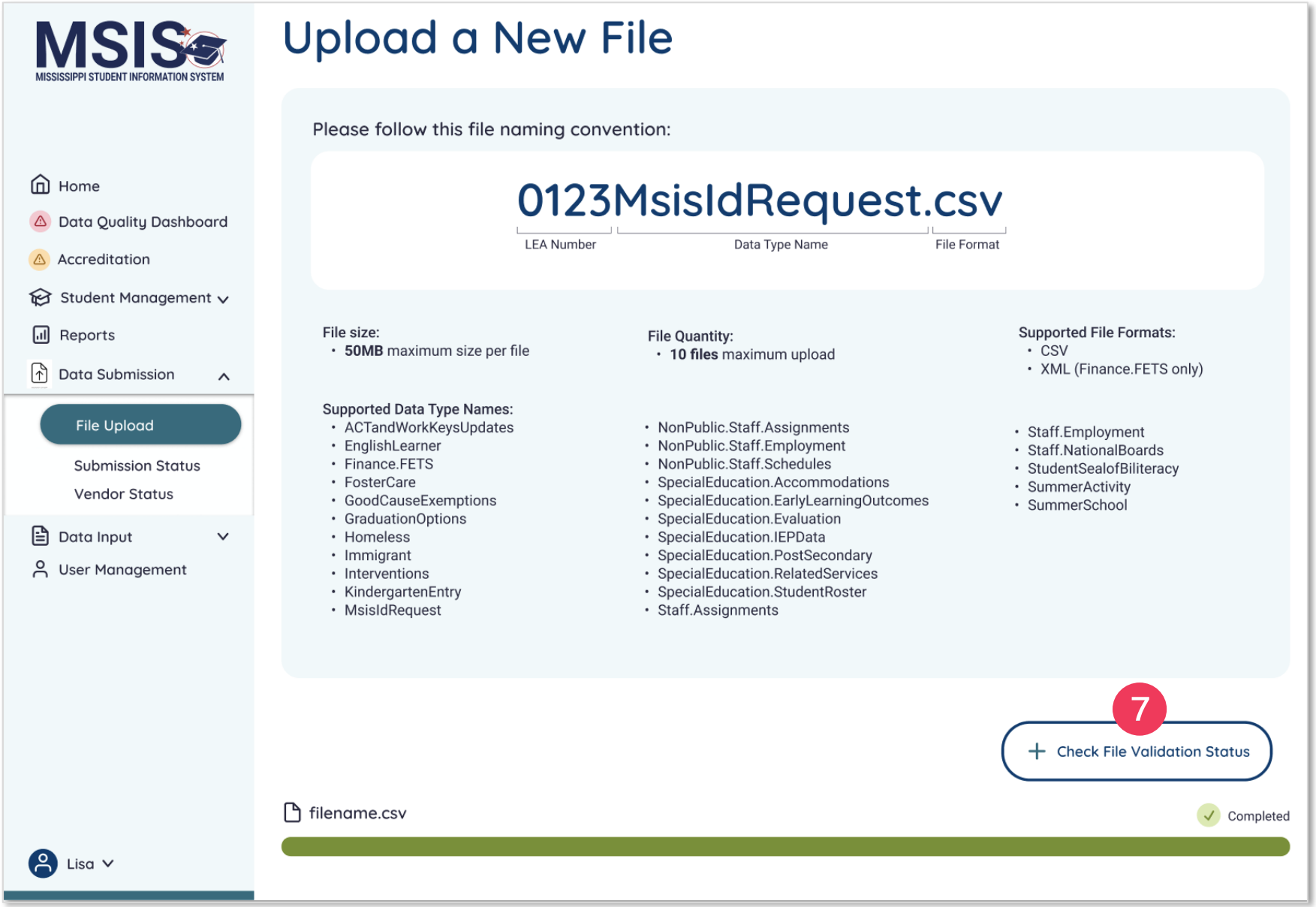
Upload failures can be caused by invalid file names, file formats, size limits, etc.

The reason for the upload failure and suggestions for correcting the problem will be displayed.



7

To review the validation status of files that were successfully uploaded, select **+ Check File Validation Status**



8

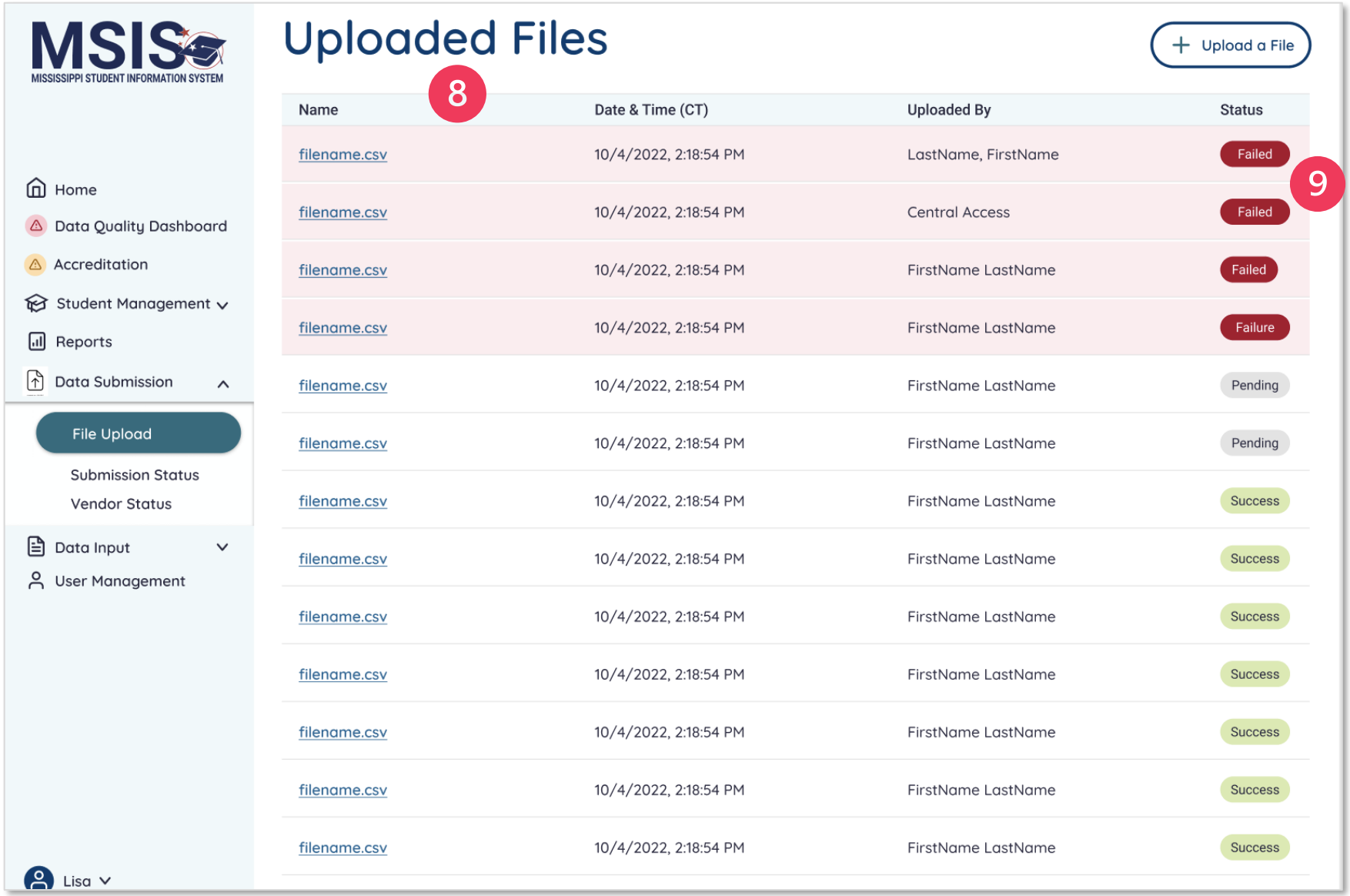
As MSIS validates the data in the files that are uploaded, the status can be previewed.

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

9

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

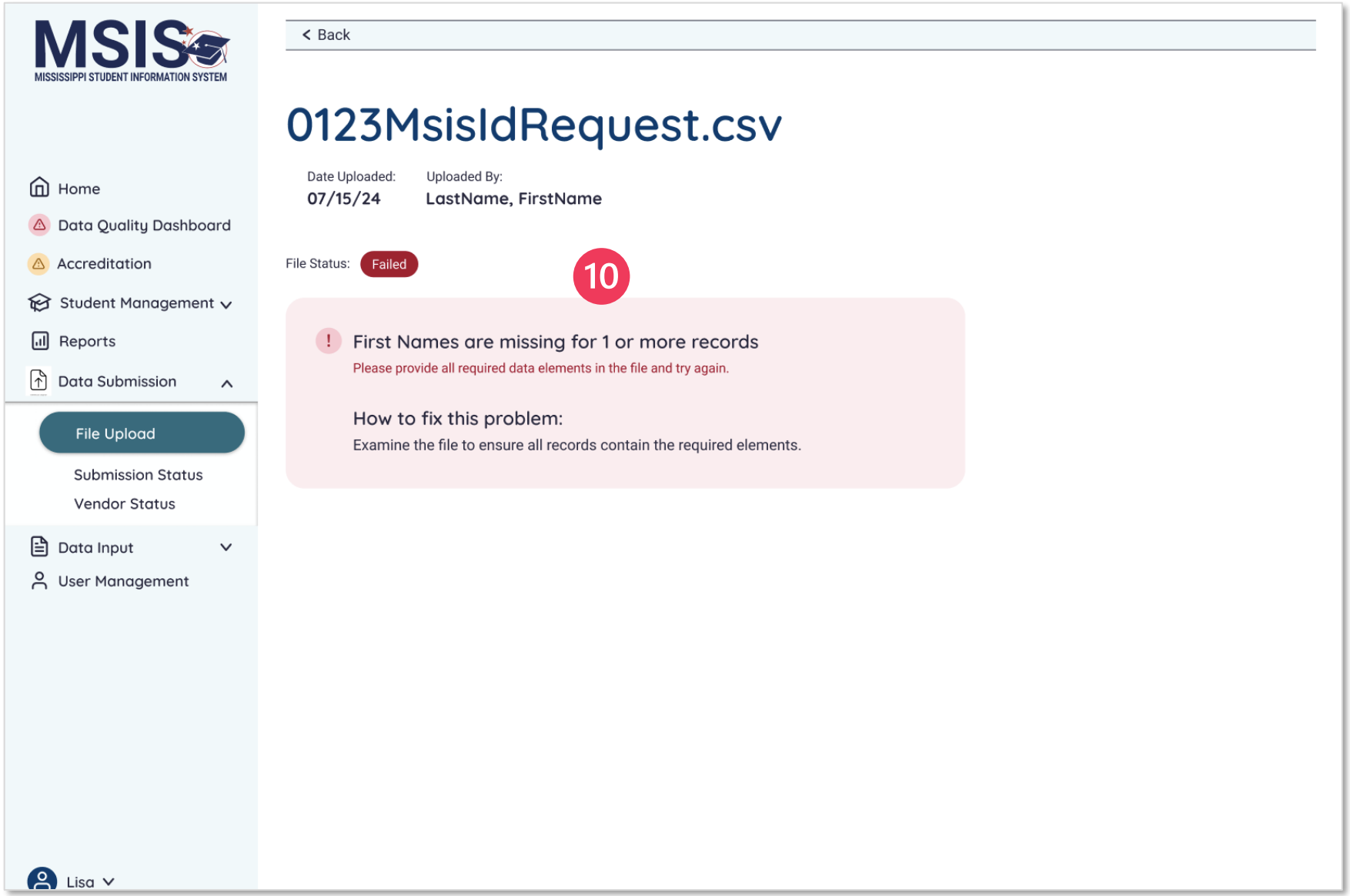
Click on the file name to learn more about the status of the file.

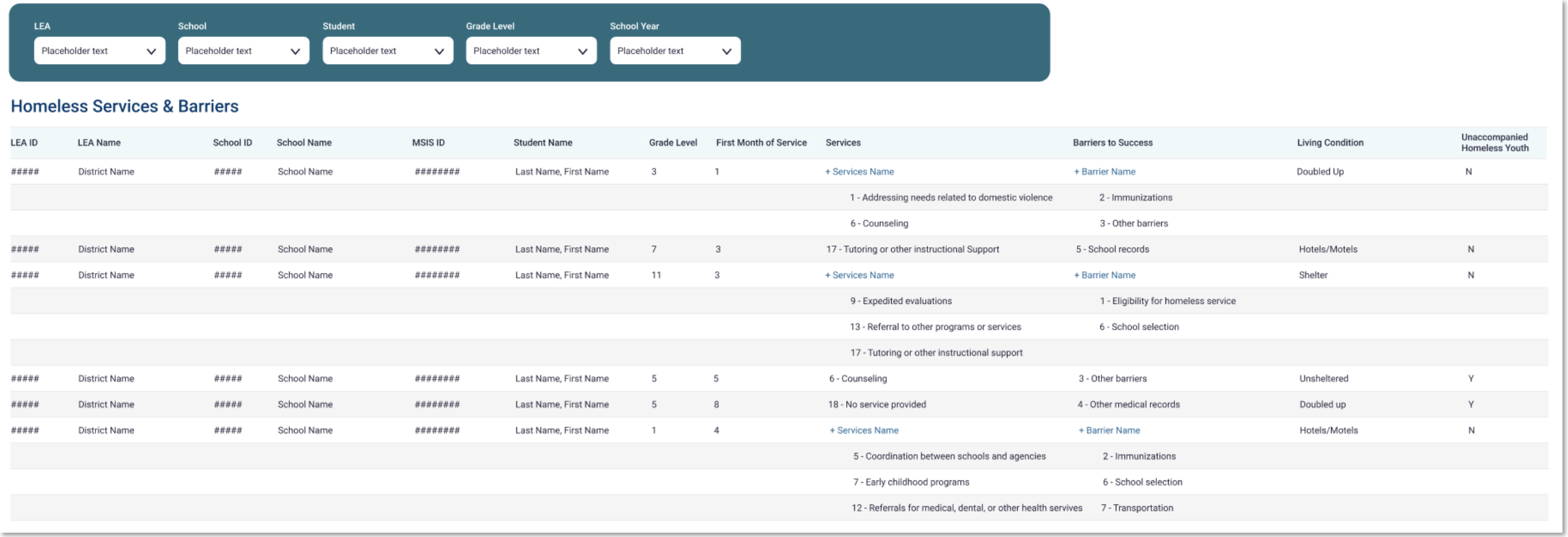


10

Each validation error will be listed as well as a resolution to the error.

Users should correct errors in the spreadsheet and reupload the file.



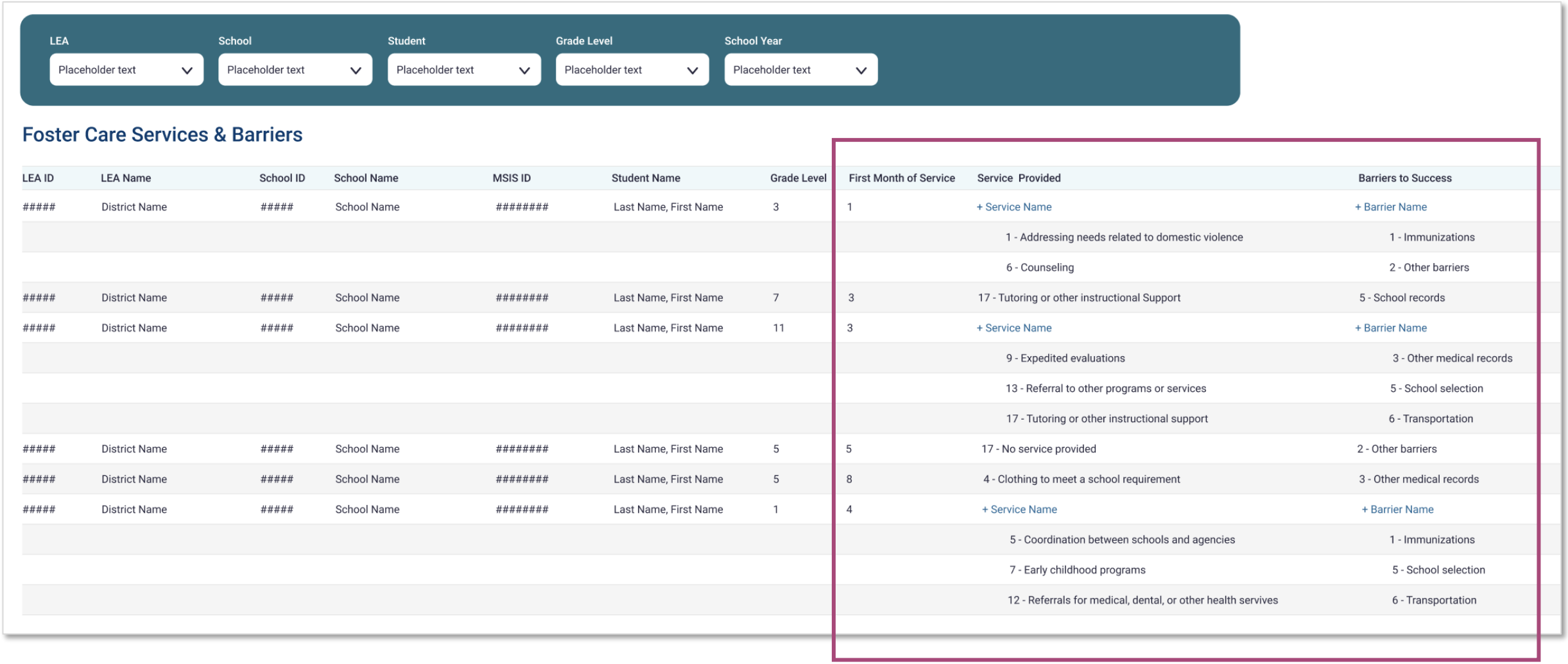


Homeless Services & Barriers

LEA ID	LEA Name	School ID	School Name	MSIS ID	Student Name	Grade Level	First Month of Service	Services	Barriers to Success	Living Condition	Unaccompanied Homeless Youth
#####	District Name	#####	School Name	########	Last Name, First Name	3	1	+ Services Name	+ Barrier Name	Doubled Up	N
								1 - Addressing needs related to domestic violence	2 - Immunizations		
								6 - Counseling	3 - Other barriers		
#####	District Name	#####	School Name	########	Last Name, First Name	7	3	17 - Tutoring or other instructional Support	5 - School records	Hotels/Motels	N
#####	District Name	#####	School Name	########	Last Name, First Name	11	3	+ Services Name	+ Barrier Name	Shelter	N
								9 - Expedited evaluations	1 - Eligibility for homeless service		
								13 - Referral to other programs or services	6 - School selection		
								17 - Tutoring or other instructional support			
#####	District Name	#####	School Name	########	Last Name, First Name	5	5	6 - Counseling	3 - Other barriers	Unsheltered	Y
#####	District Name	#####	School Name	########	Last Name, First Name	5	8	18 - No service provided	4 - Other medical records	Doubled up	Y
#####	District Name	#####	School Name	########	Last Name, First Name	1	4	+ Services Name	+ Barrier Name	Hotels/Motels	N
								5 - Coordination between schools and agencies	2 - Immunizations		
								7 - Early childhood programs	6 - School selection		
								12 - Referrals for medical, dental, or other health servives	7 - Transportation		

Questions?

Additional **Data Entry Download Reports**



Foster Care Services & Barriers

LEA ID	LEA Name	School ID	School Name	MSIS ID	Student Name	Grade Level	First Month of Service	Service Provided	Barriers to Success
#####	District Name	#####	School Name	########	Last Name, First Name	3	1	+ Service Name	+ Barrier Name
								1 - Addressing needs related to domestic violence	1 - Immunizations
								6 - Counseling	2 - Other barriers
#####	District Name	#####	School Name	########	Last Name, First Name	7	3	17 - Tutoring or other instructional Support	5 - School records
#####	District Name	#####	School Name	########	Last Name, First Name	11	3	+ Service Name	+ Barrier Name
								9 - Expedited evaluations	3 - Other medical records
								13 - Referral to other programs or services	5 - School selection
								17 - Tutoring or other instructional support	6 - Transportation
#####	District Name	#####	School Name	########	Last Name, First Name	5	5	17 - No service provided	2 - Other barriers
#####	District Name	#####	School Name	########	Last Name, First Name	5	8	4 - Clothing to meet a school requirement	3 - Other medical records
#####	District Name	#####	School Name	########	Last Name, First Name	1	4	+ Service Name	+ Barrier Name
								5 - Coordination between schools and agencies	1 - Immunizations
								7 - Early childhood programs	5 - School selection
								12 - Referrals for medical, dental, or other health servives	6 - Transportation

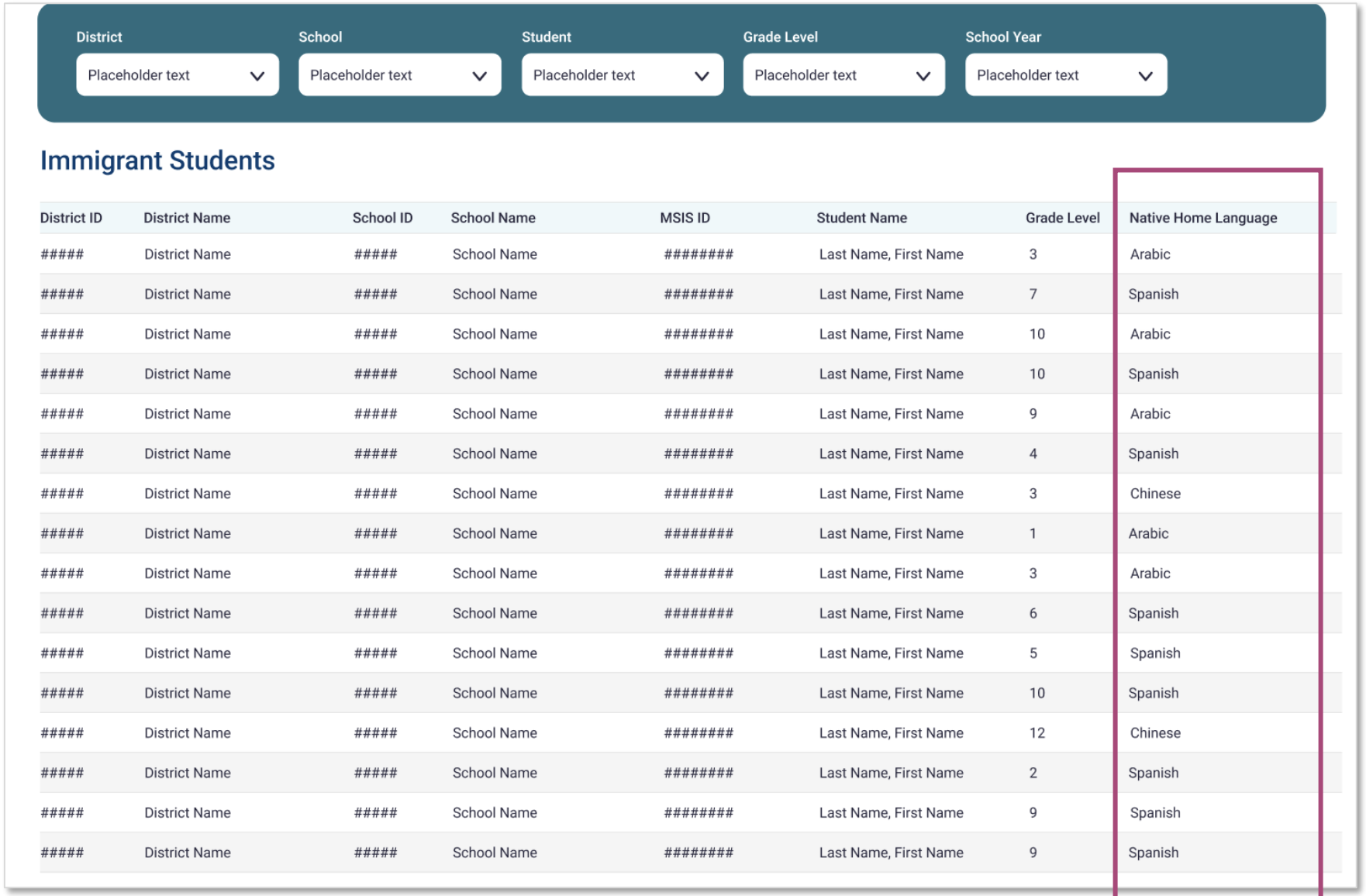
LEA | School | Student | Grade Level | School Year

Placeholder text | Placeholder text | Placeholder text | Placeholder text | Placeholder text

English Learner Students

LEA ID	LEA Name	School ID	School Name	MSIS ID	Student Name	Grade Level	First Month of Service	Language	Type of Instruction	Service Status	Year
#####	District Name	#####	School Name	########	Last Name, First Name	3	1	Arabic	Pull-out ESL	Served	2
#####	District Name	#####	School Name	########	Last Name, First Name	7	1	Spanish	Dual Language	Monitored	1
#####	District Name	#####	School Name	########	Last Name, First Name	3	1	Arabic	Content-based ESL	Served	2
#####	District Name	#####	School Name	########	Last Name, First Name	7	1	Spanish	Pull-out ESL	Served	1
#####	District Name	#####	School Name	########	Last Name, First Name	3	1	Arabic	Pull-out ESL	Served	2
#####	District Name	#####	School Name	########	Last Name, First Name	7	5	Spanish	Pull-out ESL	Served	1
#####	District Name	#####	School Name	########	Last Name, First Name	3	2	Chinese	Structured English immersion	Served	2
#####	District Name	#####	School Name	########	Last Name, First Name	7	5	Arabic	Pull-out ESL	Served	1
#####	District Name	#####	School Name	########	Last Name, First Name	3	7	Arabic	Pull-out ESL	Served	2
#####	District Name	#####	School Name	########	Last Name, First Name	7	1	Spanish	Content-based ESL	Served	1
#####	District Name	#####	School Name	########	Last Name, First Name	3	2	Spanish	Content-based ESL	Served	2
#####	District Name	#####	School Name	########	Last Name, First Name	7	1	Spanish	Pull-out ESL	Served	1
#####	District Name	#####	School Name	########	Last Name, First Name	3	8	Chinese	Pull-out ESL	Served	2
#####	District Name	#####	School Name	########	Last Name, First Name	7	2	Spanish	Dual Language	Monitored	3
#####	District Name	#####	School Name	########	Last Name, First Name	3	2	Spanish	Dual Language	Monitored	2
#####	District Name	#####	School Name	########	Last Name, First Name	7	4	Spanish	Dual Language	Monitored	4

Data Entry Download > ELL



Immigrant Students

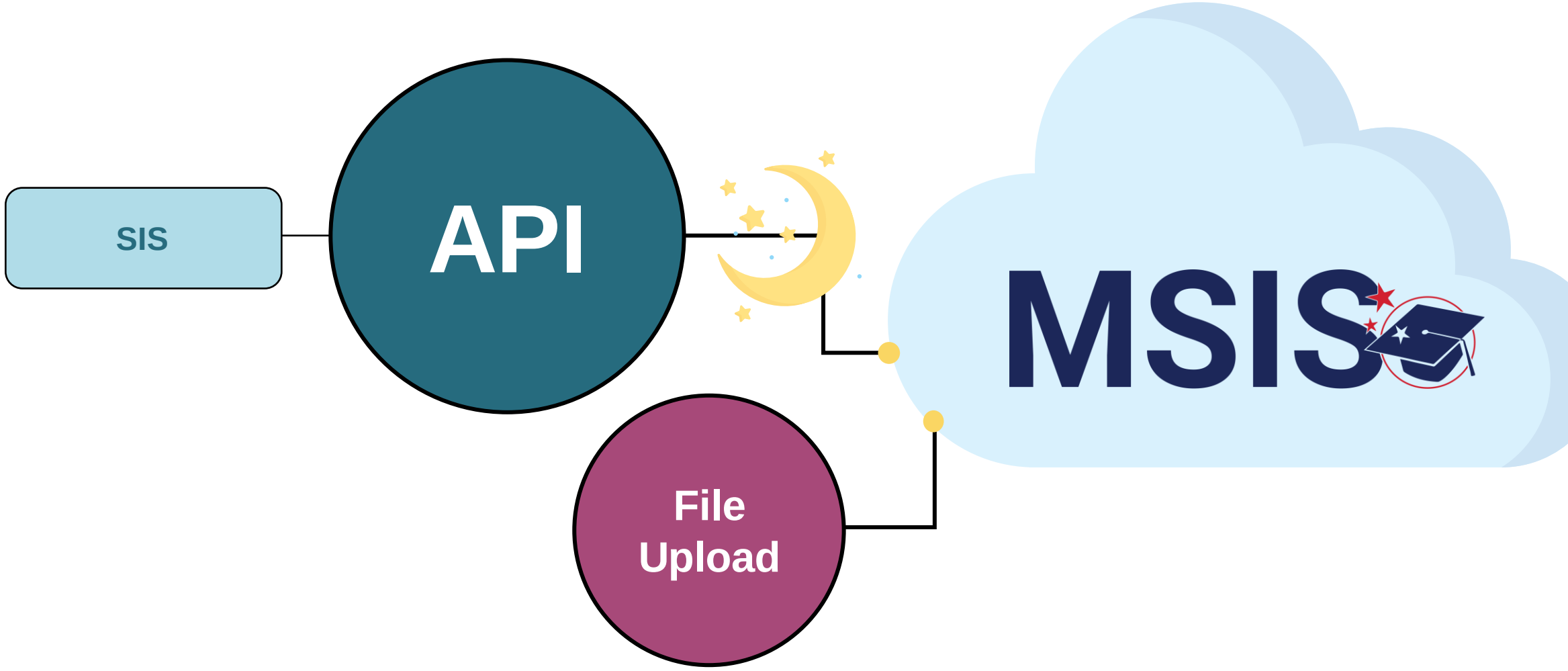
District ID	District Name	School ID	School Name	MSIS ID	Student Name	Grade Level	Native Home Language
#####	District Name	#####	School Name	########	Last Name, First Name	3	Arabic
#####	District Name	#####	School Name	########	Last Name, First Name	7	Spanish
#####	District Name	#####	School Name	########	Last Name, First Name	10	Arabic
#####	District Name	#####	School Name	########	Last Name, First Name	10	Spanish
#####	District Name	#####	School Name	########	Last Name, First Name	9	Arabic
#####	District Name	#####	School Name	########	Last Name, First Name	4	Spanish
#####	District Name	#####	School Name	########	Last Name, First Name	3	Chinese
#####	District Name	#####	School Name	########	Last Name, First Name	1	Arabic
#####	District Name	#####	School Name	########	Last Name, First Name	3	Arabic
#####	District Name	#####	School Name	########	Last Name, First Name	6	Spanish
#####	District Name	#####	School Name	########	Last Name, First Name	5	Spanish
#####	District Name	#####	School Name	########	Last Name, First Name	10	Spanish
#####	District Name	#####	School Name	########	Last Name, First Name	12	Chinese
#####	District Name	#####	School Name	########	Last Name, First Name	2	Spanish
#####	District Name	#####	School Name	########	Last Name, First Name	9	Spanish
#####	District Name	#####	School Name	########	Last Name, First Name	9	Spanish

Reviewing Data Quality

Data Quality Dashboard

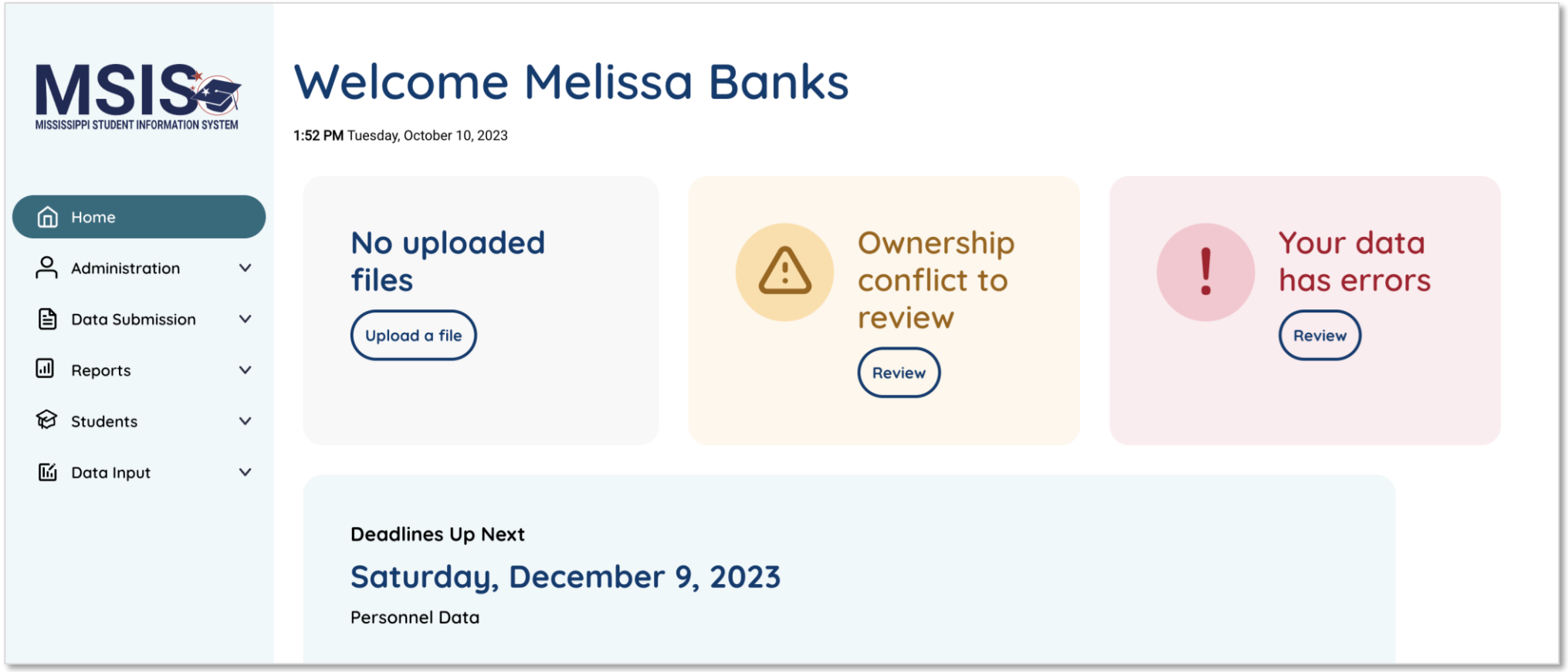
Permission: Federal Programs

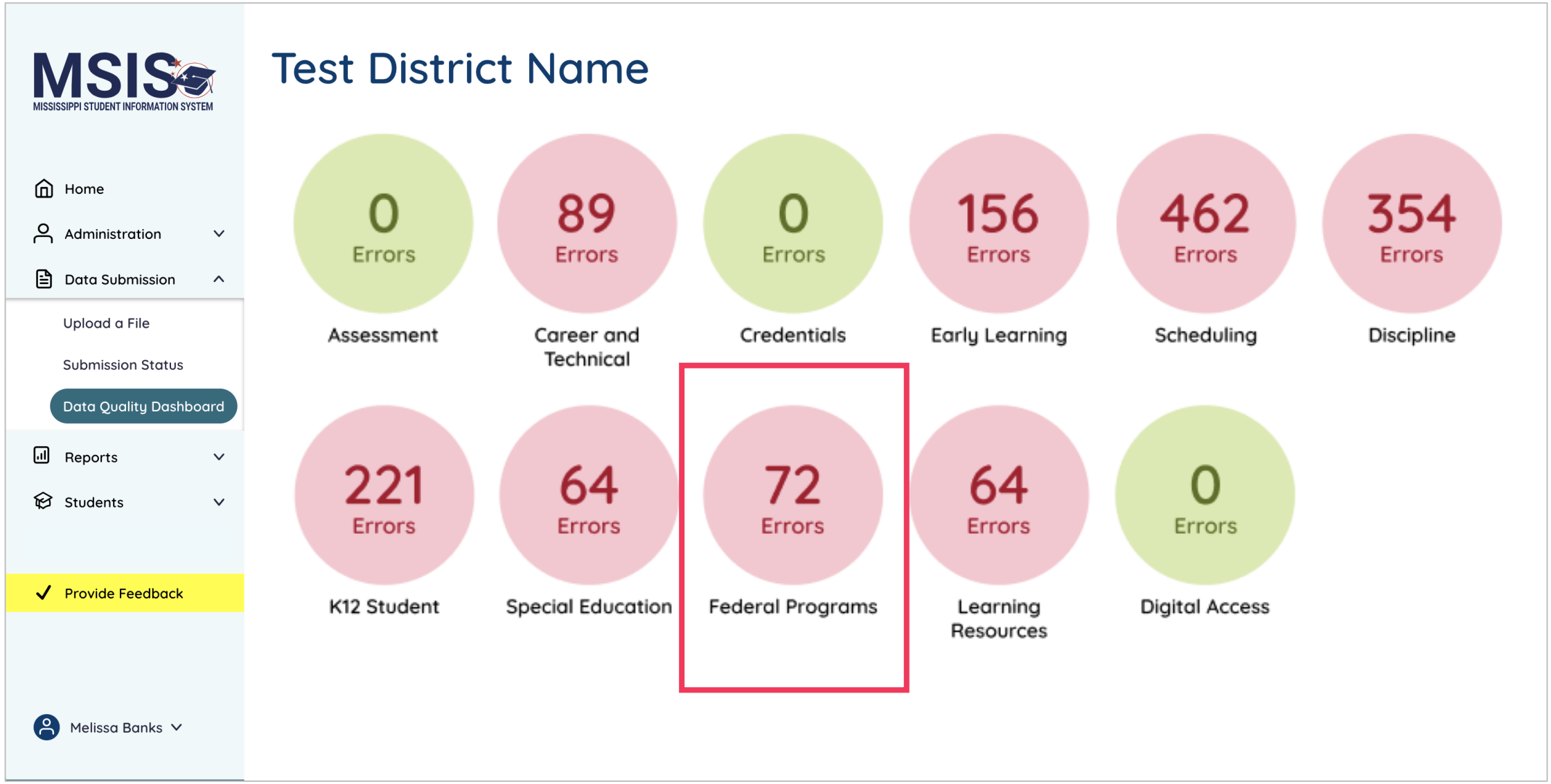
Data Quality

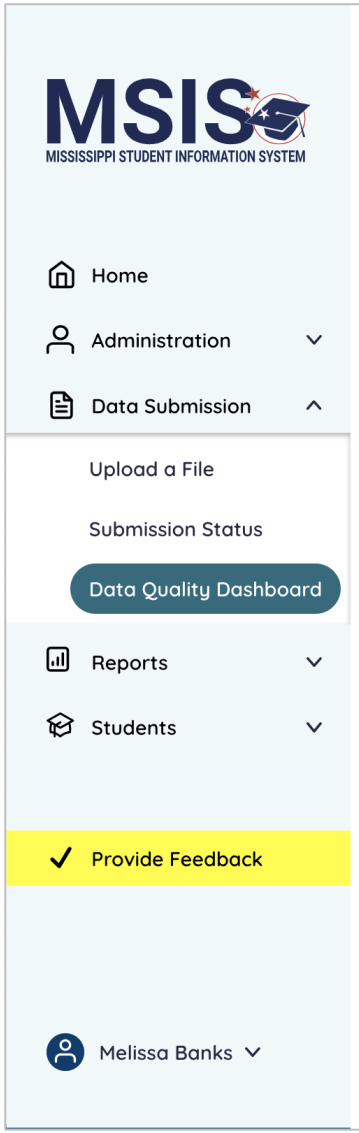


Uploading and Reviewing Federal Programs Data

MSIS Staff & District Federal Programs Staff reviews dashboards and reports daily to check for errors




MSIS
MISSISSIPPI STUDENT INFORMATION SYSTEM
Home
Administration
Data Submission
Upload a File
Submission Status
Data Quality Dashboard
Reports
Students
Provide Feedback
Melissa Banks
Test District Name
0 Errors
Assessment
89 Errors
Career and Technical
0 Errors
Credentials
156 Errors
Early Learning
462 Errors
Scheduling
354 Errors
Discipline
221 Errors
K12 Student
64 Errors
Special Education
72 Errors
Federal Programs
64 Errors
Learning Resources
0 Errors
Digital Access



Federal Programs

Type	MSIS ID	Student Name	Years of Service	Prior Years of Service	Language	Description	Resolution
Error	123456789	Smith, John				English Learner student is missing Years of Service	Upload EL file with Years of Service entered.
Warning	234567890	Doe, Jane	1	2		English Learner student's Years of Service is not one year greater than prior year	When compared to prior year data, the Years of Service is expected to increase by 1 year. If incorrect, upload EL file with corrected data.
Error	345678901	Jones, Sam			None	Immigrant student is missing language or is not a valid language code.	Upload Immigrant file with language code populated and ensure the language is a valid ISO-639-2 code

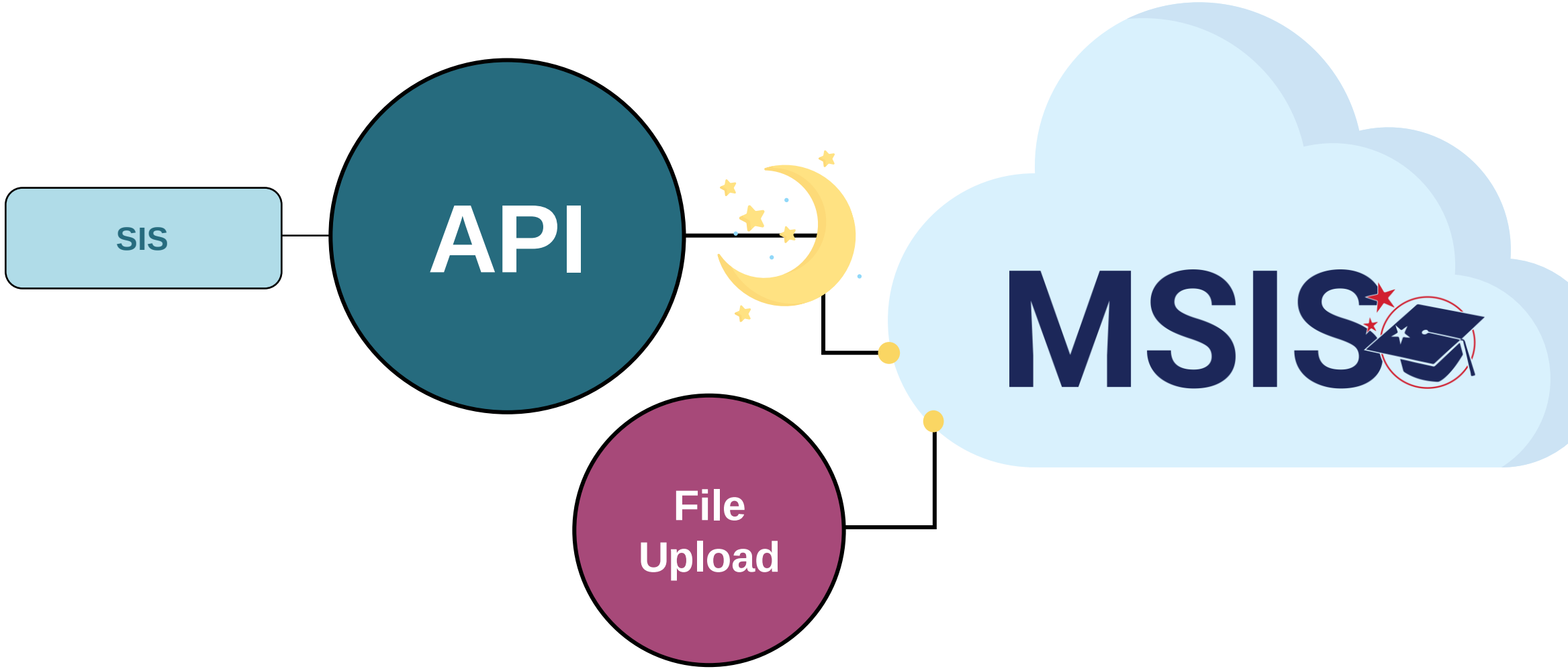
Data Quality Dashboard

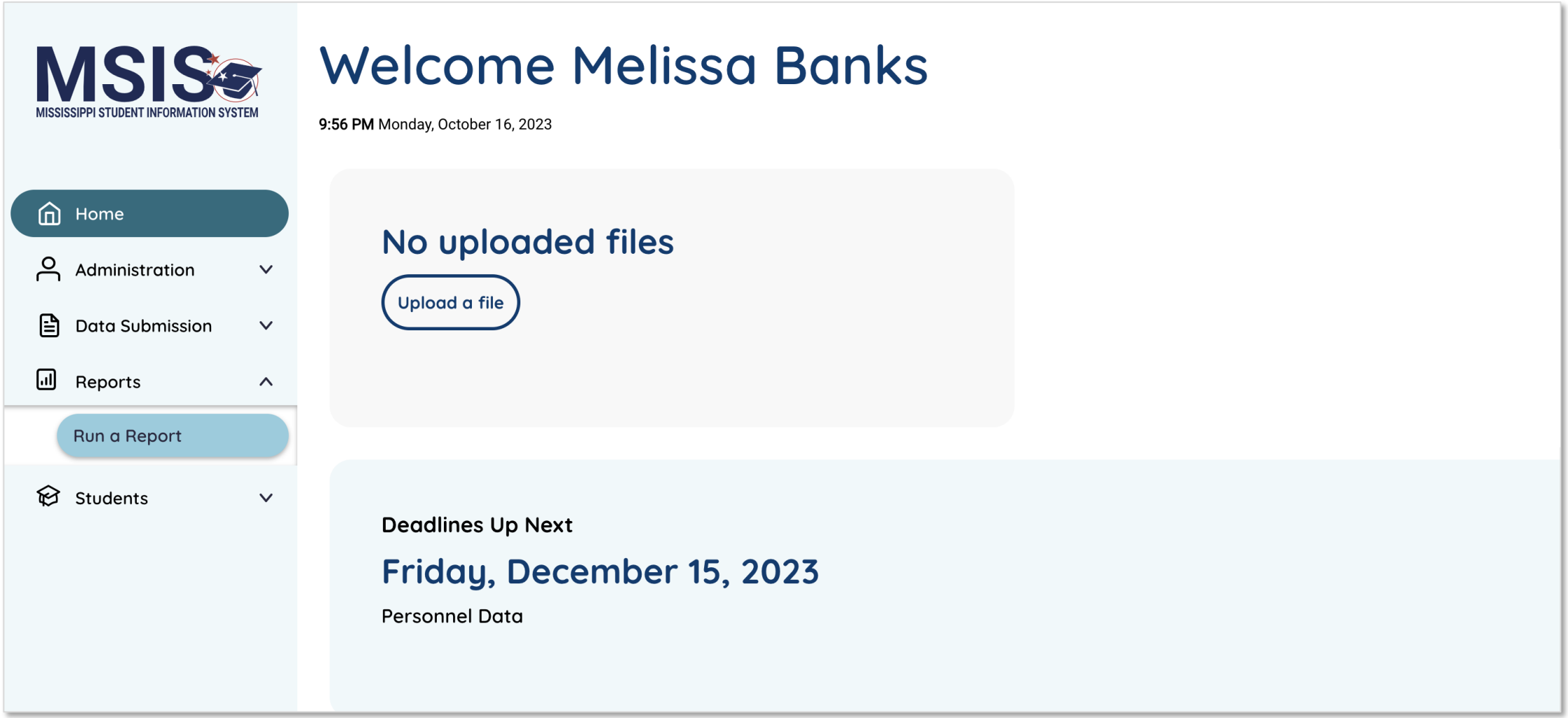
Errors: data **CANNOT** be certified until errors are resolved in the SIS or new data is uploaded

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

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

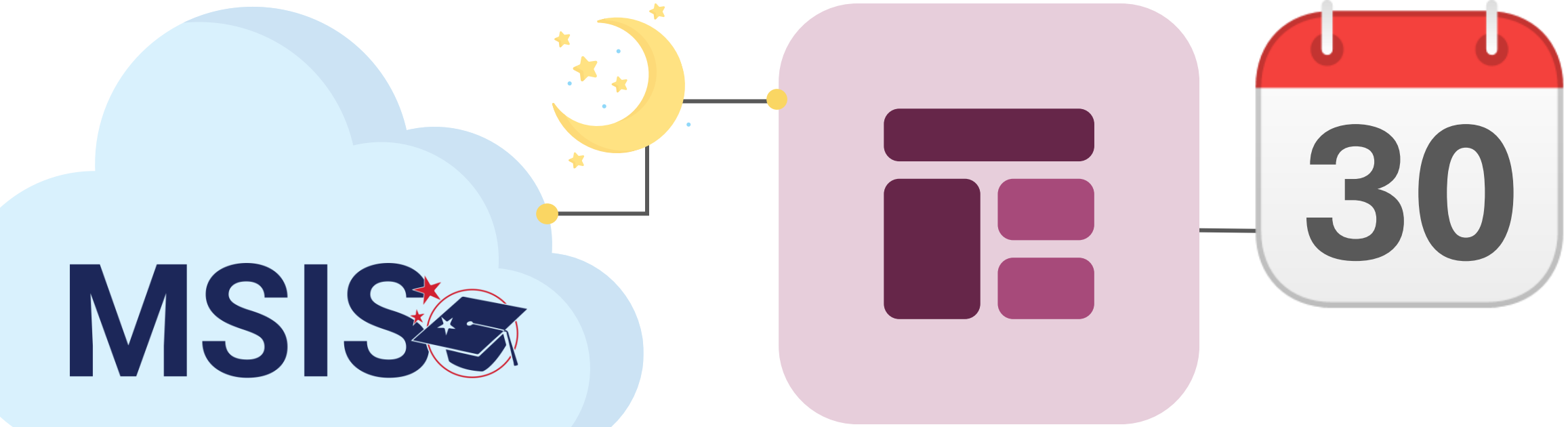
Data Quality




MSIS
MISSISSIPPI STUDENT INFORMATION SYSTEM
Welcome Melissa Banks
9:56 PM Monday, October 16, 2023
Home
Administration
Data Submission
Reports
Run a Report
Students
No uploaded files
Upload a file
Deadlines Up Next
Friday, December 15, 2023
Personnel Data

MONTHLY DATA REVIEW

Federal Programs

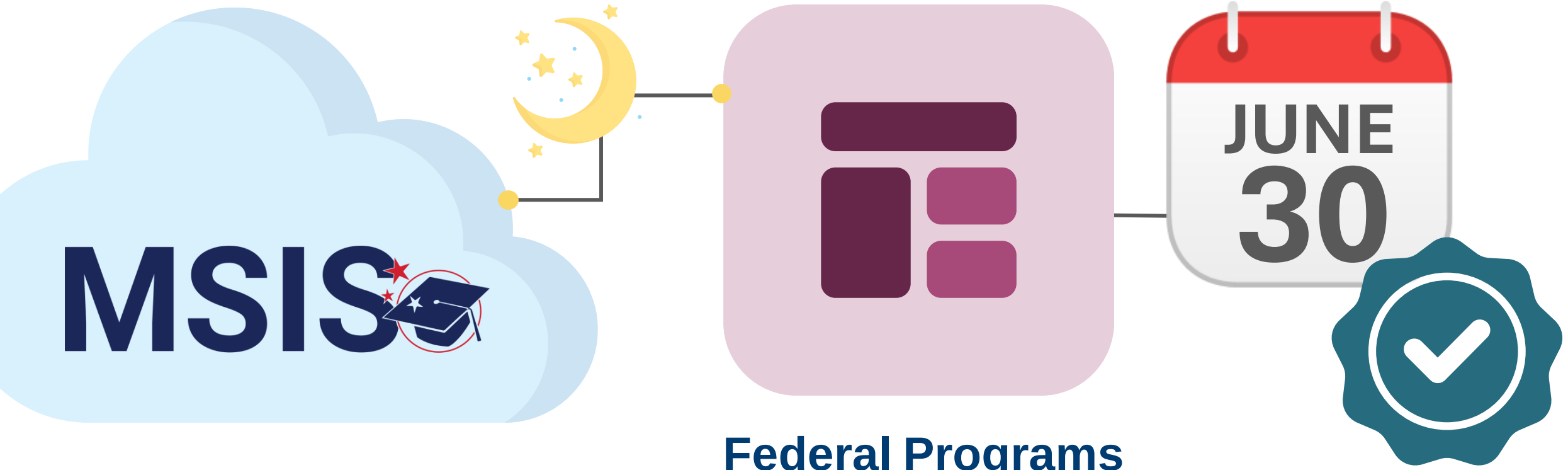


Federal Programs Reports

Certifying Data

JUNE

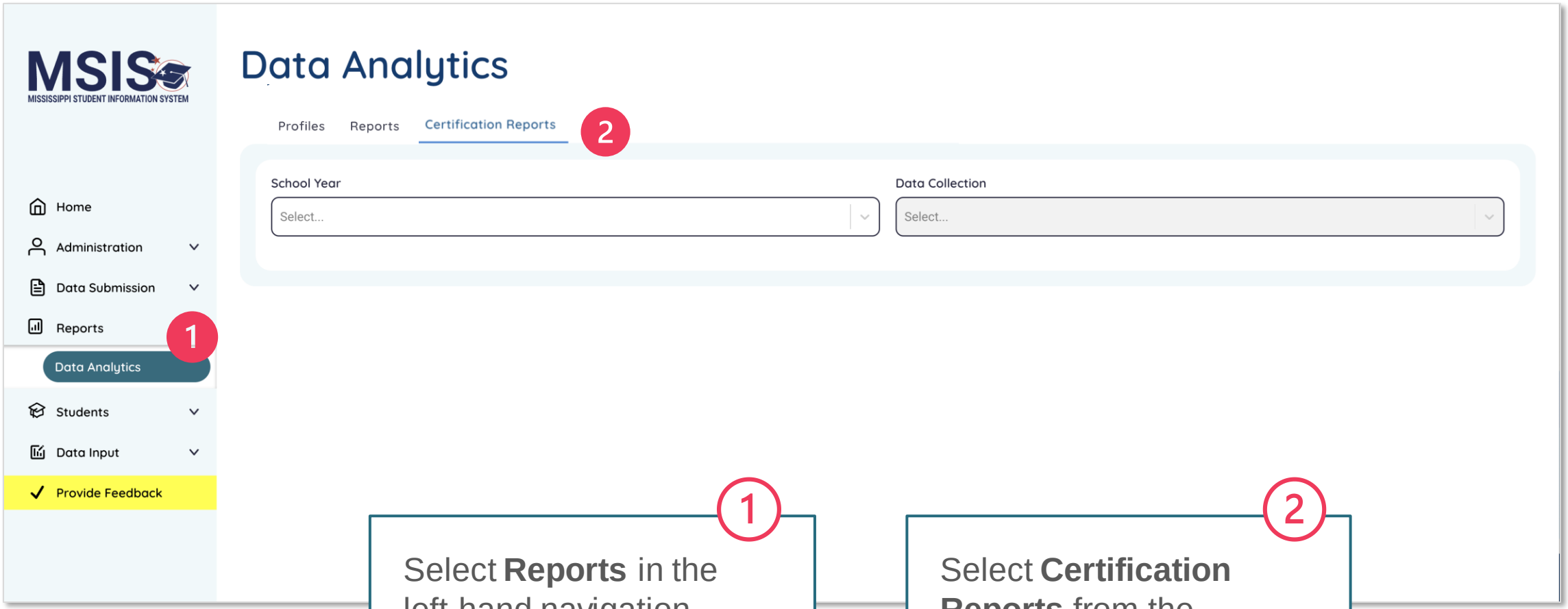
Federal Programs End of Year Certification



Federal Programs Certification Report

Permission: Certify

Certification Report



1

Select **Reports** in the left-hand navigation.

Select **Data Analytics.**

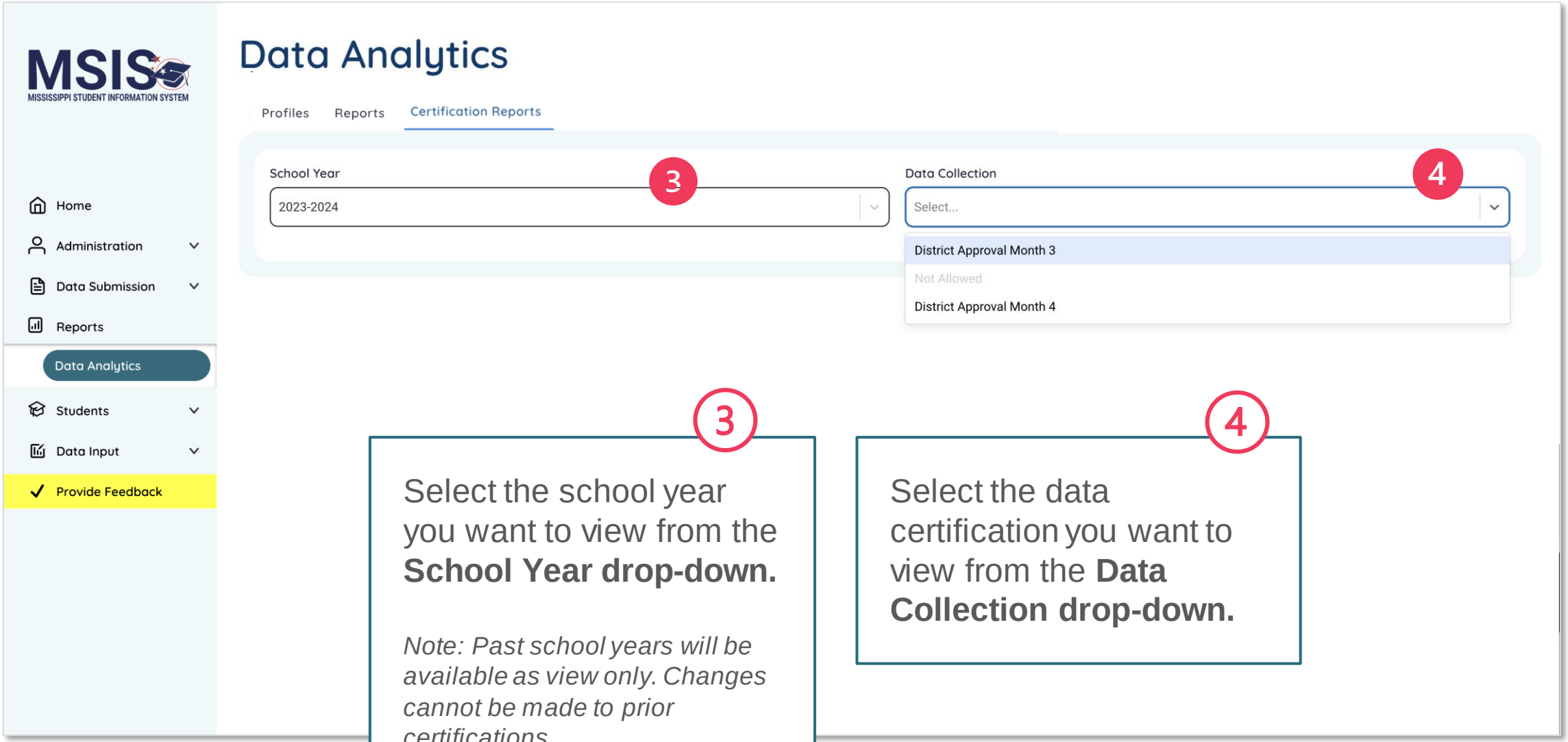
2

Select **Certification Reports** from the available report tabs at the top.

QRG

mdek12.org/msis2.0/resources

MISSISSIPPI DEPARTMENT OF EDUCATION



3

Select the school year you want to view from the **School Year drop-down.**

Note: Past school years will be available as view only. Changes cannot be made to prior certifications.

4

Select the data certification you want to view from the **Data Collection drop-down.**

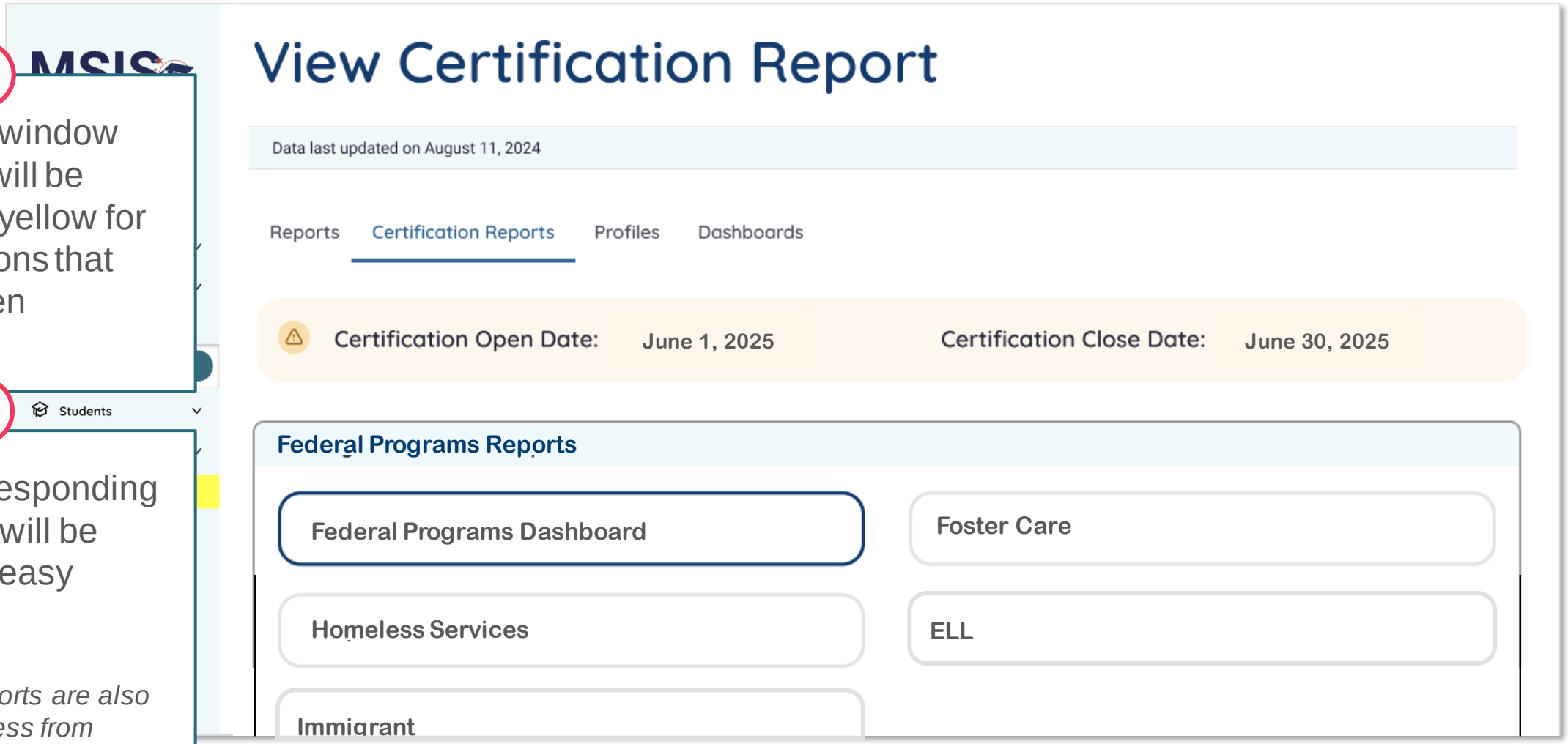
5

Certification window information will be displayed in yellow for data collections that have not been certified.

6

Links to corresponding data reports will be provided for easy access.

Note: These reports are also available to access from other report tabs at the top of the page.



District	School	School Year	Race	Gender	Special Populations
Gray County	All	2022-2023	All	All	All

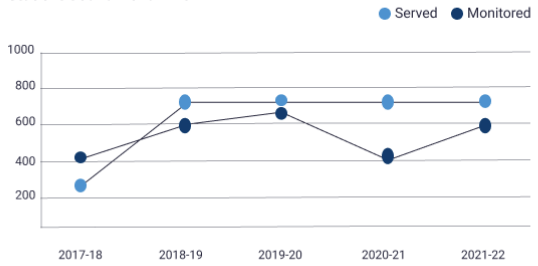
< Back

Child Count

Student Summary →

Title 1 | English Learner | Immigrant | Migrant | Homeless | Foster Care | Neglected | Delinquent

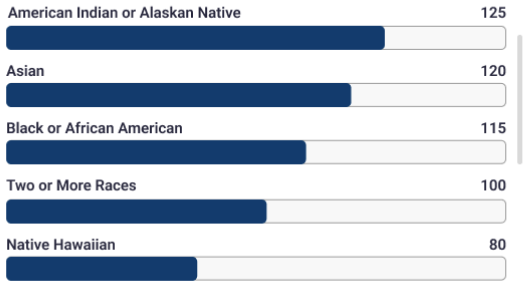
Student Count Trend Line



Total Count
Year to Year Rate

2019-2020	2020-2021	2021-2022
720	746	766

Demographics

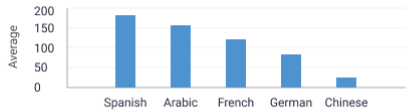


EL Languages Being Served/Monitored

Served | Monitored

Language	Current Rank	Delta
Spanish	1	4% ↑
Arabic	2	7% ↑
French	3	5% ↓
German	4	3% ↑
Chinese	5	2% ↓

Student Count



85%
Of total EL languages being served

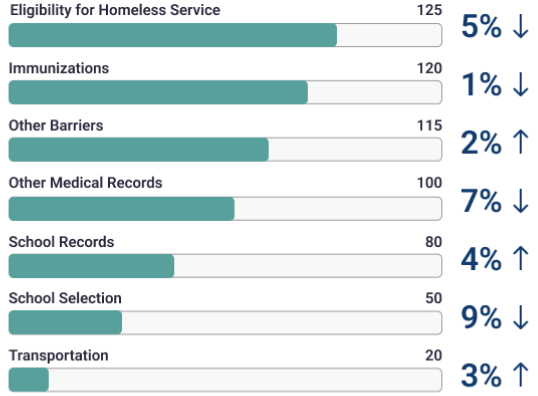
Instructional Programs Being Used

Program	Current Rank	Delta
Immersion	1	4% ↑
Program 2	2	7% ↑
Program 3	3	5% ↓
Program 4	4	3% ↑
Program 5	5	2% ↓

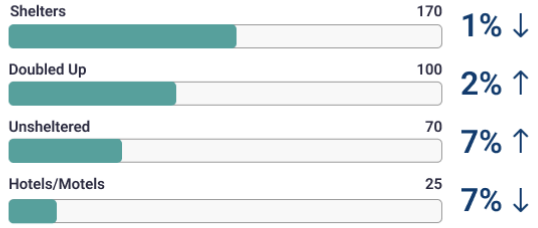
Student Count

85%
Of total instructional programs being used

Homeless Barriers



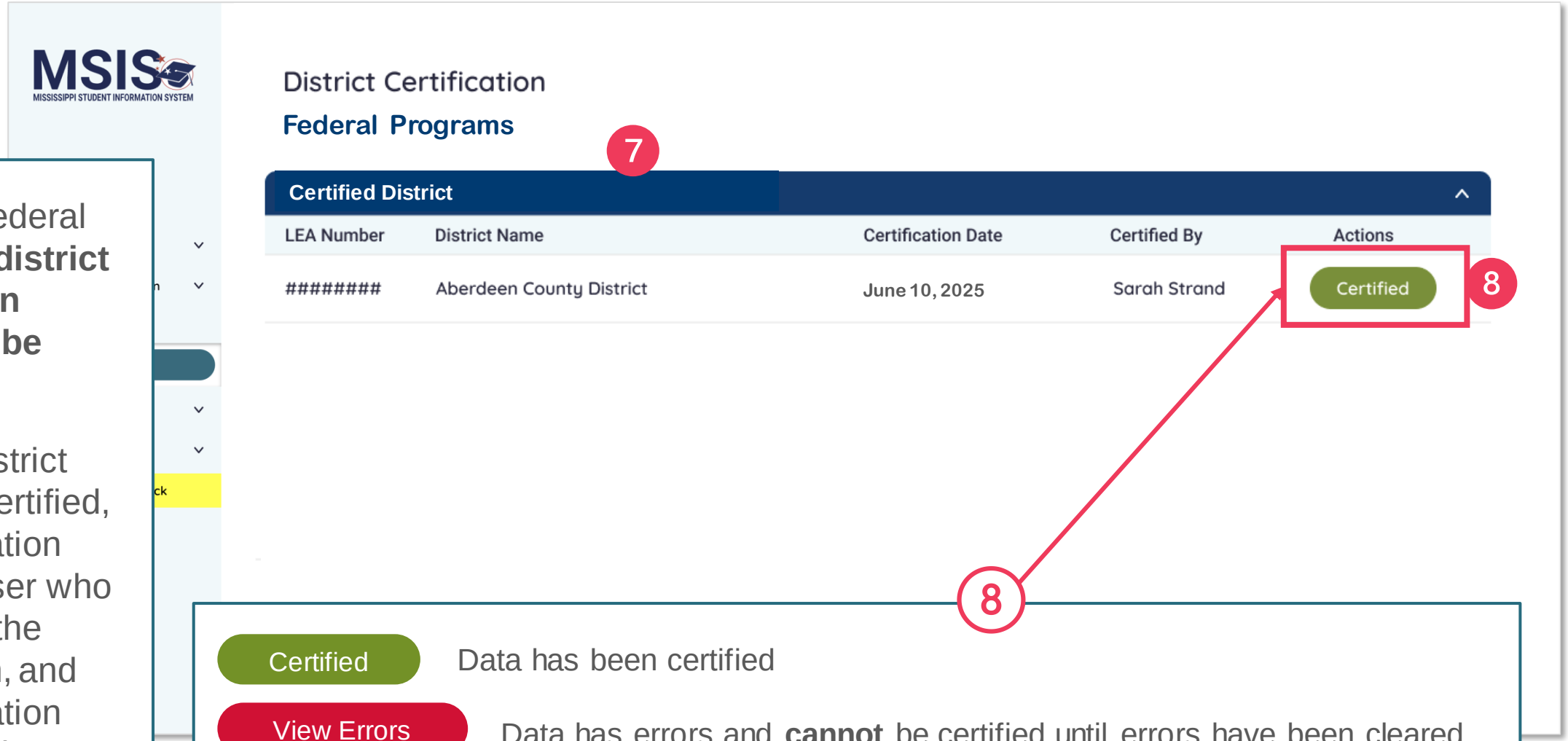
Homeless Living Conditions



7

For EOY Federal Programs, **district certification status will be listed.**

After the district has been certified, the certification date, the user who completed the certification, and the certification actions will be displayed.

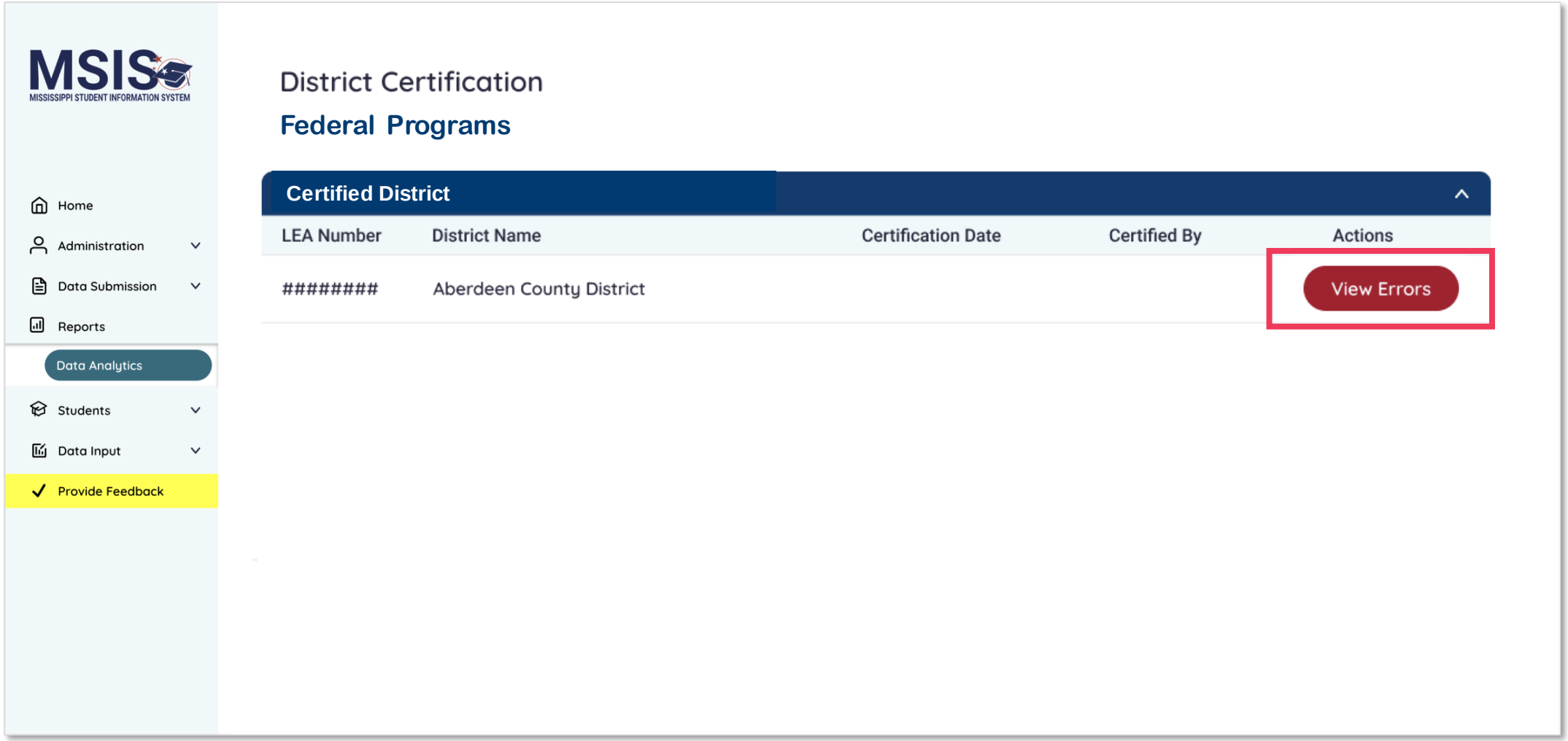


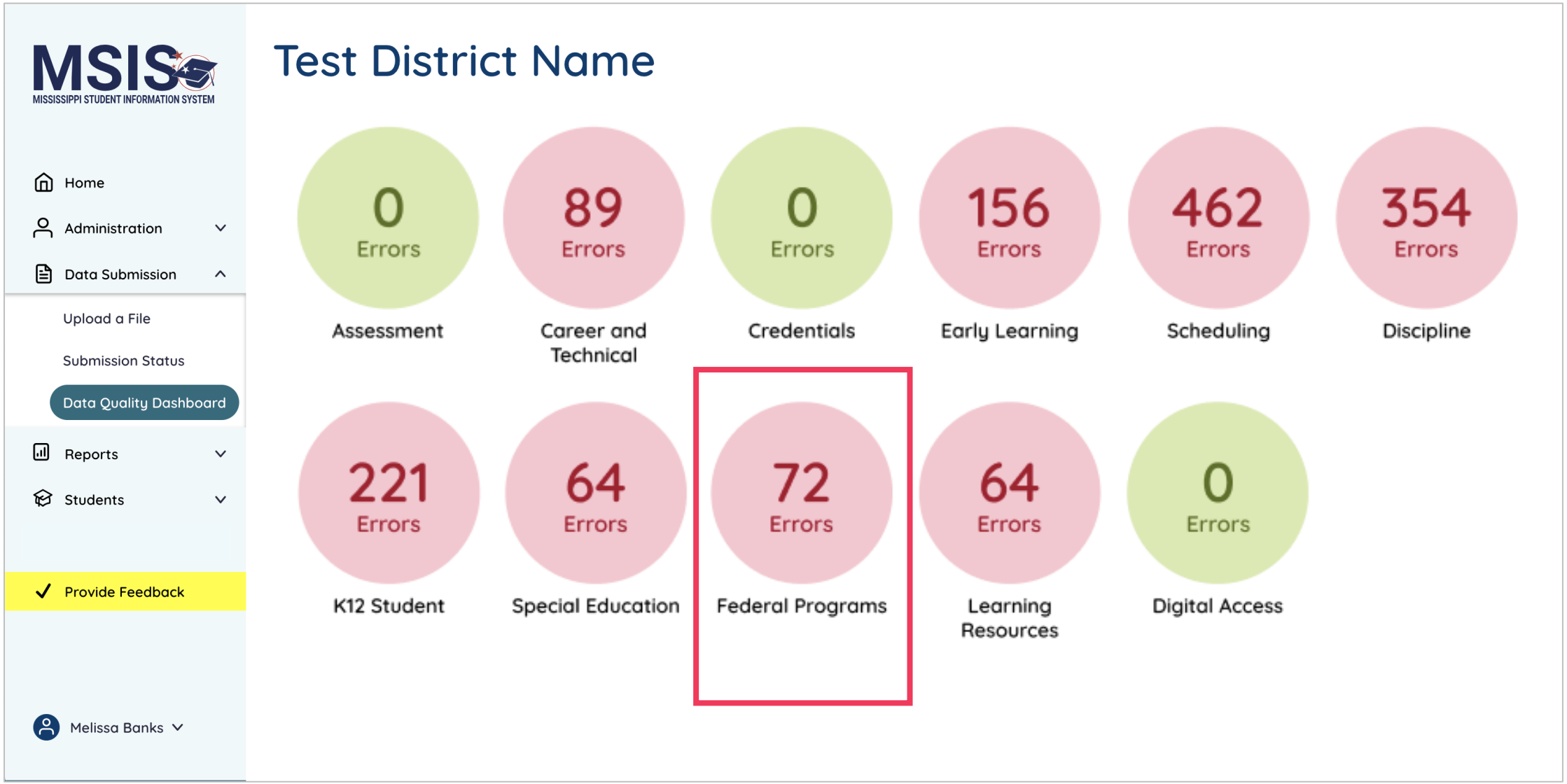
8

Certified — Data has been certified

View Errors — Data has errors and **cannot** be certified until errors have been cleared

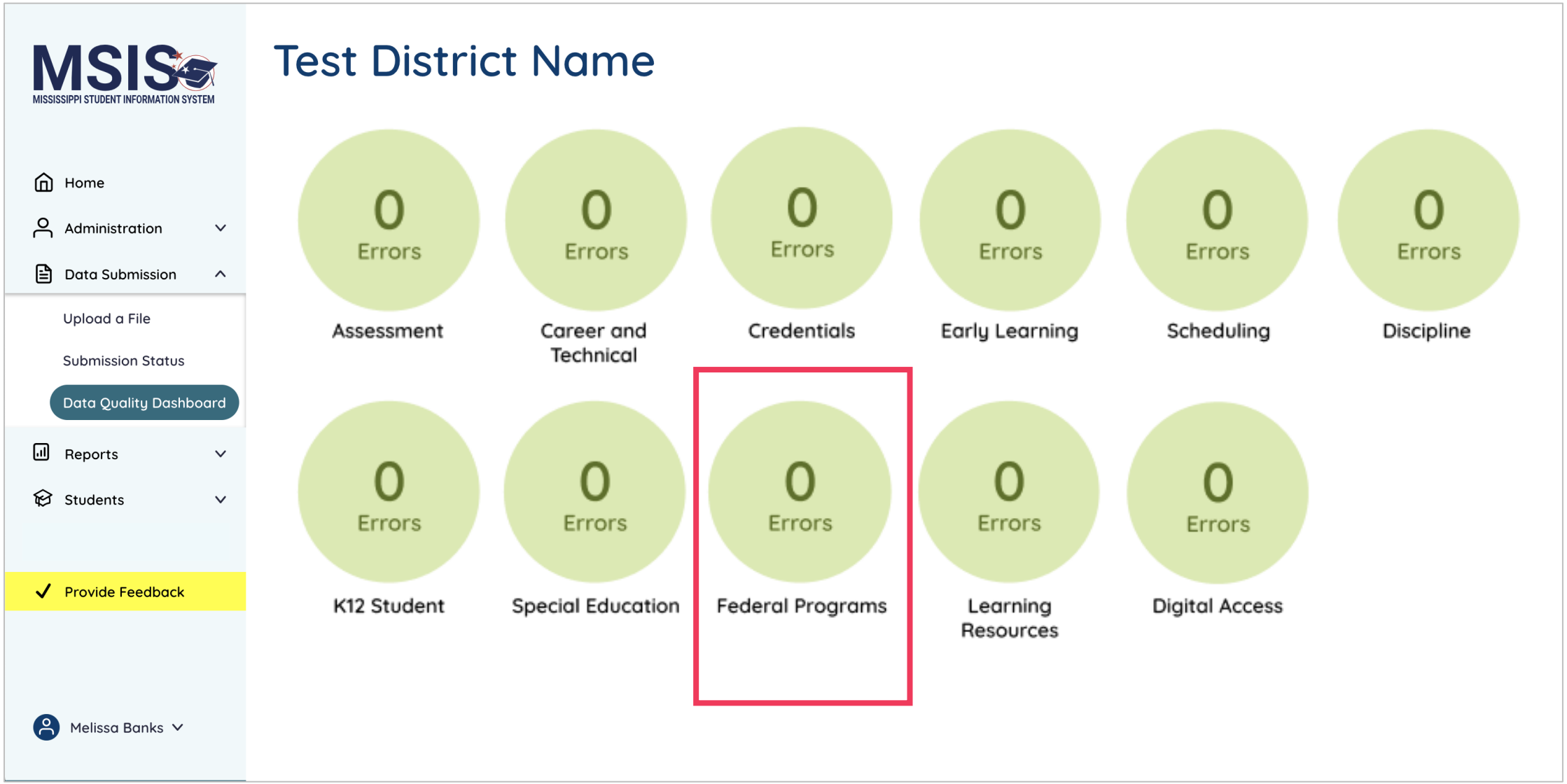
Certify — Data is ready to be certified


MSIS
MISSISSIPPI STUDENT INFORMATION SYSTEM
Home
Administration
Data Submission
Reports
Data Analytics
Students
Data Input
Provide Feedback
District Certification
Federal Programs
Certified District
LEA Number
District Name
Certification Date
Certified By
Actions
########
Aberdeen County District
View Errors


MSIS
MISSISSIPPI STUDENT INFORMATION SYSTEM
Home
Administration
Data Submission
Upload a File
Submission Status
Data Quality Dashboard
Reports
Students
Provide Feedback
Melissa Banks
Test District Name
0 Errors
Assessment
89 Errors
Career and Technical
0 Errors
Credentials
156 Errors
Early Learning
462 Errors
Scheduling
354 Errors
Discipline
221 Errors
K12 Student
64 Errors
Special Education
72 Errors
Federal Programs
64 Errors
Learning Resources
0 Errors
Digital Access

- Correct errors:
  - in the SIS
  - upload a new file
- MSIS will process any updated data that night
- Updated data will be reflected the **next day**

Errors will not clear the same day! **Watch certification windows** to ensure you have time to correct data and the errors can clear the next day.


MSIS
MISSISSIPPI STUDENT INFORMATION SYSTEM
Home
Administration
Data Submission
Upload a File
Submission Status
Data Quality Dashboard
Reports
Students
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Melissa Banks
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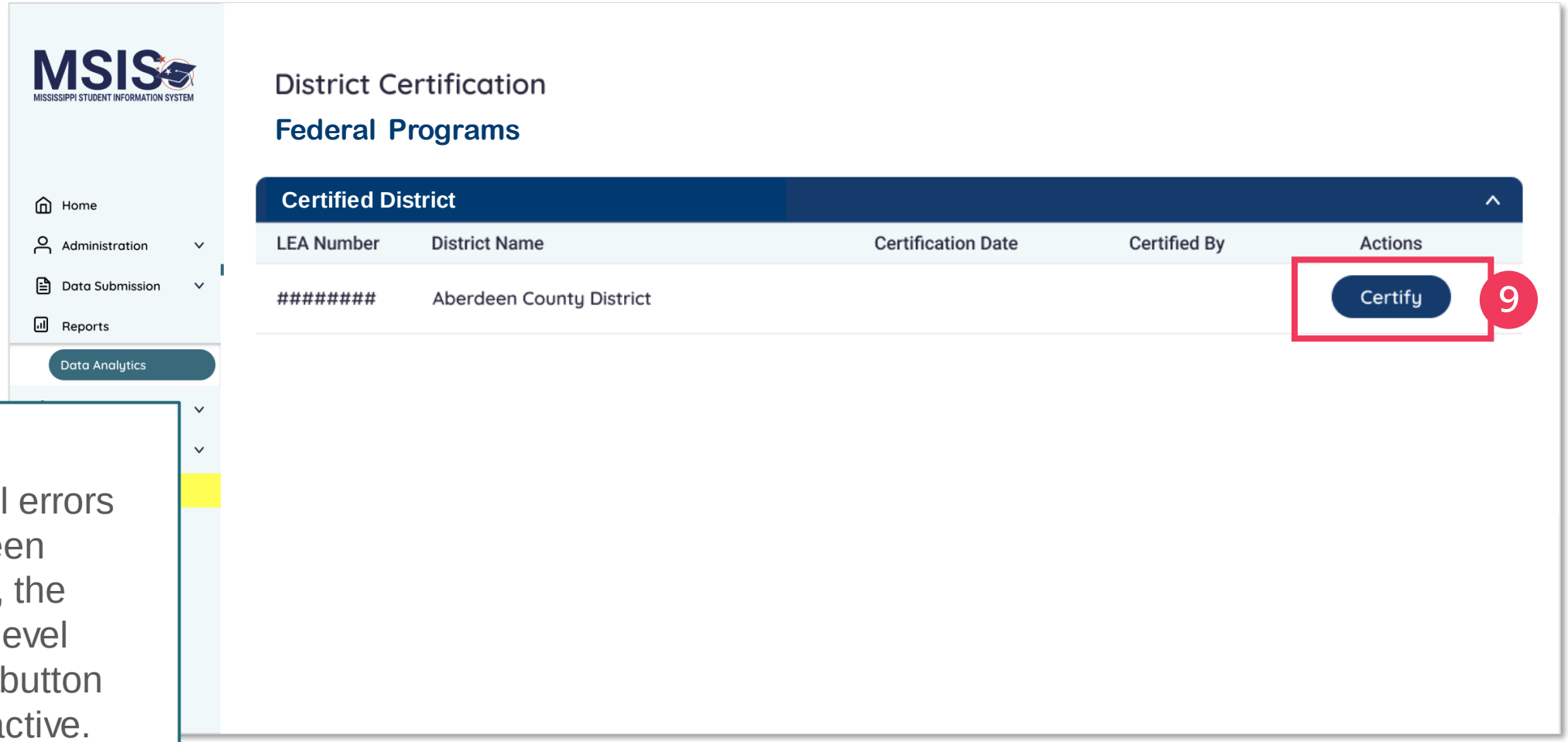
0 Errors
Discipline
0 Errors
K12 Student
0 Errors
Special Education
0 Errors
Federal Programs
0 Errors
Learning Resources
0 Errors
Digital Access

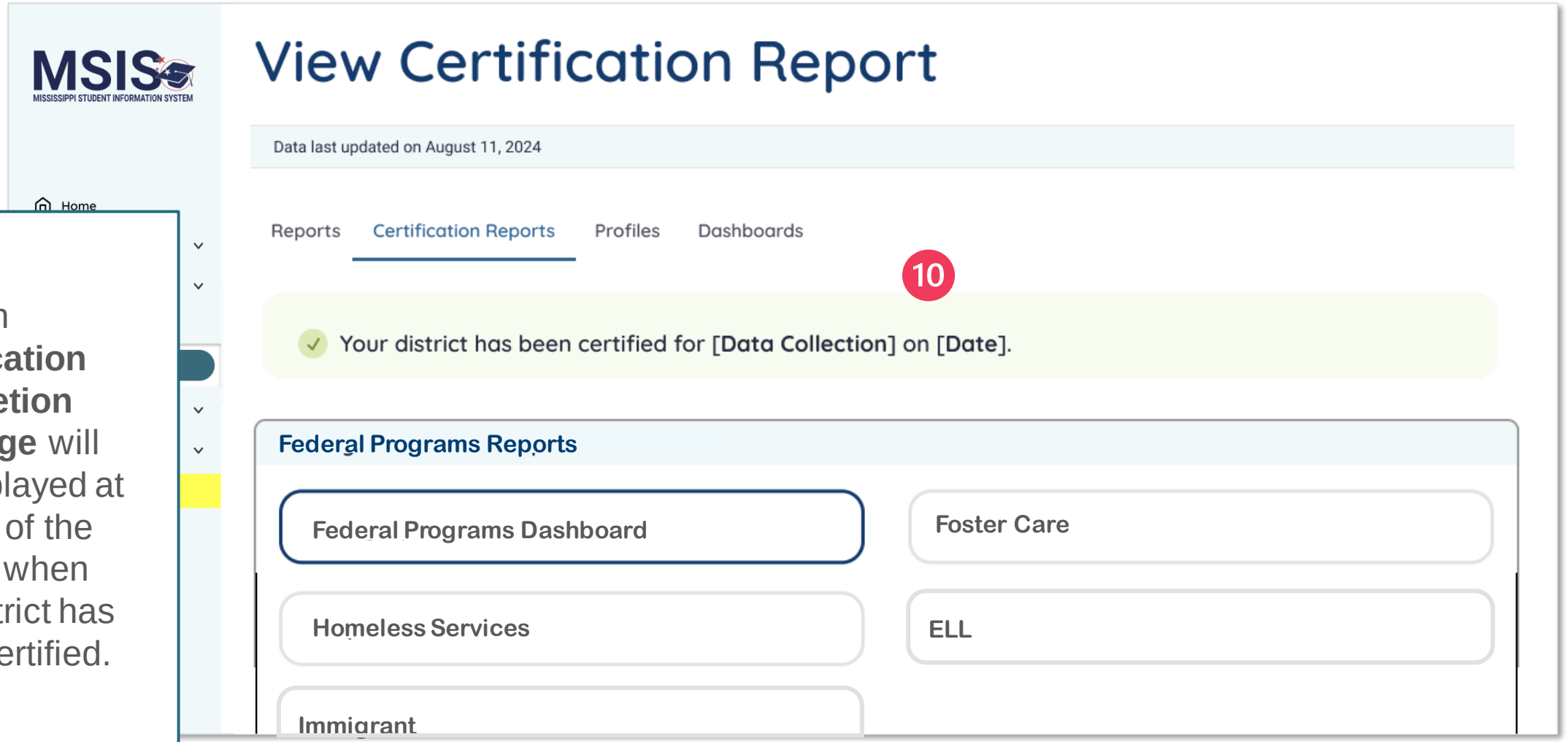


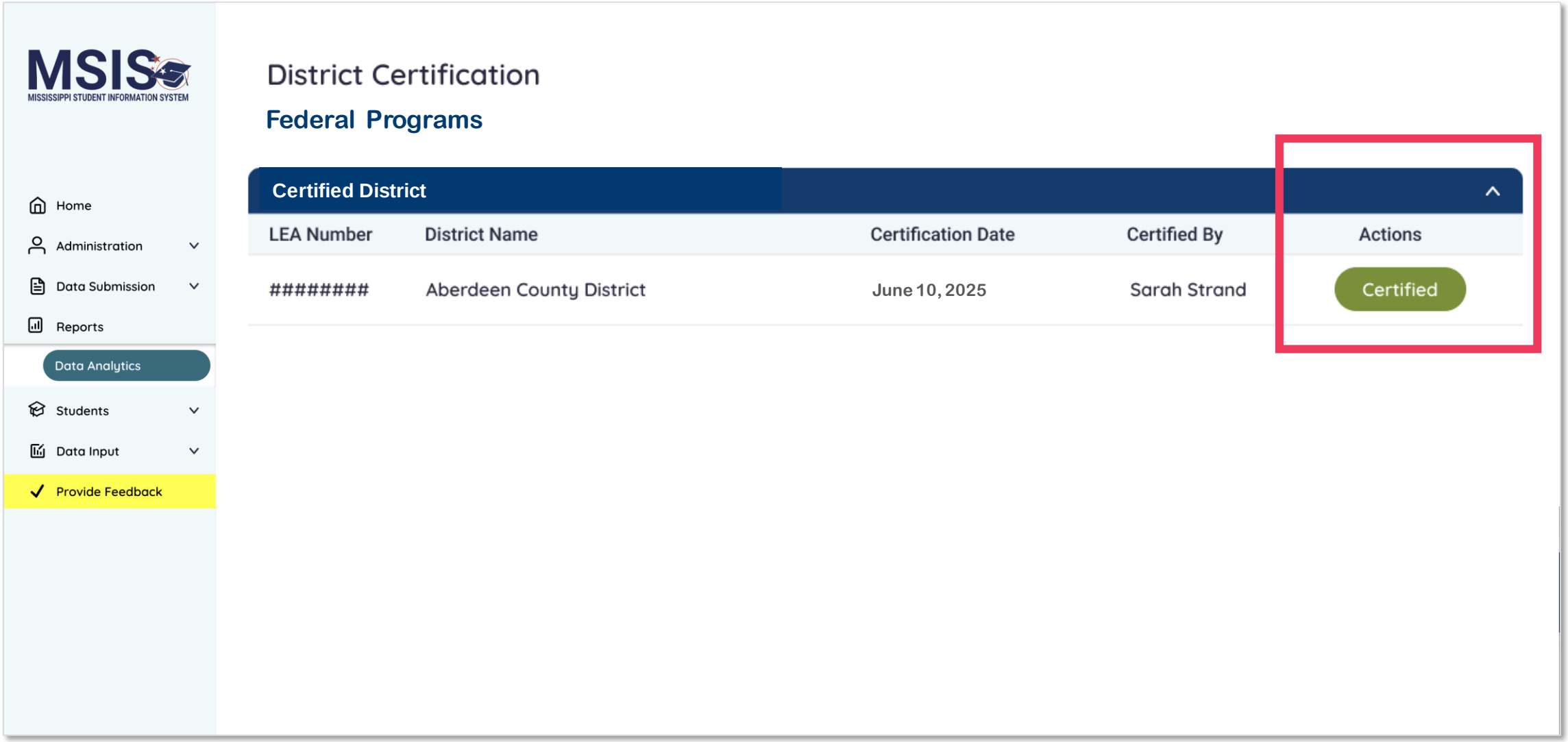
9

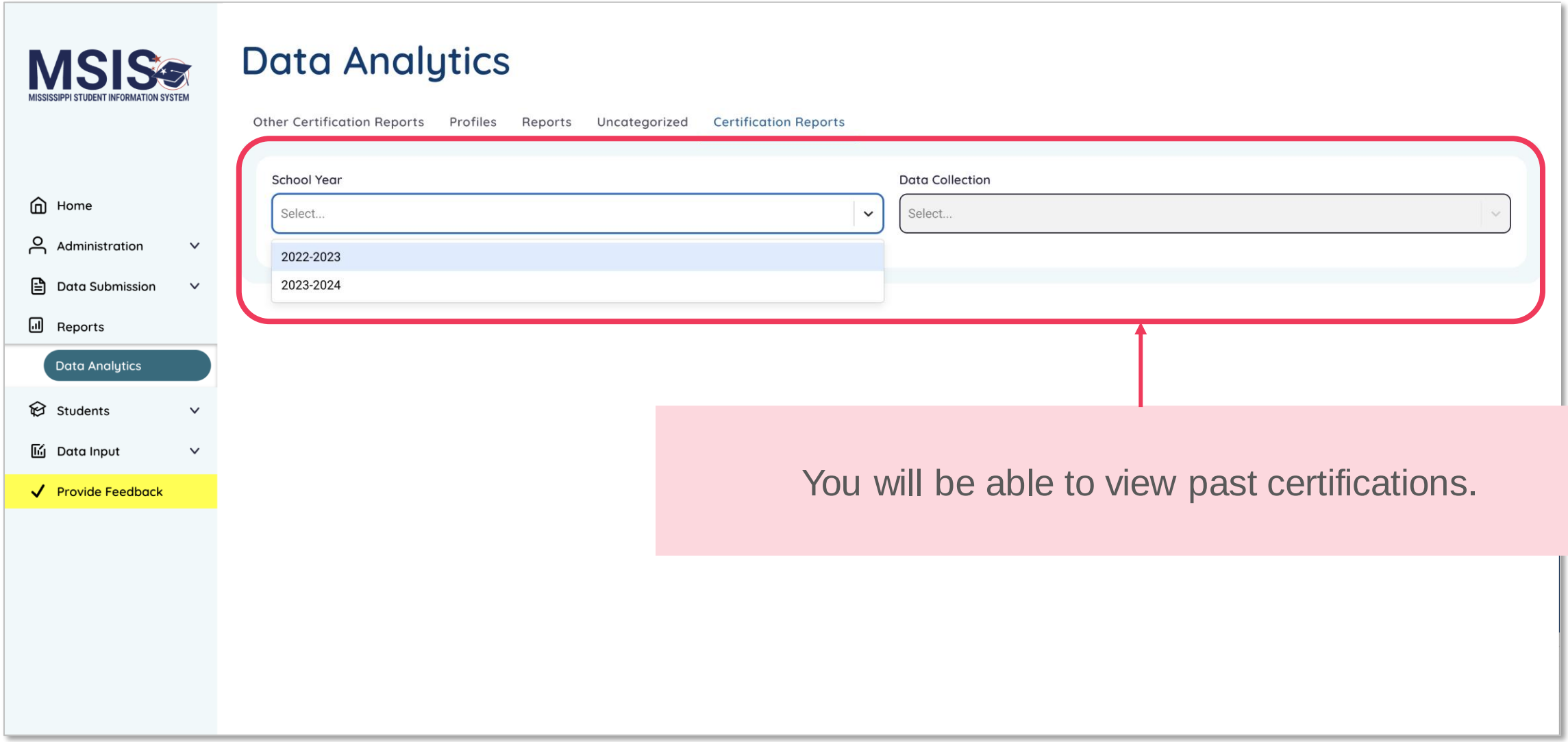
Once all errors have been cleared, the district-level **Certify** button will be active.

10

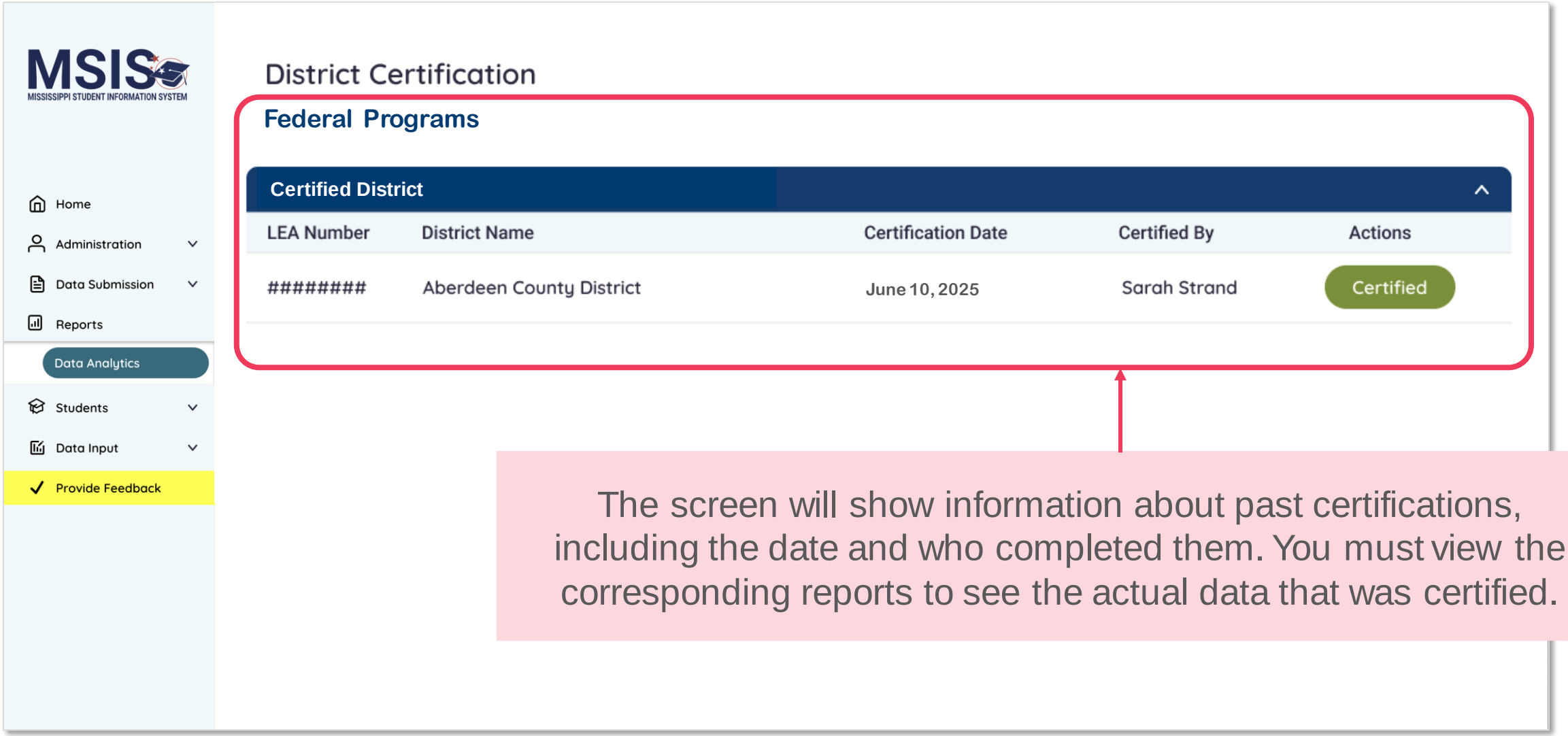
A green **certification completion message** will be displayed at the top of the screen when the district has been certified.



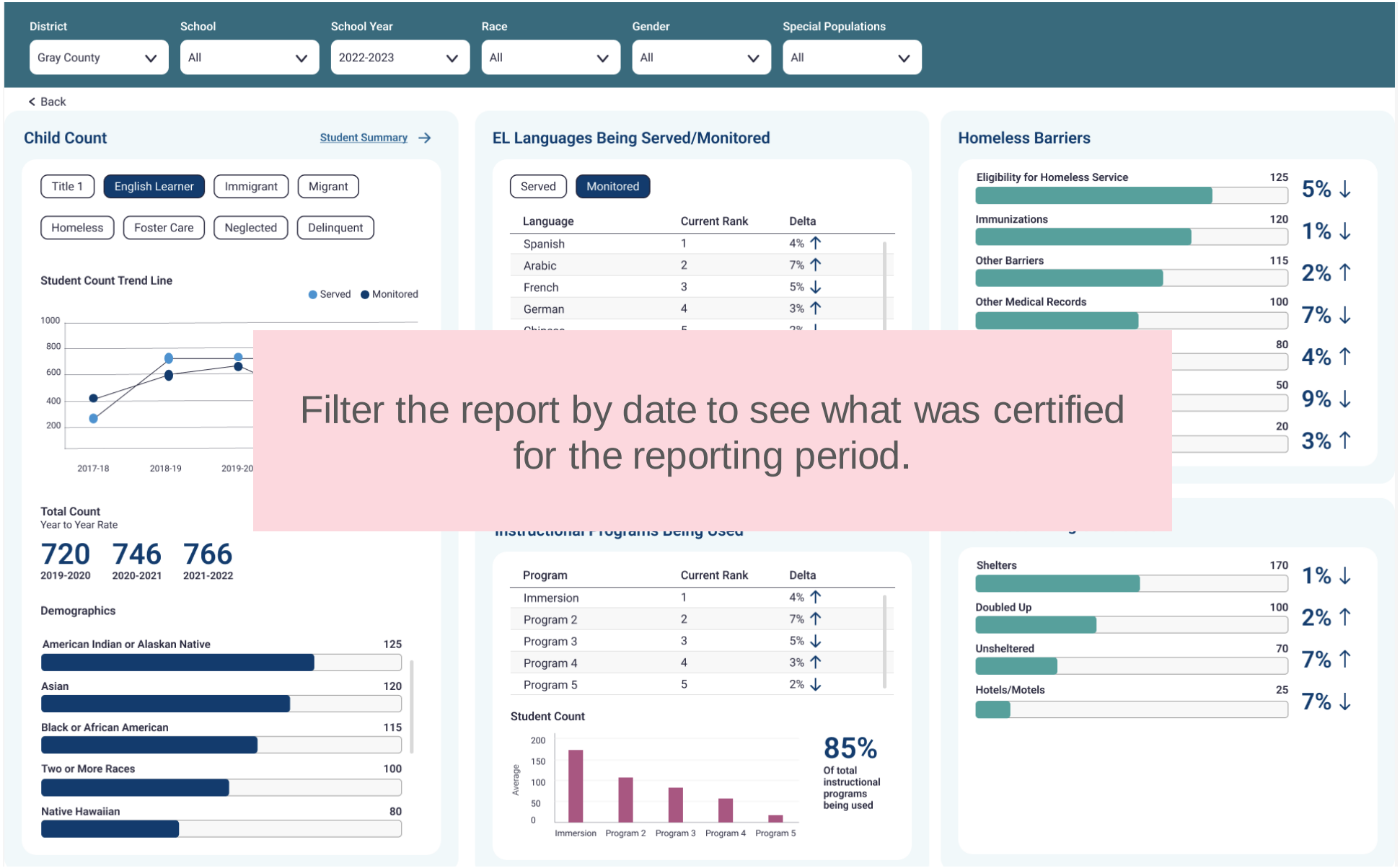

MSIS
MISSISSIPPI STUDENT INFORMATION SYSTEM
Home
Administration
Data Submission
Reports
Data Analytics
Students
Data Input
Provide Feedback
District Certification
Federal Programs
Certified District
LEA Number
District Name
Certification Date
Certified By
Actions
########
Aberdeen County District
June 10, 2025
Sarah Strand
Certified



You will be able to view past certifications.



The screen will show information about past certifications, including the date and who completed them. You must view the corresponding reports to see the actual data that was certified.



Filter the report by date to see what was certified for the reporting period.

Certification Details

Certification	Data Collection Description	Data Begin Date	Data End Date	Certification Open Date	Certification Close Date	Reports	Permissions
Federal Programs EOY	Annual certification of Federal Programs data	7/1/2024	6/30/2025	6/1/2025	6/30/2025	• Federal Programs • Certification • ELL • Foster Care • Homeless • Immigrant	Federal Programs Certify

Questions?

MSIS Team

msis2@mdek12.org