

# Assessment Readiness and Senior Snapshot Updates

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Office of District and School Performance  
Office of Technology and Strategic Services

[mdek12.org](https://mdek12.org)



MISSISSIPPI  
DEPARTMENT OF  
EDUCATION

July 10, 2025



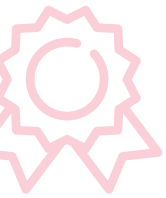
## VISION

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 listener/participant
- Ask questions using the Q&A feature



Chat



Q&A



People



Raise



React

- Review changes to the Senior Snapshot and Assessment Readiness accountability data processes in MSIS:
  - Senior Snapshot Business Rules and Definitions
  - Assessment Readiness (CCR) Business Rules and Definitions
  - Senior Snapshot MSIS Walkthrough
  - Assessment Readiness MSIS Walkthrough
  - Q & A

# Senior Snapshot



- Senior Snapshot is a method of identifying high school students for the high school assessment participation rate calculation and College and Career Readiness measures.
- Senior Snapshot captures ALL students who have been enrolled in a Mississippi public school starting in month one of the 10th grade and continuing without interruption until either the end of month 9 of the 12th grade or until a completion status is entered, whichever comes first.
- If the student does not meet the enrollment criteria, he/she will not be included in the denominator for participation rate calculations or College and Career Readiness measures.

### EXCLUDES

Any student who was ***not continuously enrolled*** in a Mississippi school district beginning in month 1 of their 10<sup>th</sup> grade year through the completion of month 9 of their 12<sup>th</sup> grade year.



- The administration of and graduation requirement for the US History EOC assessment has been eliminated ***beginning with the 2025-2026 school year.***
- Students in the 2024-2025 Senior Snapshot who ***did not participate*** in US History will negatively impact their school and district's participation rates.

- SCD students are counted as tested if they have taken either a MAAP assessment or a MAAP-A assessment.
- SCD students are not included in participation measures on the U.S. History assessment.

NOTE: There is no need to submit anything for an SCD student who is missing an indicator for U.S. History.

Districts must verify and correct missing scores.

There are several reasons a student may show as “Not Tested” for the participation indicator:

- The test record is not matched to a student in MSIS.
- The student transferred credit from a non-MS public school.
- The student’s score was invalidated.

1

**Get List of Students:** MDE will provide the list of students needing correction via the Senior Snapshot report in MSIS.

2

**Research Students:** Pull score reports, transcripts, etc. to see which students actually assessed, transferred credit, or never tested.

3

**Correct Students:** On the Senior Snapshot Update screen in MSIS, request an update to a student's participation status.

4

**Send Documentation:** After you've requested updates, send the documentation to MDE.

- Districts must upload documentation to SharePoint for requested updates (one file in alphabetical order by last name).
- A signed cover sheet will not be necessary this year.
- Please DO NOT email personally identifiable information (PII)
- Documentation must be uploaded into the Accountability 2025\Senior Snapshot folder on the SharePoint site by 4 p.m. on July 24, 2025.

# Assessment Readiness

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- The ACT or ACT National Career Readiness Certificate (NCRC) is used to measure the College & Career Readiness (CCR) component.
- The highest sub-scores or NCRC reported for each student as of May 2025, will be used in the CCR indicator.
- Students must meet or exceed the benchmark established by ACT in English or Reading and Math.
- Alternatively, a student may earn a Gold or Platinum NCRC **OR** a Silver NCRC with the completion of an industry certification or career pathway recognized by the Mississippi Department of Education.

- The ACT scores or NCRC of all students identified in the Senior Snapshot will be included in the calculation.
- A student's score will be applied to the school in which the student is enrolled in MSIS at the time of the Senior Snapshot.



- The MDE has populated ACT scores from the 2023 - 2024, junior administration of the ACT and any NCRC earned through the ACT state agreement in MSIS.
- Districts will be responsible for recording any sub scores earned in a different administration of the ACT or any NCRC earned outside of the state ACT agreement.
- Only scores or certificates earned through May 2025 should be entered.
- Any changes must be entered in MSIS by 4 p.m., July 24, 2025.

## CCR Measure Includes:

50% ACT English (18) or  
Reading (22) Benchmark

+

50% ACT Math (22)  
Benchmark

OR

ACT NCRC Silver with  
Career Pathway/Industry  
Certification **or** ACT NCRC  
Gold or Platinum



## CCR Score by Student:

0.5 Point

+

0.5 Point

OR

1.0 Point

(Max 1 point/student)

- **Can I add a student that is not included in the list?**

No, the list is comprised of students that meet Senior Snapshot enrollment requirements. This is calculated based on enrollment data in MSIS.

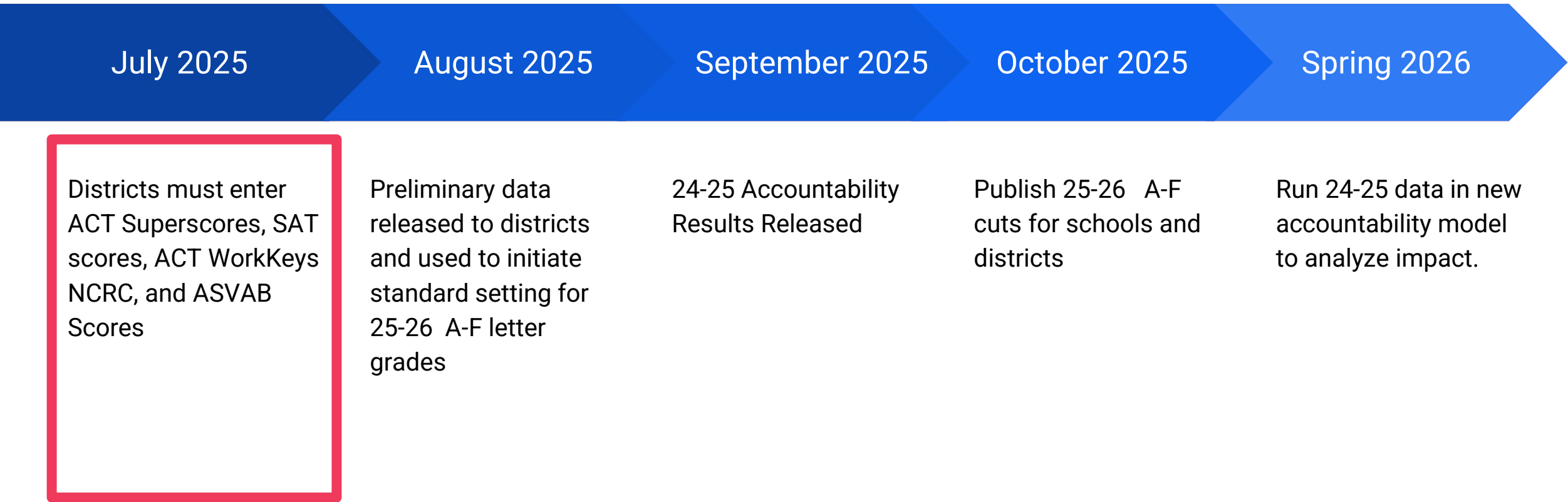
- **Do I need to enter scores for all students?**

No, it is only necessary to enter scores if a student failed to meet the ACT benchmark during the state administration but met the ACT benchmark during a different administration of the ACT, or a student did not participate in the state administration but did take the ACT at a different time.

- **Is WorkKeys included in participation?**

No. WorkKeys is not a requirement and is not included in participation calculations. The ACT is a required assessment for all Juniors and is included in participation measures.

Assessment	0/1	.25/1	.5/1	.75/1	1/1	Maximum = 50
Denominator = Students in Senior Snapshot	No qualifying assessment score	ACT: 15-16 Superscore OR 850-929 SAT OR NCRC Bronze OR ASVAB 31-49	ACT: 17-19 Superscore OR 930-1039 SAT OR NCRC Silver OR ASVAB 50-64	ACT: 20-24 Superscore OR 1040-1209 SAT OR NCRC Gold OR ASVAB 65-92	ACT ≥ 25 Superscore OR SAT ≥ 1210 OR NCRC Platinum OR ASVAB ≥ 93	



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Office of District and School Performance

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601-359-1060



# Senior Snapshot



1

**Get List of Students:** MDE will provide the list of students needing correction via the Senior Snapshot report in MSIS.





Welcome

Sign In



**msis.mdek12.org**



# Senior Snapshot Report

Displays students' participation in MAAP and MAAP-A Assessments for each Senior Snapshot.

## Data Impact

- Accountability (Participation Rate)
- College & Career Readiness (Denominator)
- Assessment Readiness (25-26)
- Achievement Readiness (25-26)

## Data Source


MDE data load (assessments)  
SIS (nightly – enrollment)  
Manual Input (as needed)



**PERMISSION**

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**Student**



MISSISSIPPI STUDENT INFORMATION SYSTEM

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Data Submission

1

Reports

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Data Input

Provide Feedback

Melissa Banks

Data Analytics

2

Data Entry Download

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Certification Reports

Student

Cohort

MSFF

Student Indicators

Student Schedules


Gifted Students

3

Senior Snapshot

Student Intervention

Teacher Schedules



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LEA

All

▼

School

All

▼

School Year

Current Year

▼

Senior Snapshot Report

Last Refresh Date: 7/9/2025

School Year

LEA

School

MSIS ID

Name

10th Grade Entry

Last Enrollment

SCD

Algebra I Participation

English II Participation

Biology Participation

US History Participation

!

On July 1, MSIS rolls over to the new school year.  
All reports default to the current school year (2025-2026).

LEA School School Year

All All

### Senior Snapshot Report

School Year	LEA	School	MSIS ID	Name	10th Grade Entry	Last Enrollment	SCD	Algebra I Participation	Enrollment
-------------	-----	--------	---------	------	------------------	-----------------	-----	-------------------------	------------

Current Year

Search

☒ Current Year

☐ 2024-2025

☐ 2023-2024

☐ 2022-2023

☐ 2021-2022

☐ 2020-2021

Select 2024-2025 from the school year filter.

## Senior Snapshot Report

...



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## Senior Snapshot Report

...



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## Senior Snapshot Report

...

10th Grade Entry	Last Enrollment
08/06/2023	08/02/2024
08/01/2022	08/02/2024
08/06/2023	08/02/2024
08/06/2023	08/02/2024
08/06/2023	08/02/2024
08/06/2023	08/02/2024
08/04/2022	08/02/2024
08/15/2022	08/02/2024
08/06/2023	08/02/2024
08/01/2022	08/02/2024
08/06/2023	08/02/2024
08/06/2023	08/02/2024
08/01/2022	08/02/2024
08/01/2022	08/02/2024
08/06/2023	08/02/2024
08/01/2022	08/02/2024
08/06/2023	08/02/2024
08/06/2023	08/02/2024
08/06/2023	08/02/2024
08/06/2023	08/02/2024
08/06/2023	08/02/2024
08/06/2023	08/02/2024
08/08/2022	08/02/2024
08/06/2023	08/02/2024
08/06/2023	08/02/2024
08/06/2023	08/02/2024
08/06/2023	08/02/2024

**Last Refresh Date:** 7/8/2025



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The image shows a three-step process for exporting data from a web application.   
1. A small table titled 'US History Participation' is shown with a red circle around its menu icon (three dots).   
2. A dropdown menu is open, listing options: 'Export data', 'Show as a table', 'Spotlight', 'Get insights', 'Sort descending', 'Sort ascending' (which is selected with a checkmark), and 'Sort by'. A red arrow points from the menu icon in step 1 to this menu.   
3. A dialog box titled 'Which data do you want to export?' is shown. It contains three radio button options: 'Data with current layout' (selected), 'Summarized data', and 'Underlying data'. Below these is a 'File format' dropdown set to '.xlsx (Excel 150,000-row max)'. At the bottom right, the 'Export' button is highlighted with a red circle, with a 'Cancel' button next to it. A red arrow points from the 'Export data' option in the dropdown menu to the dialog box.

US History Participation
Tested
Tested
Tested
Tested
Tested

- 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**

1

**Get List of Students:** MDE will provide the list of students needing correction via the Senior Snapshot report in MSIS.

2

**Research Students:** Pull score reports, transcripts, etc. to see which students actually assessed, transferred credit, or never tested.

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3

**Correct Students:** On the Senior Snapshot Update screen in MSIS, request an update to a student's participation status.

# Senior Snapshot



Screen populates with students who **did not participate** in one of the required MAAP and MAAP-A Assessments for the previous school year's graduating class Senior Snapshot. District users can request updates to students' participation in MAAP/MAAP-A Assessments. MDE Staff will approve status updates.

## Data Impact

- Accountability (Participation Rate)
- CCR (Denominator)
- Assessment Readiness (25-26)
- Achievement Readiness (25-26)

## Data Source

MDE data load (assessments)  
SIS (enrollment)  
Manual Input (as needed)



**PERMISSION**

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Student







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LEA & School Info

Student

Provide Feedback

Melissa Banks

# Student

Student Intervention   Non Public Student   Summary

Filter student list

## Senior Snapshot

School Year	LEA	School	Status	Apply Filter	Reset Filter
2024-2025					

Student Name	MSIS ID	LEA	School Name	Status	Actions
Last Name, First Name	000000000	Faulkner City School District	Medgar Evers High School		
Last Name, First Name	000000000	Faulkner City School District	Medgar Evers High School		
Last Name, First Name	000000000	Faulkner City School District	Medgar Evers High School	Denied	
Last Name, First Name	000000000	Faulkner Ci			
Last Name, First Name	000000000	Faulkner Ci			
Last Name, First Name	000000000	Faulkner City School District	Medgar Evers High School		
Last Name, First Name	000000000	Faulkner City School District	Medgar Evers High School		
Last Name, First Name	000000000	Faulkner City School District	Medgar Evers High School		

Student list will prepopulate



# Student

Student Intervention   Non Public Student   Summer Activity   Update Grades And Promotions   Cohort   Senior Snapshot

- Home
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LEA & School Info

Student

Provide Feedback

Melissa Banks

## Senior Snapshot

School Year: 2024-2025   LEA:   School:   Status:   [Apply Filter](#)   [Reset Filter](#)

Student Name	MSIS ID	LEA	School Name	Status	Actions
Last Name, First Name	000000000	Faulkner City School District	Medgar Evers High School		
Last Name, First Name	000000000	Faulkner City School District	Medgar Evers High School		
Last Name, First Name	000000000	Faulkner City School District	Medgar Evers High School	Denied	
Last Name, First Name	000000000	Faulkner City School District	Medgar Evers High School	Pending Approval	
Last Name, First Name	000000000	Faulkner City School District	Medgar Evers High School	Approved	
Last Name, First Name	000000000	Faulkner City School District	Medgar Evers High School		
Last Name, First Name	000000000	Faulkner City School District	Medgar Evers High School		
Last Name, First Name	000000000	Faulkner City School District	Medgar Evers High School		



- Home
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- Data Input

LEA & School Info

Student

Provide Feedback

Melissa Banks

# Student









Student Intervention   Non Public Student   Summer Activity   Update Grades And Promotions   Cohort   Senior Snapshot

## Senior Snapshot

School Year   LEA   School   Status

2024-2025

Apply Filter   Reset Filter

Student Name	MSIS ID	LEA	School Name	Status	Actions
Last Name, First Name	000000000	Faulkner City School District	Medgar Evers High School		
Last Name, First Name	000000000	Faulkner City School District	Medgar Evers High School		
Last Name, First Name	000000000	Faulkner City School District	Medgar Evers High School	Denied	
Last Name, First Name	000000000	Faulkner City School District	Medgar Evers High School	Pending Approval	
Last Name, First Name	000000000	Faulkner City School District	Medgar Evers High School	Approved	
Last Name, First Name	000000000	Faulkner City School District	Medgar Evers High School		
Last Name, First Name	000000000	Faulkner City School District	Medgar Evers High School		
Last Name, First Name	000000000	Faulkner City School District	Medgar Evers High School		

MSIS

MISSISSIPPI STUDENT INFORMATION SYSTEM

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Student

Student InterventionNon Public StudentSummer ActivityUpdate Grades And PromotionsCohortSenior Snapshot

Senior Snapshot

\* Required FieldCancelSubmit for Approval

Student Information

MSIS ID

School Year

Last Name

First Name

Middle Name

Date of Birth

SCD Indicator

LEA & School Information

LEA

School

Student Demographics

Gender

Ethnicity

Race

Senior Snapshot Updates

Algebra I

Participated


Reason

Transfer Date


Name of School Student Transferred from

Accredited School

Data is  
prepopulated



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MISSISSIPPI STUDENT INFORMATION SYSTEM

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Provide Feedback

Melissa Banks

Student Demographics

Gender  
Pre-Populate

Ethnicity  
Pre-Populate

Race  
Pre-Populate

Senior Snapshot Updates

Algebra I

Participated  
Tested

Reason  
Select...

of School Student Transferred from

Accredited School  
Select...

English II

Participated  
Tested

Reason  
Select...

of School Student Transferred from

Accredited School  
Select...

Biology

Participated  
Tested

Reason  
Select...

of School Student Transferred from

Accredited School  
Select...

US History

Participated  
Tested

Reason  
Select...

of School Student Transferred from

Accredited School  
Select...


Upload Documents

☐ \*I have successfully uploaded my document(s) to the Accountability SharePoint folder.

Data is  
prepopulated

Participated  
Values:

- Tested
- Not Tested
- N/A



**MSIS**  
MISSISSIPPI STUDENT INFORMATION SYSTEM

- Home
- Administration ▼
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- Data Input

LEA & School Info

Student

Provide Feedback

Melissa Banks ▼

### Student Demographics

Gender

Ethnicity

Race

### Senior Snapshot Updates

**Algebra I**  
 Participated 

Reason	Transfer Date	Name of School Student Transferred from	Accredited School
<input type="text" value="Select..."/>	<input type="text" value="mm/dd/yyyy"/>	<input type="text"/>	<input type="text" value="Select..."/>

**English II**  
 Participated 

Reason	Transfer Date	Name of School Student Transferred from	Accredited School
<input type="text" value="Select..."/>	<input type="text" value="mm/dd/yyyy"/>	<input type="text"/>	<input type="text" value="Select..."/>

**Biology**  
 Participated 

Reason	Transfer Date	Name of School Student Transferred from	Accredited School
<input type="text" value="Select..."/>	<input type="text" value="mm/dd/yyyy"/>	<input type="text"/>	<input type="text" value="Select..."/>

**US History**  
 Participated 

Reason	Transfer Date	Name of School Student Transferred from	Accredited School
<input type="text" value="Select..."/>	<input type="text" value="mm/dd/yyyy"/>	<input type="text"/>	<input type="text" value="Select..."/>

### Upload Documents

☐ \*I have successfully uploaded my document(s) to the Accountability SharePoint folder.

Provide  
Participation  
details

- Reason Options:**
- Transferred from Out of State
  - Transferred from Private School

1

**Get List of Students:** MDE will provide the list of students needing correction via the Senior Snapshot report in MSIS.

2

**Research Students:** Pull score reports, transcripts, etc. to see which students actually assessed, transferred credit, or never tested.


3

**Correct Students:** On the Senior Snapshot Update screen in MSIS, request an update to a student's participation status.


4


**Send Documentation:** After you've requested updates, send the documentation to MDE.








MISSISSIPPI STUDENT INFORMATION SYSTEM


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✓ Provide Feedback

 Melissa Banks ▾

Algebra I

Participated

Reason

Transfer Date

Name of School Student Transferred from

Accredited School

English II

Participated

Reason

Transfer Date

Name of School Student Transferred from

Accredited School

Biology

Participated

Reason

Transfer Date

Name of School Student Transferred from

Accredited School

US History

Participated

Reason

Transfer Date

Name of School Student Transferred from

Accredited School

Upload Documents


☐ \*I have successfully uploaded my document(s) to the Accountability SharePoint folder.

MDE Use Only

\* Status (MDE Review)

\* Reason for Denial

Verify  
necessary  
documents  
have been  
uploaded to  
SharePoint



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English II

Participated

Reason

Transfer Date

Name of School Student Transferred from

Accredited School

Biology

Participated

Reason

Transfer Date

Name of School Student Transferred from

Accredited School

US History

Participated

Reason

Transfer Date

Name of School Student Transferred from

Accredited School

Upload Documents


☐ \*I have successfully uploaded my document(s) to the Accountability SharePoint folder.

MDE Use Only


\* Status (MDE Review)

\* Reason for Denial

MDE  
Approval



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Melissa Banks

# Student

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[Non Public Student](#)
[Summer Activity](#)
[Update Grades And Promotions](#)
[Cohort](#)
[Senior Snapshot](#)

\* Required Field
Cancel
Submit for Approval

## Senior Snapshot

### Student Information

MSIS ID  
9 digits

School Year  
2023 - 2024

Last Name  
Last Name

First Name  
First Name

Middle Name

Date of Birth  
mm/dd/yyyy

SCD Indicator  
Pre-Populate

### LEA & School Information

LEA  
Aberdeen School District (0000)

School  
Aberdeen High School -Manual (0000-000)

### Student Demographics

Gender  
Pre-Populate

Ethnicity  
Pre-Populate

Race  
Pre-Populate

### Senior Snapshot Updates

mm/dd/yyyy

Algebra I				
Participated	Reason	* Transfer Date	Name of School Student Transferred from	Accredited School



# Student

Student Intervention   Non Public Student   Summer Activity   Update Grades And Promotions   Cohort   Senior Snapshot

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LEA & School Info

Student

✓ Provide Feedback

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## Senior Snapshot

School Year: 2024-2025   LEA:   School:   Status:   [Apply Filter](#)   [Reset Filter](#)

Student Name	MSIS ID	LEA	School Name	Status	Actions
Last Name, First Name	000000000	Faulkner City School District	Medgar Evers High School		
Last Name, First Name	000000000	Faulkner City School District	Medgar Evers High School		
Last Name, First Name	000000000	Faulkner City School District	Medgar Evers High School	Denied	
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Last Name, First Name	000000000	Faulkner City School District	Medgar Evers High School		
Last Name, First Name	000000000	Faulkner City School District	Medgar Evers High School		
Last Name, First Name	000000000	Faulkner City School District	Medgar Evers High School		



# Senior Snapshot Data

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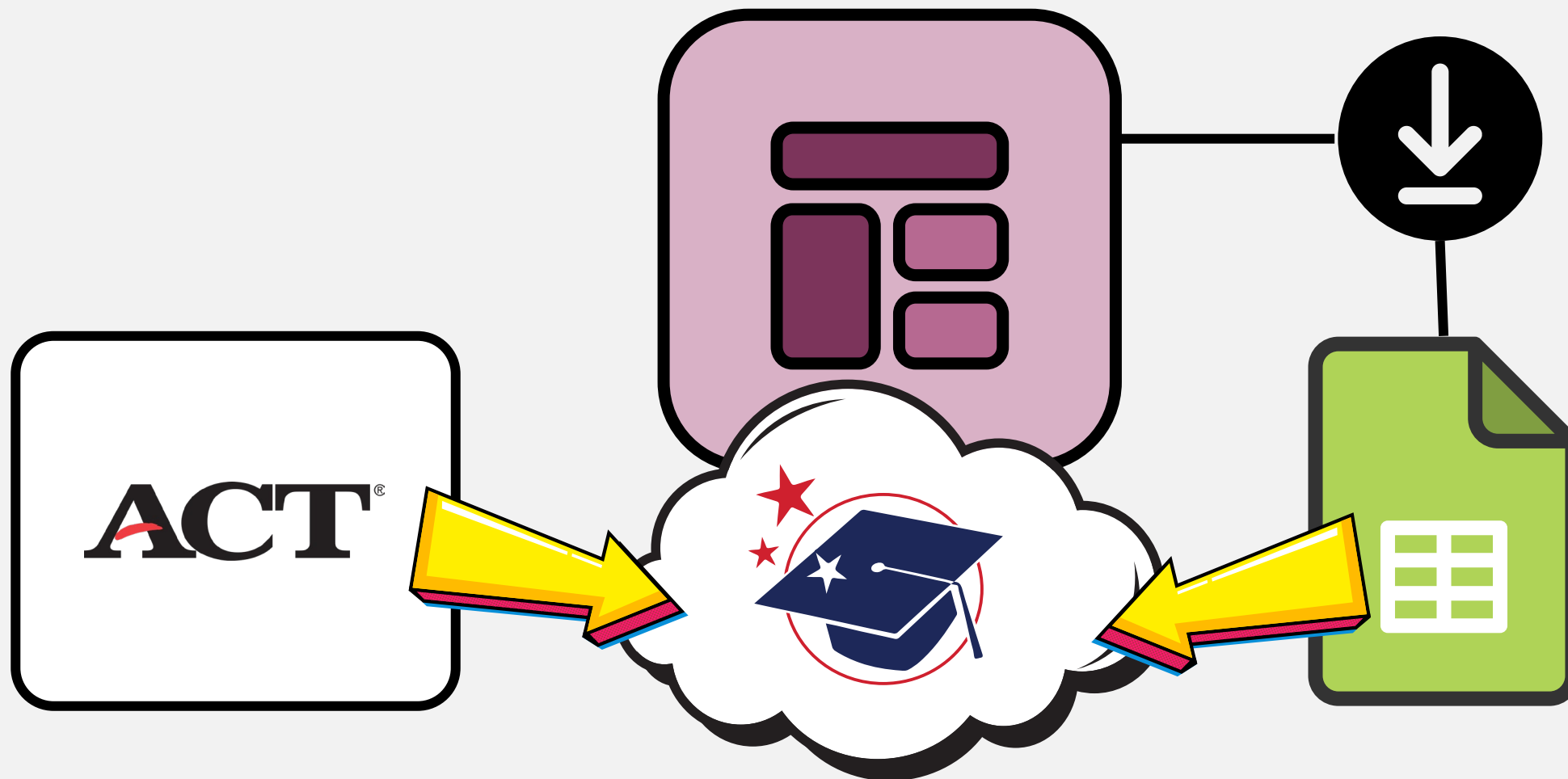
- Review Senior Snapshot Report
- Request updates for the 2024-2025 graduating class via Manual Input screen  
(Opens July 10, closes July 24)



# Assessment Readiness



# Data Entry Download



# Assessment Readiness Report

Displays cohort students' scores for the 11<sup>th</sup> grade (state-administered) ACT and ACTWorkKeys. Districts can update scores for ACT English, Math, Reading, or Super Score, and the ACTWorkKeys Certificate Level. Districts can also provide ASVAB and SAT scores.

## Data Impact

Accountability

## Data Source

ACT (MDE)  
SIS (nightly – enrollment)  
Manual Input (as needed)





**PERMISSION**

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Student

The screenshot displays the MSIS (Mississippi Student Information System) interface. On the left is a vertical navigation menu. The main content area on the right is titled "Data Analytics" and contains a sub-section labeled "Accountability" with a button for "Assessment Readiness".

**Callout 1:** A red circle with the number "1" is positioned next to the "Reports" menu item in the left sidebar. A red rectangle highlights the "Reports" section, which includes the "Data Analytics" button.

**Callout 2:** A red circle with the number "2" is positioned next to the "Data Entry Download" link in the top navigation bar. A red rectangle highlights this link.

**Callout 3:** A red circle with the number "3" is positioned next to the "Assessment Readiness" button in the "Accountability" section. A red rectangle highlights this button.

**MSIS MISSISSIPPI STUDENT INFORMATION SYSTEM**

**Data Analytics**

[Data Entry Download](#) Reports Certification Reports

Home

Data Submission ▾

**1** Reports

Data Analytics

Data Input ▾

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**Accountability**

Assessment Readiness **3**

LEA

All

School

All

School Year

2024-2025

## Assessment Readiness Report

Last Refresh Date: 7/10/2025

School Year	LEA Id	LEA Name	School Id	School Name	MSIS Id	First Name	Last Name	SCD	English Score	Updated English Score	Math Score	Updated Math Score	Reading Scc
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	10		12		9
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	22		13		14
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	11		13		11
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	27		16		19
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	11		15		16
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	7		14		12
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	Yes					
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	8		11		11
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	12		14		17
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	11		14		12
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	15		18		13
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	18		15		11
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	22		15		11
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	15		24		21
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	14		13		13
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	12		21		11
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	10		14		11
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	15		13		24
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	13		14		6
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	13		16		14
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	13		14		15
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	17		16		21
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	14		14		19
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	14		31		13
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	11		14		19
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	10		14		12

LEA

All

School

All

School Year

2024-2025

## Assessment Readiness Report

Last Refresh Date: 7/10/2025

School Year	LEA Id	LEA Name	School Id	School Name	MSIS Id	First Name	Last Name	SCD	English Score	Updated English Score	Math Score	Updated Math Score	Reading Scc
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	10		12		9
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	22		13		14
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	11		13		11
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	27		16		19
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	11		15		16
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	7		14		12
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	Yes					
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	8		11		11
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	12		14		17
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	11		14		12
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	15		18		13
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	18		15		11
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	22		15		11
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	15		24		21
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	14		13		13
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	12		21		11
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	10		14		11
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	15		13		24
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	13		14		6
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	13		16		14
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	13		14		15
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	17		16		21
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	14		14		19
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	14		31		13
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	11		14		19
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	10		14		12

LEA

All

School

All

School Year

2024-2025

Assessment Readiness Report

Last Refresh Date: 7/10/2025

School Year	LEA Id	LEA Name	School Id	School Name	MSIS Id	First Name	Last Name	SCD	English Score	Updated English Score	Math Score	Updated Math Score	Reading Scc
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	10		12		9
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	22		13		14
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	11		13		11
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	27		16		19
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	11		15		16
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	7		14		12
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	Yes					
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	8		11		11
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	12		14		17
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	11		14		12
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	15		18		13
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	18		15		11
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	22		15		11
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	15		24		21
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	14		13		13
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	12		21		11
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	10		14		11
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	15		13		24
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	13		14		6
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	12		16		14
											14		15
											16		21
											14		19
											31		13
											14		19
											14		12

Prepopulates from the SIS

LEA

All

School

All

School Year

2024-2025

## Assessment Readiness Report

Last Refresh Date: 7/10/2025

School Year	LEA Id	LEA Name	School Id	School Name	MSIS Id	First Name	Last Name	SCD	English Score	Updated English Score	Math Score	Updated Math Score	Reading Scc
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	10		12		9
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	22		13		14
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	11		13		11
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	27		16		19
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	11		15		16
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	7		14		12
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	Yes					
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	8		11		11
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	12		14		17
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	11		14		12
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	15		18		13
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	18		15		11
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	22		15		11
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	15		24		21
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	14		13		13
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	12		21		11
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	10		14		11
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	15		13		24
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	13		14		6
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	13		16		14
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	13		14		15
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	17		16		21
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No					
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No					
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No					
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No					
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No					

MDE loads Assessment data

LEA

All

School

All

School Year

2024-2025

## Assessment Readiness Report

Last Refresh Date: 7/10/2025

SCD	English Score	Updated English Score	Math Score	Updated Math Score	Reading Score	Updated Reading Score	ACT Super Score	WorkKeys Certificate Level	Updated WorkKeys Certificate Level	SAT Score	ASVAB Score
No	10		12		9						
No	22		13		14			Bronze			
No	11		13		11			Silver			
No	27		16		19			Gold			
No	11		15		16			Bronze			
No	7		14		12						
Yes								Silver			
No	8		11		11						
No	12		14		17						
No	11		14		12			Bronze			
No	15		18		13						
No	18		15		11						
No	22		15		11			Silver			
No	15		24		21						
No	14		13		13			Bronze			
No	12		21		11						
No	10		14		11			Silver			
No	15		13		24						
No	13		14		6						
No	13		16		14						
No	13		14		15						
No	17		16		21			Gold			
No	14		14		19						
No	14		16		13						
No	11		14		19						
No	10		14		12						

**MDE loads Assessment data**

LEA

School

School Year

All

All

2024-2025

Assessment Readiness Report

Last Refresh Date: 7/10/2025

SCD	English Score	Updated English Score	Math Score	Updated Math Score	Reading Score	Updated Reading Score	ACT Super Score	WorkKeys Certificate Level	Updated WorkKeys Certificate Level	SAT Score	ASVAB Score
No	10		12		9						
No	22		13		14			Bronze			
No	11		13		11			Silver			
No	27		16		19			Gold			
No	11		15		16			Bronze			
No	7		14		12						
Yes								Silver			
No	8		11		11						
No	12		14		17						
No	11		14		12			Bronze			
No	15		18		13						
No	18		15		11						
No	22		15		11			Silver			
No	15		24		21						
No	14		13		13			Bronze			
No	12		21		11						
No	10		14		11			Silver			
No	15		13		24						
No	13		14		5						
No	13		16		14						
No	13		14		15						
No	17										
No	14										
No	14										
No	11										
No	10										

Provide via File Upload



## **Districts should enter ACT Super Scores, ASVAB, and SAT scores.**

These three scores will not be used in the 24-25SY Accountability model, but will be used to run impact data for the 25-26 model.

**STEP**

# **Review Assessment Readiness Report.**

Students are listed by Cohort. Scores from the state administration of ACT and ACT WorkKeys are prepopulated. Determine which student's scores, if any, need to be updated.

**STEP**

# Download the Assessment Readiness Report.

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

LEA	School	School Year
All	All	2024-2025

## Assessment Readiness Report

Last Refresh Date: 7/10/2025



School Year	LEA Id	LEA Name	School Id	School Name	MSIS Id	First Name	Last Name	SCD	English Score	Updated English Score	Math Score	Updated Math Score	Reading Score
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	10		12		9
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	22		13		14
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	11		13		11
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	27		16		19
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	11		15		16
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	7		14		12
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	Yes					
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	8		11		11
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	12		14		17
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	11		14		12
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	15		18		13
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	18		15		11
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	22		15		11
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	15		24		21
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	14		13		13
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	12		21		11
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	10		14		11
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	15		13		24
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	13		14		6
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	13		16		14
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	13		14		15
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	17		16		21
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	14		14		19
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	14		31		13
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	11		14		19
2025	9920	Faulkner City School District	9920-004	Medgar Evers High School	000000000	First Name	Last Name	No	10		14		12


udent Name    SCD    English Score    Math Score    Reading Score


ast Name, First Name	No	22	22	22
ast Name, First Name	No	22	22	22
ast Name, First Name	No	22	22	22


- 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) ▾

**Export** Cancel

**File will save as an Excel spreadsheet**

AutoSave Book1 No Label Search (Cmd + Ctrl + U) Comments Share

Home Insert Draw Page Layout Formulas Data Review View Automate

Paste Aptos Narrow (Bod... 12 A^ A^ General

D16

	A	B	C	D	E	F	G	H	I	J	K	L
	School Year	LEA Id	LEA Name	School Id	School Name	MSIS Id	First Name	Last Name	SCD	English Score	Updated English Score	Math Score
1												
2	2025	9920	Faulkner City	9920-004	Medgar Evers H	990568552	Andy	Poston	No	17		22
3	2025	9920	Faulkner City	9920-004	Medgar Evers H	993328096	Kya	Shade	No	24		17
4												
5	Applied filters: LEA is Faulkner City School District – 0123 School Year is 2025											
6												
7												

Rows are prepopulated with information from the SIS Package and MDE-provided assessment data.

### **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 updated score 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.



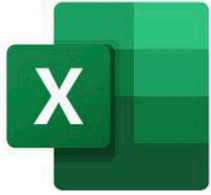
**Only ensure  
leading 0's are  
present!**

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



- 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.)

## Instructions for Formatting Cells – Excel and Sheets

## Updated English Score

Numeric value 1-36

## Updated Math Score

Numeric value 1-36

## Updated Reading Score

Numeric value 1-36

## WorkKeys Certificate Level

Bronze  
Silver  
Gold  
Platinum

## **ACT Super Score**

Numeric value 1-36

## **ASVAB Score**

Numeric value 1-99

## **SAT Score**

Numeric value 400-1600

**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.



**Wait until Friday**  
(July 11) to upload your file.

**STEP**

# **Upload the spreadsheet as a CSV file.**

Files should be saved as

**####AssessmentReadiness.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:**

- **AssessmentReadiness**
- FeaProg.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



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## 9920\_AssessmentReadiness.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
- MsisdRequest
- NonPublicStaff.Assignments
- NonPublicStaff.Employment
- NonPublicStaff.Schedules
- SpecEd.Evaluation
- SpecEd.IEPData
- SpecEd.PartCtoB
- SpecEd.StudentRoster
- Staff.Assignments
- Staff.Credentials
- Staff.Employment
- Staff.Removal
- SummerActivity

9920\_AssessmentReadiness.csv

Completed

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## 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

[9920\\_AssessmentReadiness.csv](#)

! Failed

Row 3 - Field Grade - Error: The grade is blank or invalid., Row 5 - Field ServiceStatus - Error: The service status is blank or invalid., Row 7 - Field TypeOfInstruction - Error: The type of instruction is blank or invalid., Row 9 - Field MsisId - Error: MSIS ID is blank or invalid., Row 11 - Field SchoolYear - Error: The School Year is blank or invalid., Row 12 - Field Leaid - Error: The LEA ID is blank or invalid., Row 13 - Field SchoolId - Error: The school Id is invalid or not accessible to the user. (TraceId: 00-a3dd0cf7878d893506c1cd1c9617f850-69541e03e6bbc301-00)

[Try Again](#)



MISSISSIPPI STUDENT INFORMATION SYSTEM

Home

Administration

Data Submission

Upload a File

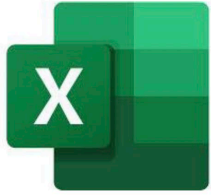
Submission Status

Submission Status

+ Upload a File

Name	Date & Time (CT)	Uploaded By	Status	Actions
<a href="#">9920_AssessmentReadiness.csv</a>	11/19/2024, 05:33:01 PM	Admin, Barbara MSIS District	Failed	
<a href="#">2521_fourc_SpecialEducation.StudentRoster.csv</a>	11/19/2024, 10:43:22 AM	Admin, Barbara MSIS District	Failed	
<a href="#">2521_two_SummerActivity.csv</a>	11/16/2024, 06:56:14 PM	Admin, Barbara MSIS District	Failed	
<a href="#">2521_fourc_SpecialEducation.StudentRoster.csv</a>	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



- 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.)

## Instructions for Formatting Cells – Excel and Sheets



AutoSave Book1 No Label Search (Cmd + Ctrl + U)

Home Insert Draw Page Layout Formulas Data Review View Automate

Paste Aptos Narrow (Bod... 12 A<sup>+</sup> A<sup>-</sup> Wrap Text General Conditional Formatting Format as Table Cell Styles Insert Delete Format Sort & Filter Find & Select Sensitivity Add-ins Analyze Data

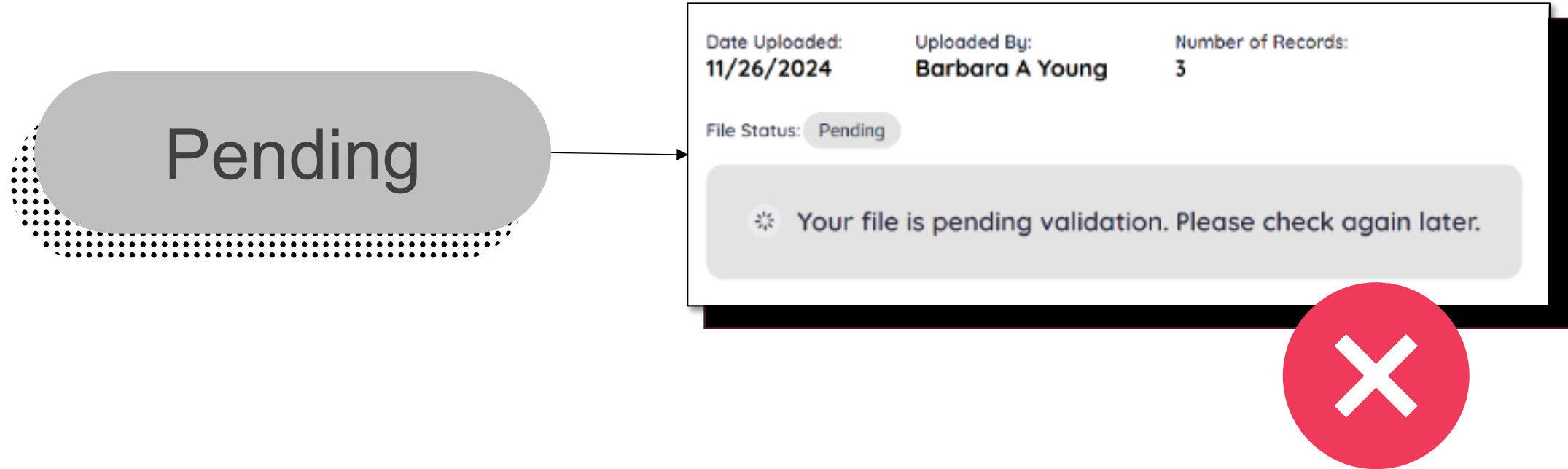
D16

	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	First Name	Last Name	SCD	English Score	Updated English Score	Math Score
2	2025	9920	Faulkner City	9920-004	Medgar Evers H	990568552	Andy	Poston	No	17		22
3	2025	9920	Faulkner City	9920-004	Medgar Evers H	993328096	Kya	Shade	No	24		17
4												
5												
6												
7												

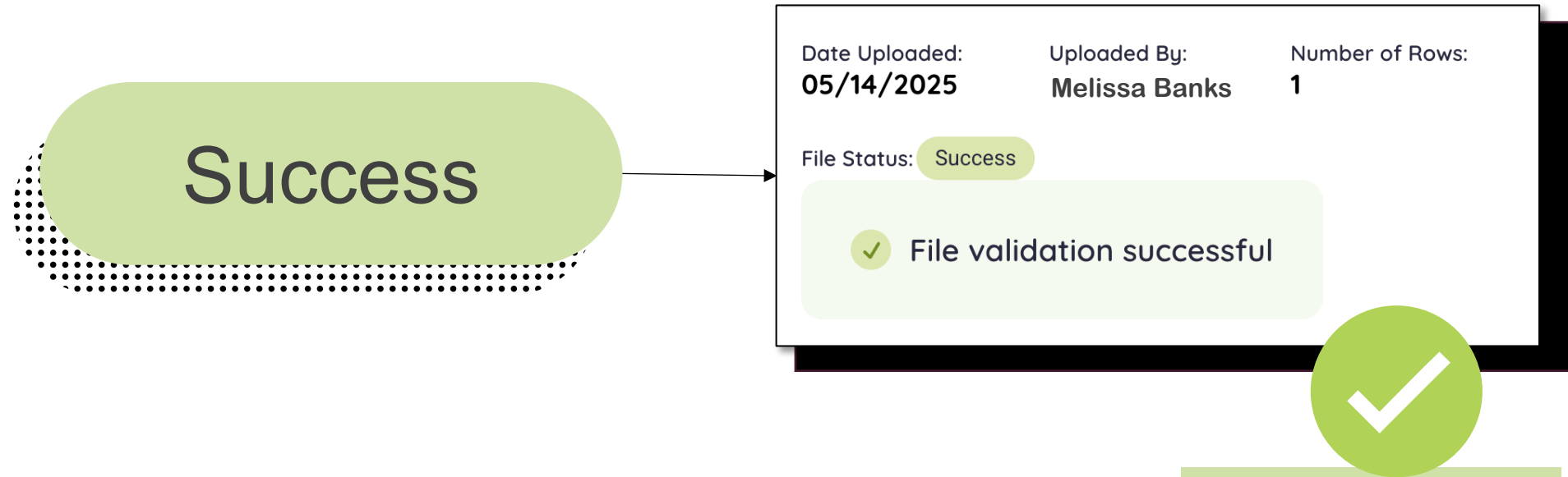
**File  
Upload**



**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 it for accuracy.**

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

LEA

All

School

All

School Year

2024-2025

Assessment Readiness Report

Last Refresh Date: 7/10/2025

SCD	English Score	Updated English Score	Math Score	Updated Math Score	Reading Score	Updated Reading Score	ACT Super Score	WorkKeys Certificate Level	Updated WorkKeys Certificate Level	SAT Score	ASVAB Score
No	10	15	12		9		14				
No	22		13		14		21	Bronze			
No	11		13		11		12	Silver			
No	27		16		19		16	Gold	Platinum		
No	11		15		16	17	14	Bronze		81	
No	7		14		12		15				
Yes								Silver	Gold		
No	8		11		11		10				
No	12		14		17		14				
No	11		14		12			Bronze			
No	15		18	25	13		23				
No	18		15		11		19				
No	22		15		11		15	Silver			
No	15		24		21		22				
No	14		13		13		14	Bronze	Silver		
No	15	16	13		11		20				
No	19		13		11		19	Silver			
No	22		13		11		22				
No	14		13		13		14				
No	16		13		13		16				
No	14		13		13		14				
No	23		13		13		23	Gold		76	
No	23		13		13		23				
No	28		13		13		28			1300	
No	11		14		19		18	Bronze			
No	10		14		12		13				

Repeat as necessary to provide all information or update prior uploads

Repeat as necessary to provide all information or update prior uploads



# Assessment Readiness

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- Assessment Readiness Data Entry Download Report
- Upload updates to scores for 2024-2025 graduating class (Opens July 10, closes July 24)



# MSIS Help Desk

[mdeapps@mdek12.org](mailto:mdeapps@mdek12.org)

Technical assistance, support with errors,  
reports not displaying correctly, etc.