

Navigating Personnel & Finance Data

MSIS 

mdek12.org



MISSISSIPPI
DEPARTMENT OF
EDUCATION



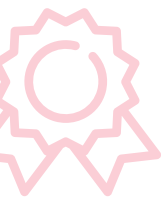
VISION

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



MISSION

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



1

ALL Students Proficient and Showing Growth in All Assessed Areas



2

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



3

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

EVERY School Has Effective Teachers and Leaders

4



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

5



EVERY School and District is Rated “C” or Higher

6





Be an active participant



Share reactions



React

Respond to prompts in the chat



Chat

Ask questions



Q&A



EXPLORE Finance Reports

EXPLORE Personnel Reports

REVIEW Help Desk procedures

Finance Reports

MSIS 

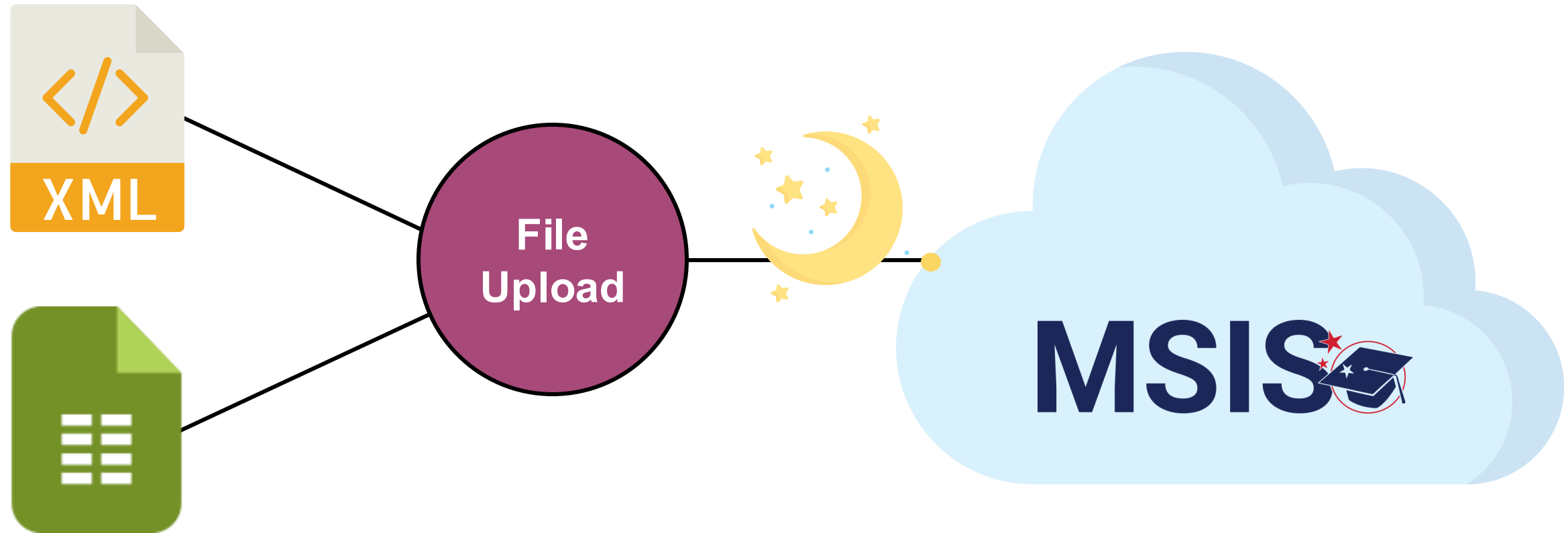
FETS & Bond Data





FETS & Bond Data

- Ensure accuracy of FETS Report and Bond Data Report.
- Clear any Finance errors/warnings.
- Certify Finance data.
- School Financial Services will also certify at the state level.



MSIS: File Layout Templates

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

Federal Programs

Finance

MSIS ID

Personnel

Record Removal

Special Education

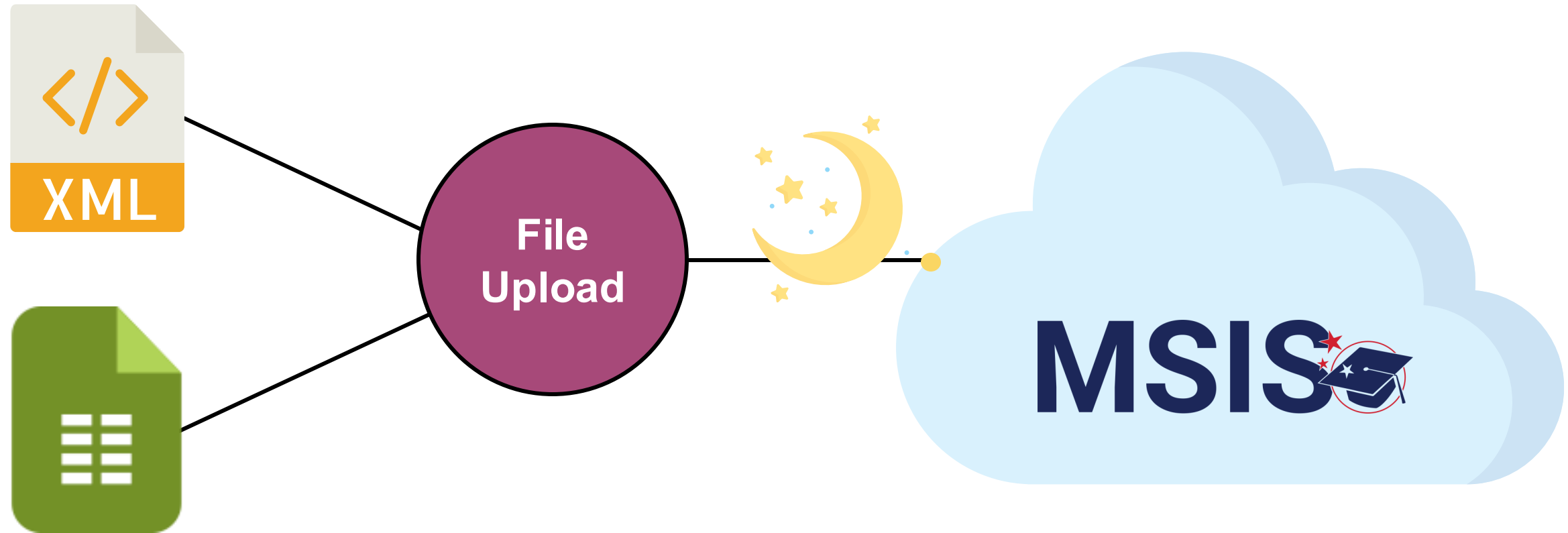
Student

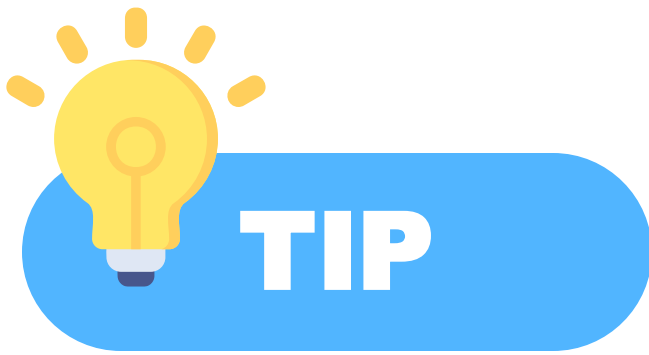
Federal Programs

Finance

- Bond Data
 - [File Layout Example Spreadsheet \(XLSX\)](#)
 - [Finance.BondData Template \(CSV\)](#)
- FETS
 - Please export the FETS file directly from your financial package.
 - Save the file as #####Finance.FETS.xml (4-digit LEA number, including any leading zeros – Ex: 0123Finance.FETS.xml)
 - Review these [Troubleshooting Tips](#) to help resolve any errors that may result from the file upload.

MSIS ID





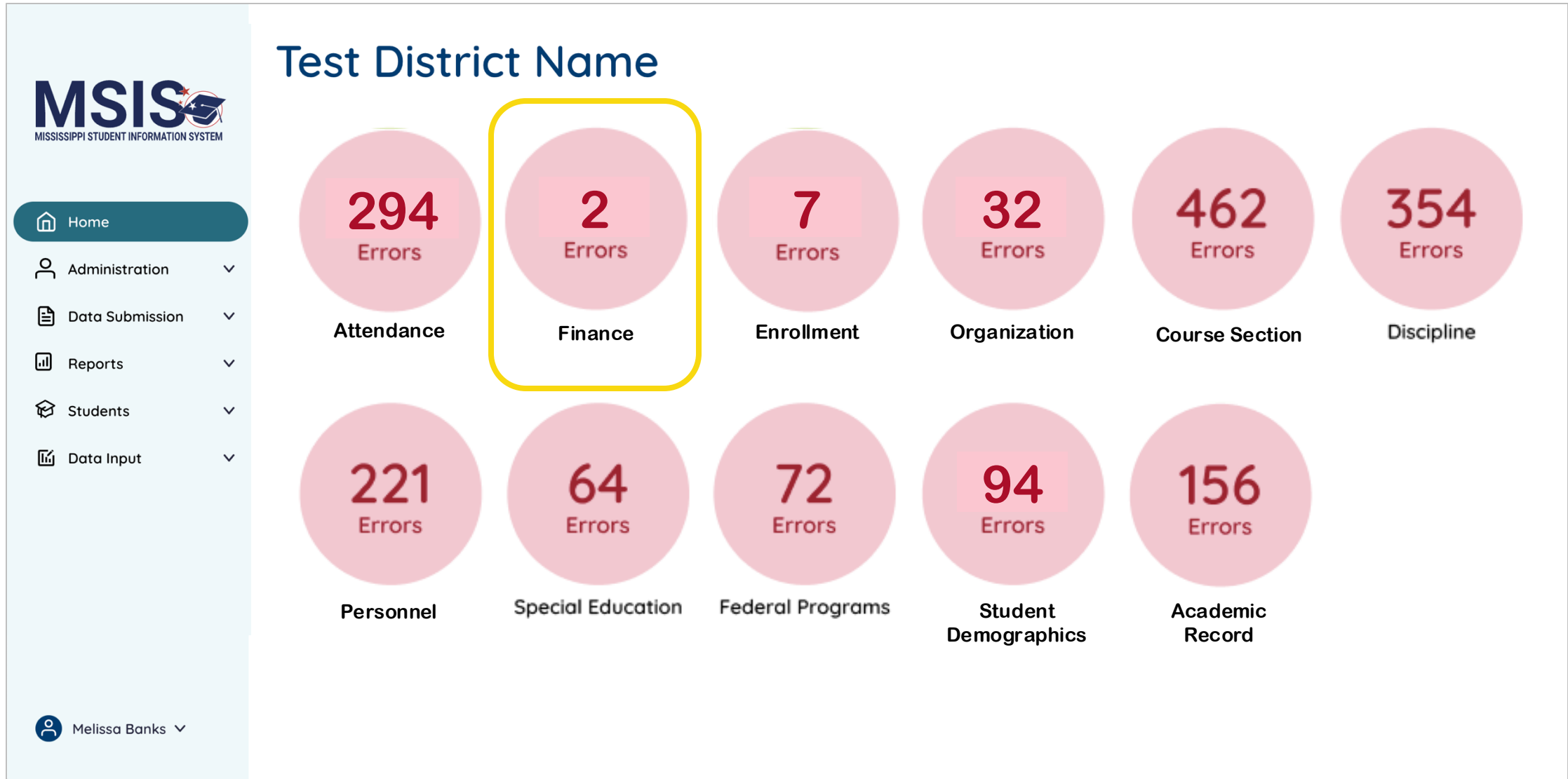
Districts CANNOT upload their FETS file AND certify FETS and Bond Data on the same day.

- Files are processed overnight, and errors/reports are updated in MSIS the next day.
- Once the FETs and Bond Data Reports have been reviewed for accuracy, districts can certify the data.



**Clear any
Finance errors** for
the reporting period.

**Check Finance
warnings** for the
reporting period.





**Clear any
Finance errors** for
the reporting period.

**Check Finance
warnings** for the
reporting period.



**Review MSIS Reports
for accuracy.**

Compare with the corresponding
Finance package reports.



Review Reports for accuracy.



Finance Reports

- FETS
- Bond Data
- Fund Balance Report

FETS Report

Displays the district's financial information for the prior fiscal year, as required by MS Code Ann. 37-61-21.

Data Impact

- School Financial Services
- State Reporting
- Federal Reporting

Data Source

File Upload
(as needed)



PERMISSION

Finance

The screenshot displays the MSIS (Mississippi Student Information System) Data Analytics interface. The left sidebar contains navigation links: Home, Data Submission, Reports, Data Analytics, Data Input, Provide Feedback, and a user profile for Melissa Banks. The main content area is titled 'Data Analytics' and features a sub-navigation bar with 'Data Entry Download', 'Reports', and 'Certification Reports'. The 'Reports' section is highlighted with a red box and a red circle containing the number 2. Below this, the 'Finance' section is visible, containing four report tiles: 'Bond Data', 'Fund Balance', 'FETS', and 'National Board'. The 'FETS' tile is highlighted with a red box and a red circle containing the number 3. A red box and a red circle containing the number 1 highlight the 'Data Analytics' link in the sidebar.

MSIS
MISSISSIPPI STUDENT INFORMATION SYSTEM

Data Analytics

Data Entry Download **Reports** Certification Reports

Finance

Bond Data FETS

Fund Balance National Board

1 Data Analytics

2 Reports

3 FETS

Home Data Submission Data Input Provide Feedback Melissa Banks

District
School
School Year
Fund Code
General Ledger Code
Function Code
Program Code
Object Code

Gray County
All
2021-2022
All
All
All
All
All

FETS

Balance
Revenue
Expenditure

Expenditure

\$901,098
Grand Fund Total

District Name	District Number	School	School Number	Fund Code	General Ledger Code	Function Code	Program Code	Object Code	Amount
Birch Tree	6154	James Middle	0099	5010 - Enterprise Funds	100 - Assets & Other Debts	1000 - Instruction	0098	600 - Supplies	\$5,987
Woodmont	0981	Winter Springs	2222	1145 - At Risk Fund	400 - Current Liabilities	6000 Debt Service	8871	700 - Property	\$9,987
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School
School Year
Fund Code
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Function Code
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Gray County
All
2021-2022
All
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School

School Year

Fund Code

General Ledger Code

Function Code

Program Code

Object Code

All
2021-2022
All
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All
All
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Gray County
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2021-2022
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Object Code Amount

Supplies	\$5,987
Property	\$9,987

- 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

**TIP**

Report will remain blank
for the current school year
until a Finance.FETS file has
been uploaded.

Bond Data Report

Displays the district's financial information for the prior fiscal year, as required by MS Code Ann. 37-61-21.

Data Impact

- School Financial Services
- State Reporting

Data Source

File Upload (as needed)

The screenshot displays the MSIS (Mississippi Student Information System) Data Analytics interface. On the left is a vertical sidebar with the MSIS logo at the top. Below the logo are navigation links: Home, Data Submission, Reports, Data Analytics (highlighted with a red circle and the number 1), Data Input, Provide Feedback, and a user profile for Melissa Banks. The main content area is titled 'Data Analytics' and features three tabs: 'Data Entry Download', 'Reports' (highlighted with a red circle and the number 2), and 'Certification Reports'. Under the 'Reports' tab, there is a 'Finance' section containing four report cards: 'Bond Data' (highlighted with a red circle and the number 3), 'FETS', 'Fund Balance', and 'National Board'.

MSIS
MISSISSIPPI STUDENT INFORMATION SYSTEM

Data Analytics

Data Entry Download **Reports** Certification Reports

Home
Data Submission
Reports
Data Analytics
Data Input
Provide Feedback
Melissa Banks

Finance

Bond Data FETS
Fund Balance National Board

LEA
School Year

Gray County
2021-2022

Bond Account

1. Bond Balance on hand (July 1)	\$1,300,000.00	9. Bonds Redeemed	\$5,000.00
2. Tax Levy Collection	\$1,000.00	10. Interest on Bonds	\$1,000.00
3. Other Receipts*	\$1,000.00	11. Other Expenditures*	\$1,000.00
4. Total (1 + 2 + 3)	\$1,300,000.00	12. Total (9 + 10 + 11)	\$1,700,000.00
13. Balance, June 30 (Item 4 - Item 12)		\$2,400,000.00	

Other Borrowed Money

5. Balance on hand (July 1)	\$1,300,000.00	14. Loans Repaid	\$5,000.00
6. Tax Levy Collection	\$1,000.00	15. Interest on Loans	\$1,000.00
7. Other Receipts*	\$1,000.00	16. Other Expenditures*	\$1,000.00

LEA: Gray County School Year: 2021-2022

Bond Account

1. Bond Balance on hand (July 1)	\$1,300,000.00	9. Bonds Redeemed	\$5,000.00
2. Tax Levy Collection	\$1,000.00	10. Interest on Bonds	\$1,000.00
3. Other Receipts*	\$1,000.00	11. Other Expenditures*	\$1,000.00
4. Total (1 + 2 + 3)	\$1,300,000.00	12. Total (9 + 10 + 11)	\$1,700,000.00
13. Balance, June 30 (Item 4 - Item 12)		\$2,400,000.00	

Other Borrowed Money

5. Balance on hand (July 1)	\$1,300,000.00	14. Loans Repaid	\$5,000.00
6. Tax Levy Collection	\$1,000.00	15. Interest on Loans	\$1,000.00
7. Other Receipts*	\$1,000.00	16. Other Expenditures*	\$1,000.00

Populated from
spreadsheet

Calculated
by MSIS

Other Borrowed Money

Populated from
spreadsheet

5. Balance on hand (July 1)	\$1,300,000.00	14. Loans Repaid	\$5,000.00
6. Tax Levy Collection	\$1,000.00	15. Interest on Loans	\$1,000.00
7. Other Receipts*	\$1,000.00	16. Other Expenditures*	\$1,000.00

8. Total (5 + 6 + 7)	\$1,300,000.00	17. Total (14 + 15 + 16)	\$1,700,000.00
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13. Balance, June 30 (Item 8 - Item 17)	\$2,400,000.00
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Calculated
by MSIS

Bond Indebtedness

	Outstanding July 1	Issued During Period	Repaid During Period	Outstanding, June 30
Bond Indebtedness	22. \$1,225,000.00	22a. \$0.00	22b. \$1,225,000.00	22c. \$0.00
Other Indebtedness	23. \$2,085,000.27	23a. \$96,333.00	23b. \$402,871.16	23c. \$1,779,397.11
Transportation Loans	24. \$0.00	24a. \$0.00	24b. \$0.00	24c. \$0.00

8. Total (5 + 6 + 7)

\$1,300,000.00

17. Total (14 + 15 + 16)

\$1,700,000.00

13. Balance, June 30 (Item 8 - Item 17)

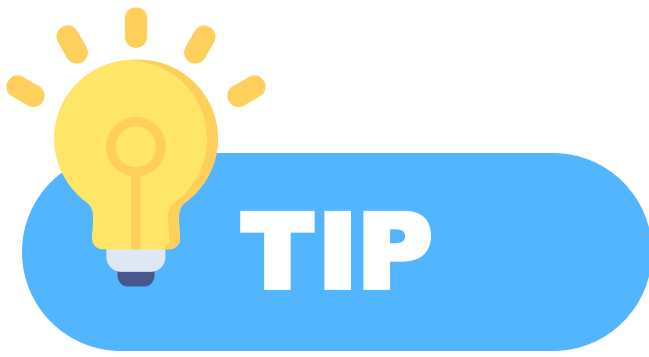
\$2,400,000.00

Bond Indebtedness

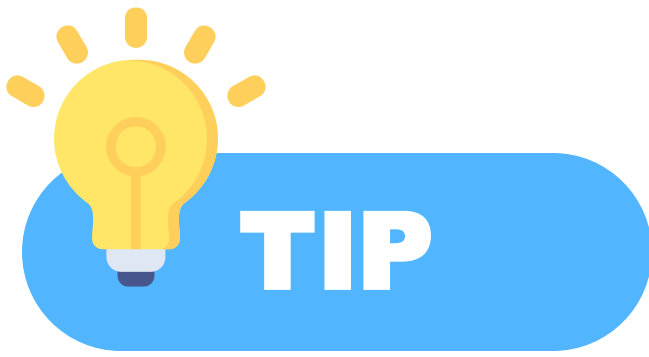
	Outstanding July 1	Issued During Period	Repaid During Period	Outstanding, June 30
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Other Indebtedness	23. \$2,085,000.27	23a. \$96,333.00	23b. \$402,871.16	23c. \$1,779,397.11
Transportation Loans	24. \$0.00	24a. \$0.00	24b. \$0.00	24c. \$0.00
Lease/Purchase	25. \$1,249,211.26	25a. \$0.00	25b. \$235,199.39	25c. \$1,014,011.87

Populated from spreadsheet

Calculated by MSIS



Report will remain blank
for the current school year
until a Finance.BondData file
has been uploaded.



**Bond Data Report does
not export.**

The screenshot displays the MSIS (Mississippi Student Information System) Data Analytics interface. The left sidebar contains a navigation menu with the following items: Home, Data Submission, Reports, Data Analytics (highlighted with a red box and a red circle containing the number 1), Data Input, Provide Feedback, and a user profile for Melissa Banks. The main content area is titled "Data Analytics" and features three tabs: "Data Entry Download", "Reports" (highlighted with a red box and a red circle containing the number 2), and "Certification Reports". Below the "Reports" tab, there is a "Finance" section containing four data entry boxes: "Bond Data", "FETS", "Fund Balance" (highlighted with a red box and a red circle containing the number 3), and "National Board".

MSIS
MISSISSIPPI STUDENT INFORMATION SYSTEM

Data Analytics

Data Entry Download **Reports** Certification Reports

Home
Data Submission
Reports
Data Analytics
Data Input
Provide Feedback
Melissa Banks

Finance

Bond Data FETS
Fund Balance National Board

LEA

School Year

Fund

All

2024-2025

All

FETS Fund Balance Report

Last Refresh Date:10/13/2025

00.00

Beginning Fund Balance

00.00

Revenues

00.00

Expenditures

00.00

Ending Fund Balance

LEA	Fund	Beginning Fund Balance	Revenues	Expenditures	Ending Fund Balance
Faulkner City School District	1120 - District Maintenance Fund	0000.00	0000.00	0000.00	0000.00
Faulkner City School District	1130 - Special Education	0000.00	0000.00	0000.00	0000.00
Faulkner City School District	1140 - Alternative School Fund	0000.00	0000.00	0000.00	0000.00
Faulkner City School District	1145 - At Risk Fund	0000.00	0000.00	0000.00	0000.00
Faulkner City School District	1152 - General Activity Funds	0000.00	0000.00	0000.00	0000.00
Faulkner City School District	1157 - General Activity Funds	0000.00	0000.00	0000.00	0000.00
Faulkner City School District	1158 - General Activity Funds	0000.00	0000.00	0000.00	0000.00
Faulkner City School District	1159 - General Activity Funds	0000.00	0000.00	0000.00	0000.00
Faulkner City School District	1160 - General Activity Funds	0000.00	0000.00	0000.00	0000.00
Faulkner City School District	1162 - General Activity Funds	0000.00	0000.00	0000.00	0000.00

LEA

All

School Year

2024-2025

Fund

All

FETS Fund Balance Report

Last Refresh Date:10/13/2025

LEA

All

School Year

2024-2025

Fund

All

Faulkner City School District	1120 - District Maintenance Fund	0000.00	0000.00	0000.00	0000.00
Faulkner City School District	1130 - Special Education	0000.00	0000.00	0000.00	0000.00
Faulkner City School District	1140 - Alternative School Fund	0000.00	0000.00	0000.00	0000.00
Faulkner City School District	1145 - At Risk Fund	0000.00	0000.00	0000.00	0000.00
Faulkner City School District	1152 - General Activity Funds	0000.00	0000.00	0000.00	0000.00
Faulkner City School District	1157 - General Activity Funds	0000.00	0000.00	0000.00	0000.00
Faulkner City School District	1158 - General Activity Funds	0000.00	0000.00	0000.00	0000.00
Faulkner City School District	1159 - General Activity Funds	0000.00	0000.00	0000.00	0000.00
Faulkner City School District	1160 - General Activity Funds	0000.00	0000.00	0000.00	0000.00
Faulkner City School District	1162 - General Activity Funds	0000.00	0000.00	0000.00	0000.00

**TIP**

Report will remain blank
for the current school year
until a Finance.FETS file has
been uploaded.

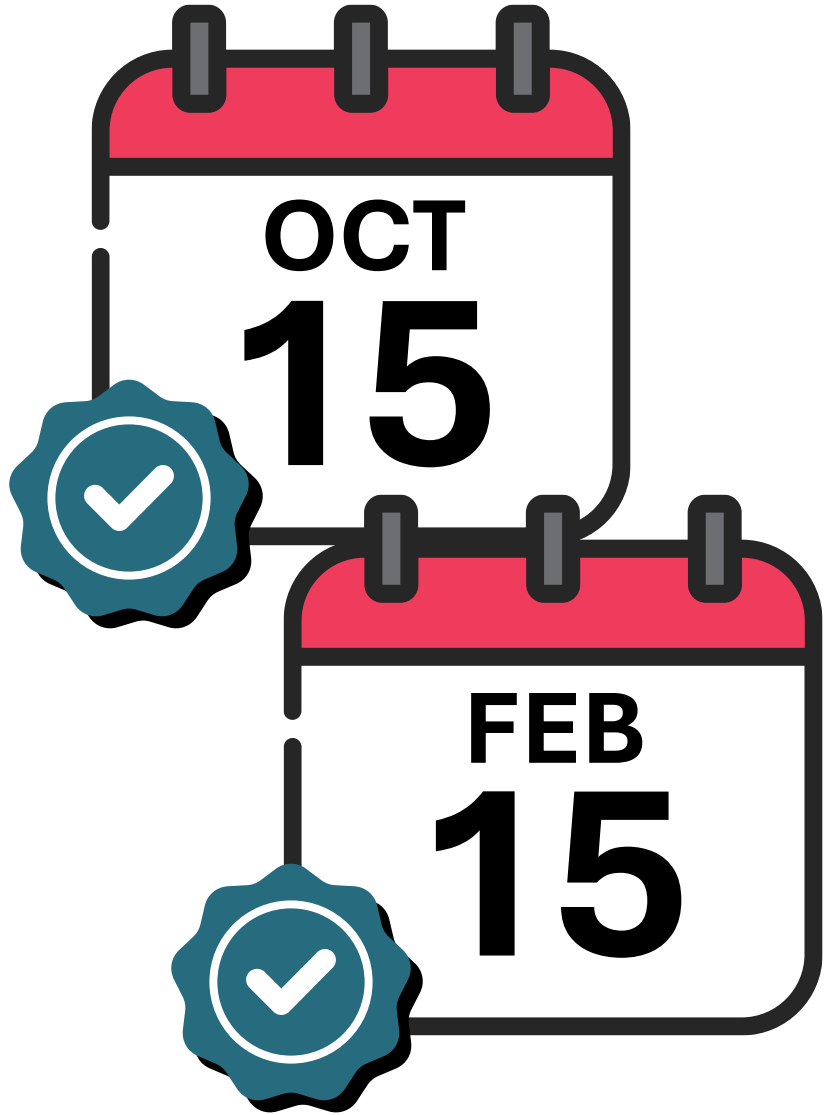




MSIS 

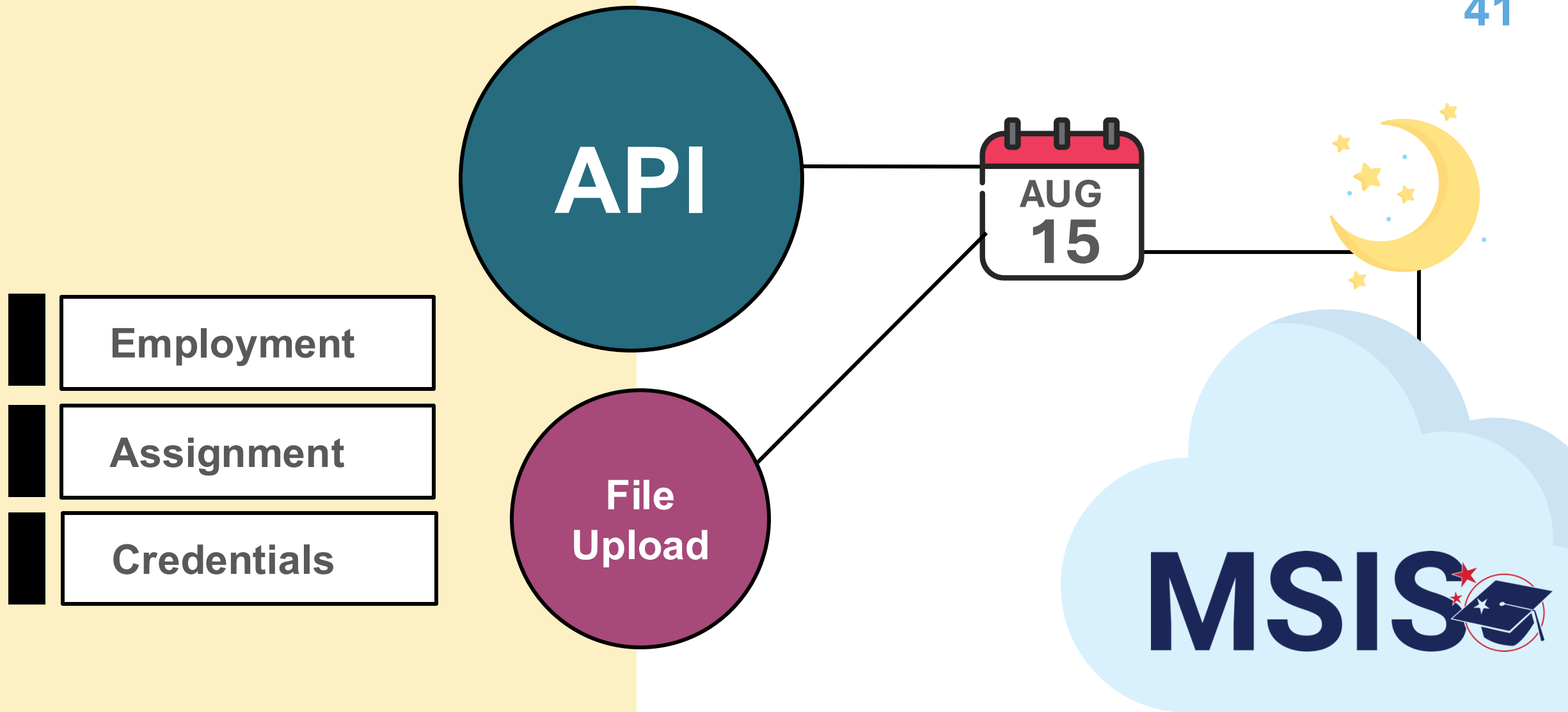
National Board

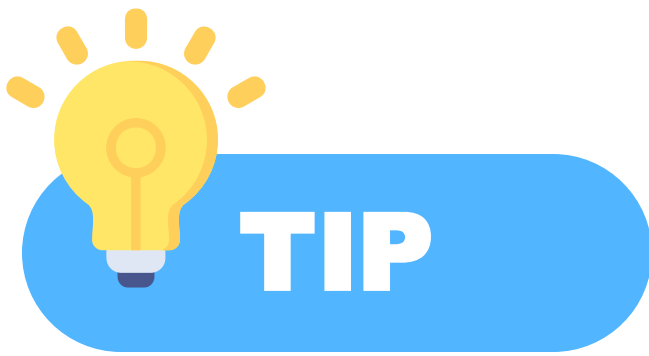




National Board

- Ensure accuracy of National Board Report
- Certify National Board data





Employees must be listed in the Credential data to populate on the National Board Report.

- Marathon or Integrity districts: Appropriate credential information must be entered in the package.
- Other districts: Ensure Staff.Credentials.csv file has been uploaded to MSIS.

National Board Report

Displays the Reimbursement Amount the district will receive for each qualifying National Board employee. Data for reimbursement calculations are due in October and February each year.

Data Impact

- Funding
- State Reporting

Data Source

Personnel API (nightly)
File Upload (as needed)



PERMISSION

Finance

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MSIS
MISSISSIPPI STUDENT INFORMATION SYSTEM

Data Analytics

Data Entry Download **Reports** Certification Reports

Home
Data Submission
Reports
Data Analytics
Data Input
Provide Feedback
Melissa Banks

Finance

Bond Data FETS
Fund Balance National Board

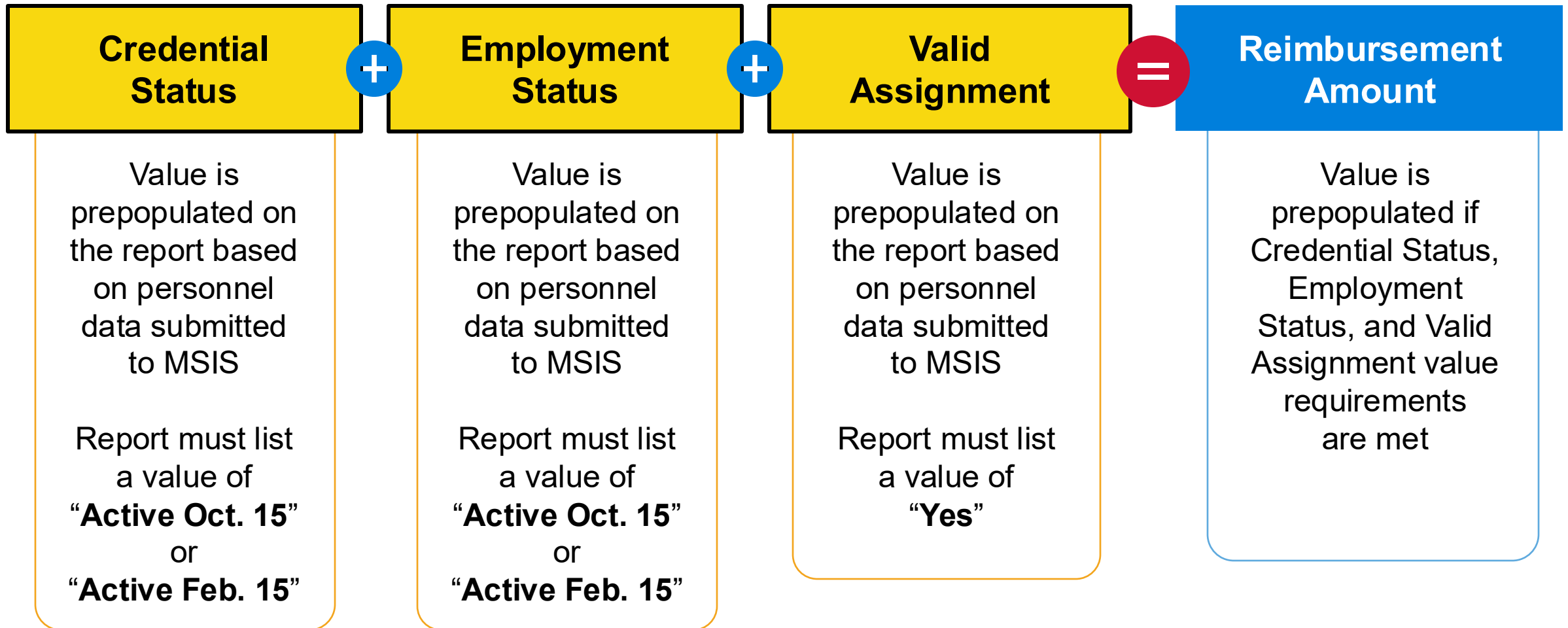
LEA

All

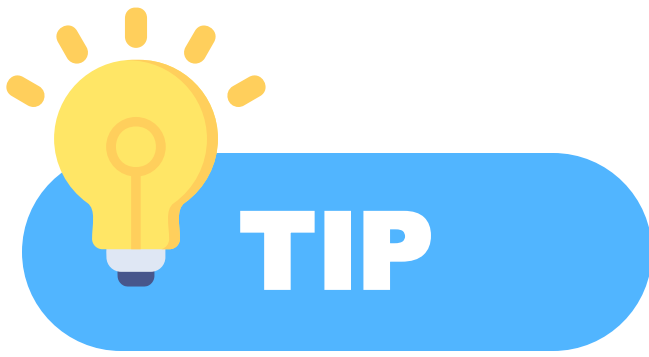
School Year

2024-2025

LEA	Staff ID	First Name	Last Name	Title	National Board Type	Certificate Start Date	Certificate End Date	Credential Status
LEA Name	XXX-XX-XXXX	First Name	Last Name	TEACHER, SPECIAL EDUCATION	NBPTS	01/01/2000	01/01/2000	Active Oct. 15
LEA Name	XXX-XX-XXXX	First Name	Last Name	TEACHER, GIFTED	NBPTS	01/01/2000	01/01/2000	Active Oct. 15
LEA Name	XXX-XX-XXXX	First Name	Last Name	TEACHER, SPEECH THERAPY	CCC	01/01/2000	01/01/2000	Active Oct. 15
LEA Name	XXX-XX-XXXX	First Name	Last Name	SCHOOL NURSE	NCSN	01/01/2000	01/01/2000	Active Oct. 15
LEA Name	XXX-XX-XXXX	First Name	Last Name	TEACHER, LIBRARIAN	NBPTS	01/01/2000	01/01/2000	Active Oct. 15
LEA Name	XXX-XX-XXXX	First Name	Last Name	TEACHER, VOC - ALLIED HEALTH	NBPTS	01/01/2000	01/01/2000	Active Oct. 15
LEA Name	XXX-XX-XXXX	First Name	Last Name	TEACHER, GRADE 3	NBPTS	01/01/2000	01/01/2000	Active Oct. 15
LEA Name	XXX-XX-XXXX	First Name	Last Name	TEACHER, SPECIAL EDUCATION	NBPTS	01/01/2000	01/01/2000	Active Oct. 15
LEA Name	XXX-XX-XXXX	First Name	Last Name	TEACHER, SPEECH THERAPY	CCC	01/01/2000	01/01/2000	Active Oct. 15
LEA Name	XXX-XX-XXXX	First Name	Last Name	TEACHER, SPEECH THERAPY	CCC	01/01/2000	01/01/2000	Active Oct. 15
LEA Name	XXX-XX-XXXX	First Name	Last Name	SCHOOL NURSE	NCSN	01/01/2000	01/01/2000	Active Oct. 15
LEA Name	XXX-XX-XXXX	First Name	Last Name	TEACHER	NBPTS	01/01/2000	01/01/2000	Active Oct. 15
LEA Name	XXX-XX-XXXX	First Name	Last Name	COUNSELOR	NCSC	01/01/2000	01/01/2000	Active Oct. 15
LEA Name	XXX-XX-XXXX	First Name	Last Name	SPED TEACHER	NBPTS	01/01/2000	01/01/2000	Active Oct. 15
LEA Name	XXX-XX-XXXX	First Name	Last Name	TEACHER	NBPTS	01/01/2000	01/01/2000	Active Oct. 15
LEA Name	XXX-XX-XXXX	First Name	Last Name	TEACHER	NRPTS	01/01/2000	01/01/2000	Active Oct. 15



LEA		School Year						
All		2024-2025						
LEA	Staff ID	First Name	Last Name	Title	National Board Type	Certificate Start Date	Certificate End Date	Credential Status
LEA Name	XXX-XX-XXXX	First Name	Last Name	TEACHER, SPECIAL EDUCATION	NBPTS	01/01/2000	01/01/2000	Active Oct. 15
LEA Name	XXX-XX-XXXX	First Name	Last Name	TEACHER, GIFTED	NBPTS	01/01/2000	01/01/2000	Active Oct. 15
LEA Name	XXX-XX-XXXX	First Name	Last Name	TEACHER, SPEECH THERAPY	CCC	01/01/2000	01/01/2000	Active Oct. 15
LEA Name	XXX-XX-XXXX	First Name	Last Name	SCHOOL NURSE	NCSN	01/01/2000	01/01/2000	Active Oct. 15
LEA Name	XXX-XX-XXXX	First Name	Last Name	TEACHER, LIBRARIAN	NBPTS	01/01/2000	01/01/2000	Active Oct. 15
LEA Name	XXX-XX-XXXX	First Name	Last Name	TEACHER, VOC - ALLIED HEALTH	NBPTS	01/01/2000	01/01/2000	Active Oct. 15
LEA Name	XXX-XX-XXXX	First Name	Last Name	TEACHER, GRADE 3	NBPTS	01/01/2000	01/01/2000	Active Oct. 15
LEA Name	XXX-XX-XXXX	First Name	Last Name	TEACHER, SPECIAL EDUCATION	NBPTS	01/01/2000	01/01/2000	Active Oct. 15
LEA Name	XXX-XX-XXXX	First Name	Last Name	TEACHER, SPEECH THERAPY	CCC	01/01/2000	01/01/2000	Active Oct. 15
LEA Name	XXX-XX-XXXX	First Name	Last Name	TEACHER, SPEECH THERAPY	CCC	01/01/2000	01/01/2000	Active Oct. 15
LEA Name	XXX-XX-XXXX	First Name	Last Name	SCHOOL NURSE	NCSN	01/01/2000	01/01/2000	Active Oct. 15
LEA Name	XXX-XX-XXXX	First Name	Last Name	TEACHER	NBPTS	01/01/2000	01/01/2000	Active Oct. 15
LEA Name	XXX-XX-XXXX	First Name	Last Name	COUNSELOR	NCSC	01/01/2000	01/01/2000	Active Oct. 15
LEA Name	XXX-XX-XXXX	First Name	Last Name	SPED TEACHER	NBPTS	01/01/2000	01/01/2000	Active Oct. 15
LEA Name	XXX-XX-XXXX	First Name	Last Name	TEACHER	NBPTS	01/01/2000	01/01/2000	Active Oct. 15
LEA Name	XXX-XX-XXXX	First Name	Last Name	TEACHER	NRPTS	01/01/2000	01/01/2000	Active Oct. 15



Credential data:

- Employee must have active National Board Certification on October 15 or February 15 (Start and End Dates) to qualify for reimbursement.

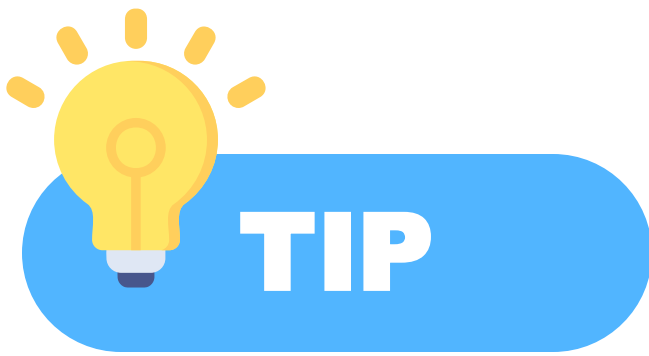
LEA

All

School Year

2024-2025

Employment Start Date	Employment End Date	Employment Status	Contract Days	District Time	Valid Assignment	Assignments	Reimbursement Amount
01/08/2024	30/06/2025	Active Oct. 15	187	100%	Yes	700003	\$6,000.00
01/08/2024	30/06/2025	Active Oct. 15	187	100%	Yes	700003, 751067	\$6,000.00
01/08/2024	30/06/2025	Active Oct. 15	187	100%	Yes	700005, 902002	\$6,000.00
01/08/2024	30/06/2025	Active Oct. 15	187	100%	Yes	751012	\$6,000.00
01/08/2024	30/06/2025	Active Oct. 15	187	100%	Yes	902001	\$6,000.00
01/08/2024	30/06/2025	Active Oct. 15	187	100%	Yes	902001	\$6,000.00
01/08/2024	30/06/2025	Active Oct. 15	187	100%	Yes	902001	\$6,000.00
01/08/2024	30/06/2025	Active Oct. 15	187	100%	Yes	902001	\$6,000.00
01/08/2024	30/06/2025	Active Oct. 15	187	100%	Yes	902002	\$6,000.00
01/08/2024	30/06/2025	Active Oct. 15	187	100%	Yes	902002	\$6,000.00
01/08/2024	30/06/2025	Active Oct. 15	187	100%	Yes	902004	\$6,000.00
01/08/2024	30/06/2025	Active Oct. 15	187	100%	No	000951	
01/08/2024	30/06/2025	Active Oct. 15	203	100%	Yes	601006	\$6,000.00
01/08/2024	30/06/2025	Active Oct. 15	187	100%	Yes	700003	\$6,000.00
01/08/2024	30/06/2025	Active Oct. 15	187	100%	Yes	700003	\$6,000.00
01/08/2024	30/06/2025	Active Oct. 15	187	100%	Yes	700004	\$6,000.00
01/08/2024	30/06/2025	Active Oct. 15	187	100%	No	751021	
01/08/2024	30/06/2025	Active Oct. 15	203	100%	No	751021	



Employment data:

- Employee must be employed on October 15/February 15 (Start and End Dates).
- Reimbursement will be pro-rated based on District Time.

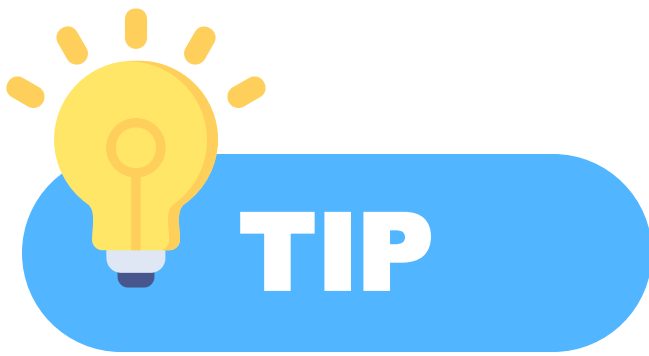
District Time = Number of Days on Contract / 187 Days (Max 100%)

LEA		School Year					
All		2024-2025					
Employment Start Date	Employment End Date	Employment Status	Contract Days	District Time	Valid Assignment	Assignments	Reimbursement Amount
01/08/2024	30/06/2025	Active Oct. 15	187	100%	Yes	700003	\$6,000.00
01/08/2024	30/06/2025	Active Oct. 15	187	100%	Yes	700003, 751067	\$6,000.00
01/08/2024	30/06/2025	Active Oct. 15	187	100%	Yes	700005, 902002	\$6,000.00
01/08/2024	30/06/2025	Active Oct. 15	187	100%	Yes	751012	\$6,000.00
01/08/2024	30/06/2025	Active Oct. 15	187	100%	Yes	902001	\$6,000.00
01/08/2024	30/06/2025	Active Oct. 15	187	100%	Yes	902001	\$6,000.00
01/08/2024	30/06/2025	Active Oct. 15	187	100%	Yes	902001	\$6,000.00
01/08/2024	30/06/2025	Active Oct. 15	187	100%	Yes	902001	\$6,000.00
01/08/2024	30/06/2025	Active Oct. 15	187	100%	Yes	902002	\$6,000.00
01/08/2024	30/06/2025	Active Oct. 15	187	100%	Yes	902002	\$6,000.00
01/08/2024	30/06/2025	Active Oct. 15	187	100%	Yes	902004	\$6,000.00
01/08/2024	30/06/2025	Active Oct. 15	187	100%	No	000951	
01/08/2024	30/06/2025	Active Oct. 15	203	100%	Yes	601006	\$6,000.00
01/08/2024	30/06/2025	Active Oct. 15	187	100%	Yes	700003	\$6,000.00
01/08/2024	30/06/2025	Active Oct. 15	187	100%	Yes	700003	\$6,000.00
01/08/2024	30/06/2025	Active Oct. 15	187	100%	Yes	700004	\$6,000.00
01/08/2024	30/06/2025	Active Oct. 15	187	100%	No	751021	
01/08/2024	30/06/2025	Active Oct. 15	203	100%	No	751021	



TIP

For National Board Certified employees, you should have a minimum of 2 assignments (Work Area Codes) per employee.



The first work area code should be the one that best describes their job duties, such as Elementary Teacher (700003) or Dyslexia Therapist (131070).

This assignment would have an FTE value assigned (1 for full-time). If the employee has more than one of these types of assignments, all should be listed with the corresponding FTE amount.

The second work area code should be their National Board Certification code (Ex: 902010 for CALT – see the following slides for all appropriate codes).

FTEs for these codes should be zero.

NBPTS (National Board-Certified Teacher)	
902001 - National Board-Certified Teacher	801035 - Teacher Support Team Member
700001 - Pre-kindergarten Teacher	131004 - Psychometrist
700002 - Kindergarten Teacher	131054 - Special Education Counselor
700003 – Elementary Teacher (Single-Cohort 26-27**)	601005 - Counselor- Non-CTE- Elementary
700004 – Secondary Teacher (Departmentalized 26-27**)	601006 - Counselor- CTE
700005 - Ungraded Teacher	601007 - Librarian/Media Specialist
700006** – Elementary Teacher Departmentalized (26-27**)	601013 - Lead Teacher
700007** – Secondary Teacher Single-Cohort (26-27**)	601017 - Counselor- Non-CTE- Secondary
000234 - Special Populations Personnel	902006 – Intervention Specialist

CCC (National Board-Certified (AHSA) Speech Therapist/Audiologist)	
902002 - CCC (AHSA) - Speech Therapist/Audiologist	700006** – Elementary Teacher Departmentalized (26-27**)
700001 - Pre-kindergarten Teacher	700007** – Secondary Teacher Single-Cohort (26-27**)
700002 - Kindergarten Teacher	131012 - Audiologist
700003 – Elementary Teacher (Single-Cohort 26-27**)	132021 - Special Educator/Assessment Team Member
700004 – Secondary Teacher (Departmentalized 26-27**)	131080 – Speech-Language Pathologist
700005 - Ungraded Teacher	

NCSC (National Board-Certified Guidance Counselor)

902003 - NCSC (National Board-Certified) Guidance Counselor

000234 - Special Populations Personnel

131054 - Special Education Counselor

601005 - Counselor- Non-CTE- Elementary

601006 - Counselor- CTE

601017 - Counselor- Non-CTE- Secondary

NCSN (National Board-Certified School Nurse)

902004 - School Nurse (RN) NCSN (National Board-Certified)

751012 - School Nurse (RN)

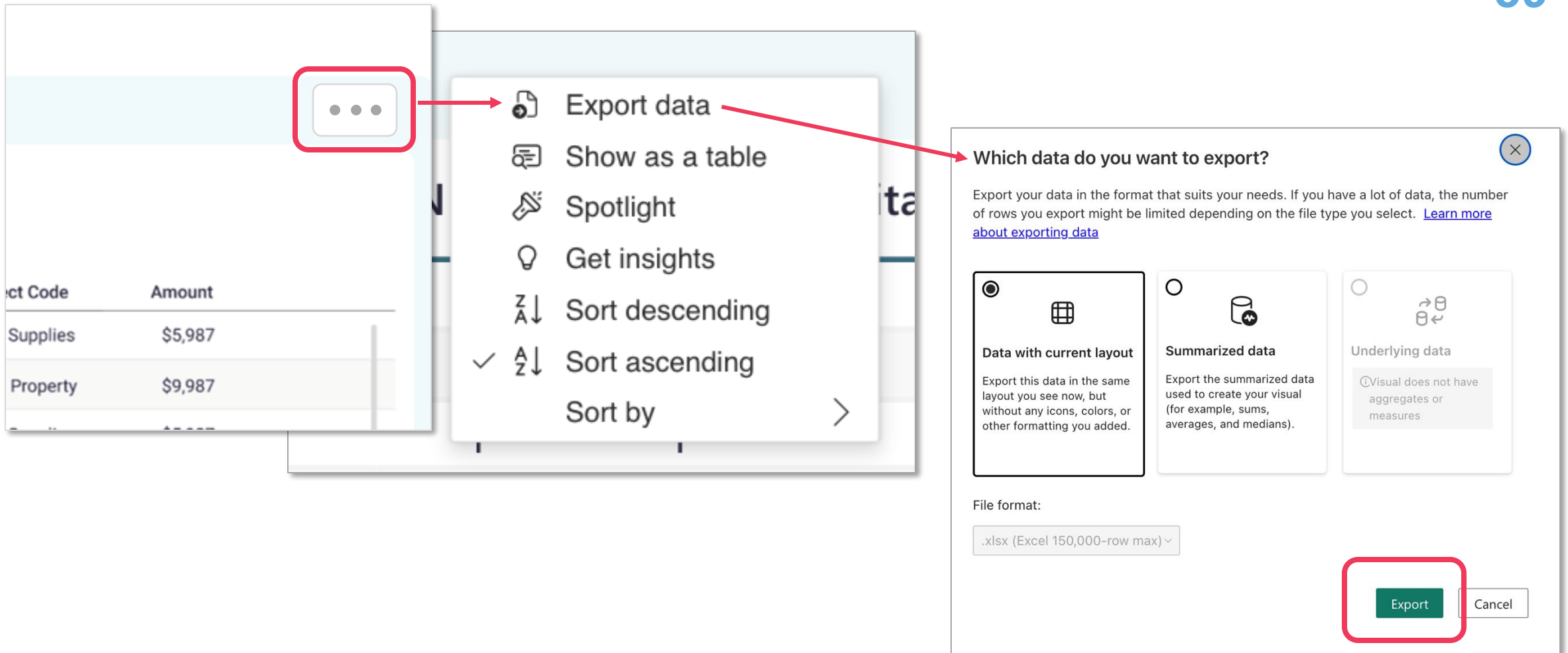
CALT (National Board-Certified Academic Language Therapist)

902010 - National Board-Certified Academic Language Therapist

CAT (Certified Athletic Trainer)

902008 - Certified Athletic Trainer

LEA		School Year					
All		2024-2025					
Employment Start Date	Employment End Date	Employment Status	Contract Days	District Time	Valid Assignment	Assignments	Reimbursement Amount
01/08/2024	30/06/2025	Active Oct. 15	187	100%	Yes	700003	\$6,000.00
01/08/2024	30/06/2025	Active Oct. 15	187	100%	Yes	700003, 751067	\$6,000.00
01/08/2024	30/06/2025	Active Oct. 15	187	100%	Yes	700005, 902002	\$6,000.00
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01/08/2024	30/06/2025	Active Oct. 15	187	100%	Yes	902001	\$6,000.00
01/08/2024	30/06/2025	Active Oct. 15	187	100%	Yes	902001	\$6,000.00
01/08/2024	30/06/2025	Active Oct. 15	187	100%	Yes	902001	\$6,000.00
01/08/2024	30/06/2025	Active Oct. 15	187	100%	Yes	902002	\$6,000.00
01/08/2024	30/06/2025	Active Oct. 15	187	100%	Yes	902002	\$6,000.00
01/08/2024	30/06/2025	Active Oct. 15	187	100%	Yes	902004	\$6,000.00
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01/08/2024	30/06/2025	Active Oct. 15	187	100%	Yes	700003	\$6,000.00
01/08/2024	30/06/2025	Active Oct. 15	187	100%	Yes	700003	\$6,000.00
01/08/2024	30/06/2025	Active Oct. 15	187	100%	Yes	700004	\$6,000.00
01/08/2024	30/06/2025	Active Oct. 15	187	100%	No	751021	
01/08/2024	30/06/2025	Active Oct. 15	203	100%	No	751021	



Object Code	Amount
Supplies	\$5,987
Property	\$9,987

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

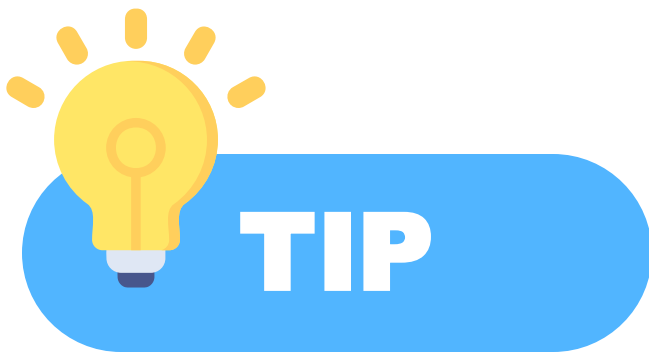


**Review Reports
for accuracy.**



Finance Reports

- National Board



If an employee is erroneously reported with a National Board credential...

- **Marathon or Integrity:** Delete the credential from the employee data in the vendor package. Upload a Staff Removal file in MSIS.
- **Other districts:** Delete employee from Staff.Credentials file. Upload a Staff Removal file and the Staff.Employment and Staff.Assignments files in MSIS.

MSIS





Staff Removal.csv



Erroneous SSNs
or National Board
Credentials



Employees who
should **NOT** have
been reported
to MSIS.



Staff who started
the year but have
since left the district
should **NOT** be
included.



Staff who changed
Assignments
mid-year or whose
assignment was
originally incorrectly
reported should
NOT be
included.

MSIS: File Layout Templates

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

[Federal Programs](#)[Finance](#)[MSIS ID](#)[Personnel](#)[Record Removal](#)[Special Education](#)[Student](#)

Record Removal

- [Course Section Removal: File Layout Example Spreadsheet \(XLSX\)](#)
 - [CourseSection.Removal Template \(CSV\)](#)
 - [Instructions for Formatting Cells – Excel and Sheets](#)
- [Inactive Enrollment: File Layout Example Spreadsheet \(XLSX\)](#)
 - [InactiveEnrollment Template \(CSV\)](#)
 - [Instructions for Formatting Cells – Excel and Sheets](#)
- [Incident Removal: File Layout Example Spreadsheet \(XLSX\)](#)
 - [Incident.Removal Template \(CSV\)](#)
 - [Instructions for Formatting Cells – Excel and Sheets](#)
- [Staff Removal: File Layout Example Spreadsheet \(XLSX\)](#)
 - [Staff.Removal Template \(CSV\)](#)
 - [Instructions for Formatting Cells – Excel and Sheets](#)

1

Update
data in the
**original
source.**

2

The next
day...
**upload a
removal file
in MSIS.**

Pay attention to the
school year! Use **“2026”**
for the 2025-2026 SY.

3

The day after a
successful file
upload... **the
data should
be removed
from MSIS.**



1

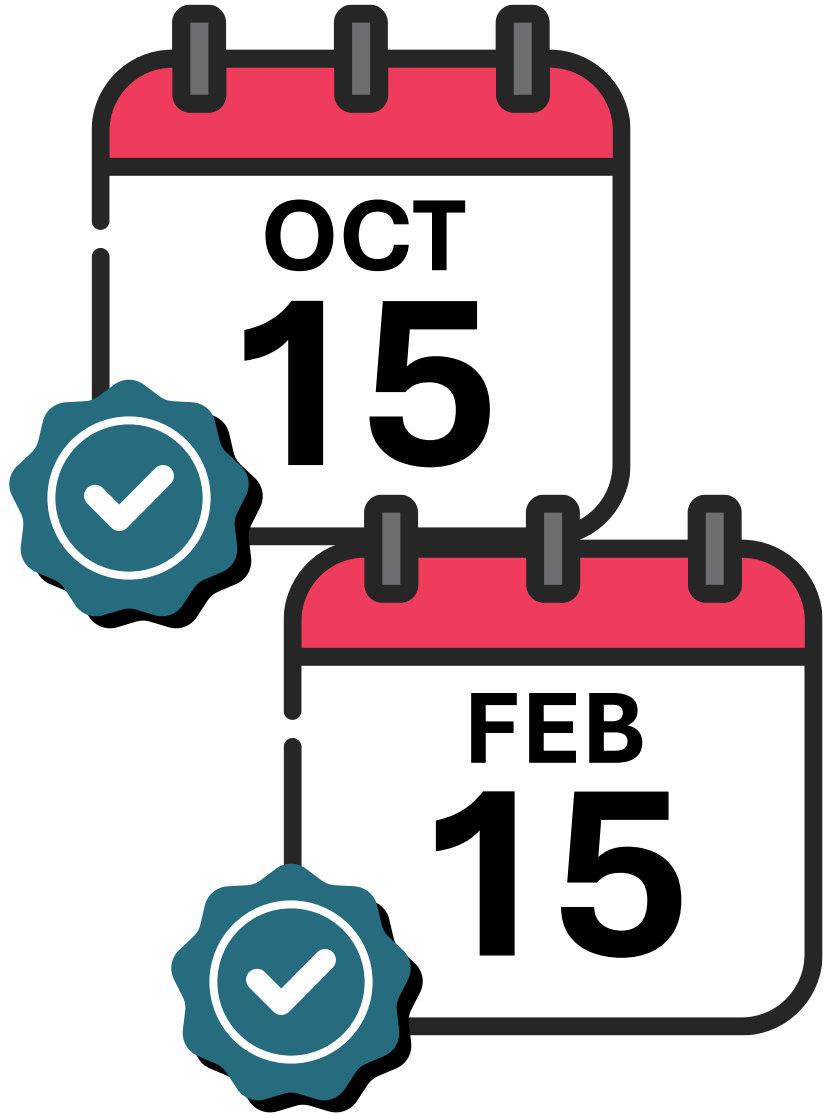
Clear any Finance errors for the reporting period.

Check Finance warnings for the reporting period.

2

Review MSIS Reports for accuracy.

Compare with the corresponding Finance package reports.



National Board

- Ensure accuracy of National Board Report.
- Certify National Board data.



MSFF Report





PERMISSION

Student

MSFF Report

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

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

Data Impact

- District funding

Data Source

SIS (API nightly)
File Upload (as needed)

**The MSFF Report is
currently still frozen from
the 2024-2025 school year.**

We expect to unfreeze the
report for the current year in
early November.



The screenshot displays the MSIS (Mississippi Student Information System) Data Analytics interface. The left sidebar contains navigation links: Home, Data Submission, Reports, Data Analytics (highlighted with a red box and a red circle with the number 1), Data Input, and Provide Feedback. The top navigation bar includes links for Data Entry, Down, Reports (highlighted with a red box and a red circle with the number 2), and Certification Reports. The main content area is titled 'Data Analytics' and features a 'Student' section with a dropdown menu (highlighted with a red box and a red circle with the number 3) showing options: Gifted Students, Student Indicators, Teacher Schedules, MSFF, and Student Schedules. The user's name, Melissa Banks, is visible in the bottom left corner.

MSIS
MISSISSIPPI STUDENT INFORMATION SYSTEM

Marshall County School ...

Home

Data Submission

Reports

Data Analytics

Data Input

Provide Feedback

Melissa Banks

Data Analytics

Data Entry Down **Reports** Certification Reports

Student

Gifted Students

Student Indicators

Teacher Schedules

MSFF

Student Schedules

LEA

All

▼

School Year

2024-2025

▼

Mississippi Student Funding Formula

Last Refresh Date: 05/29/2024

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

LEA

All

▼

School Year

2024-2025

▼

Mississippi Student Funding Formula

Last Refresh Date: 05/29/

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

LEA

All

School Year

2024-2025

Mississippi Student Funding Formula

Last Refresh Date: 05/29/2024

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

Based on Month 2 and 3 Net Membership data

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

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

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

School Year

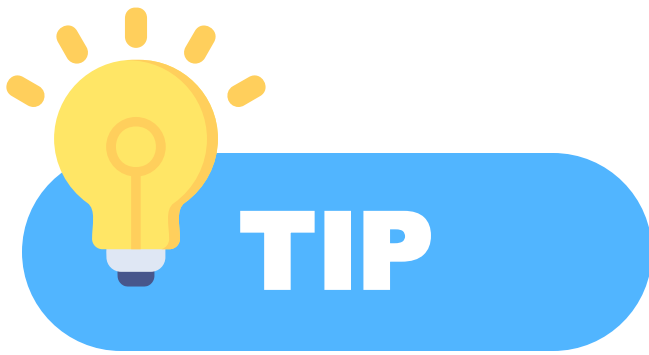
2024-2025

Funding Formula

Last Refresh Date: 05/29/2025

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

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



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

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

AND

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

**TIP**

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

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

School Year

▼

2024-2025

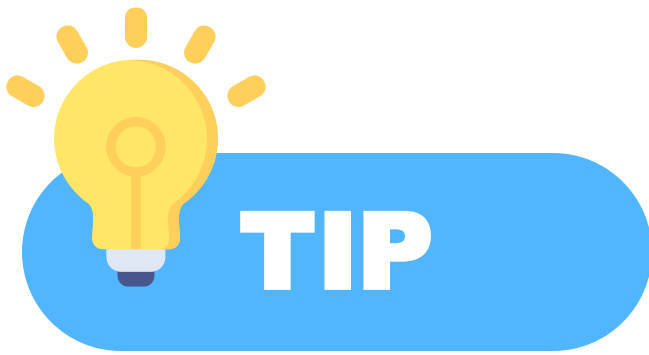
▼

Funding Formula

Last Refresh Date: 05/29/2025

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

Based on Month 3 Course Section Data



CTE Count includes 9-12 students enrolled in CTE courses.

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



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

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

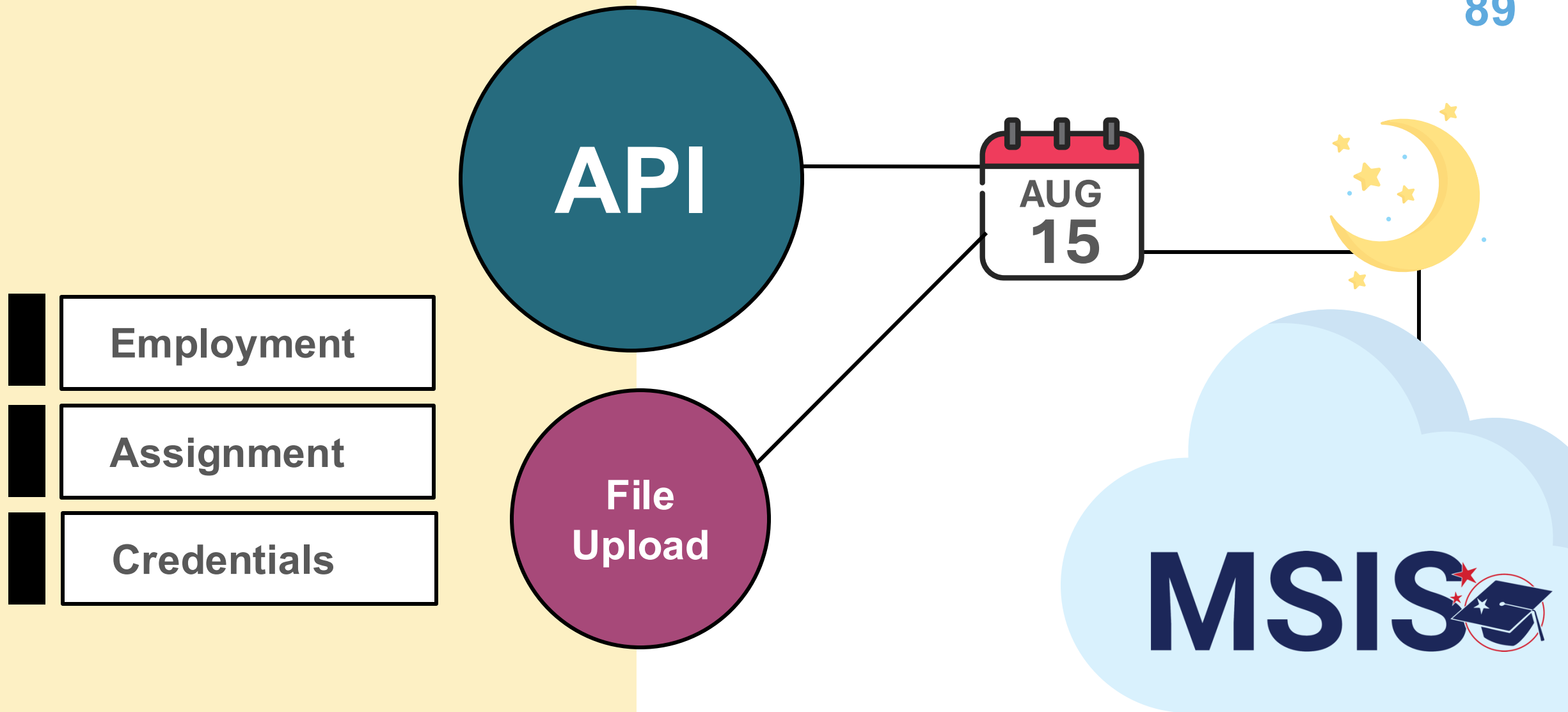


Personnel Data



Personnel Data

- Clear Personnel errors/warnings
- Ensure the accuracy of Personnel Listing and Personnel Salary Listing Reports
- Clear Accreditation edits as possible
- Certify Personnel data





**Clear any
Personnel errors**
for the reporting
period.

**Check Personnel
warnings** for the
reporting period.



MISSISSIPPI STUDENT INFORMATION SYSTEM

Home

Administration

Data Submission

Upload a File

Submission Status

Data Quality Dashboard

Accreditation

Reports

Students

Data Input

Provide Feedback

Melissa Banks

Faulkner City School District

Certification Data Collection

Select...

1
Warning(s)
Personnel

1
Error(s)
Personnel

Business Rule	Error/Warning	Tab Name	Description	Resolution
Missing SSN or Name Check	Error	Missing SSN or Name	First name, last name, and social security number are required.	Ensure first name, last name, and social security number are provided.
National Board Type Check	Error	National Board Type	Invalid National Board Certification type.	Ensure the National Board Certification type is one of the following: NBPTS, CCC, NCSC, NCSN, CAT, or CALT.
Missing Birthdate, Gender, or Race Check	Error	Missing Birthdate, Gender, or Race	Birthdate, Race and Gender are required.	Ensure Birthdate, Race and Gender are provided.
Employment Dates Check	Error	Employment Dates	Employment end date cannot be prior to employment start date.	Ensure the employment end date is after the the employment start date. Example: Start date 01/01/2019, end date 01/02/2019.
Missing Years of Experience Check	Error	Missing Years of Experience	Years of experience is blank.	Ensure the years of experience is not blank.
Salary Errors Check	Error	Salary Errors	Total salary is required.	Ensure the total salary is not blank.
Missing Funding Source Check	Error	Missing Funding Source	At least one funding source is required.	Ensure at least one funding source is provided.
Invalid Funding Code Check	Error	Invalid Funding Code	Invalid funding source provided.	Ensure the funding source(s) provided are valid and active. The provided funding source cannot be inactive.
Missing Days of Service Check	Error	Missing Days of Service	Total days of service is required.	Ensure the Total Days of Service is not blank.

Data Quality Dashboard: Staff



**Clear any
Personnel errors**
for the reporting
period.

**Check Personnel
warnings** for the
reporting period.



**Review MSIS Reports
for accuracy.**

Compare with the corresponding
Personnel package reports.



Review Reports for accuracy.



Personnel Reports

- Personnel Listing
- Personnel Salary Listing
- Certified Personnel



PERMISSION

Personnel

View salary information on reports:

+ Salary

Personnel Listing

Displays the active employees for a district for the current school year. Report includes employment start and end dates, assignments, and FTEs.

Data Impact

- Accreditation
- Course Section
- National Board
- State Reporting
- CTE Teacher Budget

Data Source

Personnel API (nightly)
File Upload (as needed)

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

MSIS
MISSISSIPPI STUDENT INFORMATION SYSTEM

Data Analytics

Data Entry Download **Reports** Certification Reports

Personnel

Certified Personnel Personnel Listing Personnel Salary Listing

1 2 3

LEA	School	School Year	Employee Name										
All	All	2024-2025	All										
Personnel Listing Report				Last Refresh Date: 5/22/2025									
LEA Name	School Name	Employee Name	SSN	Hispanic Ethnicity	Race	Gender	Position Title	Employment Start Date	Employment End Date	Contract Days	Years of Experience	Assignment	FTE
Faulkner City School District-9920		Ahn, Lakisha	XXX-XX-8086	No	Black Or African American	Female	BUS DRIVER	8/1/2024	6/30/2025	180	13	751023 - Bus Driver	1.00
		Albrecht, Baron A.	XXX-XX-3991	No	White	Male	MAINTENANCE WORKERS	7/1/2024	6/30/2025	233	1	751027 - Maintenance Workers	1.00
		Alcantar, Karma	XXX-XX-7567	No	Black Or African American	Female	Pre-kindergarten Teacher	8/1/2024	6/30/2025	187	10	700001 - Pre-kindergarten Teacher	1.00
		Alfonso, Cecil K.	XXX-XX-6713	No	Black Or African American	Female	BUS DRIVER	8/1/2024	6/30/2025	180	5	751023 - Bus Driver	1.00
		Arndt, Trayvon	XXX-XX-8362	No	White	Male	BUS MAINTENANCE WORKER	7/1/2024	6/30/2025	233	0	751023 - Bus Driver	0.25
												751024 - Bus Maintenance Worker	0.75
		Ashton, Tarik F.	XXX-XX-9456	No	Black Or African American	Male	COMPUTER TECHNICIAN	7/1/2024	6/30/2025	233	5	751045 - Computer Technician	0.35
		Bare, Candace	XXX-XX-2668	No	White	Female	CASE MANAGER	12/1/2024	6/30/2025	210	8	131006 - Case Manager	0.55
												700005 - Ungraded Teacher	0.45
		Battle, Bernhard G.	XXX-XX-9619	No	White	Male	SUPERINTENDENT-ASSISTANT (DEPUTY)	7/1/2024	6/30/2025	233	9	511003 - Superintendent-Assistant (Deputy)	1.00
		Bedford, Lionel	XXX-XX-8355	No	White	Male	BUS DRIVER	11/1/2024	6/30/2025	180	2	751023 - Bus Driver	0.63
		Bedford, Thorwald	XXX-XX-8105	No	White	Male	DIRECTOR- MAINTENANCE	4/1/2025	6/30/2025	233	33	511019 - Director-Maintenance	1.00
		Bernier, Heriberto M.	XXX-XX-6403	No	Black Or African American	Male	MAINTENANCE WORKERS	7/1/2024	6/30/2025	233	35	751027 - Maintenance Workers	1.00
		Broadway, Viva F.	XXX-XX-5906	No	White	Female	SECRETARY/CLERICAL	7/1/2024	6/30/2025	233	7	751016 - Secretary/Clerical	1.00
		Budd, Eathel	XXX-XX-0335	No	Black Or African American	Female	CASE MANAGER	7/1/2024	6/30/2025	210	17	131006 - Case Manager	1.00
		Bustos, Merrie S.	XXX-XX-8613	No	White	Female	BUS DRIVER	8/1/2024	6/30/2025	180	8	751023 - Bus Driver	0.37
		Button, Brittney	XXX-XX-5950	No	White	Female	Pre-kindergarten Teacher	8/1/2024	6/30/2025	187	22	700001 - Pre-kindergarten Teacher	1.00

LEA

All

School

All

School Year

2024-2025

Employee Name

All

Personnel Listing Report

Last Refresh Date: 5/22/2025

LEA Name	School Name	Employee Name	SSN	Hispanic Ethnicity	Race	Gender	Position Title	Employment Start Date	Employment End Date	Contract Days	Years of Experience	Assignment	FTE
Faulkner City School District-9920		Ahn, Lakisha	XXX-XX-8086	No	Black Or African American	Female	BUS DRIVER	8/1/2024	6/30/2025	180	13	751023 - Bus Driver	1.00
		Albrecht, Baron A.	XXX-XX-3991	No	White	Male	MAINTENANCE WORKERS	7/1/2024	6/30/2025	233	1	751027 - Maintenance Workers	1.00
		Alcantar, Karma	XXX-XX-7567	No	Black Or African American	Female	Pre-kindergarten Teacher	8/1/2024	6/30/2025	187	10	700001 - Pre-kindergarten Teacher	1.00
		Alfonso, Cecil K.	XXX-XX-6713	No	Black Or African	Female	BUS DRIVER	8/1/2024	6/30/2025	180	5	751023 - Bus Driver	1.00

LEA

All

School

All

School Year

2024-2025

Employee Name

All

		Bare, Candace	XXX-XX-2668	No	White	Female	CASE MANAGER	12/1/2024	6/30/2025	210	8	131006 - Case Manager	0.55
												700005 - Ungraded Teacher	0.45
		Battle, Bernhard G.	XXX-XX-9619	No	White	Male	SUPERINTENDENT-ASSISTANT (DEPUTY)	7/1/2024	6/30/2025	233	9	511003 - Superintendent-Assistant (Deputy)	1.00
		Bedford, Lionel	XXX-XX-8355	No	White	Male	BUS DRIVER	11/1/2024	6/30/2025	180	2	751023 - Bus Driver	0.63
		Bedford, Thorwald	XXX-XX-8105	No	White	Male	DIRECTOR- MAINTENANCE	4/1/2025	6/30/2025	233	33	511019 - Director-Maintenance	1.00
		Bernier, Heriberto M.	XXX-XX-6403	No	Black Or African American	Male	MAINTENANCE WORKERS	7/1/2024	6/30/2025	233	35	751027 - Maintenance Workers	1.00
		Broadway, Viva F.	XXX-XX-5906	No	White	Female	SECRETARY/CLERICAL	7/1/2024	6/30/2025	233	7	751016 - Secretary/Clerical	1.00
		Budd, Eathel	XXX-XX-0335	No	Black Or African American	Female	CASE MANAGER	7/1/2024	6/30/2025	210	17	131006 - Case Manager	1.00
		Bustos, Merrie S.	XXX-XX-8613	No	White	Female	BUS DRIVER	8/1/2024	6/30/2025	180	8	751023 - Bus Driver	0.37
		Button, Brittney	XXX-XX-5950	No	White	Female	Pre-kindergarten Teacher	8/1/2024	6/30/2025	187	22	700001 - Pre-kindergarten Teacher	1.00

LEA	School	School Year	Employee Name										
All	All	2024-2025	All										
Personnel Listing Report				Last Refresh Date: 5/22/2025									
LEA Name	School Name	Employee Name	SSN	Hispanic Ethnicity	Race	Gender	Position Title	Employment Start Date	Employment End Date	Contract Days	Years of Experience	Assignment	FTE
Faulkner City School District-9920		Ahn, Lakisha	XXX-XX-8086	No	Black Or African American	Female	BUS DRIVER	8/1/2024	6/30/2025	180	13	751023 - Bus Driver	1.00
		Albrecht, Baron A.	XXX-XX-3991	No	White	Male	MAINTENANCE WORKERS	7/1/2024	6/30/2025	233	1	751027 - Maintenance Workers	1.00
		Albrecht, Kenna	XXX-XX-7567	No	Black Or African American	Female	Pre-kindergarten Teacher	8/1/2024	6/30/2025	187	10	700001 - Pre-kindergarten Teacher	1.00
						Female	BUS DRIVER	8/1/2024	6/30/2025	180	5	751023 - Bus Driver	1.00
						Male	BUS MAINTENANCE WORKER	7/1/2024	6/30/2025	233	0	751023 - Bus Driver	0.25
												751024 - Bus Maintenance Worker	0.75
		Ashton, Tarik F.	XXX-XX-9456	No	Black Or African American	Male	COMPUTER TECHNICIAN	7/1/2024	6/30/2025	233	5	751045 - Computer Technician	0.35
		Bare, Candace	XXX-XX-2668	No	White	Female	CASE MANAGER	12/1/2024	6/30/2025	210	8	131006 - Case Manager	0.55
												700005 - Ungraded Teacher	0.45
		Battle, Bernhard G.	XXX-XX-9619	No	White	Male	SUPERINTENDENT-ASSISTANT (DEPUTY)	7/1/2024	6/30/2025	233	9	511003 - Superintendent-Assistant (Deputy)	1.00
		Bedford, Lionel	XXX-XX-8355	No	White	Male	BUS DRIVER	11/1/2024	6/30/2025	180	2	751023 - Bus Driver	0.63
		Bedford, Thorwald	XXX-XX-8105	No	White	Male	DIRECTOR- MAINTENANCE	4/1/2025	6/30/2025	233	33	511019 - Director-Maintenance	1.00
		Bernier, Heriberto M.	XXX-XX-6403	No	Black Or African American	Male	MAINTENANCE WORKERS	7/1/2024	6/30/2025	233	35	751027 - Maintenance Workers	1.00
		Broadway, Viva F.	XXX-XX-5906	No	White	Female	SECRETARY/CLERICAL	7/1/2024	6/30/2025	233	7	751016 - Secretary/Clerical	1.00
		Budd, Eathel	XXX-XX-0335	No	Black Or African American	Female	CASE MANAGER	7/1/2024	6/30/2025	210	17	131006 - Case Manager	1.00
		Bustos, Merrie S.	XXX-XX-8613	No	White	Female	BUS DRIVER	8/1/2024	6/30/2025	180	8	751023 - Bus Driver	0.37
		Button, Brittney	XXX-XX-5950	No	White	Female	Pre-kindergarten Teacher	8/1/2024	6/30/2025	187	22	700001 - Pre-kindergarten Teacher	1.00

Local description

LEA	School	School Year	Employee Name										
All	All	2024-2025	All										
Personnel Listing Report				Last Refresh Date: 5/22/2025									
LEA Name	School Name	Employee Name	SSN	Hispanic Ethnicity	Race	Gender	Position Title	Employment Start Date	Employment End Date	Contract Days	Years of Experience	Assignment	FTE
Faulkner City School District-9920		Ahn, Lakisha	XXX-XX-8086	No	Black Or African American	Female	BUS DRIVER	8/1/2024	6/30/2025	180	13	751023 - Bus Driver	1.00
		Albrecht, Baron A.	XXX-XX-3991	No	White	Male	MAINTENANCE WORKERS	7/1/2024	6/30/2025	233	1	751027 - Maintenance Workers	1.00
		Alcantar, Karma	XXX-XX-7				garten Teacher	8/1/2024	6/30/2025	187	10	700001 - Pre-kindergarten Teacher	1.00
		Alfonso, Cecil K.	XXX-XX-6				R	8/1/2024	6/30/2025	180	5	751023 - Bus Driver	1.00
		Arndt, Trayvon	XXX-XX-8				ENANCE	7/1/2024	6/30/2025	233	0	751023 - Bus Driver	0.25
												751024 - Bus	0.75
												Maintenance Worker	
		Ashton, Tarik F.	XXX-XX-9				R TECHNICIAN	7/1/2024	6/30/2025	233	5	751045 - Computer Technician	0.35
		Bare, Candace	XXX-XX-2				AGER	12/1/2024	6/30/2025	210	8	131006 - Case Manager	0.55
												700005 - Ungraded Teacher	0.45
		Battle, Bernhard G.	XXX-XX-9				NDENT-(DEPUTY)	7/1/2024	6/30/2025	233	9	511003 - Superintendent-Assistant (Deputy)	1.00
		Bedford, Lionel	XXX-XX-8				R	11/1/2024	6/30/2025	180	2	751023 - Bus Driver	0.63
		Bedford, Thorwald	XXX-XX-8				MAINTENANCE	4/1/2025	6/30/2025	233	33	511019 - Director-Maintenance	1.00
		Bernier, Heriberto M.	XXX-XX-6				NCE WORKERS	7/1/2024	6/30/2025	233	35	751027 - Maintenance Workers	1.00
		Broadway, Viva F.	XXX-XX-5				/CLERICAL	7/1/2024	6/30/2025	233	7	751016 - Secretary/Clerical	1.00
		Budd, Eathel	XXX-XX-0				AGER	7/1/2024	6/30/2025	210	17	131006 - Case Manager	1.00
		Bustos, Merrie S.	XXX-XX-8				R	8/1/2024	6/30/2025	180	8	751023 - Bus Driver	0.37
		Button, Brittney	XXX-XX-5950	No	White	Female	Pre-kindergarten Teacher	8/1/2024	6/30/2025	187	22	700001 - Pre-kindergarten Teacher	1.00

Start Date with the District (regardless of the Assignment)

End date can be blank if still employed.

Accreditation National Board

LEA	School	School Year	Employee Name
All	All	2024-2025	All

Personnel Listing Report Last Refresh Date: 5/22/2025

LEA Name	School Name	Employee Name	SSN	Hispanic Ethnicity	Race	Gender	Position Title	Employment Start Date	Employment End Date	Contract Days	Years of Experience	Assignment	FTE
Faulkner City School District-9920		Ahn, Lakisha	XXX-XX-8086	No	Black Or African American	Female	BUS DRIVER	8/1/2024	6/30/2025	180	13	751023 - Bus Driver	1.00
		Albrecht, Baron A.	XXX-XX-3991	No	White	Male	MAINTENANCE WORKERS	7/1/2024	6/30/2025	233	1	751027 - Maintenance Workers	1.00
		Alcantar, Karma	XXX-XX-7567	No	Black Or African American	Female	Pre-kindergarten Teacher	8/1/2024	6/30/2025	187	10	700001 - Pre-kindergarten Teacher	1.00
		Alfonso, Cecil K.	XXX-XX-6713	No	Black Or African American	Female	BUS				5	751023 - Bus Driver	1.00
		Arndt, Trayvon	XXX-XX-8362	No	White	Male	BUS WO				0	751023 - Bus Driver	0.25
												751024 - Bus Maintenance Worker	0.75
		Ashton, Tarik F.	XXX-XX-9456	No	Black Or African American	Male	CON				5	751045 - Computer Technician	0.35
		Bare, Candace	XXX-XX-2668	No	White	Female	CAS				8	131006 - Case Manager	0.55
												700005 - Ungraded Teacher	0.45
		Battle, Bernhard G.	XXX-XX-9619	No	White	Male	SUP ASS				9	511003 - Superintendent-Assistant (Deputy)	1.00
		Bedford, Lionel	XXX-XX-8355	No	White	Male	BUS				2	751023 - Bus Driver	0.63
		Bedford, Thorwald	XXX-XX-8105	No	White	Male	DIR				33	511019 - Director-Maintenance	1.00
		Bernier, Heriberto M.	XXX-XX-6403	No	Black Or African American	Male	MAI				35	751027 - Maintenance Workers	1.00
		Broadway, Viva F.	XXX-XX-5906	No	White	Female	SEC				7	751016 - Secretary/Clerical	1.00
		Budd, Eathel	XXX-XX-0335	No	Black Or African American	Female	CAS				17	131006 - Case Manager	1.00
		Bustos, Merrie S.	XXX-XX-8613	No	White	Female	BUS				8	751023 - Bus Driver	0.37
		Button, Brittney	XXX-XX-5950	No	White	Female	Pre-				22	700001 - Pre-kindergarten Teacher	1.00

Different Assignments will appear on separate lines.

Accreditation National Board CTE Teacher Budget

LEA	School	School Year	Employee Name
All	All	2024-2025	All

Personnel Listing Report Last Refresh Date: 5/22/2025

LEA Name	School Name	Employee Name	SSN	Hispanic Ethnicity	Race	Gender	Position Title	Employment Start Date	Employment End Date	Contract Days	Years of Experience	Assignment	FTE
Faulkner City School District-9920		Ahn, Lakisha	XXX-XX-8086	No	Black Or African American	Female	BUS DRIVER	8/1/2024	6/30/2025	180	13	751023 - Bus Driver	1.00
		Albrecht, Baron A.	XXX-XX-3991	No	White	Male	MAINTENANCE WORKERS	7/1/2024	6/30/2025	233	1	751027 - Maintenance Workers	1.00
		Alcantar, Karma	XXX-XX-7567	No	Black Or African American	Female	Pre-kindergarten Teacher	8/1/2024	6/30/2025	187	10	700001 - Pre-kindergarten Teacher	1.00
		Alfonso, Cecil K.	XXX-XX-6713	No	Black Or African American	Female	BUS DRIVER	8/1/2024	6/30/2025	180	5	751023 - Bus Driver	1.00
		Arndt, Trayvon	XXX-XX-8362	No	White	Male	BUS MAINTENANCE WORKER	7/1/2024	6/30/2025	233	0	751023 - Bus Driver	0.25
												751024 - Bus Maintenance Worker	0.75
		Ashton, Tarik F.	XXX-XX-9456	No	Black Or African American	Male	COMPUTER TECHNICIAN	7/1/2024	6/30/2025	233	5	751045 - Computer Technician	0.35
		Bare, Candace	XXX-XX-2668	No	White	Female	CASE MANAGER	12/1/2024	6/30/2025	210	8	131006 - Case Manager	0.55
												700005 - Ungraded Teacher	0.45
		Battle, Bernhard G.	XXX-XX-9619	No	White	Male	SUPERINTENDENT-ASSISTANT (DEPUTY)	7/1/2024	6/30/2025	233	9	511003 - Superintendent-Assistant (Deputy)	1.00
		Bedford, Lionel	XXX-XX-8355	No	White	Male	BUS DRIVER	11/1/2024	6/30/2025	180	2	751023 - Bus Driver	0.63
		Bedford, Thorwald	XXX-XX-8105	No	White	Male	DIRECTOR- MAINTENANCE	4/1/2025	6/30/2025	233	33	511019 - Director-Maintenance	1.00
		Bernier, Heriberto M.	XXX-XX-6403	No	Black Or African American	Male	MAINTENANCE WORKERS	7/1/2024	6/30/2025	233	35	751027 - Maintenance Workers	1.00
		Broadway, Viva F.	XXX-XX-5906	No	White	Female	SECRETARY/CLERICAL	7/1/2024	6/30/2025	233	7	751016 - Secretary/Clerical	1.00
		Budd, Eathel	XXX-XX-0335	No	Black Or African American	Female	CASE MANAGER	7/1/2024	6/30/2025	210	17	131006 - Case Manager	1.00
		Bustos, Merrie S.	XXX-XX-8613	No	White	Female	BUS DRIVER	8/1/2024	6/30/2025	180	8	751023 - Bus Driver	0.37
		Button, Brittney	XXX-XX-5950	No	White	Female	Pre-kindergarten Teacher	8/1/2024	6/30/2025	187	22	700001 - Pre-kindergarten Teacher	1.00

Personnel Salary Listing

Displays the active employees for a district for the current school year and their salaries. Report includes base salary, total salary, and supplements.

Data Impact

- School Financial Services
- State Reporting

Data Source

Personnel API (nightly)
File Upload (as needed)

The screenshot displays the MSIS (Mississippi Student Information System) Data Analytics interface. The left sidebar contains navigation links: Home, Data Submission, Reports, Data Analytics (highlighted with a red box and callout 1), Data Input, Provide Feedback, and a user profile for Melissa Banks. The main content area is titled 'Data Analytics' and features a sub-header with 'Data Entry Download', 'Reports' (highlighted with a red box and callout 2), and 'Certification Reports'. Below this, a 'Personnel' section contains three cards: 'Certified Personnel', 'Personnel Listing', and 'Personnel Salary Listing' (highlighted with a red box and callout 3).

MSIS
MISSISSIPPI STUDENT INFORMATION SYSTEM

Data Analytics

Data Entry Download **2** Reports Certification Reports

Personnel

1 Certified Personnel Personnel Listing **3**
Personnel Salary Listing

Home
Data Submission
Reports
Data Analytics
Data Input
Provide Feedback
Melissa Banks

LEA

All

School Year

2024-2025

Employee Name

All

Personnel Salary Listing Report

Last Refresh Date: 5/20/2025

LEA Name	Employee Name	SSN	Position Title	Base Salary	Total Salary	Assignment	FTE	Funding Source	Function Code	Amount
Faulkner City School District-9920	Acuna, Elwyn A.	XXX-XX-2395	Ungraded Teacher	\$57,568.87	\$71,725.66	700005 – Ungraded Teacher	1.00	1120	1120	\$57,568.87
								1130	1130	\$14,156.79
	Adams, Zoie G.	XXX-XX-7167	PARAPROFESSIONAL - SPECIAL SERVICES	\$18,565.80	\$18,243.02	131015 – Paraprofessional- Special Services	1.00	1120	2720	\$18,243.02
	Aguayo, Toivo S.	XXX-XX-4485	Secondary Teacher	\$44,592.68	\$47,088.11	700004 – Secondary Teacher	0.97	1120	1142	\$44,592.68
						000951 – Extended Contract	0.03	2711	1142	\$ 2,495.43
	Aguilar, Marsha E.	XXX-XX-3936	Ungraded Teacher	\$44,004.93	\$47,154.42	700005 – Ungraded Teacher	1.00	1120	2720	\$44,004.93
								1120	1130	\$ 2,495.43
	Ahn, Lakisha	XXX-XX-8086	BUS DRIVER	\$1,779.47	\$3,141.20	751023 – Bus Driver	0.50	2110	3100	\$ 1,779.47
						601003 – Coach of Athletics	0.50	1120	2190	\$ 1,361.73
	Aiken, Marcy A.	XXX-XX-3305	COUNSELOR- NON-CTE- SECONDARY	\$67,919.86	\$68,188.24	601017 – Counselor – Non-CTE Secondary	1.00	1120	2720	\$68,188.24
	Albrecht, Baron A.	XXX-XX-3991	MAINTENANCE WORKERS	\$25,311.75	\$27,887.26	700003 – Elementary Teacher	1.00	1120	1120	\$27,887.26
	Alcantar, Corliss K.	XXX-XX-2169	CAFETERIA WORKER	\$25,726.47	\$30,383.45	751025 – Cafeteria Worker	1.00	1120	1910	\$30,383.45
	Alcantar, Karma	XXX-XX-7567	Pre-kindergarten Teacher	\$50,566.15	\$53,039.75	700001 – PreKindergarten Teacher	1.00	1120	1140	\$50,566.15
						801001 – Assistant Reading Instructor	0.00	1120	1130	\$ 2,473.60
	Aldridge, Peggy L.	XXX-XX-0105	JANITOR/MAID	\$25,918.93	\$27,455.70	751026 – Janitor/Maid	1.00	1120	2190	\$27,455.70
	Aleman, Anya C.	XXX-XX-0666	Elementary Teacher	\$49,309.61	\$50,086.80	700003 – Elementary Teacher	1.00	1120	1140	\$49,309.61
								2110	1130	\$ 777.19
	Alfonso, Cecil K.	XXX-XX-6713	BUS DRIVER	\$16,900.31	\$18,502.37	751023 – Bus Driver	0.25	1120	3100	\$ 9,251.19
						751025 – Cafeteria Worker	0.75	2110	2222	\$ 9,251.18
	Ali, Kristin F.	XXX-XX-1462	Elementary Teacher	\$44,600.28	\$47,416.35	700003 – Elementary Teacher	1.00	1120	1140	\$44,600.28
						601003 – Coach of Athletics	0.00	1120	1130	\$ 2,816.07
	Allman, Angelic M.	XXX-XX-9920	Secondary Teacher	\$66,670.55	\$69,512.93	700004 – Secondary Teacher	1.00	1120	1140	\$65,200.34
						751023 – Bus Driver	0.00	1120	1130	\$ 4,312.59
	Almonte, Marvel T.	XXX-XX-6367	TEACHER ASSISTANT	\$21,283.61	\$22,077.06	902007 – Intervention Assistant	1.00	1120	2720	\$22,077.06
	Alonzo, Matilda L.	XXX-XX-7481	Secondary Teacher	\$48,099.37	\$47,820.69	700004 – Secondary Teacher	1.00	1130	1140	\$47,820.69
	Alston, Erin D.	XXX-XX-1719	Secondary Teacher	\$43,545.06	\$46,034.15	700004 – Secondary Teacher	1.00	2110	1130	\$46,034.15
	Alvarado, Bettyjane J.	XXX-XX-3637	Elementary Teacher	\$44,792.49	\$45,647.34	700003 – Elementary Teacher	1.00	1120	1140	\$45,647.34

LEA

School Year

Employee Name

All

2024-2025

All

Personnel Salary Listing Report

Last Refresh Date: 5/20/2025

LEA Name	Employee Name	SSN	Position Title	Base Salary	Total Salary	Assignment	FTE	Funding Source	Function Code	Amount
Faulkner City School District-9920	Acuna, Elwyn A.	XXX-XX-2395	Ungraded Teacher	\$57,568.87	\$71,725.66	700005 – Ungraded Teacher	1.00	1120	1120	\$57,568.87
								1130	1130	\$14,156.79
	Adams, Zoie G.	XXX-XX-7167	PARAPROFESSIONAL - SPECIAL SERVICES	\$18,565.80	\$18,243.02	131015 – Paraprofessional- Special Services	1.00	1120	2720	\$18,243.02
	Aguayo, Toivo S.	XXX-XX-4485	Secondary Teacher	\$44,592.68	\$47,088.11	700004 – Secondary Teacher	0.97	1120	1142	\$44,592.68
						000951 – Extended Contract	0.03	2711	1142	\$ 2,495.43
	Aguilar, Marsha E.	XXX-XX-3936	Ungraded Teacher	\$44,004.93	\$47,154.42	700005 – Ungraded Teacher	1.00	1120	2720	\$44,004.93
								1120	1130	\$ 2,495.43
	Ahn, Lakisha	XXX-XX-8086	BUS DRIVER	\$1,779.47	\$3,141.20	751023 – Bus Driver	0.50	2110	3100	\$ 1,779.47

LEA

School

School Year

Employee Name

All

All

2024-2025

All

Aicantar, Karma	XXX-XX-7567	Pre-kindergarten Teacher	\$50,566.15	\$53,039.75	700001 – PreKindergarten Teacher	1.00	1120	1140	\$50,566.15
					801001 – Assistant Reading Instructor	0.00	1120	1130	\$ 2,473.60
Aldridge, Peggy L.	XXX-XX-0105	JANITOR/MAID	\$25,918.93	\$27,455.70	751026 – Janitor/Maid	1.00	1120	2190	\$27,455.70
Aleman, Anya C.	XXX-XX-0666	Elementary Teacher	\$49,309.61	\$50,086.80	700003 – Elementary Teacher	1.00	1120	1140	\$49,309.61
							2110	1130	\$ 777.19
Alfonso, Cecil K.	XXX-XX-6713	BUS DRIVER	\$16,900.31	\$18,502.37	751023 – Bus Driver	0.25	1120	3100	\$ 9,251.19
					751025 – Cafeteria Worker	0.75	2110	2222	\$ 9,251.18
Ali, Kristin F.	XXX-XX-1462	Elementary Teacher	\$44,600.28	\$47,416.35	700003 – Elementary Teacher	1.00	1120	1140	\$44,600.28
					601003 – Coach of Athletics	0.00	1120	1130	\$ 2,816.07
Allman, Angelic M.	XXX-XX-9920	Secondary Teacher	\$66,670.55	\$69,512.93	700004 – Secondary Teacher	1.00	1120	1140	\$65,200.34
					751023 – Bus Driver	0.00	1120	1130	\$ 4,312.59
Almonte, Marvel T.	XXX-XX-6367	TEACHER ASSISTANT	\$21,283.61	\$22,077.06	902007 – Intervention Assistant	1.00	1120	2720	\$22,077.06
Alonzo, Matilda L.	XXX-XX-7481	Secondary Teacher	\$48,099.37	\$47,820.69	700004 – Secondary Teacher	1.00	1130	1140	\$47,820.69
Alston, Erin D.	XXX-XX-1719	Secondary Teacher	\$43,545.06	\$46,034.15	700004 – Secondary Teacher	1.00	2110	1130	\$46,034.15
Alvarado, Bettyjane J.	XXX-XX-3637	Elementary Teacher	\$44,792.49	\$45,647.34	700003 – Elementary Teacher	1.00	1120	1140	\$45,647.34

LEA	School Year	Employee Name								
All	2024-2025	All								
Personnel Salary Listing Report			Last Refresh Date: 5/20/2025							
LEA Name	Employee Name	SSN	Position Title	Base Salary	Total Salary	Assignment	FTE	Funding Source	Function Code	Amount
Faulkner City School District-9920	Acuna, Elwyn A.	XXX-XX-2395	Ungraded Teacher	\$57,568.87	\$71,725.66	700005 – Ungraded Teacher	1.00	1120	1120	\$57,568.87
	Adams, Zoie G.	XXX-XX-7167	PARAPROFESSIONAL - SPECIAL SERVICES	\$18,565.80	\$18,243.02	131015 – Paraprofessional- Special Services	1.00	1120	2720	\$18,243.02
	Aguayo, Toivo S.	XXX-XX-4485	Secondary Teacher	\$44,592.68	\$47,088.11	700004 – Secondary Teacher	0.97	1120	1142	\$44,592.68
	Aguilar, Marsha			\$44,004.93	\$47,154.42	000951 – Extended Contract	0.03	2711	1142	\$ 2,495.43
	Ahn, Lakisha			\$1,779.47	\$3,141.20	700005 – Ungraded Teacher	1.00	1120	2720	\$44,004.93
	Aiken, Marcy A.			\$67,919.86	\$68,188.24	1120 1130			1130	\$ 2,495.43
	Albrecht, Baron			\$25,311.75	\$27,887.26	751023 – Bus Driver	0.50	2110	3100	\$ 1,779.47
	Alcantar, Corliss			\$25,726.47	\$30,383.45	601003 – Coach of Athletics	0.50	1120	2190	\$ 1,361.73
	Alcantar, Karma			\$50,566.15	\$53,039.75	601017 – Counselor – Non-CTE Secondary	1.00	1120	2720	\$68,188.24
	Aldridge, Peggy			\$25,918.93	\$27,455.70	700003 – Elementary Teacher	1.00	1120	1120	\$27,887.26
	Aleman, Anya C			\$49,309.61	\$50,086.80	751025 – Cafeteria Worker	1.00	1120	1910	\$30,383.45
	Alfonso, Cecil K			\$16,900.31	\$18,502.37	700001 – PreKindergarten Teacher	1.00	1120	1140	\$50,566.15
	Ali, Kristin F.			\$44,600.28	\$47,416.35	801001 – Assistant Reading Instructor	0.00	1120	1130	\$ 2,473.60
	Allman, Angelic			\$66,670.55	\$69,512.93	751026 – Janitor/Maid	1.00	1120	2190	\$27,455.70
	Almonte, Marvel T.	XXX-XX-6367	TEACHER ASSISTANT	\$21,283.61	\$22,077.06	700003 – Elementary Teacher	1.00	1120	1140	\$44,600.28
	Alonzo, Matilda L.	XXX-XX-7481	Secondary Teacher	\$48,099.37	\$47,820.69	601003 – Coach of Athletics	0.00	1120	1130	\$ 2,816.07
	Alston, Erin D.	XXX-XX-1719	Secondary Teacher	\$43,545.06	\$46,034.15	700004 – Secondary Teacher	1.00	1120	1140	\$65,200.34
	Alvarado, Bettyjane J.	XXX-XX-3637	Elementary Teacher	\$44,792.49	\$45,647.34	751023 – Bus Driver	0.00	1120	1130	\$ 4,312.59
						902007 – Intervention Assistant	1.00	1120	2720	\$22,077.06
						700004 – Secondary Teacher	1.00	1130	1140	\$47,820.69
						700004 – Secondary Teacher	1.00	2110	1130	\$46,034.15
						700003 – Elementary Teacher	1.00	1120	1140	\$45,647.34

Base Salary
(Pay with no
supplements)

Total Salary
(Pay + ALL
supplements)

LEA	School Year	Employee Name								
All	2024-2025	All								
Personnel Salary Listing Report			Last Refresh Date: 5/20/2025							
LEA Name	Employee Name	SSN	Position Title	Base Salary	Total Salary	Assignment	FTE	Funding Source	Function Code	Amount
Faulkner City School District-9920	Acuna, Elwyn A.	XXX-XX-2395	Ungraded Teacher	\$57,568.87	\$71,725.66	700005 – Ungraded Teacher	1.00	1120	1120	\$57,568.87
								1130	1130	\$14,156.79
	Adams, Z				\$18,243.02	131015 – Paraprofessional- Special Services	1.00	1120	2720	\$18,243.02
	Aguayo,				\$47,088.11	700004 – Secondary Teacher	0.97	1120	1142	\$44,592.68
						000951 – Extended Contract	0.03	2711	1142	\$ 2,495.43
	Aguilar, M				\$47,154.42	700005 – Ungraded Teacher	1.00	1120	2720	\$44,004.93
								1120	1130	\$ 2,495.43
	Ahn, Laki				\$3,141.20	751023 – Bus Driver	0.50	2110	3100	\$ 1,779.47
						601003 – Coach of Athletics	0.50	1120	2190	\$ 1,361.73
	Aiken, M				\$68,188.24	601017 – Counselor – Non-CTE Secondary	1.00	1120	2720	\$68,188.24
	Albrecht,				\$27,887.26	700003 – Elementary Teacher	1.00	1120	1120	\$27,887.26
	Alcantar,				\$30,383.45	751025 – Cafeteria Worker	1.00	1120	1910	\$30,383.45
	Alcantar,				\$53,039.75	700001 – PreKindergarten Teacher	1.00	1120	1140	\$50,566.15
						801001 – Assistant Reading Instructor	0.00	1120	1130	\$ 2,473.60
	Aldridge,				\$27,455.70	751026 – Janitor/Maid	1.00	1120	2190	\$27,455.70
	Aleman,				\$50,086.80	700003 – Elementary Teacher	1.00	1120	1140	\$49,309.61
								2110	1130	\$ 777.19
	Alfonso,				\$18,502.37	751023 – Bus Driver	0.25	1120	3100	\$ 9,251.19
						751025 – Cafeteria Worker	0.75	2110	2222	\$ 9,251.18
	Ali, Kristi				\$47,416.35	700003 – Elementary Teacher	1.00	1120	1140	\$44,600.28
						601003 – Coach of Athletics	0.00	1120	1130	\$ 2,816.07
	Allman, A				\$69,512.93	700004 – Secondary Teacher	1.00	1120	1140	\$65,200.34
						751023 – Bus Driver	0.00	1120	1130	\$ 4,312.59
	Almonte,				\$22,077.06	902007 – Intervention Assistant	1.00	1120	2720	\$22,077.06
	Alonzo, Matilda L.	XXX-XX-7481	Secondary Teacher	\$48,099.37	\$47,820.69	700004 – Secondary Teacher	1.00	1130	1140	\$47,820.69
	Alston, Erin D.	XXX-XX-1719	Secondary Teacher	\$43,545.06	\$46,034.15	700004 – Secondary Teacher	1.00	2110	1130	\$46,034.15
	Alvarado, Bettyjane J.	XXX-XX-3637	Elementary Teacher	\$44,792.49	\$45,647.34	700003 – Elementary Teacher	1.00	1120	1140	\$45,647.34

Employees can have multiple lines if they have multiple assignments OR amounts are paid from different funds

Funding Source/Function Code subject to compliance checks (Ex: Federal Programs)



Certified Personnel

Displays the active employees for a district and their state educator license and endorsement information.

Data Impact

- Accreditation
- Course Section
- National Board
- State Reporting
- CTE Teacher Budget

Data Source

MECCA (API nightly)
Personnel API (nightly)
File Upload (as needed)

The screenshot displays the MSIS (Mississippi Student Information System) Data Analytics interface. On the left is a vertical sidebar with the MSIS logo at the top. Below the logo are navigation links: Home, Data Submission, Reports, Data Analytics (highlighted with a red circle and the number 1), Data Input, and Provide Feedback. At the bottom of the sidebar is a user profile for Melissa Banks. The main content area is titled 'Data Analytics' and features three tabs: Data Entry Download, Reports (highlighted with a red circle and the number 2), and Certification Reports. Below the tabs is a 'Personnel' section, which is highlighted with a red circle and the number 3. This section contains four buttons: Certified Personnel, Personnel Listing, Personnel Salary Listing, and an unlabeled button.

MSIS
MISSISSIPPI STUDENT INFORMATION SYSTEM

Data Analytics

Data Entry Download **Reports** Certification Reports

Personnel

Certified Personnel Personnel Listing

Personnel Salary Listing

1 2 3

Endorsement

All



Certified Personnel

Last Refresh Date: 5/20/2025

Licensure ID	SSN	Last Name	First Name	MI	Race	Gender	Years of Experience	License	License Title	Class	Revoked?	Revoked Date	E
000431503	033053731	Cason	Daniel	F	White	Female	16	SEL	Educator License	AA	No		0
000431503	033053731	Cason	Daniel	F	White	Female	16	SEL	Educator License	AA	No		0
000431503	033053731	Cason	Daniel	F	White	Female	16	SEL	Educator License	AA	No		0
000431503	033053731	Cason	Daniel	F	White	Female	16	SEL	Educator License	AA	No		0
000431503	033053731	Cason	Daniel	F	White	Female	16	SEL	Educator License	AA	No		0
000924456	690489141	Rockwell	Patricia	D	White	Female	34	SEL	Educator License	AA	No		0
000924456	690489141	Rockwell	Patricia	D	White	Female	34	SEL	Educator License	AA	No		0
000924456	690489141	Rockwell	Patricia	D	White	Female	34	SSL	School Services License	AA	No		0
001344314	132333652	Elkins	Adalyn	N	BlackOrAfricanAmerican	Female	19	ALT5	Alternate Teacher License	AA	No		0
007838145	076354485	Aguayo	Toivo	S	BlackOrAfricanAmerican	Male	3	ALT5	Alternate Teacher License	A	No		0
007838145	076354485	Aguayo	Toivo	S	BlackOrAfricanAmerican	Male	3	ALT5	Alternate Teacher License	A	No		0
007838145	076354485	Aguayo	Toivo	S	BlackOrAfricanAmerican	Male	3	ALT5	Alternate Teacher License	A	No		0
011098769	083516478	Burd	Amberly	B	White	Female	2	SEL	Educator License	A	No		0
011098769	083516478	Burd	Amberly	B	White	Female	2	SEL	Educator License	A	No		0
014081849	035569986	Conroy	Tatum	M	BlackOrAfricanAmerican	Female	9	SEL	Educator License	AA	No		0
014081849	035569986	Conroy	Tatum	M	BlackOrAfricanAmerican	Female	9	SEL	Educator License	AA	No		0
014081849	035569986	Conroy	Tatum	M	BlackOrAfricanAmerican	Female	9	SEL	Educator License	AA	No		0
014081849	035569986	Conroy	Tatum	M	BlackOrAfricanAmerican	Female	9	SEL	Educator License	AA	No		0
015872519	936359619	Battle	Bernhard	G	White	Male	9	ADMC	Administrator License - Career Level	AAA	No		0
015872519	936359619	Battle	Bernhard	G	White	Male	9	CTE5	Career and Technical Education (5 Years)	AAA	No		0
015872519	936359619	Battle	Bernhard	G	White	Male	9	SEL	Educator License	AAA	No		0
015872519	936359619	Battle	Bernhard	G	White	Male	9	SEL	Educator License	AAA	No		0
015872519	936359619	Battle	Bernhard	G	White	Male	9	SEL	Educator License	AAA	No		0
015872519	936359619	Battle	Bernhard	G	White	Male	9	SFI	Educator License	AAA	No		0

Endorsement

All

Certified Personnel

Last Refresh Date: 5/20/2025

Licensure ID	SSN	Last Name	First Name	MI	Race	Gender	Years of Experience	License	License Title	Class	Revoked?	Revoked Date	E
000431503	033053731	Cason	Daniel	F	White	Female	16	SEL	Educator License	AA	No		0
000431503	033053731	Cason	Daniel	F	White	Female	16	SEL	Educator License	AA	No		0
000431503	033053731	Cason	Daniel	F	White	Female	16	SEL	Educator License	AA	No		0
000431503	033053731	Cason	Daniel	F	White	Female	16	SEL	Educator License	AA	No		0
000431503	033053731	Cason	Daniel	F	White	Female	16	SEL	Educator License	AA	No		0
000034456	600480141	Beckwith	Patricia	D	White	Female	24	SEL	Educator License	AA	No		0

School Year

All

LEA

All

Employee Name

All

License

All

Endorsement

All

014081849	035569986	Conroy	Tatum	M	BlackOrAfricanAmerican	Female	9	SEL	Educator License	AA	No		0
014081849	035569986	Conroy	Tatum	M	BlackOrAfricanAmerican	Female	9	SEL	Educator License	AA	No		0
014081849	035569986	Conroy	Tatum	M	BlackOrAfricanAmerican	Female	9	SEL	Educator License	AA	No		0
014081849	035569986	Conroy	Tatum	M	BlackOrAfricanAmerican	Female	9	SEL	Educator License	AA	No		0
015872519	936359619	Battle	Bernhard	G	White	Male	9	ADMC	Administrator License - Career Level	AAA	No		0
015872519	936359619	Battle	Bernhard	G	White	Male	9	CTE5	Career and Technical Education (5 Years)	AAA	No		0
015872519	936359619	Battle	Bernhard	G	White	Male	9	SEL	Educator License	AAA	No		0
015872519	936359619	Battle	Bernhard	G	White	Male	9	SEL	Educator License	AAA	No		0
015872519	936359619	Battle	Bernhard	G	White	Male	9	SEL	Educator License	AAA	No		0
015872519	936359619	Battle	Bernhard	G	White	Male	9	SEL	Educator License	AAA	No		0

Endorsement

All



Certified Personnel

Last Refresh Date: 5/20/2025

Licensure ID	SSN	Last Name	First Name	MI	Race	Gender	Years of Experience	License	License Title	Class	Revoked?	Revoked Date	E
000431503	033053731	Cason	Daniel	F	White	Female	16	SEL	Educator License	AA	No		0
000431503	033053731	Cason	Daniel	F	White	Female	16	SEL	Educator License	AA	No		0
000431503	033053731	Cason	Daniel	F	White	Female	16	SEL	Educator License	AA	No		0
000431503	033053731	Cason	Daniel	F	White	Female	16	SEL	Educator License	AA	No		0
000431503	033053731	Cason	Daniel	F	White	Female	16	SEL	Educator License	AA	No		0
000924456	690489141	Rockwell	Patricia	D	White	Female	34	SEL	Educator License	AA	No		0
000924456	690489141	Rockwell	Patricia	D	White	Female	34	SEL	Educator License	AA	No		0
000924456	690489141	Rockwell	Patricia						se	AA	No		0
001344314	132333652	Elkins	Adalyn						ense	AA	No		0
007838145	076354485	Aguayo	Toivo						ense	A	No		0
007838145	076354485	Aguayo	Toivo						ense	A	No		0
007838145	076354485	Aguayo	Toivo						ense	A	No		0
011098769	083516478	Burd	Amberly							A	No		0
011098769	083516478	Burd	Amberly	B	White	Female	2	SEL	Educator License	A	No		0
014081849	035569986	Conroy	Tatum	M	BlackOrAfricanAmerican	Female	9	SEL	Educator License	AA	No		0
014081849	035569986	Conroy	Tatum	M	BlackOrAfricanAmerican	Female	9	SEL	Educator License	AA	No		0
014081849	035569986	Conroy	Tatum	M	BlackOrAfricanAmerican	Female	9	SEL	Educator License	AA	No		0
014081849	035569986	Conroy	Tatum	M	BlackOrAfricanAmerican	Female	9	SEL	Educator License	AA	No		0
015872519	936359619	Battle	Bernhard	G	White	Male	9	ADMC	Administrator License - Career Level	AAA	No		0
015872519	936359619	Battle	Bernhard	G	White	Male	9	CTE5	Career and Technical Education (5 Years)	AAA	No		0
015872519	936359619	Battle	Bernhard	G	White	Male	9	SEL	Educator License	AAA	No		0
015872519	936359619	Battle	Bernhard	G	White	Male	9	SEL	Educator License	AAA	No		0
015872519	936359619	Battle	Bernhard	G	White	Male	9	SEL	Educator License	AAA	No		0
015872519	936359619	Battle	Bernhard	G	White	Male	9	SFI	Educator License	AAA	No		0

One credential per row
(Employees can have multiple rows.)

Endorsement

All



Certified Personnel

Last Refresh Date: 5/20/2025

Licensure ID	SSN	Last Name	First Name	MI	Race	Gender	Years of Experience	License	License Title	Class	Revoked?	Revoked Date	E
000431503	033053731	Cason	Daniel	F	White	Female	16	SEL	Educator License	AA	No		0
000431503	033053731	Cason	Daniel	F	White	Female	16	SEL	Educator License	AA	No		0
000431503	033053731	Cason	Daniel	F	White	Female	16	SEL	Educator License	AA	No		0
000431503	033053731	Cason	Daniel	F	White	Female	16	SEL	Educator License	AA	No		0
000431503	033053731	Cason	Daniel	F	White	Female	16	SEL	Educator License	AA	No		0
000924456	690489141	Rockwell	Patricia	D	White	Female	34	SEL	Educator License	AA	No		0
000924456	690489141	Rockwell	Patricia	D	White	Female	34	SEL	Educator License	AA	No		0
000924456	690489141	Rockwell	Patricia						se	AA	No		0
001344314	132333652	Elkins	Adalyn						ense	AA	No		0
007838145	076354485	Aguayo	Toivo						ense	A	No		0
007838145	076354485	Aguayo	Toivo						ense	A	No		0
007838145	076354485	Aguayo	Toivo						ense	A	No		0
011098769	083516478	Burd	Amberly							A	No		0
011098769	083516478	Burd	Amberly	B	White	Female	2	SEL	Educator License	A	No		0
014081849	035569986	Conroy	Tatum	M	BlackOrAfricanAmerican	Female	9	SEL	Educator License	AA	No		0
014081849	035569986	Conroy	Tatum	M	BlackOrAfricanAmerican	Female	9	SEL	Educator License	AA	No		0
014081849	035569986	Conroy	Tatum	M	BlackOrAfricanAmerican	Female	9	SEL	Educator License	AA	No		0
014081849	035569986	Conroy	Tatum	M	BlackOrAfricanAmerican	Female	9	SEL	Educator License	AA	No		0
015872519	936359619	Battle	Bernhard	G	White	Male	9	ADMC	Administrator License - Career Level	AAA	No		0
015872519	936359619	Battle	Bernhard	G	White	Male	9	CTE5	Career and Technical Education (5 Years)	AAA	No		0
015872519	936359619	Battle	Bernhard	G	White	Male	9	SEL	Educator License	AAA	No		0
015872519	936359619	Battle	Bernhard	G	White	Male	9	SEL	Educator License	AAA	No		0
015872519	936359619	Battle	Bernhard	G	White	Male	9	SEL	Educator License	AAA	No		0
015872519	936359619	Battle	Bernhard	G	White	Male	9	SFI	Educator License	AAA	No		0

Populated from Personnel Data
(Employees can have multiple rows.)

School Year

All

LEA

All

Employee Name

All

License

All

Endorsement

All

Certified Personnel

Last Refresh Date: 5/20/2025

Years of Experience	License	License Title	Class	Revoked?	Revoked Date	Endorsement	Endorsement Title	Award Start Date	Award End Date
16	SEL	Educator License	AA	No		0120	ELE EDUC (K-6)	05/16/2022	06/30/2027
16	SEL	Educator License	AA	No		0144	PHYSICAL EDUCATION (K-12)	05/16/2022	06/30/2027
16	SEL	Educator License	AA	No		0188	GENERAL SCIENCES (7-12)	05/16/2022	06/30/2027
16	SEL	Educator License	AA	No		0192	SOCIAL STUDIES (7-12)	05/16/2022	06/30/2027
16	SEL	Educator License	AA	No		0207	GIFTED (K-12)	05/16/2022	06/30/2027
34	SEL	Educator License	AA	No		0117	ELE EDUC (4-6)	07/28/2022	06/30/2028
34	SEL	Educator License	AA	No		0152	KINDERGARTEN-4 (K-4)	07/28/2022	06/30/2028
34	SSL	School Services License	AA	No		0436	PROFESSIONAL SCHOOL COUNSELOR (K-12)	07/28/2022	06/30/2028
19	ALT5	Alternate Teacher License	AA	No		0119	ENGLISH (7-12)	11/18/2021	06/30/2028
3	ALT5	Alternate Teacher License	A	No		0154	MATHEMATICS (7-12)	08/19/2022	06/30/2027
3	ALT5	Alternate Teacher License	A	No		0189	PHYSICS (7-12)	08/19/2022	06/30/2027
3	ALT5	Alternate Teacher License	A	No		0929	SREB MATH READY (7-12)	10/25/2023	06/30/2027
2	SEL	Educator License	A	No		0116	ELE EDUC (K-3)	02/18/2025	06/30/2027
2	SEL	Educator License	A	No		0153	PRE-KINDER-KINDERGARTEN	08/05/2022	06/30/2027
9	SEL	Educator License	AA	No		0120	ELE EDUC (K-6)	10/05/2022	06/30/2029
9	SEL	Educator License	AA	No		0174	READING (K-12)	10/05/2022	06/30/2029
9	SEL	Educator License	AA	No		0188	GENERAL SCIENCES (7-12)	10/05/2022	06/30/2029
9	SEL	Educator License	AA	No		0192	SOCIAL STUDIES (7-12)	10/05/2022	06/30/2029
9	ADMC	Administrator License - Career Level	AAA	No		0486	ADMINISTRATOR	03/16/2022	06/30/2027
9	CTE5	Career and Technical Education (5 Years)	AAA	No		0997	COMPUTER DISCOVERY (7-12)	03/16/2022	06/30/2027
9	SEL	Educator License	AA	No		0117	ELE EDUC (4-6)	07/28/2022	06/30/2028

School Year

All

LEA

All

Employee Name

All

License

All

Endorsement

All

Certified Personnel

Last Refresh Date: 5/20/2025

Years of Experience	License	License Title	Class	Revoked?	Revoked Date	Endorsement	Endorsement Title	Award Start Date	Award End Date
16	SEL	Educator License	AA	No		0120	ELE EDUC (K-6)	05/16/2022	06/30/2027
16	SEL	Educator License	AA	No		0144	PHYSICAL EDUCATION (K-12)	05/16/2022	06/30/2027
16	SEL	Educator License	AA	No		0188	GENERAL SCIENCES (7-12)	05/16/2022	06/30/2027
16	SEL	Educator License	AA	No		0192	SOCIAL STUDIES (7-12)	05/16/2022	06/30/2027
16	SEL	Educator License	AA	No		0207	GIFTED (K-12)	05/16/2022	06/30/2027
34	SEL	Educator License	AA	No		0117	ELE EDUC (4-6)	07/28/2022	06/30/2028
34	SEL	Educator License	AA	No		0152	KINDERGARTEN-4 (K-4)	07/28/2022	06/30/2028
34	SSL	School Services License	AA	No		0436	PROFESSIONAL SCHOOL COUNSELOR (K-12)	07/28/2022	06/30/2028
19	ALT5	Alternate Teacher License	AA	No		0119	ENGLISH (7-12)	11/18/2021	06/30/2028
3	ALT5	Alternate Teacher License	A	No		0154	MATHEMATICS (7-12)	08/19/2022	06/30/2027
3	ALT5	Alternate Teacher License	A	No		0189			06/30/2027
3	ALT5	Alternate Teacher License	A	No		0929			06/30/2027
2	SEL	Educator License	A	No		0116			06/30/2027
2	SEL	Educator License	A	No		0153			06/30/2027
9	SEL	Educator License	AA	No		0120			06/30/2029
9	SEL	Educator License	AA	No		0174			06/30/2029
9	SEL	Educator License	AA	No		0188	GENERAL SCIENCES (7-12)	10/05/2022	06/30/2029
9	SEL	Educator License	AA	No		0192	SOCIAL STUDIES (7-12)	10/05/2022	06/30/2029
9	ADMC	Administrator License - Career Level	AAA	No		0486	ADMINISTRATOR	03/16/2022	06/30/2027
9	CTE5	Career and Technical Education (5 Years)	AAA	No		0997	COMPUTER DISCOVERY (7-12)	03/16/2022	06/30/2027
9	SEL	Educator License	AAA	No		0117	ELE EDUC (4-6)	02/16/2023	06/30/2027



**Clear any
Personnel errors**
for the reporting
period.

**Check Personnel
warnings** for the
reporting period.



**Review MSIS Reports
for accuracy.**

Compare with the corresponding
Personnel package reports.



Personnel Data

- Clear Personnel errors/warnings
- Ensure the accuracy of Personnel Listing and Personnel Salary Listing Reports
- Clear Accreditation edits as possible
- Certify Personnel data



Home

Administration

Data Submission

Upload a File

Submission Status

Data Quality Dashboard

Accreditation

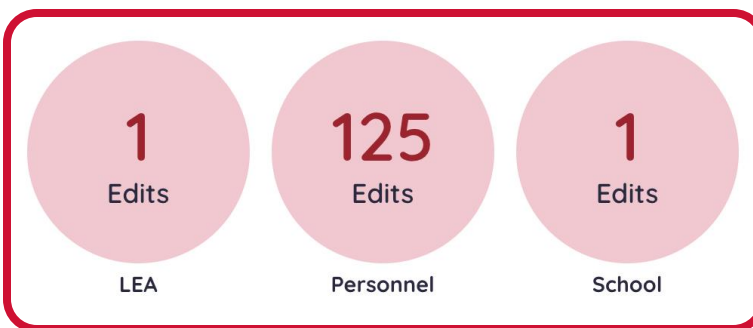
Reports

Students

Data Input

Provide Feedback

Accreditation Edits





ACCREDITATION DASHBOARD: PERSONNEL

Tab Name	Rule Description	Resolution	Additional Notes
28.5 Core Course Load	Standard 28.5 (Public) - the total number of students taught by an individual teacher in academic core subjects (math, English, science, history) at anytime during the school year must not exceed 150 students.	Ensure the teacher is not assigned to more than 150 students anytime during the school year. Exemptions: a teacher providing instruction through district sharing or online or virtual courses is exempt. Ensure a lab facilitator or principal designee is responsible for assigning grades at the receiving/shared district.	Course Catalog contains "Core Subject" indicator. Checks Instructor of Record only.
28.2 Grades 1-4 Class Load	Standard 28.2 - The student-teacher ratios exceed 27 to 1 students.	Ensure the student-teacher ratio is not more than 27 students per teacher for grades 1-4.	Checks Instructor of Record only.
28.4 Grades 5-12 Class Load	Standard 28.4 - Student-teacher ratios exceed 33 to 1 students per teacher.	Ensure the student-teacher ratio is not more than 33 students per teacher for grades 5-12.	Checks Instructor of Record only. Checks Core subjects.
28.1 Kindergarten Class Load	Standard 28.1 - The student teacher ratios exceed 22 to 1 kindergarten students. If a full-time assistant teacher is employed, 27 kindergarten students may be enrolled.	Ensure the student teacher ratio is not more than 22 kindergarten students per teacher, or not more than 27 kindergarten students per teacher if an assistant teacher is also assigned.	Checks Instructor of Record only.
24.5 Core Course Load	Standard 24.5 - the total number of students taught by an individual teacher in academic core subjects (math, English, science, history) at anytime during the school year must not exceed 150 students.	Ensure the teacher is not assigned to more than 150 students anytime during the school year. Exemptions: a teacher providing instruction through district sharing or online or virtual courses is exempt. Ensure a lab facilitator or principal designee is responsible for assigning grades at the receiving/shared district.	New for 25-26SY

Updated October 2025

1

Data Quality Dashboard: Accreditation



Personnel Certification



PERMISSION

Personnel
+ Certify

The screenshot shows the MSIS (Mississippi Student Information System) interface. On the left is a navigation sidebar with the MSIS logo at the top. The sidebar contains links for Home, Administration, Data Submission, Reports, Data Analytics (highlighted with a red box and a red circle with the number 1), Students, Data Input, and Provide Feedback. The main content area is titled 'Data Analytics' and has a sub-header with links for Data Entry Download, Profiles, Reports, and Certification Reports (highlighted with a red box and a red circle with the number 2). Below the sub-header are two dropdown menus: 'School Year' and 'Data Collection', both with 'Select...' text and a downward arrow.

QRG

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

Data Analytics

Data Entry Download Profiles Reports Certification Reports

- Home
- Administration
- Data Submission
- Reports
- Data Analytics**
- Students
- Data Input
- Provide Feedback

School Year

2025-2026

Data Collection

Select...

District Approval Month 9 (05/01/2026-06/15/2026)
Federal Programs EOY (07/01/2025-06/30/2026)
Finance (07/01/2025-06/30/2026)
National Board February (02/15/2026-02/15/2026)
National Board October (10/15/2025-10/15/2025)
Personnel (12/01/2025-12/01/2025)
Special Education Child Count (12/01/2025-12/01/2025)
Special Education EOY (07/01/2025-06/30/2026)

Lamar County School Dis... ▼

Home

Data Submission ▼

Reports

Data Analytics

Students ▼

Data Input ▼

✓ Provide Feedback

Melissa Banks ▼

Data Analytics

Data Entry Download

Profiles

Reports

Certification Reports

School Year

2025-2026 ▼

Data Collection

Personnel (12/01/2025-12/01/2025) ▼

2025-2026 Personnel

Certification Open Date: 11/01/2025

Certification Close Date: 12/10/2025

Monthly Certification Reports

Personnel Listing

Personnel Salary Listing

LEA Certification

LEA Number	LEA Name	Certification Date	Certified By	Status	Actions
5920	Baldwyn School District			Needs Certification	✓



MISSISSIPPI STUDENT INFORMATION SYSTEM

Home

LEA Certification

LEA Number	LEA Name	Certification Date	Certified By	Status	Actions
5920	Baldwyn School District			Needs Certification	

LEA cannot certify
due to errors

Status	Actions
Errors	

View Data Quality Dashboard

LEA cannot be certified
because it is outside of
the certification window

Status	Actions
Outside of Date Range	

No action available

Data Analytics

Data Entry Download

Profiles

Reports

Certification Reports

School Year

2025-2026 ▼

Data Collection

Personnel (12/01/2025-12/01/2025) ▼

2025-2026 Personnel

Certification Open Date: 11/01/2025

Certification Close Date: 12/10/2025

Monthly Certification Reports

Personnel Listing

Personnel Salary Listing

LEA Certification

LEA Number	LEA Name	Certification Date	Certified By	Status	Actions
5920	Baldwyn School District			Needs Certification	✓



Lamar County School Dis... ▼

Home

Data Submission ▼

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Provide Feedback

Melissa Banks ▼

Data Analytics

Data Entry Download Profiles Reports Certification Reports

School Year

2025-2026 ▼

Data Collection

Personnel (12/01/2025-12/01/2025) ▼

2025-2026 Personnel

✓ Your district has been certified for [Data Collection] on [Date].

Monthly Certification Reports

Personnel Listing

Personnel Salary Listing

LEA Certification

LEA Number	LEA Name	Certification Date	Certified By	Status	Actions
5920	Baldwyn School District	09/26/2024	Barbara A Young	Certified	✕



Help Desk



mdeapps@mdek12.org

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

Include...

- ✓ Your Name
- ✓ District Number
- ✓ School Number

- ✓ **Employee Name**
- ✓ **Last 4 of SSN**
- ✓ **Screenshots**
- ✓ **Specific details about the issue**



Automated
response within
minutes



Allow 24-48
hours for a
response from a
Customer
Support Team
Member



Respond to any
follow up
questions

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[MSIS Login](#)

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[Reporting Calendar](#)

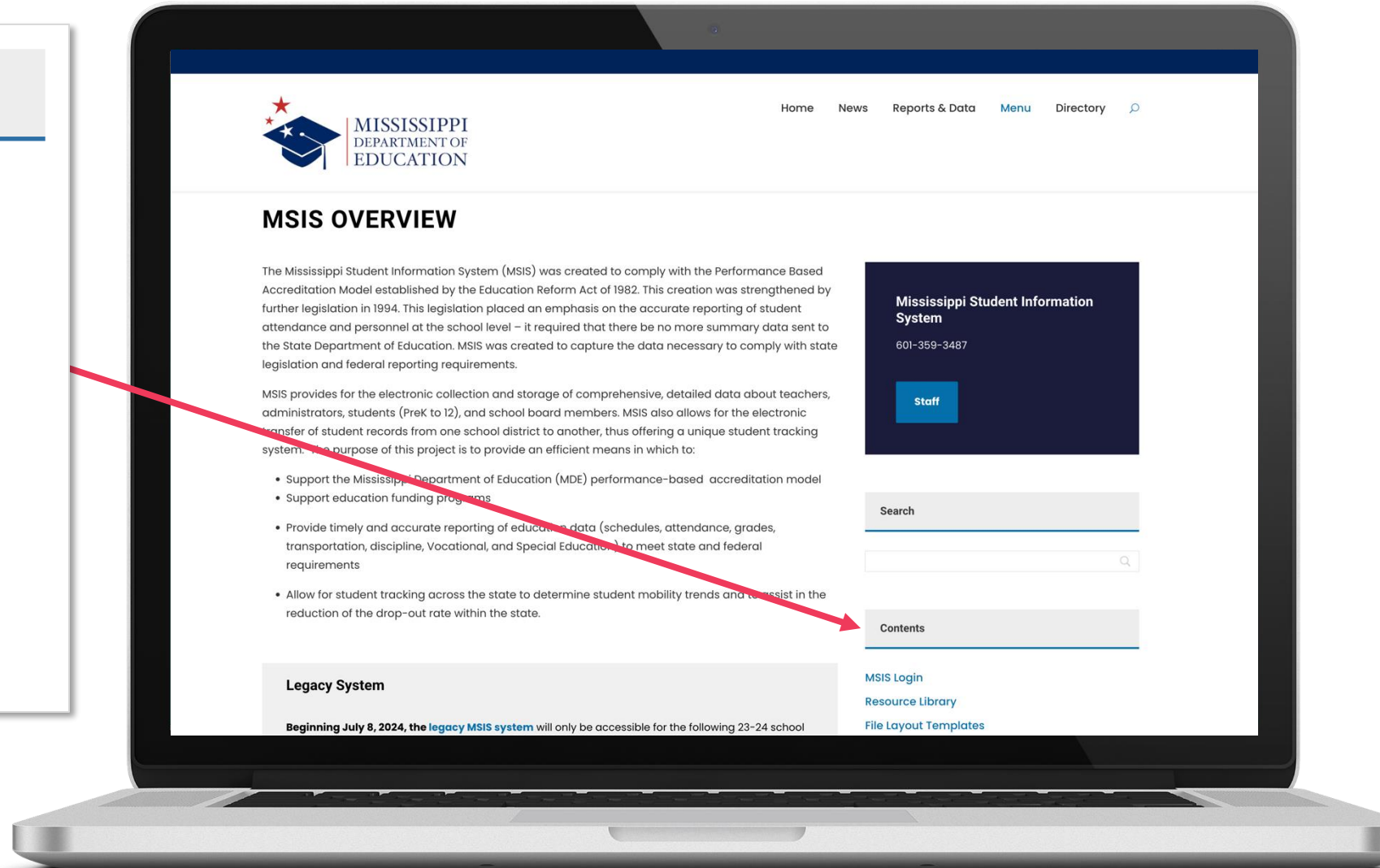
[Security Documents](#)

[Help Desk](#)

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[Vendor Resources](#)





MSIS Team

msis2@mdek12.org

mdek12.org



MISSISSIPPI
DEPARTMENT OF
EDUCATION

