

MICHIGAN DEPARTMENT OF EDUCATION REPORTING REQUIREMENTS

Frequency	Section/ Authorization	Report Subject	Reporting Entity	Report Recipients
MDE Boilerplate				
As often as the SBE has scheduled meetings.	206	State Board Agenda: Electronic copies of state board of education agenda and all supporting documents	MDE	House Fiscal Agency; Senate Fiscal Agency; State Budget Director
Annually	214(2)	Out-of-state travel report: (2) Not later than January 1 of each year, each department shall prepare a travel report listing all travel by classified and unclassified employees outside this state in the immediately preceding fiscal year that was funded in whole or in part with funds appropriated in the department's budget.	MDE	House and Senate Appropriations Committees; House Fiscal Agency; Senate Fiscal Agency; State Budget Director
As requested	220	Legislative Reports/Requests and Penalties: The department shall provide data requested by a member of the legislature, his or her staff, or the house and senate fiscal agencies in a timely manner. *Funding for the State Board/Superintendent will be reduced by 1% if the department fails to provide reasonably requested data within 30 days of the request, or fails to provide reports required by boilerplate or statute within 30 days of the due date.	MDE	As requested by members or staff of the Legislature, House Fiscal Agency or Senate Fiscal Agency.
	225	Pupil Membership Fraud: Proposed solutions to pupil membership fraud and incidence of students counted in district and not remaining for balance of school year	State Superintendent of Public Instruction	Legislature
	226	GF/GP Lapses: Estimate of total GF/GP appropriation lapses at close of fiscal year	The SBO prepares this report on behalf of the MDE.	Chairs of the House and Senate Appropriations Committees; House Fiscal Agency; Senate Fiscal Agency; State Budget Office
	227	Estimate of state restricted fund balances, state restricted fund projected revenues, and state restricted fund expenditures for the fiscal years ending September 30, 2012 and September 30, 2013.	The SBO prepares this report on behalf of MDE.	Chairs of the House and Senate Appropriations Committees; House and Senate Subcommittees on Education; House Fiscal Agency; Senate Fiscal Agency; State Budget Director

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	901	Grant Notification - Notification of receipt of grant, funding source, purpose, and amount	MDE	Chairs of House and Senate Appropriations Subcommittees on Education; House Fiscal Agency; Senate Fiscal Agency; State Budget Director
	903	Cyber/STW: Report on cyber schools and alternative education programs with seat-time waivers including operating district, number of students and pupils enrolled, current and prior district of enrollment, number of participating students who were previously drop outs, number of participating students who were previously expelled, cost per pupil paid to online providers, cost per pupil charged to enrolling districts, name of contracted online education provider and state in which it is located	MDE	Chairs of House and Senate Appropriations Subcommittees on Education; House Fiscal Agency; Senate Fiscal Agency; State Budget Director
	1001	CDC Report - Number of eligible child care providers (by type) receiving Child Development and Care program payments on October 1, 2012.	MDE	House and Senate Appropriations Subcommittees on Education; House Fiscal Agency; Senate Fiscal Agency
	1002	Early Childhood: Funding sources for early childhood learning and development programs; agencies responsible for distributing funds; recipients of funds; amount of funds spent on administration; recommendations to ensure program efficiency and effectiveness; a fiscal map of program expenditures; identification of early childhood programs and administrative entities; number of children and families served in early childhood programs; and recommendations to align and integrate programs, eliminate administrative duplication, and ensure effective and efficient program delivery. *If the report is not transmitted by May 15th, 1% of the Office of Great Start's state funds will withheld for each month or partial month the report is late.	MDE	Chairs of the House and Senate Appropriations Committees; House and Senate Subcommittees on Education; House Fiscal Agency; Senate Fiscal Agency; State Budget Director

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Annually	1003	ECIC: An annual report is required on the activities of the early childhood investment corporation (ECIC) for fiscal year 2010-2011 and fiscal year 2011-2012. The report shall contain at least the following information: (a) Detail of the amounts of grants awarded. (b) The grant recipients. (c) The activities funded by each grant. (d) An analysis of each grant recipient's success in addressing the development of a comprehensive system of early childhood services and supports.	MDE	House and Senate Appropriations Subcommittees on Education
	Sec 204 (Public Act 296 of 2012)	Homeowner Protection Fund - The department of attorney general, the department of education, the department of military and veterans affairs, the department of treasury, and the Michigan state housing development authority shall submit reports including all expenditures funded from the homeowner protection fund, including the number of purchasers, including service members and nonservice members, served by the programs.	MDE	Legislature, House and Senate Fiscal Agencies
School Aid				
Annually	388.1618(4)	Pupil and Financial Audits - Districts and ISDs that have not filed annual pupil and financial audits	MDE	House and Senate Appropriations Subcommittees on School Aid; State Budget Director
	388.1618(11)	Online Learning Report - Review of online learning cost data submitted under Sec. 18(11), comparisons to other states and national data, conclusions regarding factors or characteristics of online learning programs that have an impact on costs of operating	MDE	Legislature
	388.1622b(12)	Amount of savings achieved due to the revised number of instructional hours used to calculate kindergarten pupil memberships under Sec. 6(4)(r)	MDE	Legislature
	388.1632g(4)	Great Start to Quality Report - This is a status report on the implementation of the kindergarten assessment tool described under subsection (2) and the efforts to improve quality ratings of early childhood providers described under subsection (3). In addition, the department shall report on its planned activities for statewide implementation and quality improvement for the next fiscal year.	MDE	House and Senate Appropriation Subcommittees on School Aid

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	388.1632p(3)	Early Childhood Funding - ISDs are to report to the MDE detailing activities provided during the year and the children actually served. The MDE is to compile and summarize the reports for submission.	MDE	House and Senate Appropriations Subcommittees on School Aid; House Fiscal Agency; Senate Fiscal Agency
Annually	388.1681(5)	ISD Adjustments - Adjustments to ISD allocations	MDE	House Fiscal Agency; Senate Fiscal Agency; State Budget Director
Annually	388.1702(2)	District Deficit List - List of LEAs, PSAs, EAS, and ISDs with deficit fund balances in prior school fiscal year and deficit elimination efforts.	MDE	House and Senate Appropriations Subcommittees on School Aid; House and Senate Committees on Education; House Fiscal Agency; Senate Fiscal Agency; State Treasurer; State Budget Director
Quarterly	388.1702(2)	Deficit Budget Reports - Progress report on deficit elimination efforts. The Superintendent of Public Instruction is to present the findings of the quarterly reports to the Appropriation Subcommittees dealing K-12 education appropriations.	Superintendent of Public Instruction	House and Senate Appropriations Subcommittees on School Aid
School Code				
Annually	380.1204a(2)	Annual Education Report - The report is to include: (i) number and percentage of pupils enrolled in the school who enrolled in the immediately preceding school yr. in 1 or more postsecondary courses; (ii) the number of college level equivalent courses offered to pupils enrolled in the school, in the school district, and in consortia or co-op programs, (iii) number/percentage of pupils enrolled in the school who were enrolled in at least 1 college level equivalent course during the immediately preceding school year, disaggregated by grade level, (iv) number/percentage of pupils in (iii) who took college level equivalent credit exams, (v) number/percentage of pupils in (iv) who achieved a score on a college level equivalency exam at or above level recommended by testing service for college credit.	MDE	Legislature

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Annually	380.1277 (4)	State Board of Education - School Improvement Plan Review Report - The state board shall annually review a random sampling of school improvement plans. Based on its review, the state board shall submit a report on school improvement activities planned and accomplished by each of the school districts and intermediate school districts that were part of the sampling.	SBE/MDE	House and Senate Committees on Education
Annually	380.1278b(15)	Success of Curriculum Report - The department shall submit an annual report to the legislature that evaluates the overall success of the curriculum required under this section and section 1278a, the rigor and relevance of the course work required by the curriculum, the ability of public schools to implement the curriculum and the required course work, and the impact of the curriculum on pupil success, and that details any activities the department has undertaken to implement this section and section 1278a or to assist public schools in implementing the requirements of this section and section 1278a.	MDE	Legislature
Annually	380.1280(14)	Accreditation Report - The Superintendent of Public Instruction shall evaluate the school accreditation program and the status of schools under this section. The report shall address the reasons each unaccredited school is not accredited and shall recommend legislative action that will result in the accreditation of all public schools in this state.	MDE	House and Senate Committees on Education
Annually	380.1280c(14)	State School Reform/Redesign Report - At least annually, the state school reform/redesign officer shall submit a report to the standing committees of the senate and house of representatives having jurisdiction over education legislation on the progress being made in improving pupil proficiency due to the measures under this section.	MDE	House and Senate Committees on Education
	380.1310b(4)	Bullying Policy Implementation Report - The department shall submit a report summarizing the status of the implementation of LEA, PSA, and ISD policies prohibiting bullying.	MDE	House and Senate Committees on Education

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Annually	380.1311c	Strict Discipline Academy Report - The state board shall submit a comprehensive report evaluating strict discipline academies generally, including, but not limited to, an evaluation of whether strict discipline academies are fulfilling the purposes specified in former section 511(1). The report also shall contain, for each strict discipline academy, a copy of the academy's mission statement, attendance statistics and dropout rate, aggregate assessment test scores, projections of financial stability, and number of and comments on supervisory visits by the authorizing body.	SBE/MDE	House and Senate Committees on Education
Annually	380.1531(13)	Certification Report - Each year, the Superintendent of Public Instruction shall submit in writing a report on the development or selection and use of the basic skills examination, the elementary certification examination, and the subject area examinations. The report shall also contain a financial statement regarding revenue received from the assessment of fees levied pursuant to subsection (15) and the amount of and any purposes for which that revenue was expended.	MDE	House and Senate Committees on Education
Quarterly	380.1535a(12)	Quarterly Conviction Report - The Superintendent of Public Instruction shall submit a quarterly report of all final actions he or she has taken under 380.1535a affecting a person's teaching certificate during the preceding quarter. The report shall contain at least all of the following with respect to each person whose teaching certificate has been affected: (a) The person's name, as it appears on the teaching certificate. (b) The school district, intermediate school district, public school academy, or nonpublic school in which the person was employed at the time of the conviction, if any. (c) The offense for which the person was convicted and the date of the offense and date of the conviction. (d) Whether the action taken by the superintendent of public instruction was a summary suspension, suspension due to failure to request a hearing, suspension, revocation, or reinstatement of the teaching certificate.	MDE	Legislature

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Quarterly		<p>Quarterly Conviction Report - The Superintendent of Public Instruction shall submit a quarterly report of all final actions he or she has taken under this section affecting a person's state board approval during the preceding quarter. The report shall contain at least all of the following with respect to each person whose state board approval has been affected:</p> <p>(a) The person's name, as it appears on the state board approval.</p> <p>(b) The school district, intermediate school district, public school academy, or nonpublic school in which the person was employed at the time of the conviction, if any.</p> <p>(c) The offense for which the person was convicted and the date of the offense and date of the conviction.</p> <p>(d) Whether the action taken by the superintendent of public instruction was a summary suspension, suspension due to failure to request a hearing, suspension, revocation, or reinstatement of the state board approval.</p>	MDE	Legislature
Other				
Annually	397.21	Annual Report of the State Librarian - The state librarian shall report on the operations of the library and on the progress made in automating the operations of the library.	MDE	Governor and Members of the Legislature
Annually	388.521(3)	Annual Comprehensive Report -The department shall prepare and submit a summary annual report on the information received from districts and postsecondary institutions regarding postsecondary credits and courses granted to eligible students.	MDE	House Fiscal Agency; Senate Fiscal Agency and The Department of Technology, Management and Budget.
Annually	388.1911(3)	Annual Report - The department shall prepare and submit a summary annual report on the information received from districts regarding career and technical education programing.	MDE	House Fiscal Agency; Senate Fiscal Agency and The Department of Technology, Management and Budget.

Source: Michigan Department of Education