



CENTER FOR EDUCATIONAL
PERFORMANCE AND INFORMATION

REP/TSDL: What's It All About?

Caitlin Groom, Staffing Data Coordinator, CEPI

April 22, 2026



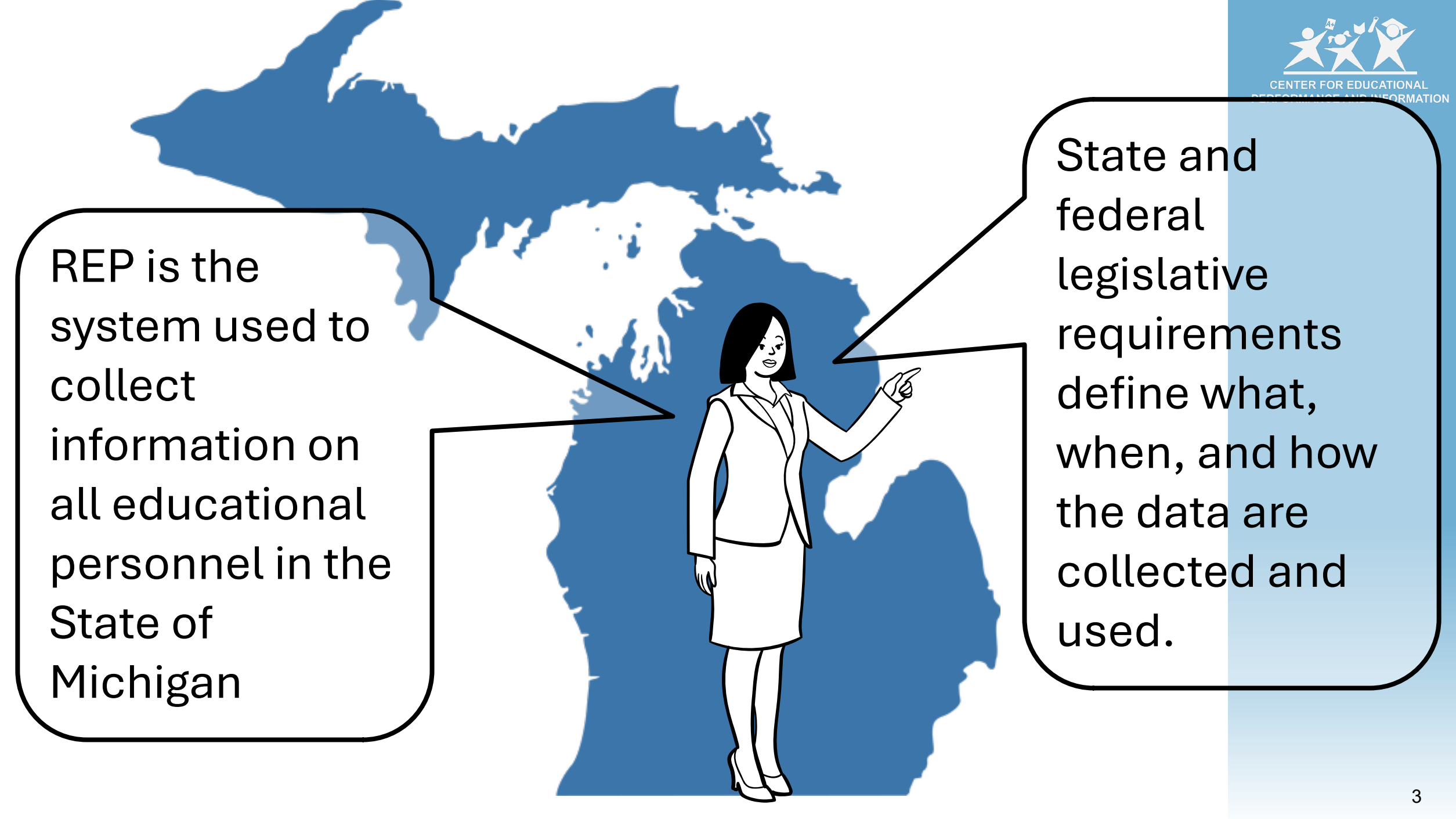
Objectives

Workforce Data Overview

REP Submission Basics

EOY 2026 Updates and Information

Course Reporting Best Practices



REP is the system used to collect information on all educational personnel in the State of Michigan

State and federal legislative requirements define what, when, and how the data are collected and used.



**School
Safety**



**Credential
Progression**



**Workforce
Initiatives**



**Accountability
Systems**



**Compliance
Investigations**

Michigan's Educator Workforce Data Needs



GOALS

1. Expand early childhood learning opportunities
2. Improve early literacy achievement
3. Improve the health, safety, and wellness of all learners
4. Expand secondary learning opportunities for all students
5. Increase the percentage of all students who graduate from high school
6. Increase the percentage of adults with a post-secondary credential
7. Increase the numbers of certified teachers in areas of shortage
8. Provide adequate and equitable school funding

Legal Foundation for the REP

THE STATE SCHOOL AID ACT OF 1979

Act 94 of 1979

AN ACT to make appropriations to aid in the support of the public schools of the State of Michigan, to provide for the support of school districts, community colleges, and public universities of the State of Michigan, to make appropriations for certain other purposes relating to education; to prescribe the manner of the appropriations; to authorize the issuance of bonds to pay for the interest on those bonds; to prescribe the powers and duties of the State Board of Education, and certain other boards of education, and certain other boards of education, and certain other boards of education; to prescribe the expenditure; to prescribe the manner of the expenditure; to prescribe the manner of the expenditure;

Defines who, what, when and level of detail for the data required for educational employment data, using the REP system (where & how)

[As Amended]

SECTION 1

This Act shall be known and may be cited as the State School Aid Act of 1979.

SEC. 2. TABLE

The table shall be as follows:

Sec. 1. Short title.

Sec. 2. Table of contents.

TITLE I—IMPROVING BASIC EDUCATION

Sec. 1001. Statement of needs.

Sec. 1002. Authorization of appropriations.

Sec. 1003. School improvement plans.

Sec. 1003A. Direct student services.

Sec. 1004. State administrative costs.

PART A—IMPROVING BASIC EDUCATION—EDUCATIONAL AGENCIES

Subchapter 1—Requirements

Sec. 1111. State plans.

Sec. 1112. Local education agency plans.

Sec. 1113. Eligible school attendance areas.

Sec. 1114. Schoolwide programs.

Sec. 1115. Targeted assistance schools.

Sec. 1116. Parent and family engagement.

Sec. 1117. Participation of children enrolled in private schools.

Sec. 1118. Fiscal requirements.

Sec. 1119. Coordination requirements.

Authority of the superintendent of public instruction under sections 1701 and 1703 of the revised school code, 1976 PA 451, MCL 380.1701 and 380.1703, and Executive Reorganization Order No. 1996-7, MCL 388.994)

Required Reporting Law Changes:

- Updates approved for 2026 to 388.1619 (3) removed 30-day required submission of changes between official collection deadlines.
- Districts are strongly encouraged to report changes through the year.
- Reporting of **vacant positions remains required** within the official collections.

Reporting changes throughout the year allows:

- Your district to be notified if a criminal conviction occurs
- You to ensure accuracy of data for appropriate placement prior to costly penalties
- Policy makers to have the ability to better understand & support the staffing shortages throughout the year

When Does REP Reporting Occur?

School Year Calendar (July 1- June 30)

**Fall
Opens:**
August 1

Certification:
First business
day in
December

Required

**Between
Deadlines:**

New Hires
Terminations
Assignment Changes
Vacancies

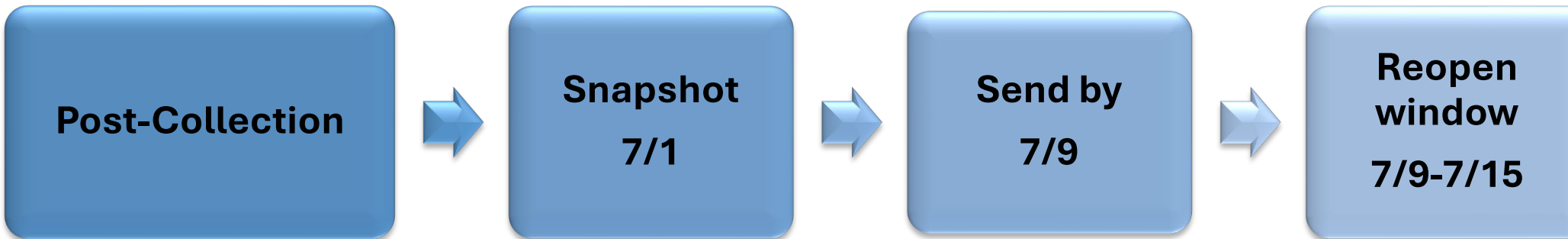
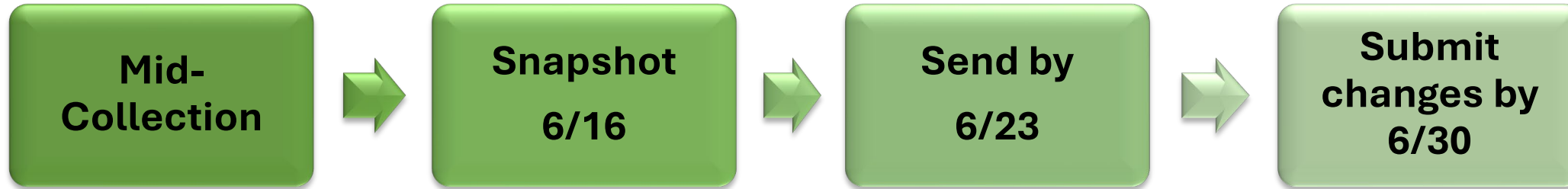
Optional

**End of Year
Opens:**
January 3

Certification:
Last business
day in June

Required

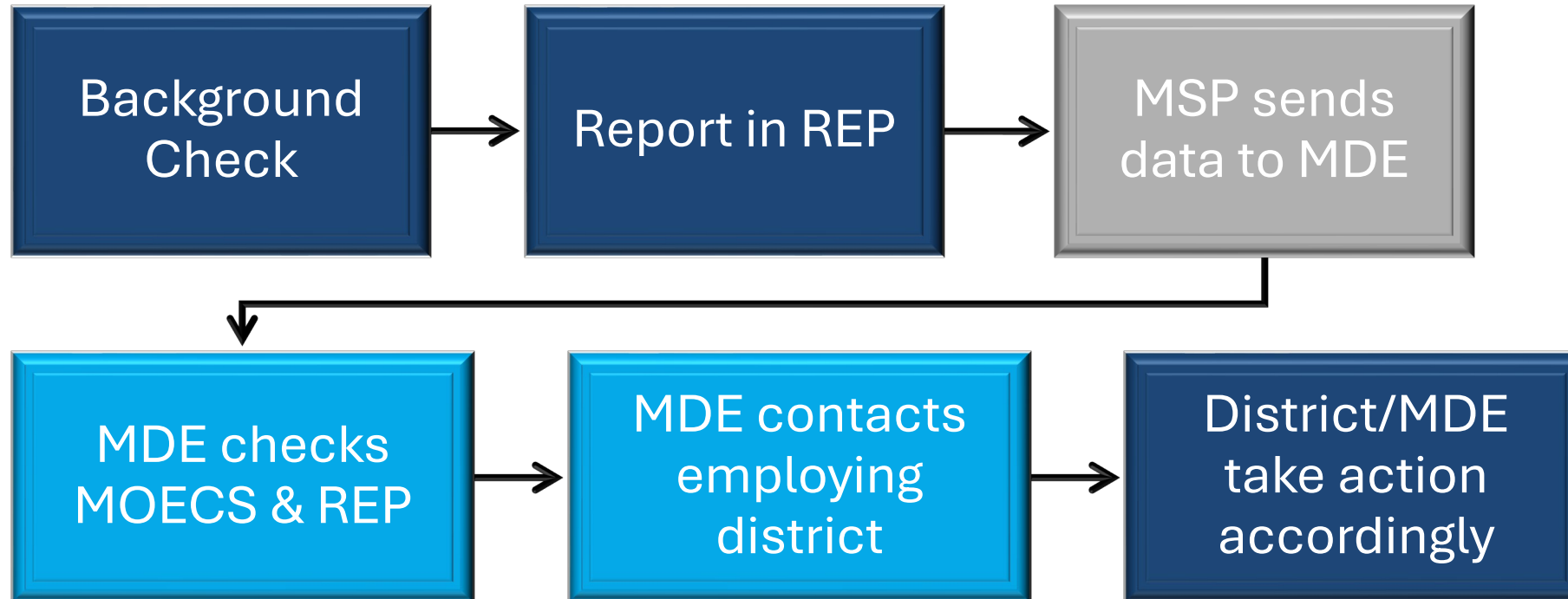
EOY 2026 REP DQ Timelines



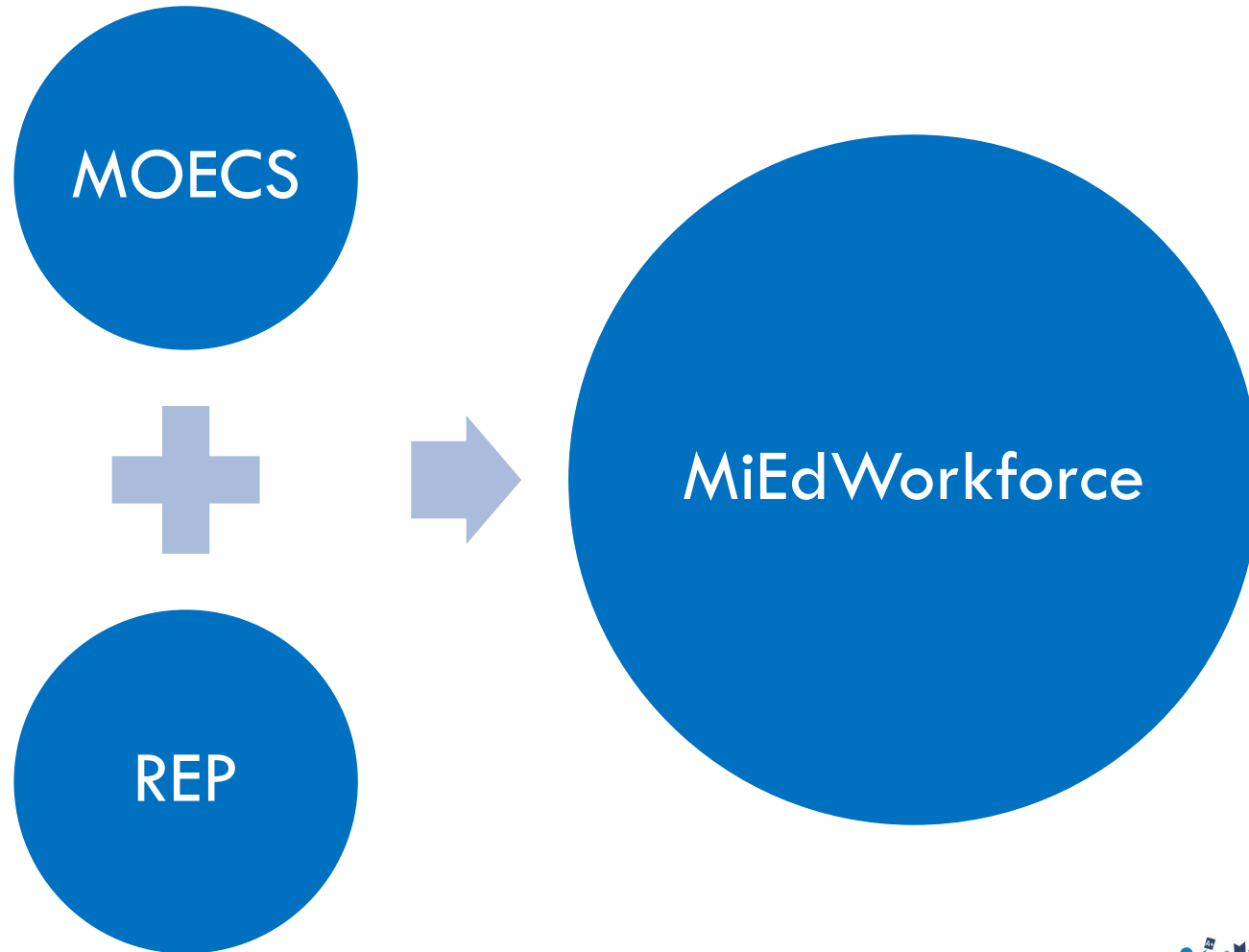
Who Must be Reported?

- All individuals who are employed by a school district, ISD, PSA or nonpublic school with **regular and continuous** employment
- Includes direct hire and contracted
- Includes all school property (i.e., school bus, food service, classroom, administrative services, etc.)
- Includes educators provided by third party vendor (i.e. virtual educators,)
- Includes Student Teacher Interns (00STU)
 - Pre-service teachers in their last placement prior to certification

School Safety & RAPback Overview



MiEdWorkforce



What is included in MiEdWorkforce?



Employment Reporting



Educator Credentials

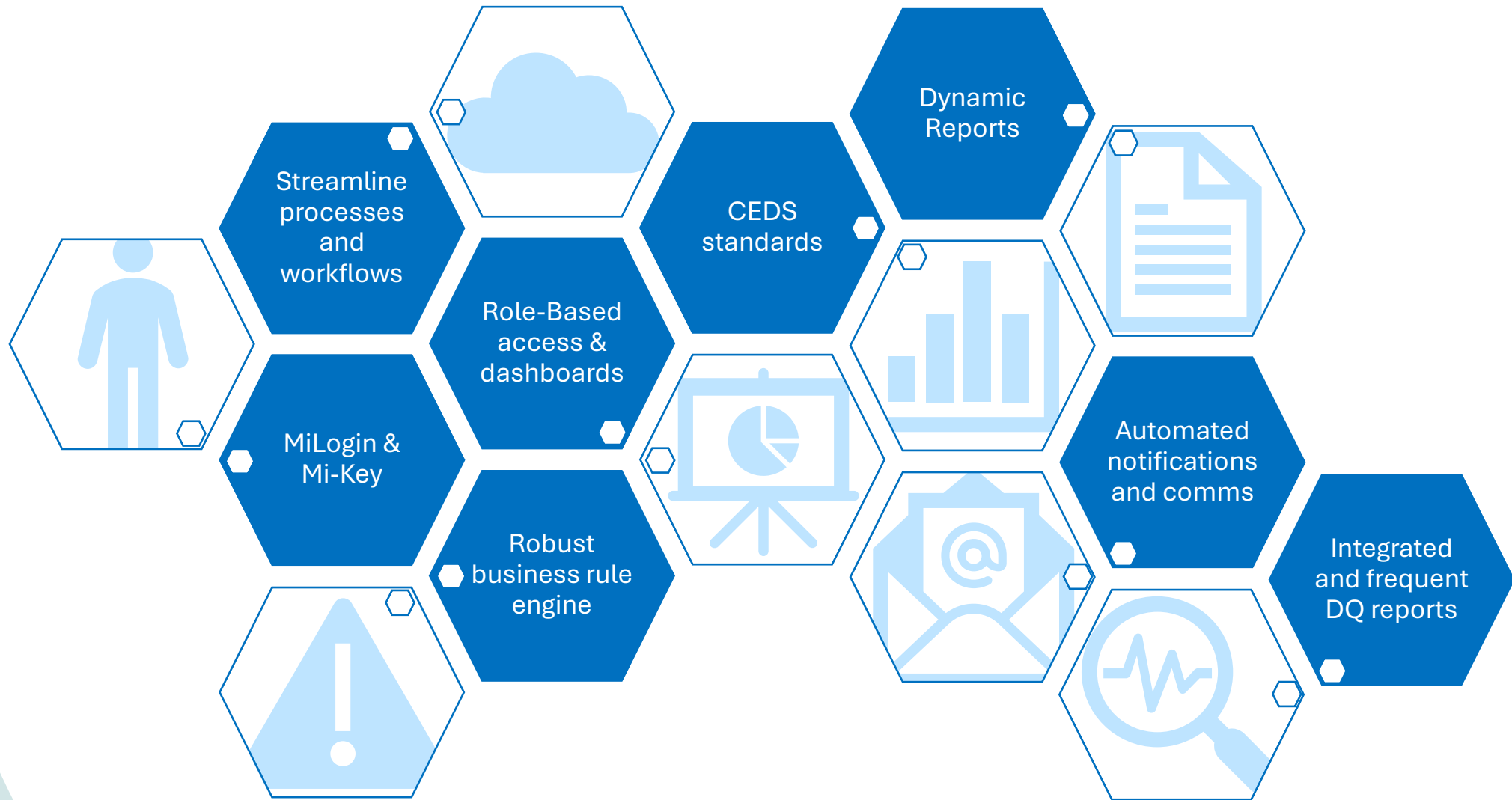


Educator Preparation Programs



Professional Learning

MiEdWorkforce System Foundations





Common Education Data Standards

CEDS is an education data management initiative whose purpose is to streamline the understanding of data within and across education and includes:

- Common Vocabulary
- Data models that reflect the vocabulary
- Tools to help understand & use the data
- Metadata from other data initiatives
- National community

Creating Common Language

English ↔ Spanish

I would like a cup of coffee, please ×

Me gustaría una taza de café por favor

Spanish ↔ Japanese

Me gustaría una taza de café por favor ×

コーヒーを一杯お願い
いたします
Kōhī o ippai onegaishimasu

Japanese ↔ English

コーヒーを一杯お願い ×
いたします
Kōhī o ippai onegaishimasu

I'd like a cup of coffee please

CEDS Alignment: Last Name

Current REP:

- Defined: This is the staff member's last name
- Format: Alphanumeric, 40-character

Current MOECS:

- Defined: This is the staff member's last name
- Format: Alphanumeric, 30-character

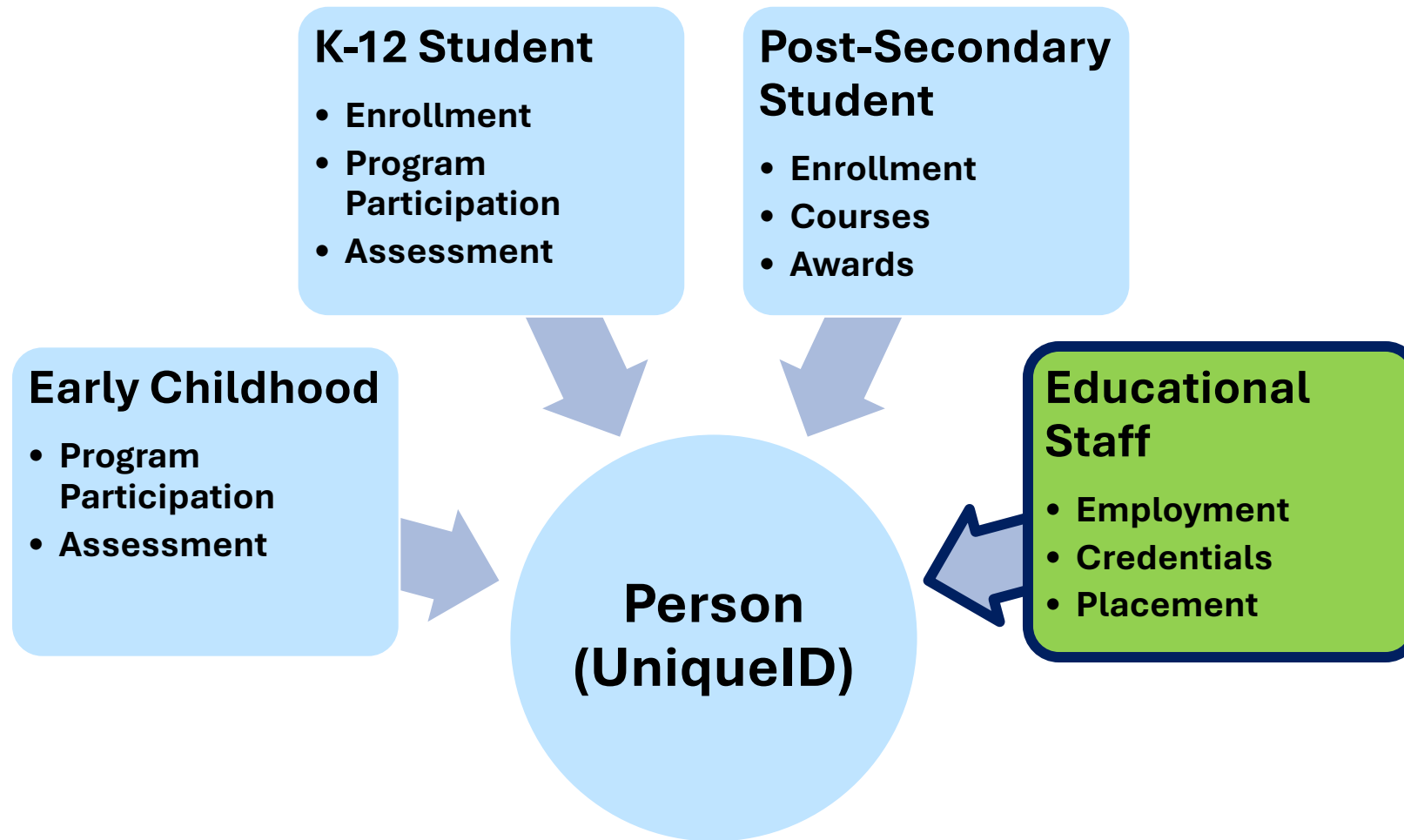
CEDS

- Defined: The full legal last name borne in common by members of a family
- Format: Alphanumeric, 75 characters

MiKEY Michigan Education Key

- CEPI's unified identifier management solution
- Backend system that will integrate with MiEdWorkforce (& eventually other systems)
- Uses advance algorithm to perform probabilistic matching
- The source of truth for the identifier and a limited set of demographics

CEPI's Long-Term Person Data Initiative



Person Data Elements

REP/MOECS	Current	Mi-Key	Future
PIC		Unique ID (historical PIC value)	
First Name		First Name	
Middle Name		Middle Name	
Last or Surname		Last or Surname	
		Previous Last Name	
Date of Birth		Birthday	
		Suffix	
Gender/Sex		Sex	
SSN		SSN	
		Race/Ethnicity	
		Alternate Identifiers (PIC, MOECS Educator ID)	

Course Reporting

Student Course, Assignment & Endorsement Alignment



Appropriate Teacher Placement



Purpose: Assure every MI pupil has access to properly trained educators



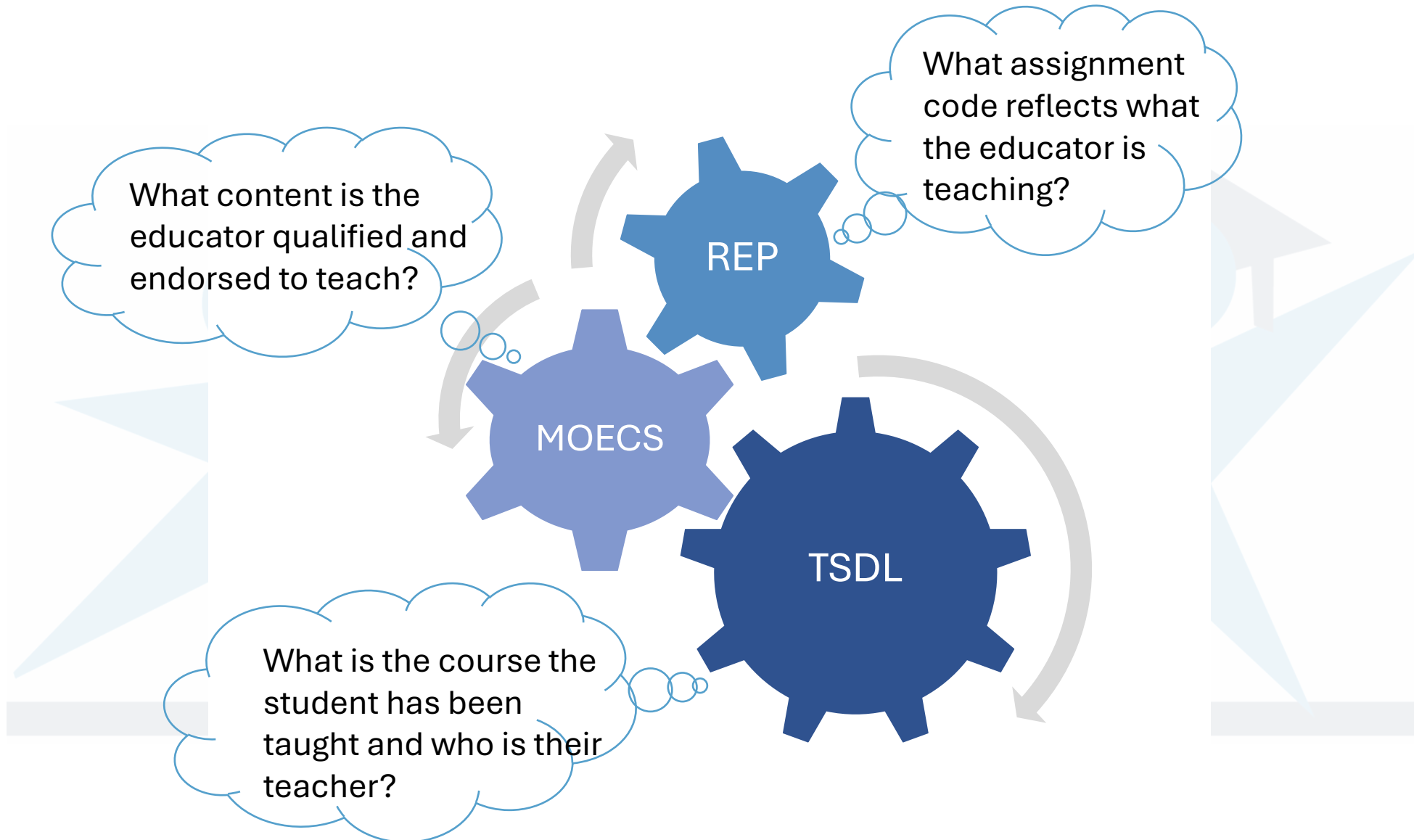
Defined By: Michigan Compiled Laws (MCL), Program Requirements, Administrative Rules

MDE role is Guidance and Audit

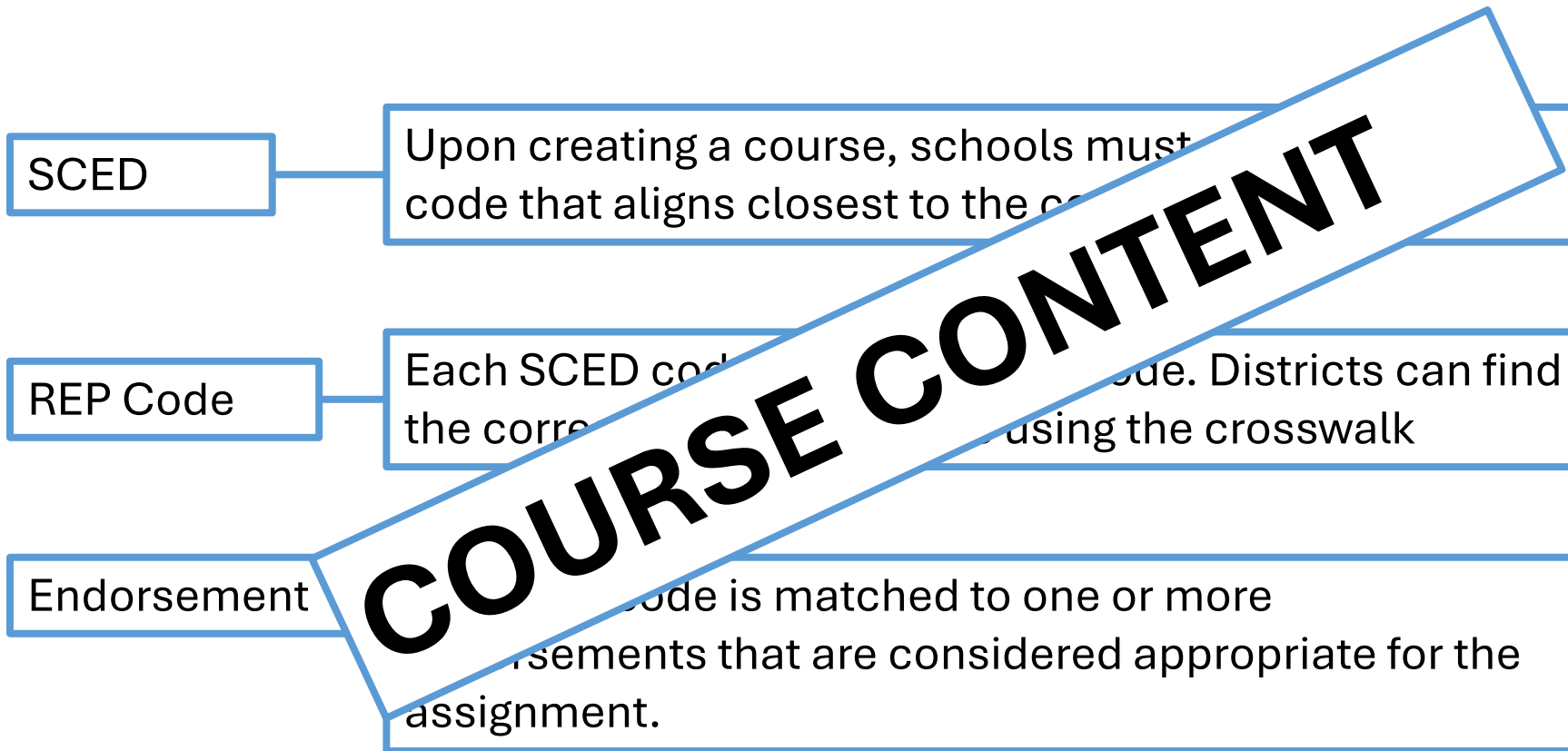
- [Certification and Placement](#)
- [Special Considerations/Funding](#)

CEPI role is Data Collection and Reporting

Teacher Placement Data Sets



Create Common Language:



Teacher of Record Reporting

Teacher of Record is defined within the [Pupil Accounting Manual](#)

REP

- TOR reported with content specific assignment for every course
- Instructional Assignment Code Range: 000AX-00599 [REP Resources](#)

TSDL

- TOR PIC required for every Student Course
- SCED and Assignment Code aligned: [Course Placement and Reporting Guide](#)

Substitute Teacher Reporting

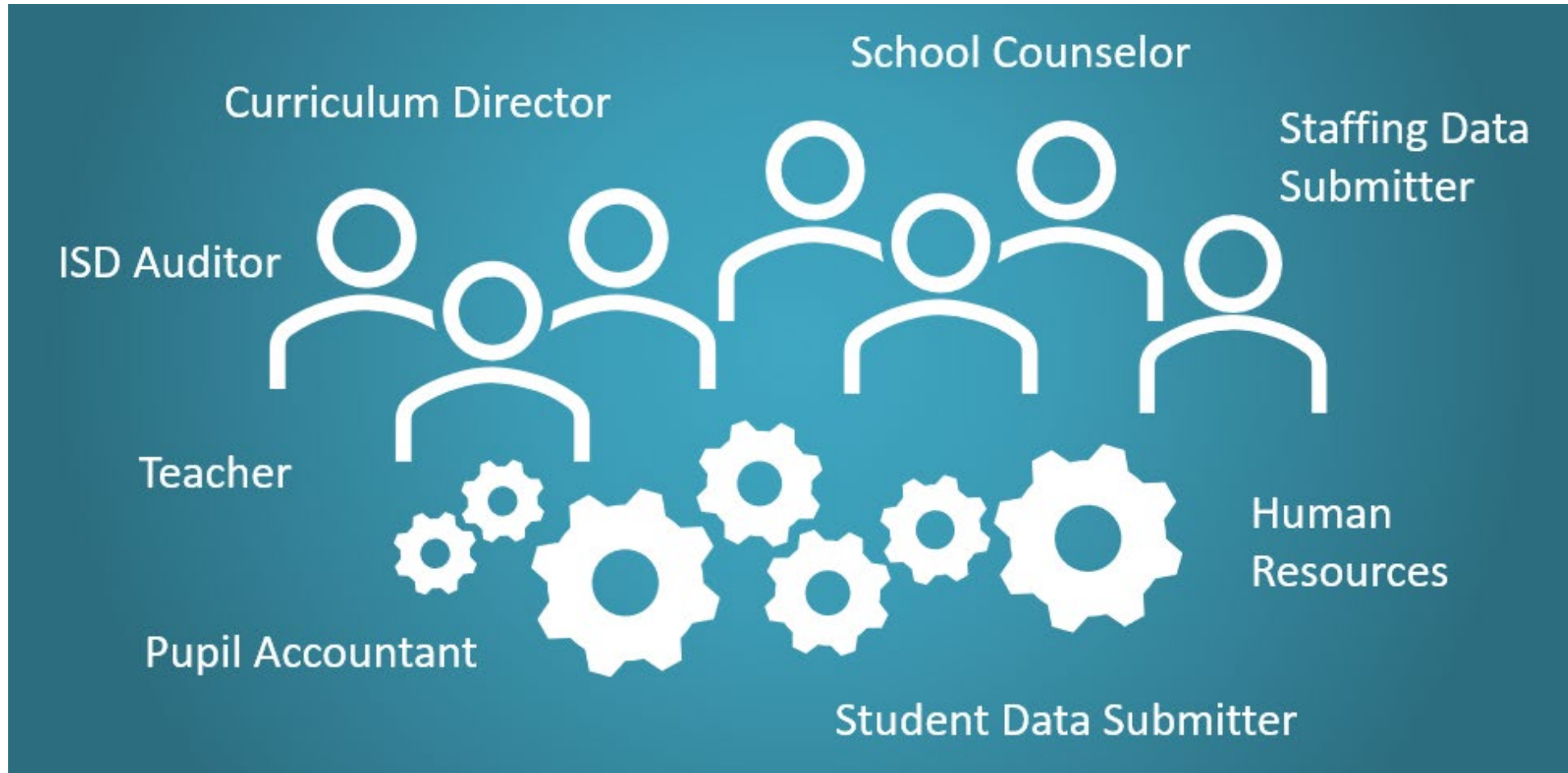
Intermittent

- Less than 90 days **and** filling in for TOR
- REP Assignment Code: 00SUB
- No TSDL Student Courses

Everything Else

- Acting as TOR
- Reported as TOR

Communication is Key!



Data Quality Checks

- **District Level:**

- No Staff or High Count of Staff at Admin Unit (00000)
- No Superintendent Reported (70x00)
- EE Related (No Teachers Effective, No Admin Effective etc.)
- Termination Codes

- **Building Level:**

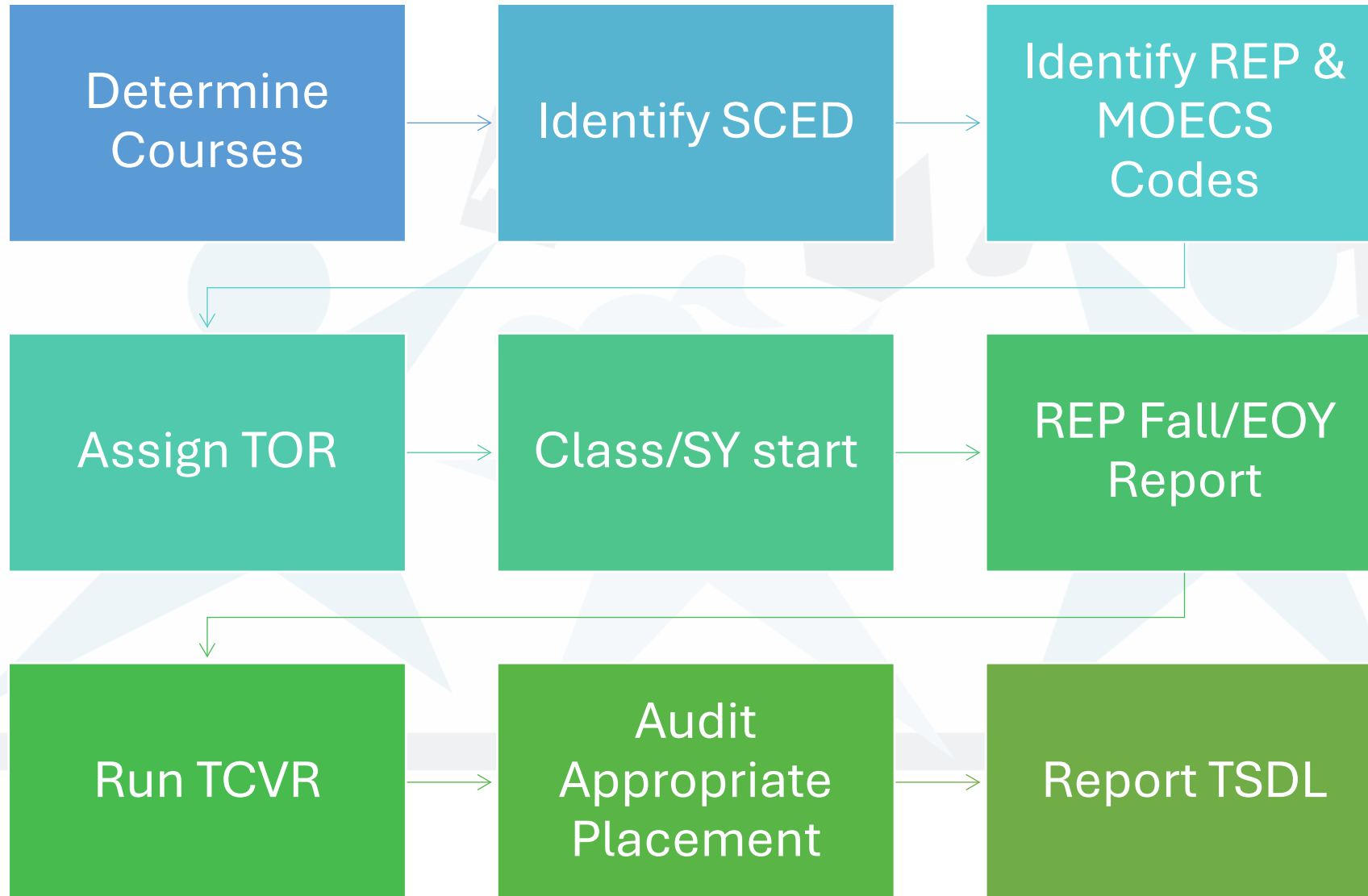
- No Instructional Staff at School
- No Staff at Open Building
- Building Code in Other District
- Staff Reported w/ Grade not in EEM
- No Principal Reported (73x01)
- K-8 w/out Library Media and/or PE/Arts

Data Quality Checks Cont.

- **Individual Level:**

- Assignment Code and Grade/Ed Setting do not match
 - For example: Early Childhood Assignment with Grades 5, 6, 7
- Highest Educational Level not Bachelor's Degree (for instructional staff)
- Persistently Invalid Credential
- 000ZG w/ <1 Class Taught

Planning for Data Submissions



Course Placement and Reporting Resources

- User guides provide overview and details of data connections
- Provides guidance on unique or special reporting circumstances
- Crosswalk of course codes across systems

Help and Training

- [Appropriate Placement: Student and Teacher Course Reporting Guide](#)
- [Course Placement and Reporting Guide](#)
- [Webinar: Appropriate Placement and Reporting](#)
- [Calculating the Number of Core Academic Classes Taught](#)
- [Guide for Users New to REP](#)
- [MDE Permits and Placement Guidance](#)
- [Race and Ethnicity Reporting](#)
- [REP Data Certification Video Tutorial](#)
- [REP FAQs](#)
- [REP Glossary](#)
- [Vacant Funded Position User Guide](#)

Appropriate Placement Audit Reports

MSDS Home

Manage Collections... [⊕]

Manage Users... [⊕]

System Maintenance... [⊕]

Manage Requests... [⊕]

Administrative Reports... [⊕]

Student Data Submission... [⊕]

Student Data Downloads... [⊕]

Search... [⊕]

Certified Data Reports... [⊕]

Audit FTE... [⊕]

Audit Form (DS4061/DS4120)

Audit Narrative

FTE Conflict Detection

Teacher Credential Verification Report

Local Course Crosswalk Report


Grad Cohort... [⊕]

General Reports... [⊕]

Section 25e... [⊕]

SDS Home

Michigan Student Data System



The Student Data System is a repository that contains information regarding students receiving education in the State of Michigan.

What's New View All

MSDS Important Dates

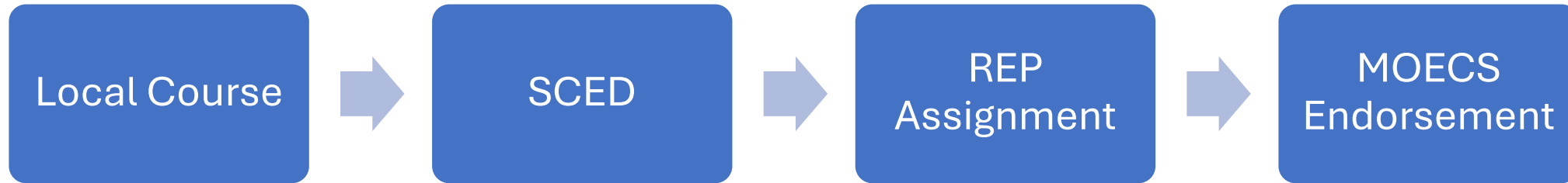
The following MSDS collections will open on **Monday, Sept. 23**:

- 2024-25 [Student Record Maintenance](#)
- 2024-25 Migrant [Teacher Student Data Link](#)
- Fall 2024 [General](#)
 - Oct. 2: Fall pupil membership count date
 - Oct. 24: Data quality checks performed on data submitted before this date
 - Nov. 6: Certification deadline
 - Nov. 13: Recertification deadline
- Fall 2024 [Early Childhood](#)
 - Reporting Period: Beginning of program year through Oct. 31
 - Oct. 29: Data quality checks performed on data submitted before this date
 - Nov. 13: Certification deadline

SRM Collection and Appeals Window

The 2023-24 SRM Collection is open until **Wednesday, Sept. 11** at 11:59 p.m. EDT.

Local Course Crosswalk



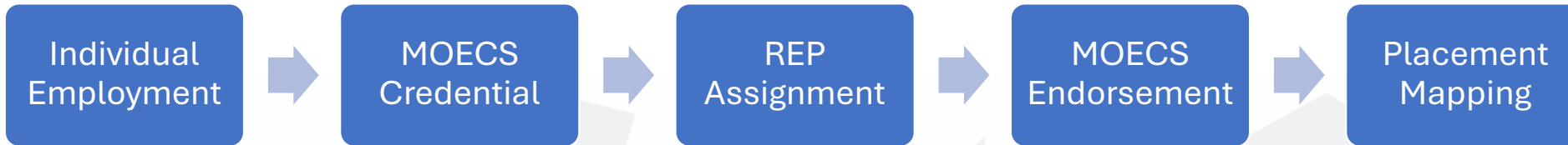
Specifications:

- MSDS Authorization to access
- District level data
- TSDL course data
- Unique Local Course Code/Descriptions from TSDL submission

Use:

- Review existing courses
- Ensure SCED is accurate
- Determine endorsements for TOR placement
- Ensure correct REP code is reported for TOR

Teacher Credential Verification Report



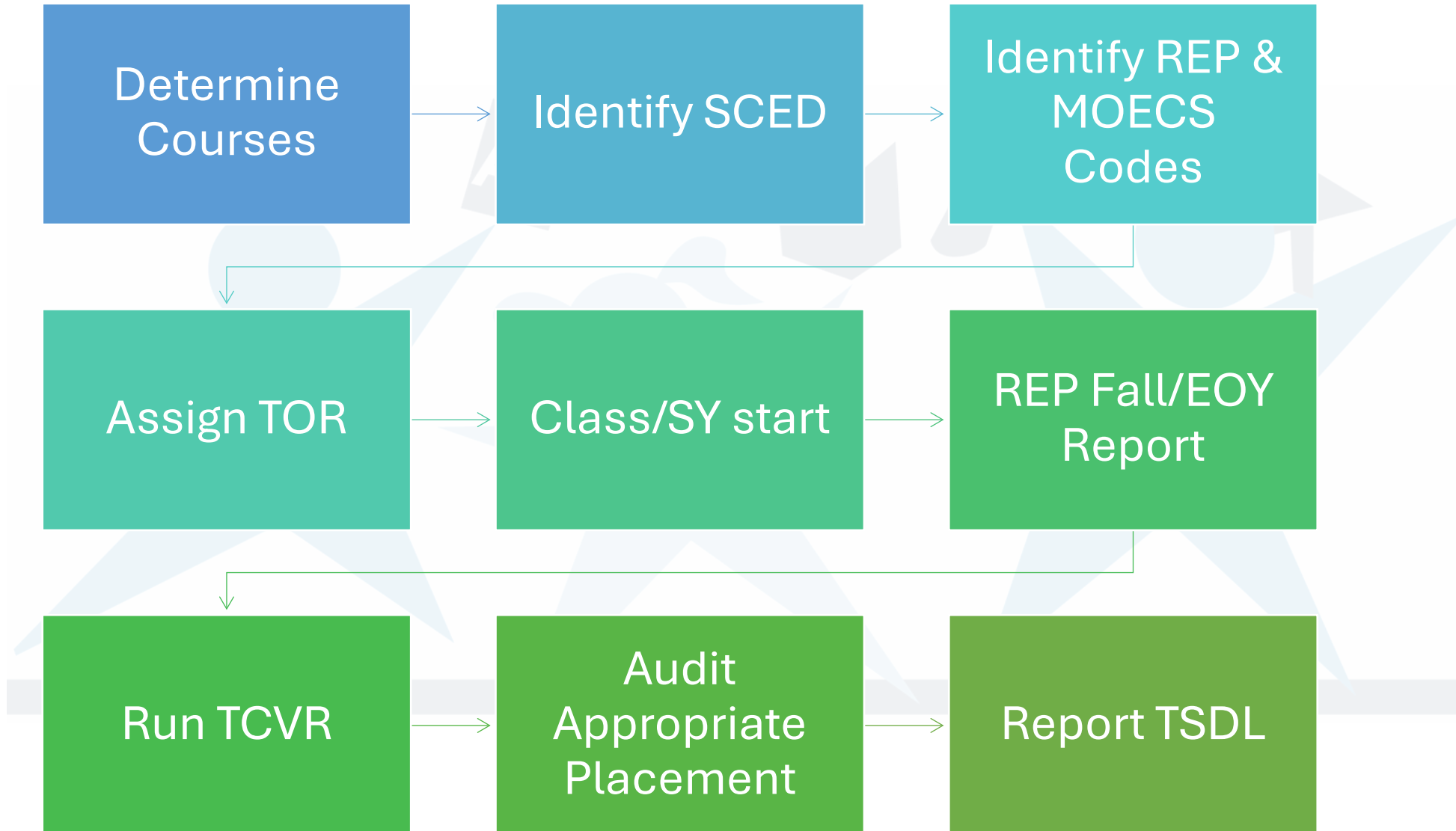
Specifications:

- MSDS Authorization to access
- Individual level data
- Record must be updated in REP
- TOR assignment code in REP

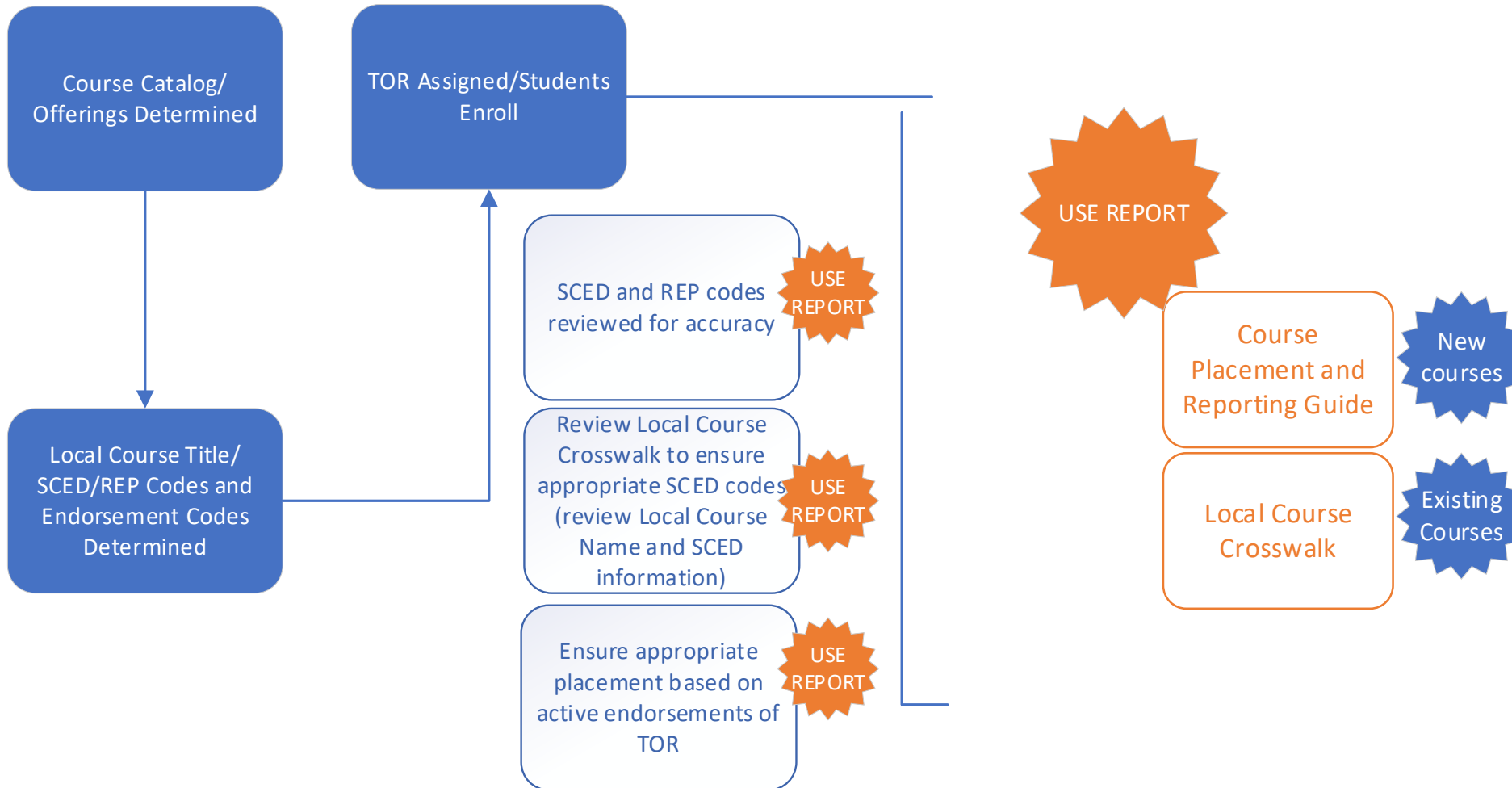
Use:

- Review to ensure all TOR reported
- Review of TOR credentials
- Review of TOR endorsements for grade and subject placement
- Assist in Audit processes
- For validation of Master Teacher Schedule

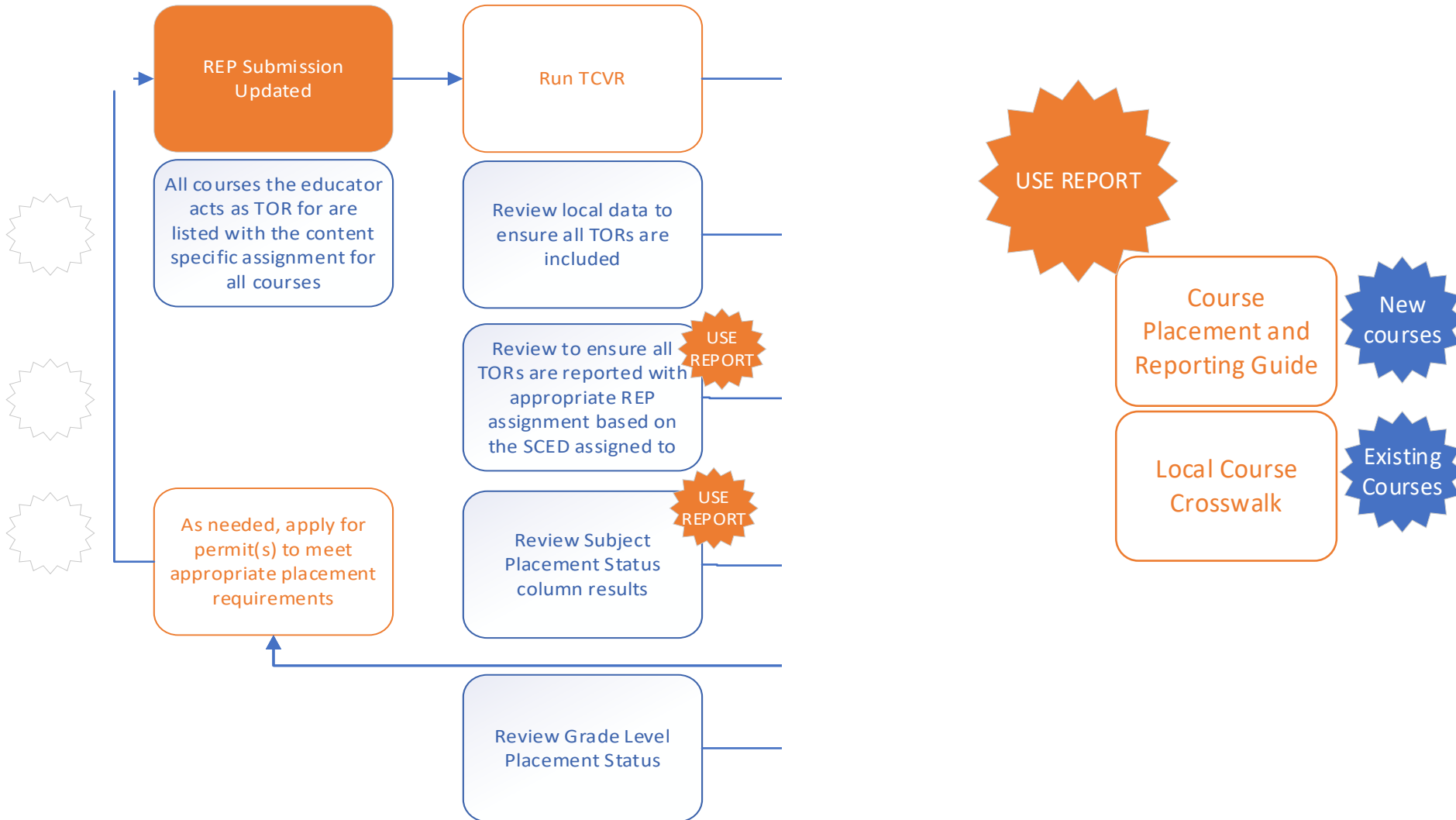
Course Reporting Process



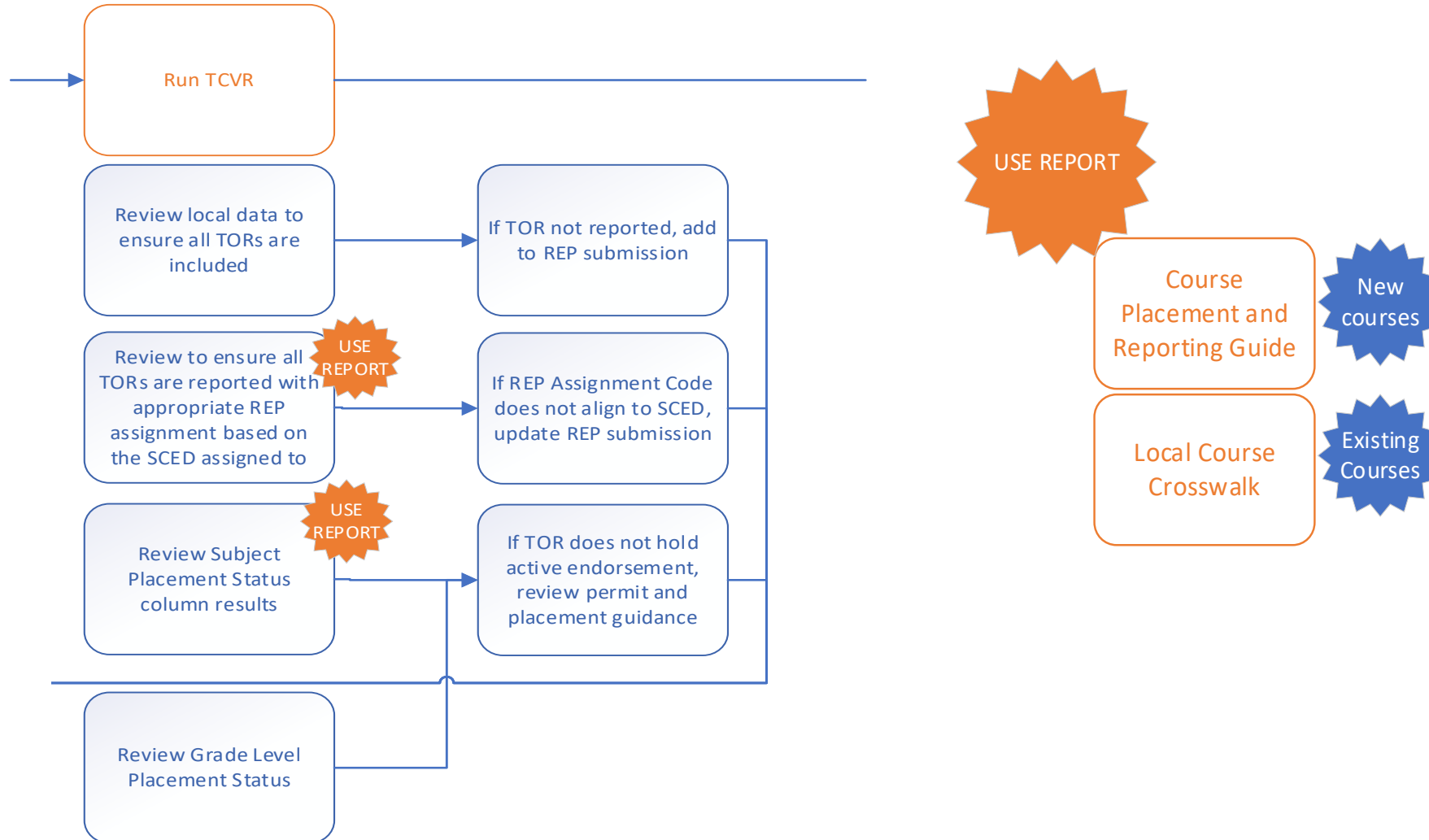
Best Practices: Assigning Courses



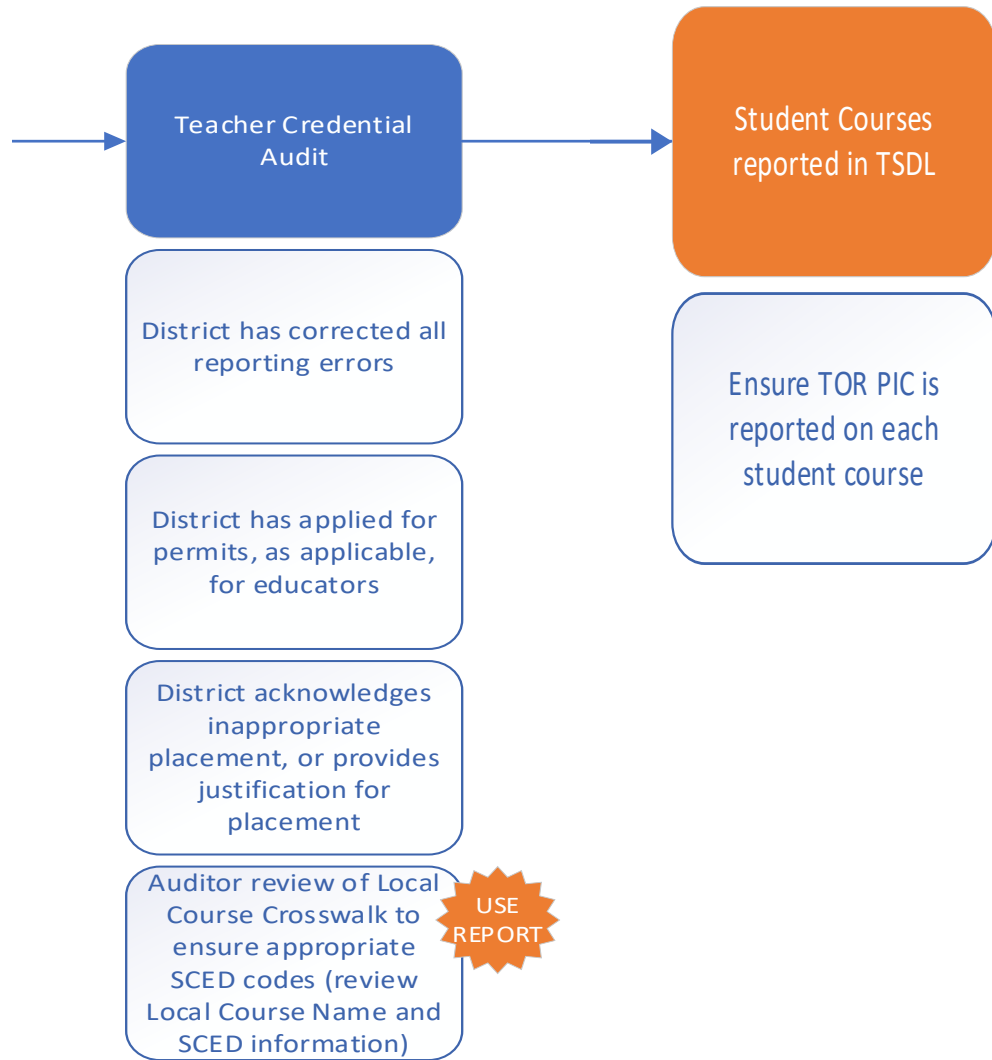
Best Practices: REP and TCVR



Best Practices: TCVR Review



Best Practices: Credential Audit & Student Courses



CEDS Example: Course Subject

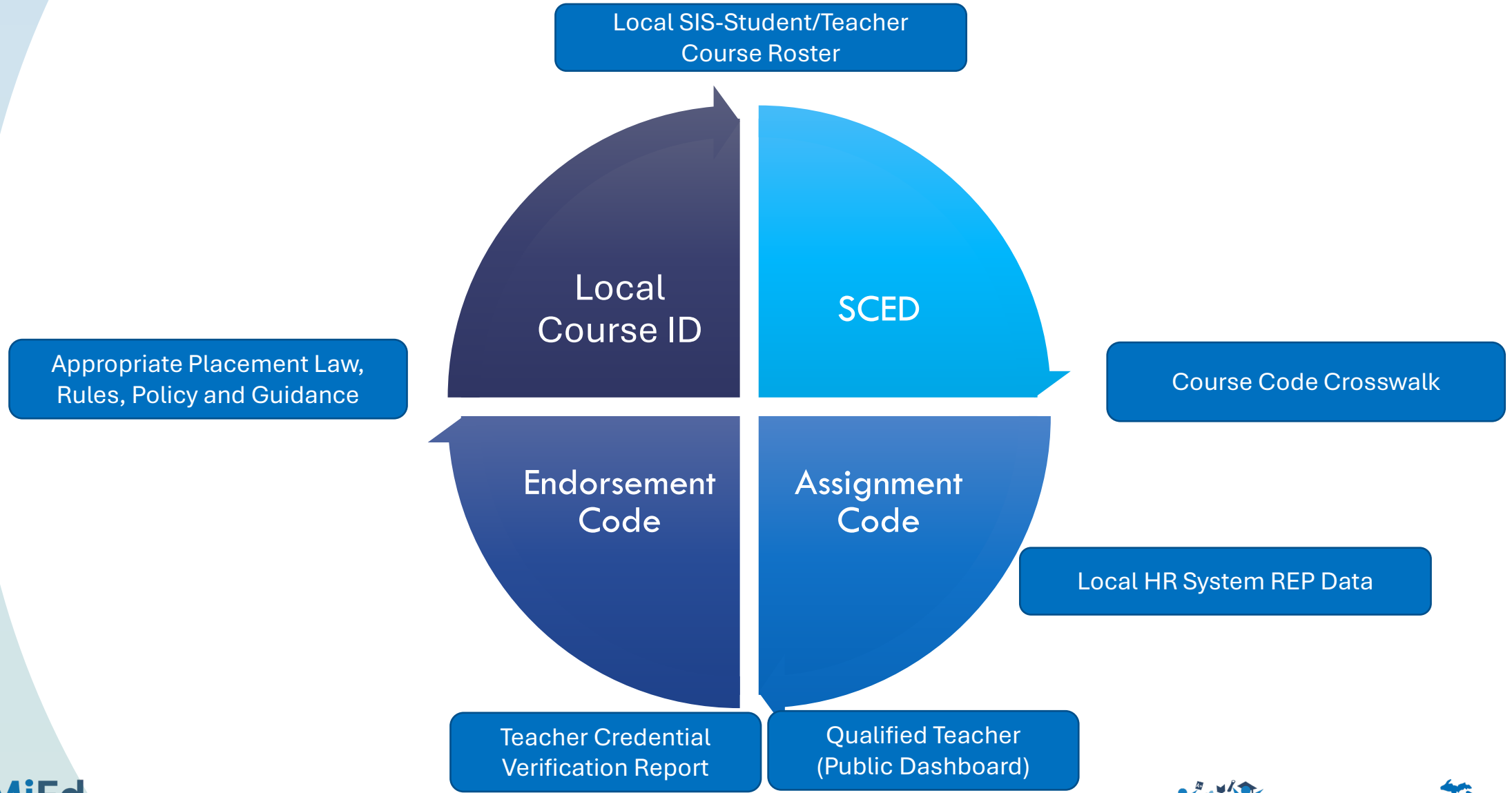
School District Reporting Steps:

1. Student Courses reported by SCED within TSDL
2. Translated to REP Assignment Codes for REP submission
3. SCED and REP Assignment Codes mapped to MOECS Endorsement Codes
4. SCED, REP and Endorsements needed for Appropriate Placement Audits

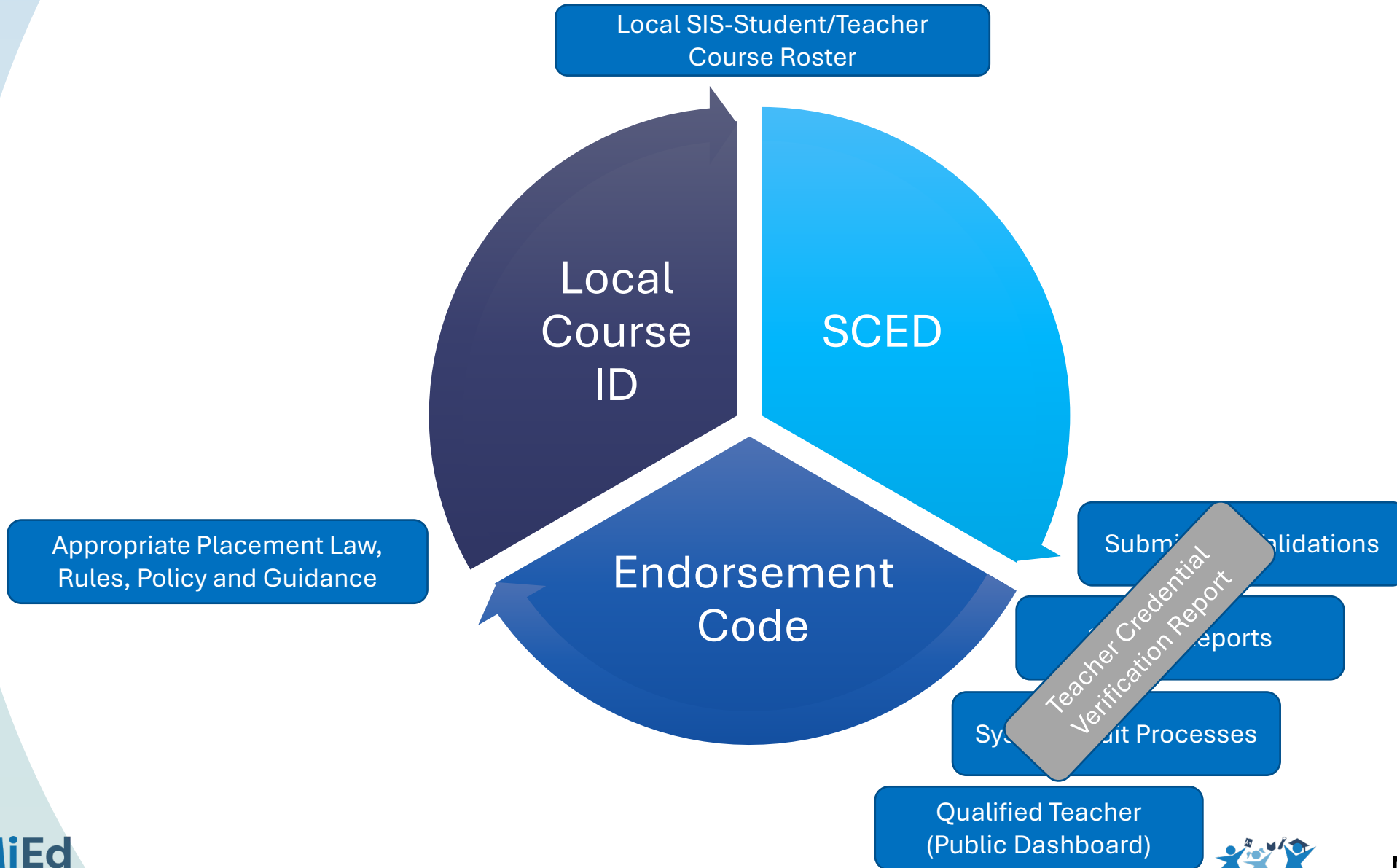
Issues with Current Process:

- High rate of error in translations
- Code mappings are not 1:1
- Data transfers between systems cost time and effort
- High cost in effort/time across process

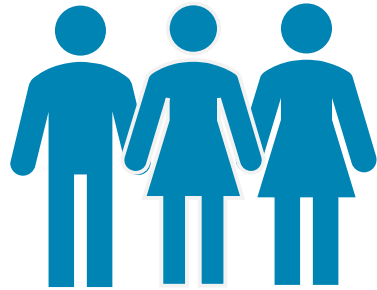
Current Course Subject Data Structure



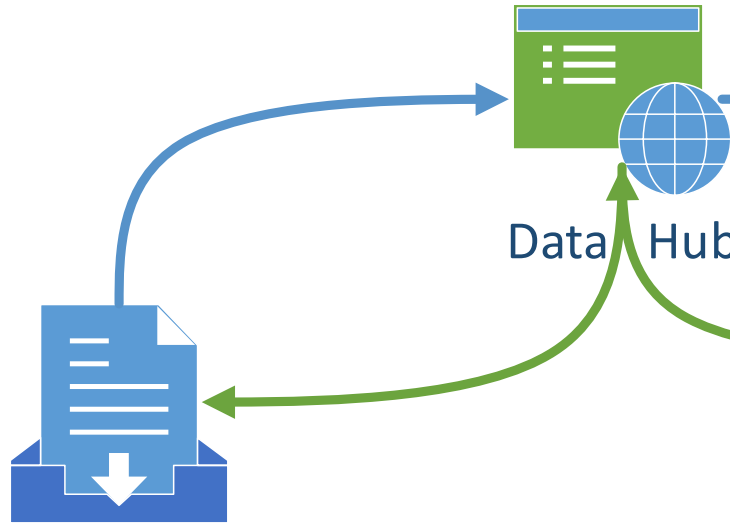
Future: Course Subject Data Structure



Future: Connecting to Student Information Systems



New courses
assigned to Teacher
of Record



Local Student
Information System

MiEdWorkforce



District is
notified of
placement issues

Beyond the Audit

Home Page

Workforce: AER Metrics

Reset all filters



Teachers who are in the grade range and subject area listed on their certificate are considered in-field. Teachers who are teaching in a subject area not on their certificate are considered out-of-field. Teachers who are placed on a permit to teach in a subject area not on their certificate are considered out-of-field, but not out of compliance. The visual to the right details the overall portion of the teaching population that is working out-of-field. Additionally, the visual below examines the portion of teachers working out-of-field in schools that are characterized as high or low socioeconomic status (SES).

The Annual Education Report is required by Michigan Compiled Law 380.1204a. The metrics below focus on examining educator workforce qualifications overall and by schools identified as high or low socioeconomic status (SES). For additional information and for district level data, see MI Schools' [Annual Education Report](#)

Academic Year

2022-2023

Early Career School Leaders

Early Career Teachers

Out of Field Teachers

Teachers with Provisional Credentials



Out of Field Teachers across the State



Percentage of teachers in schools identified as low SES that are teaching Out of Field



Percentage of teachers in schools identified as high SES that are teaching Out of Field



**School
Safety**



**Credential
Progression**



**Workforce
Initiatives**



**Accountability
Systems**



**Compliance
Investigations**

Michigan's Educator Workforce Data Needs

Staffing Landing Page

[K-12 Grade](#) > [Staffing](#) > [Staffing Landing Page](#)



Staffing Landing Page

Teachers, administrators and support staff play an important role in student success. Explore staffing data at the statewide, ISD, district or school level. View headcounts and full-time equivalencies of education staff. See teacher effectiveness ratings and the ratio of students to teachers and support staff. Use the report settings to filter the data in a variety of ways such as gender, race/ethnicity, longevity, highest education level and more. Reports with the compare option allow users to explore select data for multiple entities at one time. Switch quickly between data shown as a snapshot in time or as a trend to view changes over time.

Educator Effectiveness

Effectiveness ratings of teachers and administrators as submitted by the selected location.

[View Report](#)

Michigan's Education Staff

Education Focus Area with charts and narratives that explore staff and student demographics, teacher and support staff retention, student/staff ratios, and support staff assignments.

[View Report](#)

Parent Dashboard

School-level data across a variety of metrics shown in comparison to statewide averages and averages of nearby or similar schools. The Staff Data section offers information on teacher retention, certification and experience, as well as ratios of students to teachers and support staff.

[View Report](#)

Staffing Count

The count and FTE of employees working in a specific district or school by staffing group and demographic information such as longevity, gender, race/ethnicity and more. Use the compare option to explore select data for multiple entities at one time.

[View Report](#)

Additional Data Files

Downloadable Excel and PDF files containing staffing data such as headcount, FTE, longevity, demographics and more.

[View Report](#)

Parent Dashboard for School Transparency

Your window to important school information and facts

[Dashboard Home](#) [State Overview](#) [Find a School](#) [Contact Us](#) [Updates](#) [Dashboard Help](#)

[Parent Dashboard for School Transparency](#) > [Overview](#) > [Ingham ISD](#) > [East Lansing School District](#) > [East Lansing High School](#)

East Lansing High School: Overview



Overview

School Services & Offerings

Student Data

Staff Data

Ratio of Students to Instructional Staff

Ratio of Students to Support Staff

Teacher Years Of Experience

Teacher Retention

Qualified Teaching Staff

School Index

Find a School

Learn more about East Lansing High School

Visit the school's website for even more facts and details.

Grades:

9-12

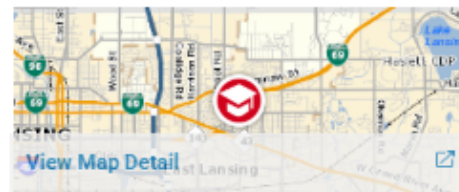
School Type:

Traditional

Students:

[1,238 \(Characteristics\)](#)

School Services & Offerings



Address:

East Lansing High School
509 Burcham Dr
East Lansing MI 48823

Phone:

(517) 333-7500

District:

East Lansing School District

Head of School: ?

Ashley Schwarzbek

Superintendent Name:

Dori Leyko

More about the School:


School Website

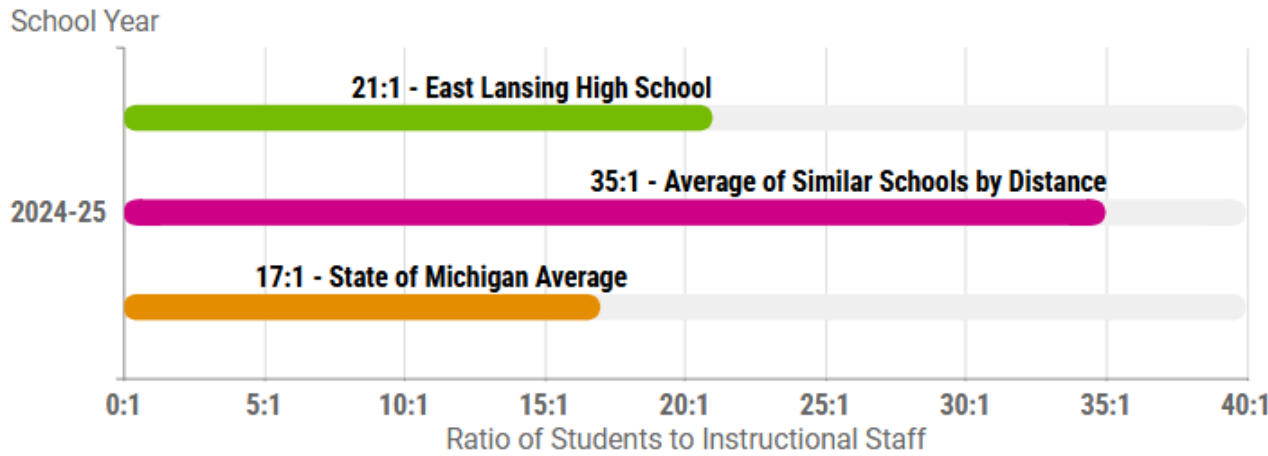
Ratio of Students to Instructional Staff

This graph shows the ratio of students to instructional staff at the school, similar schools, and state for each of the most recent three years. The data are displayed in terms of the ratio of the total student Full Time Equivalency (FTE) to the total instructional staff FTE, where "1" represents a full-time staff member.




Subject Area:

All Subjects ▼

Graph Display:  



Key: The graphs above show your chosen school vs two other sources of data over a 3 school-year period

-  East Lansing High School
-  Average of Similar Schools:
-  State of Michigan Average



Student Characteristics

or

✓ Distance

[View Schools](#)



[View Schools](#)

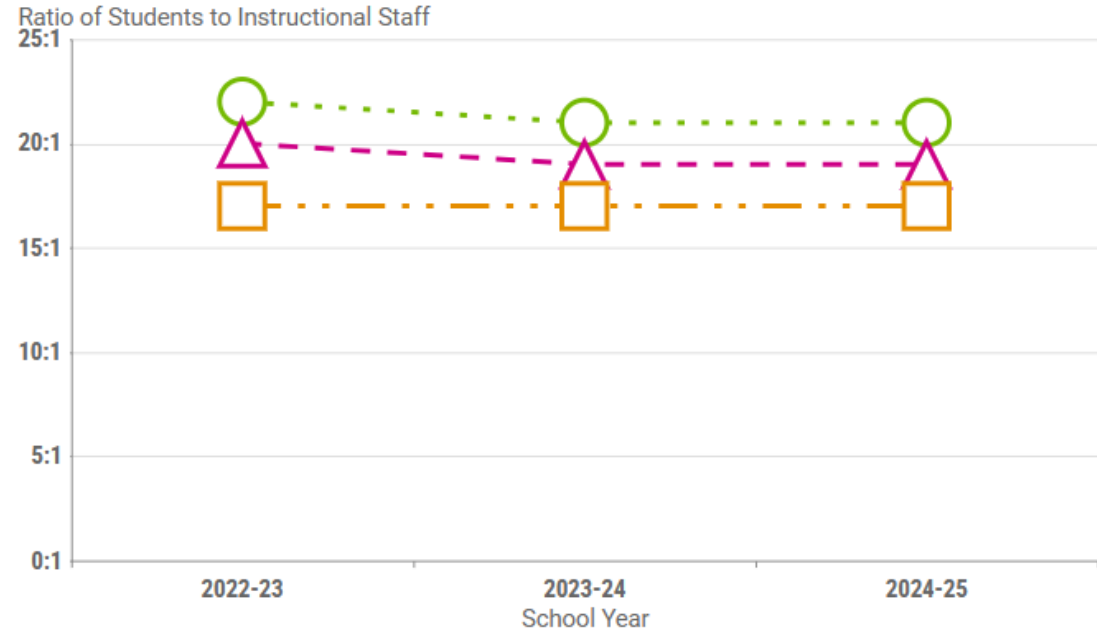
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-  State of Michigan Average



✓ Student Characteristics

or

Distance

[View Schools](#)

[View Schools](#)

Michigan's Education Staff

Teacher Retention Rates by Select Demographics

Select a Location

Grand Rapids Public Schools (41010)

Report Category

All Teachers

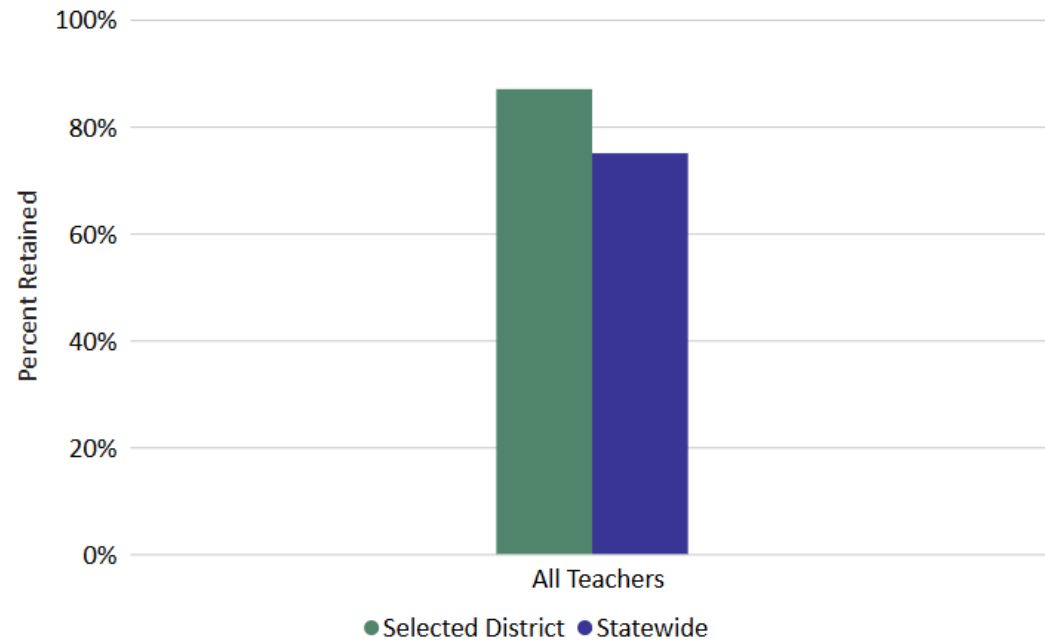
87%

Retention rate of all
teachers

The retention rates in this chart show the percent of teachers who remained employed within the selected district from the prior year. The school year shown in the chart represents the prior year that is used in the calculation. Retention rates vary among demographics. Both nationally and in Michigan, there are significant differences in the retention rates depending on teacher race/ethnicity. However, the disparity between retention rates for Black or African American and White teachers is greater in Michigan than nationwide.

For more information: [Who Stays in Teaching and Why: A Review of the Literature on Teacher Retention.](#)

Grand Rapids Public Schools (41010)
2022-23



Teacher Retention Rates by Select Demographics

Select a Location

Grand Rapids Public Schools (41010)

Report Category

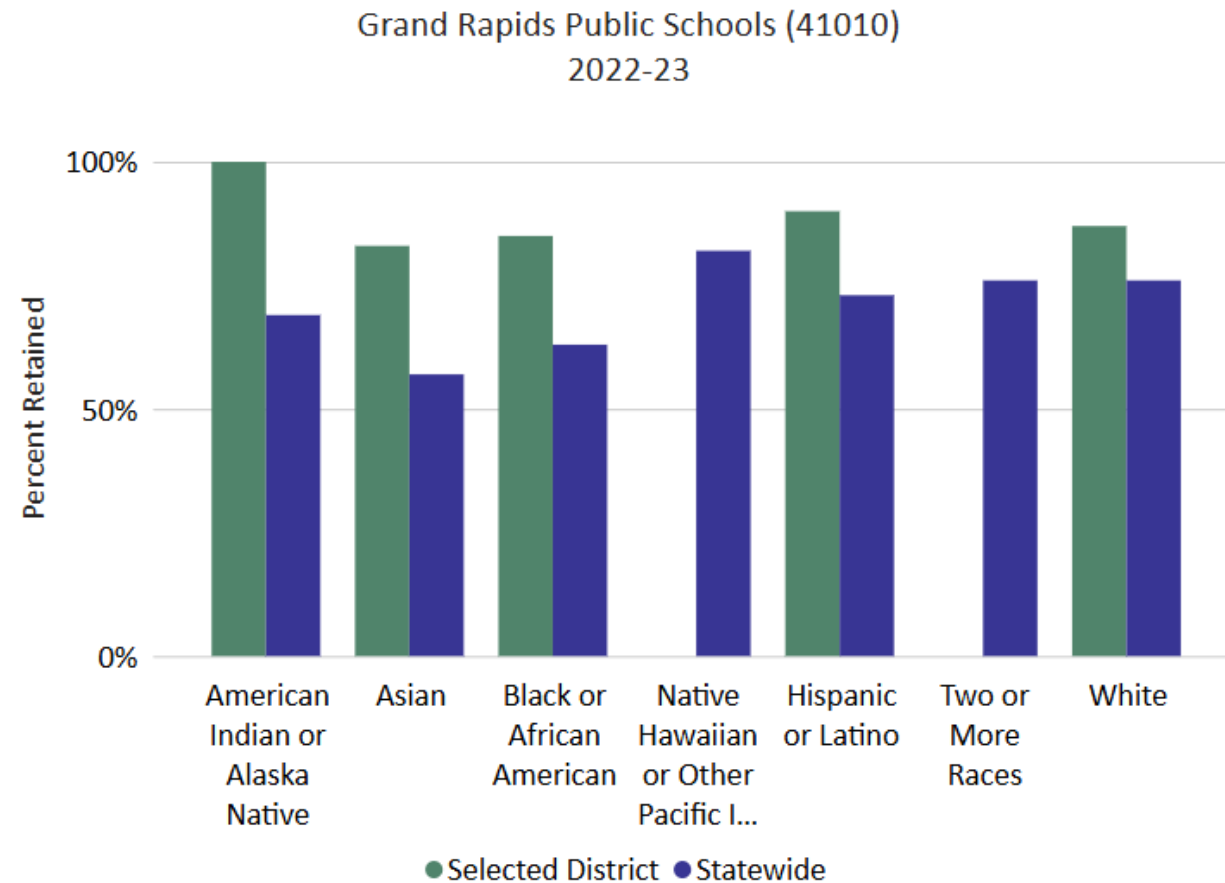
Race/Ethnicity

87%

Retention rate of all
teachers

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Questions?

Caitlin Groom, CEPI, GroomC@michigan.gov

CEPI Customer Support, CEPI@michigan.gov



Content	Contact
Credential Application Questions	MDE-EducatorHelp@Michigan.gov 517-241-5000
Convictions, Ethics, Misconduct	MDE-Professional-Practices@Michigan.gov
CHRISS/Fingerprinting	MSP-CHRISS@Michigan.gov
NCJA Compliance Questions	MSP-CJIC-ATS@Michigan.gov
CEPI Help Desk	CEPI@Michigan.gov 517-355-0505 x3