Membership

Last Updated: 4/12/2023

Component Description

The data collected in the Membership Component are used for the determination of residency and eligibility for full-time equivalency (FTE). This component is required for all General Collections (Fall, Spring, EOY) and the Student Record Maintenance Collection. It is not allowed in any other collection.

Document Contents

Schema	Contains the component characteristic names, descriptions, and specifications (Excel Sheet 2)
List of Values	Contains the list of allowed values for all characteristics of a "List of Values" datatype (Excel Sheet 3)
Staging Area Business Rule Validations	Contains the list of business rule validations, grouped by characteristic, that apply to this component (Excel Sheet 4)
Version History	Contains a history of updates made to the business rule validations in this school year (Excel Sheet 5)
User Guide	Contains references and support for using this document (Excel Sheet 6)

Collection Matrix

Collection Name	Component Status
CEPI Internal Request for UIC	Not Allowed
Early Childhood EOP	Not Allowed
Early Childhood Fall	Not Allowed
Early Childhood Spring	Not Allowed
EOY 2018 General Collection	Required
Fall 2017 General Collection	Required
IHE Request for UIC	Not Allowed
Request for UIC	Not Allowed
Spring 2018 General Collection	Required
Student Record Maintenance	Required
Teacher Student Data Link	Not Allowed

Schema

Characteristic Name	Characteristic Description	Data Type	Min Length	Max Length	Min Value	Max Value	Decimal Positions	Is Multi Valued?	Required?
StudentResidency	The student's residency related to the geographic boundaries of the district and/or residency requirements outlined in the Pupil Residency section of the MDE Pupil Accounting Manual. For more detailed explanations of residency, see the Residency Related Information section of the Pupil Accounting Manual: http://www.michigan.gov/mde/0,1607,7-140-6530_6605-22360--,00.html	List of Values (choose from list)						False	True

List of Values

StudentResidency	
Code	*Description*
01	Non-K-12 district
02	Section 105 school of choice (within same ISD)
03	Section 105c school of choice (outside contiguous ISD)
04	Non-public school student (Non-Resident)
05	No cooperative agreement, no release, not exempted
06	All other non-resident students
07	Home schooled non-resident
08	Non-public school student (Resident)
09	Section 24 juvenile detention facility
10	For new PSAs (fall only)
11	School for the Deaf/blind MSB-Low Incidence Outreach
12	Section 6(4) (d) non-special education juvenile detention
13	Student with disabilities served by DCH facility
14	All other resident students
15	Home-schooled resident

Staging Area Business Rule Validations

Characteristic Name	Rule Number	Data Validation	Severity	Error/Warning Message
StudentResidency	257.25.1	If {SchoolDemographics}.[OperatingDistrictNumber] is an entity type of "LEA" in EEM (EntityTypeId = 17) [StudentResidency] cannot be "10", "11", "12" or "13"	1	If the Operating District is an LEA, then Student Residency cannot contain the codes 10, 11, 12, or 13.
	257.25.2	If {SchoolDemographics}.[OperatingDistrictNumber] is an entity type of "PSA" in EEM (EntityTypeId = 25) [StudentResidency] must be "08", "09", "10", "14" or "15"	1	If the Operating District is a PSA, then Student Residency must contain the one of the following codes (08, 09, 10, 14 or 15).
	257.25.4	If the {PersonalDemographics} component is submitted AND {SchoolDemographics}.[OperatingDistrictNumber] is an entity type of "LEA" in EEM (EntityTypeId = 17) AND [StudentResidency] = "01", "02", "03", "04", "05", "06" or "07" {SchoolDemographics}.[OperatingDistrictNumber] cannot equal the {PersonalDemographics}.[ResidentLEANumber]	1	When the Operating District is an LEA District and the Student Residency contains one of the codes from 01-07, the Operating District Number cannot be the same as the Resident LEA Number.
	257.25.5	If the {PersonalDemographics} component is submitted AND {SchoolDemographics}.[OperatingDistrictNumber] is an entity type of "LEA" in EEM (EntityTypeId = 17) AND [StudentResidency] = "08", "09", "14", or "15" {SchoolDemographics}.[OperatingDistrictNumber] must equal the {PersonalDemographics}.[ResidentLEANumber]	1	When the Operating District is a LEA District and the Student Residency contains one of the following codes (08, 09,14, 15), the Operating District Number must be the same as the Resident LEA Number.
	257.25.8	If {SchoolDemographics}.[OperatingDistrictNumber] is an entity type of "ISD" in EEM AND {PersonalDemographics}.[ResidentLEANumber] is not a child of the {SchoolDemographics}.[OperatingDistrictNumber] in the EEM hierarchy [StudentResidency] must = "04", "06", "07" or "09"	1	If the reported Resident LEA Number is not a constituent district of the ISD, then Student Residency must be '04', '06', '07' or '09'.
	257.25.9	If {SchoolDemographics}.[OperatingDistrictNumber] is an entity type of "ISD" in EEM AND the {PersonalDemographics}.[ResidentLEANumber] is a child of the {SchoolDemographics}.[OperatingDistrictNumber] in the EEM hierarchy [StudentResidency] must = "08", "09", "11", "12", "13", "14", or "15"	1	If the reported Resident LEA Number is a constituent district of the ISD, then Student Residency must be '08', '09', '11', '12', '13', '14', or '15'.
	257.25.10	If {SpecialEducation}.[Section53FTE] > 0.00 [StudentResidency] cannot be "09"	1	Student residency cannot be 09 when Section 53 FTE is claimed.

StudentResidency	257.25.11	If {Membership}.[StudentResidency] = "04", "07", "08", or "15" {GeneralEducationFTE}.[GeneralEdFTE] + {SpecialEducation}. [Section52FTE] + {SpecialEducation}.[Section53FTE] cannot be greater than 0.75.	1	When the reported Student Residency Code is 04, 07, 08, or 15, total FTE (General Ed + Section 52 + Section 53) cannot be greater than 0.75.

Version History

Date	Description	Rule Affected	TFS Number	Updated By
6/20/2017	Rule removed - 84060 EAA is now part of 82015 DPSCD.	257.25.7	84966	drakem4
7/11/2017	New legislation for 17-18 restricts the amount of FTE for nonpublic and homeschool students who are enrolled part-time in "shared time" programs at public schools to 0.75.	257.25.11	86106	drakem4

User Guide

Collection Matrix

Component Status

Defines which collections the component may be submitted. The possible values are:

Name	*Description*
Required	This component must be submitted in this collection. If omitted in an upload, the file will be rejected upon upload.
Optional	This component is optional in this collection, but may be condtionally required due to validation rules.
Not Allowed	This component cannot be submitted in this collection. If included in an upload file, the file will be rejected upon upload.

Schema

Characteristic Name

The name of the characteristic. This matches the name in the schema.

Characteristic Description

A description of the characteristic and why the data is needed.

Data Type

The system data type. The possible values are:

Name	*Classification*
Addresses (numbers, letters, #)	string
Date (only)	date
Date (year and month only) (YYYYMM)	string
Decimal Number	decimal
List of Values (choose from list)	string
Names (letters, apostrophe, commas, hyphens, periods)	string
Numeric Text (0-6) (can have leading zeros)	string
Numeric Text (can have leading zeros)	string
Text (free form)	string
Text (numbers and letters)	string

Membership

Whole Number (integer)	int
Yes / No (or True False, or Boolean)	boolean

Min Length

For characteristics of a "text" data type classification, this specifies the minimum character length

Max Length

For characteristics of a "text" data type classification, this specifies the maximum character length

Min Value

For characteristics of a "number" data type classification, this specifies the minimum character length

Max Value

For characteristics of a "number" data type classification, this specifies the maximum character length

Decimal Positions

For characteristics of a "number" data type, this specifies the number of digits allowed to the right of a decmial point.

Is Multi Valued?

TRUE indicates that this characteristic may be submitted multiple times in the same component; FALSE indicates that only one instance is allowed.

Required?

Y indicates this characteristic is required to be submitted as part of the schema; N indicates that is either optional at the schema level (but may be conditionally required due to validation rules)

Validation Rules

Definitions & Guidance

- Text surrounded by {} indicates that this is a component
- Text surrounded by [] indicates that this is a characteristic
- A Severity of "1" indicates that the validation is an error; a "2" indicates that it is a warning
- *CollectionName* refers to the value of the "CollectionName" attribute in the collection schema
- *AsOfDate* refers to one of two values:
  - For single-certified collections, it is the State-defined certification as of date for the collection
  - For ongoing certified collections, it is the value of the [AsOfDate] characteristic in the {StudentRecordMaintenance} component

Version History

Notes

- TFS Number is used internally by CEPI for tracking purposes
- Each update to a validation or a wording change to the error/warning message will be noted here

Appendix A

Certain entity-related validations in MSDS are dependent on which collection is being submitted. The table below defines the dates or date ranges that are used in these validations. Validations that are dependent on this table are noted in the specific data validation; they will contain a reference to this appendix.

Collection	Type	Start Date	End Date
General collections	date	Certification As of Date	
Early Childhood collections	date range	Collection Open Date	Collection Close Date
Student Record Maintenance	date	As of Date (SRM component)	
Teacher Student Data Link *	date range	7/1/{AcademicYear start}	8/31/{School Year End}
	date range	7/1/{School Year Start}	8/31/{School Year End}
Early Roster	date range	7/1/{School Year Start}	6/30/{School Year End}
all other collections	date	Today's Date	

* The TSDL collection will use the school year value submitted in the Academic Year characteristic, if it was submitted. If no value is found, the current school year values are used.