

How to Access B-1 (Graduation) Data from MI School Data



This how-to document is intended for all CIMS users who are interested in learning more about their B-1 (Graduation) data.

Note: MI School Data does not provide student-level data for B-1 (Graduation) even if you have a secure username and password. Please visit the Graduation and Dropout Application, or GAD, at <https://cepi.state.mi.us/GradDrop/>. A username and password is required to access the GAD. Contact your local representative for help accessing the report. More information about using the GAD is included below.

ACCESS MI SCHOOL DATA

1. Go to MI School Data at <https://www.mischooldata.org/>. You do not need a username and password to view this report.
2. Under the Kindergarten-12th Grade tab select **Dashboard and Accountability Scorecard**
3. To select a specific school report, select the yellow **Edit Report** button at the top of the Dashboard.
4. Under the **Find Location**, select the desired ISD and district and school
5. Click **View Results**

ACCESS THE B-1 REPORT

6. Under the Special Education tab click on the **Annual Public Reporting – SPP** link on the left-hand side of the screen.



Don't see the link? You may need to click **Special Education** to expand the menu.

7. Click on the **Selected Indicator Reports** tab at the top of your screen.
8. Under the yellow Report Settings menu, select the **Report Year** and then select **B-1**.
9. Click **View Results**



This how-to is focused on graduation data, but the same steps above can be used to find data on other SPP indicators as well.

To further explore district and/or student level data using the GAD link above:

1. Enter the GAD using a secure MEIS access
2. Select desired district
3. Scroll to the bottom of the page to **Reports**
4. Select FFY needed for review (make sure it matches other comparable data sources)
5. Select report type, i.e. PDF or Excel
6. Click **View Report**

NOTE: The first line under the Report section is the only adjustable information line for FFY. If you desire the 3rd option called **Graduation Rate Report** be aware that this report may not match the FFY data you are looking for.

TIPS & TRICKS FOR MI SCHOOL DATA

- To edit your report, click the yellow **Edit Report** button.
- To learn more about this report, click **About This Report**.
- To download or print this information, click **Download/Print**.

HELPFUL HINTS

- The full public reporting spreadsheet contains performance on all indicators for all locals in the state. You may want to reference this file by clicking the link on the **Special Education Public Reporting** page. To download the report, click on the link **Download Special Education (Part B) Public Report Spreadsheet**.
- Pay attention to the data year when you are comparing data on MI School Data to your local files.
- Have appropriate password(s) OR designated personnel available to access secure sites
- Understand what the State Targets are for each indicator reviewed. The MI School Data report includes the state target. If you want to learn more about the State's performance, view the state report by selecting, **State of Michigan** in the **Find Location** box.