



Steering Committee Meeting Minutes

June 14, 2023

[Attendance for 06/14/2023 Meeting](#)

President's Report - Ryan Miller

- Welcome
- [Agenda](#)
- Recognize Cindy Housel Retirement - Thank you for all your hard work and dedication to MSUG over the years!
- Conference Chair position discussion
 - DeVonna Haskell - Suggested to divide up the roll
 - Terra Kelpinski - Rev-Track / Money side
 - Jean Hanka - Agenda & Huron Valley Staff helps with conference brochure/printing
 - Ryan - has emailed all of the members that assisted with finding a new venue and the steering committee
- Meeting Dates for 2023-2024
 - Wednesday, September 20, 2023 @ 9:30 am
 - Wednesday, December 13, 2023 @ 9:30 am
 - Tuesday, March 19, 2024 @ 9:30 am
 - Thursday, June 20, 2024 @ 9:30 am - In Holt
- For the Conference, we need more user presented sessions - Would really like more of us to present - goal of 10 end user presenters
 - MI specific state reporting w/TSDL
 - Special Education and how it ties in with Pupil Accounting
 - ISD specific topics - Need suggestions on what items would be included
 - From an administrator perspective, what data/reports are helpful - Kevin??
 - Will have the tentative agenda we can review
- Suggested By-law change to increase membership from 2 per district/ISD.
 - Suggestion 4 from each district/ISD. Terra Kelpinski made a motion to have 4 total representatives per district/ISD - 2 Student and 2 Finance. Ryan Miller - Seconded. No further discussion. Yes vote was unopposed.

Vice President's Report - DeVonna Haskell

- MPAAA
 - [Presentation](#) by several MSUG steering members - think it went well, haven't received official feedback yet





- TSDL pull of data for REP, Keeping your courses up to date, Tips and Tricks, State Reporting Details, Resources users can use
 - Upcoming MORE system for REP replacement
 - MDE Looking at changes for reporting
- DeVonna has resources that could be shared within the group - She will look at what we currently have available to store data for the MSUG group.

Secretary's Report - Michelle Brancheau

- Welcome New General Members - Jodi Berry (SMS Student) from Holly & Vicky Pipoly (SMS Student) from Huron Valley
- Trustee Resignation - Erin Murphy
- Trustees - 5 positions open now
 - [Trustee Application](#)
 - [General Membership Application](#)
 - 4 members per customer - 2 student / 2 business
- Technology and Communications position is open - discussion
 - Jennifer Shelito has volunteered. She will move from the Student Sub-Committee
 - Ryan Miller - made motion to accept Jennifer in this new role. DeVonna Haskell - seconded. Yes vote was unopposed.
- Lisa Zettle has applied as a Trustee. Michelle Brancheau made a motion to approve Lisa as a trustee and Cindy Housel - seconded. Yes vote was unopposed.
- Lisa Zettle volunteered for the Student Sub-Committee position that opened above. Michelle Brancheau made a motion to approve Lisa for the position of student sub-committee chair and Cindy Housel - seconded. Yes vote was unopposed.

Technology & Communications Report - Open

- Position entails - Webex invite, Social Media - Jennifer Shelito volunteered

Webmaster's Report - Heather Huska

- Added March Minutes
- Added link for June's virtual meeting
- Reviewed Steering Committee member info
- Still working on adding pictures

Treasurer's Report - Terra Kelpinski

- Balance - \$70,442.53
- Credit Cards -
 - Someone on the Conference committee will need a credit card. Will discuss when the committee meets..
 - President should also have a card





Datahub Updates

- No updates at this time

Michigan Conference Planning - Cindy Housel

- Dates this year: Wednesday 11/15 and Thursday 11/16 at the Amway in Grand Rapids
- Scheduling a demo for e-Funds for payments from conference. Currently Rev-Track
- A vendor has asked about sponsoring our registration gift - if we want to allow them to do this, will need to get them ordered.
- Do we want vendors to provide sessions at the conference. Currently charge for the table which basically covers cost of food - Discuss at conference committee meeting
- Skyward wants 4 sessions related to Qmlativ - about getting ready for migration
- Session on comparing SMS to Qmlativ ie: State reporting out of Datahub vs current - Datahub has to also be up to date and able to support our users - how many can they support at this point
- Tentatively looking at June 27th at 1:30 for the conference committee to meet while we still have Cindy! Will coordinate within the committee for official date/time.

User Voice Updates

- March Supporting Ideas
 - SMS - [ERP](#) / [Student](#)
 - Qmlativ - [ERP](#) / [Student](#)
- April Supporting Ideas
 - SMS - [ERP](#) / [Student](#)
 - Qmlativ - [ERP](#) / [Student](#)
- May Supporting Ideas
 - SMS - [ERP](#) / [Student](#)
 - Qmlativ - [ERP](#) / [Student](#)
- Student Subcommittee - Jennifer Shelito - new position filled with Lisa Zettle
 - [Student Supporting Ideas](#) from Jennifer with recommendations for voting:
 - Document contains the links to be able to go vote right away!

Please check them out and vote!
- Finance/HR Subcommittee - Fayerene
 - No update at this meeting





Updates from Skyward - Becky / Michael

- Still hiring - large group, mostly Q interns and another large group in September

Skyward Student Update - Jacob Kneser

- Product Updates
 - [SMS Updates](#) -
 - Questions from our Group:
 - State Reporting issue - Is there a PR for data field on CTEIS Extract?
 - **Answer:** PR to update CTE extract not in the correct format, look at PR status. Not all day formats are being processed on their end correctly, so the file needs to be updated so it will upload successfully. PR 5357793 – The CTEIS Export has been updated to use the MM/DD/YYYY format for date fields on the Student Enrollment file/report.
 - 05.23.02.00.07 - Feb 2023 Release PMP0 Addendum7 (4/27/2023)
 - Is there going to be an option to Pull Direct Cert data directly like we can for UICs
 - **Answer:** PR 5337303 exists to have Direct Cert data populated in SMS through Ed-Fi as the manual import process does. Our state reporting rep indicated that a companion PR would be created for Qmlativ as well.
 - [Qmlativ Updates](#)
 - Update - Special Education currently being worked on for Pennsylvania. Washington next, then Michigan should be with/after that
 - Question -
 - Mobile app update - Will mobile payments be allowed in SMS and Qmlativ via mobile?
 - **Answer:** Currently there is no plan to change how Fee and Food Service work for the mobile app in SMS or Qmlativ. That said, Qmlativ already allows for online payments through the mobile app for Fee and Food. I did find the following Product Idea for SMS to enable Fee Management in mobile and provide online payment functionality there too. Feel free to show your support for the





enhancement via the link below

<http://sms.uservoice.com/forums/912337/suggestions/44371254>

Skyward Business Update - Cody Clark

- Product Updates - [SMS & Qmlativ](#)

Migration Center (SMS to Qmlativ Migration)

- Are there certain things in SMS that are holding us back or causing hesitation from migrating?
 - Google connection
 - State reporting is getting better
 - Special Ed
 - Being a system manager - while Impersonating a user you can't troubleshoot a user account and your own at the same time
 - Scheduled Task - can't email outside of the system but can in SMS (ie: like for a coach for eligibility or an ELL person who doesn't necessarily need access in Skyward)
 - Day to day items - DeVonna has more info on this
 - Clare/Gladwin ISD is recommending approx 3 years before migration
- SMS to Qmlativ programming Research - If you have product ideas to discuss, use the following link:
<https://outlook.office.com/bookwithme/user/624c7d89c4a9489f89eed814d43d41c1@skyward.com?anonymous&ep=plink>

Old or Unfinished Business

- Discuss the Technology and Webmaster position

New Business

- By-law change
 - Discussed and approved during Presidents report

For the Good of the Order

- Mailing on May 24th (see below) - Questions, create a hardware ticket for support
Updating your On-premises Skyward SMS 2.0 Server(s) is a critical step in ensuring you are using the latest and most secure versions of Progress 11.7 and supported applications. The SMS 2.0 Summer 2023 Security and OpenEdge 11.7 Service Pack 17 contains a collection of security updates and stability enhancements for the SMS 2.0 servers.





This CRITICAL update/upgrade is not optional and all SMS 2.0 districts need to complete the update/upgrade by the deadline date of August 31st, 2023.

Get started now by reviewing the step-by-step update guide located here: [SMS 2.0 Summer 2023 Security and OpenEdge 11.7 Service Pack 17 Install Guide](#).

This guide is for self-managed on-premise customers who want to perform the update/upgrade themselves. This guide will show the steps needed to have a successful update/upgrade on a currently installed Skyward server(s).

On-Premise Customers: After reviewing this guide and a decision is made to have Skyward IT Services perform the update/upgrade on the Skyward server(s), the Service would be billable. Contact Skyward IT Services Industry Specialist, Tom Kellnhauser at tomke@skyward.com for pricing.

- Lunch! - Thank you to Randi for hosting and getting lunch lined up

Next Meeting: September 20, 2023 at 9:30 - Virtual

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