District Name: _____

Student Information Systems Related
- ☐ **SIS Rollover Date set of _____**
- ☐ SIS Back-to-School Resources Located
- ☐ Signed up for the monthly status calls (sign up via MiServiceDesk.com ticket)
- ☐ SIS is mapped and configured to publish to the 2025-2026 School year ODS in MiDataHub

Michigan DataHub Cockpit Related
- ☐ [Michigan DataHub Cockpit: Getting Started Guide](#)
- ☐ Agreements are signed and current
- ☐ Cockpit year is set to 2025-2026
- ☐ Review authorizations (users), remove old users, add new
  - ☐ Add / Update DataHub Support Specialist Role
  - ☐ Ensure Superintendent is correct. If changes are required please contact www.miservicedesk.com
- ☐ Review each integration to make sure it's still in use and configured for the school year
- ☐ Review EEM and SOM assessment importer configurations
- ☐ Edit each OneRoster integration to point to the 2025-2026 School year
- ☐ Review data quality reports
  - ☐ At-a-Glance
  - ☐ Role Validation
- ☐ For those districts running programs using MiDX, "Update and Sync" the MiDX Control Panel AFTER all data has been published from SIS. **Note - Link might change in near future.
- ☐ Set a reminder on your calendar for when your MiDataHub Single Sign On certificate will expire

Legislative Initiatives
Benchmark Assessment
- ☐ Keep an eye out regarding communication for 2025-2026 school year reporting
- ☐ Run the Feature for Benchmark Assessments to verify all your data has been received
For 23G Participating Districts
- ☐ Cohorts need to be published for 2025-2026 before end of 2025-2026 school year
- ☐ Establish integration with High Impact Tutoring vendors as necessary
- ☐ Run the Feature for 23g if you will be reporting data for the 2025-26 school year to verify all your data has been received

Reminders
- ☐ Place a ticket with MiServiceDesk.com to join the monthly SIS status calls.
- ☐ [Sign up for the newsletter](#)
- ☐ Sign up to attend the MiDataHub Webinar Series ([Events](#))