



STATE OF MICHIGAN  
DEPARTMENT OF EDUCATION  
LANSING



JENNIFER M. GRANHOLM  
GOVERNOR

MICHAEL P. FLANAGAN  
SUPERINTENDENT OF  
PUBLIC INSTRUCTION

**OSE-EIS 10-10**

November 15, 2010

MEMORANDUM

TO: Intermediate School District Superintendents and Directors of  
Special Education

FROM: Eleanor E. White, Ph.D., Director  
Office of Special Education and Early Intervention Services

SUBJECT: Revised Process of Inclusion of Public School Academies in the  
Intermediate School District Plan for the Delivery of Special  
Education Programs and Services

This correspondence is being sent to assist in the process of adding or deleting a public school academy (PSA) to a currently approved Intermediate School District (ISD) Plan for the Delivery of Special Education Programs and Services (Plan). The ISD may submit clarification to an existing approved Plan to add or delete a PSA by:

1. Submitting two copies of a Request for Change In a Previously Approved ISD Plan Page (Attachment A);
2. Submitting two copies of the Plan Involvement Statement signed by the ISD superintendent and the PSA chief executive officer (Attachment B).

The signature page will assure that the PSA(s) has/have been informed of:

- The right to be involved in the development of the Plan;
- The right to file an objection to the Plan;
- The responsibility of the PSA(s) to meet requirements of state and federal laws; and
- The understanding that there will be no deviations or waivers allowed under Rule 340.1832(e) Content Areas.

Attachments

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**REQUEST FOR CHANGE IN A  
PREVIOUSLY APPROVED INTERMEDIATE SCHOOL DISTRICT PLAN  
FOR THE DELIVERY OF SPECIAL EDUCATION PROGRAMS AND SERVICES**

\_\_\_\_\_  
Intermediate School District

\_\_\_\_\_  
Date Submitted

The following changes constitute a:

- \_\_\_\_\_ CLARIFICATION
- \_\_\_\_\_ MODIFICATION (requires superintendents' and PAC chairperson's signatures)

The changes to the Plan will , will not , affect any substantive aspect of the current Plan or the current delivery structure.

Signed: \_\_\_\_\_

1. Page Number(s): \_\_\_\_\_ Title: \_\_\_\_\_

2. Summary of Change:

3. Reason for Change:

4. Program Impact (MODIFICATIONS ONLY)

**SIGNATURE PAGE**

PUBLIC SCHOOL ACADEMY

**PLAN INVOLVEMENT STATEMENT**

Pursuant to Rule 340.1835(b) of the Administrative Rules for Special Education, as amended, the following signature indicates the Public School Academy's involvement in the development of the clarification(s) to the Intermediate School District Plan for the Delivery of Special Education Programs and Services (Plan).

The undersigned has been advised of the right to be involved in the development of the Plan, the right to file objections to the Plan in accordance with procedures addressed in Rule 340.1836, and the responsibilities to meet requirements under state and federal laws.

Your signature affirms your understanding that there will be no deviations or waivers allowed under Rule 340.1832(e) Content Areas.

\_\_\_\_\_  
Intermediate School District Superintendent

Date: \_\_\_\_\_

\_\_\_\_\_  
Name of Public School Academy

\_\_\_\_\_  
Public School Academy Chief Executive Officer

Date: \_\_\_\_\_