



STATE OF MICHIGAN
DEPARTMENT OF EDUCATION
LANSING



JENNIFER M. GRANHOLM
GOVERNOR

MICHAEL P. FLANAGAN
SUPERINTENDENT OF
PUBLIC INSTRUCTION

May 21, 2009

MEMORANDUM

TO: Local and Intermediate School District Superintendents
Public School Academy Directors
Curriculum Directors

FROM: Sally Vaughn, Ph.D. *Sally*
Deputy Superintendent/Chief Academic Officer

SUBJECT: Release of Personal Curriculum ActPoint™ RoadMaps and Updated
Guidance Documents

On May 8, 2009, the Michigan Department of Education (MDE) released updated guidance documents to assist intermediate and local school districts in the implementation of the personal curriculum, as outlined in section 380.1278b of the Revised School Code. The updated guidance includes Guidelines, Frequently Asked Questions, Parent Guides, and supporting documents. These documents can be downloaded and printed for local use at www.michigan.gov/highschool.

In order to transform the processes associated with the Michigan Merit Curriculum (MMC) Personal Curriculum (PC) into clear, consistent, accurate step-by-step procedures for stakeholders to follow, MDE has partnered with TransACT Communications, Inc., to develop an automated, self-service decision-tree application. These MMC PC ActPoint™ RoadMaps were released on May 8 and made available to local education agencies (LEAs) through the intermediate school districts (ISDs) that have opted to implement the ActPoint™ RoadMaps (currently all ISDs except Macomb ISD and Oakland Schools). All licensing fees for use of the ActPoint™ RoadMaps by participating ISDs are being paid by the Michigan Association of Intermediate School Administrators (MAISA) for the first year of implementation. Non-traditional public schools and institutions serving adjudicated youth that grant Michigan high school diplomas may access the ActPoint™ RoadMaps through the ISD in which they reside.

ActPoint™ is a next-generation, automated, self-service decision tree solution that lets school systems extend decision-making authority to non-technical teams while maintaining accuracy, quality and consistency of action. The MMC PC ActPoint™ RoadMaps are intended to be utilized by school personnel to assist them with

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implementing the PC process by providing RoadMaps at critical decision-making points, including the following:

- Requesting a personal curriculum (*RoadMap also available for parents/legal guardians and emancipated students*)
- Determining personal curriculum eligibility
- Making Algebra II and additional content modifications
- Making modifications available only to students with an individualized education program
- Making modifications available only to transfer students
- Finalizing and implementing a personal curriculum
- Determining whether a PC will lead to a diploma

By utilizing the RoadMaps, LEAs will be able to achieve consistent MMC PC decisions, aligned with the legislative requirements and MDE's guidance, across the state of Michigan.

MDE and TransACT Communications, Inc. will co-host a series of webinars, ISDs beginning the week of May 11, 2009 and LEAs beginning the week of June 1, 2009, to provide more information regarding the RoadMaps and updated PC guidance. Registration for the webinars is available at <http://www.transact.com/mmcpc>.

For more information regarding the updated PC guidance documents, please visit www.michigan.gov/highschool or contact Mary Head in the Office of School Improvement at headm1@michigan.gov or 517.335.3442.

For more information regarding the ActPoint™ RoadMaps, please visit <http://www.actpoint.com/mi> or contact your local ISD.

c: Jon Tomlanovich, MAISA
William Mayes, MASA
David Martell, MSBO
Dan Quisenberry, MAPSA