



STATE OF MICHIGAN
DEPARTMENT OF EDUCATION
LANSING

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STATE SUPERINTENDENT

June 12, 2014

MEMORANDUM

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

FROM: Venessa A. Keesler, Ph.D. 
Deputy Superintendent, Education Services

SUBJECT: The Michigan Department of Education (MDE) Program Evaluation Tool

The MDE has finalized the Program Evaluation Tool to be used for evaluating district and school initiatives that have the greatest impact on student achievement. A team composed of school improvement and state and federal program leaders have put forth a training plan that would ensure teams from all local educational agencies are in-serviced on the MDE Program Evaluation Tool by summer 2014. All schools and districts will be required to use this tool during the 2014-15 school year (PA25 and Elementary and Secondary Education Act), and submit one evaluation by June 30, 2015 on the ASSIST Diagnostics.

We urge you to cooperate with your Intermediate School District (ISD) and identify a team of two to four members of your district or Public School Academy to attend the Program Evaluation workshops conducted at your ISD. These representatives would include directors of federal programs, curriculum and instruction, and school improvement facilitators.

The purpose of the training is as follows:

- Understand the role of program evaluation within the school improvement process;
- Understand the purpose, benefit, and process of program evaluation;
- Get familiar with the program evaluation tool and resources; and
- Plan and apply the program evaluation tool.

The MDE has posted several training materials at www.michigan.gov/ofs. If you have questions about the Program Evaluation Tool and training, contact Shereen Tabrizi, Ph.D., at TabriziS@michigan.gov or 517-373-6066.

cc: Michigan Education Alliance

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