



STATE OF MICHIGAN  
DEPARTMENT OF EDUCATION  
LANSING

RICK SNYDER  
GOVERNOR

MICHAEL P. FLANAGAN  
STATE SUPERINTENDENT

May 22, 2014

**MEMORANDUM**

**TO:** Local and Intermediate School District Superintendents  
Public School Academy Administrators

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

**SUBJECT:** Process for Transitioning to a Title I, Part A Schoolwide Program

Annually, Title I, Part A Targeted Assistance schools meeting certain criteria are given an opportunity to transition to "Schoolwide Status." The Michigan Department of Education is announcing the criteria and process for making this transition.

In order to transition to Schoolwide, schools must first meet the 40% poverty rate eligibility criteria to apply, unless the school has been identified as a Priority or Focus school per Michigan's approved Elementary and Secondary Education Act of 1965 (ESEA) Flexibility Waiver. For additional information, please review the LEA/District Guidelines for Transitioning to Title I Schoolwide. All of the forms and information provided here can be found on the Office of Field Services (OFS) website [www.michigan.gov/ofc](http://www.michigan.gov/ofc), click on Title I, Part A, under Programs.

Local Education Agencies (LEAs) intending to transition schools into Title I Schoolwide status will be required to notify OFS using the Intent to Transition to Schoolwide 2015-16 form. This form must be received prior to engaging in the planning process.

Any school transitioning to Schoolwide must hire an approved facilitator from the OFS Schoolwide Facilitators list found on the OFS website. LEAs may apply for the Schoolwide Grant to help pay for this expense by completing the Title I Schoolwide Grant Application for 2015-16 form, and e-mailing the completed form to [SchoolWidePlan@michigan.gov](mailto:SchoolWidePlan@michigan.gov) or fax to OFS at 517-335-2886 **by July 1, 2014**.

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**NOTE:** The Title I, Part A Schoolwide Planning Grant will be awarded to the first 66 schools that apply. LEAs may also use Title I, Part A funding to hire the facilitator. This expenditure must be incorporated in to the 2014-15 Consolidated Application in the Michigan Electronic Grants System *Plus (MEGS+)*. Schools not applying for the grant, but planning to be Schoolwide for 2015-16, must still submit the Intent to Transition form no later than October 1, 2014.

The "Title I Schoolwide Diagnostic", and all other required School Improvement Plan components, must be submitted in ASSIST by June 1, 2015.

If you have any questions, please contact Fred Williams at 517-373-3743.

cc: Michigan Education Alliance