



STATE OF MICHIGAN
DEPARTMENT OF EDUCATION
LANSING

RICK SNYDER
GOVERNOR

MICHAEL P. FLANAGAN
STATE SUPERINTENDENT

May 30, 2013

MEMORANDUM

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

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

SUBJECT: Process for Transitioning to a Title I Schoolwide Program

Annually, Title I 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 Title I Schoolwide, schools must first meet the 40% poverty rate eligibility criteria to apply to be a Schoolwide school, 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 at [The Michigan Department of Education Office of Field Services website](#). Click on Title I, Part A under Programs.

Local Educational Agencies (LEAs) intending to transition schools into Title I Schoolwide status will be required to notify the Office of Field Services (OFS) using the [Intent to Transition to Title I Schoolwide for 2014-15](#) form. This form must be received prior to engaging in the planning process.

Any school transitioning to Title I 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 2014-15](#) form, and e-mailing the completed form to SchoolWidePlan@michigan.gov or fax to OFS at 517-335-2886 **by July 1, 2013**.

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608 WEST ALLEGAN STREET • P.O. BOX 30008 • LANSING, MICHIGAN 48909
www.michigan.gov/mde • (517) 373-3324

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NOTE: The 2014-15 Title I Schoolwide Grant will be awarded to the first 66 schools that apply. LEAs may also use 2013-14 Title I, Part A funding to hire the facilitator. This expenditure must be incorporated in the 2013-14 Consolidated Application in the Michigan Electronic Grants System *Plus*. Schools not applying for the Grant, but planning to transition to Title I Schoolwide for the 2014-15 school year, must still submit the Intent to Transition form no later than October 1, 2013.

The Title I Schoolwide Diagnostic and all other required School Improvement Plan components must be submitted in AdvancED ASSIST by June 1, 2014.

If you have any questions, please contact Bill Witt, Regional Support Unit Manager, at 517-373-3743.

cc: Michigan Education Alliance