



STATE OF MICHIGAN  
DEPARTMENT OF EDUCATION  
LANSING

GRETCHEN WHITMER  
GOVERNOR

MICHAEL F. RICE, Ph.D.  
STATE SUPERINTENDENT

## **MEMORANDUM**

**DATE:** March 3, 2022

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

**FROM:** Kyle L. Guerrant, Deputy Superintendent  
Finance and Operations KG

**SUBJECT:** Forgiven Time, Mental Health and Wellness Days, and Professional Development

The Michigan Department of Education (MDE) has received requests from local school districts for the three (3) days of additional forgiven time that the superintendent of public instruction may approve per section 101(4) of the state school aid act ([MCL 388.1701\(4\)](#)). In addition, several inquiries have been received from the field for clarification on the use of forgiven time during the 2021-22 school year.

This memo addresses two main questions:

- Will districts be approved for up to three days of additional forgiven time if districts use forgiven time to mitigate the added stress of teaching and learning during the pandemic?
- Will districts be approved for up to three days of additional forgiven time if professional development is counted (per [MCL 388.1701\(10\)](#)) toward the 180 day requirement?

For the 2021-22 school year only MDE will allow districts to request additional forgiven time when a district has already used some of the first six days of forgiven time during the current school year to offset a cancelation due to the district's needs to address mental health and wellness of staff and students; those days will be considered as part of the first six forgiveness days.

However, if a district has reduced the amount of instructional time from 180 days to something less using professional development, as described in [MCL 388.1701\(10\)](#) of the state school aid act, MDE will not grant additional forgiven time as was communicated through an earlier [memorandum](#).

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Additional forgiven time may be requested using the online form at <https://fs10.formsite.com/SASF/form9/index.html>.

The request for up to three days of additional forgiven time should be submitted after a cancellation has occurred and after deliberations attempting to reschedule instructional days. Requests for additional forgiven time must be submitted by May 31, 2022.

Please direct questions to Jessica Beagle at [beaglej1@michigan.gov](mailto:beaglej1@michigan.gov).

cc: Michigan Education Alliance  
Confederation of Michigan Tribal Education Departments  
Michigan Pupil Accounting and Attendance Association