



STATE OF MICHIGAN
DEPARTMENT OF EDUCATION
LANSING


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MEMORANDUM

DATE: September 27, 2018

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

FROM: Dr. Scott M. Koenigsknecht, Deputy Superintendent 
P-20 System and Student Transitions

SUBJECT: *Family Matters* Resources and Information

The Michigan Department of Education (MDE), Office of Special Education (OSE), would like to remind districts of [Family Matters resources and information](#). The MDE OSE is requesting your Intermediate School Districts (ISDs) continued assistance in sharing this information with families in your communities.

Letters have been sent to all ISD Special Education Directors seeking their support as well. The letter explains the need for *Family Matters* and includes directions for how they can assist in the use and distribution of this information to families of children with disabilities.

The MDE, OSE, developed *Family Matters* resources in response to recommendations from the Governor's Special Education Reform Task Force. The final report from the task force advised the MDE to improve access to resources for families with children who receive special education programs and services. The recommendation specifically calls for the MDE to promote the resources, and for local and intermediate school districts to use this information to proactively contact the families of students regarding procedural safeguards and the resources available to them.

The goal of the MDE, OSE, is during the initial Individualized Education Program (IEP) team meeting, districts will distribute information on behalf of the MDE OSE to families. This information includes the [Family Matters flyer](#), the [letter to parents from the MDE, OSE Director](#), and the [Procedural Safeguards fact sheet](#). The fact sheet does not replace the Procedural Safeguards document provided to parents by the ISD but supplements it as a brief overview about the topic.

Sharing this information is an opportunity for ISDs, districts, and the MDE, OSE, to further collaborate in supporting families. Our goal is to assist families in their ability

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to meaningfully participate in the educational development for their child. Please use this information to further support families of children receiving special education services.

The information in this memorandum helps to support Goal 5 of the [MDE's Top 10 in 10 Initiative](#) by identifying family engagement as a key factor to a child's success and to ensure that parents/guardians are engaged and supported partners in their child's education.

Thank you for your attention and support of this effort. If you have any questions, please contact the OSE Information Line at 888-320-8384 or through email at mde-ose@michigan.gov.

cc: Michigan Education Alliance