



STATE OF MICHIGAN
DEPARTMENT OF EDUCATION
LANSING

RICK SNYDER
GOVERNOR

BRIAN J. WHISTON
STATE SUPERINTENDENT

MEMORANDUM

DATE: September 28, 2017

TO: Local and Intermediate School District Superintendents and Public School Academy Directors with Schools Identified as Priority in 2014, 2013, or 2012

FROM: Linda Forward, Director *Linda Forward*
Office of Education Improvement & Innovation

SUBJECT: 2017-2018 Priority School Progress Monitoring Reports to School Boards

The *Every Student Succeeds Act* (ESSA) requires the Michigan Department of Education (MDE) to continue implementing its current Statewide System of Support for the 2017-2018 school year in the same manner as it did in 2016-2017. This includes the district requirement to complete Progress Monitoring reports that must be provided to its school board. Districts must also submit a copy of the Priority School Progress Monitoring Report to the MDE.

The requirement applies to districts with both Title I and non-Title I Priority schools identified in 2014, 2013, or 2012. The MDE has revised the format for the Progress Monitoring Report for the 2017-2018 school year. The Priority School Progress Monitoring Report template is enclosed as a Word document for district use. The Progress Monitoring Reports are required to be completed three times per year and must articulate and document both the district’s and school’s strategies and interventions, data, and progress toward an increase in student achievement in the Priority school(s) of the district. Information about the district and school level data conversations must also be described.

Triannual Report	Time Period Covered	Uploaded to MDE
1 st Progress Monitoring Report	September through November	December 22, 2017
2 nd Progress Monitoring Report	December through March	April 27, 2018
3 rd Progress Monitoring Report	April through June	August 24, 2018

The district Progress Monitoring Report to the school board will be uploaded and submitted to the MDE using the Michigan Electronic Grants System Plus (MEGS+).

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Districts should be prepared to begin submitting reports for the 2017-2018 school year to the MDE about December 1, 2017. Additional Progress Monitoring Reports will be submitted by the district according to the schedule above. The Progress Monitoring Report is a **district** prepared report submitted by the district into the MEGS+ application. The Progress Monitoring Report must include required information about all Priority schools identified in 2014, 2013, or 2012 in the district, and must be modified and expanded as necessary.

Specific directions about upload and submission of the Progress Monitoring Reports in the MEGS+ will be sent to districts and schools later this fall. If you have any questions, please contact Connie McCall at mccallc@michigan.gov or 517-373-4334.

Enclosure

cc: Principal/PSA Administrator
ISD Superintendent