



STATE OF MICHIGAN

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August 21, 2014

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

FROM: Joseph Martineau, Ph.D. *JM*  
Deputy Superintendent, Accountability Services

SUBJECT: Appropriate Use of District Provided Professional Development Hours for  
Teacher Certification

District Provided Professional Development (DPPD) is the professional development offered by a local education agency (LEA) in order to fulfill the requirements of Michigan Compiled Law (MCL) Section 380.1527. This law requires LEAs to offer five (5) days of teacher professional development annually. Only Michigan public schools or intermediate school districts can offer DPPD.

Beginning September 1, 2013 teachers may use DPPD hours to progress from a Provisional certificate to a Professional Education and/or Occupational certificate, or to renew a Professional Education or Occupational certificate. Due to the specificity of the legislation, administrators, school counselor licensed staff, school psychologists, and nonpublic school teachers are not eligible to receive DPPD, and thus may not use it to renew any certificate.

In support of this new provision, the Michigan Department of Education (MDE), Office of Professional Preparation Services (OPPS) has created the following set of guidance materials available on the OPPS home page at <http://www.michigan.gov/opps> within the [Frequently Asked Questions](#):

- [Logging Your DPPD in the Michigan Online Educator Certification System \(MOECS\)](#)
- [DPPD Questions and Answers](#)
- [Criteria for Accurate Teacher Application Documentation](#)

Additionally, it is important to know that OPPS regularly conducts audits of applications submitted for both certificate renewal and certificate progression. This application review procedure has been implemented to ensure that the supporting documentation provided by educators during the application process is both accurate and complete.

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Certificate holders should be aware that it is illegal to use fraudulent supporting documentation to renew or progress a certificate. Specifically, Michigan Compiled Law (MCL) Section 380.1809 states:

(1) In addition to any other penalty provided by law, a person who uses or attempts to use a teaching certificate [or school administrator's certificate] that he or she knows is surrendered, suspended, revoked, nullified, fraudulently obtained, altered, or forged, or who uses or attempts to use as his or her own a valid teaching certificate that he or she knows is issued to another person, to obtain employment in a position requiring a valid teaching certificate or who remains employed in a position requiring a valid teaching certificate knowing that he or she does not hold a valid teaching certificate is guilty of a misdemeanor, punishable as follows:

(a) For the first offense, by imprisonment for not more than 93 days or a fine of not more than \$500.00, or both.

(b) For a second or subsequent offense, by imprisonment for not less than 93 days or more than 6 months, or a fine of not less than \$500.00 or more than \$1,000.00, or both.

MCL Section 380.1809(5) also states: "[T]he state board may refuse to issue or renew a teaching certificate, school administrator's certificate, or state board approval, or refuse to issue an endorsement for a teaching certificate or school administrator's certificate, to a person convicted of a violation of this section." MCL Section 388.994 transfers this authority to the superintendent of public instruction.

**Renewed or progressed certificates that are issued to individuals based upon the submission of inaccurate, incomplete, or fraudulent documentation of coursework, experience, or continuing education are considered to be fraudulently obtained.**

It is of the utmost importance that educators understand the requirements for renewing or progressing a certificate. If, in the course of an audit, there is suspicion that the certificate has been obtained using questionable or fraudulent documentation, OPSS will initiate an investigation into the matter.

Please share this communication district-wide with each educator in your district who holds a certificate, permit or authorization. Questions may be directed to the Office of Professional Preparation Services technical support staff at 517-373-3310 or [MOECSSupport@michigan.gov](mailto:MOECSSupport@michigan.gov).

cc: Michigan Education Alliance