



STATE OF MICHIGAN  
DEPARTMENT OF EDUCATION  
LANSING

RICK SNYDER  
GOVERNOR

MICHAEL P. FLANAGAN  
STATE SUPERINTENDENT

December 4, 2014

**MEMORANDUM**

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

FROM: Venessa A. Keesler, Ph.D.   
Deputy Superintendent, Education Services

SUBJECT: Workshop for New Early/Middle College Schools and Programs (E/MCs)

On Thursday, February 27, 2015, from 8:30 a.m. to 3:00 p.m., the Michigan Department of Education (MDE) will host a workshop for districts and public school academies interested in starting an Early/Middle College high school entity or program. The meeting will be held at Lansing Community College (West Campus), 5708 Cornerstone Drive, Lansing, Michigan 48917. An agenda and registration form are attached for your information. In the event of inclement weather, the workshop will be held on Wednesday, March 4, 2015 in the Ottawa 3 conference room in the Hannah Building in Lansing, with limited seating available. An email notice will be sent to registrants.

MDE and Center for Educational Performance and Information (CEPI) staff will be on hand to share the benefits, various models, and reporting requirements for E/MCs in Michigan. Please note that seating will be limited and registrations will be accepted on a first-come, first-served basis. Up to three registrations will be accepted per district from now through February 17, 2015 at 12:00 p.m.

In the meantime, if you have questions regarding E/MCs, please visit our website at [http://www.michigan.gov/mde/0,4615,7-140-43092\\_51178---,00.html](http://www.michigan.gov/mde/0,4615,7-140-43092_51178---,00.html). For questions regarding the February 27 workshop, please contact Beverly Brown, OCTE Program Consultant, at (517) 335-4670 or [brownb21@michigan.gov](mailto:brownb21@michigan.gov).

cc: Michigan Education Alliance

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Michigan Department of Education

## Early/Middle College Schools and Programs: Getting Started

Friday, February 27, 2015

Lansing Community College West Campus

5708 Cornerstone Drive  
Lansing, Michigan 48917

### Agenda

7:45 – 8:30 a.m.	Coffee and Juice/Registration/Networking	
8:30 – 9:00 a.m.	Overview of E/MCs in Michigan	Patty Cantú, Director Office of Career and Technical Education
9:00 – 10:00 a.m.	National Perspective of E/MCs and MEMCA	Chery Wagonlander Executive Director, MEMCA
10:00 – 10:15 a.m.	Break	
10:15 – 11:00 a.m.	E/MC Resource Materials	Beverly Brown Program Consultant, OSTE
11:00 – 11:30 p.m.	EEM and Student Data Reporting	Matthew Gleason, MDE Doris Mann, PK-12 Student Data Systems Manager, CEPI Jaci Leonard, Data Collections Analyst, CEPI
11:30 – 1:00 p.m.	Working Lunch • Breakout sessions by E/MC Model	
1:00 – 2:00 p.m.	MOUs between Secondary and Postsecondary	Scott Jenkins, Vice President Student and Administrative Services Mott Community College
2:00 - 2:45 p.m.	Questions and Answers	
2:45 – 3:00 p.m.	Timelines	Patty Cantú/Beverly Brown
3:00 – 3:15 p.m.	Wrap Up and Evaluation	

## Early/Middle College Schools and Programs: Getting Started Workshop

Workshop Location:           Lansing Community College West Campus  
5708 Cornerstone Drive  
Lansing, Michigan 48917

Who Should Attend:           School/Program Teams consisting of School Leaders,  
Postsecondary Partners, District Administrators, Counselors,  
Teachers, and Guests (up to three (3) per district)

Registration opens at 7:45 a.m. Workshop begins at 8:30 a.m. on Friday, February 27, 2015 and ends at 3:15 p.m.

Participants are responsible for travel and hotel costs. Lunch will be provided. For hotel accommodations at the Country Inn and Suites, 6511 Centurion Drive, Lansing, MI 48917, please call (517) 827-7000.

Please submit this form by **Tuesday, February 17, 2015.**

**Each attendee must register individually.**

Name: \_\_\_\_\_ (please print clearly)

Email Address: \_\_\_\_\_

Program/School Affiliation: \_\_\_\_\_

**Please indicate your present position within your organization:**

- |  |  |  |
|--|--|--|
| <input type="checkbox"/> Superintendent              | <input type="checkbox"/> Principal/Assistant Principal | <input type="checkbox"/> Director/Supervisor |
| <input type="checkbox"/> Postsecondary Administrator | <input type="checkbox"/> Postsecondary Instructor      | <input type="checkbox"/> CTE Administrator   |
| <input type="checkbox"/> High School Counselor       | <input type="checkbox"/> High School Teacher           | <input type="checkbox"/> Other               |

**When do you plan to open the Early/Middle College high school/program?**

- |   |                                       |                                       |
|---|---------------------------------------|---------------------------------------|
| <input type="checkbox"/> Fall 2015-16   | <input type="checkbox"/> Fall 2016-17 | <input type="checkbox"/> Fall 2017-18 |
| <input type="checkbox"/> Already Opened | <input type="checkbox"/> Unsure       |                                       |

**What resources can MDE provide to assist your E/MC start-up effort?**

- |   |  |
|---|--|
| <input type="checkbox"/> College Readiness Curriculum Samples | <input type="checkbox"/> Sample MOUs                             |
| <input type="checkbox"/> Information on Counting FTEs         | <input type="checkbox"/> Funding Suggestions                     |
| <input type="checkbox"/> Connections to Other E/MCs           | <input type="checkbox"/> Research on the value of E/MCs          |
| <input type="checkbox"/> Locating a Postsecondary Partner     | <input type="checkbox"/> Creating a Culture of College Readiness |
| <input type="checkbox"/> Other _____                          |  |

**Please complete the registration form and email to [coler15@michigan.gov](mailto:coler15@michigan.gov)  
or fax to Rebecca Cole at (517) 373-8776 by February 17, 2015**