



STATE OF MICHIGAN
DEPARTMENT OF EDUCATION
LANSING

RICK SNYDER
GOVERNOR

MICHAEL P. FLANAGAN
STATE SUPERINTENDENT

February 27, 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

On Friday, April 11, 2014, the Michigan Department of Education (MDE) will host a workshop for districts and public school academies interested in starting an Early/Middle College (E/MCs) high school entity or program. The meeting will be held in Ottawa Room 3 in the lower level of the Hannah building at 608 West Allegan, Lansing. An agenda, registration form, and parking map are attached for your information.

The 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 March 31, 2014 at 12:00 p.m.

In the meantime, if you have questions regarding E/MCs, please visit our website at [MDE - Early/Middle College High School Opportunities](#). For questions regarding the April 11 workshop, please contact Beverly Brown, Office of Career and Technical Education Program Consultant, at 517.335.4670 or brownb21@michigan.gov.

cc: Michigan Education Alliance

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Michigan Department of Education

Early/Middle College Schools and Programs: Getting Started

April 11, 2014

Ottawa Room 3-Hannah Building, Lansing, MI

Agenda

7:45 – 8:30 a.m.	Coffee and Juice/Registration/Networking	
8:30 – 9:00 a.m.	Overview of E/MCs in Michigan	<i>Patty Cantú</i> , Director Office of Career and Technical Education
9:00 – 10:00 a.m.	National Perspective of E/MCs and MEMCA	Chery Wagonlander, Principal Mott Early Middle College
10:00 – 10:15 a.m.	Break	
10:15 – 11:00 a.m.	E/MC Resource Materials	Beverly Brown Program Consultant, OCTE
11:00 – 11:30 p.m.	EEM and Student Data Reporting	Matthew Gleason, MDE Doris Mann, PK-12 Student Data Systems Manager, CEPI Cheryl Twichell, Data Collections Analyst, CEPI
11:30 – 1:00 p.m.	Working Lunch <ul style="list-style-type: none">• 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: Michigan Department of Education, Hannah Building
608 West Allegan, Lansing, MI 48933
Ottawa 3, Upper Parking Level

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, April 11, 2014 and ends at 3:00 p.m.

Participants are responsible for travel and hotel costs. A light breakfast and lunch will be provided. For hotel accommodations at the Radisson Hotel, 111 North Grand Avenue, Lansing, MI, call (517) 482-0188. Ask for the school/government rate.

Parking map attached. There is an \$8 parking fee.

Please submit this form by **Monday, March 31.** ***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 2014-2015 | <input type="checkbox"/> Fall 2015-2016 | <input type="checkbox"/> Fall 2016-2017 |
| <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 weisenbergj@michigan.gov
or fax to Jenn Weisenberg at 517,373.8776 by March 31, 2014**

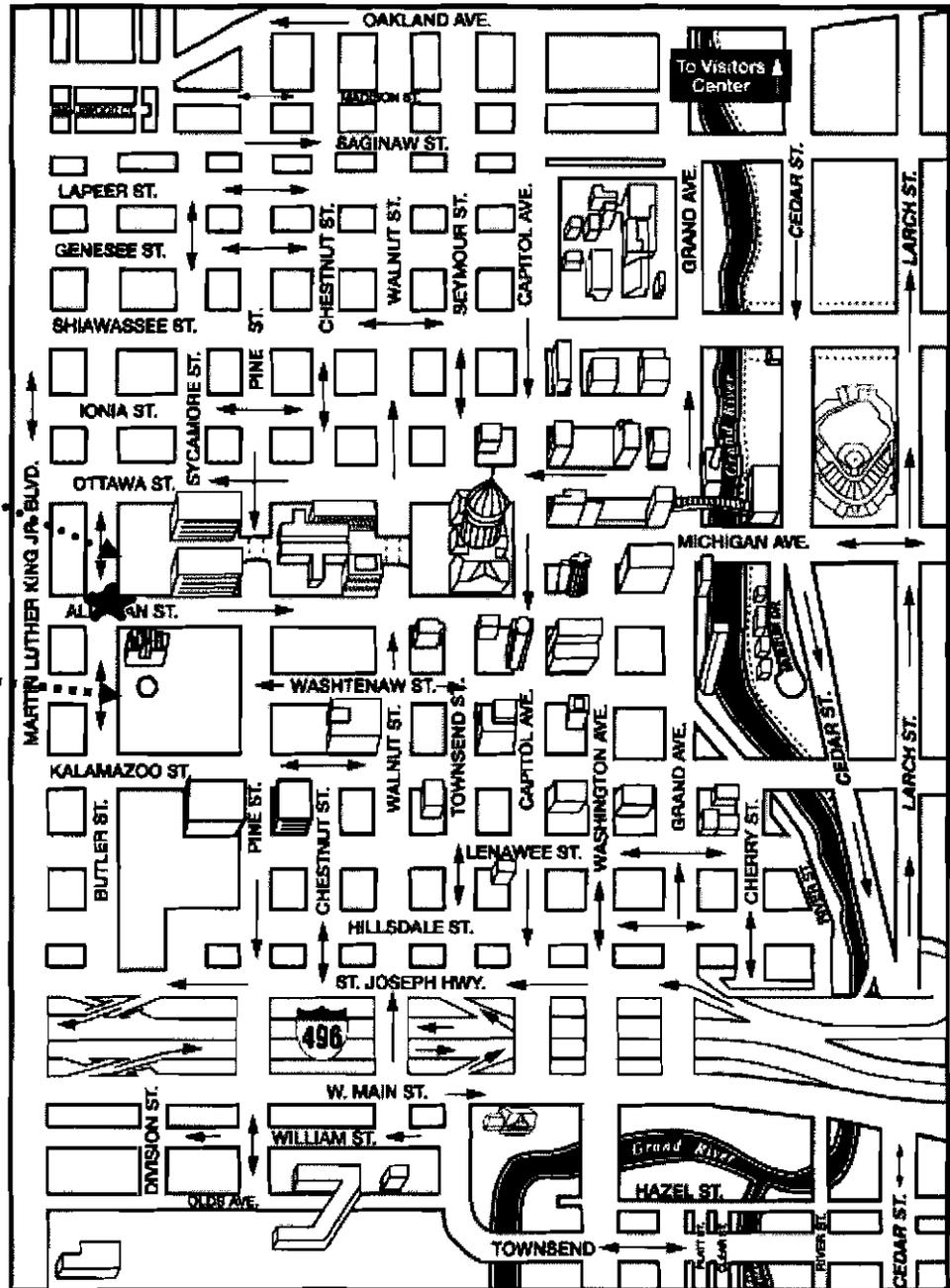
MAP TO HANNAH BUILDING AND PUBLIC PARKING

**Hannah Building
608 W. Allegan**

**PUBLIC PARKING LOTS
are available:**

- West of the Hannah Building. Parking lot entrance on Allegan St.
- South of the State of Michigan Library and Historical Center. Parking lot entrance on Kalamazoo St.

From I-496, exit onto Martin Luther King Boulevard/Logan Street (M-99) via exit 5 and proceed north to Allegan Street. (If you are coming from the east, you'll exit to the right, turn right at the first light and go four blocks. If you are coming from the west, you'll exit on the right, turn left at the second light and go five blocks). Turn right (east) onto Allegan, which is on the north side of the Michigan Library and Historical Center. The entrance to the parking lot is on the left-hand side of Allegan.



Enter Hannah Building on north side, using courtyard entrance.

Map of Downtown Lansing website: http://michigan.gov/images/downtownlansingmap_22107_7.gif