



STATE OF MICHIGAN
DEPARTMENT OF EDUCATION
LANSING


GRETCHEN WHITMER
GOVERNOR

MICHAEL F. RICE, Ph.D.
STATE SUPERINTENDENT

MEMORANDUM

DATE: September 26, 2019

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

FROM: Dr. Scott M. Koenigsnecht, 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](#). MDE is requesting Intermediate School Districts (ISDs) to continue assisting in sharing this information with families in your communities.

OSE developed Family Matters resources in response to recommendations from Governor Snyder's Special Education Reform Task Force. The final report from the task force advised MDE to improve access to resources for families with children who receive special education programs and services. The recommendation specifically calls for 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.

In addition to this memo, letters have been sent to all ISD special education directors seeking their support in sharing these resources. The letter explains the need for Family Matters and includes directions on how directors can assist in the use and distribution of this information to families of children with disabilities.

MDE asks that when school districts are having IEP team meetings, they distribute the Family Matters information 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.

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Sharing this information is an opportunity for ISDs, districts, and the MDE to further collaborate in supporting families. The goal is to assist families in their ability 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 [Michigan's Top 10 in 10 Strategic Plan, Goal 5](#): 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, contact the OSE Information Line at 888-320-8384 or through email at mde-ose@michigan.gov.

cc: Michigan Education Alliance