



STATE OF MICHIGAN  
DEPARTMENT OF EDUCATION  
LANSING


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GOVERNOR

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STATE SUPERINTENDENT

**MEMORANDUM**

**DATE:** September 3, 2015

**TO:** Intermediate School District Superintendents, Great Start Collaborative Directors, Intermediate School District Business Officers

**FROM:** Susan Broman, Deputy Superintendent   
Office of Great Start

**SUBJECT:** Great Start Collaborative Director

On August 11, 2015 the State Board of Education approved revised criteria for the Section 32p Grants. A new expectation specifies that the Great Start Collaborative (GSC) Director for each GSC is *exclusively* designated to the coordination of the GSC for at least three-fourths time, 52 weeks per year. If the GSC Director position is shared by two individuals, a primary director should be established, with a majority of that individual's compensated hours focused toward the work of the GSC.

This revised criteria will no longer allow the GSC Director to fill an additional role that is greater than one-quarter time if employed by the Intermediate School District (ISD) or one of its collaborative partners on a full-time basis.

In order to effectively implement and coordinate the work of the GSC and its strategic plan, and for the GSC to be the positive force for supporting young children and their families across physical health, social-emotional health, family supports and basic needs, parent education, and early education and care, it is essential for the person serving as the GSC Director to meet this criteria. Filling another role (or roles) competes with the effectiveness of even those who are effective administrators. Each ISD and GSC will need to determine the best course of action for meeting this criteria starting in FY 2016.

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If the GSC Director role is not in compliance with the revised criteria, a Corrective Action Plan will need to be completed and submitted as an attachment to the FY 2016 Section 32p Grants Application, due in MEGS+ on September 15, 2015. The Corrective Action Plan format being provided by Office of Early Childhood Development and Family Education asks for details surrounding the current make-up of the GSC Director's position and time allocated to each role, and the timeline in which the criteria will be met. The Excel spreadsheet is available at [www.michigan.gov/32p](http://www.michigan.gov/32p).

Questions regarding this expectation may be directed to Rachel Mellema, Great Start Programs Specialist, [mellemar@michigan.gov](mailto:mellemar@michigan.gov) / 517-241-4766.

cc: Michigan Education Alliance