



STATE OF MICHIGAN  
DEPARTMENT OF EDUCATION  
LANSING


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INTERIM STATE SUPERINTENDENT

**MEMORANDUM**

**DATE:** July 25, 2019

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

**FROM:** Dr. Scott Koenigsknecht, Deputy Superintendent  
P-20 System and Student Transitions 

**SUBJECT:** Follow up to May 9, 2019, Memorandum in reference to Responsibility for Subsequent IEP Meetings for Michigan School for the Deaf Pupils Under MARSE 340.1721e

Earlier this spring, the Michigan Department of Education (MDE) provided clarification to school districts and Intermediate School Districts regarding the responsibility for Individualized Education Program (IEP) team meetings after the Michigan School for the Deaf (MSD) accepts an assignment of a student. In particular, this entails the responsibility for conducting meetings, sending out notices, attending the IEP team meeting, and signing a resident student's Notice of Provision of Programs and Services (Notice).

As stated in the May 9 memorandum, the clarification related to the Michigan Administrative Rules for Special Education (MARSE) Rules 340.1721e(5) and (6). MARSE Rule 340.1721e(5) states the MSD "shall be considered a part of the total continuum of services for students who are deaf and hard of hearing" and resident districts must conduct the IEP team meeting that proposes an assignment into the MSD. Rule 340.1721e(6) further requires a resident district to conduct both the initial IEP team meeting and each subsequent IEP team meeting, unless it authorizes an "operating district" to conduct a subsequent IEP team meeting "at a mutually agreed upon time and place."

This memorandum is specific to the Notice. Over the next several months, MDE will continue dialogue and development of a policy guidance pertaining to the role of the public agency under IDEA. While the public agency guidance document is evolving, the MSD will continue to sign the Notice as part of the resident districts offer of a FAPE. Any changes to this practice will be determined after distribution of the policy guidance on the role of public agencies.

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All ISDs must ensure all students in their jurisdiction have timely IEPs, procedures, and processes in place to monitor member districts for compliance with Rule 340.1721e.

This directly aligns with the Michigan Top 10 in 10 Strategic Goal #7: Further develop an innovative and cohesive state education agency that supports an aligned, coherent education system at all levels (state, ISD, district, and school).

Questions may be directed to Dr. Scott Koenigsknecht, Deputy Superintendent at [koenigsknechts@michigan.gov](mailto:koenigsknechts@michigan.gov).

cc: Michigan Education Alliance