



STATE OF MICHIGAN  
DEPARTMENT OF EDUCATION  
LANSING



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SUPERINTENDENT OF  
PUBLIC INSTRUCTION

August 19, 2010

**MEMORANDUM**

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

FROM: Sally Vaughn, Ph.D. *Sally*  
Deputy Superintendent/Chief Academic Officer

SUBJECT: Monitoring of Annual Education Reports

Recently the Michigan Department of Education (MDE) provided all local educational agencies (LEAs) and schools with the process and tools to produce required Annual Education Reports (AER). The reports meet all of the detailed annual reporting requirements of the federal Elementary and Secondary Education Act of 2002, using data already contained in various district and school data bases at the state.

Monitoring of AERs

Both MDE and the United States Department of Education (USDE) will be monitoring LEAs and schools to verify that AERs and appropriate cover letters are posted on the LEA and school websites (convenient for parental review) 14 calendar days prior to the beginning of school in the fall of 2010.

**Please have the staff member(s) assigned to work on your AER complete the survey found at this link <http://www.surveymonkey.com/s/AERsurvey>.** This survey will give us feedback on the new AER process, as well as collect the web address of where your AERs are located. It can also be found on the AER website after an authorized user logs in. Please complete this survey by August 27, 2010.

The response to this project from LEAs has been generally positive. LEAs and schools have reported that:

- AERs with appropriate cover letters bring LEAs and schools into federal compliance after nearly six years of widespread noncompliance;
- The reports eliminate the need for districts, schools and academies to develop their own report.

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- The state-produced reports take a significant burden off LEAs and schools which previously required senior level staff to provide this complex information – these tasks are now much simpler;
- The reports may help parents make better decisions about where to send their child to school.

We appreciate your staff completing the survey as soon as possible. If you have questions, please contact Mike Radke at 517/373-3921. Thank you.

cc: William Mayes, MASA  
David Martell, MSBO  
Dan Quisenberry, MAPSA  
Billie Wimmer, MCCSA  
Kathy Hayes, MASB