

Justification Forms Summary Report Directions

This document provides an index of Justification Forms separated by ISD and the ISD's Member Districts. The index acts as a Table of Contents so you can easily navigate this PDF. To enable this feature, go to the "View" tab in your PDF viewer application menu bar and look for the option to show or enable the Bookmarks Panel. Once enabled, the Bookmarks panel should appear on the left side of the screen in the navigation pane. Some applications may require you to press the "Bookmarks" icon in the navigation panel to open the Bookmarks panel. Once the Bookmarks panel is open, click a district name to advance you to that district's justification form within the document. For additional assistance, contact the Catamaran Help Desk at help@catamaran.partners or 877-474-9023 (Toll Free).



Exceeding 1% Cap on Participation in State Alternate Assessment Intermediate School District (ISD) Summary Justification Form FY 2019-2020

ISD Name: Ottawa Area ISD

All intermediate school districts must complete this summary form regarding the percentage of students assessed using Michigan’s alternate assessment (MI-Access). This includes justification forms from member districts/public school academies (PSA) that assessed more than 1% of students in the spring of 2019 using MI-Access.

Please do not submit any student identifiable information with this form.

Data

Data	Total
Number of member districts/PSAs including the ISD (only if the ISD runs internal programs)	19
Number of member districts/PSAs including the ISD (only if the ISD runs internal programs) that assessed more than 1% of all students tested in the spring of 2019 using MI-Access (in grades 3-8 and 11)	6

Technical Assistance and Professional Development

Tier I: Please provide a summary of technical assistance and/or professional development provided as a result of feedback from MDE regarding the 2019 test year data and justification form review. Include any professional development and targeted assistance the ISD offered to all member districts, provided by MDE and/or the ISD and MDE together.

Date Occurred	Summary of Technical Assistance and/or Professional Development
06/17/2020	All districts will participate in an activity designed to explore where they are individually at with regards to significant disproportionality and the current practices that are leading to their current data...practices that keep them out of sig. dispro. and those that may be placing them in sig. dispro.
10/23/2019	Went over 1% Assessment Action Plans and MDE guidance documents, including the flowchart, understanding the definition of significant cognitive disability, the Assessment Selection Guidelines Training, and Assessment Selection Interactive Decision-Making Tool.

Tier II/III: Please provide a summary of technical assistance and/or professional development provided as a result of feedback from MDE regarding the 2019 test year data and justification form review. Include professional development and technical assistance the ISD provided for each specific member district that was flagged for disproportionality regarding assessment participation. Include technical assistance or professional development provided by MDE and/or the ISD and MDE together.

Member District	Date Occurred	Summary of Technical Assistance and/or Professional Development
Grand Haven Area Public Schools	02/17/2020	Support around sig. dispro. for Hispanic students who have cognitive impairments, understanding data and exploring current practices to change moving forward.

What resources or support is needed from MDE for the ISD to carry out the plan?

None at this time.

Assurances

Please provide the following assurances.

The ISD has provided or will provide targeted assistance to member districts/PSAs that have been flagged for disproportionality for participation in the alternate assessment as outlined on the previous page.

Yes No

Targeted assistance and professional development include an emphasis on member districts/PSAs using the state assessment selection guidance documents and online trainings.

Yes No

Assessment selection is an IEP team decision and will not be overridden by administrative or procedural decisions.

Yes No



Member District Exceeding 1% Cap Justification Form FY 2019-2020

Member District: **Ottawa Area ISD**

The *Every Student Succeeds Act* (ESSA) places a 1% cap on alternate assessment (MI-Access) participation at the state level. Member districts that contribute to the state exceeding its participation cap must submit information to the Intermediate School District (ISD) justifying the need to exceed the 1% threshold. In addition, ISDs that run programs (functioning as a member district) must complete the form as a member district.

Each ISD collects information from member districts to submit to the MDE.

Please do not submit any student identifiable information with this form.

Data

Please indicate the 1% participation rate data:

Content Area	Spring 2017 Participation Rate	Spring 2018 Participation Rate	Spring 2019 Participation Rate	Change
English Language Arts	86.4	69	69.2	+
Mathematics	86.4	68.2	69.6	+
Science	N/A	N/A	N/A	N/A
Social Studies	66.7	13.3	0	-

Professional Development Provided

Did the individualized education program (IEP) teams utilize the state guidelines for participation in the alternate assessment to make assessment participation decisions?

- Yes No

Please list professional development, informational sessions, and technical assistance provided regarding the 1% Cap and/or assessment selection and participation from January 1, 2019 to present.

Audience	Date Occurred	Topics and Method of Training	Delivered by
All Staff	04/29/2019	Training on Alt Assessment and 1% Cap utilizing the Assessment Selection Guidance Training and Assessment Selection Interactive Decision-Making Tool.	District Staff
All Staff	08/28/2019	When discussing curriculum with staff at the start of the year, we review the standards and the range of complexity levels to explain how we are teaching and assessing those standards. Assessment choices are also discussed at IEP meetings.	District Staff

Contributing Factors

Did the district test fewer than 500 students total using statewide assessments?

- Yes No

Select the option that applies:

- Fewer than 8 students took MI-Access. 8 or more students took MI-Access.

Did the district operate a center-based program or regional collaborative for students with significant cognitive impairments (serving students from in and outside of the district within a region or ISD)?

- Yes No

Utilizing the Alternate Assessment data reports, complete the following table.

Assessment Data Table	Number
Total Number of students tested overall	80
Total Number of students tested with MI-Access	55
Students in center-based program from outside district	85
Adjusted Total	0
Adjusted Participation Number	0
Adjusted Rate	0%

Is there other justification to provide?

- Yes No

Please describe other justification:

The Ottawa Area Intermediate School District runs three center-based programs where student are tested:

1. *Ottawa Area Center*
2. *Sheldon Pines*
3. *Juvenile Detention Center*

Staff in all three programs have been provided ongoing training and support in using the Flowchart, going through the Assessment Selection Interactive Decision-Making Tool and been assigned to go through the Assessment Selection Guidance Training. We have reviewed this information at the beginning of the school year and staff work through the Flowchart at each IEP. The Flowchart is also embedded in our online IEP system.

2020 Projected Participation Rate

Using the Michigan School Data System (MSDS) and current data, complete the following table to calculate the 2020 projected participation rate.

Projected Participation Rate	Number
Total Number of students enrolled in grades 3, 4, 5, 6, 7, 8, 11	85
Total Number of students whose IEPs currently designate MI-Access for state summative assessments in any content area	57
Projected Participation Rate	67.1%

Local Plan

After reviewing all of the member district data for participation rates on the alternate assessment (MI-Access), detail below a summarized plan for providing professional development. This may include but is not limited to training on assessment selection, alternate assessment, alternate content standards, or planning for specialized instruction. At least one local development plan must be submitted to proceed.

Audience	Topics and Method of Training	Date
All staff	Training around common core state standards and alternate content standards and the implication around what standards a student is being instructed in to which state assessment they should be evaluated by to what their course of study will be and what specially designed instruction will be provided to address needs.	08/28/2020
All staff	Guided assessment selection training utilizing the MDE developed flowchart and training tools.	08/28/2020
Parents	Parents will be provided education/guidance on assessment selection through PAC and also building specific parent meetings.	05/14/2020

Resources and Technical Assistance

Does the member district require additional resources and technical assistance from the ISD or MDE to ensure students are being assessed using the most appropriate state summative assessment tool based on the state guidelines?

Yes No

Assurances

Please provide the following assurances.

The member district IEP team members follow the state guidelines for participation in the alternate assessment.

Yes No

The member district allows IEP team members to decide which students take an alternate assessment.

Yes No

The member district addresses any issues of disproportionality in statewide assessment.

Yes No



Member District Exceeding 1% Cap Justification Form FY 2019-2020

Member District: Walden Green Montessori

The *Every Student Succeeds Act* (ESSA) places a 1% cap on alternate assessment (MI-Access) participation at the state level. Member districts that contribute to the state exceeding its participation cap must submit information to the Intermediate School District (ISD) justifying the need to exceed the 1% threshold. In addition, ISDs that run programs (functioning as a member district) must complete the form as a member district.

Each ISD collects information from member districts to submit to the MDE.

Please do not submit any student identifiable information with this form.

Data

Please indicate the 1% participation rate data:

Content Area	Spring 2017 Participation Rate	Spring 2018 Participation Rate	Spring 2019 Participation Rate	Change
English Language Arts	0	0	0	No change
Mathematics	0	0	0	No change
Science	N/A	N/A	N/A	N/A
Social Studies	0	0	0	No change



Member District Exceeding 1% Cap Justification Form FY 2019-2020

Member District: West MI Academy of Arts and Academics

The *Every Student Succeeds Act* (ESSA) places a 1% cap on alternate assessment (MI-Access) participation at the state level. Member districts that contribute to the state exceeding its participation cap must submit information to the Intermediate School District (ISD) justifying the need to exceed the 1% threshold. In addition, ISDs that run programs (functioning as a member district) must complete the form as a member district.

Each ISD collects information from member districts to submit to the MDE.

Please do not submit any student identifiable information with this form.

Data

Please indicate the 1% participation rate data:

Content Area	Spring 2017 Participation Rate	Spring 2018 Participation Rate	Spring 2019 Participation Rate	Change
English Language Arts	0.3	0.3	0.3	No change
Mathematics	0.3	0.3	0.3	No change
Science	N/A	N/A	N/A	N/A
Social Studies	0	0	0	No change



Member District Exceeding 1% Cap Justification Form FY 2019-2020

Member District: **Black River Public School**

The *Every Student Succeeds Act* (ESSA) places a 1% cap on alternate assessment (MI-Access) participation at the state level. Member districts that contribute to the state exceeding its participation cap must submit information to the Intermediate School District (ISD) justifying the need to exceed the 1% threshold. In addition, ISDs that run programs (functioning as a member district) must complete the form as a member district.

Each ISD collects information from member districts to submit to the MDE.

Please do not submit any student identifiable information with this form.

Data

Please indicate the 1% participation rate data:

Content Area	Spring 2017 Participation Rate	Spring 2018 Participation Rate	Spring 2019 Participation Rate	Change
English Language Arts	0.4	0.4	0.6	+
Mathematics	0.4	0.4	0.6	+
Science	N/A	N/A	N/A	N/A
Social Studies	0.4	0	0	No change



Member District Exceeding 1% Cap Justification Form FY 2019-2020

Member District: **Vanderbilt Charter Academy**

The *Every Student Succeeds Act* (ESSA) places a 1% cap on alternate assessment (MI-Access) participation at the state level. Member districts that contribute to the state exceeding its participation cap must submit information to the Intermediate School District (ISD) justifying the need to exceed the 1% threshold. In addition, ISDs that run programs (functioning as a member district) must complete the form as a member district.

Each ISD collects information from member districts to submit to the MDE.

Please do not submit any student identifiable information with this form.

Data

Please indicate the 1% participation rate data:

Content Area	Spring 2017 Participation Rate	Spring 2018 Participation Rate	Spring 2019 Participation Rate	Change
English Language Arts	1.5	0.7	0.3	-
Mathematics	1.1	0.7	0.3	-
Science	N/A	N/A	N/A	N/A
Social Studies	1.1	0	1.1	+

Professional Development Provided

Did the individualized education program (IEP) teams utilize the state guidelines for participation in the alternate assessment to make assessment participation decisions?

- Yes
 No

Please list professional development, informational sessions, and technical assistance provided regarding the 1% Cap and/or assessment selection and participation from January 1, 2019 to present.

Audience	Date Occurred	Topics and Method of Training	Delivered by
District Staff	02/19/2020	Until this administration, the district did not exceed the 1% CAP, therefore, no training was deemed necessary.	District Staff
Administrator over Sped	02/19/2020	Will My Student Take an Alternate Assessment site shared with Admin over Special Education	District Staff

Contributing Factors

Did the district test fewer than 500 students total using statewide assessments?

Yes No

Select the option that applies:

Fewer than 8 students took MI-Access. 8 or more students took MI-Access.

Did the district operate a center-based program or regional collaborative for students with significant cognitive impairments (serving students from in and outside of the district within a region or ISD)?

Yes No

Is there other justification to provide?

Yes No

2020 Projected Participation Rate

Using the Michigan School Data System (MSDS) and current data, complete the following table to calculate the 2020 projected participation rate.

Projected Participation Rate	Number
Total Number of students enrolled in grades 3, 4, 5, 6, 7, 8, 11	291
Total Number of students whose IEPs currently designate MI-Access for state summative assessments in any content area	0
Projected Participation Rate	0%

Local Plan

After reviewing all of the member district data for participation rates on the alternate assessment (MI-Access), detail below a summarized plan for providing professional development. This may include but is not limited to training on assessment selection, alternate assessment, alternate content standards, or planning for specialized instruction. At least one local development plan must be submitted to proceed.

Audience	Topics and Method of Training	Date
Special Education teachers and providers	Technical assistance and training on use of MDE Online Training and resources for appropriate assessment selection	03/04/2020
Principal and Admin over Special Education	Sharing and processing "Should My Student Take Alternate Assessment" resource to support effective IEP participation	03/04/2020

Resources and Technical Assistance

Does the member district require additional resources and technical assistance from the ISD or MDE to ensure students are being assessed using the most appropriate state summative assessment tool based on the state guidelines?

Yes No

Assurances

Please provide the following assurances.

The member district IEP team members follow the state guidelines for participation in the alternate assessment.

Yes No

The member district allows IEP team members to decide which students take an alternate assessment.

Yes No

The member district addresses any issues of disproportionality in statewide assessment.

Yes No

District Comments

At this time, no students are expected to take MiAccess and thus district effort will focus on processes for future decision making.



Member District Exceeding 1% Cap Justification Form FY 2019-2020

Member District: **Eagle Crest Charter Academy**

The *Every Student Succeeds Act* (ESSA) places a 1% cap on alternate assessment (MI-Access) participation at the state level. Member districts that contribute to the state exceeding its participation cap must submit information to the Intermediate School District (ISD) justifying the need to exceed the 1% threshold. In addition, ISDs that run programs (functioning as a member district) must complete the form as a member district.

Each ISD collects information from member districts to submit to the MDE.

Please do not submit any student identifiable information with this form.

Data

Please indicate the 1% participation rate data:

Content Area	Spring 2017 Participation Rate	Spring 2018 Participation Rate	Spring 2019 Participation Rate	Change
English Language Arts	0.4	0.6	0.2	-
Mathematics	0.4	0.6	0.2	-
Science	N/A	N/A	N/A	N/A
Social Studies	0	0.6	0	-



Member District Exceeding 1% Cap Justification Form FY 2019-2020

Member District: Saugatuck Public Schools

The *Every Student Succeeds Act* (ESSA) places a 1% cap on alternate assessment (MI-Access) participation at the state level. Member districts that contribute to the state exceeding its participation cap must submit information to the Intermediate School District (ISD) justifying the need to exceed the 1% threshold. In addition, ISDs that run programs (functioning as a member district) must complete the form as a member district.

Each ISD collects information from member districts to submit to the MDE.

Please do not submit any student identifiable information with this form.

Data

Please indicate the 1% participation rate data:

Content Area	Spring 2017 Participation Rate	Spring 2018 Participation Rate	Spring 2019 Participation Rate	Change
English Language Arts	0	0	0	No change
Mathematics	0	0	0	No change
Science	N/A	N/A	N/A	N/A
Social Studies	0	0	0	No change



Member District Exceeding 1% Cap Justification Form FY 2019-2020

Member District: Hamilton Community Schools

The *Every Student Succeeds Act* (ESSA) places a 1% cap on alternate assessment (MI-Access) participation at the state level. Member districts that contribute to the state exceeding its participation cap must submit information to the Intermediate School District (ISD) justifying the need to exceed the 1% threshold. In addition, ISDs that run programs (functioning as a member district) must complete the form as a member district.

Each ISD collects information from member districts to submit to the MDE.

Please do not submit any student identifiable information with this form.

Data

Please indicate the 1% participation rate data:

Content Area	Spring 2017 Participation Rate	Spring 2018 Participation Rate	Spring 2019 Participation Rate	Change
English Language Arts	1	0.7	0.9	+
Mathematics	1	0.7	1	+
Science	N/A	N/A	N/A	N/A
Social Studies	0.7	0.3	0.2	-



Member District Exceeding 1% Cap Justification Form FY 2019-2020

Member District: Grand Haven Area Public Schools

The *Every Student Succeeds Act* (ESSA) places a 1% cap on alternate assessment (MI-Access) participation at the state level. Member districts that contribute to the state exceeding its participation cap must submit information to the Intermediate School District (ISD) justifying the need to exceed the 1% threshold. In addition, ISDs that run programs (functioning as a member district) must complete the form as a member district.

Each ISD collects information from member districts to submit to the MDE.

Please do not submit any student identifiable information with this form.

Data

Please indicate the 1% participation rate data:

Content Area	Spring 2017 Participation Rate	Spring 2018 Participation Rate	Spring 2019 Participation Rate	Change
English Language Arts	4.1	3.4	3.2	-
Mathematics	3.7	3.3	3.1	-
Science	N/A	N/A	N/A	N/A
Social Studies	2.3	1.7	1.8	+

Professional Development Provided

Did the individualized education program (IEP) teams utilize the state guidelines for participation in the alternate assessment to make assessment participation decisions?

Yes No

Please list professional development, informational sessions, and technical assistance provided regarding the 1% Cap and/or assessment selection and participation from January 1, 2019 to present.

Audience	Date Occurred	Topics and Method of Training	Delivered by
Special Education Staff (teachers)	05/08/2019	Monthly staff meetings with all special education staff and were trained on the MDE process for alternate assessment, including the MDE flow chart.	District Staff
Itinerant Staff - Special Education	05/17/2019	Monthly staff meetings with all special education itinerants and were trained on the MDE process for alternate assessment, including the MDE flow chart.	District Staff
Leadership Team Meeting - Principals	04/11/2019	Updated principals on alternate assessment process and protocols	District Staff

Contributing Factors

Did the district test fewer than 500 students total using statewide assessments?

Yes No

Did the district operate a center-based program or regional collaborative for students with significant cognitive impairments (serving students from in and outside of the district within a region or ISD)?

Yes No

Utilizing the Alternate Assessment data reports, complete the following table.

Assessment Data Table	Number
Total Number of students tested overall	2972
Total Number of students tested with MI-Access	96
Students in center-based program from outside district	14
Adjusted Total	2958
Adjusted Participation Number	82
Adjusted Rate	2.8%

Is there other justification to provide?

Yes No

2020 Projected Participation Rate

Using the Michigan School Data System (MSDS) and current data, complete the following table to calculate the 2020 projected participation rate.

Projected Participation Rate	Number
Total Number of students enrolled in grades 3, 4, 5, 6, 7, 8, 11	3239
Total Number of students whose IEPs currently designate MI-Access for state summative assessments in any content area	81
Projected Participation Rate	2.5%

Local Plan

After reviewing all of the member district data for participation rates on the alternate assessment (MI-Access), detail below a summarized plan for providing professional development. This may include but is not limited to training on assessment selection, alternate assessment, alternate content standards, or planning for specialized instruction. At least one local development plan must be submitted to proceed.

Audience	Topics and Method of Training	Date
Special Education Staff (Teachers & Itinerants)	Review of MDE Alternate Assessment Process and Flow chart	06/05/2020
ASD, SXI, and CI specific placements	The "Should by student take the alternate assessment?" worksheet will be done for all students	06/05/2020

Disproportionality

Did the member district receive notification from the ISD regarding disproportionality in participation in the alternate assessment?

Yes No

The district reported disproportionality in participation in the alternate assessment. Please indicate below each sub-group of disproportionality, as well as the subject for which disproportionate use was demonstrated, and the district plan to address the indicated issues of disproportionality.

Economically Disadvantaged Status

Subject	Plan
English Language Arts	All students who are in SXI, ASD, and CI programming will have a flow chart completed to ensure the correct assessment decisions are being made on an individualized basis.
Math	All students who are in SXI, ASD, and CI programming will have a flow chart completed to ensure the correct assessment decisions are being made on an individualized basis.

Hispanic

Subject	Plan
English Language Arts	All students who are in SXI, ASD, and CI programming will have a flow chart completed to ensure the correct assessment decisions are being made on an individualized basis.
Math	All students who are in SXI, ASD, and CI programming will have a flow chart completed to ensure the correct assessment decisions are being made on an individualized basis.

Resources and Technical Assistance

Does the member district require additional resources and technical assistance from the ISD or MDE to ensure students are being assessed using the most appropriate state summative assessment tool based on the state guidelines?

- Yes No

Assurances

Please provide the following assurances.

The member district IEP team members follow the state guidelines for participation in the alternate assessment.

- Yes No

The member district allows IEP team members to decide which students take an alternate assessment.

- Yes No

The member district addresses any issues of disproportionality in statewide assessment.

- Yes No



Member District Exceeding 1% Cap Justification Form FY 2019-2020

Member District: **Holland City School District**

The *Every Student Succeeds Act* (ESSA) places a 1% cap on alternate assessment (MI-Access) participation at the state level. Member districts that contribute to the state exceeding its participation cap must submit information to the Intermediate School District (ISD) justifying the need to exceed the 1% threshold. In addition, ISDs that run programs (functioning as a member district) must complete the form as a member district.

Each ISD collects information from member districts to submit to the MDE.

Please do not submit any student identifiable information with this form.

Data

Please indicate the 1% participation rate data:

Content Area	Spring 2017 Participation Rate	Spring 2018 Participation Rate	Spring 2019 Participation Rate	Change
English Language Arts	3.1	2.8	2.3	-
Mathematics	3	2.6	2.3	-
Science	N/A	N/A	N/A	N/A
Social Studies	1.3	1.6	1.9	+

Professional Development Provided

Did the individualized education program (IEP) teams utilize the state guidelines for participation in the alternate assessment to make assessment participation decisions?

- Yes No

Please list professional development, informational sessions, and technical assistance provided regarding the 1% Cap and/or assessment selection and participation from January 1, 2019 to present.

Audience	Date Occurred	Topics and Method of Training	Delivered by
Special Education Staff	08/19/2019	Opening Day staff development with slide presentation	District Staff
New Employee Training	09/10/2019	Slide presentation, small group break out, Q&A format	District Staff
Administrative & Leadership staff training	04/29/2019	Discussion, follow up email with link to tools and resources	ISD Staff

Contributing Factors

Did the district test fewer than 500 students total using statewide assessments?

Yes No

Did the district operate a center-based program or regional collaborative for students with significant cognitive impairments (serving students from in and outside of the district within a region or ISD)?

Yes No

Utilizing the Alternate Assessment data reports, complete the following table.

Assessment Data Table	Number
Total Number of students tested overall	1670
Total Number of students tested with MI-Access	39
Students in center-based program from outside district	7
Adjusted Total	1663
Adjusted Participation Number	32
Adjusted Rate	1.9%

Is there other justification to provide?

Yes No

2020 Projected Participation Rate

Using the Michigan School Data System (MSDS) and current data, complete the following table to calculate the 2020 projected participation rate.

Projected Participation Rate	Number
Total Number of students enrolled in grades 3, 4, 5, 6, 7, 8, 11	2288
Total Number of students whose IEPs currently designate MI-Access for state summative assessments in any content area	31
Projected Participation Rate	1.4%

Local Plan

After reviewing all of the member district data for participation rates on the alternate assessment (MI-Access), detail below a summarized plan for providing professional development. This may include but is not limited to training on assessment selection, alternate assessment, alternate content standards, or planning for specialized instruction. At least one local development plan must be submitted to proceed.

Audience	Topics and Method of Training	Date
Special Education teaching & diagnostic team members	Review of MI Access participation rates. Audit and review of students currently assigned to take MI Access. Exploration and reminder of MDE interactive tools and MI Access resources	03/06/2020
Principals & district leadership	Review of MI Access participation rates and MDE guidance	02/26/2020
Parent & General Education staff	MI Access eligibility criteria distributed as part of IEP process	03/06/2020

Resources and Technical Assistance

Does the member district require additional resources and technical assistance from the ISD or MDE to ensure students are being assessed using the most appropriate state summative assessment tool based on the state guidelines?

Yes No

Please detail the need for additional resources and technical assistance.

ISD level support for discussion and systems monitoring review of current students.

Assurances

Please provide the following assurances.

The member district IEP team members follow the state guidelines for participation in the alternate assessment.

Yes No

The member district allows IEP team members to decide which students take an alternate assessment.

Yes No

The member district addresses any issues of disproportionality in statewide assessment.

Yes No



Member District Exceeding 1% Cap Justification Form FY 2019-2020

Member District: Allendale Public Schools

The *Every Student Succeeds Act* (ESSA) places a 1% cap on alternate assessment (MI-Access) participation at the state level. Member districts that contribute to the state exceeding its participation cap must submit information to the Intermediate School District (ISD) justifying the need to exceed the 1% threshold. In addition, ISDs that run programs (functioning as a member district) must complete the form as a member district.

Each ISD collects information from member districts to submit to the MDE.

Please do not submit any student identifiable information with this form.

Data

Please indicate the 1% participation rate data:

Content Area	Spring 2017 Participation Rate	Spring 2018 Participation Rate	Spring 2019 Participation Rate	Change
English Language Arts	0.9	0.9	1	+
Mathematics	0.7	0.7	0.9	+
Science	N/A	N/A	N/A	N/A
Social Studies	0.9	0.5	0.3	-



Member District Exceeding 1% Cap Justification Form FY 2019-2020

Member District: West Ottawa Public School District

The *Every Student Succeeds Act* (ESSA) places a 1% cap on alternate assessment (MI-Access) participation at the state level. Member districts that contribute to the state exceeding its participation cap must submit information to the Intermediate School District (ISD) justifying the need to exceed the 1% threshold. In addition, ISDs that run programs (functioning as a member district) must complete the form as a member district.

Each ISD collects information from member districts to submit to the MDE.

Please do not submit any student identifiable information with this form.

Data

Please indicate the 1% participation rate data:

Content Area	Spring 2017 Participation Rate	Spring 2018 Participation Rate	Spring 2019 Participation Rate	Change
English Language Arts	1	0.8	0.9	+
Mathematics	1	0.8	0.9	+
Science	N/A	N/A	N/A	N/A
Social Studies	0.8	0.6	0.6	No change



Member District Exceeding 1% Cap Justification Form FY 2019-2020

Member District: **Coopersville Area Public School District**

The *Every Student Succeeds Act* (ESSA) places a 1% cap on alternate assessment (MI-Access) participation at the state level. Member districts that contribute to the state exceeding its participation cap must submit information to the Intermediate School District (ISD) justifying the need to exceed the 1% threshold. In addition, ISDs that run programs (functioning as a member district) must complete the form as a member district.

Each ISD collects information from member districts to submit to the MDE.

Please do not submit any student identifiable information with this form.

Data

Please indicate the 1% participation rate data:

Content Area	Spring 2017 Participation Rate	Spring 2018 Participation Rate	Spring 2019 Participation Rate	Change
English Language Arts	2	1	1.2	+
Mathematics	1.7	1	1.1	+
Science	N/A	N/A	N/A	N/A
Social Studies	1.8	0.7	0.9	+

Professional Development Provided

Did the individualized education program (IEP) teams utilize the state guidelines for participation in the alternate assessment to make assessment participation decisions?

- Yes No

Please list professional development, informational sessions, and technical assistance provided regarding the 1% Cap and/or assessment selection and participation from January 1, 2019 to present.

Audience	Date Occurred	Topics and Method of Training	Delivered by
All special education teachers and ancillary staff	11/09/2018	Reviewed "Should My Student Take the Alternative Assessment" guidance document, reviewed data and MDE resources, did student scenarios utilizing the MDE decision making interactive tool	District Staff
All special education teachers and ancillary staff	10/28/2019	Virtual training: via our weekly newsletter, sent all staff link to guidance documents. Newsletters are provided via Google Docs and allows for tracking of provider viewing.	District Staff
All special education teachers and ancillary staff	12/09/2019	Virtual training: via our weekly newsletter, sent all staff data chart with updated data from Spring 2019. Reshared our guidance documents on determining appropriate assessment for students. Newsletters are provided via Google Docs and allows for tracking of provider viewing.	District Staff
All special education teachers and ancillary staff	01/20/2020	Transition to Michigan PowerSchool Special Education (MiPSE) where the "Should My Student Take the Alternative Assessment" guidance document is embedded. Training resources and sample IEP documents also highlighted guidance on determining appropriate assessments.	District Staff

Contributing Factors

Did the district test fewer than 500 students total using statewide assessments?

Yes No

Did the district operate a center-based program or regional collaborative for students with significant cognitive impairments (serving students from in and outside of the district within a region or ISD)?

Yes No

Is there other justification to provide?

Yes No

Please describe other justification:

Compared to 2017, Coopersville has decreased the number of students taking an alternative assessment by 10 students in ELA, 9 students in math, and 6 students in social studies.

2020 Projected Participation Rate

Using the Michigan School Data System (MSDS) and current data, complete the following table to calculate the 2020 projected participation rate.

Projected Participation Rate	Number
Total Number of students enrolled in grades 3, 4, 5, 6, 7, 8, 11	1454
Total Number of students whose IEPs currently designate MI-Access for state summative assessments in any content area	16
Projected Participation Rate	1.1%

Local Plan

After reviewing all of the member district data for participation rates on the alternate assessment (MI-Access), detail below a summarized plan for providing professional development. This may include but is not limited to training on assessment selection, alternate assessment, alternate content standards, or planning for specialized instruction. At least one local development plan must be submitted to proceed.

Audience	Topics and Method of Training	Date
Special Education Teachers and Service Providers	Utilizing MDE resources to determine the appropriate assessment for students	10/30/2020

Resources and Technical Assistance

Does the member district require additional resources and technical assistance from the ISD or MDE to ensure students are being assessed using the most appropriate state summative assessment tool based on the state guidelines?

Yes No

Assurances

Please provide the following assurances.

The member district IEP team members follow the state guidelines for participation in the alternate assessment.

Yes No

The member district allows IEP team members to decide which students take an alternate assessment.

Yes No

The member district addresses any issues of disproportionality in statewide assessment.

Yes No

ISD Comments (if ISD returned to district for modifications)

Autumn,

Could you complete the following sections of the District Justification Form:

Two questions under Contributing Factors

- Fewer than 8 students took MI-Access Yes/No*
- 8 or more students took MI-Access Yes/No*

Complete the Assessment Data Table - this data can be found in the [Alt. Assessment Data Report](#) in tables 4-6.

- Total number of students tested overall*
- Total number of students taking MI-Access*
- Students in center-based programs from outside the district.*

Please let me know if you have any questions or need assistance.

Sincerely,

Jessica Domingues



Member District Exceeding 1% Cap Justification Form FY 2019-2020

Member District: **Jenison Public Schools**

The *Every Student Succeeds Act* (ESSA) places a 1% cap on alternate assessment (MI-Access) participation at the state level. Member districts that contribute to the state exceeding its participation cap must submit information to the Intermediate School District (ISD) justifying the need to exceed the 1% threshold. In addition, ISDs that run programs (functioning as a member district) must complete the form as a member district.

Each ISD collects information from member districts to submit to the MDE.

Please do not submit any student identifiable information with this form.

Data

Please indicate the 1% participation rate data:

Content Area	Spring 2017 Participation Rate	Spring 2018 Participation Rate	Spring 2019 Participation Rate	Change
English Language Arts	1	1.2	1.3	+
Mathematics	1.1	1.2	1.3	+
Science	N/A	N/A	N/A	N/A
Social Studies	0.6	0.5	0.9	+

Professional Development Provided

Did the individualized education program (IEP) teams utilize the state guidelines for participation in the alternate assessment to make assessment participation decisions?

- Yes No

Please list professional development, informational sessions, and technical assistance provided regarding the 1% Cap and/or assessment selection and participation from January 1, 2019 to present.

Audience	Date Occurred	Topics and Method of Training	Delivered by
Elementary SpEd Staff	11/05/2019	Review of Decision Making Flowchart and Assessment Selection Interactive Decision-Making Tool at department meeting	District Staff
Secondary SpEd Staff	11/12/2019	Review Of Decision Making Flowchart and Assessment Selection Interactive Decision-Making Tool at staff meeting	District Staff
Student Services Staff	11/13/2019	Review of Decision Making Flowchart and Assessment Selection Interactive Decision-Making Tool for their input and discussion how to lead assessment discussion at IEP meetings.	District Staff

Contributing Factors

Did the district test fewer than 500 students total using statewide assessments?

Yes No

Did the district operate a center-based program or regional collaborative for students with significant cognitive impairments (serving students from in and outside of the district within a region or ISD)?

Yes No

Is there other justification to provide?

Yes No

2020 Projected Participation Rate

Using the Michigan School Data System (MSDS) and current data, complete the following table to calculate the 2020 projected participation rate.

Projected Participation Rate	Number
Total Number of students enrolled in grades 3, 4, 5, 6, 7, 8, 11	2397
Total Number of students whose IEPs currently designate MI-Access for state summative assessments in any content area	34
Projected Participation Rate	1.4%

Local Plan

After reviewing all of the member district data for participation rates on the alternate assessment (MI-Access), detail below a summarized plan for providing professional development. This may include but is not limited to training on assessment selection, alternate assessment, alternate content standards, or planning for specialized instruction. At least one local development plan must be submitted to proceed.

Audience	Topics and Method of Training	Date
Special Ed staff and Building Administrators	Review of District Data related to Alternative Assessments; Review of Decision Making Flowchart	03/03/2020

Resources and Technical Assistance

Does the member district require additional resources and technical assistance from the ISD or MDE to ensure students are being assessed using the most appropriate state summative assessment tool based on the state guidelines?

Yes No

Assurances

Please provide the following assurances.

The member district IEP team members follow the state guidelines for participation in the alternate assessment.

Yes No

The member district allows IEP team members to decide which students take an alternate assessment.

Yes No

The member district addresses any issues of disproportionality in statewide assessment.

Yes No

ISD Comments (if ISD returned to district for modifications)

Mary,

Could you complete Assessment Data Table:

- *Total number of students tested overall*
- *Total # of students taking MI-Access*
- *Students in center-based programs from outside the district*

This information can be found in the [Alt. Assessment Report](#) on tables 4-6.

Please do not hesitate to contact me if you have questions or need assistance.

Sincerely,

Jessica Domingues



Member District Exceeding 1% Cap Justification Form FY 2019-2020

Member District: Hudsonville Public School District

The *Every Student Succeeds Act* (ESSA) places a 1% cap on alternate assessment (MI-Access) participation at the state level. Member districts that contribute to the state exceeding its participation cap must submit information to the Intermediate School District (ISD) justifying the need to exceed the 1% threshold. In addition, ISDs that run programs (functioning as a member district) must complete the form as a member district.

Each ISD collects information from member districts to submit to the MDE.

Please do not submit any student identifiable information with this form.

Data

Please indicate the 1% participation rate data:

Content Area	Spring 2017 Participation Rate	Spring 2018 Participation Rate	Spring 2019 Participation Rate	Change
English Language Arts	1.8	1.8	1.9	+
Mathematics	1.9	1.8	1.9	+
Science	N/A	N/A	N/A	N/A
Social Studies	1.1	0.7	1	+

Professional Development Provided

Did the individualized education program (IEP) teams utilize the state guidelines for participation in the alternate assessment to make assessment participation decisions?

- Yes No

Please list professional development, informational sessions, and technical assistance provided regarding the 1% Cap and/or assessment selection and participation from January 1, 2019 to present.

Audience	Date Occurred	Topics and Method of Training	Delivered by
Building Administrators	01/07/2020	Topic: 1% CAP, MI-ACCESS, and Participation Guidelines Method: In-person meeting	District Staff
Special Education Teachers/Providers	01/17/2019	Topic: 1% CAP, MI-ACCESS, and Participation Guidelines Method: Memo	District Staff
Parents	02/20/2020	Topic: Alternate Assessment and State Resources Method: Newsletter	District Staff
Special Education Teachers/Providers	10/18/2019	Topic: Alternate Assessment and State Resources Method: Staff Meeting	District Staff

Contributing Factors

Did the district test fewer than 500 students total using statewide assessments?

Yes No

Did the district operate a center-based program or regional collaborative for students with significant cognitive impairments (serving students from in and outside of the district within a region or ISD)?

Yes No

Is there other justification to provide?

Yes No

2020 Projected Participation Rate

Using the Michigan School Data System (MSDS) and current data, complete the following table to calculate the 2020 projected participation rate.

Projected Participation Rate	Number
Total Number of students enrolled in grades 3, 4, 5, 6, 7, 8, 11	3679
Total Number of students whose IEPs currently designate MI-Access for state summative assessments in any content area	59
Projected Participation Rate	1.6%

Local Plan

After reviewing all of the member district data for participation rates on the alternate assessment (MI-Access), detail below a summarized plan for providing professional development. This may include but is not limited to training on assessment selection, alternate assessment, alternate content standards, or planning for specialized instruction. At least one local development plan must be submitted to proceed.

Audience	Topics and Method of Training	Date
Special Education Teachers	In-person staff meeting(s); review state resources, guidelines, current participation rates, and updated decision-making flowchart	06/01/2020

Resources and Technical Assistance

Does the member district require additional resources and technical assistance from the ISD or MDE to ensure students are being assessed using the most appropriate state summative assessment tool based on the state guidelines?

Yes No

Assurances

Please provide the following assurances.

The member district IEP team members follow the state guidelines for participation in the alternate assessment.

Yes No

The member district allows IEP team members to decide which students take an alternate assessment.

Yes No

The member district addresses any issues of disproportionality in statewide assessment.

Yes No

ISD Comments (if ISD returned to district for modifications)

Mandy,

Please complete the Assessment Data Table

- *Total number of student's tested overall*
- *Total number of student's taking MI-Access*
- *Students in center-based programs from outside the district*

This data can be found in the [Alt. Assessment Data Report](#) in tables 4-6.

Do not hesitate to contact me if you have any questions or need assistance.

Sincerely,

Jessica Domingues



Member District Exceeding 1% Cap Justification Form FY 2019-2020

Member District: Spring Lake Public Schools

The *Every Student Succeeds Act* (ESSA) places a 1% cap on alternate assessment (MI-Access) participation at the state level. Member districts that contribute to the state exceeding its participation cap must submit information to the Intermediate School District (ISD) justifying the need to exceed the 1% threshold. In addition, ISDs that run programs (functioning as a member district) must complete the form as a member district.

Each ISD collects information from member districts to submit to the MDE.

Please do not submit any student identifiable information with this form.

Data

Please indicate the 1% participation rate data:

Content Area	Spring 2017 Participation Rate	Spring 2018 Participation Rate	Spring 2019 Participation Rate	Change
English Language Arts	1.2	0.7	0.8	+
Mathematics	1.1	0.8	0.8	No change
Science	N/A	N/A	N/A	N/A
Social Studies	1.5	1.1	0.6	-



Member District Exceeding 1% Cap Justification Form FY 2019-2020

Member District: Zeeland Public Schools

The *Every Student Succeeds Act* (ESSA) places a 1% cap on alternate assessment (MI-Access) participation at the state level. Member districts that contribute to the state exceeding its participation cap must submit information to the Intermediate School District (ISD) justifying the need to exceed the 1% threshold. In addition, ISDs that run programs (functioning as a member district) must complete the form as a member district.

Each ISD collects information from member districts to submit to the MDE.

Please do not submit any student identifiable information with this form.

Data

Please indicate the 1% participation rate data:

Content Area	Spring 2017 Participation Rate	Spring 2018 Participation Rate	Spring 2019 Participation Rate	Change
English Language Arts	1.9	1.4	1.5	+
Mathematics	1.8	1.3	1.5	+
Science	N/A	N/A	N/A	N/A
Social Studies	1.9	1.2	1.8	+

Professional Development Provided

Did the individualized education program (IEP) teams utilize the state guidelines for participation in the alternate assessment to make assessment participation decisions?

Yes No

Please list professional development, informational sessions, and technical assistance provided regarding the 1% Cap and/or assessment selection and participation from January 1, 2019 to present.

Audience	Date Occurred	Topics and Method of Training	Delivered by
Special Education Staff & Admin	01/20/2020	MDE Guidance Document and Interactive Decision Tool reviewed	District Staff
Special Education Staff	05/10/2019	Powerpoint presentation with 1% cap information and MDE tools shared with staff	District Staff

Contributing Factors

Did the district test fewer than 500 students total using statewide assessments?

Yes No

Did the district operate a center-based program or regional collaborative for students with significant cognitive impairments (serving students from in and outside of the district within a region or ISD)?

Yes No

Is there other justification to provide?

Yes No

Please describe other justification:

Using the MDE Guidance Document and Interactive Decision-making Tool, IEP teams in Zeeland Public Schools made informed decisions regarding the correct state assessment tool that aligns with the students' significant cognitive ability and alignment with alternate content expectations.

2020 Projected Participation Rate

Using the Michigan School Data System (MSDS) and current data, complete the following table to calculate the 2020 projected participation rate.

Projected Participation Rate	Number
Total Number of students enrolled in grades 3, 4, 5, 6, 7, 8, 11	3226
Total Number of students whose IEPs currently designate MI-Access for state summative assessments in any content area	43
Projected Participation Rate	1.3%

Local Plan

After reviewing all of the member district data for participation rates on the alternate assessment (MI-Access), detail below a summarized plan for providing professional development. This may include but is not limited to training on assessment selection, alternate assessment, alternate content standards, or planning for specialized instruction. At least one local development plan must be submitted to proceed.

Audience	Topics and Method of Training	Date
Special Education Staff	Review 1% cap and train on methods of identifying students for alternate assessment	03/13/2020
Administration	Review 1% cap and train on methods of identifying students for alternate assessment	03/12/2020
Special Education Staff	Review 1% cap and train on methods of identifying students for alternate assessment	08/24/2020

Resources and Technical Assistance

Does the member district require additional resources and technical assistance from the ISD or MDE to ensure students are being assessed using the most appropriate state summative assessment tool based on the state guidelines?

Yes No

Assurances

Please provide the following assurances.

The member district IEP team members follow the state guidelines for participation in the alternate assessment.

Yes No

The member district allows IEP team members to decide which students take an alternate assessment.

Yes No

The member district addresses any issues of disproportionality in statewide assessment.

Yes No



Member District Exceeding 1% Cap Justification Form FY 2019-2020

Member District: **Innocademy**

The *Every Student Succeeds Act* (ESSA) places a 1% cap on alternate assessment (MI-Access) participation at the state level. Member districts that contribute to the state exceeding its participation cap must submit information to the Intermediate School District (ISD) justifying the need to exceed the 1% threshold. In addition, ISDs that run programs (functioning as a member district) must complete the form as a member district.

Each ISD collects information from member districts to submit to the MDE.

Please do not submit any student identifiable information with this form.

Data

Please indicate the 1% participation rate data:

Content Area	Spring 2017 Participation Rate	Spring 2018 Participation Rate	Spring 2019 Participation Rate	Change
English Language Arts	0	0	0.6	+
Mathematics	0	0	0.6	+
Science	N/A	N/A	N/A	N/A
Social Studies	0	0	0	No change



Member District Exceeding 1% Cap Justification Form FY 2019-2020

Member District: ICademy Global

The *Every Student Succeeds Act* (ESSA) places a 1% cap on alternate assessment (MI-Access) participation at the state level. Member districts that contribute to the state exceeding its participation cap must submit information to the Intermediate School District (ISD) justifying the need to exceed the 1% threshold. In addition, ISDs that run programs (functioning as a member district) must complete the form as a member district.

Each ISD collects information from member districts to submit to the MDE.

Please do not submit any student identifiable information with this form.

Data

Please indicate the 1% participation rate data:

Content Area	Spring 2017 Participation Rate	Spring 2018 Participation Rate	Spring 2019 Participation Rate	Change
English Language Arts	0	0	0	No change
Mathematics	0	0	0	No change
Science	N/A	N/A	N/A	N/A
Social Studies	0	0	0	No change