



STATE OF MICHIGAN
DEPARTMENT OF EDUCATION
LANSING

GRETCHEN WHITMER
GOVERNOR

MICHAEL F. RICE, Ph.D.
STATE SUPERINTENDENT

MEMORANDUM

DATE: September 1, 2020

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

FROM: Venessa A. Keesler, Ph.D., Deputy Superintendent 
Division of Educator, Student, and School Supports

SUBJECT: 2020-21 Academic Year Educator Professional Learning Updates -
MEMO #COVID-19-103

School safety training continues to be allowable as district-provided professional development (DPPD) [for the 2020-21 academic year](#). Districts are encouraged to record educator professional learning as [State Continuing Education Clock Hours \(SCECHs\)](#). This will allow educators to use DPPD for renewal and progression of certification.

School safety training includes, but is not limited to, bloodborne pathogens, First Aid/CPR/AED, EpiPen, active shooter, and any trainings related to safely opening and operating schools in response to the COVID-19 pandemic.

Districts may continue to provide online/virtual professional learning.

Additionally, the Michigan Department of Education (MDE) recommends districts expand opportunities for professional learning to recognize activities such as:

- documented and approved time spent planning and producing voluntary or required educational resources for students and families,
- staff meetings, including virtual staff meetings, to plan how to support families and students through learning at a distance instruction, including non-instructional activities such as emergency response and meal distribution, and
- for school counselors: understanding new college admittance requirements, learning how to engage students in virtual campus tours, and gaining information about COVID-19 resources and supports to share with families.

STATE BOARD OF EDUCATION

CASANDRA E. ULBRICH – PRESIDENT • PAMELA PUGH – VICE PRESIDENT
MICHELLE FECTEAU – SECRETARY • TOM MCMILLIN – TREASURER
TIFFANY D. TILLEY – NASBE DELEGATE • JUDITH PRITCHETT
LUPE RAMOS-MONTIGNY • NIKKI SNYDER

608 WEST ALLEGAN STREET • P.O. BOX 30008 • LANSING, MICHIGAN 48909
www.michigan.gov/mde • 833-633-5788

MDE knows the education community is an important support to students and families and would like educators to be recognized for innovation and necessary service in this time of crisis. MDE created an [Expanded District-Provided Professional Development Log](#) that will facilitate the exchange of information between educators and the district and allow hours to be uploaded easily into the Michigan Online Educator Certification System (MOECS). A [similar log is available for School Counselors](#). Information about professional learning as SCECHs is provided on our [New DPPD Reporting Procedures webpage](#).

Furthermore, due to the COVID-19 pandemic, many of Michigan's SCECH program sponsors are temporarily offering free and low-cost professional learning options that qualify for certificate renewal and progression. To make these resources easier to find, MDE has developed this [curated list](#). Some of these may help educators with the transition to blended and virtual instruction.

Please direct questions and requests to schedule an appointment for technical assistance in support of becoming a SCECH sponsor to MDE-EducatorHelp@michigan.gov.

cc: Michigan Education Alliance
Confederation of Michigan Tribal Education Directors

REGISTERING EXPANDING PROFESSIONAL LEARNING AS STATE CONTINUING EDUCATION CLOCK HOURS

- Step 1: [Complete a SCECH Sponsor Application](#) to become an approved SCECH Sponsor if the district is not already approved.
- Step 2: Complete a [SCECH Program Application](#) for a year-long professional development program. The program dates may encompass the full academic year.
- Step 3: Decide the types of professional learning your district would like to approve as SCECHs for this academic year. Specific documentation requirements, like sign-in sheets, will be suspended for this academic year. The district may use its best judgment in awarding SCECHs. Consider using the [School Counselor Professional Learning Log](#) and the [Educator Professional Learning Log](#) as helpful tools. These logs gather the information necessary for Step 4.
- Step 4: Communicate with educators. Explain what will be awarded as SCECHs and what will not and determine a process for logging participation.
- Step 4: [Upload completed professional learning](#) into MOECS.

Please refer to our [instructional videos](#) if you need additional support.