



STATE OF MICHIGAN  
DEPARTMENT OF EDUCATION  
LANSING

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STATE SUPERINTENDENT

May 29, 2014

**MEMORANDUM**

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

FROM: Venessa A. Keesler, Ph.D.   
Deputy Superintendent, Education Services

Joseph A. Martineau, Ph.D.   
Deputy Superintendent, Accountability Services

SUBJECT: Technology Readiness Infrastructure Grant Requirement Number Four and  
the Incentive

On December 18, 2013, the Michigan Department of Education (MDE) released additional clarification regarding the Technology Readiness Infrastructure Grant (TRIG) District Participation requirement number four. The justification stated, *"An additional incentive award will be distributed to districts that meet the 20 percent requirement based on each district's actual participation in the authorized pilot and/or field test opportunities. A district will only receive incentive funds for the pilot and/or field tests administered in that district."* The MDE would like to provide additional information regarding requirement number four and the incentive.

**How will the 20 percent be calculated?**

For each district, the following will be added together:

- Number of tests administered in the Fall 2013 Interim Assessment Pilot
- Number of tests administered in the Spring 2014 Smarter Balanced Field Test
- Number of tests administered in the Spring 2014 Interim Assessment Pilots (K-2 and 3-HS)
- Number of tests administered in the Spring 2014 MI-Access FI Pilot
- Number of tests administered in the Winter/Spring 2014 ASSETS for ELLS Field Test
- Number of tests administered in the Winter/Spring 2014 Dynamic Learning Maps (DLM) Field Test
- Number of tests administered in the Winter/Spring 2014 ATEA Field Test

The sum total from the above list will then be divided by the District's FTE pupil count from the Fall 2013 Michigan Student Data System (MSDS) Collection to determine the district's participation rate.

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**Will the other requirement number four clarifications be counted toward the additional incentive award?**

No the following do not count toward the additional incentive award:

- Number of tests administered in the Fall 2013 MEAP Online administration – *Does not apply to incentive*
- Number of students volunteered but were not selected to participate in the Spring 2014 Smarter Balanced Field Test - *Does not apply to incentive*
- Number of students volunteered but were not able to participate in the Spring 2014 Interim Assessment Pilot due to testing device incompatibility - *Does not apply to incentive*

**Will the other clarifications be counted toward the 20 percent requirement?**

Yes. See details above and the attachment document.

**Who is responsible for reporting the 20 percent for payment?**

The MDE, Division of Accountability Services will report on each district's participation.

**When will the data be reported to districts?**

The MDE anticipates data will be reported to districts at the end of June.

**How will status reports be disseminated?**

A targeted email message will be sent to Superintendents, Lead Administrators, and TRIG Consortia Leads.

**How much is the incentive?**

The incentive will range from \$.50 to \$1.50 per eligible districts fall FTE pupil count from the Fall 2013 MSDS Collection.

**When will the incentive be paid?**

The MDE anticipates the incentive to be paid in the August 20 State Aid Payment through the State Aid Management System.

Attached is a sample of the school district requirement report that will be distributed by the MDE, Division of Accountability Services. This sample report will show additional clarity on how the 20 percent will be calculated.

For more information or questions, please contact Matt Ayotte, Division of Accountability Services, Michigan Department of Education at [ayottem@michigan.gov](mailto:ayottem@michigan.gov) or Tim Hall, TRIG Program Office, Michigan Association of Intermediate School Districts at [thall@gomasa.org](mailto:thall@gomasa.org).

## Sample School District

### June Report

Description	Progress toward meeting Requirement 4	Progress toward additional incentive
Number of tests administered in the Fall 2013 Interim Assessment Pilot	233	233
Number of tests administered in the Fall 2013 MEAP Online administration (Clarification #1)	547	N/A
Number of students volunteered but were not selected to participate in the Spring 2014 Smarter Balanced Field Test (Clarification #3)	198	N/A
Number of students volunteered but were not able to participate in the Spring 2014 Interim Assessment Pilot due to testing device incompatibility (Clarification #3)		N/A
Number of tests administered in the Spring 2014 Smarter Balanced Field Test	275	275
Number of tests administered in the Spring 2014 Interim Assessment Pilots (K-2 and 3-HS)		
Number of tests administered in the Spring 2014 MI-Access FI Pilot		
Number of tests administered in the Winter/Spring 2014 ASSETS for ELLS Field Test		
Number of tests administered in the Winter/Spring 2014 Dynamic Learning Maps (DLM) Field Test		
Number of tests administered in the Winter/Spring 2014 ATEA Field Test		
<b>Total</b>	1253	508
<b>FTE Pupil Count from Fall 2013 MSDS Collection</b>	4895	4895
<b>District Percentage for Requirement #4</b>	<b>26%</b>	<b>10%</b>
<b>Requirement #4 Met?*</b>	<b>Yes</b>	<b>--</b>
<b>Incentive Met? (Clarification #4)</b>	<b>--</b>	<b>No</b>

\*To satisfy this requirement, the total number of online pilot and/or field tests administered in the district during the 2013-14 school year, must equate to at least 20% of your district's full-time equivalency (FTE) pupil count from the Fall 2013 Michigan Student Data System (MSDS) Collection.