



STATE OF MICHIGAN
DEPARTMENT OF EDUCATION
LANSING

RICK SNYDER
GOVERNOR

BRIAN J. WHISTON
STATE SUPERINTENDENT

MEMORANDUM

DATE: April 14, 2016

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

FROM: Norma Jean Sass *njs*
Deputy Superintendent, Education Services

SUBJECT: 2016-17 Application and 2015-16 Prior Year Reporting Processes for
Seat Time Waivers (STWs)

Section 101(9), of the State School Aid Act (MCL 388.1701[9]), permits the State Superintendent to waive the minimum number of hours and days of pupil instruction for Alternative Education programs or other innovative programs approved by the Michigan Department of Education (MDE). The State Superintendent will consider applications for Seat Time Waivers for School Year 2015-2016, Grades 6-12. **A waiver (by district or intermediate school district [ISD]) that was granted for the 2011-2012 fiscal year or a subsequent fiscal year remains in effect unless it is revoked by the State Superintendent. Districts with such need not reapply, but will be responsible for all associated reporting.** It is recommended that a district reapply in cases where there are major changes from a previously approved implementation plan.

Applying for the 2016-17 School Year

The 2016-17 STW applications are [available at this site](#) along with an informational document outlining the various Seat Time Waiver options. In addition to an application for virtual STW options, districts may also complete an application to offer project-based options as part of a STW program. Before completing any application, please review the instructional document found on the same web page. **Seat Time Waiver applications for the 2016-17 school year are due on September 12, 2016.**

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We highly recommend that you allow your ISD Pupil Accounting Auditor to review any new programs to ensure that all 5-O-B requirements will be met. Please call the Office of Education Improvement and Innovation if you have further questions at 517-241-4285. For additional questions, please contact Brian Barber (for programmatic and application questions) at barberb2@michigan.gov or Eric Lipinski (for application or technical questions) at lipinskie@michigan.gov.

Reporting for the 2015-16 School Year

Any district that was approved by the MDE for a Grade 6-12 STW in 2011-12 or a subsequent year must complete the 2015-16 year-end report, **[which can be found at this link](#)**. **This report is due on July 22, 2016.**

Failure to submit the required report may result in revocation of the Seat Time Waiver for the following school year.

cc: Michigan Education Alliance