



STATE OF MICHIGAN
DEPARTMENT OF EDUCATION
LANSING


RICK SNYDER
GOVERNOR

BRIAN J. WHISTON
STATE SUPERINTENDENT

MEMORANDUM

DATE: December 22, 2016

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: 2016-17 Spring Seat Time Waiver (STW) Application Window and Notice
of Year- End Reporting Requirement

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 the second semester of School Year 2016-2017, 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 Second Semester of School Year 2016-17

The STW applications for second semester of School Year 2016-17 [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 second semester of School Year 2016-17 are due on January 22, 2017.**

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We highly recommend that you allow your ISD Pupil Accounting Auditor to review any new programs to ensure that all requirements from Section 5-O- will be met.

Year-End STW Reporting for the 2016-17 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 2016-17 year-end report, [which can be found at this link](#). **This report is due on July 21, 2017.** Failure to submit the required report may result in revocation of the Seat Time Waiver for the following school year.

For additional questions, please contact Brian Barber (for programmatic and application questions) at barberb2@michigan.gov or Eric Lipinski (for application or reporting questions) at lipinskie@michigan.gov.

cc: Michigan Education Alliance