



STATE OF MICHIGAN
DEPARTMENT OF EDUCATION
LANSING

RICK SNYDER
GOVERNOR

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STATE SUPERINTENDENT

June 5, 2013

MEMORANDUM

TO: Intermediate School District Administrators

FROM: Linda Forward, Director *Linda Forward*
Office of Education Improvement and Innovation

Mike Radke, Director *Mike Radke*
Office of Field Services

SUBJECT: School Improvement Plan Requirements

The online system ASSIST (Adaptive System of School Improvement Support Tools) is used to complete school and district improvement plans in order to meet the state and federal requirements. The Michigan Department of Education (MDE) is providing the following guidance on the school improvement plan requirements for Intermediate School Districts (ISDs) that operate schools.

- The District Improvement Plan (DIP) is **not required** for ISDs.
- Any school operated by the ISD that receives a school report card or has students participating in the state assessments must create and annually update the School Improvement Plan (SIP). The SIP is also required for any school that receives federal funds. The SIP is used by the MDE in the review of the Consolidated Application for alignment with the school budget.
- Schools are encouraged to write 3-5 goals.
- Schools are required to write a goal in any content area for which they do not meet the individual school and district proficiency targets.
- Title I schools must address any content area that is identified in the comprehensive needs assessment.
- Of the 3-5 goals, a minimum of three must be academic goals.
- Academic goals are defined as those that address student achievement in content areas.

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- Goals are based on the individual school and district proficiency targets, not the statewide Annual Measurable Objectives (AMOs) used in prior years.
- Schools may also create organizational goals. Organizational goals for schools are non-academic goals defined to address school system practices, processes, and procedures. They may focus on structures and initiatives that support the attainment of academic goals. Examples include, but are not limited to, goals that involve the following: culture/climate, student behavior/character education, parent/community involvement, and partnerships.

School proficiency targets may be accessed [here](#).

For more information about the proficiency targets, click [here](#).

Questions regarding this communication may be directed to Diane Fleming Flemingd6@michigan.gov or Bill Witt at wittb1@michigan.gov.

cc: Michigan School Improvement Facilitators Network
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