



STATE OF MICHIGAN
DEPARTMENT OF EDUCATION
LANSING

RICK SNYDER
GOVERNOR

MICHAEL P. FLANAGAN
STATE SUPERINTENDENT

November 14, 2013

MEMORANDUM

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

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

SUBJECT: Due Date for Second Semester Seat Time Waiver Applications

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 (STW) for second semester only, school year 2013-2014, grades 6-12. No additional STW will be granted for the fall semester 2013.

The parameters of the 2013-2014 Seat Time Waiver Program include:

1. Each public school district, Public School Academy (PSA), and Intermediate School District (ISD) **must apply individually to the MDE for approval to run a STW Program**. The STW Application (see attached) must be completed and submitted to the MDE along with any additional information requested by the Department. It should be noted that this is an optional program and carries additional requirements set forth in the 5-O-B guidance. Failure to comply with the 5-O-B guidance, including non-participation in program research and evaluation, may result in the termination of a district's entire STW Program.
 - Under new legislation (388.1701 (g)(i)-(iii)), all districts that were approved for a STW from the MDE in the 2011-2012 school year no longer have to reapply every year
2. Districts may apply to operate any and all of three types of programs:
 - An ISD-led STW Consortium Program
(Each district must have local board approval as identified in the application.)
 - Individual district-designed and operated STW Program
 - Blended Learning Option (Described in #4)

STATE BOARD OF EDUCATION

JOHN C. AUSTIN – PRESIDENT • CASANDRA E. ULBRICH – VICE PRESIDENT
DANIEL VARNER – SECRETARY • RICHARD ZEILE – TREASURER
MICHELLE FECTEAU – NASBE DELEGATE • LUPE RAMOS-MONTIGNY
KATHLEEN N. STRAUS • EILEEN LAPPIN WEISER

608 WEST ALLEGAN STREET • P.O. BOX 30008 • LANSING, MICHIGAN 48909
www.michigan.gov/mde • (517) 373-3324

3. Districts approved to operate a STW Program may enroll **25% of their enrolled student population, Grades 6-12**, in instructional programs that use online learning to deliver up to 100% of the pupil's instruction. It is recognized that districts may choose to utilize other means and methods for facilitating instruction, such as experiential and work-based learning. In these cases, districts must explain the unique approach in the individual implementation plans accompanying the district application.
4. Districts approved to operate a Blended Learning Option under its STW Program may enroll **100% of its enrolled student population, Grades 6-12, in blended instructional programs**. In this case, blended instruction is the practice of combining frequent face-to-face interaction with online learning to deliver the pupil's instruction. The Blended Learning Option will allow districts to use online learning to deliver **up to 50% of the pupil's instruction**.
5. An ISD-chartered PSA approved to operate a STW Program may enroll **100% of its enrolled student population, Grades 6-12, in blended instructional programs**. For the purposes of STW, blended instruction is the practice of combining frequent face-to-face interaction with online learning to deliver the pupil's instruction. Enrollment in this type of waiver program is limited to **10% of the ISD region's combined Grades 6-12 student population**. (Example: If an ISD services 10,000 students, then the ISD-PSA may enroll a total of 1,000 students in a blended model of instruction where the student attends a physical location once a week.)

* In the case where the ISD has chartered multiple PSAs, the combined enrollment of ISD-PSAs under this provision cannot exceed 10% of the ISD region's combined Grades 6-12 student population. The ISD shall determine which ISD-PSAs can enroll students in the program and how many students they may enroll.
(Example: If an ISD services 10,000 students and has chartered two ISD-PSAs, the two ISD-PSAs may enroll a combined total of 1,000 students in a blended model of instruction where the student attends a physical location once a week.)

Please send completed application and required implementation plan to:
stwapp@michigan.gov as attachments by Friday, February 1, 2014.

Seat time waiver documentation will be posted at <http://www.techplan.org/seat-time-waivers/>.

For additional questions, please contact the following MDE staff by email:
Brian Barber (Programmatic and Application Questions) – barberb2@michigan.gov
Kellie Flaminio (Application Questions) - flaminiok@michigan.gov

We recommend that you allow your ISD Pupil Accounting auditor to review any new programs to ensure that all 5-0-B requirements will be met. Please call the Office of Education Improvement and Innovation at 517-241-6895 if you have further questions.

cc: Michigan Education Alliance