



STATE OF MICHIGAN
DEPARTMENT OF EDUCATION
LANSING

RICK SNYDER
GOVERNOR

BRIAN J. WHISTON
STATE SUPERINTENDENT

MEMORANDUM

DATE: January 7, 2016

TO: Local and Intermediate School District Superintendents
Public School Academy Directors
District and Local Education Agency Principals

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

SUBJECT: Streamlining School Improvement Plans

The Michigan Department of Education (MDE) is focused on streamlining processes and procedures for schools and districts. In the interest of giving schools an opportunity to spend less time doing school improvement planning and more time doing school improvement implementation, the MDE takes this opportunity to remind schools that their School Improvement Plans (SIP) should be developed and implemented as three to five year plans.

There are no new requirements in ASSIST this school year. If your school is making progress and moving in the right direction, there should be no major changes in your SIP. If this is the case, you may want to consider copying your current School Data Analysis and Executive Summary for inclusion in this year's SIP, rather than creating new ones.

In addition, ASSIST now offers users the option to print only selected components of the SIP Report in PDF format. The default print output consists of Goals, Objectives, and Strategies without accompanying research. This represents an abbreviated "Action Plan" that may serve as a ready reference of the school's plan for staff and parents. Users may choose to include additional components.

If you have any questions about focusing on the review of your SIP and its continuous implementation, please contact Bill Witt, Supervisor, School Improvement Support Unit, Office of Education Improvement and Innovation via email at wittb1@michigan.gov.

cc: Michigan Education Alliance

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