

Justification Forms Summary Report Directions

This document provides an index of Justification Forms separated by ISD and the ISD's Member Districts. The index acts as a Table of Contents so you can easily navigate this PDF. To enable this feature, go to the "View" tab in your PDF viewer application menu bar and look for the option to show or enable the Bookmarks Panel. Once enabled, the Bookmarks panel should appear on the left side of the screen in the navigation pane. Some applications may require you to press the "Bookmarks" icon in the navigation panel to open the Bookmarks panel. Once the Bookmarks panel is open, click a district name to advance you to that district's justification form within the document. For additional assistance, contact the Catamaran Help Desk at help@catamaran.partners or 877-474-9023 (Toll Free).

Audience	Date Occurred	Topics and Method of Training	Delivered by
LEA Coordinators	08/21/2019	Alternate State Assessment/1% CAP at a staff meeting	ISD Staff
Special Education Staff Meeting	12/12/2019	Guidelines for selecting alternate assessment at staff meeting with special education teachers and administrators.	ISD Staff
Special Education Staff Meeting	12/12/2019	MDE flowcharts regarding assessment process shared at staff meeting with special education teachers and administrators.	ISD Staff

Contributing Factors

Did the district test fewer than 500 students total using statewide assessments?

- Yes No

Select the option that applies:

- Fewer than 8 students took MI-Access. 8 or more students took MI-Access.

Did the district operate a center-based program or regional collaborative for students with significant cognitive impairments (serving students from in and outside of the district within a region or ISD)?

- Yes No

Is there other justification to provide?

- Yes No

2020 Projected Participation Rate

Using the Michigan School Data System (MSDS) and current data, complete the following table to calculate the 2020 projected participation rate.

Projected Participation Rate	Number
Total Number of students enrolled in grades 3, 4, 5, 6, 7, 8, 11	145
Total Number of students whose IEPs currently designate MI-Access for state summative assessments in any content area	2
Projected Participation Rate	1.4%

Local Plan

After reviewing all of the member district data for participation rates on the alternate assessment (MI-Access), detail below a summarized plan for providing professional development. This may include but is not limited to training on assessment selection, alternate assessment, alternate content standards, or planning for specialized instruction. At least one local development plan must be submitted to proceed.

Audience	Topics and Method of Training	Date
Special Education Staff	Appropriate use of alternate assessment guidelines as well as the new interpretation of Severe Cognitive Impairment as it applies to students taking the alternate assessment.	02/13/2020
Administration and Special Education Staff	Covering the alternate assessment report with local district teachers and administration.	02/13/2020

Resources and Technical Assistance

Does the member district require additional resources and technical assistance from the ISD or MDE to ensure students are being assessed using the most appropriate state summative assessment tool based on the state guidelines?

Yes No

Assurances

Please provide the following assurances.

The member district IEP team members follow the state guidelines for participation in the alternate assessment.

Yes No

The member district allows IEP team members to decide which students take an alternate assessment.

Yes No

The member district addresses any issues of disproportionality in statewide assessment.

Yes No

District Comments

Due to the very small size of Akron/Fairgrove Schools, having more than one student take the alternate assessment puts us over 1%.



Member District Exceeding 1% Cap Justification Form FY 2019-2020

Member District: Caro Community Schools

The *Every Student Succeeds Act* (ESSA) places a 1% cap on alternate assessment (MI-Access) participation at the state level. Member districts that contribute to the state exceeding its participation cap must submit information to the Intermediate School District (ISD) justifying the need to exceed the 1% threshold. In addition, ISDs that run programs (functioning as a member district) must complete the form as a member district.

Each ISD collects information from member districts to submit to the MDE.

Please do not submit any student identifiable information with this form.

Data

Please indicate the 1% participation rate data:

Content Area	Spring 2017 Participation Rate	Spring 2018 Participation Rate	Spring 2019 Participation Rate	Change
English Language Arts	1.1	1	0.6	-
Mathematics	1.1	1	0.6	-
Science	N/A	N/A	N/A	N/A
Social Studies	1.1	1.4	0.3	-



Member District Exceeding 1% Cap Justification Form FY 2019-2020

Member District: **Cass City Public Schools**

The *Every Student Succeeds Act* (ESSA) places a 1% cap on alternate assessment (MI-Access) participation at the state level. Member districts that contribute to the state exceeding its participation cap must submit information to the Intermediate School District (ISD) justifying the need to exceed the 1% threshold. In addition, ISDs that run programs (functioning as a member district) must complete the form as a member district.

Each ISD collects information from member districts to submit to the MDE.

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Data

Please indicate the 1% participation rate data:

Content Area	Spring 2017 Participation Rate	Spring 2018 Participation Rate	Spring 2019 Participation Rate	Change
English Language Arts	4.6	3.5	2.9	-
Mathematics	4.6	3.3	2.7	-
Science	N/A	N/A	N/A	N/A
Social Studies	5.8	3.1	2.7	-

Professional Development Provided

Did the individualized education program (IEP) teams utilize the state guidelines for participation in the alternate assessment to make assessment participation decisions?

Yes No

Please list professional development, informational sessions, and technical assistance provided regarding the 1% Cap and/or assessment selection and participation from January 1, 2019 to present.

Audience	Date Occurred	Topics and Method of Training	Delivered by
LEA Coordinators	08/21/2019	Guidelines for alternate assessment and 1% justification shared by Special Education Director at staff meeting.	ISD Staff
Special Education Monthly Meetings	11/18/2019	MDE provided flowcharts regarding alternate assessment decision making process and 1% cap shared at monthly staff meeting with special education teachers.	ISD Staff
District Administrators	08/22/2019	MDE provided guidelines regarding alternate assessment and current percentage of alternate assessment provided to district and building administrators.	ISD Staff

Contributing Factors

Did the district test fewer than 500 students total using statewide assessments?

Yes No

Did the district operate a center-based program or regional collaborative for students with significant cognitive impairments (serving students from in and outside of the district within a region or ISD)?

Yes No

Is there other justification to provide?

Yes No

2020 Projected Participation Rate

Using the Michigan School Data System (MSDS) and current data, complete the following table to calculate the 2020 projected participation rate.

Projected Participation Rate	Number
Total Number of students enrolled in grades 3, 4, 5, 6, 7, 8, 11	488
Total Number of students whose IEPs currently designate MI-Access for state summative assessments in any content area	6
Projected Participation Rate	1.2%

Local Plan

After reviewing all of the member district data for participation rates on the alternate assessment (MI-Access), detail below a summarized plan for providing professional development. This may include but is not limited to training on assessment selection, alternate assessment, alternate content standards, or planning for specialized instruction. At least one local development plan must be submitted to proceed.

Audience	Topics and Method of Training	Date
Special Education Staff	Updated guidelines provided by MDE regarding assessment decisions and clarification regarding Severe Cognitive Impairment at monthly staff meeting.	02/16/2020
District Administration	Alternate Assessment Rate Report and current predictions for the 2020 assessment shared at district administration meeting.	02/16/2020

Resources and Technical Assistance

Does the member district require additional resources and technical assistance from the ISD or MDE to ensure students are being assessed using the most appropriate state summative assessment tool based on the state guidelines?

Yes No

Assurances

Please provide the following assurances.

The member district IEP team members follow the state guidelines for participation in the alternate assessment.

Yes No

The member district allows IEP team members to decide which students take an alternate assessment.

Yes No

The member district addresses any issues of disproportionality in statewide assessment.

Yes No

District Comments

The percentage of students taking the alternate assessment has declined each year for the past 3 years and our goal is to be under 1% for the 2020 testing.



Member District Exceeding 1% Cap Justification Form FY 2019-2020

Member District: Kingston Community School District

The *Every Student Succeeds Act* (ESSA) places a 1% cap on alternate assessment (MI-Access) participation at the state level. Member districts that contribute to the state exceeding its participation cap must submit information to the Intermediate School District (ISD) justifying the need to exceed the 1% threshold. In addition, ISDs that run programs (functioning as a member district) must complete the form as a member district.

Each ISD collects information from member districts to submit to the MDE.

Please do not submit any student identifiable information with this form.

Data

Please indicate the 1% participation rate data:

Content Area	Spring 2017 Participation Rate	Spring 2018 Participation Rate	Spring 2019 Participation Rate	Change
English Language Arts	0.9	1.9	0.9	-
Mathematics	0.9	1.9	0.9	-
Science	N/A	N/A	N/A	N/A
Social Studies	0	2.1	1.5	-

Professional Development Provided

Did the individualized education program (IEP) teams utilize the state guidelines for participation in the alternate assessment to make assessment participation decisions?

- Yes No

Please list professional development, informational sessions, and technical assistance provided regarding the 1% Cap and/or assessment selection and participation from January 1, 2019 to present.

Audience	Date Occurred	Topics and Method of Training	Delivered by
Local Special Education Teachers	08/21/2019	Review state guidelines for participation in the alternate assessment Review the MDE flowchart for participation in the alternate assessment	ISD Staff
Local Special Education Teachers	08/01/2019	Special Education Training for our local special education teachers. We discussed the state guidelines for participation in the alternate assessment, in addition to reviewing the MDE flowchart for participation in the alternate assessment	ISD Staff
LEA Special Education Coordinators, Principals	08/08/2019	Informational training provided by MDE at Sanilac ISD. We reviewed local district data in regards to state assessments and reviewed the state guidelines for participating in alternate assessments.	MDE

Contributing Factors

Did the district test fewer than 500 students total using statewide assessments?

Yes No

Select the option that applies:

Fewer than 8 students took MI-Access. 8 or more students took MI-Access.

Did the district operate a center-based program or regional collaborative for students with significant cognitive impairments (serving students from in and outside of the district within a region or ISD)?

Yes No

Is there other justification to provide?

Yes No

2020 Projected Participation Rate

Using the Michigan School Data System (MSDS) and current data, complete the following table to calculate the 2020 projected participation rate.

Projected Participation Rate	Number
Total Number of students enrolled in grades 3, 4, 5, 6, 7, 8, 11	319
Total Number of students whose IEPs currently designate MI-Access for state summative assessments in any content area	1
Projected Participation Rate	0.3%

Local Plan

After reviewing all of the member district data for participation rates on the alternate assessment (MI-Access), detail below a summarized plan for providing professional development. This may include but is not limited to training on assessment selection, alternate assessment, alternate content standards, or planning for specialized instruction. At least one local development plan must be submitted to proceed.

Audience	Topics and Method of Training	Date
District administration/Special Education Teachers	Ongoing agenda item to review MDE's alternate assessment guidelines and flowchart	08/25/2020
Local Special Education Teachers	Special Education Teacher training, which will include reviewing MDE's alternate assessment guidelines and flowchart	08/03/2020

Resources and Technical Assistance

Does the member district require additional resources and technical assistance from the ISD or MDE to ensure students are being assessed using the most appropriate state summative assessment tool based on the state guidelines?

Yes No

Assurances

Please provide the following assurances.

The member district IEP team members follow the state guidelines for participation in the alternate assessment.

Yes No

The member district allows IEP team members to decide which students take an alternate assessment.

Yes No

The member district addresses any issues of disproportionality in statewide assessment.

Yes No

District Comments

Our ELA and Math rates have decreased since 2018. This trend is projected to continue through the 2020 assessment period.



Member District Exceeding 1% Cap Justification Form FY 2019-2020

Member District: **Mayville Community School District**

The *Every Student Succeeds Act* (ESSA) places a 1% cap on alternate assessment (MI-Access) participation at the state level. Member districts that contribute to the state exceeding its participation cap must submit information to the Intermediate School District (ISD) justifying the need to exceed the 1% threshold. In addition, ISDs that run programs (functioning as a member district) must complete the form as a member district.

Each ISD collects information from member districts to submit to the MDE.

Please do not submit any student identifiable information with this form.

Data

Please indicate the 1% participation rate data:

Content Area	Spring 2017 Participation Rate	Spring 2018 Participation Rate	Spring 2019 Participation Rate	Change
English Language Arts	0.6	0.6	0.6	No change
Mathematics	0.6	0.6	0.6	No change
Science	N/A	N/A	N/A	N/A
Social Studies	0	0	1.4	+

Professional Development Provided

Did the individualized education program (IEP) teams utilize the state guidelines for participation in the alternate assessment to make assessment participation decisions?

- Yes
- No

Please list professional development, informational sessions, and technical assistance provided regarding the 1% Cap and/or assessment selection and participation from January 1, 2019 to present.

Audience	Date Occurred	Topics and Method of Training	Delivered by
Special Education Teachers	08/01/2019	State Assessment Policy (decision tree; 1% justification), curriculum, instruction, scheduling, team/co-teaching, IEP compliance. This training was completed in person (live) with special education teachers throughout the county.	ISD Staff
Special Education Supervisors/Coordinators	09/24/2019	The TISD director and monitor provided ongoing updates regarding guidance for determining appropriate State-assessment and provide supervisors/coordinators with MDE resources for decision making	ISD Staff

Contributing Factors

Did the district test fewer than 500 students total using statewide assessments?

Yes No

Select the option that applies:

Fewer than 8 students took MI-Access. 8 or more students took MI-Access.

Did the district operate a center-based program or regional collaborative for students with significant cognitive impairments (serving students from in and outside of the district within a region or ISD)?

Yes No

Is there other justification to provide?

Yes No

2020 Projected Participation Rate

Using the Michigan School Data System (MSDS) and current data, complete the following table to calculate the 2020 projected participation rate.

Projected Participation Rate	Number
Total Number of students enrolled in grades 3, 4, 5, 6, 7, 8, 11	318
Total Number of students whose IEPs currently designate MI-Access for state summative assessments in any content area	0
Projected Participation Rate	0%

Local Plan

After reviewing all of the member district data for participation rates on the alternate assessment (MI-Access), detail below a summarized plan for providing professional development. This may include but is not limited to training on assessment selection, alternate assessment, alternate content standards, or planning for specialized instruction. At least one local development plan must be submitted to proceed.

Audience	Topics and Method of Training	Date
Local Special Education Teachers, Special Education Supervisors/Coordinators	Topics include-updates on resources available from MDE to support decision making flowchart, developing a process for steps for consideration during an IEP on the State assessment section of the IEP, continued review of data and compliance standards related to the State assessment, continued discussion regarding criteria for students using the alternative standards for instruction. The methods of training include monthly special education department meetings with the ISD director and monitor and continued department meetings held by the local special education supervisor with local special education staff. There will be multiple training/meeting dates throughout the school 20/21 school year beginning August 25th.	08/25/2020

Resources and Technical Assistance

Does the member district require additional resources and technical assistance from the ISD or MDE to ensure students are being assessed using the most appropriate state summative assessment tool based on the state guidelines?

Yes No

Assurances

Please provide the following assurances.

The member district IEP team members follow the state guidelines for participation in the alternate assessment.

Yes No

The member district allows IEP team members to decide which students take an alternate assessment.

Yes No

The member district addresses any issues of disproportionality in statewide assessment.

Yes No



Member District Exceeding 1% Cap Justification Form FY 2019-2020

Member District: Millington Community Schools

The *Every Student Succeeds Act* (ESSA) places a 1% cap on alternate assessment (MI-Access) participation at the state level. Member districts that contribute to the state exceeding its participation cap must submit information to the Intermediate School District (ISD) justifying the need to exceed the 1% threshold. In addition, ISDs that run programs (functioning as a member district) must complete the form as a member district.

Each ISD collects information from member districts to submit to the MDE.

Please do not submit any student identifiable information with this form.

Data

Please indicate the 1% participation rate data:

Content Area	Spring 2017 Participation Rate	Spring 2018 Participation Rate	Spring 2019 Participation Rate	Change
English Language Arts	1.7	1.2	0.5	-
Mathematics	1.7	1.1	0.8	-
Science	N/A	N/A	N/A	N/A
Social Studies	1.1	1.1	0.7	-



Member District Exceeding 1% Cap Justification Form FY 2019-2020

Member District: Reese Public Schools

The *Every Student Succeeds Act* (ESSA) places a 1% cap on alternate assessment (MI-Access) participation at the state level. Member districts that contribute to the state exceeding its participation cap must submit information to the Intermediate School District (ISD) justifying the need to exceed the 1% threshold. In addition, ISDs that run programs (functioning as a member district) must complete the form as a member district.

Each ISD collects information from member districts to submit to the MDE.

Please do not submit any student identifiable information with this form.

Data

Please indicate the 1% participation rate data:

Content Area	Spring 2017 Participation Rate	Spring 2018 Participation Rate	Spring 2019 Participation Rate	Change
English Language Arts	0.7	1	1	No change
Mathematics	0.7	1	1	No change
Science	N/A	N/A	N/A	N/A
Social Studies	0.5	0.5	0.6	+



Member District Exceeding 1% Cap Justification Form FY 2019-2020

Member District: **Unionville-Sebewaing Area S.D.**

The *Every Student Succeeds Act* (ESSA) places a 1% cap on alternate assessment (MI-Access) participation at the state level. Member districts that contribute to the state exceeding its participation cap must submit information to the Intermediate School District (ISD) justifying the need to exceed the 1% threshold. In addition, ISDs that run programs (functioning as a member district) must complete the form as a member district.

Each ISD collects information from member districts to submit to the MDE.

Please do not submit any student identifiable information with this form.

Data

Please indicate the 1% participation rate data:

Content Area	Spring 2017 Participation Rate	Spring 2018 Participation Rate	Spring 2019 Participation Rate	Change
English Language Arts	1.4	1.4	0.8	-
Mathematics	1.4	1.4	0.8	-
Science	N/A	N/A	N/A	N/A
Social Studies	1.2	1.3	0.7	-



Member District Exceeding 1% Cap Justification Form FY 2019-2020

Member District: **Vassar Public Schools**

The *Every Student Succeeds Act* (ESSA) places a 1% cap on alternate assessment (MI-Access) participation at the state level. Member districts that contribute to the state exceeding its participation cap must submit information to the Intermediate School District (ISD) justifying the need to exceed the 1% threshold. In addition, ISDs that run programs (functioning as a member district) must complete the form as a member district.

Each ISD collects information from member districts to submit to the MDE.

Please do not submit any student identifiable information with this form.

Data

Please indicate the 1% participation rate data:

Content Area	Spring 2017 Participation Rate	Spring 2018 Participation Rate	Spring 2019 Participation Rate	Change
English Language Arts	0.9	1.8	1.4	-
Mathematics	0.9	1.8	1.4	-
Science	N/A	N/A	N/A	N/A
Social Studies	1.2	1.9	0.4	-

Professional Development Provided

Did the individualized education program (IEP) teams utilize the state guidelines for participation in the alternate assessment to make assessment participation decisions?

- Yes No

Please list professional development, informational sessions, and technical assistance provided regarding the 1% Cap and/or assessment selection and participation from January 1, 2019 to present.

Audience	Date Occurred	Topics and Method of Training	Delivered by
LEA coordinators	08/20/2019	Staff Meeting: State assessment guidelines, copy of flow chart	ISD Staff
Local administrators	09/18/2019	Staff meeting: Local admin meeting; distributed flow chart/discussed 1% rule	District Staff
Sp Ed Teachers-Local district	09/26/2019	Sp education teacher meeting/discussed Mi-Access/Flow Chart/1% rule-CI ("functioning as" interpretation)	District Staff

Contributing Factors

Did the district test fewer than 500 students total using statewide assessments?

Yes No

Did the district operate a center-based program or regional collaborative for students with significant cognitive impairments (serving students from in and outside of the district within a region or ISD)?

Yes No

Is there other justification to provide?

Yes No

2020 Projected Participation Rate

Using the Michigan School Data System (MSDS) and current data, complete the following table to calculate the 2020 projected participation rate.

Projected Participation Rate	Number
Total Number of students enrolled in grades 3, 4, 5, 6, 7, 8, 11	533
Total Number of students whose IEPs currently designate MI-Access for state summative assessments in any content area	1
Projected Participation Rate	0.2%

Local Plan

After reviewing all of the member district data for participation rates on the alternate assessment (MI-Access), detail below a summarized plan for providing professional development. This may include but is not limited to training on assessment selection, alternate assessment, alternate content standards, or planning for specialized instruction. At least one local development plan must be submitted to proceed.

Audience	Topics and Method of Training	Date
special ed teachers	training on assessment selection at Professional development/staff meetings	03/02/2020

Resources and Technical Assistance

Does the member district require additional resources and technical assistance from the ISD or MDE to ensure students are being assessed using the most appropriate state summative assessment tool based on the state guidelines?

Yes No

Assurances

Please provide the following assurances.

The member district IEP team members follow the state guidelines for participation in the alternate assessment.

Yes No

The member district allows IEP team members to decide which students take an alternate assessment.

Yes No

The member district addresses any issues of disproportionality in statewide assessment.

Yes No

District Comments

MDE needs to continue to allow the IEP team to determine the most appropriate state assessment for each student.