



STATE OF MICHIGAN  
DEPARTMENT OF EDUCATION  
LANSING

GRETCHEN WHITMER  
GOVERNOR

MICHAEL F. RICE, Ph.D.  
STATE SUPERINTENDENT

**MEMORANDUM**

**DATE:** August 25, 2022

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

**FROM:** Kyle Guerrant, Deputy Superintendent KG

**SUBJECT:** 2022-23 Pupil Membership Count Days

During the 2022-23 school year, the fall pupil membership count will be conducted on October 5, 2022 per state law [MCL 388.1606](#), with a second count occurring in the spring on February 8, 2023 per state law [MCL 388.1606a](#). This year's fall pupil membership count day coincides with a religious holiday that may affect the ability for some students to be in attendance. To be counted in the district's membership, if a student is absent on count day and that absence is *excused*, the pupil has 30 calendar days to return and attend all scheduled classes. Similarly, to be counted in the district's membership, if a student is absent and that absence is *unexcused* on count day, the student has 10 school days to return and attend all scheduled classes.

For a district that is not in session on count day due to conditions not within the control of school authorities, such as the date on which the religious holiday Yom Kippur falls this year, with the approval of the state superintendent the immediately following day on which the district is in session will become the count day. A district may request an alternate count day using the appropriate [application form](#), per state law, and approval will be granted provided the application satisfies the requirements for an alternate count day in law.

Any district that chooses not to schedule instruction on count day will still need to ensure that the district meets the 180-day and 1,098-hour requirement, since not scheduling instruction on count day is not considered a cancellation and, thus, would not be eligible for forgiven time.

Please direct any questions regarding this memorandum to Brian Ciloski at [ciloskib@michigan.gov](mailto:ciloskib@michigan.gov) or Jessica Beagle at [beaglej1@michigan.gov](mailto:beaglej1@michigan.gov).

cc: Michigan Education Alliance  
Confederation of Michigan Tribal Education Departments

**STATE BOARD OF EDUCATION**

CASANDRA E. ULBRICH – PRESIDENT • PAMELA PUGH – VICE PRESIDENT  
TIFFANY D. TILLEY – SECRETARY • TOM MCMILLIN – TREASURER  
JUDITH PRITCHETT – NASBE DELEGATE  
ELLEN COGEN LIPTON • NIKKI SNYDER