

Purpose

The Partnership Agreement Liaison (PAL) serves as a critical connector between Partnership Districts and the Michigan Department of Education (MDE), ensuring alignment, communication, and support for successful implementation of Partnership Agreements. PALs operate under the Office of Partnership Districts (OPD) and are grounded in research-based practices and continuous improvement principles.

Core Roles & Responsibilities

1. Navigator

- Guide districts through the Partnership Model and complex MDE platforms and systems.
- Connect districts with appropriate MDE units, offices, and programs.
- Collaborate with Intermediate School Districts (ISDs/RESAs) to identify measurable goals, Interim Target Benchmarks/End Target Outcomes (ITBs/ETOs), strategies, and activities, and ensure quality and alignment.
- Ensure metrics are in place to monitor progress and impact of Section 21(h) funded items.

2. Communications Broker

- Build and maintain professional relationships and trust across MDE, ISD/RESAs, and districts.
- Advocate for districts within MDE and other organizations to access needed and available support.
- Ensure inclusion in all relevant MDE communications and serve as a liaison among MDE stakeholders when necessary.

3. Neutral Facilitator

- Serve as an unbiased facilitator in meetings when requested.
- Utilize problem resolution in support of Partnership Agreement goals.
- Help maintain focus on outcomes and shared understanding across perspectives.

4. Primary Point of Contact

- Serve as the main contact for district and ISD/RESA superintendents and designees.
 - Provide timely responses to district and ISD/RESA inquiries and needs.
 - Attend monthly onsite partnership meetings and other meetings upon request.
 - Share relevant district and ISD/RESA information with OPD and MDE leadership as needed.
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Strategic Support Areas

- **MICIP Alignment:** Understand and support districts with the Michigan Integrated Continuous Improvement Process (MICIP) and platform, including needs assessments, goal development, and resource allocation.
- **Section 21(h) Grant:** Support districts with the application and amendment process in NexSys, ensuring alignment with Partnership Agreement goals and evidence-based practices.
- **ARE Unit Collaboration:** Refer to the Accountability, Research, and Evaluation (ARE) Unit for guidance with Implementation and Effectiveness worksheets and related effectiveness metrics; collaborate on the development of the 18-month Benchmark Review and 36-month Partnership Agreement Summary/Academic Outcome Evaluation reports.
- **Tiered Support:** Provide differentiated support based on district needs and ensure improvement priorities are addressed in monthly meetings.
- **Partnership Agreement Development:** Ensure completion of all required components—needs assessments, benchmarks, outcomes, accountability measures, and assurances.