

## 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](mailto:help@catamaran.partners) or 877-474-9023 (Toll Free).



# Exceeding 1% Cap on Participation in State Alternate Assessment Intermediate School District (ISD) Summary Justification Form FY 2019-2020

## **ISD Name: Ingham ISD**

All intermediate school districts must complete this summary form regarding the percentage of students assessed using Michigan’s alternate assessment (MI-Access). This includes justification forms from member districts/public school academies (PSA) that assessed more than 1% of students in the spring of 2019 using MI-Access.

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

## **Data**

Data	Total
Number of member districts/PSAs including the ISD (only if the ISD runs internal programs)	22
Number of member districts/PSAs including the ISD (only if the ISD runs internal programs) that assessed more than 1% of all students tested in the spring of 2019 using MI-Access (in grades 3-8 and 11)	16

## **Technical Assistance and Professional Development**

**Tier I:** Please provide a summary of technical assistance and/or professional development provided as a result of feedback from MDE regarding the 2019 test year data and justification form review. Include any professional development and targeted assistance the ISD offered to all member districts, provided by MDE and/or the ISD and MDE together.

Date Occurred	Summary of Technical Assistance and/or Professional Development
10/02/2019	By this data in October, Ingham ISD provided all districts and PSAs within our service with their assessment data and an analysis of their state assessment data including the % of students tested with an alternative assessment.
11/06/2019	By this data in November, Ingham ISD provided both ISD and MDE-OSE resources and links to the MDE guidance documents regarding the selection of appropriate State Assessment including the training links to all districts and PSAs within our service area.

**Tier II/III:** Please provide a summary of technical assistance and/or professional development provided as a result of feedback from MDE regarding the 2019 test year data and justification form review. Include professional development and technical assistance the ISD provided for each specific member district that was flagged for disproportionality regarding assessment participation. Include technical assistance or professional development provided by MDE and/or the ISD and MDE together.

Member District	Date Occurred	Summary of Technical Assistance and/or Professional Development
Lansing Public School District	06/11/2019	Provided training to supervisors, department chairs, and teachers within district on Michigan Assessment Selection Guidance Interactive Decision-Making Tool usage within IEP meetings.
Michigan Connections Academy	06/25/2019	GSM Interview, Reviewed district assessment data and discussed assessment rate.
Holt Public Schools	08/06/2019	GSM Interview, Reviewed district assessment data and discussed assessment rate.
Great Lakes Cyber Academy	08/07/2019	Discussed assessment rate during introduction meeting with director. Shared and reviewed the Michigan Assessment Selection Guidance Interactive Decision-Making Tool.
Leslie Public Schools	08/27/2019	GSM Interview, Reviewed district assessment data and discussed assessment rate.
Okemos Public Schools	08/29/2019	GSM Interview, Reviewed district assessment data and discussed assessment rate.
Blended Learning Academies Credit Recovery High School	01/30/2020	GSM Interview, Reviewed district assessment data and discussed assessment rate.

What resources or support is needed from MDE for the ISD to carry out the plan?

*Current resources and supports are sufficient.*

## Assurances

### Please provide the following assurances.

The ISD has provided or will provide targeted assistance to member districts/PSAs that have been flagged for disproportionality for participation in the alternate assessment as outlined on the previous page.

Yes  No

Targeted assistance and professional development include an emphasis on member districts/PSAs using the state assessment selection guidance documents and online trainings.

Yes  No

Assessment selection is an IEP team decision and will not be overridden by administrative or procedural decisions.

Yes  No



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

## Member District: **Ingham ISD**

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
<b>English Language Arts</b>	24.8	29.3	30.5	+
<b>Mathematics</b>	24	29.5	30	+
<b>Science</b>	N/A	N/A	N/A	N/A
<b>Social Studies</b>	0	1.2	2.5	+

## 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
Ingham ISD Parent Advisory Committee	09/18/2019	Selection of appropriate state assessment; In Person	ISD Staff
ISD Staff	10/09/2019	in person	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

Utilizing the Alternate Assessment data reports, complete the following table.

Assessment Data Table	Number
Total Number of students tested overall	131
Total Number of students tested with MI-Access	40
Students in center-based program from outside district	40
<b>Adjusted Total</b>	91
<b>Adjusted Participation Number</b>	0
<b>Adjusted Rate</b>	0%

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	135
Total Number of students whose IEPs currently designate MI-Access for state summative assessments in any content area	44
<b>Projected Participation Rate</b>	32.6%

## 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 SE Directors	Alternative Assessment Data and Appropriate State Assessment Selection	05/06/2020

## 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: **Cole Academy**

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
<b>English Language Arts</b>	1.8	1.8	2.6	+
<b>Mathematics</b>	2.7	1.8	2.6	+
<b>Science</b>	N/A	N/A	N/A	N/A
<b>Social Studies</b>	0	0	0.8	+

### 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
Stacey Johnson	01/31/2020	Catamaran: Justification Forms Training	MDE
Annie Jasonowicz	01/31/2020	Catamaran: Justification Forms Training	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	108
Total Number of students whose IEPs currently designate MI-Access for state summative assessments in any content area	4
<b>Projected Participation Rate</b>	3.7%

## 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 Teachers	Alternative Assessment Participation Guidelines, Online Assessment Selection	08/20/2019
Administrators	Alternative Assessment Participation Guidance Document, Reviewed Annually	09/09/2019

## 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

*Total number of student projected for Spring 2020 is 4 out of 108 in grades 3-6, district wide.*

## ISD Comments (if ISD returned to district for modifications)

*The percentage rates submitted for students who took alternative assessments do not agree with Ingham ISD data, please contact Kelly Trout, 517.244.1261, to review your data. Additionally, you did not complete the section of total number of students tested.*



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

## Member District: **Mid-Michigan Leadership Academy**

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
<b>English Language Arts</b>	0	0	0	No change
<b>Mathematics</b>	0	0	0	No change
<b>Science</b>	N/A	N/A	N/A	N/A
<b>Social Studies</b>	0	0	0	No change



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

## Member District: **White Pine Academy**

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
<b>English Language Arts</b>	2	5	5	No change
<b>Mathematics</b>	2	5	5	No change
<b>Science</b>	N/A	N/A	N/A	N/A
<b>Social Studies</b>	2	5	5	No change

### 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
Administrator	02/12/2020	Reviews related MDE issued documents pertaining to alternate assessment.	MDE
Administrator	02/12/2020	Support is provided from the ISD and authorizer.	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	37
Total Number of students whose IEPs currently designate MI-Access for state summative assessments in any content area	1
<b>Projected Participation Rate</b>	2.7%

## 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
Administrator	Will continue to review MDE issued materials and documentation regarding alternate assessments.	02/12/2020

## 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: Windemere Park Charter Academy**

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:

<b>Content Area</b>	<b>Spring 2017 Participation Rate</b>	<b>Spring 2018 Participation Rate</b>	<b>Spring 2019 Participation Rate</b>	<b>Change</b>
<b>English Language Arts</b>	0.4	0.4	0.5	+
<b>Mathematics</b>	0.4	0.4	0.5	+
<b>Science</b>	N/A	N/A	N/A	N/A
<b>Social Studies</b>	1.3	0	0.8	+





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

## Member District: East Lansing 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	0.8	0.6	1.3	+
Mathematics	0.8	0.6	1.3	+
Science	N/A	N/A	N/A	N/A
Social Studies	0.1	0.3	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
ELPS Special Ed Staff	01/07/2019	State alternative assessment guidance shared with district special education department.	District Staff
ELPS Special Ed Department Meetings	02/01/2020	Topics from state alternative test guidance shared and discussed and Departments Meetings	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	2032
Total Number of students whose IEPs currently designate MI-Access for state summative assessments in any content area	26
<b>Projected Participation Rate</b>	1.3%

## 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
ELPS Special Education Staff	E-Mail Guide to State Assessments and Should My Student Take the Mi-Access to staff with directive to discuss at department meetings and IEPS.	01/07/2020

## 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: **Lansing Public 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
<b>English Language Arts</b>	5	4.8	4.1	-
<b>Mathematics</b>	4.7	4.5	3.9	-
<b>Science</b>	N/A	N/A	N/A	N/A
<b>Social Studies</b>	3.4	3.2	2.2	-

### 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
School Administrators	03/15/2019	Face to Face training, online training, provided copy of guidance documents regarding the assessments.	District Staff
General and special education teacher	03/15/2019	Face to Face training, online training, provided copy of guidance documents regarding the assessments.	District Staff
Related services staff	03/15/2019	Face to Face training, online training, provided copy of guidance documents regarding the assessments.	District Staff
School administrators, teacher, testing coordinators, support staff	03/15/2019	Face to Face training, online training, provided copy of guidance documents regarding accommodations specifically.	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

Utilizing the Alternate Assessment data reports, complete the following table.

Assessment Data Table	Number
Total Number of students tested overall	5077
Total Number of students tested with MI-Access	206
Students in center-based program from outside district	18
<b>Adjusted Total</b>	5059
<b>Adjusted Participation Number</b>	188
<b>Adjusted Rate</b>	3.7%

Is there other justification to provide?

Yes  No

Please describe other justification:

*Even with the removal of students from this count, the adjusted participation rate remains the same because a few of the students who receive services in the District are assessed in their home based school and district. The Lansing School District also includes the Beekman Center, a center-based school, dedicated to serve students with severe Cognitive Impairments, who are for the most part assessed using the MI-Access Participation and MI-Access Supported Independence assessments.*

## 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	5210
Total Number of students whose IEPs currently designate MI-Access for state summative assessments in any content area	206
<b>Projected Participation Rate</b>	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
All general and special education staff	Face to face and web based training.	03/20/2020
General and special education Administrators	Face to face and web based training.	03/20/2020
Parents	Face to face training	03/20/2020
Related service providers	Face to face and web based training.	03/20/2020

## 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: Dansville 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	1.4	0.8	1	+
Mathematics	1.2	1	1	No change
Science	N/A	N/A	N/A	N/A
Social Studies	0.5	0.6	2.2	+

## 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
Building Principals	08/08/2019	Andy Cox shared data and information he received from the county Special Ed Directors meetings. We looked at data and reviewed the flow chart from MDE.	District Staff
Special Education Teachers	09/23/2019	District Special Education meeting - Looked at flow chart from MDE and discussed the data. Discussed this is an IEP Team decision and it would be discussed with parents (and student, if appropriate) at each IEP.	District 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	402
Total Number of students whose IEPs currently designate MI-Access for state summative assessments in any content area	5
<b>Projected Participation Rate</b>	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 Service Providers	We will review and discuss the following items: data from last year, MDE flow chart, process for discussion at IEP meetings. We will also ask if anyone would like additional training and reach out to the ISD if necessary.	03/25/2020

## 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

## District Comments

*I worked with Kelly Trout and Melissa Caswell to review the data and update the form.*

## ISD Comments (if ISD returned to district for modifications)

*Please review and verify your numbers in the Data Assessment Table for the total number of students tested over, which our data shows should be 117. Please check with Kelly Trout if you have data questions, 5170.244.1261, or Melissa Caswell 517.244.1271 or Greg Molenda 517.244.1247 if you have questions about how to complete that section.*



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

## Member District: Haslett 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	2	1.8	2.1	+
Mathematics	2	1.8	2	+
Science	N/A	N/A	N/A	N/A
Social Studies	0.8	0.3	2.1	+

## 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
Elementary Special Education Staff	02/12/2020	Discussion with special education teams about the MI ACCESS flow chart and how an alternative assessment decision is made.	District Staff
Elementary and Secondary Special Education teams	01/06/2020	The flow chart is placed on our sped google drive so everyone can have access in addition to a paper copy.	District Staff
Secondary Special Education Staff meeting	01/15/2020	Discussion with special education teams about the MI ACCESS flow chart and how an alternative assessment decision is made.	District Staff
IEP team members	01/06/2020	IEP team members discuss state testing at every IEP. This is on-going and will continue to be on-going during every IEP conducted.	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	1410
Total Number of students whose IEPs currently designate MI-Access for state summative assessments in any content area	31
<b>Projected Participation Rate</b>	2.2%

## 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 Teachers	Will revisit state guidelines from MDE and the flow chart in determining when a student will take M-Access.	03/12/2020

## 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: Holt 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	2.1	2.2	1.9	-
Mathematics	2.1	2.1	1.9	-
Science	N/A	N/A	N/A	N/A
Social Studies	1.4	1.6	2.1	+

## 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
Case Managers	11/06/2019	E-mail reminder regarding 1% cap, with embedded links, to review Assessment Selection Guidelines, Assessment Selection Guidelines Training, and the Interactive Decision Making Tool	District Staff
Basic Classroom Teachers	02/21/2019	In person training on Assessment Selection Criteria	District Staff
District Administration	02/03/2020	In person reminder regarding 1% cap, provided updated status of the district and reminder that instruction must align with assessment selection.	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

Please describe other justification:

*During the spring 2019 testing window, every student who took Mi-Access was also receiving instruction aligned to the alternate content standards in accordance with their IEPs.*

## 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	2921
Total Number of students whose IEPs currently designate MI-Access for state summative assessments in any content area	50
<b>Projected Participation Rate</b>	1.7%

## 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
Basic Classroom Teachers	Review 2019 state testing scores, as well as other locally collected data to determine if there are students whose instruction should be aligned to CCSS rather than alternate standards. Review the Assessment Selection Tool, specifically looking for impact to adaptive function and evidence that the student cannot show learning using M-Step. Develop a transition plan to support identified students.	03/11/2020

## 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 IEP team members have received training on the guidelines for participation in the alternate assessment. We have taken steps to ensure that the selected assessment aligns with the student's instruction. Our next steps are to more closely examine the significance of each student's disability to determine if there are students currently receiving instruction aligned to the alternate curriculum, who could potentially be successful with CCSS and the types of support these students would need.*



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

## Member District: **Leslie 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	2.3	2.2	1.1	-
Mathematics	2	1.9	1.1	-
Science	N/A	N/A	N/A	N/A
Social Studies	3.2	2.3	1.7	-

## 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
Special Education Staff	08/21/2019	Appropriate Assessment Protocol	District Staff
Adminstrators	08/08/2019	Appropriate Assessment Protocol	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	623
Total Number of students whose IEPs currently designate MI-Access for state summative assessments in any content area	6
<b>Projected Participation Rate</b>	1%

### 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	In person review of assessment selection	08/21/2019

## 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: **Mason Public Schools (Ingham)**

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	2.1	1.9	1.8	-
Mathematics	2	1.9	1.7	-
Science	N/A	N/A	N/A	N/A
Social Studies	1.1	1.6	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
Sp Ed service providers	08/23/2019	Welcome back meeting with K-12 Sp Ed. Reviewed guidelines as provided by MDE	District Staff
Monthly Sp Ed Service provider meetings	02/12/2020	any questions are review at monthly meetings	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	1706
Total Number of students whose IEPs currently designate MI-Access for state summative assessments in any content area	30
<b>Projected Participation Rate</b>	1.8%

## 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
Sp Ed Service Providers	Continued discussion and fine tuning of diploma track students who Teachers may recommend for MI ACCESS	04/14/2020

## 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

*Each IEP is uniquely created to meet the needs of the student as determined by the IEP Team.*



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

## Member District: **Okemos 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
<b>English Language Arts</b>	1.2	1.2	1.2	No change
<b>Mathematics</b>	1.1	1.2	1.2	No change
<b>Science</b>	N/A	N/A	N/A	N/A
<b>Social Studies</b>	0.8	0.6	0.6	No change

### 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	01/09/2020	emailed the state guidelines for participation in the alternate assessment to all special education staff.	District Staff
Special Education Teachers	11/20/2019	Reviewed data of students taking the alternative assessment and the decision making process.	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

Please describe other justification:

*41% of the special education students enrolled in Okemos Public Schools fall within the category of a having a severe or moderate impairment.*

## 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	2466
Total Number of students whose IEPs currently designate MI-Access for state summative assessments in any content area	27
<b>Projected Participation Rate</b>	1.1%

## 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	As a staff we will continue to review the guidance for provided by MDE for selecting the appropriate state assessment for students. We will review this guidance document in the spring and again in the fall when we return to school.	05/15/2020

## 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: Stockbridge 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	1.9	1.9	1.7	-
Mathematics	1.9	2	1.7	-
Science	N/A	N/A	N/A	N/A
Social Studies	1.6	1.4	0.7	-

## 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
SE Teachers	12/06/2018	Informational session on the state guidelines for participation, how to use the selection tool and informed staff where to access info on MDE website	ISD Staff
Administrators	05/21/2019	information re: assessment selection and 1%	ISD Staff
SE staff	04/11/2019	information re: assessment selection and 1%, state guidelines for participation, how to use the selection tool and reminded staff where to access info on MDE website	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	647
Total Number of students whose IEPs currently designate MI-Access for state summative assessments in any content area	17
<b>Projected Participation Rate</b>	2.6%

## 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 teachers, administrators	At a staff pd. discussion of current assessment data, training on assessment selection and alternate assessment	05/21/2020

## 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: **Waverly 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
<b>English Language Arts</b>	1.5	1.8	1.8	No change
<b>Mathematics</b>	1.4	1.7	1.8	+
<b>Science</b>	N/A	N/A	N/A	N/A
<b>Social Studies</b>	1.1	1.4	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
Building administrators	08/07/2019	In person training. Reviewed the alternative assessment decision flow chart	District Staff
Special Education Certified Staff	08/21/2019	In person training. Reviewed the alternative assessment decision flow chart	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	1762
Total Number of students whose IEPs currently designate MI-Access for state summative assessments in any content area	17
<b>Projected Participation Rate</b>	1%

## 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 teachers	How to determine when an alternative assessment is appropriate.	03/24/2020

## 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: **Webberville 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
<b>English Language Arts</b>	0.7	0.4	0	-
<b>Mathematics</b>	0.7	0.4	0	-
<b>Science</b>	N/A	N/A	N/A	N/A
<b>Social Studies</b>	0.8	0	0	No change



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

## Member District: Williamston 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	0.2	0.3	0.7	+
Mathematics	1.5	1.2	0.7	-
Science	N/A	N/A	N/A	N/A
Social Studies	1.2	1.1	0.6	-



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

## Member District: **Lansing Charter Academy**

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
<b>English Language Arts</b>	0.6	0.5	1.2	+
<b>Mathematics</b>	0.9	0.5	1.1	+
<b>Science</b>	N/A	N/A	N/A	N/A
<b>Social Studies</b>	0	0	0	No change

### 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 Team, Administrator over Special Education	03/08/2019	The Special Education Team met to review MDE's released online training of Assessment Selection Guidance. The target audience for this training was SE Providers that facilitate IEP teams in the determination of assessment selection for students (M-STEP or MI-Access).	District Staff
Special Education Teacher	05/01/2019	Individual Student Consultation- provided MDEs resources-Should My Student Take the Alternate Assessment, Assessment Selection Guidelines Training, and Interactive Decision Making Tool, shared to create a continued awareness of the supports that are available to help guide discussions around student assessment participation. It is an expectation that these resources are utilized when reviewing assessment participation. The Should My Student Take the Alternate Assessment tool was utilized as a part of the IEP team meeting discussion.	District Staff
Special Education Teacher and Administrator	01/20/2019	Reports were pulled from the IEP system in which students identified as taking the Alternate Assessment were reviewed and discussed.	District Staff
Special Education Teacher	12/20/2019	Individual Student Consultation- provided MDEs resources-Should My Student Take the Alternate Assessment, Assessment Selection Guidelines Training, and Interactive Decision Making Tool, shared to create a continued awareness of the supports that are available to help guide discussions around student assessment participation. It is an expectation that these resources are utilized when reviewing assessment participation. The Should My Student Take the Alternate Assessment tool was utilized as a part of the IEP team meeting discussion.	District Staff
Special Education Teacher and Administrator	11/04/2019	Student level trend data was reviewed for students taking the alternate assessment to identify current performance levels. As a result of this discussion, 2 students were identified as having a performance level of 3 either on the FI, SI or P alternate assessment. Special Education Teachers, the Administrators with the support of the Special Education Supervisor discussed the need to reconvene an IEP meeting to have further discussion around student performance and assessment participation.	District 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	300
Total Number of students whose IEPs currently designate MI-Access for state summative assessments in any content area	5
<b>Projected Participation Rate</b>	1.7%

## 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 Teachers and Providers	Technical assistance and training on use of MDE Online Training and resources for appropriate assessment selection	04/03/2020
IEP Teams	Embed Use of "Should My Student Take Alternate Assessment" Flowchart when determining appropriate assessment into IEP Checklist and Agenda	04/03/2020
Special Education Team, Administrators	Sharing and processing "Should My Student Take Alternate Assessment" resource to support effective IEP participation with review of the 1% Justification form for awareness	04/03/2020

## 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

*The district will track student progress on MI-Access and identify if/where students are taking the Functional Independence, Supported Independence or Participation and scoring "Attained" and "Surpassed" and discuss in each student's IEP to determine most appropriate assessment. As a result of already implementing this practice this year, adjustments have been made. District will also cross compare students' alternate assessment with their instructional data to ensure alignment between content standards taught and state assessment taken.*



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

## Member District: Michigan Connections Academy

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	3.6	3.4	2.5	-
Mathematics	3.4	3.4	2.5	-
Science	N/A	N/A	N/A	N/A
Social Studies	2.3	4.8	3	-

## 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 Staff	12/18/2019	Completed the Assessment Selection Guidelines Training. <a href="https://mdoe.state.mi.us/mdedocuments/AssessmentSelectionGuidelinesTraining/index.html">https://mdoe.state.mi.us/mdedocuments/AssessmentSelectionGuidelinesTraining/index.html</a>	District Staff
Special Education Staff	12/18/2019	Reviewed interactive Decision Making tool <a href="https://mdoe.state.mi.us/MDEDocuments/InteractiveDecision-MakingTool/index.html">https://mdoe.state.mi.us/MDEDocuments/InteractiveDecision-MakingTool/index.html</a>	District Staff
Special Education Staff	12/18/2019	Reviewed "Should my student take the alternative assessment" tool	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

Please describe other justification:

*Michigan Connections Academy accepts students from all over the state of Michigan. The students who come to us are often pre-identified by other districts with either mi access or mstep assessments. We review the data and use the state tools to make sure appropriate decisions have been made, but this can lead to larger numbers.*

## 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	924
Total Number of students whose IEPs currently designate MI-Access for state summative assessments in any content area	16
<b>Projected Participation Rate</b>	1.7%



## 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 Teacher and service providers	Alternative assessment selection, continue to review examples of students and use the selection tools to identify the appropriate assessment	03/19/2020
Special Education Teacher and service providers	Review of alternate content standards and general education standards with conversation of personal curriculum	03/19/2020

## 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: **NexTech High School of Lansing**

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	0	0	No change
Mathematics	0	0	0	No change
Science	N/A	N/A	N/A	N/A
Social Studies	0	0	0	No change



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

## Member District: Great Lakes Cyber Academy

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	1.3	0.6	2.1	+
Mathematics	1.3	0.6	2.1	+
Science	N/A	N/A	N/A	N/A
Social Studies	1	0.2	1.9	+

## 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	10/14/2019	Choosing the appropriate assessment for our students	District Staff
special education teachers	01/06/2020	Testing, what accommodations, tests, and other information	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	546
Total Number of students whose IEPs currently designate MI-Access for state summative assessments in any content area	10
<b>Projected Participation Rate</b>	1.8%

## 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 teachers	Which test is best for each student?	03/09/2020

## 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

Please detail the need for additional resources and technical assistance.

*We request some follow up training from the ISD to ensure that we are providing the appropriate tests to the students with special education services.*

## 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

*In August of 2019, the leadership of the special education department changed at GLCA. Since that change, professional development has been taking place and close monitoring of the testing, accommodations, and overall writing of IEP's.*



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

## **Member District: Blended Learning Academies Credit Recovery High School**

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:

<b>Content Area</b>	<b>Spring 2017 Participation Rate</b>	<b>Spring 2018 Participation Rate</b>	<b>Spring 2019 Participation Rate</b>	<b>Change</b>
<b>English Language Arts</b>	0	0	0	No change
<b>Mathematics</b>	0	0	0	No change
<b>Science</b>	N/A	N/A	N/A	N/A
<b>Social Studies</b>	0	0	0	No change