

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).



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

ISD Name: St. Clair County RESA

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)	13
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)	9

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
04/04/2019	On approximately 4/04/2019, letters were put out to all districts who were over the 1% and had received corrective feedback from MDE. The interventions were aligned to MDE feedback and needed to be completed prior to 11/20/2020. All districts provided documentation of the training that they provided to staff in November of 2020.
04/04/2019	Directors meeting was held in St. Clair County. Training was provided to them regarding corrections from MDE, the revised state policy, a case walk-through and visiting of the website.
08/22/2019	Directors meeting was held in St. Clair County. Training occurred with Special Education Directors around the new Tile put into Illuminate that links the staff member directly to the Interactive Decision-making tool. St. Clair County Resa updated their county policy to reference the use of the Tile within Illuminate.
10/31/2020	Updated the IEP document in Illuminate to allow for a link in the document that allows for the Interactive Decision-making tool in the document so staff do not have to exit out. Developed a parent power point per MDE 's request and presented it at our PAC meeting. Updated SCCRESA policy on alternative assessments.
11/20/2019	Collected all documentation from staff related to corrections suggested by MDE in 4/2019.
12/12/2019	At a Special Education Directors meeting data was given to the districts that identified certifications of students taking an alternative assessment and those that had exceeded in any area. Districts reviewed the data and were going to go back to the IEP teams to discuss the results and potential steps that may need to be looked at in an IEP meeting.
02/06/2020	Special Education Directors Meeting gave directors all data needed to complete the 1% Justification form and worked with them on completing the document.

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
Virtual Learning Academy of St. Clair County	02/13/2020	Discussing alternative assessments, ways to train and assisting in understanding of how to do that at a virtual school.
East Shore Leadership Academy	02/18/2020	First time director, met with her and assisted in completion of the forms.
St. Clair County Intervention Academy	02/19/2020	Met with Woodlands leadership and trained on 1%, looking at students surpassing and need to differentiate, completion of 1% Justification.

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

Continued access to data that can be directly given to the districts.

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: **St. Clair County RESA**

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	100	100	100	No change
Mathematics	100	100	100	No change
Science	N/A	N/A	N/A	N/A
Social Studies	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
Teachers	09/30/2019	Meeting covered Assessment Selcetion Guidance from MDE via online training.	MDE
Teachers	04/03/2019	Meeting covered Assessment guidelines.	ISD Staff
MoCI Teachers	09/06/2019	Meeting to review IEP procedures as it relates to Mi-Access determinations.	ISD Staff
SCI/SXI Teachers	12/13/2019	Meeting to review IEP procedures as it relates to Mi-Access	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	45
Total Number of students tested with MI-Access	45
Students in center-based program from outside district	45
Adjusted Total	0
Adjusted Participation Number	0
Adjusted Rate	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	49
Total Number of students whose IEPs currently designate MI-Access for state summative assessments in any content area	49
Projected Participation Rate	100%

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
Teachers/Service Providers	ISD County Guidance: Policy Guidance on Alternative Assessments	09/11/2020

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



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

Member District: **Landmark 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	0.7	1.3	+
Mathematics	2.9	0.7	1.3	+
Science	N/A	N/A	N/A	N/A
Social Studies	3.2	1.7	0	-

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 PLC-- all case managers	11/22/2019	Careful data analysis of students on each caseload with regard to justifying the need for certain accommodations (i.e., oral presentation for students with severe basic reading levels vs. reading comprehension levels, auditory processing concerns, slow processing speed as it relates to needing extra time, etc.) as well as comparison of district and classroom assessment scores with and without accommodations.	District Staff
M/HS Teachers	12/04/2019	Criteria for alternative assessments as it relates to delivery of instruction.	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	436
Total Number of students whose IEPs currently designate MI-Access for state summative assessments in any content area	3
Projected Participation Rate	0.7%

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
General Ed Staff	Updates and refresher for special ed delivery and assessment selection, and specialized instruction	08/26/2020
Special Education Case Managers	Professional Learning Communities each Friday afternoon with data analysis and decision-making for individual numbers.	

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: Port Huron Area 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	1.9	2	1.9	-
Mathematics	1.9	2.1	1.9	-
Science	N/A	N/A	N/A	N/A
Social Studies	1.5	1.2	1.6	+

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 Ed Teachers and Service Providers	09/03/2019	Staff Meeting agenda, Alternate Assessment links	District Staff
Special Ed Teachers and Service Providers	10/22/2019	Staff Meeting, Completing IEPs Related to Alternative Assessments, Assessment Selection Guidance Training, Decision Making flow chart, email	District Staff
Special Ed Teachers and Service Providers	01/28/2020	Staff meeting, agenda, and Alternate Assessment links	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	4286
Total Number of students whose IEPs currently designate MI-Access for state summative assessments in any content area	91
Projected Participation Rate	2.1%

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 Ed Teachers and Service Providers	Staff Meeting to analyze result data and review appropriate assessment and direct back to IEP team	02/25/2020
Special Ed Teachers and Service Providers	Staff meeting share guidance document to utilize the assessment selection tool, share assessment flow chart and ensure tile is on illuminate dashboard to use at IEP with teams to determine assessment	02/25/2020

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

9/13/19 Decision Making Flowchart and Completing IEPs Related to Alternate Assessments

10/22/19 Assessment Selection Guidance Training, Decision Making Flowchart, and Completing IEPs Related to Alternate Assessments

1/13/2020 Reviewed with Special Education Staff student results on MiAccess for 2018 and 2019. IEP teams participated on data dig to review student data and plan appropriately

1/28/2020 Assessment Selection Guidance Training, Decision Making Flowchart, and Completing IEPs Related to Alternative Assessments

2/25/2020 Analyze result data and review appropriate assessment and direct back to IEP team. Guidance document to utilize the assessment selection tool, assessment flow chart and ensure tile is on illuminate dashboard to use at IEP with teams to determine assessment.

2/25/2020 Share Assessment Selection Guidance Training, Decision Making Flowchart, and Completing IEPs related to Alternative Assessment



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

Member District: Algonac 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	1.1	1.1	0.6	-
Mathematics	1	1.1	0.7	-
Science	N/A	N/A	N/A	N/A
Social Studies	0.8	0.8	0.6	-



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

Member District: **Capac 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	2.6	2.3	-
Mathematics	1.9	2.6	2.3	-
Science	N/A	N/A	N/A	N/A
Social Studies	1.2	1.2	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
Designated Case Managers, Special Education Teachers, Service Providers	08/20/2019	Assessment Selection Guidelines Training. Direct training as a whole group. Watched Assessment Selection Guidelines Training video provided by MDE. Discussed content of video and scenarios. Discussed placement of Selection Tool from MDE on IEP Assessment page and instructed staff to use tool when making assessment decisions.	District Staff
Designated Case Managers, Special Education Teachers	11/21/2019	Google Doc was sent to Caseload Managers and Special Education Teachers to remind them to use the Assessment Selection Tool placed on the IEP Assessment page when making assessment decisions at IEP meetings. Caseload managers were asked to update this document as they completed the decision making tool and held IEP meetings. If state testing window was before next IEP annual date, Caseload Managers were asked to complete decision making tool before FEB. 1 and amend IEP if necessary.	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	451
Total Number of students whose IEPs currently designate MI-Access for state summative assessments in any content area	10
Projected Participation Rate	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
Caseload Managers, Special Education Teachers, Service Providers	At staff meeting(s) review alternate assessment data and Assessment Selection Outcome from using Interactive Decision-Making tool.	03/06/2020
Building Administrators	At administration meeting review alternate assessment data for students at each building. Share link to MDE Assessment Selections Guideline Training and Google Doc for Assessment Selection Outcome that Caseload Providers are completing.	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



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

Member District: East China 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	1.6	1.3	1.2	-
Mathematics	1.6	1.3	1.2	-
Science	N/A	N/A	N/A	N/A
Social Studies	1.2	0.7	0.9	+

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 Staff (SE Teachers, SLP, OT, SSW, TC's, etc.)	08/28/2019	PowerPoint and MDE Training Site	District Staff
Special Education Staff (SE Teacher, SLP, OT, SSW, TC's, etc.)	10/01/2019	Newsletter to staff with link to State Training Site that was shared at August 28th PD.	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	2081
Total Number of students whose IEPs currently designate MI-Access for state summative assessments in any content area	27
Projected Participation Rate	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
Special Education Staff	Alternate Assessment Procedures at Back to School Year PD in August	08/26/2020

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: **Marysville 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	1	1	1.4	+
Mathematics	1	1	1.4	+
Science	N/A	N/A	N/A	N/A
Social Studies	0.8	0.9	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
Special Education Department	04/05/2019	All members of special education department were in attendance (teachers, teacher consultants, behavior specialist, OT, PT, speech, etc.). Topics included IEPs, IEP meeting attendance, IEP compliance, PLAAFP, Goals and STOs, Transition, ESY, Notice, IEP checklist, Evals, REEDs, SSW service, Role of TC, MARSE, LRE, Reduced Day, Accommodation Documentation, Medicaid Billing, Trauma / ACEs, Transition Plans, FBAs, BIPs, Seclusion and Restraint, Supplemental Aides and Services, Alternative Assessments, Alternative Assessments Decision Making with documents.	District Staff
Special Education Teachers	11/25/2019	Email sent with explanation for alternative assessment and the decision making related to this. Links with the forms were sent, in addition to being provided at earlier dates.	District Staff
Special Education Teachers with students who had data for students who too alternative assessments	01/07/2020	Email sent to individual teachers who had students who took an alternative assessment. Included in this email were individual student data to make data driven decisions regarding their continuation of taking an alternative , assessment or not. It was further explained to utilize this data, along with MDE's decision making tool, to make informed decisions with the IEP team.	District Staff
Special Education Department members - Teacher Consultants, Behavior Specialist, Director of Special Education, and Special Education secretary	01/10/2020	In person meeting. Topics included peer to peer, student concerns, confidentiality, para matrix, caseload, mainstream and inclusion committee, evaluations, and spring testing including support for teachers through MIACCESS	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	1494
Total Number of students whose IEPs currently designate MI-Access for state summative assessments in any content area	15
Projected Participation Rate	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 of self contained classrooms	Meeting : Utilizing MDE decision making worksheet for state assessments.	02/28/2020

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: **Memphis 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	1.3	1.1	0.4	-
Mathematics	0.6	0.9	0.4	-
Science	N/A	N/A	N/A	N/A
Social Studies	0.5	1.3	0.5	-



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

Member District: **Yale 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	2.5	+
Mathematics	2.1	2.1	2.4	+
Science	N/A	N/A	N/A	N/A
Social Studies	1.1	1.1	1.2	+

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
Designated Case Managers, Special Education Teachers, Service Providers	08/22/2019	Assessment Selection Guidelines Training. Direct training as a whole group. Viewed Assessment Selection Guidelines Training video provided by MDE. Discussed content of video and scenarios. Discussed placement of Assessment Tool (MDE) on IEP assessment page and instructed staff to use tool when making assessment decisions.	District Staff
Designated Case Managers	09/25/2019	Discussed with Designated Case Managers use of Assessment Selection 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

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	846
Total Number of students whose IEPs currently designate MI-Access for state summative assessments in any content area	21
Projected Participation Rate	2.5%

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
Caseload Managers, Special Education Teachers, Service Providers	At staff meeting(s) review alternate assessment data and Assessment Selection Outcome from using Interactive Decision-Making tool. Develop Google Doc. to document date tool was used and outcome.	02/12/2020
Building Administrators	At administration meeting review alternate assessment data for students at each building. Share link to MDE Assessment Selections Guideline Training and Google Doc for Assessment Selection Outcome that Caseload Providers are completing.	04/21/2020

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: **St. Clair County Intervention 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.

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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	5.9	+
Mathematics	0	0	5.9	+
Science	N/A	N/A	N/A	N/A
Social Studies	0	0	7.1	+

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
N/A	02/07/2020	See district comments	Other N/A
N/A	02/07/2020	See district comments	Other N/A

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	33
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
Special Education Teacher/Administrators	State Guidance on Alternative Assessments:states online modules	03/31/2020
Special Education Teachers/Administrator	St. Clair County RESA Alternate Assessment Procedures and Processes/onsite training with RESA staff	03/31/2020

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

When students enter the program the St. Clair County Intervention Academy IEP team usually continues many of the supports and services that were written into the students most recent IEP. Students that enter the St. Clair County Intervention Academy are enrolled for short periods of time. When the student entered the Intervention Academy, his previous IEP stated the need to take the Alternative Assessment, due to his short attendance the Intervention Academy was unable to collect enough data to justify changing his current assessment options. This has been the one time of a student entering the program that had an IEP with Alternative testing needed. Therefore, as a district moving forward we will ensure that staff and the IEP team receive training on the State Guidance for Alternative Assessments, and use this training when writing future IEPs. The district will continue to update and refresh their training every year to ensure the best option is picked for student testing.



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

Member District: Virtual Learning Academy of St. Clair County

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: **Blue Water Middle College**

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: **East Shore 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
English Language Arts	0	0	2.2	+
Mathematics	0	0	2.2	+
Science	N/A	N/A	N/A	N/A
Social Studies	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 Educational Teacher	02/18/2020	Review Policy & Justification Form	ISD Staff
Special Education Teacher	10/24/2018	Catamaran Webinar	Other Catamaran 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

Please describe other justification:

The students that took the MiAccess are CI. They would not show any academic progress on the MStep.

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	93
Total Number of students whose IEPs currently designate MI-Access for state summative assessments in any content area	2
Projected Participation Rate	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 Director/Teacher	State Online Training Assessment Selection	03/27/2020

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

Student's IEP will be aligned with Essential Elements in order to ensure accurate academic progress is being assessed.