

## 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: Van Buren 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)	14
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)	10

## 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
11/01/2019	Training was provided by MDE (Jaquith) to VBISD and Van Buren County local school districts.
09/09/2019	Two procedural guidance documents were embedded in the Van Buren County IEP forms to guide decision making with regard to state assessments.
10/18/2019	Guidance and information sharing was provided at monthly county-wide SE Supervisor meetings.
10/01/2020	Training will be provided to all VBISD SE staff using the "Michigan Interactive Assessment Selection Guidance and Decision Making Tool" and the guidance document entitled "Should My Student Take the Alternate Assessment."
04/20/2019	A Google shared drive and training tools were developed to provided to improve participation rates.

**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
Bangor Township S/D #8	03/19/2020	VBISD has 0 districts selected, but were advised to enter in information in this form.

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

*None*

**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: **Van Buren 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
English Language Arts	81.6	67.9	66.7	-
Mathematics	80.8	68.8	69.9	+
Science	N/A	N/A	N/A	N/A
Social Studies	43.8	31.8	57.1	+

## 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
SE Administrators	11/01/2019	Training provided by MDE (Jaquith) to VBISD and Van Buren County local school districts.	MDE
SE Teachers & Ancillary Providers	09/09/2019	Two procedural guidance documents are embedded in the IEP forms and processes to guide decision making with regard to state assessments.	ISD Staff
SE Supervisor Meetings	10/18/2019	Guidance and information sharing has been provided at county-wide SE Supervisor meetings.	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	105
Total Number of students tested with MI-Access	70
Students in center-based program from outside district	105
<b>Adjusted Total</b>	0
<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	102
Total Number of students whose IEPs currently designate MI-Access for state summative assessments in any content area	62
<b>Projected Participation Rate</b>	60.8%

## 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
All SE Staff	Training will be provided to all VBISD SE staff using the "Michigan Interactive Assessment Selection Guidance and Decision Making Tool" and the guidance document entitled "Should My Student Take the Alternate Assessment."	10/01/2020

## 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: South Haven 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	2.2	1.4	1.4	No change
Mathematics	2.2	1.4	1.4	No change
Science	N/A	N/A	N/A	N/A
Social Studies	1.7	1.8	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
Principals/Teachers	11/01/2019	1% Cap participation Session	MDE
Teachers	11/22/2019	Meeting to remind teachers of requirements for students and 1% Cap	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	1006
Total Number of students whose IEPs currently designate MI-Access for state summative assessments in any content area	16
<b>Projected Participation Rate</b>	1.6%

## 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
Teachers/Principals	Continued reminders of participation requirements and interactive on line tools	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

*We continue to revisit students who currently are scheduled to take the Mi Access. We look at their educational plans, test data, and overall needs for testing. We will continue to monitor numbers as students enter and exit the district on a monthly basis; our transit population makes it harder to keep numbers in the required area.*



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

## Member District: **Bangor Public Schools (Van Buren)**

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>	1.4	1.8	1.7	-
<b>Mathematics</b>	1.4	1.8	1.7	-
<b>Science</b>	N/A	N/A	N/A	N/A
<b>Social Studies</b>	0.4	2.2	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
Special Education Teachers and Administrators	11/01/2019	John Jaquith presented 1% Cap on Participation on the Alternate Assessment	MDE
Special Education Teachers and Ancillary Providers	09/09/2019	two procedural guidance documents are embedded in the IEP forms and processes with regard to state assessments.	District Staff
Special Education Supervisors	10/18/2019	Guidance and information sharing was provided at county wide special education supervisor meeting.	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	466
Total Number of students whose IEPs currently designate MI-Access for state summative assessments in any content area	9
<b>Projected Participation Rate</b>	1.9%

## 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 Department Meeting	Presentation and training. 1% CAP data and tools for supporting assessment selection.	03/09/2020
Parents and Guardians	Present decision making guidance document to parents/guardians at IEP meeting	04/13/2020

## Resources and Technical Assistance

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

Yes  No

## Assurances

Please provide the following assurances.

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

Yes  No

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

Yes  No

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

Yes  No



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

## Member District: **Covert 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>	9.1	3.3	5.6	+
<b>Mathematics</b>	8.4	2.7	4.4	+
<b>Science</b>	N/A	N/A	N/A	N/A
<b>Social Studies</b>	6.1	3.7	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
Special Education Teachers and Administrators	01/11/2019	John Jaquith presented 1% Cap on Participation on the Alternate Assessment	MDE
Special Education Teachers and Ancillary Providers	09/09/2019	Two procedural guidance documents are embedded in the IEP forms and processes with regard to state assessments.	District Staff
Special Education Supervisors	10/18/2019	Guidance and information sharing was provided at county wide special education supervisor meeting.	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	183
Total Number of students whose IEPs currently designate MI-Access for state summative assessments in any content area	11
<b>Projected Participation Rate</b>	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 Department Meeting	Presentation and training. 1% CAP data and tools for supporting assessment selection.	03/09/2020
Parents and Guardians	Present decision making guidance document to parents/guardians at IEP meeting.	04/13/2020

## Resources and Technical Assistance

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

Yes  No

## Assurances

Please provide the following assurances.

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

Yes  No

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

Yes  No

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

Yes  No





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

## Member District: Decatur 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	1.8	1.5	2	+
Mathematics	1.8	1.5	1.8	+
Science	N/A	N/A	N/A	N/A
Social Studies	2	1.1	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 Ed Teachers, Administrators	09/25/2019	Monthly Department Meeting - Topic Which State Assessment (1% Cap) Information (materials provided by MDE training) Review of Case Studies Discussion on how to provide parents with information	ISD Staff
Secretaries, Parents	09/10/2019	Secretaries were given copies of the decision making flow chart. A copy of this flow chart is sent home with each IEP invitation.	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

Please describe other justification:

*The district operates a special education classroom for students who are identified as CI or functioning as if they are CI.*

## 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	505
Total Number of students whose IEPs currently designate MI-Access for state summative assessments in any content area	7
<b>Projected Participation Rate</b>	1.4%

## Local Plan

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

Audience	Topics and Method of Training	Date
Special Ed Staff, Administrators	Alternate Assessments Guidance - Review Documents, complete Assessment Module and review procedures for IEP teams.	02/19/2020
Parents	A copy of the Decision Making Guidance Document is attached to IEP invitations. This document will be reviewed prior to each IEP meeting.	02/19/2020

## 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: **Bloomington 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>	2.3	1.8	2.1	+
<b>Mathematics</b>	2.3	1.8	2.1	+
<b>Science</b>	N/A	N/A	N/A	N/A
<b>Social Studies</b>	1.7	2.2	2.6	+

### 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
Secondary Special Education teachers and ancillary staff	02/18/2020	Assessment Guidance, MDE Guide to State Assessment, Alternative Assessment flowchart	ISD Staff
Elementary Special Education teachers and ancillary staff	02/20/2020	Assessment Guidance, MDE Guide to State Assessment, Alternative Assessment flowchart	ISD Staff
Elementary Special Education teachers and ancillary staff	02/21/2020	Assessment Guidance, MDE Guide to State Assessment, Alternative Assessment flowchart	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	582
Total Number of students whose IEPs currently designate MI-Access for state summative assessments in any content area	13
<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
IEP teams (gen. ed. and sp. ed. staff), ancillary staff and administration	Alternative Assessment Flowchart and Alternative assessment scenarios	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: **Gobles 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>	3.3	1.4	1.2	-
<b>Mathematics</b>	2.4	0.7	1	+
<b>Science</b>	N/A	N/A	N/A	N/A
<b>Social Studies</b>	0.6	1.6	1.8	+

### 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
Middle/High School Special Education teachers and ancillary staff	02/24/2020	Alternative Assessment flowchart, Assessment Guidance document, MDE Guide to State Assessments	ISD Staff
Elementary Special Education teachers and ancillary staff	02/19/2020	Alternative Assessment flowchart, Assessment Guidance document, MDE Guide to State Assessments	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	422
Total Number of students whose IEPs currently designate MI-Access for state summative assessments in any content area	0
<b>Projected Participation Rate</b>	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
IEP teams including general education and special education teachers	Training on the use of the Alternative Assessment Flowchart and scenarios	03/30/2020

## 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: Hartford 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	0.6	0.9	+
Mathematics	1.1	0.7	0.9	+
Science	N/A	N/A	N/A	N/A
Social Studies	0.8	0.7	0.7	No change



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

## Member District: Lawrence 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	5.4	2.5	1.1	-
Mathematics	4.5	2.5	1.1	-
Science	N/A	N/A	N/A	N/A
Social Studies	5.4	2.9	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
Principals, Superintendent, Supervisor of Special Educationo	11/01/2019	ESSA 1% Cap Training	MDE
Teachers, Ancillary Staff at MS/HS	11/19/2019	1% Cap Discussion - Reviewed Data, Reviewed how to use the "Should My Student Take the Alternate Assessment" (which now auto populates on the IEP page of Accommodations and Alternative Assessment Page and discussed the option of staff to use the MDE online interactive tool.	ISD Staff
Teachers, Ancillary Staff at Elementary	11/26/2019	1% Cap Discussion - Reviewed Data, Reviewed how to use the "Should My Student Take the Alternate Assessment" (which now auto populates on the IEP page of Accommodations and Alternative Assessment Page and discussed the option of staff to use the MDE online interactive tool.	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	273
Total Number of students whose IEPs currently designate MI-Access for state summative assessments in any content area	4
<b>Projected Participation Rate</b>	1.5%

## 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
MS/HS Teachers, Ancillary Staff, Administrators	1% Cap Discussion - Review Data, Review how to use the "Should My Student Take the Alternate Assessment" (which now auto populates on the IEP page of Accommodations and Alternative Assessment Page of IEP and discuss the option of staff to use the MDE online interactive tool.	03/24/2020
Elementary Teachers, Ancillary Staff, Administrators	1% Cap Discussion - Review Data, Review how to use the "Should My Student Take the Alternate Assessment" (which now auto populates on the IEP page of Accommodations and Alternative Assessment Page of IEP and discuss the option of staff to use the MDE online interactive tool.	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**

*The IEP team members (teacher, ancillary staff and administrators) are using the "Should My Student Take the Alternate Assessment at the IEP. The parent is given a copy of the flow chart to take with them. The 1% Cap Data has been shared with all staff and ongoing training every fall will continue.*



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

## Member District: **Lawton 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	1.6	2.4	1.8	-
Mathematics	2	2.6	1.8	-
Science	N/A	N/A	N/A	N/A
Social Studies	1.6	1.8	1.3	-

### 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
Elementary Administrators/Staff	04/03/2019	Principal and staff member were led through a decision using the interactive decision making tool.	District Staff
K-12 Special Education Staff	05/17/2017	Reviewed Mi-Access Participation Data along with Strand Sheet as part of our annual Review and Improvement Process.	District Staff
Administrators	01/20/2020	Spring Assessment Meeting: All testing directors: technology, counseling, special education, building leaders were directed again to online training and use of the decision making tool and online training	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	512
Total Number of students whose IEPs currently designate MI-Access for state summative assessments in any content area	7
<b>Projected Participation Rate</b>	1.4%

## Local Plan

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



Audience	Topics and Method of Training	Date
K-12 IEP Leaders	K-12 IEP Leaders will meet to review procedures for identifying and planning for alternate assessments.	03/07/2020

## 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

## District Comments

*Due to the great variance in sizes of our classes (for example the class of 2020 had 85 students; the class of 2021 has 64) we see variances of percentages particularly as students move in and out of the tested year in high school. We continue to focus on making the most appropriate IEP team decision for each child.*



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

## **Member District: Mattawan Consolidated 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>	1.2	1.3	1.1	-
<b>Mathematics</b>	1.2	1.4	1	-
<b>Science</b>	N/A	N/A	N/A	N/A
<b>Social Studies</b>	1.2	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
SE teachers, ancillary staff and district reps	03/19/2019	Shared the interactive training tool, reviewed our district Mi-Access data and justification form via written communication.	ISD Staff
IEP team members	03/06/2020	District-wide newsletter will be sent to all IEP team members. This newsletter will include alternative assessment flowchart.	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	1966
Total Number of students whose IEPs currently designate MI-Access for state summative assessments in any content area	20
<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
Case managers	Powerpoint training MDE Decision Tree will be shared at department meetings. Our IEP documents are aligned to the alternative assessment flowchart.	03/02/2020
IEP Teams	Alternative Assessment Flowchart will be shared district-wide in Special Education Newsletter (March edition)	03/06/2020

## 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

## District Comments

*Student state assessments are decided by the IEP team on an individualized determination; not based upon program placement or eligibility. Information and training occurs throughout the school year during department meetings and written communication.*



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

## Member District: **Paw Paw 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>	2.4	1.7	1.8	+
<b>Mathematics</b>	2.3	1.8	1.8	No change
<b>Science</b>	N/A	N/A	N/A	N/A
<b>Social Studies</b>	2.6	1.2	1.2	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
SPED Teachers (grades 3-12)	11/01/2019	John Jaquith 1% CAP on Participation in the Alternate Assessment presentation at Van Buren ISD Conference Center.	MDE
Teachers and families	01/01/2019	Individual discussions are held with families at each IEP meeting regarding assessment options. Teams use the MDE help document to support decision making.	District Staff
Administrative Leadership Team	08/15/2019	Presentation of ISD and local district 1% CAP data to leadership team. Discussion around the decision-making process and parent involvement. Revisited district-level data on 8/29/19.	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

Please describe other justification:

*As part of a regional collaborative to build a continuum of programming Paw Paw Public Schools offers three high-FTE resource room programs at their Later Elementary, Middle and High Schools. These classrooms support students with complex learning needs who may complete their K-12 education with a certificate outside of the Michigan Merit Curriculum. There are seven students in these classrooms whose resident district is not Paw Paw. The students attend these programs either through school of choice (105c) or via a 1751 agreement for shared costs.*

*Below is a list of the Districts represented in these classrooms:*

- Mattawan (2)*
- Covert (1)*
- Decatur (1)*
- Lawton (1)*
- Lawrence (2)*

## 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	1144
Total Number of students whose IEPs currently designate MI-Access for state summative assessments in any content area	16
<b>Projected Participation Rate</b>	1.4%

## Local Plan

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

Audience	Topics and Method of Training	Date
Special Education Department (Teachers 6-12)	Presentation and Training: The 1% CAP data and tools for supporting assessment selection.	03/18/2020
Special Education Department (Teachers 3-5)	Presentation and Training: The 1% CAP data and tools for supporting assessment selection.	03/30/2020
Parents and Families	Handout resource: Assessment Selection-The decision and the implications	04/01/2020
Special Education Department	Zoom Video: Assessment Selection and Tools to Support IEP Teams	04/01/2020

## 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: Bangor Township S/D #8

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: Michigan Online 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:

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