

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: Bay-Arenac 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)	11
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)	4

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
08/27/2019	Assessment Selection Guidance Training Assessment Selection Interactive Decision-Making Tool BAISD policy and procedure for 1% cap professional development on the tools were done during PD days for ISD staff. TA is provided to local districts on the alternative assessment to curriculum leaders and principals monthly at ISD let principal and curriculum director meetings. Data reviews on assessments are conducted at a student level when the assessment ability is in question.

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
Pinconning Area Schools	02/07/2020	<p>use of the Interactive Decision Making Tool for each of the students who took FI this year at the each regularly scheduled IEP team meeting when the assessment is in question.</p> <p>There is only one opportunity for a date. Data is reviewed on an ongoing basis throughout the year. The MDE tools are used periodically for students when the assessment need is in question. Parent training is also offered during this time.</p>
Bay City School District	01/10/2020	<p>Concerns with the quantity of students taking the FI. The district now uses illuminate to evaluate how well the students perform on the FI assessment. Students who surpass the assessment are taken back to the IEP for a data dig on their ability resulting in the use of the assessment selection training and the decision-making tool. The district has increased its identification of appropriate assessments for students with this process.</p> <p>There is only one opportunity for a date. Data is reviewed on an ongoing basis throughout the year. The MDE tools are used periodically for students when the assessment need is in question. Parent training is also offered during this time.</p>
State Street Academy	09/01/2019	tier 3 but removed due to the limited number of students

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

On March 1 2019 the above-mentioned items were sent to the director of special education for the ISD. The ISD ensured that it created a procedure and trained the local teams on the procedure. This was done on an individual basis for teachers during IEPs when the question of the assessment needed assistance. The principals, testing administrators, curriculum leaders and superintendents were presented the information at the Sept, Oct, Nov and December ISD led curriculum council and principal meetings. An IEP workgroup of itinerant leaders was also created to received PD that they could take back to their building teams and provide education on 1% data. These meetings took place on October 14, and November 11,

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: **Bay-Arenac 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	81.3	84.1	83.9	-
Mathematics	81.3	84.9	83.9	-
Science	N/A	N/A	N/A	N/A
Social Studies	70.6	87.5	85	-

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 and itinerant staff.	09/01/2019	Beginning in the 19-20 school year ISD supervisors use the BAISD Alternative Assessment Procedures. All students within the BAISD are on the alternative assessment except students in our EI rooms. Each IEP data from the previous assessment year is reviewed. The ISD procedures and the MDE website for alternative assessments are used.	District Staff
Parents	09/01/2019	Beginning in the 19-20 school year ISD supervisors use the BAISD Alternative Assessment Procedures. All students within the BAISD are on the alternative assessment except students in our EI rooms. Each IEP data from the previous assessment year is reviewed. The ISD procedures and the MDE website for alternative assessments are used. Parents are present when there is need to discuss which assessment will be used. Each decision is unique.	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

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

Assessment Data Table	Number
Total Number of students tested overall	91
Total Number of students tested with MI-Access	87
Students in center-based program from outside district	0
Adjusted Total	91
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	88
Total Number of students whose IEPs currently designate MI-Access for state summative assessments in any content area	69
Projected Participation Rate	78.4%

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
teachers, parents and itinerant staff	continuing with the current plan ISD supervisors use the BAISD Alternative Assessment Procedures. All students within the BAISD are on the alternative assessment due to the district being a center program except students in our EI rooms. Each IEP data from the previous assessment year is reviewed. The ISD procedures and the MDE website for alternative assessments are used. Each IEP will answer the question based on data to what assessment the student will take. If there is any question the MDE website will be reviewed. There will not be one PD but PD at each of the IEP meetings with the teacher, itinerant and parent present.	02/06/2020

Resources and Technical Assistance

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

Yes No

Assurances

Please provide the following assurances.

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

Yes No

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

Yes No

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

Yes No



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

Member District: Bay-Arenac Community High School

The *Every Student Succeeds Act* (ESSA) places a 1% cap on alternate assessment (MI-Access) participation at the state level. Member districts that contribute to the state exceeding its participation cap must submit information to the Intermediate School District (ISD) justifying the need to exceed the 1% threshold. In addition, ISDs that run programs (functioning as a member district) must complete the form as a member district.

Each ISD collects information from member districts to submit to the MDE.

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

Data

Please indicate the 1% participation rate data:

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: **State Street 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	2.3	0	-
Mathematics	0	2.3	0	-
Science	N/A	N/A	N/A	N/A
Social Studies	0	12.5	0	-



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

Member District: **Arenac Eastern School District**

The *Every Student Succeeds Act* (ESSA) places a 1% cap on alternate assessment (MI-Access) participation at the state level. Member districts that contribute to the state exceeding its participation cap must submit information to the Intermediate School District (ISD) justifying the need to exceed the 1% threshold. In addition, ISDs that run programs (functioning as a member district) must complete the form as a member district.

Each ISD collects information from member districts to submit to the MDE.

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

Data

Please indicate the 1% participation rate data:

Content Area	Spring 2017 Participation Rate	Spring 2018 Participation Rate	Spring 2019 Participation Rate	Change
English Language Arts	0	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: **Au Gres-Sims 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	3.1	1.3	1.4	+
Mathematics	1.8	1.3	1.4	+
Science	N/A	N/A	N/A	N/A
Social Studies	1	0	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
Angie Anthony, Chad Zeien	02/05/2020	Goals and transition consent forms; nothing on 1% cap that we recall	ISD Staff
NA	02/01/2020	NA	Other NA

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:

We have a very small population and we had 2 kids testing MI Access, so it is easy to exceed the 1% cap.

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	224
Total Number of students whose IEPs currently designate MI-Access for state summative assessments in any content area	2
Projected Participation Rate	0.9%

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
Angie Anthony, Chad Zeien	How to complete 1% Cap justification	03/16/2020

Resources and Technical Assistance

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

Yes No

Please detail the need for additional resources and technical assistance.

Training regarding 1% alternate assessment guidelines and due dates.

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: **Standish-Sterling Community Schools**

The *Every Student Succeeds Act* (ESSA) places a 1% cap on alternate assessment (MI-Access) participation at the state level. Member districts that contribute to the state exceeding its participation cap must submit information to the Intermediate School District (ISD) justifying the need to exceed the 1% threshold. In addition, ISDs that run programs (functioning as a member district) must complete the form as a member district.

Each ISD collects information from member districts to submit to the MDE.

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

Data

Please indicate the 1% participation rate data:

Content Area	Spring 2017 Participation Rate	Spring 2018 Participation Rate	Spring 2019 Participation Rate	Change
English Language Arts	0.8	0.5	0.6	+
Mathematics	0.8	0.5	0.6	+
Science	N/A	N/A	N/A	N/A
Social Studies	1.1	0	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
administrators	11/13/2019	Review of Flowchart, Assessment Selection Guidelines Training, procedure developed by BAISD (BAISD Guidance on Alternate Assessment), and the disproportionate rates of students taking the Alternate Assessment.	ISD Staff
Special Education Teachers	10/24/2019	Review of Flowchart, Assessment Selection Guidelines Training, procedure developed by BAISD, and the disproportionate rates of students taking the Alternate Assessment.	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	794
Total Number of students whose IEPs currently designate MI-Access for state summative assessments in any content area	3
Projected Participation Rate	0.4%

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
Administrators, Special Education teachers, and parents.	The Assessment Selection Video will be reviewed again with staff and parents if they disagree with the districts testing decision. The ISD will continue to met with the district to identify if there is disproportionate rates taking the alternate assessment.	06/04/2020

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

ISD Comments (if ISD returned to district for modifications)

It is best practice for the district to adopt a procedure for 1%. The ISD has met with the supervisor of the district as well as the district this year and years previous to identify the dispro. rates. Additional BAISD has created a guidance document as a sample document for districts to create their own procedure. Please add to the local plan the elements listed here and update the section on ISD notifying district of dispro.



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

Member District: Bay City 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	1.5	1.4	-
Mathematics	1.6	1.5	1.4	-
Science	N/A	N/A	N/A	N/A
Social Studies	1.4	1.5	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
All BCPS Elementary SE Teachers	08/21/2019	How to use the Alternate assessment flow chart and when the alternate assessment is appropriate - In person Training	ISD Staff
All BCPS Admin	08/13/2019	How to use the Alternate assessment flow chart and when the alternate assessment is appropriate - In person Training	ISD Staff
All casemanagers and building admin with students on the alternate assessment	11/20/2019	Emails were sent with the most current MiAccess data and any student that attained or surpassed were highlighted. Instructions were given to engage the IEP team about a discussion on if this is the most appropriate assessment and to utilize the flow chart along with the data to make an informed decision regarding assessment for each student.	ISD Staff
Secondary SE teachers	09/30/2019	How to use the Alternate assessment flow chart and when the alternate assessment is appropriate - In person Training - Each middle school and high school were visited on separate days and casemanagers were trained on the flow chart.	ISD Staff
ISD notifying district of dispro	12/01/2019	The ISD has met with the supervisor of the district as well as the district this year and years previous to identify the dispro. rates. Additional BAISD has created a guidance document as a sample document for districts to create their own procedure	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:

Bay City Public Schools runs their own self contained CI classrooms. BCPS is the only local that runs their own self contained programming within the Bay Arenac ISD.

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	3924
Total Number of students whose IEPs currently designate MI-Access for state summative assessments in any content area	45
Projected Participation Rate	1.1%

Local Plan

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

Audience	Topics and Method of Training	Date
SE Teachers	Alternate Assessment Flow chart & Access to GE curriculum	09/30/2020
District Admin	Alternate Assessment Flow chart & Access to GE curriculum	09/30/2020
SE Teachers & Admin	MiAccess Scores from prior year, with recommendation to discuss with IEP team	11/01/2020
All BCPS teaching staff (SE & GE)	Guidance video from MDE on how to determine if the alternate assessment is appropriate	09/30/2020

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: Bangor Township Schools

The *Every Student Succeeds Act* (ESSA) places a 1% cap on alternate assessment (MI-Access) participation at the state level. Member districts that contribute to the state exceeding its participation cap must submit information to the Intermediate School District (ISD) justifying the need to exceed the 1% threshold. In addition, ISDs that run programs (functioning as a member district) must complete the form as a member district.

Each ISD collects information from member districts to submit to the MDE.

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

Data

Please indicate the 1% participation rate data:

Content Area	Spring 2017 Participation Rate	Spring 2018 Participation Rate	Spring 2019 Participation Rate	Change
English Language Arts	0.4	0.6	0.2	-
Mathematics	0.4	0.6	0.2	-
Science	N/A	N/A	N/A	N/A
Social Studies	0.2	1	0.5	-



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

Member District: **Essexville-Hampton 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	0.9	0.4	0.6	+
Mathematics	0.9	0.4	0.6	+
Science	N/A	N/A	N/A	N/A
Social Studies	0.5	0.2	0.2	No change



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

Member District: **Pinconning Area 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	1.4	0.8	-
Mathematics	1.3	1.5	0.8	-
Science	N/A	N/A	N/A	N/A
Social Studies	1	1.4	1.7	+

Professional Development Provided

Did the individualized education program (IEP) teams utilize the state guidelines for participation in the alternate assessment to make assessment participation decisions?

- Yes No

Please list professional development, informational sessions, and technical assistance provided regarding the 1% Cap and/or assessment selection and participation from January 1, 2019 to present.

Audience	Date Occurred	Topics and Method of Training	Delivered by
administrators	12/05/2019	Review of Flowchart, Assessment Selection Guidelines Training, procedure developed by BAISD (BAISD Guidance on Alternate Assessment), and the disproportionate rates of students taking the Alternate Assessment.	ISD Staff
Special Education Teachers	12/05/2019	Review of Flowchart, Assessment Selection Guidelines Training, BAISD Guidance on Alternate Assessments, and the disproportionate rates of students taking the Alternate Assessment.	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	908
Total Number of students whose IEPs currently designate MI-Access for state summative assessments in any content area	2
Projected Participation Rate	0.2%

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
Administrators, Special Education teachers, and parents	The Assessment Selection Video will be reviewed again with staff and parents if they disagree with the districts testing decision. The ISD will continue to met with the district to identify if there is disproportionate rates.	06/04/2020

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

ISD Comments (if ISD returned to district for modifications)

The plan does not include a way parents will be made of the requirements. Additionally, it is best practice for the district to adopt a procedure for 1%. The ISD has met with the supervisor of the district as well as the district this year and years previous to identify the dispro. rates. Additional BAISD has created a guidance document as a sample document for districts to create their own procedure. Please add to to local plan the two elements listed here and update the section on ISD notifying district of dispro.



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

Member District: Bay City 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	226	194	217	+
Mathematics	194	194	217	+
Science	N/A	N/A	N/A	N/A
Social Studies	94	71	81	+

Professional Development Provided

Did the individualized education program (IEP) teams utilize the state guidelines for participation in the alternate assessment to make assessment participation decisions?

- Yes No

Please list professional development, informational sessions, and technical assistance provided regarding the 1% Cap and/or assessment selection and participation from January 1, 2019 to present.

Audience	Date Occurred	Topics and Method of Training	Delivered by
Special Education Teachers	01/17/2020	1% CAP Training	District Staff
Special Education Teachers	03/27/2020	Review Alternate Testing Flowchart to determine appropriate assessment.	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

Please describe other justification:

Bay City Academy uses the Alternate Assessment Flow Chart to determine the appropriate assessment for students.

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	207
Total Number of students whose IEPs currently designate MI-Access for state summative assessments in any content area	2
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	Alternate Testing Flow Chart	03/27/2020
Special Education Teachers	1% CAP Review	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 will continue to use the Alternate Testing Flow Chart to determine the appropriate test for each student.