



STATE OF MICHIGAN  
DEPARTMENT OF EDUCATION  
LANSING

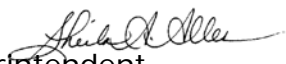
RICK SNYDER  
GOVERNOR

BRIAN J. WHISTON  
STATE SUPERINTENDENT

**MEMORANDUM**

**DATE:** September 7, 2017

**TO:** Local and Intermediate School District Superintendents  
Public School Academy Directors

**FROM:** Sheila A. Alles, Chief Deputy Superintendent  
Michigan Department of Education 

**SUBJECT:** School and District Improvement Plan Documentation Submission for  
the 2017-18 School Year

The Michigan Department of Education (MDE), in partnership with AdvancED, will continue to keep the ASSIST web-based platform open for school and district improvement plan associated document submission for the 2017-18 school year. While MDE will not be moving all districts and schools to the new eProve platform at this time, districts and schools going through the AdvancED accreditation process will be using eProve to submit their documentation associated with Engagement Reviews as directed by the AdvancED Michigan office.

All schools in Michigan will be assigned the Improvement Plan Assurance and choose the school improvement plan option as directed by their districts. These options are:

- Goals and Plans
- Abbreviated Template
- Unpacking Tool

Any of these options will meet the PA 25 requirement for the annual submission of the school improvement plan.

Single-building districts have the option of completing Goals and Plans or the Abbreviated Template. Either submission must align with and support the Consolidated Application and have sufficient detail to obtain state approval of line items for the corresponding federal grant.

Districts will complete Goals and Plans in ASSIST as they did in 2016-17.

All districts and schools will be assigned the Program Evaluation Tool.

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The School Systems Review, Self-Assessment and the District Systems Review will be available in ASSIST for schools and districts to use, but will not be assigned tasks. The Title I Diagnostics will be completed as directed by the Office of Field Services.

AdvancED has made certain tools in the eProve platform available to all ASSIST users for the 2017-18 school year. Districts and schools may use the available surveys as well as the Effective Learning Environments Observation Tool<sup>®</sup> (eleot<sup>®</sup>).

Additionally, AdvancED will work in partnership with MDE during the 2017-18 school year to provide expanded access to eProve, as well as providing training and support services for school districts with currently identified priority schools. The same access and support will also be available to school districts with priority or focus schools released from identification status during the 2016-17 school year. More information on this option will be forthcoming.

Please contact Bill Witt [wittb1@michigan.gov](mailto:wittb1@michigan.gov) or Karen Ruple [ruplek@michigan.gov](mailto:ruplek@michigan.gov) if you have any questions.

cc: Michigan Education Alliance