

## National Center on Special Education Accountability Monitoring Work Plan

State/District: Michigan Department of Education

Date Developed: September 13, 2004      Date for Review: October 2005

<p><b>Description of Concern/Need:</b>          FMIC - Component 4:          There is a need for assistance in finalizing the procedures document before going for public comment so that they are understandable, flexible, and usable. There is a need to review/examine self-assessment/self-review documents from other states – Part C. There is a need to discuss/examine/consider how the on-site visit will work for B&amp;C. There is a need to develop a method of conducting the pre-visit data/information review. There is a need for training of team members. There is a need to discuss and design corrective action/improvement planning processes.</p>		<p><b>Priority Ranking:</b></p>
<p><b>Desired Results:</b></p> <ol style="list-style-type: none"> <li>1. To have procedures completed for dissemination for public comment.</li> <li>2. To develop training materials for team members based on feedback and implementation of pilot training and monitoring.</li> <li>3. To have a corrective action/improvement process that includes incentives and sanctions.</li> </ol>	<p><b>Data Sources &amp; Description:</b></p>	
<p><b>Measurement of Results:</b></p> <ol style="list-style-type: none"> <li>1. Dissemination of document for public comment.</li> <li>2. Training method and documents.</li> </ol>	<p><b>Measurement Review Dates:</b>          April 2005          July 2005</p>	

Activities to reach results	Collaborators	Documentation of Activities	Implementation Dates
1. Review for adaptation documents from other states for pre-visit data examination.	NCSEAM Core Team Other Lead Monitors	File of documents	September 2004
2. Develop the Michigan pre-visit data examination method.	Core Team	Pre-visit checklist	December 2004
3. Refine Part C self-assessments/self-reviews based on review of documents from other states.	NCSEAM NECTAC Core Team	File of documents	April 2005
4. Determine on-site processes, including specifics of site selection and protocols. (B, C, and C/B)	Core Team Lead Monitors Sister Barbara Cline NCSEAM	Written documents	December 2004
5. Refine and develop training materials for implementation of focused monitoring.	Core Team Communications Committee CEN Sister Barbara Cline EOT&TA NCSEAM	Training materials	July 2005
6. Develop correction action/continuous improvement process that includes incentives and sanctions.	Core Team	Written process	March 2005
<b>Resources needed to reach result:</b>			

**Work Plan Developers:**

<b><u>Names:</u></b>	<b><u>Titles/Agencies:</u></b>	
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