MEMORANDUM

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

FROM: Linda Forward
    Interim Deputy Superintendent
    Education Services

SUBJECT: Alternative Education and Innovative Programs (Hours and Days)

The State School Aid Act, Section 101(9) [MCL 388.1701], permits the State
Superintendent to waive the minimum number of hours and days of pupil instruction
for alternative education programs or other innovative programs approved by the
Michigan Department of Education (MDE). This waiver can only be granted for
alternative education or innovative programs and is not intended for individual
students.

The State Superintendent will consider applications for waivers of hours for programs
that will operate for less than the required 1,098 hours and/or less than the
required 175 days during the school year. Before submitting the waiver to operate
less than the required 1,098 hours of instruction or less than the required 175
days of instruction, consider very carefully the amount of instruction time needed to
deliver the Michigan Merit Curriculum. The waiver application also allows a district to
apply for a 50 percent attendance waiver, as indicated in Section 101(3)(h).

2015-16 Application Information

The new process in 2015-16 requires the applicant to submit an application in
MEGS+. To apply for the waiver described above, the following steps will be
necessary:
Navigate to http://www.michigan.gov/alte and download/complete the following documents:

- 2015-16 Application Instructions document. **You must read this document to understand the process for submitting the application in MEGS+.

The documents must be uploaded to the *Curriculum and Instruction* Application in MEGS+ by October 2, 2015.

Please be advised that by completing this application and participating in the Waiver of Minimum Number of Hours and Days of Pupil Instruction for Alternative Education or other innovative programs, you agree to comply with the reporting requirements established by the MDE.

### 2014-15 Reporting Requirements

Any entity that received an Alternative Education/Innovative Programs (Hours and Days) Waiver in 2014-15 must complete the end of the year report. The report is in the format of a google form and can be found at: [https://docs.google.com/forms/d/1yIThz63FnG-mupgYkPWY4TdTQnPEMtWWJB4Kxx4mpo/viewform?edit_requested=true](https://docs.google.com/forms/d/1yIThz63FnG-mupgYkPWY4TdTQnPEMtWWJB4Kxx4mpo/viewform?edit_requested=true).

The report is due by July 3, 2015. **The report only applies to entities that received the waiver in 2014-15.**

A webinar regarding this report will take place on Tuesday, May 19, 2015, at 3:00 PM on Adobe Connect. The link for the webinar is: [http://remc.adobeconnect.com/hdreport1415/](http://remc.adobeconnect.com/hdreport1415/).

Participants will be able to watch and listen to the presentation through the Adobe Connect format, and can ask questions using the chat box.

If you have any questions regarding the information being requested, please contact Brian Barber or Eric Lipinski at (517) 241-6895, or email at barberb2@michigan.gov or lipinskie@michigan.gov.

cc: Michigan Education Alliance