

**Macomb ISD**  
**Intermediate School District (ISD) Plan**  
**for the Delivery of Special Education**  
**Programs and Services**

**October 2023**

# Intermediate School District (ISD) Plan for the Delivery of Special Education Programs and Services

## **Revised School Code**

Section 380.1711(1)(a) of the *Revised School Code* requires the development of an intermediate school district (ISD) plan for the delivery of special education programs and services.

## **Michigan Administrative Rules for Special Education (MARSE)**

Part 7 of the *MARSE*, rules 340.1831 through 340.1839, outlines the requirements for the development, submission, and monitoring of ISD plans. Rule 340.1832 states:

“An intermediate school district plan for special education, or any modification thereof, shall be an operational plan that sets forth the special education programs and related services to be delivered. The plan shall comply with 1976 PA 451, MCL 380.1 et seq. and these rules.”

## ISD Plan Submission

July 7, 2023

Macomb ISD

Michael DeVault, Superintendent

Pursuant to Rule 340.1835(a) of the *Michigan Administrative Rules for Special Education*, the following signature of the intermediate school district (ISD) superintendent signifies the approval by the ISD.

The signature also acknowledges and confirms the following assurance statements:

### **R 340.1832(f)**

The ISD and its constituent local educational agencies, including public school academies, assure that any personally identifiable data, information, and records of students with disabilities are collected, used, or maintained in compliance with 34 C.F.R. §§300.610 through 300.626.

### **MCL 380.1751(1)(b)**

The ISD and its constituent local educational agencies, including public school academies, assure that all copies of contracts or service agreements under section 1751(1)(b) of 1976 PA 451 are on file at the ISD.

**34 CFR § 300.111(a) and Dear Colleague Letter, December 5, 2014**

The ISD and its constituent local educational agencies, including public school academies, have child find policies and procedures in place to identify, locate, and evaluate students who are in correctional facilities who may have a disability under the IDEA and are in need of special education and related services, regardless of the severity of their disability and consistent with the State’s child find and eligibility standards. This responsibility includes students who have never been identified as a student with a disability prior to their entry into the facility.

**R 340.1758(b)**

Does the ISD and/or its constituent local educational agencies, including public school academies, operate a program for students with autism under R 340.1758(b)?

Yes    No

If yes, the following assurance statement applies:

Programs and services for students with autism are provided under R 340.1832(d)(e) of the ISD plan.

Michael DeVault  
Michael DeVault, Superintendent

03/25/2023

Pursuant to Rules 340.1835(b) of the Michigan Administrative Rules for Special Education, the following signatures indicate the involvement in the development of the Macomb ISD Plan for the Delivery of Special Education Programs and Services.

Name	Job Title	LEA/PAC	Date/Time Signed
Todd Robinson	District Superintendent	Romeo Community Schools	07/12/2023 08:47 AM
Oronde Kearney	District Superintendent	Academy of Warren	07/12/2023 09:20 AM
Michael Mitchell	District Superintendent	Arts Academy in the Woods	07/12/2023 11:33 AM
Mikelle Hillewaere	District Superintendent	Macomb Academy	07/12/2023 11:37 AM
Joshua Sobczak	District Superintendent	Huron Academy	07/12/2023 12:33 PM
Joseph Haynes	District Superintendent	Center Line Public Schools	07/12/2023 01:44 PM
Carrie Wozniak	District Superintendent	Fraser Public Schools	07/12/2023 01:44 PM
Stacey Denewith-Fici	District Superintendent	Warren Woods Public Schools	07/12/2023 01:44 PM
Mark Blaszkowski	District Superintendent	Roseville Community Schools	07/12/2023 01:45 PM

Piper Bognar	District Superintendent	Van Dyke Public Schools	07/12/2023 01:45 PM
Julian Roper	District Superintendent	Mount Clemens Community School District	07/12/2023 01:45 PM
Robert Monroe	District Superintendent	Utica Community Schools	07/12/2023 01:45 PM
Joseph DiPonio	District Superintendent	Lake Shore Public Schools (Macomb)	07/12/2023 01:46 PM
Dr. Robert Livernois	District Superintendent	Warren Consolidated Schools	07/12/2023 01:46 PM
Ron Roberts	District Superintendent	Chippewa Valley Schools	07/12/2023 01:47 PM
Ted VonHiltmayer	District Superintendent	South Lake Schools	07/12/2023 02:00 PM
Mark Weigle	District Superintendent	Prevail Academy	07/13/2023 05:53 PM
Calvin Sims	District Superintendent	Eaton Academy	07/13/2023 11:56 PM
Phil Jankowski	District Superintendent	Anchor Bay School District	07/14/2023 09:36 AM
Erik Edoff	District Superintendent	L'Anse Creuse Public Schools	07/14/2023 09:52 AM
Karl Paulson	District Superintendent	Lakeview Public Schools (Macomb)	07/14/2023 11:34 AM
Emily Breiger	District Superintendent	Rising Stars Academy	07/14/2023 01:48 PM
Hollie Stange	District Superintendent	Fitzgerald Public Schools	07/15/2023 11:11 PM
Oguzhan Yildiz	District Superintendent	Michigan Mathematics and Science Academy	07/17/2023 07:31 AM
Brian Walmsley	District Superintendent	Richmond Community Schools	07/17/2023 08:21 AM
Cheryl Puzdrakiewicz	District Superintendent	New Haven Community Schools	07/17/2023 09:00 AM
Shelley Petty	PAC Chairperson	Parental Advisory Committee	07/17/2023 01:11 PM
Michael Musary	District Superintendent	Armada Area Schools	07/18/2023 07:59 AM
Nathan Seiferlein	District Superintendent	Merritt Academy	07/18/2023 08:18 AM
Conrad Koch	District Superintendent	New Dawn Academy of Warren	07/18/2023 09:06 AM
Russ Woodruff	District Superintendent	Michigan Collegiate	07/18/2023 09:21 AM
Shanina Draughn	District Superintendent	Macomb Montessori Academy	07/18/2023 09:32 AM
Dr. Ali Bazzi	District Superintendent	Noor International Academy	07/18/2023 09:34 AM
Ken Janczarek	District Superintendent	Clintondale Community Schools	07/24/2023 11:02 AM
Metra Washington	District Superintendent	Reach Charter Academy	07/24/2023 03:46 PM
Christina Gibson	District Superintendent	Eastpointe Community Schools	07/24/2023 03:52 PM
Ashley Lesage	District Superintendent	Mt. Clemens Montessori Academy	07/25/2023 02:45 PM
Veronica Kisor	District Superintendent	Center Line Preparatory Academy	07/25/2023 07:32 PM

Damon Williams	District Superintendent	Great Oaks Academy	07/26/2023 02:06 PM
Michael DeVault	ISD Superintendent	Macomb ISD	07/27/2023 03:12 PM

## I. Public Awareness and Child Find

### **R 340.1832(a)**

A description of the procedures used by the intermediate school district to advise and inform students with disabilities, their parents, and other members of the community of the special education opportunities required under the law; the obligations of the local school districts, public school academies, and intermediate school district; and the title, address, and telephone number of representatives of those agencies who can provide information about the special education opportunities.

### **R 340.1832(b)**

A description of activities and outreach methods which are used to ensure that all citizens are aware of the availability of special education programs and services.

**The following describes the ISD procedures for locating, identifying, and evaluating students who need special education programs and services. This includes outreach efforts for individuals incarcerated in county jails as well as other lower incident placements, like residential facilities, homebound hospitalized, etc.:**

The Macomb ISD assumes primary responsibility for Child Find activities and outreach for preschool children. All local educational agencies will assume responsibility for in-school and out-of-school youth up to the age of 26 through special education programs/services and establish cooperative liaisons with other agencies and professionals who may be potential referral sources. Macomb ISD staff will coordinate Build Up activities.

Persons eligible for special education services in the Macomb Intermediate School District constituent districts may be identified through Child Find, an outreach program conducted in cooperation with constituent districts. Child Find activities are developed, implemented, and coordinated in cooperation with constituent districts, and Child Find Coordinators. Child Find and public awareness assure that the needs of students with disabilities up to 26 years of age will be met. Individuals who exhibit educational need at any age, up to age 25, may be referred. It is the joint responsibility of the constituent districts and Macomb Intermediate School District to identify persons suspected of having a disability from birth to 26 through Child Find and public awareness, including students in county jails, as well as other lower incident placements, like residential facilities, homebound hospitalized, etc.

**The following describes the ISD activities, including partnerships with community agencies, and the forms of media used in the ISD outreach efforts:**

The procedures for identifying potential school-age special education students may include review of existing school records and interagency collaboration for referral of student dropouts. Awareness information is provided through the distribution of Michigan Build Up materials, Early On Information, and Special Education Information from the Parent Handbook. Special Education evaluation procedures and processes will be distributed in the following manner.

- Annual advertisement in local newspapers or local radio
- Pre-school screenings for 3 to 5-year-old children

- Early intervention/education services
- Day Care 0 to 3-year-old children
- Area healthcare agencies, hospitals, physicians
- Community education programs
- Community mental health
- County health department
- Department of Health and Human Services
- Head Start programs
- Local educational agencies
- Community services
- Parent groups

**The following table shows special education contacts within the ISD:**

<b>Title</b>	<b>Organization</b>	<b>Address</b>	<b>Phone</b>
ISD Director	Macomb ISD	44001 Garfield Rd, Clinton Township, MI 48038	(586) 228-3458
Other	Macomb ISD	44001 Garfield Rd, Clinton Township, MI 48038	(586) 228-3463
Other	Academy of Warren	Academy of Warren 13943 E. Eight Mile Rd. Warren, MI 48089	586-552-8010
District Director	Anchor Bay School District	5201 County Line Rd, Casco MI 48064	586-648-2520
District Director	Armada Area Schools	74500 Burk St., Armada, MI 48005	586-784-2131
District Superintendent	Arts Academy in the Woods	32101 Caroline, Fraser, MI 48026	586-295-1349
Other	Arts Academy in the Woods	32101 Caroline, Fraser, MI 48026	586-294-0391
District Director	Center Line Preparatory Academy	8155 Ritter St Center Line, MI 48015	313-269-7231
Other	Center Line Preparatory Academy	8155 Ritter St Center Line, MI 48015	586-574-5500
District Director	Center Line Public Schools	26400 Arsenal Center Line MI 48015	586-510-2050
Other	Center Line Public Schools	26201 Lorraine Center Line MI 48015	586-510-2800
District Director	Chippewa Valley Schools	19120 Cass Ave. Clinton Township MI 48038	586-723-2180
District Director	Clintondale Community Schools	35100 Little Mack Clinton Township, MI 48035	586-791-6300
District Director	Clintondale Community Schools	35100 Little Mack Clinton Township, MI 48035	248-808-3361
District Director	Eastpointe Community Schools	24685 Kelly Rd. Eastpointe, MI 48021	586-533-3738
Other	Eaton Academy	Eaton Academy 22450 Universal Eastpointe, MI 48021	586-777-1519
District Director	Fitzgerald Public Schools	23200 Ryan Rd., Warren, MI 48091	586-757-4044
District Director	Fraser Public Schools	33466 Garfield Rd Fraser, MI 48026	586-439-7045
District Director	Great Oaks Academy	3850 Broadmoor Ave Grand Rapids, MI 49512	616-272-9300
Other	Huron Academy	11401 Metro Parkway Sterling Height, MI 48312	586-446-9170
Other	Huron Academy	36301 Utica Clinton Township, MI 48035	586-690-8180
Other	L'Anse Creuse Public Schools	Patricia Bayly and Nancy Supanich 24076 F.V. Pankow Blvd. Clinton Township, Michigan 48036-1304	586-783-6300
District Director	Lake Shore Public Schools (Macomb)	28850 Harper Ave St. Clair Shores, MI 48081	586-285-8610
District Director	Lakeview Public Schools (Macomb)	27575 Harper St. Clair Shores, MI 48081	586-445-4000

District Superintendent	Macomb Academy	39092 Garfield Road Clinton Township, MI 48039	586-228-2201
District Superintendent	Macomb Academy	39092 Garfield Road Clinton Township, MI 48038	586-228-2201
District Director	Macomb Montessori Academy	5251 Clyde Park Ave. SW, Wyoming, MI 49509	616-558-9216
Other	Merritt Academy	59900 Haven Ridge Rd, New Haven, MI 48048	586-749-6000
District Director	Michigan Collegiate	16911 Eastland Roseville, MI 48066	586-779-8055
Other	Michigan Mathematics and Science Academy	27300 Dequindre Warren, MI 48092	586-353-2108
District Director	Mount Clemens Community School District	155 Cass Ave Mount Clemens MI 48043	586-461-3774
Other	Mt. Clemens Montessori Academy	1080 Hampton Road Mt. Clemens, MI 48043	586-465-5545
District Director	New Dawn Academy of Warren	8200 Irving Street, Sterling Heights MI 48312	855-800-7836
Other	New Dawn Academy of Warren	8200 Irving Street, Sterling Heights MI 48312	855-800-7836
Other	New Haven Community Schools	30375 Clark Street New Haven MI 48048	586-749-5123
Other	Noor International Academy	37412 Dequindre Road Sterling Heights, MI 48310	313-632-0268
District Director	Prevail Academy	3850 Broadmoor Ave Grand Rapids, MI 49512	616-272-9300
District Director	Reach Charter Academy	3850 Broadmoor Ave Grand Rapids, MI 49512	616-272-9300
District Director	Richmond Community Schools	35276 Division Rd. Richmond, MI 48062	586-727-3565
District Superintendent	Rising Stars Academy	23855 Lawrence Center Line MI 48015	586-806-6455
District Director	Rising Stars Academy	23855 Lawrence Center Line MI. 48015	586-806-6455
District Director	Romeo Community Schools	316 N Main St, Romeo, MI 48065	586-752-0212
District Director	Roseville Community Schools	18975 Church Street Roseville, MI 48066	586-445-5675
District Director	South Lake Schools	21760 Raven, Eastpoite MI 48021	586-435-1501
District Director	Utica Community Schools	11303 Greendale, Sterling Heights, MI 48312	586-797-1020
District Director	Van Dyke Public Schools	22500 MacArthur Blvd. Warren, MI 48089	586-759-9400
Other	Warren Consolidated Schools	WCS 31300 Anita, Warren, MI 48093	586-825-2400
District Director	Warren Woods Public Schools	12900 Frazho Road Warren, MI 48089	586-439-4415



## II. Diagnostic and Related Services

### R 340.1832(c)

A description of the type of diagnostic and related services that are available, either directly or as a purchased service, within the intermediate school district or its constituent local school districts or public school academies.

### Diagnostic and Related Services

The following table displays a list of diagnostic and related services provided within the ISD:

District	Assistive Technology Consultant	Audiologist	Interpreting Services	Nurse	Occupational Therapist	Orientation and Mobility Specialist	Physical Therapist	Psychiatrist	Psychologist	School Psychologist	School Social Worker	Teacher Consultant	Teacher of Students that are Deaf or Hard of Hearing	Teacher of Students with Speech & Language Impairment or a Speech & Language Pathologist	Teacher of Students with Visual Impairment
Macomb ISD	✓	✓	✓	✓	✓	✓	✓	✓		✓	✓	✓		✓	
Academy of Warren		✓			✓	✓	✓	✓		✓	✓			✓	
Anchor Bay School District	✓	✓	✓	✓	✓		✓	✓		✓	✓	✓		✓	
Armada Area Schools		✓			✓	✓	✓	✓		✓	✓	✓		✓	✓
Arts Academy in the Woods		✓			✓	✓	✓	✓		✓	✓	✓		✓	
Center Line Preparatory Academy		✓			✓		✓	✓		✓	✓			✓	
Center Line Public Schools	✓	✓			✓		✓	✓		✓	✓	✓		✓	
Chippewa Valley Schools	✓	✓	✓	✓	✓	✓	✓	✓		✓	✓	✓		✓	
Clintondale Community Schools	✓	✓			✓	✓	✓	✓		✓	✓	✓		✓	
Eastpointe Community Schools	✓	✓			✓	✓	✓	✓		✓	✓	✓		✓	
Eaton Academy		✓			✓	✓	✓	✓		✓	✓			✓	
Fitzgerald Public Schools	✓		✓		✓	✓	✓	✓		✓	✓	✓		✓	
Fraser Public Schools	✓	✓			✓	✓	✓	✓		✓	✓	✓		✓	
Great Oaks Academy		✓			✓	✓	✓	✓		✓	✓			✓	
Huron Academy	✓	✓	✓		✓	✓	✓	✓		✓	✓	✓		✓	✓
L'Anse Creuse Public Schools	✓	✓			✓	✓	✓	✓		✓	✓	✓		✓	
Lake Shore Public Schools (Macomb)	✓	✓			✓	✓	✓	✓		✓	✓	✓		✓	
Lakeview Public Schools (Macomb)	✓	✓	✓		✓	✓	✓	✓		✓	✓	✓	✓	✓	
Macomb Academy	✓	✓			✓	✓	✓	✓		✓	✓	✓		✓	

Macomb Montessori Academy		✓	✓		✓	✓	✓	✓		✓	✓			✓	
Merritt Academy		✓			✓	✓	✓	✓		✓	✓			✓	
Michigan Collegiate		✓			✓		✓	✓		✓	✓			✓	✓
Michigan Mathematics and Science Academy	✓	✓			✓	✓	✓	✓		✓	✓			✓	
Mount Clemens Community School District	✓	✓			✓	✓	✓	✓		✓	✓	✓		✓	
Mt. Clemens Montessori Academy		✓			✓	✓	✓	✓		✓	✓			✓	
New Dawn Academy of Warren		✓	✓		✓	✓	✓	✓		✓	✓	✓		✓	
New Haven Community Schools	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓		✓	
Noor International Academy		✓	✓		✓		✓	✓		✓	✓			✓	
Prevail Academy		✓			✓	✓	✓	✓		✓	✓			✓	
Reach Charter Academy		✓			✓	✓	✓	✓		✓	✓			✓	
Richmond Community Schools	✓	✓			✓	✓	✓	✓		✓	✓	✓		✓	
Rising Stars Academy		✓			✓	✓	✓	✓			✓			✓	
Romeo Community Schools	✓	✓		✓	✓	✓	✓	✓		✓	✓	✓		✓	
Roseville Community Schools		✓	✓		✓	✓	✓	✓		✓	✓	✓	✓	✓	
South Lake Schools		✓			✓	✓	✓	✓		✓	✓	✓		✓	
Utica Community Schools	✓	✓	✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	
Van Dyke Public Schools	✓	✓		✓	✓	✓	✓	✓		✓	✓	✓		✓	
Warren Consolidated Schools	✓	✓	✓		✓	✓	✓	✓		✓	✓	✓		✓	
Warren Woods Public Schools	✓	✓	✓	✓	✓	✓	✓	✓		✓	✓	✓		✓	

**Other Provider/Service added**

### III. Special Education Programs and Services

**R 340.1832(d)**  
A description of the special education programs designed to meet the educational needs of students with disabilities.

**R 340.1832(e)**  
The intermediate school district plan shall either describe special education programs and services under part 3 of these rules or shall propose alternative special education programs and services.

**R 340.1832(g)**  
The identity of the full- or part-time constituent local school district or public school academy administrator who, by position, is responsible for the implementation of special education programs and services.

# Programs or Services

The following table displays programs and services provided within the ISD.

District	Severe cognitive impairment	Moderate cognitive impairment	Mild cognitive impairment	Emotional impairment	Deaf or hard of hearing	Visual impairment	Physical impairment or other	Speech & language impairment	Homebound and hospitalized	Specific learning disabilities	Severe multiple impairments	Teacher consultant services	Elementary level resource	Secondary level resource	Early childhood programs	Early childhood Services	Severe language impairments	Juvenile detention facilities	Autism spectrum disorder	Alternate Program, Option 2	Birth to three	Incarcerated youth jail
Macomb ISD	✓	✓		✓				✓		✓									✓	✓	✓	
Academy of Warren							✓	✓				✓										
Anchor Bay School District			✓	✓			✓	✓				✓	✓	✓	✓							
Armada Area Schools							✓	✓				✓	✓	✓	✓							
Arts Academy in the Woods							✓	✓				✓	✓	✓								
Center Line Preparatory Academy							✓	✓				✓	✓									
Center Line Public Schools			✓				✓	✓				✓	✓	✓	✓	✓						
Chippewa Valley Schools			✓				✓	✓				✓	✓	✓	✓							
Clintondale Community Schools							✓	✓				✓	✓	✓	✓	✓						
Eastpointe Community Schools			✓				✓	✓				✓	✓	✓	✓							
Eaton Academy							✓					✓	✓	✓								
Fitzgerald Public Schools			✓				✓	✓				✓	✓	✓	✓							
Fraser Public Schools			✓				✓	✓				✓	✓	✓	✓		✓					
Great Oaks Academy							✓	✓				✓	✓									
Huron Academy							✓	✓				✓	✓	✓								
L'Anse Creuse Public Schools			✓	✓			✓	✓				✓	✓	✓	✓	✓		✓				✓
Lake Shore Public Schools (Macomb)		✓	✓				✓	✓				✓	✓	✓	✓							
Lakeview Public Schools (Macomb)					✓		✓	✓				✓	✓	✓	✓	✓						
Macomb Academy		✓					✓	✓														
Macomb Montessori Academy							✓	✓				✓	✓									
Merritt Academy							✓	✓				✓	✓									
Michigan Collegiate							✓	✓				✓	✓									
Michigan Mathematics and Science Academy							✓	✓				✓	✓	✓								
Mount Clemens Community School District							✓	✓				✓	✓	✓	✓							
Mt. Clemens Montessori Academy							✓	✓				✓										
New Dawn Academy of Warren							✓	✓				✓										
New Haven Community Schools							✓	✓				✓	✓	✓	✓							

Noor International Academy		✓				✓	✓			✓	✓	✓						
Prevail Academy						✓	✓			✓	✓							
Reach Charter Academy						✓	✓			✓	✓							
Richmond Community Schools		✓				✓	✓		✓	✓	✓	✓						
Rising Stars Academy	✓	✓				✓	✓											
Romeo Community Schools		✓				✓	✓		✓	✓	✓	✓						
Roseville Community Schools		✓	✓			✓	✓		✓	✓	✓	✓						
South Lake Schools		✓				✓	✓		✓	✓	✓	✓	✓					
Utica Community Schools		✓	✓	✓		✓	✓	✓		✓	✓	✓	✓	✓				
Van Dyke Public Schools		✓				✓	✓	✓		✓	✓	✓	✓					
Warren Consolidated Schools	✓	✓	✓			✓	✓			✓	✓	✓	✓					
Warren Woods Public Schools		✓				✓	✓	✓		✓	✓	✓	✓	✓	✓			

The following table displays virtual programming options within the ISD:

District Name	Virtual Option	Grade Levels	Enrollment Type
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## Alternative Program or Service

The following tables display the alternative programs or services provided by the ISD and Districts.

### Option 1: Modification of a Part 3 Rule

Please Note: Only the portion of the rule being modified is listed, the remainder of the rule will be fully implemented.

Rule # for Program or Service	Description of the Change in Program or Service
R 340.1738	Programs for students with Severe Cognitive Impairment (SCI): Consist of one teacher and three aides with 15 students. The third aide is assigned with the 13th student.
R 340.1741	Emotionally Impaired Program: One teacher with 1-2 aides to serve 12 students in a classroom at any one time with the total number of students on the teachers caseload to be no more than 15 different students. No more than 12 students can be in the room at any one time; an aide will be assigned when the 11th student is added.
R 340.1742	Deaf and Hard of Hearing: Caseload of 12 with no more than seven students at one time at the elementary level. A caseload of 12 with not more than 10 students at one time at the secondary level.
R 340.1739	Programs for Students with Moderate Cognitive Impairments: Post-Secondary programs or services for students with an IEP (18 and older) who are in Post-Secondary programs or services will modify R340.1739(b) under the caseload provisions of this rule. R 340.1739: 3 instructional aides for a maximum of 30 students with not more than 10 students per aide, or one teacher and one aide for a maximum of 15 students at one time. A second aide will be required with the addition of the 16th student and a third aide with the addition of the 21st student. This applies to LEAs, PSAs and/or the ISD which may provide transition services via a consortium agreement(s) for certificate of completion post-secondary students.
R 340.1744	Programs for students with Physical Impairment or Other Health Impairment: A total of 12 students in the classroom at any one time with the addition of an aide while maintaining the maximum caseload for the specific teacher at not more than 15 different students. The aide will be added with the 11th student.
R 340.1745	Services for students with Speech and Language Impairment: Maximum caseload at 60 students with no more five additional under evaluation.
R 340.1748	Severe Multiple Impairments Program: Provide 1 teacher and 2 instructional aides for a maximum of 10 students.
R 340.1749a	Elementary Resource Program: Maximum of 15 students at any one time, with a caseload of 23 students.
R 340.1749b	Secondary Resource Program: Maximum of 15 students at any one time, with a caseload of 25.
R 340.1749c	Departmentalization of Special Education Programs: An average of 13 students per class period per instructional day, with not more than 15 at one time.
R 340.1756	Programs for students with Severe Language Impairment: An aide to assist with the increased class size will be assigned with the addition of the 12th student. Maximum number of students at any one time is 12 students.
R 340.1758	Programs for students with Autism Spectrum Disorder: ASD elementary or secondary classroom programs class size consists of an ASD teacher, 8 students, and 2 instructional aides. The second aide will be added with the 6th student. The IEPT will describe its consideration of the ability of the student with autism to function in the placement determined, in the context of class size and student-to-staff ratio.
R 340.1749	The teacher consultant shall carry an active caseload of not more than 30 students with disabilities. All students served under this rule shall be counted as part of the caseload. In establishing the caseload, consideration shall be given to time for all of the following: (a) instructional services, (b) evaluation, (c) consultation with special and general education personnel, (d) report writing, (e) travel.
R 340.1754	Early Childhood Special Education Program - Not more than 14 students for 1 teacher and 1 aide at any one time, and the teacher shall carry an active caseload of not more than 28 different students.
R 340.1733	All other Special Education Programs (Autism Spectrum Disorder, Emotional Impairment, Moderate Cognitive Impairment) which have students under 16 years of age and which are operated in separate facilities shall not exceed a 5-year age span at any one time.

## Option 2: Alternate Program

<b>Macomb ISD</b>		
<b>District(s) Operating the Alternate Programs</b>		
Macomb Intermediate School District		
<b>Program Name</b>		<b>Student Population Served</b>
Teacher Specialist for VI		Students that need VI services.
<b>Role of Teachers or Service Providers</b>		
<p>Teacher Specialist will perform the duties: • Provide large-type or braille texts, supplementary materials, educational aids, and equipment needed in a timely manner to ensure a student with a visual impairment’s maximum participation in all classroom activities. • Create and adapt accessible materials. • Provide braille instruction and assessment for students with a visual impairment. • Model appropriate techniques for providing effective instructional strategies for students with a visual impairment. • Conduct functional vision assessments, learning media assessments, and other vision related assessments to determine a student's visual function, reading medium, and skill level. • Provide written reports based on aggregated assessment data. • Collaborate with teachers, support staff, parents, paraprofessionals and students with visual impairments to provide useful technological and vision information. • Identify and coordinate accommodations and modifications of school environment for students with a visual impairment to obtain access to general education curriculum. • Consult regularly with the classroom teacher, other general and special education personnel, parents, and others to coordinate programs and services for students who are visually impaired. • Evaluate, select, and maintain appropriate adaptive technology used by students who are visually impaired in a school setting. • Assist teachers and school staff on the use of equipment and adaptations to accommodate the needs of students with visual impairments. • Coordinate appropriate services with outside agencies.</p>		
<b>Certification and/or endorsement of the teachers and service providers</b>		
<p>An individual may be employed under VI specialist when either currently endorsed in visual impairment, pursuant to R 340.1799b or working toward an endorsement in the area of assignment and possessing 1 of the following 3 requirements: 1. a masters’ degree, 2. a minimum of 3 years teaching experience, not less than 2 years of which are in special education, 3. MDE teacher consultant approval.</p>		
<b>Maximum Caseload of Teachers and Providers</b>		
30		
<b># of Students Allowed in Attendance in the Alternative Program at one time, if applicable</b>	<b>Average # of Students per Instructional Period if Alternative Program is Departmentalized and Differs from R 340.1749(c).</b>	<b>Student/Paraprofessional Ratio in Each Program/Service Unit, if applicable</b>

<b>Macomb ISD</b>		
<b>District(s) Operating the Alternate Programs</b>		
Macomb Intermediate School District		
<b>Program Name</b>		<b>Student Population Served</b>
Teacher Specialist for DHH		Students that need DHH services.
<b>Role of Teachers or Service Providers</b>		
<p>The teacher specialist will perform the duties: • Evaluate students suspected of being a student who is deaf or hard of hearing. • Provide assessments for data driven goal development. • Model instructional techniques and provide consultation in all content areas. • Collaborate with staff members in developing instructional goals, objectives, and teaching methods. • Provide consultation and direct services to students who are deaf or hard of hearing from birth to age 26. • Consult with teachers, parents, administrations and support staff on behalf of students who are deaf or hard of hearing. • Assess, coordinate, use, manage, and monitor equipment and materials. Understand specialized auditory and visual technologies that enhance educational access and achievement. • Provide assistance to teachers and professionals regarding appropriate modifications and adaptations necessary to enhance academic achievement for students who are deaf or hard of hearing. • Coordinate appropriate services with outside agencies. • Establish and maintain cooperative relationships with parents. • Provide consultation and services in secondary education settings to facilitate transition to post-secondary school or work. • Communicate directly and effectively with students on an instructional level. • Assist students to be self-advocates.</p>		

<b>Certification and/or endorsement of the teachers and service providers</b>		
An individual may be employed under DHH specialist when either currently endorsed in deaf or hard of hearing, pursuant to R 340.1799c or working toward an endorsement in the area of assignment and possessing 1 of the following 3 requirements: 1. a masters' degree, 2. a minimum of 3 years teaching experience, not less than 2 years of which are in special education, 3. MDE teacher consultant approval.		
<b>Maximum Caseload of Teachers and Providers</b>		
30		
<b># of Students Allowed in Attendance in the Alternative Program at one time, if applicable</b>	<b>Average # of Students per Instructional Period if Alternative Program is Departmentalized and Differs from R 340.1749(c).</b>	<b>Student/Paraprofessional Ratio in Each Program/Service Unit, if applicable</b>

<b>Macomb ISD</b>		
<b>District(s) Operating the Alternate Programs</b>		
Macomb Intermediate School District		
<b>Program Name</b>	<b>Student Population Served</b>	
Social Worker Specialist	Students that need social work services	
<b>Role of Teachers or Service Providers</b>		
<p>The Social Worker Specialist under the supervision of a fully approved School Social Worker can:</p> <ul style="list-style-type: none"> <li>• Consult with qualified IEP and MET team members including conducting observations and providing input regarding individual student needs.</li> <li>• Participate in the development of a written and oral report to the IEP and MET teams detailing the results of the evaluation, including gathering and analyzing data. The interpretation and recommendation must be conducted by the School Social Worker.</li> <li>• Identify problems and situations interfering with the ability of children to make optimal use of the educational experience and identify appropriate goals and objectives based on individual student needs.</li> <li>• Serve as consultant to school staff and parents in altering situations adversely affecting the personal, social emotional, and academic development of children, including the development, coordination and staff training for Positive Behavioral Support Plans.</li> <li>• Maintain appropriate records and reports including but not limited to, service documentation, student progress toward goals.</li> <li>• Conduct functional behavioral assessments.</li> <li>• Coordinate and develops resources within and outside the school system for use by children, their families and school personnel.</li> <li>• Provide direct therapy and intervention services, including crisis intervention.</li> <li>• Use data-based decision making to lead a problem-solving model in dealing with student academic and behavioral concerns.</li> </ul> <p>The Social Worker Specialist cannot:</p> <ul style="list-style-type: none"> <li>• Serve as a MARSE required member of the MET and IEP teams in the identification of a disability and development of supports and/or services to enable a qualifying student to learn as effectively as possible in his or her educational program.</li> </ul>		
<b>Certification and/or endorsement of the teachers and service providers</b>		
An individual may be employed under the social work specialist with at least all the following: <ul style="list-style-type: none"> <li>• A Michigan Licensing and Regulatory Affairs (LARA) licensed bachelor level social worker</li> <li>• Be enrolled in a Master of Social Work, with a school social work approval program at an accredited university.</li> <li>• Work under the direct supervision of the local district Administrator of Special Education Programs.</li> <li>• Must be supervised by a Michigan LARA licensed master level social worker with full approval as a school social worker</li> <li>• Must make progress toward the Social Work master's degree each year by successfully fulfilling the university obligations to remain in the program.</li> <li>• Candidates must complete the master's program in 3 years and receive temporary approval as a school social worker (unless there are unforeseen university delays, such as cancelling a scope and sequence required course).</li> </ul>		
<b>Maximum Caseload of Teachers and Providers</b>		
50 students including those under evaluation.		
<b># of Students Allowed in Attendance in the Alternative Program at one time, if applicable</b>	<b>Average # of Students per Instructional Period if Alternative Program is Departmentalized and Differs from R 340.1749(c).</b>	<b>Student/Paraprofessional Ratio in Each Program/Service Unit, if applicable</b>

## IV. Paraprofessional Qualifications

### **R 340.1832(h)**

A description of the qualifications of paraprofessional personnel.

### **R 340.1793 Paraprofessional personnel; qualifications.**

Paraprofessional personnel employed in special education programs shall be qualified under requirements established by their respective intermediate school district plan.

Paraprofessional personnel include, but are not limited to, teacher aides, health care aides, bilingual aides, instructional aides, and program assistants in programs for students with cognitive impairment or severe multiple impairments.

### **The following are the minimal requirements for paraprofessionals.**

All paraprofessionals employed in special education shall, at a minimum, be high school graduates, or equivalent, and also meet any specific requirements established by the employing LEA/PSA. Paraprofessional personnel must also meet any applicable state or federal requirements.

## V. Transportation

### **R 340.1832(i)**

A description of the transportation necessary to provide the special education programs and services described in subdivisions (c), (d), and (e) of this subrule.

### **The following public agency has responsibility for the transportation services needed to provide the programs and services described in Sections II and III of the ISD plan.**

The ISD and LEAs both provide transportation.



## VI. Millage Fund Distribution

### **R 340.1832(j)**

A description of the method of distribution of funds under R 340.1811(5).

### **R 340.1811**

(1) Only those programs and related services provided under a department-approved intermediate school district plan and approved for reimbursement by the department shall be eligible for reimbursement from funds generated by adoption of millage under sections 1723 and 1724 of 1976 PA 451, MCL 380.1723 and 380.1724.

(2) If intermediate school district special education tax funds are insufficient to reimburse constituent claims in full, then a like percentage of the claim shall be paid for support of each program and service to each constituent district. Claims for operation of special education programs and services available to all constituent local school districts or public school academies may be reimbursed in full before any prorated payment which may become necessary for other programs and services.

(3) Current intermediate school district special education tax funds need not be used to offset operational claim deficits from prior years.

(4) Amounts may be retained by the intermediate school district for required cash flow purposes not to exceed 1 year's operational expenses for the purpose of maintaining special education programs and services operated by the intermediate school district.

(5) Intermediate school districts shall submit the desired method for the distribution of funds to the intermediate school district, its constituent local school districts, and public school academies and the reasons therefor for approval as part of the intermediate school district plan required under section 1711 of 1976 PA 451, MCL 380.1711.

### **R 340.1812**

(1) Costs for the operation of special education programs and services by the intermediate school district, available to all constituent local school districts and public school academies, may be reimbursed in full before the reimbursement of local districts from funds generated by adoption of millage under sections 1723 and 1724 of 1976 PA 451, MCL 380.1723 and 380.1724.

(2) If intermediate school district special education personnel offer direct services to students with disabilities in some but not all constituent local school districts or public school academies, and if prorated payment of constituent local school district or public school academy operational claims is necessary, then the per capita deficit for each student served shall be paid by the school district of residence or a direct charge shall be made to the constituent local school district based on the amount of deficit and the proportion of time the constituent local school district or public school academy received the service from the intermediate school district.

**The following is the method of distribution for millage funds in the ISD that meets the requirements of R 340.1811 and R 340.1812.**

Special Education Millage Funds will only be used to provide special education programs and services for students who are residents of the Macomb Intermediate School District. Special education funds will be appropriated in the following priority in accordance with the Macomb Intermediate School District's approved budget:

1. Full reimbursement for special education programs and services provided by the Macomb Intermediate School District.
2. Full reimbursement for Macomb Intermediate School District center programs, and for locally operated center programs.
3. Full reimbursement of room rental for facilities used for special education classrooms.
4. If additional Special Education Millage Funds are available after funding the previous three items, the Macomb Intermediate School District will determine which of the following methodologies will be used to reimburse local districts for the cost of providing special education programs within those local districts.
  - i. Special Education Millage Funds may be dispersed to constituent local districts/PSAs based on a prorated share of the total number of student Special Education FTE on the previous school year's fall count that are MISD resident special education students.
  - ii. Special Education Millage Funds may be dispersed to constituent local districts/PSAs based on a prorated share of the previous school year's unreimbursed special education costs. This would be based on the total special education expenditures as reported to the Macomb Intermediate School District on the State's DS 4096 and DS 4094 Special Education Cost Reports, reduced by the Special Education funding, excluding the Special Education Foundation portion.
  - iii. A combination of options a & b above.

In the event center program added costs of priorities 1 and 2 above are not appropriated at a 100% funding level (combined funding of Section 52 and Special Education Millage), the Macomb Intermediate School District will determine which of the following methodologies will be used to charge constituent local districts/PSAs districts:

1. Prorating the total unfunded balance by the total number of Center Program FTE memberships as of fall state count day.
2. Prorating the total unfunded balance by the constituent local districts/PSAs share of the previous school year's unreimbursed special education costs (as outlined in 4.b above).
3. Prorating the total unfunded balance by the total number of all Special Education FTE memberships as of fall state count day.
4. Charging constituent districts, a prorated share of the unfunded costs of students attending center programs, excluding SXI and SCI program students.
5. A combination of the above options.

These charges shall be paid to the Macomb Intermediate School District for distribution and shall be an integral part of the budgeting process.

\*\*\*No local educational agency or charter school will receive more than 100% of the previous school year's total special education expenditures as reported to the Macomb Intermediate School District on the State's DS 4096 special education final cost report.

## VII. Parent Advisory Committee (PAC)

### **R 340.1832(k)**

A description of how the intermediate school district will appoint the parent advisory committee members under R 340.1838(1) and (2).

### **The following is the ISD's process for appointing PAC members in accordance with R 340.1838(1) and (2).**

The Macomb ISD is responsible for ascertaining recommendations for PAC membership from Boards of Education and Boards of Directors. Each local Board of Education or Board of Directors is responsible to nominate at least one qualified parent and, at its discretion may nominate one additional member as an alternate. The MISD may appoint additional members, not to exceed 33.33% of the total Parent Advisory Committee.

### **PAC Participation and Additional Responsibilities**

#### **R 340.1832(l)**

A description of the role and responsibilities of the parent advisory committee, including how it shall participate in the cooperative development of the intermediate school district plan, formulate objections thereto, if any, and other related matters.

#### **R 340.1836 (1)**

Any constituent local school district, public school academy, or the parent advisory committee may file objections with the intermediate school district, in whole or in part, to an approved intermediate school district plan or a plan modification that has been submitted to the superintendent of public instruction for approval. Copies of an objection to the plan shall, within 7 calendar days, be directed to the department by the intermediate school district board of education and to all constituent local school districts, public school academies, and the parent advisory committee by certified mail, return receipt requested. Objections filed shall specify the portions of the intermediate school district plan objected to, contain a specific statement of the reasons for objection, and shall propose alternative provisions.

### **The following describes how the PAC participates in the development of the ISD Plan.**

The Macomb ISD Special Education Plan and any amendments to such shall be coordinated and shared with the PAC. It shall be the responsibility of the Assistant Superintendent of Special Education or his/her designee to assure that the PAC representatives are provided with copies of the current MISD Special Education Plan, subsequent proposed amendments and/or deviation requests.

**The following describes how the PAC may file an objection to the ISD plan in accordance with R 340.1836(1).**

In accordance with R 340.1836(1), the PAC may submit objections to the PAC leadership team. The PAC leadership team will then provide any objections in whole or in part to administration. Administration will then ensure timelines and procedures are met in accordance with the rule.

If the PAC representatives directs that PAC leadership by majority vote, an objection to the plan may be filed according to the procedures specified in Rule 340.1836 of the *Michigan Administrative Rules for Special Education*

### **Administrative Support for the PAC**

**R 340.1832(m)**  
A description of the role and relationship of administrative and other school personnel, as well as representatives of other agencies, in assisting the parent advisory committee in its responsibilities.

**The following administrator(s) act as the main support assisting the PAC with fulfilling its duties as described in the ISD plan.**

<b>Agency/Organization</b>	<b>Title</b>	<b>Role and Relationship to the PAC</b>
Macomb ISD	Director of Special Education Management Services	Advisor to the PAC
Macomb ISD	Assistant Superintendent for Special Education and Student Services	Advisor to the PAC

### **Additional Support for the PAC**

See **R 340.1832(n)** in the MARSE concerning the additional support for the PAC.

**R 340.1832(n)**  
A description of the fiscal and staff resources that shall be secured or allocated to the parent advisory committee by the intermediate school district to make it efficient and effective in operation.

**The following ISD positions assist with PAC activities.**

Administrative Assistant for Director of Special Education Management Services

**The following resource types are available to assist the PAC.**

- Financial Resources (conference expenses for PAC members, awards and recognition, events for parents and children)
- Building use and meeting space

## VIII. Surrogate Parents

### **34 CFR §300.519(a)(b)**

General. Each public agency must ensure that the rights of a child are protected when— (1) No parent (as defined in § 300.30) can be identified; (2) The public agency, after reasonable efforts, cannot locate a parent; (3) The child is a ward of the State under the laws of that State; or (4) The child is an unaccompanied homeless youth as defined in section 725(6) of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11434a(6)). (b) Duties of public agency. The duties of a public agency under paragraph (a) of this section include the assignment of an individual to act as a surrogate for the parents. This must include a method— (1) For determining whether a child needs a surrogate parent; and (2) For assigning a surrogate parent to the child.

**The following public agencies are responsible for maintaining a pool of surrogate parents.**

ISD

**The following public agencies are responsible for providing training to potential surrogate parents.**

ISD