

Written Procedure to Ensure School-Level Decision Making Authority for Program Implementation

A school-level decision-making authority must exist for the design of the Section 31a program. This procedure ensures that all stakeholders have involvement in the design of the 31a program. Each school building, in the district, will have a School Improvement Team. This team will include the building principal, at least one (1) teacher from each grade level, and content area representatives. Each building will work on adding a parent to their School Improvement Team, as appropriate. The School Improvement Team shall perform monthly duties addressing School Improvement initiatives and programs, including Section 31a. Identified staff members will also participate in district-wide and school-wide program design for a Multi-Tiered System of Support (MTSS). This program will be implemented for students in grades BK-5.

The Section 31a Director/Director of State and Federal Programs will ensure that funds are allocated appropriately through the guidelines of the Michigan Department of Education and the Office of Field Services.