



STATE OF MICHIGAN
DEPARTMENT OF EDUCATION
LANSING

GRETCHEN WHITMER
GOVERNOR

MICHAEL F. RICE, Ph.D.
STATE SUPERINTENDENT

MEMORANDUM

DATE:

TO: State Board of Education

FROM: Michael F. Rice, Ph.D.
State Superintendent

SUBJECT: Report on the Approved Changes to Huron ISD Plan for the Delivery of
Special Education Programs and Services

Pursuant to Section 380.1711 of the Revised School Code of 1976, the intermediate school board shall develop, establish and continually evaluate and modify in cooperation with its constituent districts, a plan for special education that provides for the delivery of special education programs and services. The plan shall coordinate the special education programs and services operated or contracted for by the constituent districts and shall be submitted to the superintendent of public instruction for approval.

The Office of Special Education has reviewed, and I have granted approval of the Huron ISD plan for Delivery of Special Education Programs and Services. See Attachment A for a summary of the changes.

STATE BOARD OF EDUCATION

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Summary of Changes to the Huron ISD Plan for Delivery of Special Education Programs and Services

Attachment A

<i>Content Requirement(s)</i>	<i>Change(s)</i>
Section I. Public Awareness and Child Find: R 340.1832(a)(b)	<ul style="list-style-type: none"> • No change
Section II. Diagnostic and Related Services: R 340.1832(c)	<ul style="list-style-type: none"> • No change
Section III. Special Education Programs and Services: R 340.1832(d)(e)(g)	<ul style="list-style-type: none"> • Updated programs and services within the ISD.
Section IV. Paraprofessional Qualifications: R 340.1832(h)	<ul style="list-style-type: none"> • No change
Section V. Transportation: R 340.1832(i)	<ul style="list-style-type: none"> • No change
Section VI. Millage Fund Distribution: R 340.1832(j)	<ul style="list-style-type: none"> • No change
Section VII. Parent Advisory Committee (PAC): R 340.1832(k)-(n):	<ul style="list-style-type: none"> • No change
Section VIII. Surrogate Parents: SBE Surrogate Parent Policy (9-8-08)	<ul style="list-style-type: none"> • No change

January 31, 2022

Nancy Lubeski
Huron ISD
1299 South Thomas Rd Ste 1
Bad Axe, MI 48413-9730

Dear Superintendent Lubeski:

I am pleased to inform you that the modifications to Huron ISD Intermediate School District Plan for the Delivery of Special Education Programs and Services (Plan) have been approved.

The approval of your Plan modifications is an authorization for your educational service agency and constituent districts to receive reimbursement under the state School Aid Act. This action has been taken on the assumption that your educational service agency and constituent districts will provide special education programs and services in accordance with state and federal regulations. This authorization does not preclude the Michigan Department of Education (Department) from requesting clarification on items contained within your Plan as the need arises.

If your Plan includes programs and services under Rule 340.1832(e) of the Administrative Rules for Special Education, please allow for the disaggregation of student educational performance data (for students receiving such programs and services), minimally that which is maintained on all students under the Individuals with Disabilities Education Act and the Elementary and Secondary Education Act. This disaggregation will allow all parties to evaluate the effectiveness of program and service offerings.

Please inform the superintendents of your constituent districts and the chairperson of the Parent Advisory Committee that your Plan modifications have been approved.

Sincerely,

Michael F. Rice, Ph.D.
State Superintendent

c:

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

January 2022

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 9, 2021

Huron ISD

Nancy Lubeski, 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.

Nancy Lubeski
Nancy Lubeski, Superintendent

06/30/2021

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 Huron ISD Plan for the Delivery of Special Education Programs and Services.

Name	Job Title	LEA/PAC	Date/Time Signed
Joseph Candela	District Superintendent	Ubyly Community Schools	10/14/2021 01:27 PM
Terri Falkenberg	District Superintendent	Owendale-Gagetown Area School District	10/14/2021 02:30 PM
Wayne Keim	District Superintendent	Elkton-Pigeon-Bay Port Laker Schools	10/14/2021 03:34 PM
Gregory Newland	District Superintendent	Bad Axe Public Schools	10/15/2021 09:08 AM
Sue Lange	PAC Chairperson	Parental Advisory Committee	10/21/2021 06:21 AM
Nancy Lubeski	District Superintendent	Sigel Township S/D #3F	10/22/2021 02:17 PM
Nancy Lubeski	District Superintendent	Verona Township S/D #1F	10/22/2021 02:20 PM
Nancy Lubeski	ISD Superintendent	Huron ISD	10/22/2021 02:20 PM
Nancy Lubeski	District Superintendent	Colfax Township S/D #1F	10/22/2021 02:21 PM

Nancy Lubeski	District Superintendent	Church School District	10/22/2021 02:21 PM
Nancy Lubeski	District Superintendent	Sigel Township S/D #4F	10/22/2021 02:22 PM
Martin Prout	District Superintendent	North Huron School District	10/28/2021 06:20 PM
Shawn Bishop	District Superintendent	Harbor Beach Community Schools	11/17/2021 12:17 PM
Ken Ewald	District Superintendent	Caseville Public Schools	12/15/2021 02:44 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.

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.

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 HISD utilizes numerous activities and outreach methods to ensure that citizens are aware of the availability of special education programs and services. The Project Find Coordinator is responsible for the development, implementation, and coordination of most activities and methods of public awareness. Specific responsibilities of the Project Find Coordinator include developing an internal system of communication and dissemination, and implementing activities such as awareness and outreach to all partner school districts, interagency cooperation including law enforcement, jail administration, hospitals, physicians, medical office personnel, preschool screening and assessment to facilitate identification of all students with disabilities, ages birth through 25 years. This information shall be available in the native language of the parent/guardian.

Huron ISD is responsible for conducting child find activities for all eligible ages including students in county jails as well as other lower incident placements like residential facilities and homebound students.

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

The following individuals, agencies, and organizations may coordinate child find with the Project Find Coordinator and have received and will continue to receive Child Find information:

1. Department of Health and Human Services

2. Huron Behavioral Health (CMH)
3. Huron ISD Parent Advisory Committee
4. LEA Administrators and Staff
5. Huron ISD Administration and Staff
6. Head Start/Early Head Start
7. Great Start Collaborative
8. Parents as Teachers
9. Huron County SafePlace (Women's shelter)
10. Hospitals, including McLaren Thumb Region with a birthing unit, and physicians including pediatricians
11. Daycare providers
12. Great Start Readiness Preschool
13. Huron County Community Collaborative
14. Huron County Jail

In partnership with community agencies, the following methods may be utilized to increase community awareness of rights to a free appropriate public education and special education programs and services:

1. Newspaper releases and feature stories
2. Radio announcements
3. Distribution of Project Find pamphlets
4. Digital display boards in medical and community settings
5. Children’s Wellness Adventure (multi-agency screening and educational venue)
6. In-services to a variety of audiences
7. Workshops and materials sponsored by the Parent Advisory Committee
8. Parent teacher conferences
9. Kindergarten roundup
10. Billboards throughout community
11. LEA student handbooks
12. Information on local school and Huron ISD websites

The following table shows special education contacts within the ISD:

Title	Organization	Address	Phone
ISD Director	Huron ISD	1299 S Thomas Road Bad Axe, MI 48413	(989) 269-6406
Other	Bad Axe Public Schools	200 N. Barrie Rd. Bad Axe, MI 48413	989-269-9938
Other	Caseville Public Schools	6609 Vine Street, Caseville, MI 48725	989-856-2311
Other	Church School District	2927 Crockard Rd Bad Axe, MI 48413	989-269-7772
Other	Colfax Township S/D #1F	1509 N. Van Dyke Bad Axe, MI 48413	989-269-8853
Other	Elkton-Pigeon-Bay Port Laker Schools	6136 Pigeon Rd Pigeon, MI 48755	989-453-4600
Other	Harbor Beach Community Schools	402 South 5th ST. Harbor Beach, MI 48441	989-479-3261
Other	North Huron School District	21 E. Main Street Kinde, MI 48445	989-874-4101
Other	Owendale-Gagetown Area School District	7166 Main St., Owendale MI 48754	989-678-4141
Other	Sigel Township S/D #3F	4151 Section Line Rd Bad Axe, MI 48413	989-269-8944
Other	Sigel Township S/D #4F	5754 Section Line Rd Harbor Beach, MI 48441	989-479-9266
Other	Ubly Community Schools	Ubly Community Schools 2020 Union Street Ubly, MI 48475	989-658-8202

Other	Verona Township S/D #1F	3487 School St. Bad Axe, MI 48413	989-269-7054
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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	Ophthalmologist or Optometrist	Orientation and Mobility Specialist	Orthopedic Surgeon, Internist, Neurologist, Pediatrician, or Family Physician	Otolaryngologist or Otologist	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
Huron ISD	✓	✓		✓	✓		✓			✓			✓	✓	✓		✓	
Bad Axe Public Schools	✓	✓			✓		✓			✓			✓	✓	✓		✓	
Caseville Public Schools	✓	✓			✓		✓			✓			✓	✓	✓		✓	
Church School District	✓	✓			✓		✓			✓			✓	✓	✓		✓	
Colfax Township S/D #1F	✓	✓			✓		✓			✓			✓	✓	✓		✓	
Elkton-Pigeon-Bay Port Laker Schools	✓	✓			✓		✓			✓			✓	✓	✓		✓	
Harbor Beach Community Schools	✓	✓			✓		✓			✓			✓	✓	✓		✓	
North Huron School District	✓	✓			✓		✓			✓			✓	✓	✓		✓	
Owendale-Gagetown Area School District	✓	✓			✓		✓			✓			✓	✓	✓		✓	
Sigel Township S/D #3F	✓	✓			✓		✓			✓			✓	✓	✓		✓	
Sigel Township S/D #4F	✓	✓			✓		✓			✓			✓	✓	✓		✓	
Uby Community Schools	✓	✓			✓		✓			✓			✓	✓	✓		✓	
Verona Township S/D #1F	✓	✓			✓		✓			✓			✓	✓	✓		✓	

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.

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
Huron ISD	✓		✓					✓	✓	✓	✓			✓	✓						✓	✓
Bad Axe Public Schools								✓			✓	✓	✓									✓
Caseville Public Schools								✓				✓	✓									✓
Church School District								✓			✓	✓	✓									
Colfax Township S/D #1F								✓			✓	✓	✓									
Elkton-Pigeon-Bay Port Laker Schools								✓			✓	✓	✓									✓
Harbor Beach Community Schools								✓			✓	✓	✓									✓
North Huron School District								✓			✓	✓	✓									✓
Owendale-Gagetown Area School District								✓				✓	✓									✓
Sigel Township S/D #3F								✓			✓	✓	✓									
Sigel Township S/D #4F								✓			✓	✓	✓									
Ubly Community Schools								✓			✓	✓	✓									✓
Verona Township S/D #1F								✓			✓	✓	✓									

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 340.1733	Due to the very low incidence of students appropriate for the SXI program operated by HISD, the maximum age range for students in the county-wide program operated by HISD is twelve years.
R 340.1733	Due to the low incidence of students eligible with severe emotional impairment, the maximum age range for students in the county-wide program operated by HISD is six years.
R 340.1733	Due to the low incidence of students eligible as MoCI who require HISD center based programs, the maximum age range for students in the county-wide program operated by HISD is six years.

Option 2: Alternate Program

Huron ISD		
District(s) Operating the Alternate Programs		
Huron ISD		
Program Name	Student Population Served	
Work Based Learning (WBL)	Work Based Learning (WBL) is a program designed to assist non-diploma bound students with workplace readiness, job exploration, work-based learning instruction and experiences. Skill instruction is focused on soft skills training, completion of job applications, and exhibiting a professional attitude and interactions in the work place. Instruction, practice and feedback on communication skills, productivity and effective work habits are also addressed. Students receive instruction within the school setting and on job sites in the community.	
Role of Teachers	Certification and/or endorsement of the teachers and service providers	
Direct Instruction	The teacher of this program will be endorsed in the area of cognitive impairment, physical or other health impairment, emotional impairment, autism spectrum disorder, or learning disabilities.	
Maximum Caseload of Teachers and Providers		
The caseload for the WBL program will be up to 20 students with one teacher.		
# of Students Allowed in Attendance in the Alternative Program at one time, if applicable	Average # of Students per Instructional Period if Alternative Program is Departmentalized and Differs from R 340.1749(c).	Student/Paraprofessional Ratio in Each Program/Service Unit, if applicable
20		

Huron ISD		
District(s) Operating the Alternate Programs		
Huron ISD		
Program Name	Student Population Served	
Preparing Responsible and Employable Persons (PREP)	Preparing Responsible and Employable Persons (PREP) provides instruction in the transition areas of prevocational skills, self-determination, employability skills, work habits, vocational work experience, and daily living skills with the goal of preparing students to enter a Career Technical Education (CTE) program. Participating students may include students with cognitive impairments, autism spectrum disorder, physical impairments, other health impairments, or other areas of disability if the IEP team determines the PREP program appropriate. Students display a variety of academic, cognitive, behavioral or health needs, but all are working toward entering a CTE program. The majority of students in the PREP program are working toward a high school diploma. Students are taught pre-requisite skills with the goal to successfully enter a CTE program of choice. Therefore, with support, students visit and learn about a variety of CTE programs to assist them in later entering one of those programs. Students must display maturity and meet the behavior expectations as any student engaged in a CTE program. Additionally, the program includes completion of interest inventories, career exploration and review of training required for many different technical careers. Training in soft skills is also incorporated.	

Role of Teachers	Certification and/or endorsement of the teachers and service providers	
Direct Instruction in prevocational skills, self-determination, employability skills, work habits, vocational work experience, and daily living skills with the goal of preparing students to enter a Career Technical Education (CTE) program	The teacher of this program will be endorsed in the area of cognitive impairment, physical or other health impairment, emotional impairment, autism spectrum disorder, or learning disabilities.	
Maximum Caseload of Teachers and Providers		
The maximum caseload for the PREP program will be twenty students with one teacher and one paraprofessional or up to thirty students with one teacher and two paraprofessionals.		
# of Students Allowed in Attendance in the Alternative Program at one time, if applicable	Average # of Students per Instructional Period if Alternative Program is Departmentalized and Differs from R 340.1749(c).	Student/Paraprofessional Ratio in Each Program/Service Unit, if applicable
30		

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.

The Huron ISD shall be consistent with requirements of Rule 340.1793 Rule 93. Minimally all paraprofessionals will possess a high school diploma and meet all State and 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.

The following is the funding formula for the Huron Intermediate School District Plan:

1. All Special Education programs and services operated directly by the Huron ISD will be reimbursed at 100% according to Rule 340.1811.
2. Transportation for students attending center programs will be reimbursed by State and intermediate funds. Should the Special Education funds be insufficient to cover the total costs of special transportation, a percentage may be billed to the local districts.
3. Constituent district special education programs will be funded by State Aid and the constituent sending and receiving school districts. Huron Intermediate School District Funds may supplement the cost of these programs as provided in Priorities for Funding according to Rule 340.1811.
4. The Superintendent's Advisory Committee shall be given the opportunity to review all proposed changes in Huron Intermediate District financed programs, before they are presented to the Huron Intermediate Board of Education. Except in emergency situations, this should be at least 10 workdays prior to presentation.
5. The Huron ISD special education operating costs will be paid in full. Operating costs are defined as including 25% of central office and general administrative costs, as determined by generally accepted accounting practices for cost allocation.

The Superintendent's Advisory Committee shall recommend to the Superintendent a priority listing of the programs to receive financial assistance from Huron Intermediate District funds. A recommendation by the Superintendent will be made to the Intermediate School District Board.

PRIORITIES FOR FUNDING

- | | |
|---|--------------------------------|
| 1. ISD operated programs and services | Up to 100% funding |
| 2. High incidence programs and services operated or contracted) | As approved annually (locally) |

Distribution of ISD funds to LEAs operating high incidence programs will be reimbursed with special education millage monies based on the formula.

The HISD will make special education millage payments to constituent districts based on a "blended student count."

- Special education full-time equivalency (FTE) + special education head count + total FTE divided by 3 = "blended student count."
- Special education millage distribution is based on each district's percent of the total HISD "blended student count."
- The special education millage distribution to constituent school districts cannot exceed the actual reported special education costs (SE-4096) less the amount received through state aid.

In addition, a district may request additional reimbursement from the HISD based on extenuating circumstances. Examples of extenuating circumstances may include, but are not limited to:

- Several special education students move into a district causing the teachers to be over caseload.
- A district has a large population of mild cognitive impaired students that requires a locally operated categorical program.

When requesting an extenuating circumstance, the local district will meet with the HISD Special Education Director and Monitor to review the local district's data. The director and

monitor will compile a report outlining findings and recommendations to the HISD Superintendent regarding the extenuating circumstances request. The HISD Superintendent will review the report and finalize an extenuating circumstances decision.

The local school district may appeal the HISD Superintendent's decision to the HISD Board of Education.

The Special Education Superintendent Subcommittee will be notified by the HISD Special Education Director of extenuating circumstances requests and decision.

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).

A parent advisory committee is appointed by the intermediate school board consisting only of parents of students with disabilities, representing all or as many eligibility categories of impairments as possible. Each local district board of education shall nominate one parent unless no parent agrees to serve on the parent advisory committee to represent the constituent local school district or public school academy. The intermediate school district board of education may nominate additional members not to exceed 33 1/3% of the total parent advisory committee membership. Parent Advisory Committee members may serve three year terms, with opportunities for multiple terms as recommended by the local district.

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 Parent Advisory Committee shall participate in the development of the intermediate school district’s plan or any modification of the plan for the delivery of special education programs and services as required by R 340.1833. The Huron ISD plan or amendments to such shall be developed in cooperation with the Parent Advisory Committee. The ISD representative shall be responsible for gathering information from the Parent Advisory Committee members for possible changes to the ISD plan, and review input received. The Parent Advisory Committee will make written recommendations for the ISD plan to the Director of Special Education or designee. The ISD representative will review the plan that will be submitted. The PAC will determine its approval or disapproval to the plan. The signature of the PAC Chairperson will be collected.

The PAC will have a role in the program evaluation through participation in the following:

1. The PAC will provide input to ISD plan modifications.
2. The PAC Chairperson will receive copies of all deviation requests from constituent school districts and the ISD as required under Rule 340.1734.

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

If joint efforts between the Huron ISD and Parent Advisory Committee fail to produce an agreement on a proposed ISD plan change or on existing plan language, the PAC may submit an objection to the ISD plan with the Michigan Department of Education under Rule 340.1836 by majority vote of the PAC members. The parent advisory committee may file objections in whole or in part with the intermediate school district to an approved intermediate school district plan or a plan modification that the intermediate school district has submitted to the superintendent of public instruction for approval. Within 7 calendar days, the board of education of the intermediate school district shall send a copy of objections to the plan to the department and to all constituent local school districts, public school academies, and the parent advisory committee by certified mail, return receipt requested. Objections must specify the challenged portions of the intermediate school district plan, contain a specific statement of the reasons for objection, and propose alternative provisions.

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.

Agency/Organization	Title	Role and Relationship to the PAC
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Huron ISD	Director of Special Education	PAC Liaison
Huron ISD	Monitor	PAC Liaison

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.

Special Education Administrative Assistant - secretarial support
 Special Education Finance - mileage reimbursement, training registration,
 Special Education Monitor - program and service compliance training
 Director of Special Education - training and program design information

The following resource types are available to assist the PAC.

The following resources are available for the PAC as approved by the PAC and HISD liaison.

1. Support to ensure members have access to resources
2. Reproduction of appropriate documents for committee business
3. Mileage expenses for attendance of all in-person PAC meetings and any approved out-of-county workshops and conferences
4. Secretarial services (the ISD Director or designee shall be responsible for assuring that reasonable secretarial and clerical support is available to the PAC for committee business)
5. Clerical/postage/mailing services
6. In-service related to the function of the PAC
7. Informational materials for the PAC
8. Support for sub-committee activities

VIII. Surrogate Parents

State Board of Education Policy for the Appointment of Surrogate Parents for Special Education Services (September 9, 2008)

"Each ISD Plan or interagency agreement must provide a description of how the pool of surrogate parents is maintained and how appropriate training is provided to potential surrogate parents."

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