



# **2015-2016 Report on the Status of the Service Consolidation Plan**

[FROM 2014-2015]

**CURRICULUM AND INSTRUCTION**

**SPECIAL EDUCATION**

**BUSINESS ADMINISTRATIVE SERVICES**

**HUMAN RESOURCES & LEGAL COUNSEL**

## Board of Education



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## MCISD Mission and Vision Statements

### Mission Statement

It is the Monroe County Intermediate School District's mission to prepare today's students for tomorrow's world.

IN PURSUIT OF THIS MISSION,  
THE MCISD WILL:

- Champion** quality educational opportunities for learners of all ages, aspirations, and abilities
- Provide** leadership in the development of educators, educational programs, and learning priorities
- Collaborate** with educators and community members in Monroe County
- Use** research to initiate educational change

### Vision Statement

It is the Monroe County Intermediate School District's vision to help every student succeed.

THE MCISD WILL PURSUE  
THIS VISION BY:

- Creating** enthusiasm for learning
- Collaborating** with and supporting local school districts
- Partnering** with parents, business leaders, and others
- Capitalizing** on educational advances and discoveries
- Nurturing** ideas and encouraging innovation

## From the Superintendent

Stephen J. McNew, Ed.D.

For more than 50 years, the Monroe County Intermediate School District (MCISD) has been providing and coordinating essential services to its constituent school districts. By coordinating efforts and resources, the MCISD provides specialized services to students that would not be affordable/feasible otherwise. These services include special education, vocational training, interdisciplinary subjects, professional development, early childhood education, parent services, community involvement, transportation, extracurricular activities, lifelong learning and adult education, and other necessary and exciting benefits that are shared across the districts for the success of every learner.



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**Lisa Montrief**  
Assistant  
Superintendent  
Curriculum &  
Instruction

## Focus: Curriculum and Instruction

### Teaching for Learning

The Curriculum and Instruction department of the M.C.I.S.D. provides staffing, financial resources, and materials to support curriculum development for ISD classrooms and local school districts (LEAs). Staff use surveys and anecdotal information to assess district needs, with a strong emphasis on assessment data. The M.C.I.S.D. provides professional development services that are directly tied to state and national initiatives, which impact LEA and ISD curricula.

The annual professional development survey for M.C.I.S.D. and LEA staff helps to identify areas of need for future services. Data from this survey is used internally to facilitate professional development. Various program and professional development event evaluations by participants also provide feedback, which is used in planning. All training is tailored to the audience and its needs.

These initiatives are communicated through several countywide monthly meetings of superintendents, principals, curriculum directors, special education regional directors, and special education supervisors.

### Instruction

A major focus is on promoting countywide teacher collaboration for content area specific curriculum review, curriculum alignment, formative assessment, and data analysis. The emphasis is on the development and implementation of best practice instructional models to support state and national standards and student achievement and growth.

Several projects currently support student achievement. The primary focus is on data analysis, formative assessment, and standards based grading. Formative assessment is a process used by teachers and students during instruction that provides feedback to adjust on-going teaching and learning to improve students' achievement of intended instructional outcomes. The C&I staff are actively coaching teams of teachers and administrators from the LEAs, as well as providing support to LEA coaches and teams. Also, the C&I staff work with the LEAs through the **M-STEP and SAT/PSAT** practice, preparation, testing, and professional development.

Staff continue to provide support in the **Common Core State Standards (CCSS) for Math and English Language Arts, the Michigan Science Standards, and the Michigan Social Studies Standards** in all areas of curriculum development and implementation.

### Instructional Leadership/Shared Leadership

The Curriculum and Instruction Division supports student learning with equity as a core value. The department is united in purpose to assure that all students learn to high standards in order to close achievement gaps.

The C&I staff have moved from core content/assessment specialists/consultants to School Improvement Facilitator. All work is approached through the lens of **Continuous Improvement** and the **Michigan School Improvement Process**. Staff members regularly attend state and regional conferences, webinars, and other specialized trainings to keep up-to-date on MDE, CCSS, M-STEP and other initiatives.

## Curriculum and Instruction—Continued

A primary focus is on exploring and promoting collaborative projects that create new opportunities for students. Two examples are the **Knabusch Mathematics & Science Center** and the **Monroe County Middle College**. The M.C.I.S.D. also collaborates with local district staff on projects such as *Countywide Inservice Day* planning and execution.

Instructional technology has become increasingly important over the last decade. The Monroe County I.S.D. has placed great importance on supporting our member districts in their efforts to integrate technology into teaching and student learning and achievement. C&I staff provide leadership and training for teachers and students to help ensure that each student achieves his/her full potential. The focus is on all forms of technology, including new and emerging technologies, distance and on-line learning, and video production.

### School and Community Partnerships

The C&I division makes every effort to reach out to business, higher education, community service agencies, government, and parents of all students including private and home school constituent groups. **We actively pursue new and innovative educational opportunities for students and educators.** The department serves as an information-sharing hub between community services and LEAs.

The C&I staff are working on several initiatives with various stakeholders from Monroe County. Among those initiatives is a countywide **Career and Technical Education** delivery system. Additional partners/projects include the **Michigan College Access Network** through the Community Foundation of Monroe County, and several projects with the National Park Service. Additional partners include Monroe County Community College, Monroe County Business Development Corporation, Eastern Michigan University, Concordia University, Siena Heights University, the University of Toledo, Monroe County Travel & Tourism Bureau, the Monroe County Chamber of Commerce, and the Monroe County Historical Museum.

In addition, we provide high-quality student enrichment activities that assist districts in implementing a well-rounded curriculum, such as the *Student Leadership Summit*, *Monroe County Science Fair*, *Quiz Bowl*, *Authors Conferences*, robotics, the *Monroe County Spelling Bee*, and numerous student summer camps.

### Data Management

The M.C.I.S.D. continues to support existing software packages for the collaboratively purchased student information system, eSchoolPLUS, and our assessment data warehouse, Pearson Inform. Student achievement scores are included in the data warehouse, which manages longitudinal data and provides the opportunity to monitor progress and make data-driven decisions in regard to quality instruction. It is crucial that the M.C.I.S.D. and local school districts use data-driven decision-making to check alignment of curriculum, monitor progress, and sustain continuous quality instructional improvements in order to increase student achievement.

The M.C.I.S.D.'s curriculum and instruction staff also provide support for Atlas Rubicon, the curriculum management system. With this tool, we are able to focus on curriculum mapping and facilitate the sharing of ideas and instructional best practices. The Monroe County I.S.D. is committed to providing face-to-face training, user support groups, help desk support, and development of print and web-based support materials.



**Michelle Brahaney, Ed.S.**

*Assistant  
Superintendent  
Special Education  
& Early Childhood  
Services*

## Focus: Special Education

The Monroe County Intermediate School District is recognized as Monroe County's child find agency. It meets this responsibility via the Department of Special Education and Early Childhood Services. Parents of children suspected of having a disability depend on the quality evaluation services provided by Monroe County I.S.D. school psychologists, social workers, teachers and other ancillary professional staff.

Students who may have a disability receive a multidisciplinary evaluation and the school team works to develop an *Individualized Education Plan (IEP)* for those students who are eligible for special education services.

A continuum of service for Monroe County students with disabilities is provided and includes early childhood special education, center-based programs for students with significant cognitive impairments, cross-categorical programs, full inclusion placements, resource room programs, and teacher consultant services. Programs and services are well coordinated and offered in partnership with the local school districts of Monroe County.

Currently in Monroe County, there are 3,321 students who are identified with a disability. **The special education administrative team has an intentional focus on gold-standard educational experiences for students with disabilities. The special education administrative team provides supervision and support to all programs located throughout the county that serve students with disabilities. The MCISD also coordinates the IEP data management system on behalf of the local districts. In addition, the MCISD supports the local districts with all aspects of school-based Medicaid services.**

There has been a recent emphasis on using data to make instructional decisions to support student progress towards educational and social emotional goals.

## Focus: Early Childhood Education

Children develop most rapidly during their first years of life. Early educational experiences determine their potential for success throughout their academic careers.

The Monroe County Intermediate School District coordinates the publicly-funded preschool programs available throughout the county, including *Early Childhood Special Education*, *Early Head Start*, *Head Start*, and *Great Start Readiness Preschool*. Parents of children (aged *birth to five years*) have access to a centralized referral system where they can request assistance. More than 700 referrals are taken each year. When parents call the centralized referral number, a team will assess each child's situation and refer the child to the most appropriate program.

Children birth to 3 years also have many opportunities in Monroe County for services



## Special Education—Continued

including universal parent-child interaction groups, Early Head *Start* home visiting, Early *On*, and highly specialized early intervention services for students with disabilities. The Monroe County I.S.D. recognizes parents as their child's first teacher and strives to partner with parents during this critical period of child development and growth.

Recent growth in preschool education has resulted in more than 1,000 funded slots for children throughout the county during the 2014-2015 school year. Preschool teachers in Monroe County collaborate so they may share professional development opportunities, assessment procedures, and instructional strategies for young children.

Monroe County is very supportive of early childhood services; our work is coordinated through a multi-agency body known as the *Great Start Collaborative*. The Collaborative is comprised of members from throughout the county who are interested in and dedicated to the wellbeing of young children. Community members work alongside parents to advocate for quality experiences for children.

## FOCUS: RESPONSE TO INTERVENTION (MULTI-TIERED SYSTEM OF SUPPORT)

**Response to Intervention (Rtl)** is a framework for improving outcomes for all students. Core principles of **Rtl** include a focus on formative assessment, data-based decision-making, early intervention, differentiated instruction, and an unwavering commitment to the belief that **all children can learn if provided with appropriate levels of support**.

The **Response to intervention** initiative in Monroe County began more than ten years ago as a pilot program involving just four elementary schools. Over the course of the intervening years, involvement in this initiative has expanded to include almost every elementary and middle school in Monroe County. The **Response to Intervention** program is managed within the Department of Special Education and Early Childhood Education Services.

During the 2012-2013 school year, pre-K programs joined the **Rtl Initiative** in a joint effort involving staff from *Great Start Readiness Programs*, *Head Start*, and *Early Childhood Special Education*. While the initial efforts of the initiative were centered primarily on literacy, the focus has expanded to include math and school-wide positive behavior in acknowledgement of the critical role which each plays in the implementation of an effective instructional program.

Each month, approximately 200 educators meet at the Monroe County Intermediate School District at one of four distinct **Rtl** professional development opportunities, one each for elementary, middle school, high school, and pre-K staff. The sessions always focus on best practice implementation of **Rtl** principles at the individual student, classroom, building and district level. Building teams work collaboratively to evaluate current practice in the context of best practice, and then develop action plans to assist in strengthening their instructional programs. A very valuable component of the monthly **Rtl** meetings is the opportunity to share with and learn from other teams. Meetings frequently include a "*Spotlight on Effective Practice*" during which one or more educators from both within and outside the County share ideas and strategies for effective instruction.

*Response to Intervention works!* Over the past five years, Monroe County has experienced a significant decline in the number of students in need of special education services as educators have increasingly become skilled at identifying and addressing the needs of struggling learners before the problem becomes one that requires intervention outside of the classroom setting. With the recent addition of pre-K programs into the **Rtl Initiative**, we anticipate that this trend will continue leading to improved outcomes for all students in Monroe County.



**Nancy Swanson, Ed.D.**  
*Assistant  
Superintendent  
Business &  
Administrative Services*

## Focus: Business & Administrative Services

### Improving Instruction and Learning for All Students

The Business and Administrative Services division of the Monroe County Intermediate School District oversees the daily transaction of all financial services and provides support for business and educational technology throughout the M.C.I.S.D.

This division facilitates training, interfaces with business managers at Monroe County's public school districts, and maintains mandated reports. Other assignments include student accounting surveys as well as transportation, purchasing, food services, bidding, and building/grounds maintenance processes for the M.C.I.S.D. Collaboration with local districts and community agencies saves significant amounts of money and avoids duplication of services.



## Business Administrative Services—Continued

**LENAWEE/ MONROE TECHNOLOGY CONSORTIUM**

- 22 districts participate, including both the Monroe County I.S.D. and the Lenawee I.S.D.
- Shared services: Internet, eFinance, eSchool, bids for virus protection and Internet filtering, Technology Readiness Infrastructure Grant

**BUSINESS MANAGER, ACCOUNTING AND PAYROLL DUTIES**

- Summerfield Schools

**BUSINESS MANAGER**

- Ida Public Schools

**TECHNOLOGY SPECIALIST**

- Mason Consolidated Schools, Summerfield Schools, and Whiteford Agricultural Schools

**FOOD SERVICE DIRECTOR**

- M.C.I.S.D., Summerfield Schools and Whiteford Agricultural Schools

**SPECIAL EDUCATION TRANSPORTATION CONSORTIUM**

- Ida Public Schools, Summerfield Schools, Mason Consolidated Schools, Whiteford Agricultural Schools

**TECHNOLOGY ENHANCEMENT MILLAGE**

- Airport, Bedford, Dundee, Ida, Jefferson, Mason, Monroe, Summerfield and Whiteford

**MONROE COUNTY BEVERAGE CONSORTIUM**

- Participating districts include the M.C.I.S.D., Airport, Bedford, Jefferson, Mason, Monroe, Summerfield and Whiteford

**ESCHOOL SUPPORT**

- Lenawee Intermediate School District

Examples of Cost Savings  
Services to Local Districts**\$6,768,301**Special Education Services  
PROVIDED ANNUALLY**\$548,752**Instructional Technology  
PROVIDED ANNUALLY**\$48,327**Substitute Staff  
Procurement  
PROVIDED ANNUALLY**\$2,539,158**TECHNOLOGY CONSORTIUM  
SAVINGS SINCE BEGINNING  
OF CONSORTIUM**\$1,609,815**Medicaid Fees for Services  
COLLECTED IN 2014-15**\$548,387**Professional Development,  
Curriculum & Data Analysis  
PROVIDED ANNUALLY**\$5,226,815**Technology Enhancement Millage  
COLLECTED & DISTRIBUTED IN 2014-15



## Focus: Human Resources and Legal Counsel

**Elizabeth Taylor, J.D.**  
*Assistant Superintendent  
Human Resources & Legal  
Counsel*

The Human Resources and Legal Counsel department of the Monroe County Intermediate School District provides support for local school districts in the areas of criminal background history checks, substitute procurement, instant alert messaging service, on-line employment through Applitrack, and teacher evaluation rubrics. Additionally, the department provides districts with information regarding current school law.

## Constituent Public School Districts of Monroe County

- ▶ Airport Community Schools
- ▶ Bedford Public Schools
- ▶ Dundee Community Schools
- ▶ Ida Public Schools
- ▶ Jefferson Schools
- ▶ Mason Consolidated Schools
- ▶ Monroe Public Schools
- ▶ Monroe County ISD
- ▶ Summerfield Schools
- ▶ Whiteford Agricultural Schools

# Monroe County Intermediate School District

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**Renee Larzelere**, *Vice President*

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## CENTRAL OFFICE ADMINISTRATION

**Stephen J. McNew, Ed.D.**, *Superintendent*

**Michelle Brahaney, Ed.S.**, *Assistant Superintendent  
Special Education & Early Childhood Services*

**Lisa Montrief**, *Assistant Superintendent  
Curriculum & Instruction*

**Nancy Swanson, Ed.D.**, *Assistant Superintendent  
Business & Administrative Services*

**Elizabeth Taylor, J.D.**, *Assistant Superintendent  
Human Resources & Legal Counsel*

*Produced by the MCISD Communications Office.*



## MONROE COUNTY INTERMEDIATE SCHOOL DISTRICT

1101 S. Raisinville Road  
Monroe, Michigan 48161  
734.242.5799

[www.monroeisd.us](http://www.monroeisd.us)



The Monroe County Intermediate School District does not discriminate on the basis of religion, race, color, national origin, sex, disability, age, height, weight, marital status or familial status in its programs, activities or in employment. The following person has been designated to handle inquiries regarding the non-discrimination policies: Elizabeth J. Taylor, Assistant Superintendent for Human Resources and Legal Counsel, 1101 S. Raisinville Road, Monroe Michigan 48161; Telephone: 734.242.5799, ext. 1200.