Doug

RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF EDUCATION
LANSING

MICHAEL P. FLANAGAN
SUPERINTENDENT OF
PUBLIC INSTRUCTION

July 12, 2011

Mr. John Nixon
State Budget Director
Department of Technology, Management and Budget
P.O. Box 30026
Lansing, MI 48909

Dear Mr. Nixon:

Thank you for the State Budget Office's July 11, 2011, acceptance of the Department's preliminary response to the Auditor General's performance audit of the Office of Professional Preparation Services. At our request, enclosed is the final plan.

As directed, copies of this plan are being forwarded to those agencies listed in the *Administrative Guide to State Government, Section 1280.02.*

If you have questions, please contact Kathy Weller, Director of Audits, at 335-6858.

Sincerely,

Signature Redacted

Michael P. Flanagan
Superintendent of Public Instruction

cc: Mr. Thomas McTavish, Auditor General
Ms. Mary Ann Cleary, House Fiscal Agency
Ms. Ellen Jeffries, Senate Fiscal Agency
The Hon. Rick Snyder, Executive Office
The Hon. Charles Moss, House Appropriations Committee
The Hon. Roger Kahn, Senate Appropriations Committee
The Hon. Paul Scott, House Education Committee
The Hon. Phil Pavlov, Senate Education Committee

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Effectiveness of OPPS's Monitoring of Teachers' Professional Development and Continuing Education

1. Monitoring of Professional Development

   CEPI has added additional data quality analysis of new teachers since the time of the data collection used for the audit. The upcoming June 2011 Registry of Educational Personnel (REP) collection has been changed to collect only new teacher professional development in accordance with Section 25 380.1526 of the *Michigan Compiled Laws*. OPPS is in the process of staffing the position that will work with professional development for novice teachers. This staff member will validate this professional development data recorded by school districts in the REP by conducting random audits annually beginning with the 2011 academic year. This position is proposed to be filled by August 2011.

   In accordance with Section 25 380.1527 of the *Michigan Compiled Laws* each school district is to provide at least 5 days a year of teacher professional development. This information will be reported in the Education Entity Master (EEM).

   A day of professional development is to be consistent with the definition of a teaching day as defined by the local bargaining agreement.

2. Review of Continuing Education Credit

   With the implementation of the new Michigan Online Educator Certification System (MOECS) beginning February 8, 2011, electronic error checks and auditing procedures were implemented for Professional renewals as well as other OPPS processes. The MOECS processes applications electronically with specific error checks in accordance with Administrative Rule therefore enabling OPPS to have the resources and staff to verify documentation and audit on a larger scale. Staff is currently conducting audit on 20% of the advanced renewals issued February 8, 2011- May 17, 2011, as well as an additional 196 renewals issued with questionable data submitted on MOECS. While this is not yet the established amount, we feel it is necessary to properly ensure the new system is functioning as intended. The target date for finalizing audit percentages is February 8, 2012.

3. Teaching Certificates

   With the implementation of the new Michigan Online Educator Certification System (MOECS) beginning February 8, 2011, the REP more accurately cross check with certificates, endorsements and validity dates. The MOECS processes applications electronically in accordance with Administrative Rule therefore enabling OPPS to have the resources and staff to verify documentation and audit on a more consistent basis. OPPS staff is in the process of reviewing recent REP data where a "pending" status was reported. Individual districts have been contact to verify certification and correct REP data in future collections. These changes are effective immediately.

Effectiveness of OPPS's Efforts to Ensure Classes Were Taught by Qualified Teachers

4. Compliance with Purchasing Procedures

   All work with the Michigan Technical Assistance Project has stopped. Unused monies from the grant have been returned to the Department. The Department is in the process of re-establishing the MiTAP by using the state CSR and procurement system. The expected date to re-start is August 2011.

5. Procedures for School District Reviews

   All work with the Michigan Technical Assistance Project (MiTAP) has stopped. Procedures have been revised to include proper maintenance of records from site visits.

6. Late Special Permit Applications

   With the implementation of the new Michigan Online Educator Certification System (MOECS) beginning February 8, 2011, all permits will be rescinded after 30 days if payment has not been received. The new system will enable staff to accurately refer all applications received after December 1, or the 30-day time limit, to the Office of State Aid and School Finance as required by statute. These changes are effective immediately.

Office of Professional Preparation Services
Department of Education
Summary of Agency Responses to Recommendations
Audit Period

1. Audit recommendations the agency complied with:
3, 4, 5 and 6

2. Audit recommendations the agency agrees with and will comply:
1, and 2

3. Audit recommendations the agency disagrees with:
None