



STATE OF MICHIGAN
DEPARTMENT OF EDUCATION
LANSING

GRETCHEN WHITMER
GOVERNOR

MICHAEL F. RICE, Ph.D.
STATE SUPERINTENDENT

June 16, 2021

Mr. Richard Lowe, Chief Internal Auditor
State Budget Office
Office of Internal Audit Services
111 S Capitol Ave
8th Floor, Romney Building
Lansing, MI 48933

Dear Mr. Lowe:

In accordance with the State of Michigan, Financial Management Guide, Part VII, enclosed is our final corrective action plan to address recommendations contained within the Office of the Auditor General's report of the Michigan Department of Education and Office of Educator Excellence Performance Audit (313-0140-18).

Questions regarding the corrective action plan should be directed to me at 517-335-6858 or HengesbachC2@michigan.gov.

Sincerely,

Caitlin Hengesbach

Caitlin Hengesbach, CPA
Audit Manager
Office of Financial Management

cc: Executive Office
Office of the Auditor General
Senate Appropriations Committee Chair
House Appropriations Committee Chair
Senate Appropriations Sub-Committee Chair
House Appropriations Sub-Committee Chair
Senate Fiscal Agency
House Fiscal Agency
Kyle L. Guerrant, Deputy Superintendent, MDE
William A. Pearson, Ed.D., Interim Deputy Superintendent, MDE
Ann Richmond, Director, Office of Financial Management, MDE

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Michigan Department of Education
 Performance Audit of the Office of Educator Excellence
 Issued By The Office of the Auditor General (OAG)
 March 2021
 Department Final Corrective Action Plan

Summary Response Matrix

	Complied	Will Comply	Partially Complied	Will Not Comply
Agrees			1, 2, 3	
Partially Agrees				
Disagrees				

Final Corrective Action Plan (CAP)

Finding Number 1

Finding Title: Process needed to verify that educators have met Education Related Professional Learning (ERPL) requirements for certificate and license renewals.

Department Response

Management Views: Agree

Planned Corrective Action and Milestones (Management Response):

The Michigan Department of Education (MDE) is addressing this finding based on type of ERPL.

District Provided Professional Development (DPPD) –

1. Educators are no longer allowed to enter DPPD. Using a [new process](#), districts will verify and upload educator attendance. (Completed July 1, 2020.)
2. MDE will begin auditing districts to ensure accuracy of information reported in October 2021.

College Credit Hours

Professional certificate renewals that use college credit hours will not be automatically processed by the Michigan Online Educator Certification System. Educators will be required to submit transcripts prior to approval by January 2023.

Anticipated Compliance Date: January 2023

Responsible Individual: Dr. William Pearson, Interim Deputy Superintendent

Finding Number 2

Finding Title: Process needed to ensure school districts provide teachers with required professional development and mentoring.

Department Response

Management Views: Agree

Planned Corrective Action and Milestones (Management Response):

1. A [Professional Learning Audit Checklist](#) has been developed.
2. Guidance for districts, in the form of a [Mentor and Induction FAQ](#) has been developed.
3. Since most districts are [uploading District Provided Professional Development \(DPPD\) into MOECS](#), MDE can begin a process of auditing districts to ensure required professional development is provided.
4. Audit procedures are being developed and [guidance has been released for districts](#).
5. MDE will begin auditing districts to ensure that mentoring and induction and professional learning are provided beginning February 2022.

Anticipated Compliance Date: August 2022

Responsible Individual: Dr. William Pearson, Interim Deputy Superintendent

Finding Number 3

Finding Title: Improvement needed to ensure school districts' performance evaluation systems for teachers and school administrators meet requirements.

Department Response

Management Views: Agree

Planned Corrective Action and Milestones (Management Response):

1. An [Educator Evaluation Audit Checklist](#) has been developed.
2. Recent guidance for districts, has been developed and published.
3. Audit procedures are being developed and [guidance has been released for districts](#).
4. MDE will begin auditing to ensure that districts are meeting requirements for educator evaluation beginning February 2022.

Anticipated Compliance Date: August 2022

Responsible Individual: Dr. William Pearson, Interim Deputy Superintendent