



STATE OF MICHIGAN
DEPARTMENT OF EDUCATION
LANSING

RICK SNYDER
GOVERNOR

MICHAEL P. FLANAGAN
STATE SUPERINTENDENT

July 10, 2014

MEMORANDUM

TO: Local and Intermediate School District Superintendents and
Public School Academy Directors and Authorizers

FROM: Joseph A. Martineau, Ph. D. *JAM*
Deputy Superintendent, Accountability Services

SUBJECT: Temporary or Interim School Administrators

The Michigan Department of Education (MDE) distributed a memo regarding requirements for administrative certification on December 22, 2010. The intent of the memo was to explain hiring of certified or non-certified school administrators. MCL 380.1246(3) states that "A school district, public school academy, or intermediate school district may employ as a superintendent, principal, assistant principal, or other person whose primary responsibility is administering instructional programs a person who is enrolled in a program leading to certification as a school administrator under section 1536 not later than 6 months after he or she begins the employment. A person employed as a school administrator pursuant to this subsection has 3 years to meet the certification requirements of section 1536, or the school district, public school academy, or intermediate school district shall not continue to employ the person as a school administrator described in this subsection."

The Office of Professional Preparation Services (OPPS), through routine auditing, has found that some school districts, public school academies, and intermediate school districts are circumventing the certification requirements by hiring/contracting "temporary" or "interim" school administrators. These temporary or interim administrators are removed from positions after the six-month mark, and rehired within the same or separate district to begin another temporary period of employment.

STATE BOARD OF EDUCATION

JOHN C. AUSTIN – PRESIDENT • CASANDRA E. ULBRICH – VICE PRESIDENT
DANIEL VARNER – SECRETARY • RICHARD ZEILE – TREASURER
MICHELLE FECTEAU – NASBE DELEGATE • LUPE RAMOS-MONTIGNY
KATHLEEN N. STRAUS • EILEEN LAPPIN WEISER

608 WEST ALLEGAN STREET • P.O. BOX 30008 • LANSING, MICHIGAN 48909
www.michigan.gov/mde • (517) 373-3324

July 10, 2014
Page 2

This practice does not meet the intent of the law. In order to meet the requirements of 1246(3), a person must be certified or working towards enrolling in an approved school administrator certification program within six months of the hire date. Restarting a contract or employment date does not reset the six month time limit.

Questions regarding this clarification can be directed to Mr. Rajah Smart at (517) 335-6615 or smartr@michigan.gov.

cc: Michigan Education Alliance