



STATE OF MICHIGAN
DEPARTMENT OF EDUCATION
LANSING

RICK SNYDER
GOVERNOR

BRIAN J. WHISTON
STATE SUPERINTENDENT

May 15, 2016

Mr. Michael Hill, Superintendent
Traverse Bay Area Intermediate School District
1101 Red Drive
Traverse City, MI 49684

Dear Mr. Hill:

Traverse Bay Area Intermediate School District (ISD) has been selected to participate in an *Early On*[®] General Supervision Monitoring (GSM) on-site review related to the provision of early intervention services for children with an Individualized Family Service Plan (IFSP). The purpose of the GSM is to assist the local *Early On* service area in ensuring compliance with Part C of the Individuals with Disabilities Education Act (IDEA) regulations and practices related to the provision of special education services compliant with the Michigan Administrative Rules for Special Education (MARSE), and if necessary, plan improvements for the local system.

Monitoring and supervision of local *Early On* service areas are the responsibility of the Michigan Department of Education for the administration of Part C of IDEA referenced in Section 303.700 of the regulations.

Scheduling of the GSM visit will occur shortly after the May 15 CIMS *Workbook* release. The *Early On* Coordinator for Traverse Bay Area ISD will be contacted to arrange dates for the visit. Please reserve time on your calendar at the conclusion of the visit to review the team's preliminary observations.

We are pleased to be working with Traverse Bay Area ISD to ensure a high quality *Early On* system in your community. If you have any questions regarding the GSM visit, please contact me at winbornev@michigan.gov or (517) 335-4865.

Sincerely,

A handwritten signature in cursive script that reads "Vanessa Winborne".

Vanessa Winborne, Part C Coordinator
Office of Great Start/Early Childhood Development and Family Education

c: Christy Callahan, *Early On* Training & Technical Assistance
Mary Forness, Traverse Bay Area ISD
Carol Greilick, Traverse Bay Area ISD
Karen Spring, Traverse Bay Area ISD

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