CONTRACT AMENDMENT REQUEST QUESTIONNAIRE

2022-2023 Virtual/Distance Program Implementation

[Completed document must be submitted via Epicenter in conjunction with the Contract Amendment Request Resolution.]

**School Name:**

**Contact Name:**

**Please address each of the following items as it provides useful context to the Center in its review.**

1. Provide a brief explanation/rationale for the proposed change including how feedback from internal and external stakeholders was obtained and used to support the decision to request the proposed change. Include information that demonstrates there is a need/demand for the proposed change.
2. Describe the fiscal impact anticipated by the proposed change including any anticipated expenditures and how they will be financed.
3. Provide projected enrollment by grade level, and by site if applicable, for the 2022-23 school year.
4. Describe the curriculum, digital platforms and instructional strategies that will be implemented to ensure high levels of student engagement and learning. Include the extent to which the virtual program would be implemented in a synchronous, asynchronous and/or hybrid manner.
5. Describe and provide evidence that previous efforts delivering instruction virtually have been effective.
6. Describe how the virtual program will be staffed to ensure effective implementation, including the professional development and support that will be provided to staff.
7. Describe which section (5-0-A, 5-0-D, other) of the Michigan Department of Education Pupil Accounting manual will be used to account for students.
8. Ensure that the Academy has been in contact with its ISD/RESA regarding the planned program so that the school is positioned to meet all associated pupil accounting requirements.

**Certification**

I acknowledge that the Academy Board has reviewed, approved and submitted a resolution requesting a change to Contract Schedule 7c: Educational Program to allow for the addition of a virtual program effective for the 2022-2023 school year.

I acknowledge that all students, including those enrolled in the virtual program, are required to comply with the assessment requirements set forth in the Contract and issued by the Center, including the requirement that all students enrolled in a virtual program complete the assessments in-person at the school facility.

Administrator: Date

Board Member Date