



STATE OF MICHIGAN
DEPARTMENT OF EDUCATION
LANSING


RICK SNYDER
GOVERNOR

SHEILA A. ALLES
INTERIM STATE SUPERINTENDENT

MEMORANDUM

DATE: May 24, 2018

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

FROM: Venessa A. Keesler, Ph.D., Deputy Superintendent 
Division of Educator, Student, and School Supports

SUBJECT: Professional Practices Training Workshop for School District Human Resource Professionals

In an effort to provide updated and extensive professional practices information to our external partners, the Office of Educator Excellence (OEE) is hosting a Professional Practices Training Workshop for School District Human Resource Professionals.

The training workshop will focus specifically upon statutes and administrative rules that govern certificates and permits, criminal convictions, the responsibilities of the human resource professional, and conviction review. The training workshop will also provide an opportunity for court document review, a hands-on court document activity as well as discussion about the red light/green light letter, and changes to the application process when applying for permits.

The workshop will be held on June 28, 2018 at the:
Lansing Community College – West Campus
5708 Cornerstone Drive
Lansing, MI 48917

Registration will be at 8:30 a.m. with the workshop beginning promptly at 9:00 a.m. and ending at 11 a.m.

Please register no later than Tuesday, June 19, 2018. Seating is limited and when seating capacity has been reached, registrations will no longer be accepted. To register for the workshop, please follow this link:
<https://www.surveymonkey.com/r/2018ProfessionalPracticesTraining>

For more information, please contact Stephanie Whiteside, professional practices consultant, at 517-335-1167 or WhitesideS@michigan.gov.

cc: Michigan Education Alliance

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