Date

_____Name_____
Superintendent of Public Education
Michigan Department of Education
Box 30008
Lansing, MI 48909

Dear _____,

This letter requests a waiver approval as provided in Section 101(8)(d) of the Michigan State School Aid Act in regard to travel time for students participating in a cooperative program.

The current act provides for "not more than three (3) hours per week" for travel time to and from a cooperative program to be counted as instructional time toward meeting minimum instructional hours requirements. The act does permit, at the discretion of the MDE, an opportunity for the consideration of additional countable travel time, if circumstances dictate.

The cooperative program for which our district's actual travel time exceeds the 36 minutes per day allowed in the act is _____. The documented one-way travel time required to safely transport our students is _____ minutes, or _____ minutes per day.

We firmly believe that this cooperative program placement is in the best interests of our students and that the sole reason for an inability to meet the 1098 hours of instruction requirement for these students is the travel time associated with the program. Pro-rating each membership would result in a financial hardship to our district which could result in the discontinuation of our participation in this valuable program.

Consequently, we respectfully request your consideration of a waiver of the 36 minute daily maximum and approval of an additional _____ minutes per day to be counted toward meeting these students minimum instructional hours requirements.

Sincerely,

_____
Superintendent
_____ Public Schools