
Frequently Asked Questions for SPSR Team Members

1. What is the SPSR?

SPSR stands for service provider self-review. The SPSR is one of the three required methods of monitoring *Early On* as part of Michigan's Continuous Improvement & Monitoring System (CIMS). Conducted by a team representing administrators, providers, and parents, the goal of the SPSR is to evaluate local processes and outcomes *at the local level* in order to compare them to state and federal standards.

2. Why should I be a part of the SPSR team?

The SPSR process is designed to uniformly collect student performance and compliance data and to allow local service areas the opportunity to review and evaluate themselves using the same information and methods the state uses. By engaging in self-analysis, locals are able to evaluate strengths and weaknesses based on first-hand knowledge. This is typically more effective than chain-of-command monitoring alone, and fosters a sense of engagement between all parties in the improvement process.

3. How was I selected to be on the team?

The *Early On* coordinator is responsible for assembling a team of individuals who can work together in the interest of evaluating and improving *Early On* practices and outcomes. Each SPSR team should consist of at least one parent of a Part C child, at least one service provider, and the service area's *Early On* coordinator. He/she likely selected you because you meet one or more of those criteria and would be an asset to the team.

4. What are my responsibilities as a member of the SPSR team?

As a member of the SPSR team, you will be asked to review summarized information to analyze and rate your service area's performance on established Key Performance Indicators (KPIs). If areas of improvement are identified during the analysis and rating process, you will participate in the development of an improvement plan. Your team's analysis, rating, and improvement plans will be submitted to the MDE.

5. What is the time commitment?

Typically, the SPSR team meets during the second half of the school year (roughly March through May). The *Early On* coordinator may convene the team briefly in the fall to acquaint them with the process, but the real work begins in the spring. He/she will determine the schedule, length, and agendas for team meetings, so the commitment will vary from service area to service area. Generally, it is best to plan on 3–4 meetings of perhaps 2–3 hours each.

6. When does the SPSR take place?

Although the timeline is adjustable, there is a recommended sequence of SPSR activities. In August and September, the *Early On* coordinator recruits and orients the SPSR team. The SPSR team performs their analysis and rating activities on the preliminary report in March and April, followed immediately by their improvement planning activities in April and May. All analysis, rating, and improvement planning must be completed and submitted to the MDE by May 30, 2008. The MDE will review the SPSR work to determine whether modifications are needed, and the final SPSR submission must be made to the MDE by July 1, 2008.

7. Will I be compensated for my service?

Yes, there is grant money available to compensate SPSR team members. Your service area's *Early On* coordinator will have more information about this after October 1, 2007.