

## MICHIGAN LETRS FAQ

Eligibility		
	Question	Answer
1.1	Who is eligible to register for the LETRS professional learning courses?	<p><b>Who is eligible to register?</b> Per <a href="#">Section 35a(10) of P.A. 48 of 2021</a></p> <ul style="list-style-type: none"> <li>Any Michigan pre-K–6 educator currently teaching in any Michigan public school or public charter school</li> <li>Pre-K–12 SPED endorsed teachers</li> <li>Elementary administrators, those in leadership roles, and district-level administrators</li> <li>Literacy coaches</li> </ul>
1.2	Are literacy or instructional Coaches, district administrators, special education teachers, interventionists, and Title I teachers eligible for the training?	Yes, and we encourage all educators impacting Pre-K through grade 6 to apply. And Pre-K to 12 SPED endorsed educators.

General		
	Question	Answer
2.1	What is LETRS training?	<p>Language Essentials for Teachers of Reading and Spelling, which is a product of Lexia.</p> <p>“LETRS® addresses four critical outcomes for effective literacy instruction: understanding the science of reading, converting research to practice, enhancing teacher effectiveness, and transforming instruction. By understanding the “why” behind science and evidence-based research, educators can effectively know how to aid students in learning to read.”</p> <p>See <a href="https://www.lexialearning.com/leters">https://www.lexialearning.com/leters</a></p>
2.2	What is the format for professional learning?	<p><b>LETRS® for Early Childhood Educators</b> is designed for preschool teachers. The training includes four sessions that are each delivered in three-hour offerings. Training will also include four self-paced online units (approximately 14 hours), related readings (approximately 4 hours), and time dedicated to applying learned skills in their classrooms as a “Bridge to Practice” (approximately 5 hours).</p> <p><b>LETRS®</b> is designed for K-5 teachers. The training occurs in eight full day or 16 half day virtual training sessions over a two year period. Training will also include eight self-paced online units (approximately 58 hours), related readings (approximately 26 hours), and time dedicated to applying learned skills in their classrooms as a “Bridge to Practice” (approximately 25 hours). Total approximate time to engage in the learning: 137 hours over the course</p>

		<p>of two years.</p> <p><b>LETRS® for Administrators</b> occurs in four virtual full day or 8 half day training sessions over two years. There will also be self-paced, online units (approximately 19 hours), and related readings (approximately 16 hours). Total approximate time to engage in the learning: 59 hours over the course of two years.</p>
2.3	What if there are additional questions? Where are there additional resources and information?	For additional information and resources please visit the <a href="#">LETRS HELP Center</a> or contact <a href="mailto:MDE-LETRS@michigan.gov">MDE-LETRS@michigan.gov</a>
2.4	When a participant can no longer participate, who should be notified?	Please send an email to <a href="mailto:MDE-LETRS@michigan.gov">MDE-LETRS@michigan.gov</a> or <a href="mailto:Jamie.bouchelle@lexialearning.com">Jamie.bouchelle@lexialearning.com</a> .
2.5	What partnerships does Lexia have with universities to provide college credit for LETRS?	Currently, Lexia is partnered with American College of Education (ACES). Click <a href="#">here</a> for more information. Please note: If you apply for college credits, you cannot also apply for SCECHs.
2.6	Can participants join the statewide offering if they have already started LETRS training either independently or through their district?	<p>Yes, MDE will allow participants to join the professional learning with previous coursework completed through different systems.</p> <p>If you need to finish Volume 1 &amp; 2, you will apply through the application <a href="#">Register as an individual</a>.</p> <p>If you only need Volume 2, you will register by clicking on the link above and choosing the application, "register for Volume 2".</p> <p>For both options above, we will need you to complete this <a href="#">LETRS Data Release Form</a> to allow Lexia to merge your previous account to the new one.</p>
2.7	What is the expectation for the Bridge to Practice part of the professional learning?	<p>The LETRS course includes completion of the online course, attending the live-online professional learning sessions and completing the Bridge to Practice activities. The BtP activities are not collected; participants will document completion of each activity in the LETRS platform.</p> <p>We do understand that your three case study students may change across the course of the professional learning experience. Additionally, you have access to the activities in unit files located in the LETRS learning platform resource section.</p>
2.8	Will there be future training options if a participant does not register for this first phase?	LETRS, LETRS for Early Childhood and LETRS for Administrators will continue to be offered until funds are depleted. You can check for more information about upcoming cohorts at the <a href="#">Michigan LETRS Webpage</a>
2.9	What kinds of assessments will participants take?	Information regarding online learning platform assessments can be found <a href="#">here</a> .
2.10	Can participants retake assessments?	Information can be found <a href="#">here</a> .
2.11	After completing the session/unit assessment, can the correct answers be provided?	For active licenses, follow this path: Profile→Transcript→Click on the Unit Score and it will open all attempts. Correct answer is green.

## Live Virtual Training Sessions

	Question	Answer
3.1	What if a participant is unable to attend one of the scheduled live virtual training sessions? Will sessions be recorded?	<p>Live virtual training sessions are <b>not</b> recorded. It is recommended that every effort is made to attend the live virtual training session as scheduled.</p> <p>Participants will have an opportunity to change training selection choices in the event a conflict occurs.</p> <p>Additionally, limited makeup offerings are scheduled at least 3 times per calendar year.</p>
3.2	Are substitutes provided for participants to attend live training sessions?	This is a district based decision.
3.3	Will there be live training sessions, and will those be virtual or onsite?	All training sessions will be held virtually. Participants will attend online live training sessions with a Lexia facilitator using the Zoom platform. Participation requires access to the internet.
3.4	Will there be training sessions offered in the summer months?	Traditionally, we do not hold virtual training sessions over the summer months. We have started offering a summer cohort that will engage with one unit of content during the month(s) of June/July. Ex. Cohort 7, 10, 13, etc.
3.5	How long is each training session? How many sessions are there throughout the entire course?	Each live training session will have an optional choice between 3 or 6 hour-long sessions. LETRS for Elementary Educators has 16, three-hour sessions. LETRS for Early Childhood Educators has 4, three-hour sessions and LETRS for Administrators has 8, three-hour sessions or 4, six-hour sessions.
3.6	When will live online unit training sessions occur?	<p>Participants will be informed of options for training dates and times via an email from Lexia at the start of their training phase as well as approximately 1-2 months prior to each new round of offerings. Using a link provided, participants will be able to sign up for their preferred days and time slots on a first come, first serve basis. Training sessions will be offered during the day, evening and weekend to meet the diverse needs of participants.</p> <p><a href="#">Virtual training at-a-glance snapshot document</a></p>

## Logistics

	Question	Answer
4.1	Will communication be sent over the summer via both school/personal emails?	<p>Communication will only be sent to the email provided at registration. To update an email please reach out to <a href="mailto:mde-lettrs@michigan.gov">mde-lettrs@michigan.gov</a> or <a href="mailto:jamie.bouchelle@lexialearning.com">jamie.bouchelle@lexialearning.com</a>.</p> <p>If you have registered for LETRS training and do not receive login communication after the kick-off webinar, your district may have firewall protections that prevent us from communicating with you. In this case, please reach out to either of the emails listed above as well as your district tech support team to whitelist any Lexia generated emails.</p>

4.2	How do I receive training materials? Is there a cost for them?	Materials will be shipped to the school, or district, in which you are currently employed. Participants will coordinate with their school/district to pick-up delivered resources. Cost of materials are covered by the grant.
4.3	If a teacher leaves their school what happens with the training materials?	LETRS materials will need to be returned to MDE.
4.4	A participant manual hasn't arrived yet.	Please reach out to <a href="mailto:brandie.turner@lexialearning.com">brandie.turner@lexialearning.com</a> to check the status of the shipment. In the meantime, participants may access their manuals virtually at any time by following these <a href="#">directions</a> .
4.5	How do I sign-up for the ELA List Serve?	All ELA grant and training opportunities are shared through the ELA List Serve. Please visit the following link: <a href="https://public.govdelivery.com/accounts/MIMDE/subscriber/new">https://public.govdelivery.com/accounts/MIMDE/subscriber/new</a> .

## Completion

	Question	Answer
5.1	After completing LETRS, can a participant become a facilitator?	Yes, LETRS professional learning is the first step to becoming a facilitator. For more information look <a href="#">here</a> . It is extremely important that you score 88% or higher on the Volume 1 & 2 post tests. If you score between 80%-88%, you can pay a fee to retake.
5.2	Will participants receive a certificate at the end of the course?	Certificates are available for each unit professional learning live session attended. Click <a href="#">here</a> for more information. Additionally, as participants progress through the LETRS online material, they will receive completion certificates at the end of units (or, for LETRS for Early Childhood Educators and LETRS for Administrators participants, they will receive a certificate once they have completed all the online course material). Click <a href="#">here</a> for additional information. Please save all certificates in a safe location.
5.3	What should I do if I did not receive my LETRS Unit Session Certificate of Attendance?	Certificates of attendance are earned after each LETRS unit PL session you attend with a national professional learning facilitator. Please click <a href="#">here</a> for additional information on troubleshooting tips.

## Policy and Stipend Information

	Question	Answer
6.1	Do I have to attain a specific score on LETRS to receive SCECHs?	All educators are eligible to receive SCECHs based on completion. Mastery is not required. Early Childhood educators are also offered continuing education credits through MiRegistry.  LETRS for Elementary Educators: 127.75 LETRS for Early Childhood: 30 LETRS for Administrators: 26

6.2	Will I receive a stipend for participating?	MDE does not offer a stipend. Some districts are choosing to use other funding sources to provide stipends to participants but that is a district decision. Please check with your district to see if a stipend is being offered.
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