

C.O.O.R. ISD Board of Education Meeting

Wednesday, October 20, 2021 6:00 PM

C.O.O.R. ISD Central Office, PO Box 827, 11051 N. Cut Road, Roscommon, MI
48653

1. Call to order & Roll Call

2. Opening Ceremonies

- Pledge of Allegiance

- Mission Statement

C.O.O.R. ISD provides programs and services with our partners to support the current and emerging teaching and learning needs of our schools and communities.

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Pledge of Allegiance

I pledge allegiance to the Flag of the United States of America, and to the Republic for which it stands, one Nation under God, indivisible, with liberty and justice for all





Mission Statement

COOR ISD provides programs and services with our partners to support the current and emerging teaching and learning needs of our schools and communities

3. Adopt the Agenda

4. Department Updates

5

- Career & Technical Education Department
- Early Childhood Department
- Special Education Department
- R.O.O.C., Inc.
- Public Relations



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Director of Career &
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Katie Keith,
Supervisor of Early
Childhood

Somer Quinlan,
Executive Director
of ROOC, Inc.

Jared Socia,
Director of Operations

To: Shawn Petri, Superintendent

From: Natalie Davis

Date: October 7, 2021

Subject: CTE Update

CTE Overall:

Classes are off to a great start, and our final enrollment on count day 10/6 ended up at 125 students. This is a dramatic increase from last year's count of 51, so we are very excited about the growth and anticipate our numbers growing even more next year.

CTE Steering Committee:



We have formed a steering committee to support program development and the allocation of the \$2.5 million we've been granted from the state to develop the CTE Center at Roscommon Middle School. The first official meeting was held on Tuesday, October 5th in the RMS media center. Each district selected two representatives to share their input on program development. The goal is to have programs identified for the fall of 2022 before January for promotion and scheduling purposes. We are meeting with architect Todd Seidell and Ed Hunt with Integrity Construction to look at the facility and provide some input and ideas of what is feasible within the money currently allocated. These gentlemen handled the recent Kirtland CC construction project. The next meeting is scheduled for October 26th.

Other news:

I met with Ben Williams in Houghton Lake and toured the high school with Jeff Goodwin and Chad Watson (admin) on October 6th. I have now visited each local district and met with principals, superintendents, and local CTE teachers if there are programs there. I was able to observe Josh Meyer teaching welding while in Houghton Lake, and it was especially fun to speak with the two young ladies in the class.

Grant Update:

We should hear very soon about the SME-PRIME Grant applied for, and I also submitted a 61-C Equipment Grant in September. The allocation for the 61-C should also be determined later this month. I will be attending a conference to begin the process for the M-CAN grant Monday-Wednesday (October 11-13) in Grand Rapids. The M-CAN grant will provide college and career resources and possibly fund a career development coordinator should we receive it.

Otherwise, we are developing a very strong team with Dean VanWormer, Lyndsay Smolarz and myself to continue moving forward developing both programming and our facility.

Respectfully submitted,
Natalie Davis

An Equal Opportunity Program / Employer. Auxiliary aids, services and alternative format will be made available upon request to individuals with disabilities. Michigan Relay Center 1-844-578-6563 (Voice and TTY)

The CO.O.R. Intermediate School District gives notice that it does not discriminate on the basis of race, color, national origin, gender, age, height, weight, political belief, religious belief, marital status, or disability in the education programs and activities operated by the District, including employment. The following persons have been designated to handle inquiries regarding the nondiscrimination policies: Marc Wills, Special Education Director, and/or Gregory Bush, Superintendent; 11051 North Cut Rd. P.O. Box 827, Roscommon, MI 48653, (989) 275-9555.



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Jared Socia,
Director of Operations

To: Shawn Petri, Superintendent

From: Katie Keith, Supervisor

Date: October 2021

Subject: Monthly Early Childhood Update

Great Start Collaborative:

Talking is Teaching Mini Grant: The Collaborative recently received word that due to us being an active Talking is Teaching Campaign that we can apply for a mini Talking is Teaching Trusted Advisor grant. The award will be an additional \$8,000 to our FY21 grant. We will be working with Child Protection Councils in our 5-county area in creating a Talking is Teaching bag for families that attend their baby shower. Talking is Teaching baby items such as bibs, burp cloths, towels, and blankets given out. In addition to educational materials that support literacy, math and social emotional development will be given to each family.

Ready4K Equity Grant: The Collaborative also received the Ready4K equity grant. This is a 2-year grant that significantly reduces the cost for our Ready4K messaging app. This app sends literacy supported text messages to families enrolled from ages birth-3rd grade.

Literacy Hub Grant: With a collaboration between COOR/Iosco GSC, AMA GSC, COP GSC, Great Start to Quality and Child and Family Services of Northeast Michigan we have received a \$60,000 grant award to support a region wide literacy effort. The purpose of this partnership is to plan, pilot and implement a new and innovative early literacy hub in Northeast Michigan. Our mission is to promote real life literacy materials within the community. This intentional effort to provide reading and writing materials in the community where families are already gathering for the purpose of networking and spending time together will serve as an invitation to learning pre and post classroom.

Continued next page

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Car seat tech training: GSPC was awarded a 375.00 grant from Rotary Roscommon County, an additional 200.00 was received from the Oscoda/Montmorency Child Protection Council for the upcoming Child Passenger Safety Technician Training this will help to cover the meals for the students and trainers. The Training will take place in partnership with the Gerrish Fire Department, Crawford Roscommon Child Protection Council, Great Start COOR/IOSCO, Safe Kids America, OHSP, and Michigan State Police. We currently have 18 students with a current cap of 20, that could adjust to add more students. Students from the following counties will be attending Crawford, Roscommon, Ogemaw, Oscoda, Alcona, Emmitt, Alcona, and Missaukee. We invite the board to come out and see the training that takes place October 27-30 from 8 am to 4 pm, at Gerrish Fire Department. A community Car Seat Safety Check will take place at the Fire Department on Saturday the 30th, the students will receive their final exam during the event.

Great Start Readiness Programs (GSRP):

The GSRP classes currently have a total of 302 children enrolled. We are hoping to fill the remaining classrooms by the first of the year. Contracts and budgets have been shared with subrecipients.

Staff attended the first Professional Learning Committee in-person!! We are excited to offer a hybrid model this year with professional learning. We continue to add training sessions as the need arises.

Great Start to Quality Northeast Resource Center: We are currently in a hold while we wait for the Scope of Work, Budget and Contract for FY22 - it is in the process of being finalized between our ECSN and the Office of Great Start.

Fiscal Year 2021 Highlights:

RC Staff set a region metric to have 5,000 checkouts through our lending library this year. We met that goal with 5,414. Licensed Providers checked out 4,366; Parents checked out 1,023 and partner agencies checked out 25.

We offered 92 professional development opportunities (this includes the NE region virtual Early Childhood conference), and we trained 511 participants.

Our three Quality Improvement Consultants worked with 55 providers. These providers have the potential to influence the lives of 942 children in their programs.

Landscape of the providers, since October 1 2020 we have lost 19 providers in our 11 counties; these are made up of 4 centers and 15 home providers. We have been able to keep and grow our participation metrics from Oct 1 2020 52.73% to September 30 2021 63.18%. Part of the growth in participation is because the providers who are engaged in Great Start to Quality are closing at a slower rate than those who are not participating. However, a large part is due to the state giving back star ratings if a provider was expiring in the time from April 2020 through June 2021.

The state will be taking applications soon for Child Care Stabilization Grants, please read below a letter that was sent out to all childcare providers - please help spread the word. Our RC team will be working very hard to encourage ALL of our child care providers to apply.



Child care providers are heroes! We are grateful for the work you do for our children and communities. Yesterday, Governor Whitmer [signed a budget](#) that includes a tremendous investment in child care. We want to highlight a portion of that investment, **\$700 million in funding**, that will support child care providers!

This fall, the Michigan Department of Education (MDE) is launching the **Child Care Stabilization Grant** to help providers keep their doors open and focus on what matters most - supporting kids and families.

We are still finalizing the grant program, but **here's what you can expect:**

- The Child Care Stabilization Grant application will open in late October. If you own or lead a child care program, you can apply!
- Applications will be available for 30 days. MDE will be verifying your applications as they're submitted.
- At the end of the application period, the state will finalize grant award amounts and issue payments. We anticipate payments will be made by the end of December.

R.O.O.C. Inc.

11018 North Cut Road, P.O. Box 827, Roscommon, MI 48653

www.rooc.org

MEMORANDUM

To: Shawn Petri
From: Somer Quinlan
Re: Board Update
Date: October 7, 2021

The leaves are starting to turn and we are all enjoying the beautiful fall weather. We are happy to share that we have gained a few new clients this month and continue to offer all in-person services as well as virtual services weekly. We have begun a new Money Management class with MSU Extension and will continue through December. October will also begin our Nature Walk Series with MSU Master Forester and will include tours of Gahagan Nature Preserve and The Civilian Conservation Corps Museum and Nursery. With the end of the month comes Halloween and a Halloween Dance with DJ Party Pam! Special thanks to Pam Straub for continuing to sub at ROOC when needed and share her musical talents for special events!

Our focus on new transportation for ROOC continues and we have applied for some grant money to help make this happen. We will keep our fingers crossed and remain hopeful that we will have new vehicles very soon.



MEMORANDUM

To: Shawn Petri
From: Brent Cryderman
Re: Update
Date: October 7, 2021

What a beautiful time of year! I have been able to enjoy the good weather and all the best of northern Michigan autumn awesomeness. This Monday we kicked off the ASCENT New Teacher Academy with twenty participants- which had its own level of awesome. We are already putting together the November session. The collaboration with our literacy coaches, **Michelle Ewald** and **Grace Brown** has been terrific, and I am looking forward to seeing and hearing what **Kristin Eagle** will bring to the group. I will share survey data from the ASCENT program in December.

Our media coverage has been consistent. Look for upcoming coverage on the CTE program, its location and director **Natalie Davis**. Kudos to **Becky Socia** for capturing great images to be used by our local newspapers!

Here is one of the quotes used in the first ASCENT session:

What you see and hear depends a good deal on where you are standing...

C.S.Lewis

It's a pleasure and privilege to stand with you on top of Pioneer Hill.

onward

BDC



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Jared Socia,
Director of Operations

To: Shawn Petri, Superintendent

From: Jill Radosta

Director of Special Education

Date: October 7, 2021

Subject: Special Education Update

Action Items: Contracts

Interagency Cash Transfer Agreement (ICTA)

Michigan Rehabilitation Services (MRS) and the C.O.O.R. ISD participate in an interagency cash transfer agreement for the purpose of enhancing and improving the provision of vocational rehabilitation services for students with a disability in our local school districts and the public school academy. Please note that the contract will be reviewed in January or February to ensure the cost of the contract is enough to cover all the services provided.

The grand total of the agreement is \$155,833. The C.O.O.R. ISD's share of the cost is \$42,075.

[ICTA Agreement.pdf](#)

MOU Between the C.O.O.R. ISD and the Ogemaw Alternative Educational Academy

Requesting approval to enter into an agreement with the Ogemaw Alternative Educational Academy. The C.O.O.R. ISD will provide the Ogemaw Alternative Educational Academy with two days of School Social Work services for students with an IEP attending the academy. The cost of the agreement will not exceed \$36,500.00

[MOU for Ogemaw Alternative Educational Academy - SSW](#)



Moderate Cognitive Impairment Teacher

Alicia Thurston has accepted the teaching position for our Moderate Cognitive Impairment classroom. Alicia will be taking over Julie McGee's classroom. Pending board approval, Alicia will begin October 25th. She has been hired at the level of BA step 8 (\$51,401.48).

Special Education Updates

Administrative Assistant for the Director of Special Education

Brittany Gass has accepted the position of Administrative Assistant to the Director of Special Education. Pending the background check, Brittany is able to begin right away. She comes to the ISD with two years working in a school setting and has many skills that will make her a good fit for the position. Brittany's starting wage is \$16.00 per hour.

Transition Council

The first Transition Council meeting was held and was well attended by outside agency staff including Michigan Rehabilitation Services, Community Mental Health, and Kirtland Community College as well as school secondary education staff.

B-13 Secondary Transition training is scheduled for new secondary school staff for the second week of October.

Special Education Staffing

At the beginning of the school year, the Special Education Department was pretty much fully staffed. We still have a shortage of school psychologists however, Becky, Jim, and Aaron are doing a fabulous job in their attempt to ensure school districts are covered.

Since September, we were down two certified teachers at the CEC, we are in the process of replacing para-educators who have resigned and, as of October 4th, the Administrative Assistant for Special Education announced that she is taking a job with a local pre-school organization.

Fencing Around the School Yard

The fencing project has been completed. We received two grants (\$1,000 and \$3,000) from RCCF to help support the cost of this project. RCCF will be doing a photo op at the school on October 14th at 10:30 am. The staff is extremely grateful for this added safety measure.

Fire Prevention Week

Fire Prevention Week was October 3rd to October 9th. The local fire department is came to the CEC on October 4 from 1:00 to 3:00 so the students can see the trucks and learn about fire safety.

Professional Development

We had a CEC Professional Development day on September 8th at the Northern Center in Houghton Lake. We were fortunate enough to have Patricia Obrzut, the Assistant Director of Penrickton Center for Blind Children, spend the day teaching us about Active Learning. Active Learning is an innovative approach that focuses on establishing motivating learning environments for children with multiple special needs. We learned how to increase functional independence and developmental skills while reducing stereotypical, self-injurious, or aggressive behaviors.

Respectfully,

Jill Radosta, Director of Special Education

5. Public Participation

-The public may submit comments by 5:30 PM:

bit.ly/COORpublic-comment

-The public may call 989-275-9575 and leave a voicemail by 5:30 PM, OR

-The public may raise his/her hand from the zoom meeting.

-Individuals may speak for a maximum of 5 minutes.

-Groups may speak for a maximum of 15 minutes.

6. Consent Agenda

(A single member's request shall cause an item on the Consent Agenda to be relocated as an Action Item, eligible for discussion and vote that evening.)

A. Approve minutes of previous meeting, Sept 8, 2021

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Meeting Minutes

A regular meeting of the Board of Education (the “Board”) was held at the Ogemaw Heights High School, 960 M-33, PO Box 827, West Branch, MI, on Wednesday, September 9, 2021. President Mangutz called the meeting to order at 6:00 P.M.

1. Call to order & Roll Call

Attendance Taken at 6:00 PM. **Present:** Ian Faulkner, Katie Fuelling, Melissa Hayes, Dr. Jim Mangutz DDS, Nancy Persing, Lyn Sperry, **Absent:** Kara Mularz.

Also in attendance: Superintendent Phil Mikulski, WBRC Board Member Phil Stephens, Tom Rea, Shannon Rea, Katie Keith, Jill Radosta, Danielle Beeler, Carrie Macko, Brianne Macko, Adair Aumock, Recording Secretary Rebecca Socia, Superintendent Shawn Petri.

President Mangutz thanked Superintendent Mikulski for hosting the meeting at Ogemaw Heights High School.

2. Opening Ceremonies

- Pledge of Allegiance

- Mission Statement

C.O.O.R. ISD provides programs and services with our partners to support the current and emerging teaching and learning needs of our schools and communities.

3. Adopt the Agenda

Adopt the agenda as presented. This motion, made by Nancy Persing and seconded by Ian Faulkner, Carried.

Kara Mularz: Absent, Ian Faulkner: Yes, Katie Fuelling: Yes, Melissa Hayes: Yes, Dr. Jim Mangutz DDS: Yes, Nancy Persing: Yes, Lyn Sperry: Yes

Yes: 6, No: 0, Absent: 1

Attendance Update Taken at 6:06 PM. **Present:** Kara Mularz.

4. Resolution: Recognition of Retirement

Adair Aumock July 2017 to Aug 2021

"BE IT RESOLVED" . . . the COOR Intermediate School District Board of Education expresses sincere appreciation to Adair Aumock for his valued and dedicated services to the C.O.O.R. Intermediate School District for the period of July 2017 to August 2021, and

offers him best wishes in his retirement. This motion, made by Nancy Persing and seconded by Kara Mularz, Carried, 7-0.

Ian Faulkner: Yes, Katie Fuelling: Yes, Melissa Hayes: Yes, Dr. Jim Mangutz DDS: Yes, Kara Mularz: Yes, Nancy Persing: Yes, Lyn Sperry: Yes.

Adair Aumock thanked the board and said he is enjoying teaching students with Michigan Virtual University and that some of the students are COOR ISD students.

5. Department Updates

- Career & Technical Education Department
- Early Childhood Department
- Special Education Department
- R.O.O.C., Inc.
- Public Relations

Board trustees appreciate getting this information on a regular basis. They congratulated Natalie Davis on the higher enrollment for Career & Technical Education classes this year.

6. Public Participation – None.

- Individuals may speak for a maximum of 5 minutes.
- Groups may speak for a maximum of 15 minutes.
- The public may submit comments in advance by 5:30 PM: bit.ly/COORpublic-comment
- The public may call 989-275-9575 and leave a voicemail by 5:30 PM

7. Consent Agenda

(A single member's request shall cause an item on the Consent Agenda to be relocated as an Action Item, eligible for discussion and vote that evening.)

Approve all items on the Consent Agenda. This motion, made by Ian Faulkner and seconded by Melissa Hayes, Carried.

Ian Faulkner: Yes, Katie Fuelling: Yes, Melissa Hayes: Yes, Dr. Jim Mangutz DDS: Yes, Kara Mularz: Yes, Nancy Persing: Yes, Lyn Sperry: Yes
Yes: 7, No: 0

7.A. Approve Minutes of the August 11, 2021 Regular Meeting

7.B. Approval of Bills for August 2021 totaling \$858,348.72

7.C. Approve Revenue & Expenditure Reports for August 2021

7.D. Renew contracts with Christina Tappan, Tammy Tyler, and Desiree Lipski from Oct 1 2021 to Sept 30, 2022.

Special Ed Director Jill Radosta stated that she will also have a contract for Amber Akin.

8. Action Items

8.A. Approve bid for Roof Repair on the Transportation building

Approve bid for roof repair on Transportation building. This motion, made by Melissa Hayes and seconded by Katie Fuelling, Carried (7-0).

Ian Faulkner: Yes, Katie Fuelling: Yes, Melissa Hayes: Yes, Dr. Jim Mangutz DDS: Yes, Kara Mularz: Yes, Nancy Persing: Yes, Lyn Sperry: Yes

8.B. Approve contract with K-12 ETA for technology administration and support from Sept 8 to June 30, 2022

Approve contract with K-12 ETA for technology administration and support from Sept 8, 2021 to June 30, 2022. This motion, made by Kara Mularz and seconded by Lyn Sperry, Carried (7-0).

Ian Faulkner: Yes, Katie Fuelling: Yes, Melissa Hayes: Yes, Dr. Jim Mangutz DDS: Yes, Kara Mularz: Yes, Nancy Persing: Yes, Lyn Sperry: Yes

8.C. Approve contract with Grace Brown, Early Literacy Coach from August 30, 2021 to June 30, 2022

Approve contract with Grace Brown, Early Literacy Coach. This motion, made by Nancy Persing and seconded by Ian Faulkner, Carried (7-0).

Ian Faulkner: Yes, Katie Fuelling: Yes, Melissa Hayes: Yes, Dr. Jim Mangutz DDS: Yes, Kara Mularz: Yes, Nancy Persing: Yes, Lyn Sperry: Yes

8.D. Approve contract with James Huiskens, School Psychologist for the remainder of the 2021-22 school year.

Approve contract with James Huiskens, School Psychologist. This motion, made by Melissa Hayes and seconded by Kara Mularz, Carried (7-0).

Ian Faulkner: Yes, Katie Fuelling: Yes, Melissa Hayes: Yes, Dr. Jim Mangutz DDS: Yes, Kara Mularz: Yes, Nancy Persing: Yes, Lyn Sperry: Yes

8.E. Approve contracts with Michelle Lynn Therapy, PLC for Speech Language Therapists at Charlton Heston Academy, Fairview Area Schools, and Mio AuSable Schools from August 23, 2021 to August 31, 2023

Approve contracts with Michelle Lynn Therapy, PLC for Speech Language Therapists August 23, 2021 to August 31, 2023. This motion, made by Kara Mularz and seconded by Nancy Persing, Carried (7-0).

Ian Faulkner: Yes, Katie Fuelling: Yes, Melissa Hayes: Yes, Dr. Jim Mangutz DDS: Yes, Kara Mularz: Yes, Nancy Persing: Yes, Lyn Sperry: Yes

8.F. Approve contract for two MDHHS Social Workers to work in Roscommon County
Approve contract for two MDHHS Social Workers. This motion, made by Melissa Hayes and seconded by Ian Faulkner, Carried (Yes: 6, No: 0, Abstain (With Conflict): 1)

Kara Mularz: Abstain (With Conflict), Ian Faulkner: Yes, Katie Fuelling: Yes, Melissa Hayes: Yes, Dr. Jim Mangutz DDS: Yes, Nancy Persing: Yes, Lyn Sperry: Yes

9. Information Items

-MASB Annual Leadership Conference Nov 11-14, 2021 in Grand Rapids or virtual Nov 12-13

10. Superintendent's Report

COOR ISD districts have decided to highly recommend students wear masks. Mandates may come from the health departments. There are three health departments in our ISD. The superintendents have been discussing this issue at length. The state is offering some free personal protective equipment. COOR has applied for 160,000 disposable masks. Local districts will need to pick up their portion of the delivery.

Treasurer Melissa Hayes is stepping down from the board as of November 1st. She is retired and will be going to Florida for the winter. Please look across the ISD for representation from a local district to fill the vacancy in accordance with policy 2404. The elected candidate would fill the vacancy until the November 2022 election. The term ends December 2024.

Attachments to the Board agenda will be open to the public in the future except for direct hire personnel contracts. Department updates will be more accessible to the public. FOIA requests will be processed as received for personnel contracts.

11. Communications

-COOR Educational Center Yearbooks from 2020-21

-MASB is asking for delegates for the Delegate Assembly by Oct 8th. The Annual Leadership Conference will be Nov 11-14 in Grand Rapids with a virtual attendance option. Early Registration Rate (before Sept. 24, 2021): \$349

-Dr. Mangutz will not be present on October 13th. Vice President Fuelling will run the meeting.

12. Public Participation- None.

13. Adjournment

Adjourn the meeting. This motion, made by Melissa Hayes and seconded by Kara Mularz, Carried (7-0).

Respectfully submitted,



Rebecca Socia,
Recording Secretary

B. Approval of Bills for September
2021 totaling \$736,035.46

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A/P Check Register

Printed: 10/06/2021 12:43:08PM

COOR ISD

Check Date: 9/1/2021 to 9/30/2021

Vendor #	Vendor Name	Batch #	Check Date	Check #	Checks	Direct Deposit	Total
10526	ASSET ACCEPTANCE LLC	93	09/03/2021	98099	155.85	0.00	155.85
13220	MICHIGAN STATE DISBURSEMENT UNIT	93	09/03/2021	98100	308.04	0.00	308.04
141729	THOMAS MCDONALD	93	09/03/2021	98101	455.08	0.00	455.08
20310	UNITED WAY OF ROSCOMMON COUNTY	93	09/03/2021	98102	2.00	0.00	2.00
141441	VELO LAW OFFICE	93	09/03/2021	98103	149.58	0.00	149.58
141619	ALLEGRA	269	09/10/2021	98104	4,032.01	0.00	4,032.01
141200	AMAZON CAPITAL SERVICES INC	269	09/10/2021	98105	3,456.08	0.00	3,456.08
141731	AMBER AKIN	269	09/10/2021	98106	462.00	0.00	462.00
11592	CARRIE MACKO	269	09/10/2021	98107	45.02	0.00	45.02
3197	CENGAGE LEARNING INC	269	09/10/2021	98108	6,554.63	0.00	6,554.63
3253	CEPD COUNCIL	269	09/10/2021	98109	125.00	0.00	125.00
19631	CHRISTINA TAPPAN	269	09/10/2021	98110	109.30	0.00	109.30
4100	CONSUMERS ENERGY PAYMENT CENTER	269	09/10/2021	98111	3,083.87	0.00	3,083.87
4900	DEAN TRANSPORTATION	269	09/10/2021	98112	50,123.02	0.00	50,123.02
141235	DEAN VANWORMER	269	09/10/2021	98113	120.41	0.00	120.41
11056	DESIREE LIPSKI	269	09/10/2021	98114	326.80	0.00	326.80
141222	DUANE BILLS	269	09/10/2021	98115	770.56	0.00	770.56
5394	DUNNS BUSINESS SOLUTIONS	269	09/10/2021	98116	42.02	0.00	42.02
141703	ELENA ROTHNEY	269	09/10/2021	98117	64.72	0.00	64.72
141691	EMILY GUBANCSIK	269	09/10/2021	98118	123.32	0.00	123.32
6781	FRONTIER	269	09/10/2021	98119	861.29	0.00	861.29
141697	FUN FIRST THERAPY	269	09/10/2021	98120	2,230.90	0.00	2,230.90
7410	GOODHEART-WILCOX PUBLISHER	269	09/10/2021	98121	1,204.63	0.00	1,204.63
141672	GRYPHON HOUSE INC	269	09/10/2021	98122	367.04	0.00	367.04
8800	HOUGHTON LK UNITED METHODIST CHURCH PRESCHOOL	269	09/10/2021	98123	10,261.69	0.00	10,261.69
6195	IAN FAULKNER	269	09/10/2021	98124	74.80	0.00	74.80
9160	IMPACT OFFICE PRODUCTS	269	09/10/2021	98125	220.00	0.00	220.00
9429	JACKLIN STEEL SUPPLY CO	269	09/10/2021	98126	3,984.25	0.00	3,984.25
141667	KAREN WALTON EBNIT	269	09/10/2021	98127	990.00	0.00	990.00
141488	KATIE FUELLING	269	09/10/2021	98128	30.00	0.00	30.00
10020	KEENAN THERAPEUTICS PC	269	09/10/2021	98129	3,231.98	0.00	3,231.98
141429	KIMBERLY MURPHY	269	09/10/2021	98130	21.84	0.00	21.84
10250	KIRTLAND COMMUNITY COLLEGE	269	09/10/2021	98131	90.30	0.00	90.30
11254	LUSTRE-CAL CORPORATION	269	09/10/2021	98132	188.00	0.00	188.00
141719	LYN SPERRY	269	09/10/2021	98133	38.40	0.00	38.40
18288	LYNDSAY SMOLARZ	269	09/10/2021	98134	522.38	0.00	522.38
12505	MASSP	269	09/10/2021	98135	500.00	0.00	500.00
11451	MCGRAW HILL LLC	269	09/10/2021	98136	1,328.30	0.00	1,328.30
141422	MELISA AKERS	269	09/10/2021	98137	56.88	0.00	56.88
141775	MICHELLE EWALD	269	09/10/2021	98138	71.12	0.00	71.12
13073	MPAAA	269	09/10/2021	98139	1,500.00	0.00	1,500.00
141340	MSPRA	269	09/10/2021	98140	125.00	0.00	125.00
15652	NANCY PERSING	269	09/10/2021	98141	90.48	0.00	90.48
141772	NATALIE DAVIS	269	09/10/2021	98142	71.44	0.00	71.44
141765	NORTHERN MICHIGAN EVENT BANQUET CENTER LLC	269	09/10/2021	98143	545.00	0.00	545.00
14944	OGEMAW COUNTY HERALD	269	09/10/2021	98144	110.00	0.00	110.00
141229	PITNEY BOWES GLOBAL FINANCIAL SVS LLC	269	09/10/2021	98145	500.46	0.00	500.46
15860	PURCHASE POWER	269	09/10/2021	98146	4,035.00	0.00	4,035.00
16250	QUILL CORP	269	09/10/2021	98147	106.51	0.00	106.51
18430	REBECCA SOCIA	269	09/10/2021	98148	38.08	0.00	38.08
7160	ROSCOMMON AREA PUBLIC SCHOOLS BUSINESS OFFICE	269	09/10/2021	98149	16,223.29	0.00	16,223.29

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COOR ISD

Check Date: 9/1/2021 to 9/30/2021

Vendor #	Vendor Name	Batch #	Check Date	Check #	Checks	Direct Deposit	Total
16945	ROSCOMMON CO-OP NURSERY	269	09/10/2021	98150	6,012.86	0.00	6,012.86
141307	SNAP ON INDUSTRIAL	269	09/10/2021	98151	8,178.75	0.00	8,178.75
18555	SPARTAN STORES LLC	269	09/10/2021	98152	35.37	0.00	35.37
18782	STATE OF MICHIGAN DEPARTMENT OF	269	09/10/2021	98153	17,359.00	0.00	17,359.00
141774	STEPHANIE BATES	269	09/10/2021	98154	83.84	0.00	83.84
20152	TAMMY TYLER	269	09/10/2021	98155	205.68	0.00	205.68
19599	TELE-RAD, INC.	269	09/10/2021	98156	929.00	0.00	929.00
7180	TERESA GERTISER	269	09/10/2021	98157	17.92	0.00	17.92
19800	THRUN LAW FIRM P.C.	269	09/10/2021	98158	318.00	0.00	318.00
141663	TOWN & COUNTRY STORAGE	269	09/10/2021	98159	28.50	0.00	28.50
141582	VISION CONSULTING LLC	269	09/10/2021	98160	910.00	0.00	910.00
20970	WASTE MANAGEMENT OF MI	269	09/10/2021	98161	100.36	0.00	100.36
21181	WEST BRANCH ROSE CITY SCHOOL DISTRICT	269	09/10/2021	98162	179,969.00	0.00	179,969.00
21770	XEROX CORP	269	09/10/2021	98163	733.60	0.00	733.60
8420	EAST HIGGINS LAKE TRUE VALUE	270	09/10/2021	98164	191.87	0.00	191.87
6781	FRONTIER	270	09/10/2021	98165	457.01	0.00	457.01
11870	INCOMPASS MICHIGAN	270	09/10/2021	98166	497.63	0.00	497.63
19144	SUMMIT FIRE PROTECTION	270	09/10/2021	98167	509.50	0.00	509.50
141776	SHILOH K9 OBEDIENCE TRAINING & BOARDING CENTER LLC	271	09/10/2021	98168	100.00	0.00	100.00
4470	CRWFD CNTY TRANSP AUTH	272	09/15/2021	98169	3,020.00	0.00	3,020.00
10526	ASSET ACCEPTANCE LLC	93	09/17/2021	98170	173.31	0.00	173.31
13220	MICHIGAN STATE DISBURSEMENT UNIT	93	09/17/2021	98171	260.27	0.00	260.27
141729	THOMAS MCDONALD	93	09/17/2021	98172	455.08	0.00	455.08
19978	TSA CONSULTING GROUP INC	93	09/17/2021	98173	960.00	0.00	960.00
20310	UNITED WAY OF ROSCOMMON COUNTY	93	09/17/2021	98174	2.00	0.00	2.00
7552	GRAYLING COOPERATIVE PRESCHOOL, INC.	273	09/16/2021	98175	16,967.42	0.00	16,967.42
225	AFLAC	99	09/17/2021	98176	1,114.53	0.00	1,114.53
141726	BLUE CROSS BLUE SHIELD OF MI	99	09/24/2021	98177	191.12	0.00	191.12
141726	BLUE CROSS BLUE SHIELD OF MI	99	09/24/2021	98178	191.12	0.00	191.12
2045	BLUE CROSS BLUE SHIELD OF MI	99	09/24/2021	98179	492.48	0.00	492.48
141720	AMERICAN UNITED LIFE INSURANCE COMPANY	99	09/24/2021	98180	432.14	0.00	432.14
141724	FIDELITY SECURITY LIFE INSURANCE COMPANY	99	09/24/2021	98181	168.82	0.00	168.82
141200	AMAZON CAPITAL SERVICES INC	274	09/24/2021	98182	5,144.52	0.00	5,144.52
141720	AMERICAN UNITED LIFE INSURANCE COMPANY	274	09/24/2021	98184	1,346.38	0.00	1,346.38
814	APPLIED EDUCATIONAL SYSTEMS	274	09/24/2021	98186	2,100.00	0.00	2,100.00
3020	BEECHWOOD COMMUNICATIONS	274	09/24/2021	98187	2,567.80	0.00	2,567.80
141726	BLUE CROSS BLUE SHIELD OF MI	274	09/24/2021	98188	0.00	0.00	0.00
			Void by KLM on 9/24/2021				
141726	BLUE CROSS BLUE SHIELD OF MI	274	09/24/2021	98189	0.00	0.00	0.00
			Void by KLM on 9/24/2021				
2045	BLUE CROSS BLUE SHIELD OF MI	274	09/24/2021	98190	8,968.03	0.00	8,968.03
2045	BLUE CROSS BLUE SHIELD OF MI	274	09/24/2021	98191	63,426.91	0.00	63,426.91
2575	BURMAX COMPANY, INC	274	09/24/2021	98192	17.04	0.00	17.04
15350	CHAD PATTERSON	274	09/24/2021	98193	175.00	0.00	175.00
141313	CONSCIOUS DISCIPLINE	274	09/24/2021	98194	2,646.50	0.00	2,646.50
4400	CRAF CENTER	274	09/24/2021	98195	2,000.00	0.00	2,000.00
4490	CRAWFORD CO AVALANCH	274	09/24/2021	98196	83.48	0.00	83.48
4470	CRWFD CNTY TRANSP AUTH	274	09/24/2021	98197	1,076.00	0.00	1,076.00
5000	DELISLE ASSOCIATES LTD	274	09/24/2021	98198	100.00	0.00	100.00

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COOR ISD

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Vendor #	Vendor Name	Batch #	Check Date	Check #	Checks	Direct Deposit	Total
11056	DESIREE LIPSKI	274	09/24/2021	98199	330.72	0.00	330.72
141732	DM BURR GROUP	274	09/24/2021	98200	459.75	0.00	459.75
5385	DTE ENERGY	274	09/24/2021	98201	175.04	0.00	175.04
5812	EMERGENCY SERVICES OF HOUGHTON LAKE	274	09/24/2021	98202	1,293.57	0.00	1,293.57
141568	FICK & SONS, INC.	274	09/24/2021	98203	1,760.00	0.00	1,760.00
7552	GRAYLING COOPERATIVE PRESCHOOL, INC.	274	09/24/2021	98204	900.00	0.00	900.00
8700	HOME DEPOT CREDIT SERVICES	274	09/24/2021	98205	1,385.75	0.00	1,385.75
9125	IDVILLE	274	09/24/2021	98206	1,683.76	0.00	1,683.76
141459	Inacomp	274	09/24/2021	98207	7,338.24	0.00	7,338.24
11870	INCOMPASS MICHIGAN	274	09/24/2021	98208	497.62	0.00	497.62
141231	INTRADO INTERACTIVE SERVICES CORPORATION	274	09/24/2021	98209	164.00	0.00	164.00
141506	JOSH MEYER	274	09/24/2021	98210	107.61	0.00	107.61
9950	KAPLAN EARLY LEARNING COMPANY	274	09/24/2021	98211	2,658.60	0.00	2,658.60
141667	KAREN WALTON EBNIT	274	09/24/2021	98212	2,172.50	0.00	2,172.50
10020	KEENAN THERAPEUTICS PC	274	09/24/2021	98213	4,561.18	0.00	4,561.18
141692	KIWANIS CLUB OF WEST BRANCH	274	09/24/2021	98214	121.00	0.00	121.00
141781	KRISTEN KALTHOFF	274	09/24/2021	98215	25.18	0.00	25.18
14545	NEMCSA	274	09/24/2021	98216	34,083.37	0.00	34,083.37
14944	OGEMAW COUNTY HERALD	274	09/24/2021	98217	103.27	0.00	103.27
141779	OSCODA COUNTY CHILD PROTECTION COUNCIL	274	09/24/2021	98218	500.00	0.00	500.00
16250	QUILL CORP	274	09/24/2021	98219	94.57	0.00	94.57
16390	RAY'S PARTS CENTER	274	09/24/2021	98220	99.38	0.00	99.38
141124	REBEKAH SEELow	274	09/24/2021	98221	60.00	0.00	60.00
141590	RELIABLE MECHANICAL SYSTEMS INC	274	09/24/2021	98222	355.65	0.00	355.65
19081	ROBERT J GORDON DOFAA-INS PLLC	274	09/24/2021	98223	18.00	0.00	18.00
7160	ROSCOMMON AREA PUBLIC SCHOOLS BUSINESS OFFICE	274	09/24/2021	98224	2,118.00	0.00	2,118.00
7161	ROSCOMMON FOOD SERVICE	274	09/24/2021	98225	3,062.77	0.00	3,062.77
141778	ROSCOMMON LITERACY COUNCIL	274	09/24/2021	98226	1,000.00	0.00	1,000.00
141777	ROSE CITY GREENHOUSE	274	09/24/2021	98227	37.98	0.00	37.98
17870	SEG WORKERS COMPENSATION FUND	274	09/24/2021	98228	1,324.00	0.00	1,324.00
17880	SEHI COMPUTER PRODUCTS INC	274	09/24/2021	98229	920.78	0.00	920.78
15685	SHAWN PETRI	274	09/24/2021	98230	77.28	0.00	77.28
18150	SHRED EXPERTS LLC	274	09/24/2021	98231	75.00	0.00	75.00
18154	SKYWARD INC.	274	09/24/2021	98232	1,150.50	0.00	1,150.50
141649	STAPLES	274	09/24/2021	98233	82.18	0.00	82.18
1415	TAMMY BAUDOUX	274	09/24/2021	98234	240.24	0.00	240.24
20571	VERIZON WIRELESS	274	09/24/2021	98235	1,131.43	0.00	1,131.43
141582	VISION CONSULTING LLC	274	09/24/2021	98236	1,267.50	0.00	1,267.50
20900	WALMART BUSINESS CARD	274	09/24/2021	98237	423.53	0.00	423.53
141596	WENDY SCHLOSS	274	09/24/2021	98238	25.07	0.00	25.07
141659	WEST BRANCH OPTIMIST CLUB	274	09/24/2021	98239	105.00	0.00	105.00
21181	WEST BRANCH ROSE CITY SCHOOL DISTRICT	274	09/24/2021	98240	500.00	0.00	500.00
2651	XELLO	274	09/24/2021	98241	14,383.10	0.00	14,383.10
21770	XEROX CORP	274	09/24/2021	98242	517.51	0.00	517.51
141726	BLUE CROSS BLUE SHIELD OF MI	275	09/24/2021	98243	3,038.19	0.00	3,038.19
141726	BLUE CROSS BLUE SHIELD OF MI	275	09/24/2021	98244	2,762.42	0.00	2,762.42
141724	FIDELITY SECURITY LIFE INSURANCE COMPANY	275	09/24/2021	98245	729.15	0.00	729.15
141105	HEALTH EQUITY	94	09/03/2021	201704993	0.00	3,577.39	3,577.39
20245	US TREASURY	94	09/03/2021	201704994	0.00	31,187.47	31,187.47

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COOR ISD
Check Date: 9/1/2021 to 9/30/2021

Vendor #	Vendor Name	Batch #	Check Date	Check #	Checks	Direct Deposit	Total
141103	ORS	94	09/10/2021	201704995	0.00	51,985.05	51,985.05
20245	US TREASURY	94	09/10/2021	201704996	0.00	15.30	15.30
141105	HEALTH EQUITY	94	09/17/2021	201704997	0.00	3,577.39	3,577.39
20245	US TREASURY	94	09/17/2021	201704998	0.00	32,063.10	32,063.10
141103	ORS	94	09/24/2021	201704999	0.00	55,309.07	55,309.07
141106	MICHIGAN DEPT OF TREASURY	94	09/30/2021	201705000	0.00	10,178.46	10,178.46
141106	MICHIGAN DEPT OF TREASURY	96	09/30/2021	201705001	0.00	830.88	830.88
20245	US TREASURY	96	09/24/2021	201705002	0.00	544.75	544.75
Report Totals					<u>\$546,766.60</u>	<u>\$189,268.86</u>	<u>\$736,035.46</u>

C. Approve Revenue & Expenditure
Reports for September 2021

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COOR Intermediate School District				
Career Tech				
Statement of Revenue & Expenditures				
September 30, 2021				
Revenues	Current Budget	Year to Date 9/30/2021	Encumbered Amount	Year to Date 9/30/2020
Local Sources	1,000	6,170	-	595
State Sources	554,059	10,000	-	-
Federal Sources	145,856	-	-	-
Incoming Transfers	196,317	-	-	-
Total Revenues	897,232	16,170	-	595
Basic Program	260,799	34,085	12,400	5,347
Added Needs	-	-	-	-
Skilled Trades Initiative	-	-	-	-
Support Services - Pupil	153,305	33,719	3,799	15,860
Technology	1,033	-	9,685	-
General Administration	245,696	64,554	19,607	39,220
Business	4,254	1,320	-	1,524
Repairs & Maintenance	24,000	1,942	501	-
Outgoing Transfers	195,612	-	-	-
Total Expenditures	884,699	135,620	45,993	61,951
Current Change in Fund Balance		(119,450)		(61,356)

COOR Intermediate School District				
General Fund				
Statement of Revenue & Expenditures				
September 30, 2021				
Revenues	Current Budget	Year to Date 9/30/2021	Encumbered Amount	Year to Date 9/30/2020
Local Sources	1,021,463	116,511	-	126,420
State Sources	4,270,061	-	-	-
Federal Sources	600,490	56,019	-	133,187
Incoming Transfers	260,542	8,680	-	-
Total Revenues	6,152,556	181,209	-	259,607
Added Needs	42,540	-	-	-
School Administrative	981,710	261,387	31,284	277,537
Support Services - Instruction	584,446	80,353	15,770	51,349
General Administration	577,941	175,376	25,234	180,462
Business	11,290	5,119	56	6,149
Operations & Maintenance	107,927	11,125	2,799	8,709
Central	207,478	122,936	3,468	138,798
31N Services	925,447	19,214	500	750
Pupil Accounting	86,643	21,802	2,977	8,660
Outgoing Transfers	2,426,450	304,284	81,218	99,213
Total Expenditures	5,951,872	1,001,597	163,305	771,627
Current Change in Fund Balance		(820,388)		(512,020)

COOR Intermediate School District				
ROOC Inc				
Statement of Revenue & Expenditures				
September 30, 2021				
Revenues	Current Budget	Year to Date 9/30/2021	Encumbered Amount	Year to Date 9/30/2020
Northern Lakes	750,000	101,559	-	201,448
DHHS	45,000	36,225	-	11,321
Production	45,000	3,501	-	14,742
State Aid	56,404	-	-	-
Rent	-	-	-	-
Private	10,000	-	-	-
Donations	15,000	-	-	-
Interest	170	82	-	27
Snack Shack	-	-	-	-
Miscellaneous	500	524	-	16
Transfer from ROOC Unemployment	-	-	-	-
Total Revenues	922,074	141,891	-	227,554
General Administration	236,005	60,175	5,789	26,392
Operations & Maintenance	56,706	9,936	2,496	9,513
Activity Services	358,693	73,301	9,883	75,455
Support Employment Service	29,553	29,186	1,324	44,523
Production	33,403	8,344	1,574	15,187
Spencers	37,620	7,360	664	7,026
Respite	27,374	5,299	760	4,762
Transportation	37,404	5,443	3,432	-
Communications/Technology	5,822	337	-	4,820
Business	5,460	794	-	1,365
Total Expenditures	828,040	200,176	25,923	189,043
Current Change in Fund Balance		(58,285)		38,511

COOR Intermediate School District				
Special Education				
Statement of Revenue & Expenditures				
September 30, 2021				
Revenues	Current Budget	Year to Date 9/30/2021	Encumbered Amount	Year to Date 9/30/2020
Local Sources	3,122,278	433,522	-	432,958
State Sources	2,004,588	(14,489)	-	-
Federal Sources	2,405,363	-	-	126,386
Incoming Transfers	666,612	-	-	20,771
Total Revenues	8,198,841	419,034	-	580,115
Added Needs	1,814,556	379,779	57,100	260,678
Pupil Support Services	2,053,110	271,621	51,553	298,889
Support Services - Instruction	540,252	163,430	31,933	139,653
General Administration	124,707	17,005	2,845	15,390
Business	27,215	15,327	139	16,083
Operations & Maintenance	153,253	35,610	9,813	21,659
Pupil Transportation	621,646	125,753	6,035	61,898
Communication/Technology	27,851	750	94	4,648
Outgoing Transfers	2,335,239	809	-	741
Total Expenditures	7,697,829	1,010,083	159,512	819,639
Current Change in Fund Balance		(591,050)		(239,524)

D. Update the state bidding threshold from \$24,924 to \$25,288. This pertains to the procurement of supplies, materials, and equipment as allowed by the Michigan Department of Education for the 2021-22 school year. This threshold is referenced by Board Policy 3301.

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STATE OF MICHIGAN
DEPARTMENT OF EDUCATION
LANSING

GRETCHEN WHITMER
GOVERNOR

MICHAEL F. RICE, Ph.D.
STATE SUPERINTENDENT

MEMORANDUM

DATE: October 8, 2020

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

FROM: Kyle L. Guerrant, Deputy Superintendent
Finance and Operations KG

SUBJECT: FY 21 Thresholds for Competitive Bids, Posting Travel Expenses, and Value of Awards

The Michigan Department of Education (MDE) is providing updated information on statutory requirements that determine thresholds for competitive bids, travel expenses, and value of awards.

Sections 623a, 1267, and 1274 of the Revised School Code establish a base amount above which competitive bids must be obtained for school construction projects (including renovation, repair, or remodeling) and procurement of supplies, materials, and equipment. The law also provides for an increase in the base amount that corresponds with increases in the Consumer Price Index (CPI). The fiscal year 2020-21 base amount for Section 1267 (pertaining to construction, renovation, repair, or remodeling) and for Sections 623a and 1274 (pertaining to procurement of supplies, materials, and equipment) is \$25,288.

Our analysis shows that the average CPI for the 12-month period ending August 31, 2019 was 254.02. The similar average for the 12 months ending August 31, 2020 was 257.72, a percentage increase of 1.5%. Therefore, the fiscal year 2019-20 base of \$24,924 for Sections 623a, 1267, and 1274 items increases by \$364 to \$25,288 for fiscal year 2020-21.

Section 620(1) of the Revised School Code (MCL 380.620(1)) establishes a base amount above which travel expenses paid with intermediate funds must be posted to the intermediate school district (ISD) website. Section 620(1) provides for an increase in the base amount that corresponds with increases in the CPI. For fiscal year 2020-21, the base amount for travel increases by \$60 to \$4,138.

STATE BOARD OF EDUCATION

CASANDRA E. ULBRICH – PRESIDENT • PAMELA PUGH – VICE PRESIDENT
MICHELLE FECTEAU – SECRETARY • TOM MCMILLIN – TREASURER
TIFFANY D. TILLEY – NASBE DELEGATE • JUDITH PRITCHETT
LUPE RAMOS-MONTIGNY • NIKKI SNYDER

There are changes to the limits on the value of awards given by an ISD to an employee, volunteer, or pupil, as well as the value above which an ISD administrator may not accept a gift from a vendor or potential vendor. Section 634 places an upper limit on the value of awards given by an ISD to an employee, volunteer, or pupil, as well as the value above which an ISD administrator may not accept a gift from a vendor or potential vendor. The fiscal year 2019-20 cap of \$140 for awards increases to \$143 and the cap of \$61 for gifts increases to \$62 due to the increase in the average CPI.

Please note that all thresholds and caps mentioned in this communication are effective as of this date and are in effect until the next communication revises them.

If you have any questions, please contact Phil Boone, Office of Financial Management, at 517-335-4059 or boonep2@michigan.gov.

	Section	Requirement	Base Amount	2005-06 Base	2019-20 Thresholds	2020-2021 Thresholds
ISD Travel expenditures	620	Posting	\$ 3,000	\$ 3,093	\$ 4,078	\$ 4,138
ISD Procurement of supplies, materials, and equipment	623a	Comp. Bid	\$ 17,932	\$ 18,489	\$ 24,924	\$ 25,288
ISD Award value limit	634, 1814	Award Cap	\$ 100	\$ 105	\$ 140	\$ 143
ISD Gift value limit (monthly)	634	Gift Cap	\$ 44	\$ 46	\$ 61	\$ 62
School building construction, addition, renovation, or repair	1267	Comp. Bid	\$ 17,932	\$ 18,915	\$ 24,924	\$ 25,288
School District or PSA Procurement of supplies, materials, and equipment	1274	Comp. Bid	\$ 17,932	\$ 18,489	\$ 24,924	\$ 25,288

cc: Michigan Education Alliance
 Confederation of Michigan Tribal Education Directors

E. Ratify the lease agreement with
West Branch- Rose City Area Schools
for the Regional Resource Center
from Oct 1, 2021 to Sept 30, 2022

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**LEASE AGREEMENT – WBRC AND COOR ISD
FOR REGIONAL RESOURCE CENTER**

This Lease Agreement ("Lease") is made and effective October 1, 2021, by and between West Branch - Rose City Area Schools, a Michigan general powers school district organized and operating under the provisions of the Revised School Code, MCL 380.1, *et seq.*, as amended, whose address is P.O. Box 308, West Branch, Michigan 48661 ("Landlord") and C.O.O.R. ISD, a/k/a Crawford-Oscoda-Ogemaw-Roscommon ISD, a Michigan intermediate school district organized and operating under the provisions of the Revised School Code, MCL 380.1, *et seq.*, as amended, whose address is 11051 N. Cut Road, P.O. Box 827, Roscommon, Michigan 48653-0827("Tenant").

WHEREAS, Landlord owns classrooms located at 515 Harrington, Rose City, MI commonly known as the Rose City Elementary School; and

WHEREAS, Tenant desires to rent one (1) classroom for the Regional Resource Center (RRC) office, and storage; and

WHEREAS, both Landlord and Tenant have determined it would be in their best interests to assist each other with regards to the rented classroom.

THEREFORE, in consideration of the mutual promises herein, contained and other good and valuable consideration, it is agreed:

1. **Term.** Landlord hereby leases the Leased Premises to Tenant and Tenant hereby leases the same from Landlord, for a twelve (12) month term, commencing October 1, 2021 and ending September 30, 2022, subject to the default provisions as provided in Paragraph 16.

2. **Rent.** The rent for this Lease shall be Seventy-Five Dollars (\$75.00) per month payable in advance of the first day of each month.

3. **Use.** The Leased Premises may be used and occupied by Tenant for RRC services and trainings and for no other purposes without the consent of Landlord, which consent shall be at the sole discretion of the Landlord. Tenant shall comply with all applicable zoning ordinances, laws, rules, or regulations.

4. **Sublease and Assignment.** Tenant shall not sublease all or any part of the Leased Premises, or assign this Lease in whole or in part without Landlord's consent, which consent shall be at the sole discretion of the Landlord.

5. **Repairs.** During the Lease term, Tenant shall make, at Tenant's expense, repairs to the Leased Premises, including such items as routine cleaning and minor maintenance and repair of floors and walls, and other parts of the Leased Premises damaged or worn through normal occupancy. Tenant shall perform all maintenance, repair and replacement upon Lease Premises necessitated by the action or inaction of Tenant, its agents, employees, or invitees. Landlord shall be responsible for the maintenance and repair of all the structural components of the Leased Premises, including but not limited to roof, walls, HVAC, electrical and plumbing systems.

6. **Alterations and Improvements.** Tenant shall have the right, following Landlord's review of plans and consent (in writing), to remodel, redecorate, and make additions, improvements, and replacements of and to all or any part of the Leased Premises from time to time as Tenant may deem desirable, provided the same are made in a workmanlike manner and utilizing good quality materials. Tenant shall have the right to place and install personal property, trade fixtures, equipment, and other temporary installations in and upon the Leased Premises, and fasten the same to the Leased Premises. All personal property, equipment, machinery, trade fixtures, and temporary installations, placed or installed on the Leased Premises by Tenant and not removed upon the termination of this Lease, shall become the Landlord's property free and clear of any claim by Tenant. Tenant shall have the right to remove the same at any time during the term of this Lease provided that all damage to the Leased Premises caused by such removal shall be repaired by Tenant at Tenant's expense.

7. **Insurance.**

A. Landlord shall maintain fire and extended coverage insurance on the Property in such amounts as Landlord shall deem appropriate. Tenant shall be responsible, at its expense, for fire and extended coverage insurance on all of its personal property, including removable trade fixtures, located in the Leased Premises.

B. Tenant shall maintain a policy or policies of comprehensive broad form general liability insurance with respect to the Leased Premises in the amount of \$1,000,000 single incident (\$2,000,000 aggregate) with the premiums thereon fully paid on or before due date. Landlord shall be listed as an additional insured on the Tenant's policy or policies of comprehensive general liability insurance, and Tenant shall provide Landlord with current certificates of insurance evidencing the Tenant's compliance with this Paragraph 8. The policy or policies of comprehensive general liability insurance shall contain language which provides that the Landlord shall be notified, in writing, at least thirty (30) days prior to the cancellation of the policy or policies. In the event of cancellation of coverage, the Landlord may obtain a policy or policies of comprehensive general liability insurance, the premium(s) of which shall be considered rent under this Lease Agreement and the Tenant shall reimburse the Landlord within thirty (30) days from receipt of an invoice for the premium(s).

C. Tenant shall indemnify and hold the Landlord harmless from any and all liabilities, damages, awards, penalties, costs, claims, causes of action and expenses, including but without limitation actual attorney's fees incurred by the Landlord, arising out of or in anyway related to the Tenant's possession and/or use of the Leased Premises.

8. **Utilities.** Except as provided below, Landlord shall pay when due all charges for water, sewer, gas, electricity, and other services and utilities consumed at the Leased Premises during the term of this Lease. Tenant shall pay for any telephone line and usage, internet and custodial services at the Leased Premises.

9. **No Signs or Advertising Displays.** Tenant shall not place any signs or advertising displays of any kind on or at the Leased Premises or the Premises.

10. **Rules and Regulations.** Tenant shall abide by all rules and regulations imposed by the Landlord upon the Tenant as a result of the Tenant's possession and/or use of the Leased Premises.

11. **Entry.** Landlord shall have the right to enter upon the Leased Premises at reasonable hours to inspect the same, provided Landlord shall not thereby unreasonably interfere with Tenant's use of the Leased Premises.

12. **Damage and Destruction.** If the Leased Premises or any part thereof or any appurtenance thereto is damaged by fire, casualty, or structural defects that the same cannot be used for Tenant's purposes, then Landlord or Tenant shall have the right within thirty (30) days following damage to elect by notice to the other party to terminate this Lease as of the date of such damage. In the event of minor damage to any part of the Leased Premises, and if such damage does not render the Leased Premises unusable for Tenant's purposes, Landlord may, in its discretion, repair such damage at the cost of Landlord. If Landlord determines not to repair the minor damage, the Tenant may terminate this Lease upon thirty (30) days written notice to the Landlord. Tenant shall be relieved from paying rent and other charges during any portion of the Lease term that the Leased Premises are inoperable or unfit for occupancy or use in whole for Tenant's purposes. In the event the Leased Premises are not damaged to such extent that they are rendered wholly unusable, then Tenant shall continue to occupy that portion of the Leased Premises that are usable, and rent shall abate proportionately to the portion occupied. Rentals and other charges paid in advance for any such periods shall be credited on the next ensuing payments, if any, but if no further payments are to be made, any such advance payments shall be refunded to Tenant.

13. **Default.** If default shall at any time be made by Tenant in the payment of rent when due to Landlord as herein provided, or if default shall be made in any of the other covenants or conditions to be kept, observed, and performed by Tenant, and such default shall continue for thirty (30) days after notice thereof, in writing, to Tenant by Landlord, without correction thereof, then having been completed or corrected, this Lease shall terminate and the Landlord may pursue all legal and equitable remedies against the Tenant. In the event of a default, the Tenant shall pay the Landlord's costs, including without limitation Landlord's actual attorney's fees, incurred as a result of the Tenant's default.

14. **Quiet Possession.** Landlord covenants and warrants that upon performance by Tenant of its obligations hereunder, Landlord will keep and maintain Tenant in exclusive, quiet, peaceable, and undisturbed and uninterrupted possession of the Leased Premises during the term of this Lease.

15. **Condemnation.** If any legally, constituted authority condemns the Leased Premises or such part thereof which shall make the Leased Premises unsuitable for leasing, this Lease shall cease when the public authority takes possession, and Landlord and Tenant shall account for rental as of that date. Such termination shall be without prejudice to the rights of either party to recover compensation from the condemning authority for any loss or damage caused by the condemnation. Neither party shall have any rights in or to any award made to the other by the condemning authority.

16. **Notice.** Any notice required or permitted under this Lease shall be deemed sufficiently given or served if sent by United States certified mail, return receipt requested, addressed as follows:

If to Landlord to:

West Branch - Rose City Area Schools
Attn: Superintendent of Schools
960 S.M-33
P.O. Box 308
West Branch, Michigan 48661

If to Tenant to:

C.O.O.R. ISD
a/k/a Crawford-Oscoda-Ogemaw-Roscommon ISD
Attn: Superintendent of Schools
11051 N. Cut Road
P.O. Box 827
Roscommon, Michigan 48653-0827

Landlord and Tenant shall each have the right from time to time to change the place notice is to be given under this paragraph by written notice thereof to the other party.

17. **Waiver.** No waiver of any default of Landlord or Tenant hereunder shall be implied from any omission to take any action on account of such default if such default persists or is repeated, and no express waiver shall affect any default other than the default specified in the express waiver and that only for the time and to the extent therein stated. One or more waivers by Landlord or Tenant shall not be construed as a waiver of a subsequent breach of the same covenant, term, or condition.

18. **Headings.** The headings used in this Lease are for convenience of the parties only and shall not be considered in interpreting the meaning of any provision of this Lease.

19. **Successors.** The provisions of this Lease shall extend to, and be binding upon, Landlord and Tenant and their respective legal representatives, successors and permitted assigns.

20. **Consent.** Landlord shall not unreasonably withhold or delay its consent with respect to any matter for which Landlord's consent is required or desirable under this Lease.

21. **Surrender of Leased Premises.** Tenant covenants and agrees to surrender possession of Leased Premises to Landlord upon expiration of term of this Lease, or upon earlier termination of this Lease, in as good condition and repair as the same shall be at the commencement of this Lease, ordinary wear and tear excepted.

22. **Compliance with Law.** Tenant shall comply with all laws, orders, ordinances, and other public requirements now or hereafter pertaining to Tenant's use of the Leased Premises. Landlord shall comply with all laws, orders, ordinances, and other public requirements now or hereafter affecting the Leased Premises.

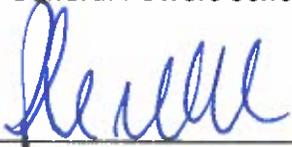
23. **Final Agreement.** This Agreement terminates and supersedes all prior understandings or agreements on the subject matter hereof. This Agreement may be modified only by a further writing that is duly executed by both parties.

24. **Joint Drafting.** This Lease shall be deemed to be have drafted jointly by the Landlord and the Tenant and shall not be construed against either party as the drafter.

25. **Execution in Counterparts.** This Lease may be executed in counterparts, including facsimile and electronic signatures, and all of which counterparts which may be considered to be one and the same Lease.

IN WITNESS WHEREOF, the parties have executed this Lease as of the day and year first above written.

WEST BRANCH - ROSE CITY AREA SCHOOLS,
A Michigan General Powers School District

By: 
Philip Mikulski, Superintendent

Dated: 9-14-21

C.O.O.R. ISD, a/k/a
CRAWFORD-OSCODA-OGEMAW-ROSCOMON ISD,
A Michigan Intermediate School District

By: _____
Shawn Petri, ISD Superintendent

Dated: _____

Handwritten text, possibly a signature or name, in blue ink.

7. Action Items

- A. Approve payment of registration fee of \$383 and related expenses for interested board members or the Superintendent to attend the MASB Annual Leadership Conference in Grand Rapids November 11-14 or attend virtually Nov 12-13, 2021
- B. Ratify contract with Amber Akin, Early Childhood Home Visitor for Oct 1, 2021 to Sept 30, 2022
- C. Ratify contract with Kristin Lubs-Eagle, Behavioral Health/MTSS Coordinator from October 1, 2021 to June 30, 2022
- D. Approve Great Start Readiness Program contract template for all programs in the ISD
(Annual GSRP contract for renewal)

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**GREAT START READINESS PROGRAM CONSORTIUM:
AGENCY SUBCONTRACT AGREEMENT**

This is intended to be a contract between:

**Subrecipient: NEMCSA, Frederic Head Start/GSRP Blend and
Mio Head Start/GSRP Blend**

And

**C.O.O.R. Intermediate School District (COOR ISD)
11051 North Cut Rd, Roscommon, MI 48653**

TERM: The term of this contract shall be for a period of Twelve (12) months commencing on October 1, 2021 and shall continue through September 30, 2022.

The Provisions Of This Contract Are As Follows:

C.O.O.R. ISD RESPONSIBILITIES:

GRANT MANAGEMENT & BUDGET

- **COOR ISD** and **Subrecipient** agree to participate in a Consortium to offer Great Start Readiness Program (GSRP) services to at-risk 4 year-old students who reside within the geographic boundaries (which are the school district boundaries of Crawford, Oscoda, Ogemaw, Roscommon) of **COOR ISD**. At-risk 4 year-old students who reside outside of **COOR ISD** geographic boundaries may be served by the Consortium as required by entering into a written agreement with the resident ISD if slots are available from that ISD. This Consortium will be administered and managed by **COOR ISD**.
- **COOR ISD** shall be responsible for completing the GSRP grant application for the consortium, and will complete all required program reports including Financial Reports and other MDE required reports.
- **COOR ISD** shall collect all the required Michigan Student Data System Single Record Student Database (MSDS) data on participating GSRP students and submit the data to the MDE.
- **COOR ISD** shall retain up to **seven (7.0) percent** of the total Section 32D, GSRP award from the MDE for managing and administering the GSRP Consortium and to provide an Early Childhood Specialist to manage and supervise the program quality and professional development elements of the GSRP program.
- **COOR ISD** shall pay subrecipient the sum of **\$8,091.00** per child served in a School-Day GSRP Head Start Blend for **__ school-day children** totaling _____ & the sum of **\$4,045.50** per blended child for **__ blended children** totaling _____ for a **grand**

total of _____ to provide GSRP classroom services. Amendment to the number of children served will be adjusted after the **November 1, 2021** count period.

- **COOR ISD** shall pay subrecipients per slot for each funded GSRP child according to the MDE allocation to provide GSRP transportation services. Subrecipient will only receive transportation funds if utilizing/providing transportation for GSRP children.
- **COOR ISD** shall make payments to **Subrecipient** upon receipt of invoices supported with appropriate documentation for actual expenses incurred in operating the GSRP Program. Program will invoice **COOR ISD** with actual expenses due to the Early Childhood Supervisor **by the first of each month**. Once approved by Early Childhood Supervisor, the reimbursement request and evidence will be submitted to Accounts Payable for payment. The monthly amount requested by subrecipients for reimbursement may not exceed the amount that the ISD has received in state aid for GSRP to date.
- Review [Fiscal Policies](#) for more information

PROGRAM QUALITY

- **COOR ISD** shall collaborate with **Subrecipient** to ensure that GSRP staff receive ongoing professional learning that meets or exceeds the standards required by the [GSRP Implementation Manual](#).
- **COOR ISD** shall ensure, in partnership with the GSRP classroom staff, the implementation of all program quality standards, curriculum expectations, and child outcome standards as required by the MDE.
- **COOR ISD**, in partnership with the **Subrecipient** shall assist in the design and implementation of the program Staff Development Plans.
- **COOR ISD** shall assign a qualified Early Childhood Specialist to ensure that the program adheres to the Program Quality Assessment-Revised (Classroom Coach) standards required by the MDE and to conduct the Classroom Coach evaluation for each GSRP classroom.
- Review [Professional Learning Policies](#) for more information.

DATA AND ASSESSMENT

- **COOR ISD** shall be responsible for collecting from the **Subrecipient** and submitting to the Michigan Department of Education (MDE) required follow-up progress data for GSRP students.
- **COOR ISD** will hold the *Teaching Strategies GOLD* license, provide access to, monitor and support the online child assessment system.

SUBRECIPIENT RESPONSIBILITIES:

PROGRAM REQUIREMENTS

- **Subrecipient** shall ensure that enrolled four-year old children within the service area receive a quality classroom-based Great Start Readiness Program (GSRP) preschool experience. The students shall receive at least **128 days/32 weeks** of classroom-based programming as required by the MDE, with the exception of new classrooms receiving at least 80 days/20 weeks of classroom-based programming. Canceled class sessions due to unforeseen circumstances (snow days, etc.) that impact meeting the minimum amount of days/weeks of classroom-based programming shall be made up.
- Part-Day preschool programs must provide for a minimum of three (3) hours of teacher/child contact time per day, for at least four (4) days per week. School-Day preschool programs must operate for at least the same length of day as the local school district's/public school academy's first grade program for four (4) days per week.
- **Subrecipient** shall ensure that there are sufficient qualified teaching personnel provided for this GSRP program. Program staff will meet or exceed all qualifications and training standards required by the [GSRP Implementation Manual](#).
- **Subrecipient** shall ensure that all staff attend professional learning required by COOR ISD.
- **Subrecipient** is responsible for maintaining and securing child care licensing through the [Department of Human Services Child Care Licensing](#).
- **Subrecipient** shall ensure that all GSRP students are screened and enrolled into the program in accordance with MDE requirements.
- **Subrecipient** ensures that program operations meet all Michigan Department of Education and other pertinent regulations and management responsibilities.
- **Subrecipient** shall ensure that no person shall be excluded from participation in, denied the proceeds of, or be subject to discrimination in any form as a result of the performance of this Agreement. The **Subrecipient** shall further ensure that no applicant, candidate, employee, or volunteer will be subject to discrimination in any form and that affirmative action will be taken to ensure that applicants are employed and that employees are treated during employment without regard to race, religion, color, national origin, age, gender, or disability.
- **Subrecipient** shall pay all registration expenses associated with the *Teaching Strategies GOLD* online child assessment system.

CURRICULUM/CHILD ASSESSMENT

- **Subrecipient** shall ensure that all participating GSRP classrooms are utilizing *Creative Curriculum* or *Connect4Learning*. The use of any supplemental curriculum requires approval from C.O.O.R. ISD and MDE per the [Implementation Manual](#).
- **Subrecipient** shall ensure that all participating GSRP students receive developmental screening within two weeks of enrollment into GSRP. **Subrecipient** shall ensure that all students' data is aggregated and submitted to **COOR ISD by the required date**.
- **Subrecipient** shall ensure that all participating GSRP students receive on-going assessment of developmental progress utilizing *Teaching Strategies GOLD*. Classroom teachers shall finalize data on all students, completing a minimum of three checkpoint seasons in a program year. All data must be finalized and provided to **COOR ISD** by the delegated dates of **November 25, 2021, February 22, 2022, and May 24, 2022**.
- **Subrecipient** agrees to provide **COOR ISD** with access to all student progress and assessment data for GSRP students served by this contract.
- **Subrecipient** shall maintain a medium rating or higher on the Classroom Coach score.
- **Subrecipient** shall ensure all programs must maintain a minimum of a 3 star-rating on the Great Start to Quality.
- **Subrecipient** shall implement a team teaching model, all staff are fully engaged in all professional learning opportunities, planning curriculum, implementing curriculum both indoors and outdoors, child assessment and supporting engagement through home visits, conferences, and parent meetings.

PARENT PARTNERSHIPS/EDUCATION

- Parent education and partnerships shall be an overriding theme of the GSRP. Strong focus shall be placed on child development, parental expectations, development of self-esteem, child management techniques, and the importance of family literacy practices. Parent partnership activities must include, but are not limited to the following:
- A minimum of two (2) parent-teacher conferences shall be held annually as well as two (2) home visitations by the child's teacher.
- Parent representation on the School Readiness Advisory and Data Analysis Committee and Great Start Collaborative per Michigan Department of Education guidelines in order to include parents at the center of program decision-making.
- A minimum of two (2) GSRP Advisory Committee meetings per local GSRP site for parents to review required topics per the Michigan Department of Education. The GSRP Advisory Committee will convene as a subcommittee of the School Readiness Advisory

and Data Analysis Committee. The local GSRP parent advisory committee also has to have representation from the GSRP teaching staff and support from other GSRP administration. **Subrecipient** is required to submit a list of committee members, sign-in logs, and agendas/minutes to **COOR ISD** for each meeting. See [Parent Advisory Policies](#) for more information.

- Parents shall be provided with both informational and educational services throughout the year.
- Linkages to human service, quality child care, and support agencies in the community.
- Parents shall be afforded every opportunity to participate in the adult and community education programs within the **Subrecipient's** local school district.
- **Subrecipient** shall provide collaborative kindergarten transition meetings for GSRP students.
- See [Monitoring Sub-recipients](#) for more information.

GRANT MANAGEMENT & BUDGET

- **Subrecipient** shall continue a robust outreach, recruitment, and enrollment system to be operationalized throughout the 2021-22 school year. The subrecipient will make every attempt to enroll all eligible children to the greatest extent possible. **If there are unserved eligible children on the subrecipient's waitlist, the budget will reflect the actual number of children enrolled. Flexible funding (only 2021-22) will be considered by the ISD if the subrecipient has sufficient evidence to verify robust recruitment and all eligible children are served.**
- All communication between Subrecipient Finance Manager and COOR ISD will be electronic through email communication and attachments to the Early Childhood Supervisor at keithk@coorisd.net.
- **Subrecipient** shall provide **COOR ISD** with a budget detail for the proposed GSRP expenditures by the requested date prior to September 30, 2021 and a final expenditure report detailing the actual expenses incurred in providing the GSRP program by **October 30, 2022**
- **Subrecipient** will agree to keep detailed budget records of expenditures and will supply records to **COOR ISD** upon request. The **Subrecipient** agrees to adhere to all of the budget guidelines as put forth in the [GSRP Implementation Manual](#).
- **Subrecipient** agrees that all non-consumable materials/items purchased with GSRP funds will be labeled with "**Property of COOR ISD GSRP.**"

- **Subrecipient** will maintain an up-to-date accurate inventory list with all non-consumable materials purchased with GSRP funds.
- **Subrecipient** will invoice **COOR ISD** actual expenses and documentation using the template provided by **COOR ISD** due to Early Childhood Supervisor, by the **first of each month**. **Reimbursement requests need to be submitted monthly or bi-monthly**. **If this expectation is not met, all GSRP funds will be held and a mandatory meeting with the COOR ISD superintendent, Early Childhood Supervisor, and all Subrecipient administrators/finance people will be scheduled to create an action plan.**
- Any tuition funds(sliding scale fees) that have been unspent by **June 30, 2022** may be recaptured and utilized at the discretion of **COOR ISD** to benefit GSRP classrooms.
- **Subrecipient** may carry over a maximum of **\$5,000** to the next contract year. Any other desired amount above \$5,000 will need to be considered for approval by COOR ISD. Carry over must be spent by June 30th of the following grant year. Any unspent carry over funds as of June 1 will be recaptured and utilized at the discretion of COOR ISD to benefit GSRP classrooms.
- **Subrecipient** agrees to charge tuition to any student enrolled when the family income is above 250% of the federal poverty level. The tuition fees must meet the requirements set by **COOR ISD** based on the [sliding fee scale](#) and the implementation guidelines. Payments must be collected monthly by each site and then used to purchase materials and/or services directly related to the GSRP programming. A **monthly or bi-monthly report** is due to **COOR ISD** regarding the collection of fees and expenditures on the template provided by **COOR ISD**. Tuition may not be charged to children with a family income below 250% of the federal poverty level or to any child with an IEP. If the reporting is not done, COOR ISD will recapture the unspent reported funds.
- Review the [Fiscal Policies and Review](#) for more information.
- **Subrecipient** must be fully enrolled by **November 1, 2021**. If assigned slots are unfilled as of **November 1, 2021**, **COOR ISD** reserves the right to reassign unused slots to another subrecipient and transfer the annual per child reimbursement award. Full enrollment must be maintained and **Subrecipient** will only be funded for the number of certified children entered into MSDS. If **Subrecipient** does not fill all the slots on the appointed Michigan Department of Education count day, a deduction of funds may occur.
 - COOR ISD reserves the right to use unfilled slot funds for the betterment of GSRP
 - **If there are unserved eligible children on the subrecipient's waitlist, the budget will reflect the actual number of children enrolled. Flexible funding will be considered by the ISD if the subrecipient has sufficient evidence to verify robust recruitment and all eligible children are served.**

- **Subrecipient** shall ensure that the administrative fees charged to the grant do not exceed a reasonable amount of the total allocation per [MDE guidelines](#).
- **Subrecipient** may not expend funds provided under this Agreement for goods or services other than those necessitated by the provision of those programs and services stipulated under this Agreement.
- **LEA/PSA Subrecipient** is responsible for maintaining a student data system which includes completing all necessary information set for by CEPI and MSDS for student count. The **Subrecipient** will upload all **Subrecipient** information into MSDS and work collaboratively to ensure all data is correct and without error. The **Subrecipient** shall furnish program-related reports to **COOR ISD** in a manner so that the State of Michigan timeline requirements of the grant are met.
- **CBO Subrecipient** is responsible for providing **COOR ISD** all necessary information set for by CEPI and MSDS for student count. **Subrecipient** will prepare reports in the format outlined by **COOR ISD** for MSDS data submission. **Subrecipient** will work collaboratively to ensure all data is correct and without error. The **Subrecipient** shall furnish program-related reports to **COOR ISD** in a manner so that the State of Michigan timeline requirements of the grant are met.
- **Subrecipient** shall maintain administrative records for audit or inspection for seven (7) years after the expiration of this Agreement, unless written permission to destroy them is received from both **COOR ISD** and the State of Michigan. These administrative records include parent involvement/partnership records, budgets, financial records, supplementary child care records and children's records. See [Record Keeping Policies](#) for more information.

AGREEMENT TERMS:

This Agreement is subject to all of the conditions and terms expressed below:

- If the grant from the MDE under which this Agreement is funded is terminated or suspended, or it has been determined that **Subrecipient** has not met the conditions of this Agreement, **COOR ISD** shall have the right to suspend or terminate this Agreement by providing 60 days advance written notice to **Subrecipient** and specify the effective date thereof. Upon the suspension/termination, **COOR ISD** assumes full responsibilities under this grant with MDE.
- If **Subrecipient** is unable or unwilling to comply with existing or additional conditions and terms as may be lawfully applied by MDE, **Subrecipient** may suspend or terminate the Agreement by providing 60 days advance written notice to **COOR ISD** and specify the effective date. Upon suspension/termination, **COOR ISD** assumes full responsibilities under this grant with MDE.
- In the event of termination by either party, all property, equipment, finished and unfinished documents, data, and reports purchased with grant dollars or prepared by

Subrecipient under this or previous Agreement(s) shall, at the option of **COOR ISD** become the property of **COOR ISD**.

- **COOR ISD** reserves the right to request changes in the scope of services to be provided by **Subrecipient** under this Agreement. Such changes shall be attributable to requirements of the MDE. In the cases of funding decrease imposed by MDE, **COOR ISD** reserves the right to adjust the maximum amount of reimbursement accordingly.
- During the term of this Agreement, both parties agree to keep confidential all information including any such information and material relating to any parent, child, vendor, licensee, or other party transacting business with either party, and not to release, use or disclose the same, except with the prior written permission of either party or as required by law including but not limited to FOIA.
- Disputes arising from or relating to this Agreement must be presented to the parties' Directors and Superintendents, in writing, for discussion and informal resolution. Such disputes must identify the provision in dispute or provisions in dispute, the full relief requested and all of the facts and circumstances supporting the requested relief, including the names of all witnesses and relevant documents. If the issues cannot be resolved collectively between **COOR ISD** and the **Subrecipient**, then it can be submitted to the **COOR ISD** Board of Education to resolve these issues.

Signed:

Local District Superintendent or Agency Representative	Date:
Local District or Agency Business Manager	Date:
Shawn Petri Superintendent, C.O.O.R. ISD	Date:
Katie L. Keith Early Childhood Supervisor, C.O.O.R. ISD	Date:

E. Approve Memorandum Of Understanding with the Alternative Educational Academy of Ogemaw County for two days of social work services through June 30, 2022.

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Memorandum of Understanding (MOU)
between
C.O.O.R. Intermediate School District (COOR-ISD)
and
Ogemaw Alternative Education Academy

This Memorandum of Understanding (MOU), hereinafter referred to as the Memorandum, was entered into on July 1, 2021, by and between C.O.O.R. Intermediate School District, Inc residing at 11051 N. Cut River Rd., Roscommon, Michigan 48653 and Ogemaw Alternative Education Academy residing at 2479, South M-76, West Branch MI 48661

I. PARTIES INVOLVED & RESPONSIBILITIES

COOR ISD Contact Person: Jill Radosta, Director of Special Education
Email: radostaj@coorisd.net
Phone: (989) 275-9562
Address: P.O. Box 827; Roscommon MI 48653

Ogemaw Alternative Educational Academy Contact Person: Tina Williams, Director
Email: twilliams@ioscoresa.net
Phone: (989) 343-9070
Address: 2479 South M-76, West Branch MI 48661

WHEREAS, the aforementioned Parties desire to enter into the herein described agreement in which they shall work together to provide a School Social Worker, hereto referred to as School Social Worker, for students with disabilities attending the Ogemaw Alternative Educational Academy.

OBJECTIVES

The Parties agree Ogemaw Alternative Educational Academy will cover the cost of a School Social Worker, for identified students. The School Social Worker will work up to a maximum of two (2) days per week beginning July 1, 2021, and ending on June 30, 2022.

RESPONSIBILITIES AND OBLIGATIONS OF THE PARTIES

It is the desire and the wish of the aforementioned Parties to this MOU Agreement that this document should not and thus shall not establish nor create any form or manner of a formal agreement or indenture, but rather an agreement between the Parties to work together in such a manner that would promote a genuine atmosphere of collaboration and alliance in the support of an effective and efficient partnership and leadership meant to maintain, safeguard and sustain sound and optimal managerial, financial and administrative commitment with regards to all matters related to the partnership through means of the following individual services.

SERVICE COOPERATION

F. Approve the Interagency Cash Transfer Agreement with MRS Oct 1, 2021 to Sept 30, 2022 for the purpose of enhancing and improving the provision of vocational rehabilitation services for students with a disability in our local school districts and the public school academy.

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Agreement #: 158

MRS District & Site: Northern Michigan/Traverse City

INTERAGENCY CASH TRANSFER AGREEMENT

This Agreement is entered into between the designated State unit and the state or local public agency named below:
DESIGNATED STATE UNIT NAME: Michigan Rehabilitation Services (MRS)
STATE OR LOCAL PUBLIC AGENCY NAME: C.O.O.R. Intermediate School District
AGREEMENT TYPE: New: <input type="checkbox"/> Continuation: <input checked="" type="checkbox"/>
AGREEMENT BEGIN AND END DATE: 10/01/2021-09/30/2022
FISCAL YEAR APPROPRIATE TO THIS DOCUMENT: 2022
GRAND TOTAL OF THIS AGREEMENT: \$155,833
AGREEMENT TITLE: ISD COOR

This Interagency Cash Transfer Agreement (Agreement) is created and agreed to by MRS and the state or local public agency designated above (Parties) to enhance and improve the provision of vocational rehabilitation services to individuals who meet the following MRS eligibility criteria, as set forth in 34 CFR 361.42(a)(1):

- (i) A determination by qualified personnel (employed by the designated State unit) that the applicant has a physical or mental impairment.

- (ii) A determination by qualified personnel (employed by the designated State unit) that the applicant's physical or mental impairment constitutes or results in a substantial impediment to employment for the applicant.

- (iii) A determination by a qualified vocational rehabilitation counselor employed by the designated State unit that the applicant requires vocational rehabilitation services to

prepare for, secure, retain, advance in, or regain employment that is consistent with the individual's unique strengths, resources, priorities, concerns, abilities, capabilities, interest, and informed choice.

- (iv) A presumption, in accordance with paragraph (a)(2) of this section, that the applicant can benefit in terms of an employment outcome from the provision of vocational rehabilitation services.

The provision of vocational rehabilitation services through this Agreement must be consistent with the MRS 2020-2023 State Plan, including but not limited to implementation of an Order of Selection for Services (OSS) [34 CFR 361.36(d)(1)]. The requirements specified in the MRS State Plan on file with the United States Department of Education, Rehabilitation Services Administration will apply to all funds associated with this Agreement.

Purpose of this Agreement

The purpose of this Agreement is to set forth the terms and conditions under which the above referenced state or local public agency will provide non-Federal share as an allowable source of match as referenced in Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards at 2 CFR 200.

I. Description of the Program

A. Purpose of the Program

1. Purpose Statement

Since FY 1996, Michigan Rehabilitation Services (MRS) and COOR ISD have partnered to enhance transition services and improve employment outcomes for transition students with disabilities. This is accomplished through a cooperative effort by both parties to provide a variety of individualized transition services that are focused on preparing for, obtaining, and maintaining employment.

2. Target Population

The recipient of services shall be transition students referred to MRS by COOR ISD and/or the local schools.

Services will not be extended to or include non-MRS customers.

3. Target Geographic Area

The program service area includes the entire region covered by COOR ISD. This region includes the counties of Crawford, Oscoda, Ogemaw, and Roscommon.

4. Outcome Goals

Both parties agree that we anticipate serving between 100 customers and plan to close 25 or more to competitive employment

B. Scope of Vocational Rehabilitation Services to be Provided Under the Program

1. Description of Services

MRS may provide, arrange, or purchase vocational rehabilitation services necessary for determining eligibility, priority for service, and vocational rehabilitation needs.

MRS may provide, arrange or purchase those vocational rehabilitation services related to an Individualized Plan for Employment necessary to assist the individual in preparing for, securing, retaining, or regaining an employment outcome in an integrated setting that is consistent with the individual's strengths, resources, priorities, concerns, abilities, capabilities, interests, and informed choice.

MRS may provide or arrange for the provision of Pre-employment Transition Services in collaboration with the local educational agencies for all students with disabilities or potentially Eligible students. Activities include: Job Exploration Counseling, Work-based Learning Experiences, Counseling on opportunities for Post-secondary Educational programs, Workplace Readiness Training, and Instruction in Self-advocacy.

Additionally, the Parties have identified the following VR service(s) as integral to achieving the program outcome goals: NA

C. Role of Each Participating Agency in the Provision of Services

1. Role of MRS

Todd Miner, District Manager, will serve as the primary administrative contact for MRS.

To achieve the outcome goals for this program:

- a. MRS staff will be responsible for the following: informing the designated school staff person(s) as to the outcome of all referrals. The MRS rehabilitation counselor will be responsible for the determination of eligibility of all applicants. The MRS rehabilitation counselor will work with the designated local school staff to develop a transitional plan. The school IEP and MRS employment plans should be shared to enhance coordination and continuity of planning. MRS case records will document progress towards the established vocational goals.

- b.
- c. Applicable workflow processes include: Explained in Section C 1a above.
- d. Training is not anticipated
 Training will be provided in the following area(s): Training needs will be identified and provided for MRS staff as needed for continuous improvement.

2. Role of state or local public agency

Jill Radosta, Director of Special Education, will serve as the primary administrative contact for the state or local public agency.

To achieve the outcome goals for this program:

- a. State or local public agency staff will be responsible for the following: assisting in identifying potential program participants and making referrals to the MRS counselor assigned to the project. The school or ISD will provide all pertinent school records including psychological testing, grade transcripts and most recent IEP report. As noted above, the rehabilitation counselor will inform the school staff person as to the outcome of all referrals and they will work together to develop a transition plan for eligible customers.
- b. Applicable workflow processes include: Explained in Section C 1a above.
- c.
- d. Training is not anticipated
 Training will be provided in the following area(s): Training needs for the school staff will be identified on an as needed basis.

D. Quality Assurance Activities

1. Data Sharing & Reporting Plan

At a minimum, the Parties have agreed to exchange the following data set(s): MRS will provide COOR ISD with reports concerning the number of customers served, current participant count, year to date activity, and spending report by service category. COOR ISD will provide information on the customers served as it relates the current grade level and academic progress in the form of verbal and written reports.

The primary administrative contacts or their designees will complete this activity
 Monthly Quarterly Biannually Other: Annually at a minimum or on an as needed basis

2. Progress Monitoring

The primary administrative contacts or their designees agree to meet
 Monthly Quarterly Biannually Other: Annually at a minimum
or on an as needed basis to review progress toward outcome goals, resolve
issues, and ensure the continuity of all Agreement components

Progress measures are identified in sections I(A)(4) and/or I(D)(1).

3. Program Evaluation

At a minimum, the Parties agree to an annual review of the programs overall
impact and outcomes. The primary administrative contacts will complete this
activity.

Program evaluation success indicators and measures are identified in sections
I(A)(4) and/or I(D)(1). The Parties have agreed to the following additional
success indicators: NA

E. Share of Cost to be Assumed by Each Agency

Agency	Share Type	Share %	Amount
State or Local Public Agency	Non-Federal	27	\$42,075
MRS	Federal	73	\$113,758
Agreement Grand Total	Combined	100	\$155,833

II. Funding Qualifications

Non-Federal share provided under this Agreement will not originate from any other
Federal grant or count towards satisfying a matching or cost sharing requirement of
another Federal grant agreement, contract, or any other award of Federal funds. Program
income generated or earned as a result of this Agreement cannot count toward satisfying
a Federal match or cost sharing requirement.

Program expenditures under this Agreement will be under the control of MRS. All services
provided under this Agreement are only available to MRS applicants and eligible
individuals.

The entire non-Federal share will be obligated first during the fiscal year in which this
Agreement pertains. Any funds remaining after the date identified below may be
redirected to the statewide MRS general fund and spent at the discretion of MRS.

Date after which funds may be redirected: August 1, 2122

In the event Federal share is unavailable or unsecured, this Agreement would be deemed
null and void.

III. Payment Terms and Conditions

A. Terms of Payment

The state or local public agency agrees to make payment of the non-Federal share based on the schedule below.

This Agreement increases or expands the scope of VR services available to individuals with disabilities. A waiver has been granted by the Rehabilitation Services Administration authorizing this Agreement. Failure to meet non-Federal share obligations by the state or local public agency may result in termination of this Agreement and all associated services.

B. Payment Schedule

Multiple Payment Schedule

Payment Options	Due Date	Amount
First Payment	On or before December 31, 2021	\$21,038
Second Payment	On or before February 28, 2022	\$21,037
Total State or Local Public Agency Share:		\$42,075

IV. Audits and Records

The state or local public agency agrees:

- A. To retain all financial and accounting records related to this Agreement through the term of this Agreement and for four years after the latter of termination, expiration, or final payment under this Agreement or any extension ("Audit Period"). If an audit, litigation, or other action involving the records is initiated before the end of the Audit Period, Contractor must retain the records until all issues are resolved.
- B. To assure state personnel, federal personnel, and personnel authorized by MRS shall have full access to the records during the time the state or local public agency is obligated to retain the records.
- C. At the request of MRS, to provide access to and furnish whatever information is deemed necessary by MRS in order to fully, accurately and timely assess satisfactory performance of the terms and conditions of this Agreement.
- D. At the request of MRS, to permit onsite visits by designated State of Michigan employees or agents to conduct audits or otherwise review books and records for any reason connected with the administration of this Agreement.

V. Dispute Resolution

In the event of a dispute between the Parties concerning the interpretation or implementation of this Agreement, or the provision of services funded under this Agreement, the Parties agree to attempt in good faith to informally resolve the disagreement. To initiate dispute resolution under this section, the state or local public agency shall provide MRS with a written summary of the complaint. The state or local public agency should include the following information in the letter of the complaint: name and address of the person MRS should contact regarding the complaint, identification of the specific provision of this Agreement or its attachment in dispute and all documentation in support of the position. The following summarizes the dispute resolution process:

A. Step One, Informal

The Parties will meet to discuss the nature of the dispute and to discuss appropriate solutions pertaining to this Agreement. This must occur within fifteen (15) business days, from the date of receipt of the complaint or such additional time as the Parties agree in writing.

B. Step Two, Formal

If the informal dispute resolution process is unsuccessful, the appropriate MRS District Manager, Division Director and the administrative head of the state or local public agency shall meet within fifteen (15) business days of the first meeting (or such additional time as the Parties agree in writing) to review the efforts at resolution and to continue working at resolving the dispute(s). The Parties shall use their best efforts to identify in writing all disputed issues, the respective party's proposed resolution and any agreed upon resolutions relative to the issues identified (Written Summary).

C. Step Three, Formal

If the dispute(s) cannot be resolved at Step Two, the Parties shall, within seven (7) days following the meeting in B (unless extended in writing by the Parties), above, provide the MRS Director with the Written Summary and meet with the MRS Director or his or her designee to discuss the complaint. The MRS Director or designee will provide the Parties with a final written resolution within thirty (30) days of this meeting. The action of the MRS Director or designee is final and binding on the Parties.

VI. Mutual Drafting

Both Parties contributed equally to the drafting and negotiation of this Agreement. As such, the Parties agree that, in the event of a dispute, the provisions of the Agreement shall not be strictly construed against any Party as the drafter of this Agreement. The Parties acknowledge that they have had the opportunity to have their respective attorneys review and approve this Agreement as to its form and effect.

VII. Renegotiation or Modification

To be effective, any modifications or amendments to this Agreement must be in writing and signed by the Parties.

VIII. Cancellation

MRS or the state or local public agency, with or without cause, may cancel this Agreement upon no less than thirty (30) days written notice. If this Agreement is terminated prior to the end of the fiscal year, the unobligated non-Federal share will be returned to the state or local public agency within 30 days of the effective termination date. To terminate, the written notification must be sent by certified mail with return receipt requested to all signatories prior to August 1st of the current fiscal year.

This Agreement will end on the later of the specified termination date or 30 days after receipt of request for termination.

IX. Governing Statutes

The Parties shall comply with all applicable federal laws and regulations in carrying out the terms of this Agreement, including but not limited to the following:

- A. Title VI of the Civil Rights Act of 1964, as amended, which, among other things, prohibits discrimination on the basis of race, color, or national origin in programs and activities receiving or benefiting from federal financial assistance.
- B. Section 504 of the Rehabilitation Act of 1973, as amended, which, among other things, prohibits discrimination on the basis of disability in programs and activities receiving or benefiting from federal financial assistance.
- C. Americans with Disabilities Act of 1990, which, among other things, prohibits discrimination by public and private entities on the basis of disability in employment, public accommodations, transportation, state and local government services, and in telecommunications.
- D. Title IX of the Education Amendments of 1972, as amended, which, among other things, prohibits discrimination on the basis of gender in education programs and activities receiving or benefiting from federal financial assistance.
- E. The Age Discrimination Act of 1975, as amended, which, among other things, prohibits discrimination on the basis of age in program or activities receiving or benefiting from federal financial assistance.
- F. The Omnibus Budget Reconciliation Act of 1981, which, among other things, prohibits discrimination on the basis of gender or religion in programs and activities receiving or benefiting from federal financial assistance.
- G. Federal: Other applicable regulations including but not limited to OMB Circulars A-87, the Education Department of General Administrative Regulations (EDGAR), the federally approved MRS State Plan and the State Program Regulations at 34 CFR 361.

- H. Title VII of the Civil Rights Act of 1964, as amended, which, among other things, prohibits discrimination with respect to employment, compensation, and terms and conditions of employment on the basis of race, color, religion, gender, or national origin.

The Parties shall comply with all applicable state laws and rules in carrying out the terms of this Agreement, including but not limited to the following:

- A. Persons with Disabilities Civil Rights Act – Act 220 of 1976, defines the civil rights of persons with disabilities; prohibits discriminatory practices, policies, and customs in the exercise of those rights; prescribes penalties and to provide remedies.
- B. Elliot Larsen Civil Rights Act – Act 453 of 1976, defines civil rights; prohibits discriminatory practices, policies, and customs in the exercise of those rights based upon religion, race, color, national origin, age, sex, height, weight, familial status, or marital status; to preserve the confidentiality of records regarding arrest, detention, or other disposition in which a conviction does not result; to prescribe the powers and duties of the civil rights commission and the Department of Civil Rights; provides remedies and penalties; provides for fees; and to repeal certain acts and parts of acts.
- C. All other applicable state or federal laws, regulations, rules or standards that prohibit discrimination on any basis.

X. Safeguarding Information

The Parties shall not use or disclose any confidential or personally identifying information concerning applicants or recipients of services under or incidental to this Agreement for any purpose except as permitted or authorized by law (34 CFR 361.38).

XI. Standard Terms and Conditions

This Agreement contains all the terms and conditions agreed upon by the Parties. There are no provisions, terms, conditions, or obligations other than those contained in this Agreement. This Agreement shall supersede all previous communications, representations, or agreements, either verbal or written between the Parties as to the subject matter covered in this Agreement. If any terms or provisions of this Agreement are found illegal or unenforceable, the remainder of this Agreement shall remain in full force and effect and the illegal or unenforceable terms or provisions shall be stricken.

Neither Party shall be responsible for the costs or obligations of the other party in carrying out the terms of this Agreement.

Effective Date, Approval, and Execution

This agreement is effective on October 1, 2021.

MRS and the state or local public agency have obtained all necessary approvals to enter into this Agreement and have caused this Agreement to be signed by their respective authorized officers or representatives as set forth below:

Signatures	Titles
MRS Representative Signature	State or Local Public Agency Representative Signature
TODD MINER	JILL RADOSTA
Printed Name of Signatory (all capital letters)	Printed Name of Signatory (all capital letters)
District Manager	Director of Special Education
Title	Title
Date	Date

MRS Local Address: 701 South Elmwood Avenue Suite 18 Traverse City, MI 49684	State or Local Public Agency Name and Address: COOR ISD P.O. Box 827 Roscommon, MI 48653
Leave blank	Name, Title, and Phone Number of State or Local Public Agency Representative: Jill Radosta Director of Special Education 989-275-9562
Leave blank	Federal Identification Number: 38-2122076

G. Approve the hiring of Alicia Thurston as Teacher of Students with Moderate Cognitive Impairments at C.O.O.R. Educational Center in accordance with the CEA agreement with salary set for BA step 8, pending results of a background check.

H. Approve expenses for Superintendent Petri to attend the Small & Rural Conference in Bay Harbor from Nov 22-23, 2021. Registration is \$300.

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Leading a Small, Rural District?

We have just the thing!

You're invited to northern Michigan for **two days of professional development** geared specifically for administrators who are the jack of all trades for their district – superintendent, principal, bus driver, and more.

Topics covered will include:

- Legislative Update
- Equity & SEL
- Communication Tips
- Superintendent & Board Relations
- Research on Rural Schools

Reserve your hotel room by November 5 to ensure you get the MASA rate!

Cost: \$300

When: November 22-23, 2021

Where: Inn at Bay Harbor

[Register](#)

Not the leader of a small, rural district?
Pass this along to your colleagues and



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8. Information Items

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- Board Member Candidate Application Form
- Pictures of New Playground Fence & Woodchips
- Non-union Secretarial Handbook updated
- Social Media Report Card



Application for Board of Education Membership

Name: _____

Home Address: _____

Home Phone: _____ Cell Phone: _____

Work Phone: _____ Email: _____

Preferred method(s) to be contacted: Home Phone Work Phone Cell Phone Email

Occupation: (if retired, please provide your career) _____

Qualifications are as follows: Each member of the Board shall be/have:

- Citizen of the United States
- Resident of the State of Michigan for at least thirty (30) days
- Attained the age of eighteen (18) years
- A resident of a constituent district
- A registered voter within a constituent district

In which county do you reside? _____ How long have you lived in that county? _____

Board Members may not be employed by C.O.O.R. ISD. Are any of your immediate family members currently employed by COOR ISD? YES NO If yes, please list name here: _____

Potential skill set includes, but is not limited to:

- Ability to articulate your ideas and concerns
- Comfortable speaking in public
- Self-motivated
- Analytical thinking
- Customer Service
- Comfortable using technology
- Knowledge of educational institutions

Before submitting your application, consider attaching a brief letter indicating the following:

- Why are you applying for the C.O.O.R. ISD Board of Education?
- How do you believe your appointment would benefit the ISD?
- Describe your involvement in the community on a board/commission or in another volunteer capacity.
- Any other helpful information relevant to your application.

Optional: Attach a resume. While it is not required, it is helpful in the recruitment process. Candidates will be contacted to confirm the time & location of an interview with the current board.

The applicant acknowledges that C.O.O.R. ISD may be required from time to time to release records in its possession. The applicant hereby gives permission to C.O.O.R. ISD to release any records or materials received by C.O.O.R. ISD from the applicant as it may be requested to do so as permitted by the Freedom of Information Act, MCL 15.231 et seq.

Signature

Date

Please return your application, letter, and optional resume to Rebecca Socia, Recording Secretary, 11051 N. Cut Road, PO Box 827, Roscommon, MI 48653 or sociar@coorisd.net. If you have any questions, please feel free to contact our office at (989) 275-9538. Again, thank you for your interest!



C.O.O.R.
INTERMEDIATE
SCHOOL DISTRICT

**Sept-Oct
2021**

Social Media Report Card

Facebook statistics

Page Likes: 734
(up 10)

Monthly Reach:
1,512

Engagement:
384



Reach
806
3 shares

Natalie and Ryan
Fewins-Bliss at MCAN
conference Oct 13th



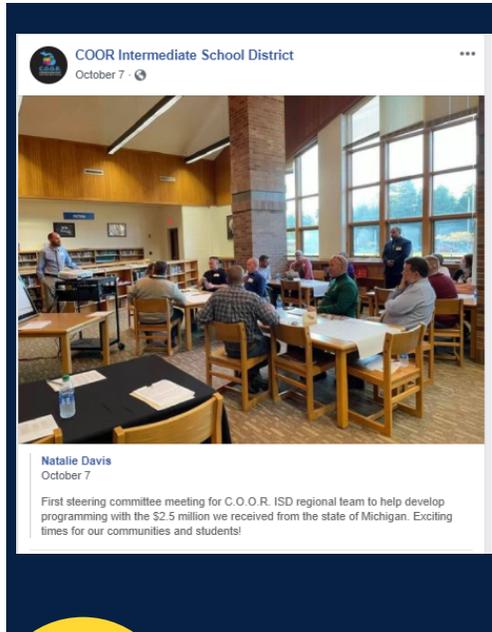
Reach
628

All-staff PD day
Sept 7th

Early Literacy
Coach Intro
Sept 7th

Reach
464

COOR Intermediate School District
September 7 · 🌐
Introducing our new Early Literacy Coaches, Grace Brown and Michelle Ewald. They will be coaching teachers in Grayling Elementary - Ausable Primary School, Surline Elementary School, Roscommon Elementary School, Collins Elementary School, Fairview Area Schools, Mio AuSable Schools, and Charlton Heston Academy #COOR4Kids



Reach
495

CTE Steering
Committee
Oct 7th

CTE at Mio
Career Fair

Reach
366



9. Superintendent's Report
- COVID update
 - state budget
 - facilities update
 - technology update (phones/computers)
 - Ascent New Teacher Academy
 - Early Literacy PD
10. Communications
- Potential Policy from Thurn Law Firm
emailed to board members

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Series 3000: Operations, Finance, and Property

3400 School Safety and Security

3409 Face Mask Requirement [Optional] [Note: If the Board elects not to adopt this Policy, delete the body of the policy and replace the title with “Intentionally Left Blank” after the policy number and in the Table of Contents to ensure accurate numbering of subsequent policies in the Policy Manual.] [This Policy is the model policy for District Face Mask Requirements. Complete this policy to align with any local health department order applicable to the District. Upon your request, Thrun Law Firm will amend this Policy for an additional charge if a District’s local health department Order does not align with this policy.]

Pursuant to the [insert official name of Health Department] Order dated [] (“Order”), the District must ensure that face masks are consistently and properly worn over the nose and mouth as outlined below. This Policy may be implemented and enforced by any reasonable and necessary enforcement procedure.

A. Face Mask Use

1. All students in grades [] through [] must wear a face mask when indoors at a District building or structure, regardless of the student’s vaccination status.
2. All persons providing service to any student in grades [] through [] and all persons providing service to students identified as medically fragile, regardless of age, must wear a face mask when indoors at a District building or structure, regardless of the person’s vaccination status.

B. Posting and Distribution

The Superintendent or designee is directed to post the Order and maintain the posting of the Order at the entrance to all District buildings. The Superintendent or designee is directed to distribute the Order to all District employees and contractors and document this distribution.

C. Exemptions from Face Mask Requirement

A face mask is not required under this Policy in the following circumstances:

[Insert exemptions from the local health department Order.]

D. Duration

This Policy will remain in effect until the Order has been rescinded by the [insert name of health department].

Legal authority: 42 USC 12101 et seq.; MCL 37.1101 et seq.; MCL 380.11a; MCL 333.2255, 333.2226, 333.2451, 333.2453; R. 325.175(4)

Date adopted:

Date revised:

Series 3000: Operations, Finance, and Property

3400 School Safety and Security

3409 Face Mask Requirement Intentionally Left Blank

Date adopted: October 13, 2021

Date revised:

11. Public Participation- continued

12. **Adjournment**

13. Approve expenses for Superintendent Petri to attend the Small & Rural Conference in Bay Harbor from Nov 22-23, 2021. Registration is \$300.