

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

Wednesday, June 29, 2022 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.

3. Adopt the Agenda

4. Public Participation

-The public may submit comments by 3:00

PM: <https://forms.gle/LoHQRUups9MKTvef6>

-The public may call 989-275-9575 and leave a voicemail by 3:00 PM, OR

-The public may raise his/her hand during this session of the meeting.

-Individuals may speak for a maximum of 5 minutes.

-Groups may speak for a maximum of 15 minutes.

5. 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, June 8th, 2022

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Meeting Minutes

A regular meeting of the Board of Education (the “Board”) was at the Roscommon office on Wednesday, June 8, 2022. President Mangutz called the meeting to order at 6:02 P.M.

Attendance **Present:** Ian Faulkner, Jim Gendernalik, Jim Mangutz DDS, Kara Mularz, Nancy Persing, Lyn Sperry, **Absent:** Brie Molaison. Also in attendance: Carrie Macko, Jill Radosta, Shannon Rea, Rebecca Socia, Shawn Petri.

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.

3. Adopt the Agenda

Adopt the agenda with updated budget on action item 8E. This motion, made by Ian Faulkner and seconded by Kara Mularz, Carried (6-0, 1 absent).

4. Department Updates

- Career & Technical Education Department
- Early Childhood Department
- ETA (Educational Technology Association)
- Instructional Services Department
- Special Education Department
- R.O.O.C., Inc.

5. Public Budget Hearing on Proposed budget for 2022-23 Notice was given in local newspapers.

5.A. Present 2022-23 General Fund Budget including tax revenue at the following rates:

0.2971 General Operating Mills, 0.7431 Special Education Mills

Original millages were 0.3 general operating mills and 0.75 special education mills

5.B. Public Participation for Budget Hearing – None.

5.C. Set Tax Rate for 2022: To collect summer property taxes levied upon properties located within the boundaries of Crawford AuSable School District and Mio AuSable School District and to collect winter property taxes levied upon properties located within the boundaries of all other COOR ISD school districts. (The L4029 form shows both summer and winter collection).

Approve 2022 L-4029 forms showing the following local taxes at the following rates:

0.2506 allocated

0.0465 voted 2020

0.2971 total General Operating Mills

0.6271 voted 1968

0.1160 voted 2020

0.7431 total Special Education Mills

Approve taxable value as presented. This motion, made by Kara Mularz and seconded by Nancy Persing, Carried (Yes: 6, No: 0, Absent: 1) Brie Molaison: Absent, Ian Faulkner: Yes, Jim Gendernalik: Yes, Jim Mangutz DDS: Yes, Kara Mularz: Yes, Nancy Persing: Yes, Lyn Sperry: Yes

5.D. Approve Proposed 2022-23 General Fund Budget as presented

Adjustments were made from the preliminary budget in April including updated property tax revenue and REAP grant carryover funds.

Approve Proposed 2022-23 General Fund Budget as presented. This motion, made by Nancy Persing and seconded by Ian Faulkner, Carried (Yes: 6, No: 0, Absent: 1) Brie Molaison: Absent, Ian Faulkner: Yes, Jim Gendernalik: Yes, Jim Mangutz DDS: Yes, Kara Mularz: Yes, Nancy Persing: Yes, Lyn Sperry: Yes

6. Public Participation (None)

-The public may submit comments by 3:00 PM: <https://forms.gle/LoHQRUpns9MKTvef6>

-The public may call 989-275-9575 and leave a voicemail by 3:00 PM, OR

-The public may raise his/her hand during this session of the meeting.

-Individuals may speak for a maximum of 5 minutes.

-Groups may speak for a maximum of 15 minutes.

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 Lyn Sperry, Carried (Yes: 6, No: 0, Absent: 1) Brie Molaison: Absent, Ian Faulkner: Yes, Jim Gendernalik: Yes, Jim Mangutz DDS: Yes, Kara Mularz: Yes, Nancy Persing: Yes, Lyn Sperry: Yes

7.A. Approve minutes of previous meeting, May 11, 2022

7.B. Approval of Bills for May 2022 totaling \$915,003.34

7.C. Approve Revenue & Expenditure Reports for May 2022

-General Fund, Special Education, Career Tech, and ROOC, Inc.

7.D. Approve contract renewals for administrators and non-union personnel from July 1, 2022 through June 30, 2024 unless listed otherwise:

Administrators:

1. Katie Fuelling, Director of Instructional Services
2. Katie Keith, Supervisor of Early Childhood
3. Jill Radosta, Director of Special Education
4. Jared Socia, Director of Operations
5. Somer Quinlan, Executive Director of R.O.O.C., Inc.
6. Dean VanWormer, Lead Teacher/Program Development Coordinator

Central Office Contracts:

1. Kimberly Murphy, Business Office Staff Accountant
2. Kimberly Murphy, Food Service Director
3. Rebekah Seelow, Early Childhood Supervisor, through June 30, 2023
4. Annmarie Spear, Early Literacy Coach, through June 30, 2023
5. Brent Cryderman, Consultant
6. Michelle Ewald, Early Literacy Coach, through June 30, 2023
7. Grace Brown, Early Literacy Coach, through June 30, 2023

Special Education Contracts:

1. Melisa Akers, C.O.O.R. Educational Center Principal
2. Kristin Eagle, Behavioral Health/MTSS Coordinator, through June 30, 2023
3. Teresa Gertiser, School Nurse, through June 30, 2023
4. Kerri Smitz, Employment Placement Specialist, through June 30, 2023
5. Brenda Vaughan-Ide, Student Services Coordinator, through June 30, 2023

7.E. Approve 2022-23 calendar for COOR ISD's Career Tech Program.

7.F. Approve restatement of Section 125 plan with Pelion Benefits, Inc. to meet new IRS standards

7.G. Renew contract with Karen Walton-Ebnit for Speech and Language Pathologist services (up to 24 hours per week) for the 2022-23 school year.

7.H. Renew contract with Keenan Therapeutics to provide physical therapy services up to 60 hours/week for the 2022-23 school year.

7.I. Renew Memorandum of Understanding with Alternative Educational Academy of Ogemaw County for the purpose of providing a school social worker for two days per week through June 30, 2023

8. Action Items

8.A. Ratify contract with Integrity Construction Services, LLC to act as Construction Manager for the Career Tech construction project

Ratify contract with Integrity Construction Services, LLC to act as Construction Manager. This motion, made by Kara Mularz and seconded by Ian Faulkner, Carried (Yes: 6, No: 0, Absent: 1) Brie Molaison: Absent, Ian Faulkner: Yes, Jim Gendernalik: Yes, Jim Mangutz DDS: Yes, Kara Mularz: Yes, Nancy Persing: Yes, Lyn Sperry: Yes

Superintendent Petri consulted with Thrun law firm, who confirmed that the ISD could choose the service rather than bidding for Construction Manager services. The manager will send out RFPs and oversee the contractors. They come highly recommended and have worked on Roscommon Middle School and Kirtland Community College construction projects.

Petri offered to help one of the local districts fill in while they interview for a Superintendent, so he would potentially not have time to take on the construction manager role. They are on the third round of interviews now.

8.B. Approve extension of contract with Dean Transportation to continue services for COOR Educational Center for five years, July 2022 to June 2027

Approve extension of contract with Dean Transportation to continue services for COOR Educational Center for five years, July 2022 to June 2027. This motion, made by Lyn Sperry and seconded by Kara Mularz, Carried. (Yes: 6, No: 0, Absent: 1) Brie Molaison: Absent, Ian Faulkner: Yes, Jim Gendernalik: Yes, Jim Mangutz DDS: Yes, Kara Mularz: Yes, Nancy Persing: Yes, Lyn Sperry: Yes

The superintendent reported that there was a significant price savings with accepting a five-year proposal versus the two-year proposals. Superintendent Petri personally rode a bus with Dean personnel and is happy with Dean's services. They appreciated the upgrades to the parking lot and driveways. There is a shortage of bus drivers across the state. COOR still owns the buses it uses.

8.C. Approve final amendment of the 2021-22 ROOC, Inc. Budget as presented.

Approve final 2021-22 ROOC budget amendment. This motion, made by Ian Faulkner and seconded by Lyn Sperry, Carried. (Yes: 6, No: 0, Absent: 1) Brie Molaison: Absent, Ian Faulkner: Yes, Jim Gendernalik: Yes, Jim Mangutz DDS: Yes, Kara Mularz: Yes, Nancy Persing: Yes, Lyn Sperry: Yes

Business Manager Carrie Macko presented details on the ROOC budget. ROOC received a Community foundation grant for a vehicle, which is being deferred to next fiscal year. Gas, electricity, and snowplowing actual costs were higher than estimated earlier in the year. ROOC Administrators have watched their expenses closely. They are expanding services but also increasing their fund balance with a tight budget.

8.D. Approve final amendment of 2021-22 Food Service Budget as presented

Approve final amendment of 2021-22 Food Service Budget. This motion, made by Kara Mularz and seconded by Nancy Persing, Carried. (Yes: 6, No: 0, Absent: 1) Brie Molaison: Absent, Ian Faulkner: Yes, Jim Gendernalik: Yes, Jim Mangutz DDS: Yes, Kara Mularz: Yes, Nancy Persing: Yes, Lyn Sperry: Yes

Business Manager Carrie Macko presented details on the food service budget. A state food service consultant encouraged the ISD to apply for \$6,000 in funding this year. Reimbursement has also increased this year. This is the first year the ISD had a fund balance in this account and it didn't have to be supplemented with general funds. Some small improvements related to food service could be funded with this balance.

- 8.E. Approve the final amendment of the 2021-22 Capital Projects Budget as presented
Approve final 21-22 Capital Projects budget. This motion, made by Ian Faulkner and seconded by Nancy Persing, Carried. (Yes: 6, No: 0, Absent: 1) Brie Molaison: Absent, Ian Faulkner: Yes, Jim Gendernalik: Yes, Jim Mangutz DDS: Yes, Kara Mularz: Yes, Nancy Persing: Yes, Lyn Sperry: Yes

Business Manager Carrie Macko presented details on the capital projects budget. The Roscommon County Community Foundation gave the ISD a grant toward the new playground fencing. Some doors were replaced. A roof was repaired at ROOC and transportation. The ISD is still waiting for the delivery of a new bus that was ordered long ago - payment will be due upon delivery. There is one more section of roof that needs repair. There are still facility needs for 22-23 as well as ordering another bus next year. The fleet gets worn out with the extreme mileage that is put on each vehicle. One bus needs very expensive repairs at this time but will hopefully be replaced with the new bus delivery soon. Superintendent Petri plans to assist with funds from General Funds.

- 8.F. Approve the final amendment of the 2021-22 NMEC Budget as presented
Approve final amendment to 21-22 NMEC budget. This motion, made by Kara Mularz and seconded by Nancy Persing, Carried. (Yes: 6, No: 0, Absent: 1) Brie Molaison: Absent, Ian Faulkner: Yes, Jim Gendernalik: Yes, Jim Mangutz DDS: Yes, Kara Mularz: Yes, Nancy Persing: Yes, Lyn Sperry: Yes

Business Manager Carrie Macko presented details on the Northern Michigan Electronics Consortium budget. There was no e-rate check this year, but Frontier gave us a credit on the bill instead. This consortium with COOR & AMA may not be needed much longer. The ISD is trying to get all the local districts on the MISEN statewide data hub, which will have much lower rates. Fairview Area schools have trouble getting internet services. Their bandwidth was recently increased with a lower rate. The district may be able to connect to MISEN through Mio AuSable Schools. Roscommon and COOR are on MISEN, most other districts are on Merit. If this account is closed, funds will be distributed to the districts who have paid into it.

- 8.G. Approve expenses for interested board members to attend the Northern Michigan Schools Legislative Association Dinner at the Hagerty Center in Traverse City on Wednesday, August 3, 2022. RSVPs need to be processed by July 14th for the \$32.50/person charge. Social Hour is at 5:30PM with dinner at 6:30 PM.

Board members will receive the latest update relative to school legislative matters and will have an opportunity to discuss specific Northern Michigan education issues.

Approve expenses for interested board members to attend the NMSLA Dinner in Traverse City on August 3, 2022. This motion, made by Lyn Sperry and seconded by Kara Mularz, Carried. (Yes: 6, No: 0, Absent: 1) Brie Molaison: Absent, Ian Faulkner: Yes, Jim Gendernalik: Yes, Jim Mangutz DDS: Yes, Kara Mularz: Yes, Nancy Persing: Yes, Lyn Sperry: Yes

Superintendent Petri would potentially drive a group to the dinner meeting. Secretary Sperry expressed interest.

- 8.H. Transfer internal accounting code 71 fund balance to the general fund account (code 11)

Transfer internal accounting code 71 fund balance to the general fund account (code 11). This motion, made by Ian Faulkner and seconded by Nancy Persing, Carried. (Yes: 6, No: 0, Absent: 1) Brie Molaison: Absent, Ian Faulkner: Yes, Jim Gendernalik: Yes, Jim Mangutz DDS: Yes, Kara Mularz: Yes, Nancy Persing: Yes, Lyn Sperry: Yes

COOR has fulfilled obligations from the lawsuit regarding this fund. The Weinlander-Fitzhugh auditors recommend we transfer the remaining \$2,850 back to general fund. There was a cost to audit the extra fund, so closing it out will save the district some money.

9. Information Items

-Committee Recommendation for Darrell Partenio of HLHS to receive the Lyle Spalding Award for Leadership in Technology. Board representatives will present it at HLCS board work session June 27th at 6:30PM.

-May 2022 Social Media Report Card – Rebecca Socia reported that May was a very active month with a total reach of 8,715. The top two posts each reached over 2,000 viewers and the top five each had a reach of over 1,000.

10. Superintendent's Report

-Superintendent Petri reminded the board members whose terms are ending to register with the Roscommon County clerk by July 26th. (Persing, Mangutz, Gendernalik, and Molaison) Each person will designate if they are running for a 2-year partial term or a full 6 year term.

-The state budget has not been finalized yet.

-Board members are invited to the CEC graduation ceremony on Thursday, June 16th at 1:30 PM at Roscommon High School.

11. Communications

-CEC Graduation Invitations to Board Members

-NMSLA Dinner Invitation

12. Public Participation- continued (none)

13. Adjournment

Adjourn the meeting. This motion, made by Nancy Persing and seconded by Ian Faulkner, Carried. (Yes: 6, No: 0, Absent: 1) The meeting was adjourned at 7:19 PM.

Respectfully submitted,



Rebecca Socia,
Recording Secretary

Lyn Sperry,
Board Secretary

B. Renew lease with RMRA for classrooms at the CRAF Center in Roscommon for the Adult Transition Center through June 30, 2023

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LEASE AGREEMENT

This agreement dated the **1st day of July 2022** by and between Roscommon Area Recreational Authority hereafter referred to as "RARA" of 606 Lake Street, Roscommon, Michigan 48653 and COOR Intermediate School District 11051 N Cut Road, PO Box 827, Roscommon, MI 48653 hereinafter referred to as COOR ISD.

Whereas RARA agrees to lease rooms 118, 121 and the connecting hallway and the two room former Teen Center with restrooms. In addition, when school is in session, use of the kitchen, gymnasium and fitness center for daily recreation.

This agreement, or any extension thereof, may be canceled by COOR ISD provided the Lessor is notified in writing at least thirty (30) days prior to the effective date of cancellation. This agreement, or any extension thereof, may be canceled by RARA provided the Lessee is notified in writing at least thirty (30) days prior to the effective date of cancellation. Terms of this lease agreement are:

COOR ISD agrees to pay a monthly sum of **\$2100.00** beginning July 1, 2022 through June 30, 2024. Rent is due the first of each month.

COOR ISD will provide:

- Insurance for furniture and equipment and liability as renters insurance.
- Appliances necessary for teaching.

The Lessee shall hold the Roscommon Area Recreation Authority, CRAF Center Management or their Agents harmless from any and all Claims, Costs, Losses, Suits, Damages and/or Judgements which may in any manner be imposed on and/or incurred by the Roscommon Area Recreation Authority, CRAF Center Management and their Agents or Employees for Bodily Injury, Loss of Life, and/or Damage to Property resulting from, arising out of, or in any way connected with the Lessees' use of Facility.

RARA will provide:

- Janitorial service for the main hallway.
- Utilities including electricity, heat and water.
- A secure key system for the area.
- Sink, cabinets, stove hood in Transition Center.
- Snow removal on ramp, steps and sidewalks.
- Yearly smoke detectors and fire extinguishers inspection

The term of this lease will be in effect from **July 1, 2022 through June 30, 2024**. Subject to appropriate use of building and grounds during normal business hours of 8:00 a.m. to 6:00 p.m., and proof of satisfactory insurance coverage provided to RARA.

Dated this 1st day of July, 2022
COOR ISD

By _____ Title _____

Roscommon Area Recreation Authority (C.R.A.F. Center)

By _____ Title: CRAF Center Manager
Jory Klumpp

C. Approve Personnel Contract renewals through June 30, 2024 unless otherwise stated:

Administrators

- Natalie Davis, Director of Career & Technical Education
- Katie Fuelling, Director of Instructional Services
- Somer Quinlan, ROOC, Inc. Executive Director

Central Office

- Carrie Macko, Business Manager
- Kurt Loll, Accounting Supervisor
- Shannon Rea, Pupil Accounting Auditor
- Rebecca Socia, Administrative Assistant to the Superintendent
- Rebekah Seelow, Early Childhood Specialist, through June 30, 2023

Special Education

- Michele Cochrane, Early On Coordinator, through June 30, 2023
- Christina Robbins, Occupational Therapist, through June 30, 2023

D. Approve annual Mitel (ShoreTel) Phone System Support Renewal for one year, 08/28/2022 - 08/27/2023. REMC Save Bid discounting has been applied.

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Quote

Date
6/9/2022

Estimate #
89068

420 Enterprise Court
 Bloomfield Township, MI 48302
 www.delta-ns.com
 Accounts Receivable: 248-409-0067

Bill To
 COOR ISD
 P.O. Box 827
 Roscommon MI 48653
 United States

Expires	Project	Terms	Exp. Close	Quoted by:	#
7/8/2022		Net 30	6/9/2022	Rudy Nardon	

Item	Quantity	Serial/Lot Numbers	Description	Rate	Amount
			REMC Pricing Applies		
SHOR-94111	1		ShoreTel Phone System ShoreCare Partner Support (1 Year, No Phones). Contract Term: 08/28/2022 - 08/27/2023	2,172.67	2,172.67
			Delta Network Services thanks you for the opportunity to provide you with this quote. Please email PO to: rudy.nardon@delta-ns.com or Fax PO to: 248-409-2723		

Total \$2,172.67

E. Renew contract with Educational Technology Association, a consortium for technology services through June 30, 2023

F. Approve Grayling Rotary Club's use of COOR ISD grounds for a water/snack tent on Saturday, July 9th for the Black Bear Grand Fondo bike tour. If approved, they will have a porta john delivered just inside the fence, out to the way of any parking for the participants. They submitted Proof of Insurance from 2021-22 and will send updated proof for 2022-23 before the date of the event.

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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Arthur J. Gallagher Risk Management Services, Inc. 2850 Golf Road Rolling Meadows IL 60008	CONTACT NAME: Ali Sulita PHONE (A/C, No, Ext): 1-833-3ROTARY E-MAIL ADDRESS: rotary@ajg.com	FAX (A/C, No): 630-285-4062
	INSURER(S) AFFORDING COVERAGE	
	INSURER A: Lexington Insurance Company	19437
INSURED All Active US Rotary Clubs & Districts ATTN: Risk Management Dept. 1560 Sherman Ave. Evanston, IL 60201-3698	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** 899307648 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Liquor Liability Included GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:		Y	015375594	7/1/2021	7/1/2022	EACH OCCURRENCE \$2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$500,000 MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$2,000,000 GENERAL AGGREGATE \$4,000,000 PRODUCTS - COMP/OP AGG \$4,000,000 \$
A	<input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			015375594	7/1/2021	7/1/2022	COMBINED SINGLE LIMIT (Ea accident) \$2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$			NOT APPLICABLE			EACH OCCURRENCE \$ AGGREGATE \$ \$
	<input type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		Y/N N/A	NOT APPLICABLE			<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

The Certificate Holder is included as an additional insured where required by written contract or permit subject to the terms and conditions of the general liability policy, but only to the extent bodily injury or property damage is caused in whole or in part by the acts or omissions of the insured.

CERTIFICATE HOLDER**CANCELLATION**

	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 

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G. Approve auto renewal of Boardbook Premiere Tier 2 license at a rate of \$3,000 per fiscal year

H. Approve renewal of contract with Presence Learning for Psychological services across the ISD, July 1, 2022- June 30, 2023.

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PresenceLearning

Service Order

Customer Name and Contact Information

Name: COOR Intermediate School District - MI
Address: PO Box 827 Roscommon, MI

Customer Primary Point of Contact

Name: Jill Radosta
Email Address: radostaj@coorisd.net

Customer Secondary Point of Contact

Name:
Email Address:

PresenceLearning Contact Information

Name: Stacy Klein
Email Address: stacy.klein@presencelearning.com

Service Order

1. Services

Service	Student Quantity/Groups	Price per Service
Hourly SLP Services	0	\$77.00
Hourly SLP Supervision	0	\$93.00
Hourly OT Services	0	\$77.00
Hourly OT Supervision	0	\$93.00
Hourly BMH Services	0	\$77.00
Hourly SLP Services - Short-term Leave	0	\$101.00
Hourly SLP Services - Bilingual	0	\$93.00
Hourly BMH Services - Bilingual	0	\$93.00
Hourly BMH Services - Short-term Leave	0	\$101.00
Hourly OT Services - Short-term Leave	0	\$101.00
Hourly OT Services - Bilingual	0	\$93.00
Annual Student Administrative Fee	0	\$100.00

2. SLP Assessments

Service	Student Quantity/Groups	Price per Service
Screening by SLP	0	\$66.00
Bilingual Screening by SLP	0	\$120.00
Evaluation Coordination and Reporting by SLP	0	\$257.00
Evaluation Coordination and Reporting by Bilingual SLP	0	\$257.00
Review of Records by SLP	0	\$120.00
Additional Assessment Component by SLP	0	\$50.00
Articulation Standard Assessment by SLP	0	\$75.00
Auditory Processing Select Index by SLP	0	\$88.00
Classroom Observation by SLP	0	\$49.00
Early Childhood Language Assessment by SLP	0	\$107.00
Fluency Standard Assessment by SLP	0	\$120.00
Language Select Index by SLP	0	\$50.00
Language Standard Assessment by SLP	0	\$155.00
Pragmatic Language Standard Assessment by SLP	0	\$95.00
Phonological Process Analysis Select Index by SLP	0	\$45.00
Phonological Processing Assessment by SLP	0	\$80.00
Supplemental Language Screener by SLP	0	\$45.00

Service	Student Quantity/Groups	Price per Service
Spanish Language Standard Assessment by SLP	0	\$148.00
Spanish Language Select Index by SLP	0	\$60.00
Spanish Auditory Processing Select Index by SLP	0	\$90.00
Additional Bilingual Assessment Component by SLP	0	\$60.00
Spanish Articulation Measures (SAM) by SLP	0	\$49.00
Spanish Articulation Standard Assessment by SLP	0	\$65.00
Augmentative Alternative Communication (AAC) Assessment by SLP	0	\$120.00
Additional Language Subtest by SLP	0	\$50.00
Home Coordination by SLP	0	\$120.00
Language Difference vs. Disorder Analysis by SLP	0	\$89.00
Pre-referral Meeting by SLP	0	\$120.00
Bilingual Services by SLP	0	\$120.00
Unplanned Student Absence SLP	0	\$20.00

3. OT Assessments

Service	Student Quantity/Groups	Price per Service
Screening by OT	0	\$66.00
Evaluation Coordination and Reporting by OT	0	\$257.00
Review of Records by OT	0	\$120.00
Classroom Observation by OT	0	\$49.00
Standard School-Related-ADL Assessment by OT	0	\$80.00
Standard Sensory Processing Assessment by OT	0	\$80.00
Standard Motor Skills Assessment by OT	0	\$89.00
Standard Visual Perception Assessment by OT	0	\$80.00
Standard Preschool Assessment by OT	0	\$120.00
Additional Assessment Component by OT	0	\$50.00
Home Coordination by OT	0	\$120.00
Informal Fine Motor Assessment by OT	0	\$49.00
Pre-referral Meeting by OT	0	\$120.00
Unplanned Student Absence OT	0	\$20.00

4. BMH Assessments

Service	Student Quantity/Groups	Price per Service
Screening by MHP/Ed Diag	0	\$155.00
Evaluation Coordination and Reporting by MHP/ Ed Diag	0	\$290.00
Review of Records by MHP/Ed Diag	0	\$279.00
Rating Scale Assessment by MHP/Ed Diag	0	\$160.00
Classroom Observation by MHP/ Ed Diag	0	\$140.00

Service	Student Quantity/Groups	Price per Service
Additional Assessment by MHP/Ed Diag	0	\$279.00
Additional Requested Meetings by MHP/Ed Diag	0	\$69.00
Bilingual Services by MHP/Ed Diag	0	\$140.00
Home Coordination by MHP/Ed Diag	0	\$140.00
Pre-referral Meeting by MHP/Ed Diag	0	\$140.00
Additional Requested Paperwork by MHP/Ed Diag	0	\$69.00
Screening by MHP/Ed Diag	0	\$155.00
Review of Records by MHP/Ed Diag	0	\$279.00
Rating Scale Assessment by MHP/Ed Diag	0	\$160.00
Pre-referral Meeting by MHP/Ed Diag	0	\$140.00
Evaluation Coordination and Reporting by MHP/ Ed Diag	0	\$290.00
Classroom Observation by MHP/ Ed Diag	0	\$140.00
Bilingual Services by MHP/Ed Diag	0	\$140.00
Functional Behavior Assessment by MHP/Ed Diag	0	\$418.00
Intervention Data Analysis by MHP/Ed Diag	0	\$69.00
Parent Interview by MHP/Ed Diag	0	\$69.00
Student Interview by MHP/Ed Diag	0	\$69.00
Teacher Interview by MHP/Ed Diag	0	\$69.00
Unplanned Student Absence MHP/Ed Diag	0	\$30.00

5. Psychoeducational Assessments

Service	Student Quantity/Groups	Price per Service
Evaluation Coordination and Reporting by MHP/ Ed Diag	0	\$290.00
Review of Records by MHP/Ed Diag	0	\$279.00
Cognitive Select Index	0	\$175.00
Processing Select Index	0	\$175.00
Achievement Select Index	0	\$140.00
Rating Scale Assessment by MHP/Ed Diag	0	\$160.00
Classroom Observation by MHP/ Ed Diag	0	\$140.00
Achievement Standard Battery	0	\$279.00
Long Cognitive Battery	0	\$338.00
Additional Assessment by MHP/Ed Diag	0	\$279.00
Processing Standard Battery	0	\$338.00
Additional Requested Meetings by MHP/Ed Diag	0	\$69.00
School Psych Consultation	0	\$77.00
Bilingual Services by MHP/Ed Diag	0	\$140.00
Short Cognitive Battery	0	\$175.00
Spanish Select Index	0	\$311.00

Service	Student Quantity/Groups	Price per Service
Spanish Battery	0	\$404.00
Screening by MHP/Ed Diag	0	\$155.00
Home Coordination by MHP/Ed Diag	0	\$140.00
Pre-referral Meeting by MHP/Ed Diag	0	\$140.00
Additional Requested Paperwork by MHP/Ed Diag	0	\$69.00
Functional Behavior Assessment by MHP/ Ed Diag	0	\$418.00
Intervention Data Analysis by MHP/Ed Diag	0	\$69.00
Parent Interview by MHP/ Ed Diag	0	\$69.00
Student Interview by MHP/Ed Diag	0	\$69.00
Teacher Interview by MHP/Ed Diag	0	\$69.00
Unplanned Student Absence MHP/Ed Diag	0	\$30.00

Document Camera	\$85.00 (each)
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Service Order

Contracted Students	0
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Assessments Commitment	0
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Psychoeducational Assessment Commitment	\$30,000.00
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Monthly Commitment*	\$0.00	0 hours at \$77.00
December Commitment*	\$0.00	0 hours at \$77.00

*This is the monthly minimum amount you will be invoiced during the contracted period.

Service Order Term	July 1, 2022 through June 30, 2023
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Service Order Form

Except as expressly set forth in this Service Order, the parties agree to be bound by the terms of the Master Service Agreement ("Agreement"). To the extent there is any conflict between this Service Order and the Agreement, this Service Order shall govern. The terms of this Service Order are confidential information.

The parties have executed this Service Order as of the date of the last signature ("Service Order Effective Date").

PresenceLearning, Inc.

Customer

By:

By:

Name:

Name: Jill Radosta

Title:

Title: Director of Special Education

Date:

Date:

MASTER SERVICES AGREEMENT

This Master Services Agreement ("MSA") is entered into as of the date of the last signature set forth on the signature page attached hereto ("Effective Date"), by and between PresenceLearning, Inc., a Delaware corporation with a place of business located at 530 Seventh Ave, Suite 501, New York, NY 10018 ("PresenceLearning"), and the undersigned customer ("Customer"). Each of PresenceLearning and Customer may individually be referred to as a "Party" and collectively referred to as the "Parties".

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, PresenceLearning and Customer, hereby agree as follows:

1. Structure of the Agreement. This MSA shall apply each time Customer engages with PresenceLearning for the provision of services and/or products ("Services"). The Services shall be described in one or more schedules (each, a "Schedule"), service orders (each, a "Service Order"), and/or exhibits (each, an "Exhibit"), each of which shall reference this MSA and, with respect to each Schedule or Service Order, shall be executed by the Parties. Each Schedule, Service Order, and Exhibit entered into or delivered hereunder (each an "Incorporated Document", and collectively, "Incorporated Documents") may provide additional terms and conditions related to the Services. This MSA and the Incorporated Documents are collectively referred to herein as the "Agreement". In the event of a conflict between the terms of this MSA and the terms of any Incorporated Document, the terms of the MSA shall control; provided, however, that the Parties may in any Incorporated Document specifically (i.e., with reference to the MSA) agree to: (a) exclude or except an otherwise controlling provision of this MSA; (b) adopt a clause or provision to apply in lieu of an otherwise controlling provision of this MSA; or (c) reference a governing external code, document, or standard that will apply in lieu of any otherwise controlling provision of this MSA (or any Incorporated Document).

2. Fee and Payment Terms. Customer shall pay all fees (collectively, "Fees") specified in the Schedule or Service Order for the Services being purchased. Fees are due and payable thirty (30) calendar days from date of invoice, unless specified otherwise in a Service Order. Customer may dispute an invoice no later than twenty (20) calendar days from the date of the invoice. The Parties will work together in good faith to resolve any disputes as soon as possible. Upon resolution, Customer shall remit the amount owed within ten (10) calendar days. Customer is responsible for all taxes, except for taxes on PresenceLearning's income, unless Customer provides a state tax exemption certificate. If Customer does not submit a tax exemption certificate to PresenceLearning, Customer will be invoiced for any applicable taxes.

3. Term; Termination; Effects of Termination.

3.1. Term. The term of this MSA commences on the Effective Date and continues until terminated by either party pursuant to Section 3.2 (such period, the "Term"). Each Incorporated Document shall have the term specified therein.

3.2. Termination. This MSA or any Incorporated Document may be terminated: (a) by either Party without cause upon thirty (30) calendar days prior written notice to the other Party; (b) by PresenceLearning upon any failure of Customer to pay when due any Fees (as defined in Section 2) if such Fees are not being disputed in good faith in accordance with Section 2 and such failure continues uncured for a period of thirty (30) calendar days after PresenceLearning provides written notice of the non-payment; provided, however, that in lieu of terminating the MSA or any Incorporated Document, PresenceLearning may, at its sole option, suspend Services, in whole or in

part; (c) by either Party with cause upon a non-payment related material breach of the Agreement by the other Party which breach is not cured within fifteen (15) calendar days after the breaching Party receives written notice of the breach from the non-breaching Party; or (d) immediately if the other Party becomes insolvent or declares bankruptcy.

3.3. Effects of Termination. Upon the termination of the MSA or the expiration or termination of any Incorporated Document for any reason, (a) all Fees owed to PresenceLearning that accrued before such termination or expiration will be immediately due and payable, except for any such amounts being disputed in good faith by Customer in accordance with Section 2 and (b) Customer shall not be entitled to a refund for any annual Fees paid by Customer prior to the date of termination of the MSA or any Incorporated Document.

4. Services; Platform; Platform Specifications.

4.1. Services. PresenceLearning shall provide Customer with the Services and technical support set forth on each Service Order.

4.2. Platform. All Services shall be delivered via PresenceLearning's proprietary cloud-based platform (together with any components, software, or related documentation, the "Platform"). The applicable license granted by PresenceLearning to Customer with respect to Platform usage will be as set forth in the applicable Service Order.

4.3. Platform Specifications. The Platform is a cloud application. In order to access the Platform, a user must have a computer with a dual core processor and 2 GB RAM that has the ability to support a headset and microphone and a broadband internet connection with a minimum of 500 kbps (or higher) with upload and download speeds of 1mbps (or higher). PresenceLearning will provide technical support on weekdays between the hours of 8:00AM and 8:00PM (Eastern time). Customer may purchase required equipment from PresenceLearning pursuant to the terms and conditions set forth on the Equipment Schedule. Additional information regarding Platform specifications can be found at: <https://www.presencelearning.com/tech-requirements/>.

4.4. Platform Restrictions.

4.4.1. Customer shall not for itself or through a third party (and shall ensure that its authorized users and students do not): (i) translate, reverse engineer, decompile, or disassemble the Platform, or by any other method attempt to derive source code to the Platform; (ii) sublicense, rent, lease, loan, assign, transfer, share, or resell the Platform; (iii) make the Platform available to third parties; (iv) create derivative works based on the Platform, or use the Platform for any purpose other than as provided for in this Agreement (including, without limitation, altering any notices of intellectual property or other proprietary rights); or (v) make copies of documentation contained within the Platform

4.4.2. If Customer breaches the terms of this Agreement or if Customer or any of its authorized users or students misuse the Platform or violate any laws with respect to the Platform, PresenceLearning may terminate or suspend Customer's and its authorized users' and students' access to the Platform and remove any material it deems offensive or in violation of this Section 4.4.2. Neither Customer, its authorized users, or customers may:

4.4.2.1. Circumvent any access or use restrictions put into place to prevent certain uses of the Platform or areas of the Platform or attempt to disable, impair, or destroy the Platform by, among other things, uploading, transmitting, storing, or making available any materials that contain any viruses, malicious code, malware, or any components;

4.4.2.2. Engage in behavior that violates any copyright, moral rights, trademark, trade dress, patent, trade secret, unfair competition, right of privacy, right of publicity, or any other proprietary rights of any third party;

4.4.2.3. Upload to the Platform and/or share any material that is unlawful, harmful, threatening, obscene, violent, abusive, tortious, defamatory, libelous, vulgar, lewd, profane, hateful, or otherwise objectionable, as determined in the sole discretion of PresenceLearning, or share any of materials that sexualizes minors or that is intended to, or could potentially, facilitate inappropriate interactions with minors, or other users;

4.4.2.4. Impersonate any person or entity, or falsely state or otherwise misrepresent their affiliation with a person or entity;

4.4.2.5. Disrupt, interfere with, or inhibit any other user from using the Platform (such as stalking, intimidation, harassment, or incitement or promotion of violence or self-harm);

4.4.2.6. Engage in chain letters, junk mails, pyramid schemes, phishing, spamming, fraudulent activities, send unsolicited messages, or place any advertisements of any products or services in the Platform; or

4.4.2.7. Take photos or screenshots of the Platform and/or post on social media or engage in any other behavior that violates the confidentiality of Platform.

5. Parties' Proprietary Rights; Use of Customer Intellectual Property; Content Restrictions; Removal of Content; Other Rights.

5.1. Parties' Proprietary Rights. PresenceLearning owns all right, title, and interest in and to the Platform and retains all rights and title to all proprietary content in the Platform, including therapy playlists and related documents and content, and retains all right, title and interest to any work product or other intellectual property developed and/or created by, or on behalf of, PresenceLearning (collectively, "PresenceLearning Intellectual Property"). Customer owns all right, title, and interest in and to any Customer proprietary content (collectively, "Customer Intellectual Property").

5.2. Use of Customer Intellectual Property. During the Term, Customer grants to PresenceLearning, solely in connection with PresenceLearning's performance of its obligations hereunder, a non-exclusive, royalty-free license to modify, display, combine, copy, store, transmit, and otherwise use Customer Intellectual Property that is uploaded to the Platform. Further, by uploading Customer Intellectual Property to the Platform, Customer and its authorized users of the Platform grant PresenceLearning a perpetual, non-exclusive, royalty-free license to modify, display, combine, copy, store, transmit, and otherwise use the materials.

5.3. Other Rights. Customer grants to PresenceLearning the limited right to use Customer's name, logo and/or other marks for the sole purpose of listing Customer as a customer in promotional

materials. Customer may revoke this grant at any time by notifying PresenceLearning in writing and such revocation will be effective within fifteen (15) calendar days of the receipt of the notice.

6. Confidentiality.

6.1. Confidential Information. All information disclosed by one Party (in such capacity, the "Disclosing Party") to the other Party (in such capacity, the "Receiving Party") during the Term that is either identified in writing at the time of disclosure as confidential or that reasonably should be understood to be confidential given the nature of the information and the circumstances of the disclosure, whether in oral, written, graphic or electronic form, shall be deemed to be "Confidential Information."

6.2. Exceptions. Information will not be considered Confidential Information if the information is or was: (i) publicly available through no act or omission of the Receiving Party; (ii) in the Receiving Party's lawful possession prior to disclosure by the Disclosing Party and not obtained either directly or indirectly from the Disclosing Party; (iii) lawfully disclosed to the Receiving Party by a third party without restriction on disclosure; or (iv) independently developed by the Receiving Party without use of or access to the Disclosing Party's Confidential Information.

6.3. Nondisclosure. The Parties agree, that during the Term and for a period of one year thereafter (or, as applicable, with respect to Confidential Information that is a trade secret, indefinitely) after its termination, to hold each other's Confidential Information in confidence and not to disclose such information in any form to any third party without the express written consent of the disclosing party, except to employees, subcontractors, or agents (collectively, "Representatives") who are under a written non-disclosure agreement protecting the applicable Confidential Information in a manner no less restrictive than this Agreement. Each Party shall remain responsible for any breaches of this Section 6.3 by any of such Parties' Representatives.

7. Clinician Conversion; Conversion Fee

7.1. Clinician Conversion. During the Term of this Agreement, Customer may not, directly or indirectly, solicit, induce, hire, or attempt to induce or hire any PresenceLearning clinician except in accordance with the terms set forth in this Section 7.

7.2. Conversion Fee. During any Service Order Term, and for a period of twelve months thereafter, Customer shall notify PresenceLearning of its intent to offer employment to any clinician not less than ten (10) calendar days prior to offering such employment (any clinician that accepts such offer of employment, a "Converted Clinician"). Upon the date a Converted Clinician commences employment with Customer (the "Conversion Effective Date"): (i) the Converted Clinician shall be allowed to continue to utilize the Platform (in the same manner and with the same functionality as the Converted Clinician utilized the Platform prior to the Conversion Effective Date) through the earlier of the expiration of the then-current school year or the Service Order Term pursuant to which the Converted Clinician was performing Services hereunder prior to becoming a Converted Clinician and (ii) Customer shall pay PresenceLearning a fee of \$20,000.

8. Customer Data; State Privacy Laws; FERPA; HIPAA.

8.1. Customer Data. Customer retains all rights, in and to all data, files, information, provided by Customer or its authorized users to PresenceLearning.

8.2. State Privacy Laws. PresenceLearning is, and at all times has been, in material compliance with all applicable federal and state laws, rules, and regulations relating to privacy, data protection, and the collection and use of Personal Information collected, used, and held for use by PresenceLearning.

8.3. FERPA. In connection with the performance of Services, PresenceLearning may have access to education records ("FERPA Records") that are defined in and subject to the Family Educational Rights and Privacy Act, 20 U.S.C. 1232g, et seq. and related regulations ("FERPA"). To the extent that PresenceLearning has access to FERPA Records, PresenceLearning is deemed a "school official" and may use FERPA Records solely for the specific "legitimate educational purposes" as defined under FERPA. Student records that are disclosed to PresenceLearning by Customer and maintained within Platform are by definition "education records" under FERPA and not "protected health information" under the HIPAA. Because student health information in education records is protected by FERPA, the HIPAA Privacy Rule excludes such information from its coverage. See the exception paragraph (2)(i) in the definition of "protected health information" in the HIPAA Privacy Rule at 45 CFR § 160.103. See, also, Joint Guidance on the Application of the Family Educational Rights and Privacy Act (FERPA) and the Health Insurance Portability and Accountability Act of 1996 (HIPAA) to Student Health Records. PresenceLearning's FERPA policy may be accessed on <https://www.presencelearning.com/about/ferpa/>.

8.4. HIPAA. In connection with the performance of Services, PresenceLearning may have access to certain "protected health information" under the Health Insurance Portability and Accountability Act of 1996 ("HIPAA"). PresenceLearning hereby represents that the PresenceLearning Platform complies with all applicable HIPAA.

9. Indemnification.

9.1. Indemnification by Customer. Unless prohibited by law or school district regulations, Customer shall indemnify and hold PresenceLearning harmless against any and all claims, demands, damages, liabilities and costs (including reasonable attorney's fees) incurred by PresenceLearning or its Representatives which (a) result from, or arise in connection with, (i) any breach of Customer's obligations or representations under this Agreement, including, without limitation, any breach of Section 12.3 below, or (ii) a negligent act or omission or willful misconduct of Customer, its agents, or employees, pertaining to its activities and obligations under this Agreement, and/or (b) resulting from, arising out of, or relating to any third party lawsuit or proceeding brought against PresenceLearning due to (x) Customer's or its authorized users' posted and uploaded content, (y) Customer's or its authorized users' illegal behavior or conduct, or (z) Customer's or its authorized users use of the Platform or any PresenceLearning property in any manner inconsistent with or in breach of this Agreement (collectively, "PresenceLearning Indemnifiable Claims"), including reasonable costs incurred in connection with preparing to defend against any PresenceLearning Indemnifiable Claims.

9.2. Indemnification by PresenceLearning. PresenceLearning shall indemnify and hold Customer and its Representatives, harmless against any and all claims, demands, damages, liabilities and costs (including reasonable attorney's fees) incurred by Customer which, directly or indirectly, result from, or arise in connection with, any negligent act or omission or willful misconduct of PresenceLearning, its agents, or employees, pertaining to PresenceLearning's activities and obligations under this Agreement (collectively, "Customer Indemnifiable Claims"), including reasonable costs incurred in connection with preparing to defend against any Customer Indemnifiable Claims.

9.3. Conditions of Indemnification. The obligations set forth in Sections 9.1 and 9.2 are conditioned upon: (a) prompt written notice by the indemnified party to the indemnifying party of any claim, action or demand for which indemnity is claimed; (b) complete control of the defense and settlement thereof by the indemnifying party, provided that no settlement of an indemnified claim shall be made without the consent of the indemnified party, such consent not to be unreasonably withheld or delayed; and (c) reasonable cooperation by the indemnified party in the defense as the indemnifying party may request. The indemnified party shall have the right to participate in the defense against the indemnified claims with counsel of its choice at its own expense.

10. Limitation of Liability.

10.1. DAMAGE DISCLAIMER. EXCEPT AS PROVIDED BELOW IN THIS SECTION 10, IN NO EVENT SHALL EITHER PARTY BE LIABLE FOR ANY CONSEQUENTIAL, INDIRECT, INCIDENTAL, PUNITIVE, OR SPECIAL DAMAGES WHATSOEVER, INCLUDING WITHOUT LIMITATION, DAMAGES FOR LOSS OF BUSINESS PROFITS, BUSINESS INTERRUPTION, LOSS OF BUSINESS INFORMATION, AND THE LIKE, ARISING OUT OF THIS AGREEMENT, EVEN IF SUCH PARTY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.

10.2. GENERAL DAMAGE CAP. EXCEPT AS PROVIDED ELSEWHERE IN THE AGREEMENT, IN NO EVENT SHALL PRESENCELEARNING BE LIABLE IN THE AGGREGATE FOR ANY DAMAGES OR LOSSES IN EXCESS OF THE GREATER OF THAN THE AMOUNT CUSTOMER PAID FOR SERVICES DURING A THREE-MONTH PERIOD PRECEDING THE EVENT GIVING RISE TO THE LIABILITY. THESE LIMITATIONS APPLY TO THE MAXIMUM EXTENT PERMITTED BY LAW EVEN IF (A) A REMEDY DOES NOT FULLY COMPENSATE CUSTOMER FOR ANY LOSSES OR (B) PRESENCELEARNING KNEW OR SHOULD HAVE KNOWN ABOUT THE POSSIBILITY OF DAMAGES.

11. Disclaimer of Warranties. Except as otherwise set forth herein, the Services and Platform are provided “as is” without any warranty and, except as provided herein, PresenceLearning expressly disclaims any and all warranties, express, implied, or statutory, including warranties of title, non-infringement, merchantability, and fitness for a particular purpose. Further, PresenceLearning disclaims any warranty that the Platform will meet Customer’s requirements or will be constantly available, uninterrupted, timely, secure, or error-free. In addition, PresenceLearning disclaims all liability for any actions resulting from Customer’s use of the Platform. Customer understands that Customer’s use and access to the Platform is at Customer’s own discretion and risk, and Customer is solely responsible for any damage to computer systems or loss of data that results from such use. If Customer’s users post or upload materials to the Platform, PresenceLearning is not responsible for any loss, corruption, damage, deletion of the materials.

12. Representations and Warranties.

12.1. Power and Authority. Each Party represents that it has the full right, power, and authority to enter into this Agreement.

12.2. Platform Performance. Customer agrees and acknowledges that Customer has assessed the Platform’s necessary specifications, performance, functionality, access to, and availability, and found it suitable for Customer’s needs and requirements.

12.3. Uploaded Materials. Customer, for itself and on behalf of its authorized users, asserts that the party uploading materials to the Platform has all rights necessary to upload, share, and grant the rights set forth in this Agreement for all the materials.

12.4. Safety of Platform. PresenceLearning warrants to Customer that PresenceLearning has used commercially reasonable efforts to prevent the introduction of, and to the knowledge of PresenceLearning, the Platform does not contain any, software viruses, time or logic bombs, trojan horses, worms, timers or clocks, trap doors or other malicious computer instructions, devices, or techniques.

13. Miscellaneous.

13.1. Compliance with Laws. Each Party shall comply with all laws, rules and regulations, if any, applicable to it in connection with the performance of its obligations under the Agreement.

13.2. Competitors. Customer agrees, and will ensure its authorized users' and student's compliance, to not share or make available the Platform or PresenceLearning Property to a competitor of PresenceLearning.

13.3. Survival. Sections 2, 4.4, 5.1, 9 –11, and 13 will survive expiration or termination of this Agreement.

13.4. Amendments and Modifications. Any amendment and modifications to this Agreement must be in writing, reference the Agreement, and be executed by both Parties.

13.5. Third Party Beneficiaries. This Agreement is not intended to benefit, nor shall it be deemed to give rise to, any rights to any third party.

13.6. Assignment. Customer shall not assign or otherwise transfer its rights or delegate its obligations under the Agreement, in whole or in part, without the prior written consent of PresenceLearning and any attempt to do so will be null and void. PresenceLearning may assign or transfer its rights to an affiliate or to a third party due to a merger, consolidation, change of control, sale of all or substantially all of its securities or assets, contract, management agreement, or otherwise.

13.7. Force Majeure. Neither Party shall be liable for failing or delaying performance of its obligations (except for the payment owed for services rendered) resulting from any condition beyond its reasonable control, including but not limited to, governmental action, acts of terrorism, earthquake, fire, flood, epidemics, pandemics or other acts of God, labor conditions, power failure, and Internet disturbances. PresenceLearning will not be responsible for receiving data, queries, or requests directly from Customer's authorized users, student users, or any other third party, or for the transmission of data between Customer's authorized users or student users and the Platform.

13.8. No Waiver. The failure to require performance of any provision of this Agreement shall not affect a Party's right to require performance at any time thereafter; nor shall any waiver of a breach of any provision constitute a waiver of the provision itself.

13.9. Notices. All notices relating to this Agreement must be in writing, sent by postage prepaid first-class mail, courier service, or via email: To PresenceLearning, Inc., 530 Seventh Ave, Suite M1, New York, NY 10018, Attn: Legal Department or via email at legal@presencelearning.com. To Customer: Notices will be sent to the physical or email address provided to PresenceLearning, or by other legally acceptable means.

13.10. Independent Contractors. The Parties are and shall remain independent contractors and nothing in this Agreement shall be deemed to create any agency, partnership, or joint venture relationship between the Parties. Neither Party shall be deemed to be an employee or legal representative of the other nor shall either Party have any right or authority to create any obligation on behalf of the other Party.

13.11. Arbitration. Any controversy or claim arising out of or relating to this Agreement, or the breach thereof, shall be settled by arbitration administered by the American Arbitration Association ("AAA") in accordance with its Commercial Arbitration Rules, and judgment on the award rendered by the arbitrator(s) may be entered in any court having jurisdiction thereof. The arbitration proceedings shall be confidential and conducted in the English language before a single neutral arbitrator to be selected by AAA. The place of arbitration shall be mutually agreed upon by the Parties.

13.12. Entire Agreement. This Agreement, including any Incorporated Documents, constitutes the entire agreement between the Parties with respect to the subject matter and supersedes all other prior agreements and understandings, both written and oral, between the Parties.

13.13. Governing Law. This Agreement and all disputes or controversies arising out of or relating to this Agreement are governed by the law of the state the Customer is located.

13.14. Counterparts; Electronic Signatures. This Agreement may be executed in one or more counterparts, each of which shall be deemed to be an original but all of which together shall constitute one and the same instrument and shall become effective when one or more counterparts have been signed by each of the Parties and delivered to the other Party. A facsimile, PDF, or other electronic signature of this Agreement shall be valid and have the same force and effect as a manually signed original.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the Effective Date.



PresenceLearning, Inc.	Customer
By:	By:
Name:	Name: Jill Radosta
Title:	Title: Director of Special Education
Date:	Date:

EQUIPMENT PURCHASE SCHEDULE

This Equipment Purchase Schedule (the "Equipment Purchase Schedule") is incorporated and made part of the Master Services Agreement (the "MSA") between PresenceLearning and Customer and lists the terms and conditions upon which Customer may purchase hardware, Test Kits, OT Kits and materials (collectively "Equipment") from PresenceLearning. Unless otherwise defined herein, capitalized terms shall have the definition set forth in the Agreement.

1. **Hardware Available for Purchase.** Customer may, at Customer's option, purchase the hardware set forth below at the purchase prices set forth opposite each hardware type (note that the listed prices do not include any applicable tax or shipping costs):

Equipment Type	Price per unit
Standard webcam with tripod	\$49.00
ANDREA Over Ear USB headset	\$29.00
ANDREA 455 Stereo headset	\$25.00
ANDREA Y-100B Splitter	\$5.00
ANDREA USB Sound Card Adapter	\$14.00
Document Camera	\$90.00

Customer is not restricted from purchasing hardware from any other vendor or any third-party. A list of the recommended hardware providers and specifications is provided in Section 8 hereof.

2. **WISC-V and WAIS-IV Kits.**

- 2.1 Purchase of WISC-V Kits and/or WAIS -IV Kits. If Customer may access WISC-V and/or WAIS-IV assessments, Customer may purchase WISC-V and/or WAIS-IV test kits (each, a "Test Kit") from PresenceLearning. Test Kits are not included in the price of the assessments. Each Test Kit comes with one (1) set of Block Design Blocks and one (1) Block Design Stimulus Book for use in connection with the WISC-V and/or WAIS-IV assessments. Prices of the Test Kits will be reflected in the Service Order entered into at the time the Test Kits are to be purchased.

WISC-V / WAIS -IV	Price per unit
Block Design only Stimulus Book	\$11.00
Block Design Blocks	\$46.00

- 2.2 Tracking and Return of Kits. Customer understands and acknowledges that the Test Kits are considered trade secrets by their respective publishers and will make commercially reasonable efforts to retrieve the Test Kit from each student who received one. After a Test Kit has been used by a student, Customer must arrange for the return of the Test Kit directly to Customer. On a quarterly basis, Customer will acknowledge and confirm to PresenceLearning that the Test Kits are in Customer's possession (in a mutually agreed upon manner). At no time will a Test Kit remain in the possession of a Customer's student once it has been used.

3. **OT Kits.** Customer may purchase Occupational Therapy Kits (each, an "OT Kit") for a fee of \$85.00 per OT Kit. Each OT Kit includes materials that may be utilized in occupational therapy sessions.

4. **Delivery and Delivery Address; Title; Risk of Loss.**

- 4.1 Delivery and Delivery Address. PresenceLearning will ship Equipment to the addresses provided by Customer. Customer is solely responsible for providing the correct shipping address for each addressee that is to receive the Equipment. If Customer provides an incorrect address, then Customer will purchase replacement Equipment that will be delivered to the correct address. If Equipment is misdelivered due to PresenceLearning's error, PresenceLearning will promptly ship replacement Equipment to the correct address at no cost to Customer.

- 4.2 FOB. PresenceLearning shall ship and deliver the Equipment FOB destination, and the title to and risk of loss of the Equipment will pass to Customer upon delivery.

4.3 **Delivery Dates.** All delivery dates are approximate. PresenceLearning shall not be liable for any losses, damage, penalties or expenses for failure to meet any expected delivery date.

4.4 **Received and Accepted.** Equipment is deemed received and accepted upon delivery to the address provided by Customer.

5. **Inspection of Goods.** Customer has the right to examine the Equipment upon receipt and has 3 days in which to notify PresenceLearning of any claim for damages based on the condition of the Equipment. Such notice must specify in detail the particulars of the claim. Failure to provide such notice within the requisite time period constitutes irrevocable acceptance of the equipment. Defective Equipment must be returned to PresenceLearning in accordance with accepted trade practices.
6. **Fees; Payment.** Customer agrees to pay for the Equipment according to the terms set forth in the applicable Service Order. Customer is responsible for all taxes and shipping, which fees may vary based on shipment destination.
7. **Disclaimer of Warranty.** PresenceLearning is not the manufacturer of the Equipment and the Equipment is being sold "as is," and PresenceLearning disclaims all warranties of quality, whether express or implied, including the warranties of merchantability and fitness for particular purpose.
8. **Delay or Failure to Perform.** PresenceLearning will not be liable to Customer for any delay, non-delivery or default due to labor disputes, transportation shortage, Acts of God, or any other causes outside of PresenceLearning's control. PresenceLearning shall notify Customer immediately upon realization that it will not be able to deliver the Equipment as promised.
9. **Suggested Hardware Specification.** The following is a list of suggested hardware and specifications for use in clinical services:

Hardware Type	Requirements	Suggested Brand	Suggested Model
Webcam with tripod	<ul style="list-style-type: none"> ● Attachable tripod ● Video resolution 1920X1080 ● Auto focus ● Field of View = 65° 	N/A	N/A
Headset	<ul style="list-style-type: none"> ● Noise-canceling microphone ● 40mm stereo speakers with deep bass sound deliver crystal clear audio 	ANDREA	EDU-455 STEREO HEADSET
Headset USB	<ul style="list-style-type: none"> ● Noise-canceling microphone ● 40mm stereo speakers with deep bass sound deliver crystal clear audio 	ANDREA	OVER EAR USB NC-455VM
Splitter	<ul style="list-style-type: none"> ● Splitter cable allows you to connect 2 headphones simultaneously to your computer so parents and providers can monitor and listen to what the student is hearing 	ANDREA	Y-100B
Sound card	<ul style="list-style-type: none"> ● External USB headset adapter with CD quality digital sample rates ● Bypasses a computer's sound system, creating superior low-noise audio 	ANDREA	EDU-USB PL-CS-PRESENCE
Document camera	<ul style="list-style-type: none"> ● Capture images of A4 and US letter pages ● Built-in LED lights 	HUE	HD Pro Camera

CLINICAL SERVICE SCHEDULE

This Clinical Service Schedule (“Clinical Service Schedule”) is incorporated and made part of the Master Services Agreement (“MSA”) between PresenceLearning and Customer and lists the terms and conditions for Clinical Services. Capitalized terms not defined in this Clinical Service Schedule shall have the meaning set forth in the MSA. In the event of a conflict between this Clinical Service Schedule and the MSA, unless specifically referenced herein, the MSA shall govern.

1. **Clinical Services.** This Clinical Service Schedule lists the clinical discipline of the services Customer may purchase, referenced by discipline type, which services may be purchased on an hourly or annual basis (other fees may apply), and include direct clinical therapy, indirect clinical services, IEP development, and attendance to meetings via the Platform (collectively, “Clinical Services”).
2. **Fee and Payment Terms.** Customer shall pay all Fees specified in the applicable Service Order for Clinical Services. Fees are due and payable net thirty (30) days from date of invoice. Fees for Clinical Services include the use of Platform for Customer’s student users and staff (collectively, “Authorized Users”).
 - 2.1. **Hourly Service Fee.** If applicable, the Service Order may specify an Hourly Service Fee for a particular discipline (as may be specified), which is based on a per hour, per Clinician pricing.
 - 2.2. **Annual Service Fee.** If applicable, the Service Order may specify an Annual Service Fee for a particular discipline (as may be specified), which is based on the student group size and therapy hours (the assumptions will be listed in the Service Order). If Customer makes any changes to the student group size or therapy hours, PresenceLearning may make a pricing adjustment to the Annual Service Fee.
 - 2.3. **Student Administrative Fee.** If applicable, the Service Order may specify a Student Administrative Fee that will be billed annually on a per student, per service basis. At any time during the Service Order Term, if students are added to receive a Service, Customer will be billed a Student Administrative Fee for those students during the month the services start. The Student Administrative Fee includes student platform setup, account implementation and ongoing maintenance, and technical support. The Student Administrative Fee is charged only for the hourly pricing options and does not apply to assessments.
 - 2.4. **Service Coordination Fee.** If applicable, the monthly invoice for Services may include a Service Coordination Fee, which will be billed per hour, and will include case management, supervision, consultations, IEP meeting preparation and attendance, collaboration with staff and parents, therapy preparation, daily documentation, scheduling and other related tasks not included in Clinical Services.
 - 2.5. **Monthly Commitment.** If applicable, Customer will be responsible for a minimum dollar payment each month during the Service Order Term regardless of caseloads or absences (“Monthly Commitment”). A Monthly Commitment will not be charged for (i) the month in which Services begin, or (ii) the last month of Services. If Customer’s fees are less than the Monthly Commitment, Customer will be billed the difference on a quarterly basis. For the month(s) exempt from a Monthly Commitment, Customer shall pay the total Fees incurred for the month.
 - 2.6. **Assessment Commitment.** Except with respect to Psychoeducational Assessments, if applicable, the Service Order may specify the minimum number of assessments for which payment is due at the end of the Service Order Term. Screenings, review of records, and evaluations may count towards this Assessment Commitment. At the end of the Service Order Term, PresenceLearning will reconcile the Assessment Commitment with actual Assessments given, and Customer will be invoiced an amount equal to price of an ECAR (evaluation, coordination and reporting) as specified in the Service Order multiplied by the number of assessments that were not conducted.
 - 2.7. **Psychoeducational Assessments Commitment.** If applicable, the Service Order may specify a minimum fee for psychoeducational assessments for which payment is due at the end of the Service Order Term. At the end of the Service Order Term, PresenceLearning will reconcile the Psychoeducational Assessment Commitment fee with actual Psychoeducational Assessment fees billed, and Customer will be invoiced for the difference between the Psychoeducational Assessment Commitment fee and the actual Psychoeducational Assessment fees billed.

- 2.8. **Unplanned Student Absence Fee.** If Customer cancels a session with less than 24 hours advance notice, a session does not occur due to a student absence, or if a student fails to attend a session (each such instance, an “Unplanned Student Absence”), Customer agrees to pay Contractor (i) if the Unplanned Student Absence is from a therapy session, the applicable rate for the duration of such therapy session or (ii) if the Unplanned Student Absence is from an assessment, the applicable fee shall be \$20.00 for an SLP assessment, \$20.00 for an OT assessment, or \$30.00 for a BMH or Psychoeducational assessment. If Customer has agreed to be billed for a minimum number of hours in a period, e.g., one week, the duration of the session shall be applied toward such minimum for the period in which the session was scheduled to occur.
- 2.9. **Contracted Students.** If applicable, the Service Order may specify the number of students for whom Customer has purchased Services.
3. **Platform Access and Use.** The Clinical Services are provided and delivered through the Platform. The Platform enables engagement between Authorized Users, Customer’s support staff and administrators overseeing the Services (collectively, “Staff”), and PresenceLearning’s clinical providers (each, a “Clinician”, and, collectively, “Clinicians”). During the Service Order Term, PresenceLearning grants Customer, its Authorized Users, and Staff a limited, non-exclusive, revocable, non-sublicensable, non-transferable, royalty-free, right and license to use and display the Platform.
4. **Clinicians.**
- 4.1. **Credentials and Clearances.** For each Clinician assigned to Customer, PresenceLearning has verified clinicians’ qualifications to provide SLP, OT, or BMH services, as applicable, within the Customer’s state. If Customer requires additional verifications or credentials (such as district fingerprinting or Board of Education certifications) Customer must inform PresenceLearning and provide all necessary information or instructions with respect to such additional verifications or certifications to PresenceLearning in a timely manner.
- 4.2. **Background Checks.** PresenceLearning conducts yearly background checks, which include criminal background checks and U.S. Registered Sex Offender registry checks, on all its employees and Clinicians. If Customer requires additional clearances such as FBI Fingerprinting, then Customer will provide all necessary information or instructions with respect to such additional clearances to PresenceLearning in a timely manner.

PLATFORM LICENSE SCHEDULE

This Platform License Schedule (“Platform License Schedule”) is incorporated and made part of the Master Services Agreement (“MSA”) between PresenceLearning and Customer and lists the terms and conditions for the Platform License. Capitalized terms not defined in this Platform License Schedule shall have the meaning set forth in the MSA. In the event of a conflict between this Platform License Schedule and the MSA, unless specifically referenced herein, the MSA shall govern.

1. **DEFINITIONS.** With respect to all Services provided pursuant to this Platform License Schedule, the following terms shall have the meanings set forth below:

“Authorized Users” or “Authorized User” means Customer’s teachers or staff who are recruited, managed, and employed or contracted by Customer, and for whom a license is purchased.

“Clinical Workshops” means access to the following workshops as shall be set forth in the Service Order:

- Clinical Workshops for Speech-Language Pathologists;
- Clinical Workshops for Occupational Therapists;
- Clinical Workshops for School Psychologists and Behavioral & Mental Health Professionals; and
- Clinical Workshops for Educators and Support Personnel.

“Improvement” means any invention, modification, addition, derivative work, enhancement, revision, translation, abridgment or expansion to or arising from a work, or any other form in which a work or any part thereof, may be recast, transformed, or adapted.

“Personal Information” and/or “PI” means information that can identify a specific individual.

“Student Data” means any PI belonging to a Student User.

“Student User” or “Student Users” means the Customer’s students currently enrolled at Customer’s organization.

“Telehealth Institute” means proprietary self-guided training modules.

“Therapy Room” means a clinician-specific web-based online room on the platform only accessible by specific link controlled by the clinician to whom a virtual therapy room is assigned.

2. **LICENSE.**

- 2.1 License Grant. During the Service Order Term (as such term is defined in the Service Order), PresenceLearning grants to Customer a limited, non-exclusive, revocable, non-sublicensable, royalty-free, license for each Authorized User to use and display the Platform (the “License”).
- 2.2 Business Use. Customer agrees that it will inform and instruct its Authorized Users that the Platform and PresenceLearning Intellectual Property are solely and exclusively to be used for the benefit of the Customer and Customer’s Student Users (“Business Use”). Authorized Users may not use the Platform or any PresenceLearning Intellectual Property for personal or independent business purposes. The use of the Platform and/or PresenceLearning Intellectual Property for any purpose other than Business Use will constitute cause for immediate termination of this Platform License.
- 2.3 Disclosure of Improvements and Developments. Unless otherwise provided herein, PresenceLearning will have no obligation to disclose to Customer any Platform Improvements.
- 2.4 Acknowledgements. Customer acknowledges and agrees that PresenceLearning is in the business of commercially licensing the Platform and providing services relating to the Platform to third parties and that the Platform may contain errors. PRESENCELEARNING SHALL NOT HAVE ANY DUTIES OR RESPONSIBILITIES OTHER THAN THOSE SPECIFICALLY SET FORTH IN THE INCORPORATED DOCUMENTS AND NO IMPLIED OBLIGATIONS SHALL BE READ INTO THE INCORPORATED DOCUMENTS.

3. **PLATFORM FEES.** The Annual Fee for use of the License shall be set forth in the Service Order and is nonrefundable and payable within thirty (30) days of the signing of the Platform License Schedule.

4. SERVICE OPTIONS:

Service Option	Description
Therapy Essentials - Starter	<ul style="list-style-type: none"> ● Limited monthly access to private therapy room, activities, and games. ● Organizational and documentation tools and features. ● Administrator Dashboard that enables one administrator to track usage of the account.
Therapy Essentials - Premier	<ul style="list-style-type: none"> ● Unlimited access to private therapy room, activities, and games. ● Organizational and documentation tools and features. ● Administrator Dashboard that enables one administrator to track usage of the account.
Therapy Essentials - Pro	All the benefits of the Therapy Essentials - Premier plus the ability for each Authorized User to administer up to 50 components/batteries of assessments per year. The selection of available assessments will be based on the administering Clinician's discipline.
Therapy Essentials - Elite	All the benefits of the Therapy Essentials Premier plus each Clinician will have unlimited access to all assessments within the Clinician's discipline, including, as applicable, all speech, cognitive ability, and academic assessments.
Therapy Essentials - Premier Academic Achievement (For SPED Ed and Gen Ed teachers who only need access to assessments)	<p>Access to private therapy room and unlimited access to academic achievement assessments.</p> <p>Administrator Dashboard that enables one administrator to track usage of the account.</p>

Customer may designate alternate Authorized Users for Therapy Essentials – Premier, Therapy Essentials – Pro, Therapy Essentials – Elite, and Therapy Essentials – Premiere Academic Achievement and, if applicable, all such Authorized Users will have access to assessments specific to their disciplines.

EXHIBIT 1 TO PLATFORM LICENSE SCHEDULE

SPEECH-LANGUAGE ASSESSMENTS

Clinical Evaluation of Language Fundamentals-5 Screener (CELF-5 Screener)
Clinical Evaluation of Language Fundamentals-5 (CELF-5)
Clinical Evaluation of Language Fundamentals-5 Metalinguistics (CELF-5 Meta)
Clinical Evaluation of Language Fundamentals - Preschool-3 (CELF-P-3)
Clinical Evaluation of Language Fundamentals Preschool - 2 (CELF-P-2)
Clinical Evaluation of Language Fundamentals - Preschool-2 Spanish (CELF-P-2 Spanish)
Comprehensive Assessment of Spoken Language, 2nd Ed. (CASL-2)
Goldman-Fristoe Test of Articulation-3 (GFTA-3)
Arizona Articulation Phonology Scale, 4th Ed. (Arizona-4)
Peabody Picture Vocabulary Test, 5th Ed. (PPVT-5)
Expressive Vocabulary Test, 3rd Ed. (EVT-3)
Comprehensive Test of Phonological Processing, 2nd Ed. (CTOPP-2)
Gray Oral Reading Test-5 (GORT-5)
Test of Auditory Processing Skills – Fourth Edition (TAPS-4)
Test of Auditory Processing Skills - Third Edition - Spanish (TAPS-3 Spanish)
Oral and Written Language Scales-2 (OWLS-2)
Clinical Evaluation of Language Fundamentals, 4th Ed., Spanish (CELF-4-Spanish)
Expressive One-Word Picture Vocabulary Test-4: Spanish-Bilingual Edition (EOWPVT-4-Spanish)
Receptive One-Word Picture Vocabulary Test-4: Spanish-Bilingual Edition (ROWPVT-4-Spanish)
Expressive One-Word Picture Vocabulary Test-4 (EOWPVT-4)
Receptive One-Word Picture Vocabulary Test-4 (ROWPVT-4)
Goldman-Fristoe Test of Articulation, 3rd Ed., Spanish (GFTA-3-Spanish)
Test of Language Development-Primary-5 (TOLD-P-5)
Test of Language Development-Intermediate-5 (TOLD-I-5)
Test of Pragmatic Language - 2nd Edition (TOPL-2)
Receptive-Expressive Emergent Language Test - Fourth Edition (REEL-4)
Oral Passage Understanding Scale (OPUS)
Autism Diagnostic Observation Schedule - 2nd Edition (ADOS-2) *PL clinicians can only be observers - there has to be a trained facilitator with the child*
Children's Communication Checklist-2nd Edition (CCC-2)
Khan-Lewis Phonological Analysis 3rd Edition (KLPA-3)
Phonological and Print Awareness Scale (PPA)
School Function Assessment (SFA)
Stuttering Severity Instrument 4th Edition (SSI-4)

PSYCHOEDUCATIONAL ASSESSMENTS

Cognitive Assessments

Wechsler Intelligence Scale for Children-Fifth Edition (WISC-V)
Woodcock-Johnson IV Test of Cognitive Abilities (WJ IV COG)
Bateria IV Cognitive Battery
Woodcock-Johnson IV Early Cognitive and Academic Development (ECAD)
Comprehensive Test of Nonverbal Intelligence – Second Edition (CTONI-2)
Test of Nonverbal Intelligence – Fourth Edition (TONI-4)
Preschool Test of Nonverbal Intelligence (PTONI)
Kaufman Brief Intelligence Test – Second Edition (KBIT-2)
Wechsler Adult Intelligence Scale – Fourth Edition (WAIS-IV)
Wechsler Intelligence Scale for Children – Fifth Edition Spanish (WISC-5 Spanish)
Cognitive Assessment System - 2nd edition (CAS-2)
Cognitive Assessment System - 2nd Edition: BRIEF (CAS-2: BRIEF)
Developmental Assessment for Individuals with Severe Disabilities Third Edition (DASH-3)
Developmental Assessment for Young Children - Second Edition (DAYC-2)

Processing Assessments

Wechsler Memory Scale – Fourth Edition (WMS-IV)
Woodcock-Johnson IV Oral Language (WJIV-OL)
Birth to Three Assessment and Intervention System-Second Edition (BTAIS-2)
Test of Memory and Learning - Second Edition (TOMAL-2)
Executive Functions Test-Elementary Normative Update (EFT-E:NU)
Rapid Automatized Naming and Rapid Alternating Stimulus Tests (RAN/RAS)
Test of Auditory Processing Skills – Fourth Edition (TAPS-4)
Test of Auditory Processing Skills - Third Edition - Spanish (TAPS-3 Spanish)
Preschool Early Numeracy Screener (PENS)
Comprehensive Test of Phonological Processing – Second Edition (CTOPP-2)
Autism Diagnostic Observation Schedule - 2nd Edition (ADOS-2) *PL clinicians can only be observers - there has to be a trained facilitator with the child*
Beery Visual Motor Integration Test (Beery VMI)
School Function Assessment (SFA)

Academic/Achievement Assessments

Woodcock-Johnson IV Tests of Achievement (WJ IV ACH)
Bateria IV Achievement Battery
KeyMath – 3 Diagnostic Assessment
Gray Oral Reading Tests – Fifth Edition (GORT-5)
Gray Silent Reading Test (GSRT)
Kaufman Test of Educational Achievement – 3rd Edition (KTEA-3)
Kaufman Test of Educational Achievement Brief Form – 3rd Edition (KTEA-3 Brief)
Wechsler Individual Achievement Test – Fourth Edition (WIAT-4)
Oral and Written Language Scales-2 (OWLS-2)
Oral Passage Understanding Scale (OPUS)
Preschool Early Numeracy Screener (PENS)
Jordan Dyslexia Assessment/Reading Program - Second Edition
School Function Assessment (SFA)

OCCUPATIONAL THERAPY ASSESSMENTS

Motor-Free Visual Perception Test – Fourth Edition (MVPT-4)
Developmental Test of Visual Perception - Third Edition (DTVP-3)
Beery Visual Motor Integration Test (Beery VMI)
School Function Assessment (SFA)
Sensory Profile 2nd Edition (SP-2)
Sensory Processing Measure - Preschool (SPM-P)
Sensory Processing Measure (SPM)

Please note the following:

- The listed assessments will only be made available to Authorized Users with the verified clinical credentials necessary to administer the assessments;
- Psychoeducational Assessments will only be accessible to Authorized Users who purchase Therapy Essentials Pro or Therapy Essentials Elite;
- The Platform includes electronic versions of the applicable test stimuli and test manuals for each assessment. Customer is responsible for obtaining test protocols, response booklets, equipment, or any test manipulatives that may be required to administer the assessment; and
- PresenceLearning is continuously updating its assessment offerings; therefore, the above list is subject to change.

I. Renew the membership fee for Social Schools 4EDU for three staff members in the amount of \$795 for July 1, 2022 to June 30, 2023.

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#SocialSchool4EDU
861 Autumn Drive ~ Woodbury, MN 55125
Tel 715.205.0429
andrea@socialschool4edu.com
www.socialschool4edu.com



JUNE 27, 2022

Becky Socia
COOR ISD

Dear Becky,

We are excited to support your social media efforts!

COOR ISD's membership will expire on 6/30/22. A 12 month renewal (membership from 7/1/22- 6/30/23) for COOR ISD (Becky Socia, Elena Rothney, and Cameron Kalthoff) is \$795.

Our membership program includes:

- Monthly live webinar with a national speaker
- Access to recorded webinars, including slides/resources
- Monthly live, hands-on skills training
- Live monthly roundtable discussion
- Daily support in peer-to-peer, private Facebook group
- Access to ALL recorded webinars, trainings, and PDFs created by #SS4EDU since 2014
- Weekly summary email of #schoolpr tips, tricks, and news
- Access for up to three people from your school/district

Your Social Media Cheerleader,

Andrea Gribble

6. Action Items

- A. Approve increase to mileage reimbursement from \$0.585 to \$0.625 in accordance with IRS rates, effective July 1, 2022
- B. Approve resignation of Amy Mandrup-Poulsen as of June 30, 2022
- C. Approve final amendment to the 2021-22 General Fund budget as presented

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GENERAL FUND
FISCAL YEAR ENDING JUNE 30, 2022
Final June 2022

Revenues & Expenditures	Audited FY 20/21	Preliminary #1 June 2021 FY 21/22	Preliminary #2 June 2021 FY 21/22	Amended February 2022 FY 21/22	Final June 2022 FY 21/22
Revenues					
Local Sources	1,054,221	1,019,436	1,021,463	1,030,694	1,061,064
State Sources	2,887,640	3,912,961	4,270,061	4,025,962	3,913,698
Federal Sources	611,346	601,899	600,490	652,951	628,341
Total Revenues	4,553,207	5,534,296	5,892,014	5,709,608	5,603,103
Incoming Transfers & Other Transactions	199,814	260,542	260,542	441,321	310,006
Total Revenues, Incoming Transfers, Other Transactions	4,753,021	5,794,837	6,152,556	6,150,929	5,913,109
Expenditures					
Intruccion Expense					
Instruction - Added Needs	42,540	42,540	42,540	31,257	31,257
School Administrative	1,019,450	1,003,200	981,710	1,055,547	989,155
Support Services - Instructional Staff	317,444	583,076	584,445	611,866	596,830
Support Services - General Administration	601,278	577,021	577,941	597,155	543,386
Support Services - Business	11,172	11,290	11,290	8,948	9,448
Support Services - Operation & Maintenance	54,168	107,827	107,927	95,117	62,221
Support Services - Central	274,335	294,447	294,122	356,252	340,606
Support Services - Pupil	4,750	568,347	925,447	405,558	335,607
Total Expenditures	2,325,138	3,187,748	3,525,422	3,161,699	2,908,511
Outgoing Transfers & Other Transactions	2,086,637	2,266,450	2,426,450	2,841,636	2,760,624
TOTAL APPROPRIATED	4,411,775	5,454,198	5,951,872	6,003,335	5,669,135
EXCESS REVENUE (APPROPRIATED)	341,244	340,640	200,684	147,594	243,974
FUND BALANCE JULY 1	1,395,765	1,658,973	1,658,973	1,737,009	1,737,009
TOTAL FUND BALANCE JUNE 30	1,737,009	1,999,613	1,859,657	1,884,603	1,980,983

D. Approve final amendment to the
2021-22 Special Education budget as
presented.

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SPECIAL EDUCATION
Fiscal Year Ending June 30, 2022
Final June 2022

Revenues & Expenditures	Audited FY 20/21	Preliminary June 2021 FY 21/22	Amended February 2021 FY 21/22	Final June 2022 FY 21/22
Revenues				
Local Sources	3,208,078	3,122,278	3,127,772	3,185,763
State Sources	2,075,409	1,985,588	2,145,875	1,985,791
Federal Sources	2,216,095	2,405,363	2,515,080	2,683,782
Total Revenues	7,499,582	7,513,229	7,788,727	7,855,336
Other Financing Sources	642,886	666,612	666,612	666,612
Total Revenues & Other Financing Sources	8,142,468	8,179,841	8,455,339	8,521,948
Expenditures				
Instruction - Added Needs	1,695,746	1,814,556	1,807,255	1,696,447
Support Services - Pupil	1,635,033	1,774,605	1,947,390	1,973,368
Support Services - Instructional Staff	491,310	456,859	437,814	424,529
Support Services - General Administration	124,643	124,707	152,197	144,610
Support Services - School Administration	182,522	219,914	254,857	231,620
Support Services - Business	20,813	21,755	23,286	23,286
Operations & Maintenance	159,347	153,254	189,005	198,786
Pupil Transportation Services	595,768	621,646	627,101	846,875
Support Services - Central	214,204	169,835	159,987	154,171
Support Services - Other	5,460	5,460	1,589	1,589
Outgoing Transfers	2,559,948	2,335,239	2,412,249	2,502,132
Total Expenditures	7,684,794	7,697,830	8,012,730	8,197,413
Excess (Deficiency) of Revenue over Expenditures	457,674	482,012	442,609	324,535
Fund Balance July 1	(725,854)	(330,748)	(268,180)	(268,180)
Fund Balance June 30	(268,180)	151,264	174,429	56,355

E. Approve final amendment to the 2021-22
Career Tech budget as presented

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CAREER & TECHNICAL EDUCATION FISCAL YEAR ENDING JUNE 30, 2022 Final June 2022	Audited FY 20/21	Preliminary June 2021 FY 21/22	Amended December 2021 FY 21/22	Final June 2022 FY 21/22
REVENUES				
Local Sources	1,702	1,000	7,170	-
State Sources	702,488	554,059	1,441,149	1,002,508
Federal Sources	140,313	145,856	145,856	145,856
TOTAL REVENUES	844,503	700,915	1,594,175	1,148,364
INCOMING TRANSFERS & OTHER TRANSACTIONS	150,367	196,317	220,705	253,817
TOTAL REVENUES, INCOMING TRANSFERS, OTHER TRANSACTIONS	994,870	897,232	1,814,880	1,402,181
EXPENDITURES				
INSTRUCTION EXPENSE				
Basic Program	103,626	117,879	174,416	232,459
Added Needs	1,181	-	-	-
Skilled Trades Initiative	1,451	-	535,714	85,177
SUPPORT SERVICES				
Pupil	147,762	153,305	153,305	152,906
General Administration	205,893	245,696	313,183	358,229
Technology	1,033	1,033	1,033	10,773
Business	4,254	4,254	1,850	1,850
Operations & Maintenance	30,693	24,000	30,888	4,426
Site/Building Improvement Services	-	-	303,529	22,779
TOTAL EXPENDITURES	495,893	546,167	1,513,917	868,600
OUTGOING TRANSFERS & OTHER TRANSACTIONS	447,859	338,532	418,313	539,304
TOTAL APPROPRIATED	943,752	884,699	1,932,230	1,407,904
EXCESS REVENUE (APPROPRIATED)	51,118	12,533	(117,349)	(5,723)
FUND BALANCE JULY 1	240,135	280,082	291,253	291,253
TOTAL FUND BALANCE JUNE 30	291,253	292,615	173,904	285,530

F. Approve preliminary 2022-23
Special Education budget as
presented

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SPECIAL EDUCATION
Fiscal Year Ending June 30, 2023
Preliminary June 2022

Revenues & Expenditures	Audited FY 20/21	Final FY 21/22	Preliminary FY 22/23
Revenues			
Local Sources	3,208,078	3,185,763	3,245,513
State Sources	2,075,409	1,985,791	1,995,741
Federal Sources	2,216,095	2,683,782	2,935,955
Total Revenues	7,499,582	7,855,336	8,177,209
Other Financing Sources	642,886	666,612	691,612
Total Revenues & Other Financing Sources	8,142,468	8,521,948	8,868,821
Expenditures			
Instruction - Added Needs	1,695,746	1,696,447	2,308,866
Support Services - Pupil	1,635,033	1,973,368	2,074,477
Support Services - Instructional Staff	491,310	424,529	498,877
Support Services - General Administration	124,643	144,610	144,610
Support Services - School Administration	182,522	231,620	251,503
Support Services - Business	20,813	23,286	23,285
Operations & Maintenance	159,347	198,786	195,342
Pupil Transportation Services	595,768	846,875	834,445
Support Services - Central	214,204	154,171	162,400
Support Services - Other	5,460	1,589	1,589
Outgoing Transfers	2,559,948	2,502,132	2,422,205
Total Expenditures	7,684,794	8,197,413	8,917,599
Excess (Deficiency) of Revenue over Expenditures	457,674	324,535	(48,778)
Fund Balance July 1	(725,854)	(268,180)	56,355
Fund Balance June 30	(268,180)	56,355	7,577

G. Approve the preliminary 2022-23
Food Service budget as presented

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FOOD SERVICES
FISCAL YEAR ENDING JUNE 30, 2023
Preliminary JUNE 2022

	Audited FY 20/21	Final June 2022 FY 21/22	Preliminary June 2022 FY 22/23
REVENUES			
Local Sources	1,086	415	450
State Sources	55	6,516	429
Federal Sources	-	58,046	40,623
TOTAL REVENUES	1,141	64,977	41,502
INCOMING TRANSFERS & OTHER TRANSACTIONS	5,947	-	-
TOTAL REVENUES, INCOMING TRANSFERS, OTHER TRANSACTIONS	7,088	64,977	41,502
EXPENDITURES			
Purchased Services			
Food Service Director	3,356	3,423	3,526
Retirement	947	1,110	1,056
Retirement - UAAL	-	319	429
FICA	252	251	270
Travel	-	-	-
Conferences	-	250	250
Breakfast	-	14,316	14,500
Breakfast - Supply Chain	-	1,756	-
Lunch	666	22,187	22,500
Lunch - Supply Chain	-	2,738	-
Staff Lunch			
Supplies and Materials			
Other	-	(3,625)	(3,625)
Supplies	1,107	1,564	1,700
Commodities	-	3,623	3,623
Dues/Fees	760	778	778
TOTAL EXPENDITURES	7,088	48,692	45,007
TOTAL APPROPRIATED	7,088	48,692	45,007
Excess Revenue	0	16,285	(3,505)
FUND BALANCE JULY 1	-	-	16,285
TOTAL FUND BALANCE JUNE 30	-	16,285	12,780

H. Approve the preliminary 2022-23
Career Tech budget as presented

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CAREER & TECHNICAL EDUCATION FISCAL YEAR ENDING JUNE 30, 2023 Preliminary June 2022	Audited FY 20/21	Final June 2022 FY 21/22	Preliminary June 2022 FY 22/23
REVENUES			
Local Sources	1,702	-	20,000
State Sources	702,488	1,002,508	1,727,692
Federal Sources	140,313	145,856	169,596
TOTAL REVENUES	844,503	1,148,364	1,917,288
INCOMING TRANSFERS & OTHER TRANSACTIONS	150,367	253,817	395,817
TOTAL REVENUES, INCOMING TRANSFERS, OTHER TRANSACTIONS	994,870	1,402,181	2,313,105
EXPENDITURES			
INSTRUCTION EXPENSE			
Basic Program	103,626	232,459	215,325
Added Needs	1,181	-	-
Skilled Trades Initiative	1,451	85,177	163,910
SUPPORT SERVICES			
Pupil	147,762	152,906	176,646
General Administration	205,893	358,229	381,396
Technology	1,033	10,773	10,702
Business	4,254	1,850	1,850
Operations & Maintenance	30,693	4,426	-
Site/Building Improvement Services	-	22,779	1,000,000
TOTAL EXPENDITURES	495,893	868,600	1,949,829
OUTGOING TRANSFERS & OTHER TRANSACTIONS	447,859	539,304	252,678
TOTAL APPROPRIATED	943,752	1,407,904	2,202,507
EXCESS REVENUE (APPROPRIATED)	51,118	(5,723)	110,599
FUND BALANCE JULY 1	240,135	291,253	285,530
TOTAL FUND BALANCE JUNE 30	291,253	285,530	396,129

I. Approve the preliminary 2022-23
NMEC budget as presented

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**NMEC TECHNOLOGY BUDGET
FISCAL YEAR ENDING JUNE 30, 2023
Preliminary JUNE 2022**

	Audited FY 20/21	Final FY 21/22	Preliminary FY 22/23
REVENUES			
INCOMING TRANSFERS & OTHER TRANSACTIONS	25,928	17,864	8,933
TOTAL REVENUES, INCOMING TRANSFERS, OTHER TRANSACTIONS	25,928	17,864	8,933
EXPENDITURES			
SUPPORT SERVICES			
Internet/Phone/Contracted Service	26,672	19,576	19,576
CAPITAL OUTLAY			
TOTAL EXPENDITURES	26,672	19,576	19,576
OUTGOING TRANSFERS & OTHER TRANSACTIONS			
TOTAL APPROPRIATED	26,672	19,576	19,576
EXCESS REVENUE (APPROPRIATED)	(744)	(1,712)	(10,644)
FUND BALANCE JULY 1	21,247	20,503	18,791
TOTAL FUND BALANCE JUNE 30	20,503	18,791	8,147
FUND BALANCE			
Restricted	20,503	18,791	8,147

J. Approve the preliminary 2022-23
Capital Projects budget as presented

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COOR CAPITAL PROJECTS FUND
 FISCAL YEAR ENDING JUNE 30, 2023
 PRELIMINARY JUNE 2022

REVENUES & EXPENDITURES	AUDITED FY 20/21	Final June 2022 FY 21/22	Preliminary June 2022 FY 22/23
REVENUES			
Local Funds	-	11,912	-
INCOMING TRANSFER	145,000	354,000	400,000
TOTAL REVENUES	145,000	365,912	400,000
EXPENDITURES			
Capital Projects			
Capital Outlay	5,836	5,396	42,000
Bus - Pupil Transportation	97,656	-	200,000
CEC Roof - Central - ROOC	32,765	43,055	65,280
Bus Garage Roof Repair	-	8,651	-
Playground Upgrade	-	30,156	-
Equipment	-	36,100	-
Demolition of the White House	-	-	45,000
TOTAL EXPENDITURES	136,257	123,358	352,280
EXCESS REVENUE (APPROPRIATED)	8,743	242,554	47,720
FUND BALANCE JULY 1	46,279	55,022	297,576
TOTAL FUND BALANCE JUNE 30	55,022	297,576	345,296
Committed	55,022	297,576	345,296

K. Change bank authorization settings, making the Director of Finance the overall Authorizer on the bank accounts removing the Superintendent from this role, effective July 1st

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Document Checklist | JPMORGAN CHASE BANK, N.A.

21 June 2022
C.O.O.R. INTERMEDIATE SCHOOL DISTRICT
11051 N CUT RD
ROSCOMMON, MI 48653
USA

Thank you for choosing JPMorgan Chase for your banking needs. Below is a list of documents contained in this package that pertain to the products and/or services you have requested, with instructions for each document.

In striving to deliver best-in-class service, we encourage you to complete and return any of the attached documentation requiring signature within **5 business days** from the day you receive this package. Please let us know if there is any way we can assist you. We understand that on occasion this timeline cannot be met due to other priorities, the complexity of requirements, and/or the availability of authorized signatories. In such cases we kindly ask that you advise us when we can anticipate receipt of the documentation or if there is any additional support we can provide. Timely receipt of the documents enables us to better complete your request in the desired timeframe.

For your protection, where documents in this package are being sent as e-mail attachments and have been pre-filled, the account and/or SSN/TIN number has been truncated to the last 4 digits, or the documents have been encrypted and may require a password to open.

We at JPMorgan Chase are fully committed to meeting your banking needs. We are happy to answer any questions you may have regarding the attached documents. If you need assistance, please do not hesitate to call.

Kind regards,

Moraima Jones
+18442493708
Moraima.Jones@chase.com

	Document Name	ID	Instructions
<input type="checkbox"/>	SADF-BB PB ONLY	1	Complete, Sign, Return



J.P. MORGAN SECURITY ADMINISTRATOR DESIGNATION FORM (SADF) FOR BUSINESS BANKING AND PRIVATE BANKING

V4.0_02_02_21

Name of Customer: C.O.O.R. INTERMEDIATE SCHOOL DISTRICT		Address (Street): 11051 N CUT RD
Customer U.S. TIN (if applicable): 381791360	Customer ECID: (internal JPMC use only) 0024348686	Address (City, State/County/District, ZIP/Postal Code, Country): ROSCOMMON, MI, 48653, USA

Instructions: Please provide the information requested below to designate, remove or modify the information for the Security Administrator(s) ("SA(s)") for your company for the indicated products. FOR NEW CUSTOMER IMPLEMENTATIONS OR FOR MODIFICATIONS: IF NO CHECKBOX IS SELECTED, THE NAMED INDIVIDUAL SHALL BE ADDED.

Terms: The Customer hereby agrees to be bound by any Service Terms, Terms of Use or other agreement(s) between the Customer and JPMorgan Chase Bank, N.A. and any of its affiliates (the "Bank"), as applicable, applicable to the selected products (and each other product accessed via such selected products), the receipt of which is hereby acknowledged. Certain products, including J.P. Morgan Access®, are platform products, through which other products may be accessed. The designation of an SA for a platform product shall apply to all products accessed thereby, except to the extent a specific product is provided as a separate option below. For products requiring tokens, you may authorize an SA to utilize soft token technology by providing a cell phone number for the SA and checking the box for "SA to be entitled to Soft Token". For hard tokens, the SA whose information appears in the first SA block below will be responsible for receiving the tokens. It is understood and agreed that each SA is authorized to receive, exchange and distribute on behalf of the Customer all Security Devices (which includes technology for accessing soft tokens if applicable). Upon receipt of notice that setup is complete, the SAs shall be responsible to verify that the requested service has been implemented or modified in accordance with the Customer's request, before allowing use by the Customer.

Security Administrators Designated for the Following Products:	<input checked="" type="checkbox"/> J.P. Morgan Access Profile ID(s) <u>COORINTSD</u>	<input type="checkbox"/> J.P. Morgan eServe	<input type="checkbox"/> J.P. Morgan Markets
	<input type="checkbox"/> J.P. Morgan Host-to-Host Partner ID(s): _____	<input type="checkbox"/> ACH File Warehouse	<input type="checkbox"/> Supply Chain Finance (APAR)
	<input type="checkbox"/> J.P. Morgan Application Programming Interface (API)	<input type="checkbox"/> ACH Concentration Services	<input type="checkbox"/> J.P. Morgan Integrated Payables
	Access Profile ID(s): _____	<input type="checkbox"/> ACH Infodex	
	<input type="checkbox"/> Managed File Transfer Services	Origin ID(s): _____	
	FTSE ID(s): _____	<input type="checkbox"/> Global Trade Transactions (Trade Channel)	

Sec Admin <input checked="" type="checkbox"/> Add <input type="checkbox"/> Modify <input type="checkbox"/> Delete	Name: Kurt Loll	Phone #: (989) 275-9584	Cell Phone #: (231) 433-9516 <input type="checkbox"/> SA to be entitled to Soft Token	Signature:  DocuSigned by: A4B986D6332940D...
	Street Address: 2205 Contour Drive	City: Roscommon	State/County/District, ZIP/Postal Code, Country: Michigan 48653 USA	
	E-mail: lollk@coorisd.net			

Sec Admin <input type="checkbox"/> Add <input type="checkbox"/> Modify <input type="checkbox"/> Delete	Name:	Phone #:	Cell Phone #: <input type="checkbox"/> SA to be entitled to Soft Token	Signature:
	Street Address:	City:	State/County/District, ZIP/Postal Code, Country:	
	E-mail:			



Sec Admin <input type="checkbox"/> Add <input type="checkbox"/> Modify <input type="checkbox"/> Delete	Name:	Phone #:	Cell Phone #: <input type="checkbox"/> SA to be entitled to Soft Token	Signature:
	Street Address:	City:	State/County/District, ZIP/Postal Code, Country:	
	E-mail:			

Security Administration Waiver

Your Bank Treasury Services Relationship Manager has advised you about the importance of your compliance with J.P. Morgan Access® standard administrative control procedures for the protection of your transactions and proprietary information transmitted through the J.P. Morgan Access channels.

Standard J.P. Morgan Access administrative control procedures regarding the authorities of Security Administrators, while not part of J. P. Morgan Access's security procedures, have been recommended by the Bank as a matter of good practice. Furthermore, you understand and acknowledge that the Bank disclaims any and all liability, and you agree to indemnify us for, any claims, costs, demands, expenses, damages, liabilities, and losses, that result as a result of your executing this waiver and modifying the administrative control procedures.

Note: JPMorgan Chase Bank, N.A. recommends against Customer's election of the waiver below.

By checking and initialing the box below, you are waiving the specified administrative control(s):

Check and initial waiver (if desired)		
<input checked="" type="checkbox"/>	Initial _____	<p>Note: (Select this waiver if only one Security Administrator is required to add/ update any User, including that Security Administrator himself or herself, or any other Security Administrator). (This option is not available to clients domiciled in Asia and/or owning Asia branch accounts). You are selecting the Single Security Administrator Option that allows a single Security Administrator to add users and assign user entitlements without additional approvals. You acknowledge that Bank has offered the Standard Bank Security Administration Option of dual Security Administrators which provides a higher degree of security.</p>

AUTHORIZATION (USE BLACK INK ONLY)

As an Authorized Person of the above named company, I hereby certify that I have reviewed the information contained in this document and confirm the accuracy of such information. I have been duly authorized by Customer to execute this Security Administrator Designation Form on behalf of Customer.

Signature(s) of person(s) duly authorized on behalf of the Customer.	Print Name: Carrie Macko	Signature:
	Title: _____ Date: _____	
A second signature is required only if Client corporate documentation requires it.	Print Name: _____	Signature:
	Title: _____ Date: _____	

L. Approve the roofing repair bid for the final section of the roof over the CEC vocational room and the current warehouse area.

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INVOICE



Bill To

**C.O.O.R
Intermediate School
District**

11051 N Cut Rd
Roscommon ,
Michigan 48653

Great Lakes Roofing And Coatings

4626 S Brand Ave
Clare, Michigan 48617
Phone: (989) 359-4112
Email: edwiny92@icloud.com
Fax: (833) 974-1416
Web: GreatLakesroofingandcoating.com

Payment terms

Due upon receipt

Invoice

177

Date

06/08/2022

Business / Tax

82-2396778

Description

Total

Spray foam coating system (back metal roof section approx.8500 sq ft)	\$65,280.00
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Clean entire metal roof surface. Apply primer over entire roof. Install brown metal drip edge on eaves. Apply 1.5" 3 lb roof foam over entire roof surface. Apply Rapid Roof Basecoat over entire roof at the rate of 2 gal per square. Apply Rapid Roof (Brown) Topcoat over entire roof. Apply second topcoat, includes performing repairs/coatings to previous roof areas as necessary.

Subtotal	\$65,280.00
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Total	\$65,280.00
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Deposit Due	\$42,432.00
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Payment Schedule

Deposit (65%)	\$42,432.00
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2nd Payment (35%)	\$22,848.00
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Notes:

Final payment due upon completion of project

By signing this document, the customer agrees to the services and conditions outlined in this document.

Edwin Yoder

C.O.O.R Intermediate School District

M. Approve agreement with HLCS to provide Business Manager services for July 1, 2022 to June 30, 2023.

N. Approve a Letter of Agreement with the C.O.O.R. Educational Support Personnel Association (CESPA) for a 3% salary increase with a \$350 off-scale payment in November, effective July 1, 2022.

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**Letter of Agreement
Between
C.O.O.R. Educational Support Association
And
C.O.O.R. Intermediate School District Board**

The parties agree to the following updates to the July 1, 2021- June 30, 2023 collective bargaining agreement:

APPENDIX A

CLASSIFICATIONS AND RATES

I. CESPAs Staff Paraprofessionals,

Year	2021-2022	2022-2023
	\$13.16	\$13.56

II. R.O.O.C. Staff

Year	2021-2022	2022-2023
	\$10.66	\$10.98

III. Facilities and Grounds Support Staff

Year	2021-2022	2022-2023
	\$13.26	\$13.66

Terms of TA:

- The 2021-22 salary for each classification will have three percent (3%) applied to create a new salary for each classification for the 2022-23 school year.
- Employees will receive an additional three hundred fifty dollars (\$350) off-schedule stipend before November 30, 2022.
- During the 2022-23 school year, employees assigned to CEC will work one hundred ninety-four days (194) for additional professional development throughout the school year as COOR Education Center transitions from a balanced calendar to a traditional calendar.

Parties agree to reconvene for wages only if minimum wage increases above current wage scale for the impact of minimum wage.

IV. R.O.O.C. staff who work morning, evening or weekend hours as defined below will earn a shift premium of twenty-five cents (0.25) per hour.

Evening, Morning, or Weekend Work: Morning/Evening work is any assignment that takes place between 5:00 p.m. and 7:00 a.m., Monday through Friday, Weekend work occurs at any time between 12:00 a.m. Saturday and 12:00 am Monday.

VI. Longevity

Employees who have attained system-wide seniority will receive longevity on the their anniversary date based on the following schedule:

5 - 9 years	\$ 100
10 - 15 years	\$ 500
16 - 19 years	\$ 925
20 + years	\$ 1150

This provision will not apply to employees hired after June 30, 2016.

FOR THE ASSOCIATION:

FOR THE EMPLOYER:

Blair Williams, CESPAs President

Shawn Petri, Superintendent

Date: _____

Date: _____

Association Team

Board Team

Blair Williams, CESPAs President
Andrea Baldwin
Rhonda Kruch, MEA UniServ

Shawn Petri, Superintendent
Jill Radosta, Director of Special Education
Kurt Loll, Accounting Supervisor
Melisa Akers, CEC Principal

7. Information Items

-Certificates for flags flown over the MI state capitol building

8. Superintendent's Report

-Lease agreement

-Aug 22nd District-wide Professional Development

-Landscaping

-CEC Graduation

-CTE Groundbreaking

-Lyle Spalding Award presented to Darrell

Partenio on 6/27

9. Communications- None

10. Public Participation- continued

11. **Adjournment**