

C.O.O.R. Intermediate School District Board of Education Meeting

Wednesday, October 19, 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. Department Updates

-Career & Technical Education Department

-Early Childhood Department

-Instructional Services Department

-Special Education Department

-R.O.O.C., Inc.

-K12 ETA (Educational Technology Association)

2



BOARD OF EDUCATION

Dr. James Mangutz, D.D.S.
 President

Nancy Persing,
 Vice President

Ian Faulkner,
 Treasurer

Lyn Sperry,
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Kara Mularz,
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Jim Gendernalik,
 Trustee

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 Trustee

To: Shawn Petri, Superintendent

From: Natalie Davis, CTE Director

Date: October 6, 2022

Subject: CTE Update

CTE Construction Project:

The project is out for bid, with a deadline of 10/14. We'll have recommendations from Ed Hunt, the construction manager, on October 20th. The goal is to break ground the week of October 24th to get footings poured before frost. Hopefully the shell will be constructed before serious weather conditions set in, and then put on hold until April for the rest of the work to be completed to avoid additional costs incurred in winter months. Target date for final completion is 8/15/2023, or possibly earlier.

ADMINISTRATION

Shawn Petri,
 Superintendent

Katie Fuelling,
 Director of
 Instructional Services

Natalie Davis,
 Director of Career &
 Technical Education

Jill Radosta,
 Director of
 Special Education

Somer Quinlan,
 Executive Director
 of R.O.O.C., Inc.

Jared Socia,
 Director of Operations

Katie Keith,
 Early Childhood
 Supervisor

Grants:

I did apply for the EMC expansion grant for an additional \$50,000. I just applied for another Grow Your Own grant for our teachers to continue their education for \$100,000.

I did apply for the 61C equipment grant once again, which should be around \$576,923 this year as the \$7.5 million is divided between 13 ISD's. Up to 50% of this grant may be used for capital infrastructure as long as it coincides with high wage, high demand opportunities, so this could allow \$288,461 toward our construction project.

Other:

Office of Civil Rights Compliance: The OCR site visit was successful, with only a few minor things that have to be done at Roscommon Middle and High School buildings and parking lots. The documentation reviewed was accepted and we don't have to do anything further.

Our courses are entered into our CTEIS reporting system, and now we can focus on the Expenditures reporting due in November. Expenditures reports for the 61C and 61b EMC Expansion grants have been submitted.

I was appointed to the MASSP (MI Association of Secondary School Principals) board this past month and had my first board meeting and training last week. This was actually energizing because there are so many resources available to support our secondary leaders. I meet with our middle and high school principals monthly, so this will help support their work and help me stay up to date with what they are dealing with. I am also working with MASSP staff to develop a CTE 101 informational training for superintendents and principals, and will also be presenting at the EdCon conference in June. I'm also always looking for resources to use with our counselors since I also meet with them on a monthly basis, so this will support that as well.

Things are going very well among our CTE team, albeit busy with the construction project, OCR audit, grants, and the ever changing demands of the MDE/Office of CTE. We are excited, students and staff are enthusiastic and we are having fun!



STATE OF MICHIGAN
DEPARTMENT OF EDUCATION
LANSING

GRETCHEN WHITMER
GOVERNOR

MICHAEL F. RICE, Ph.D.
STATE SUPERINTENDENT

MEMORANDUM

DATE: September 30, 2022

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

FROM: Michael F. Rice, Ph.D., State Superintendent 

SUBJECT: Encourage Families to Enroll in the Great Start Readiness Program!

In summer 2021, Governor Gretchen Whitmer and the state legislature agreed on a bipartisan expansion of the [Great Start Readiness Program \(GSRP\)](#), Michigan's nationally recognized preschool program for four-year-old children. By the end of the 2021-2022 program year, school districts and their community-based partners had provided 35,895 children access to GSRP.

A month into the 2022-2023 school year, GSRP spaces still remain available in many communities across the state. As I shared with many of you last week at the MASA Conference in Traverse City, I encourage local and intermediate school districts to **continue to enroll** and parents to **continue to apply for GSRP** for their children. The research is clear: a high-quality preschool program has a very significant, long-term, positive effect on children.

Congratulations to Delta-Schoolcraft Intermediate School District (ISD), Marquette-Alger Regional Educational Service Agency, and Menominee County ISD for already surpassing their 2021-2022 GSRP served numbers with their enrollment for the 2022-2023 school year. Keep up the great work!

Right behind those three districts, with enrollments trending above 90 percent this year compared to last year's served numbers, are: Branch ISD, Copper Country ISD, Gogebic-Ontonagon ISD, Macomb ISD, Sanilac ISD, and Tuscola ISD. Continue that great progress!

A child is four years old only once and deserves the best chance at a quality preschool experience prior to kindergarten. Let's give every eligible GSRP child that opportunity.

STATE BOARD OF EDUCATION

CASANDRA E. ULBRICH – PRESIDENT • PAMELA PUGH – VICE PRESIDENT
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JUDITH PRITCHETT – NASBE DELEGATE
ELLEN COGEN LIPTON • NIKKI SNYDER

Page 2
September 30, 2022

I'll be sharing additional updates with you in the coming months. In the meantime, thank you for your partnership and commitment in getting the greatest number of children the greatest amount of GSRP experience this year.

Please direct questions related to GSRP to Pat Sargent, GSRP manager, at SargentP@Michigan.gov or at 517-241-4741.

cc: Michigan Education Alliance
Confederation of Michigan Tribal Education Departments



October 2022 ETA Report

Any Questions Please contact Josh Hayes, jhayes@k12eta.org

Tickets (ETA Wide):

- Current Open: 554
- Created this month: 3031

Trainings Provided:

- Interactive TV
- PowerSchool Calendar Setup
- PowerSchool User Group
- Virtual Field Trips
- Clever

Updates:

- SetSeg met with the ETA to go over our liability insurance during the meeting they started to question us on our cyber security. They were more than pleased at what we are doing in our region with multifactor authentication, phish testing, and backups.
- A new firewall was installed at Crawford AuSable Schools. This will help with internet speeds and web filtering.
- We recently hired Jonas Wasilco and Matt Hewett to help support Mesick, Lake City, and the Wexford Missaukee ISD. We are very excited to finally be fully staffed.
- The backup network attached storage at COOR ISD has been installed to backup the Google accounts for all of the locals within COOR. We are waiting on a few districts to give us credentials to finish the setup but most are fully onboard and backing up now.
- All of our new wireless access points are in. We are now in the process of switching them out in all the participating districts.
- There was a network outage on Sunday September 25th due to a bad UPS at Wexford Missaukee ISD. Trent came in and was able to get everything going again within an hour of the outage notification.

- All backups have been verified and tested. This month backup tests were run on Baldwin, COOR, Mesick, MISD, WSESD, and WMISD
- We are continuing to fake phish our staff about once per month.



BOARD OF EDUCATION

To: Shawn Petri, Superintendent

Dr. James Mangutz, D.D.S.
 President

From: Katie Fuelling

Nancy Persing,
 Vice President

Date: October 7, 2022

Ian Faulkner,
 Treasurer

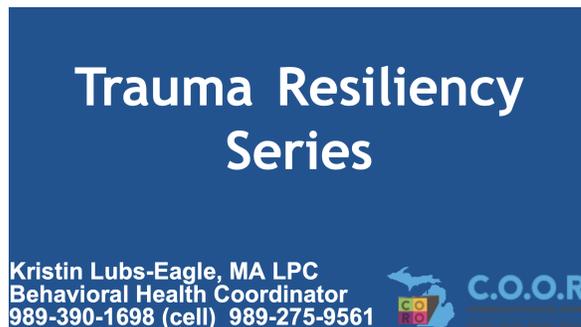
Subject: Instructional Services Update

Lyn Sperry,
 Secretary

Kara Mularz,
 Trustee

Jim Gendernalik,
 Trustee

Brie Molaison,
 Trustee



31n Team

The team is continuing their work with implementing Trust-Based Relational Intervention (TBRI) across the ISD in our local districts. Team members are facilitating professional learning

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opportunities at staff meetings, in grade level professional learning communities, and/or district release days. The team is focused on the TBRI Principle of Connection with using eye contact and voice tone to build/strengthen relationships with students. Our Behavioral Health Coordinator, Kristin Llubas-Eagle, held the first session of her six-part series on Building Resiliency with Students of Trauma. More information about the series is linked below in the COOR ISD Professional Learning Menu. Our new Student Engagement Coach, Christie Pudvan, is establishing herself as a valuable resource and support for districts with challenging behavior. The main focus of her work is at the classroom level with teachers along with school student assistance/behavior teams to implement TBRI principles and skills.

The TBRI project is part of a statewide initiative Mental Health in Schools, sponsored by Michigan Department of Education in collaboration with the Western Michigan University Children’s Trauma Assessment Center and the WMU Resiliency Center for Families & Children (www.wmich.edu/traumacenter).

Ascent New Teacher Academy

Brent Cryderman kicked off this year’s Academy with his first session this past Monday. Brent is reorganizing the Academy to incorporate year 2 cohort teachers into the same cohort as

year 1. He will be differentiating his facilitation to meet the varying needs of the new teachers. Along with professional learning sessions, Brent will be offering small coaching cycles with the participants by making observations and offering feedback. He will start this work in the upcoming month.



**C.O.O.R. ISD Instructional Services
Professional Learning Menu
2022-2023**

Mission: 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.
Vision: The Vision of the C.O.O.R. ISD is to be the leader for excellence in the continuum of services supporting programs within the schools and communities we serve.

[REGISTER HERE](#)

The 2022-2023 COOR ISD Professional Learning offerings are based on feedback from district certified staff via 2021-2022 COOR Professional Needs Assessment.

INSTRUCTIONAL LEADERSHIP	INSTRUCTIONAL PRACTICES	TRAUMA-INFORMED PRACTICES	EARLY LITERACY
INSTRUCTIONAL LEADERSHIP			
Title	Scheduling Information	Description	Audience
COOR Instructional Leadership Team  Facilitators: Shawn Pelti Katie Fostling	September 7 October 5 November 2 December 7 January 4 February 1 March 1 April 5 May 5 June 7 8:30- 11:30 a.m. In-Person Format	The Instructional Leadership Team will work collaboratively to set the vision for teaching and learning at the ISD level by leading and guiding the creation and refinement of instructional systems to connect people, processes, and structures to support the vision. The team will ensure that the proper supports are in place to enact the necessary changes with the implementation of systems at the ISD and district level. The team is defined as the COOR Superintendent and Directors and district representatives who work together to sustain C.O.O.R.'s sense of purpose in strengthening student, teacher, and leader performance.	Designated District Representatives

Professional Learning Menu

The Department released our [Professional Learning Menu](#) for the upcoming school year this past week! The Department is excited to offer learning opportunities based on feedback from the [COOR Professional Needs Assessment](#). The results showed an interest in receiving professional development on trauma-informed practices such as TBRI and social-emotional learning. We will continue to gather feedback throughout the school year on our professional learning offering to continue to inform our decision making moving forward.

R.O.O.C. Inc.

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

www.rooc.org

MEMORANDUM

To: Shawn Petri
From: Somer Quinlan
Re: ROOC Update
Date: October 5, 2022

- Our CARF Accreditation Survey was completed on September 27th and 28th and we will receive our results in approximately 8 weeks. The overall survey process went well and the surveyors were very positive and supportive of our organization.
- The leaves are changing colors and we are enjoying many fall activities! We have plans to visit Barts Fruit Market, The Howling Pumpkin and Wellington Farm Park as well a Halloween Costume Party at Artesia Youth Park.
- We are busy preparing Spencer's Candy orders for local school districts concession sales and we greatly appreciate their support!
- Our Annual Report is complete and will be shared later this month. The Annual Report will be emailed to all stakeholders and posted on social media. Please take a moment to check it out!

ENJOY THE CHANGE IN SEASONS AND BEAUTIFUL FALL COLORS!





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 Early Childhood
 Supervisor

To: Shawn Petri, Superintendent

From: Jill Radosta

Date: October, 2022

Subject: Special Education Update

Action:

Parallel Behavioral Health, P.C.

This contract is to provide Speech and Language Services to Roscommon Area Public Schools and West Branch-Rose City Schools until December 31st to cover two maternity leaves. The contract also covers Speech and Language Services to Charlton Heston Academy through the end of the 2022-2023 school year. The committed amount of the contract is \$125,000.00

Consent:

Clark Hill PLC Retainer Renewal

This is to renew our retainer agreement with Clark Hill PLC for Special Education, 504, and American Disabilities Act (ADA) legal and related services for the 2022-2023 school year. The cost of the retainer is \$499.99

Updates:

Special Education Professional Development

An all-day professional development session was held for new Special Education staff on September 7th. The topic of the day was Individualized Education Plan (IEP development). Fifteen people participated. There will be follow-up mini-sessions throughout the school year on special education processes and procedures.

Vickie Coe, a lawyer from Clark Hill, provided in-service on Special Education and Section 504 discipline for Bay-Arenac ISD (BAISD) on September 12. The BAISD special education director graciously invited others outside of their ISD to participate. It was a timely professional development as new information we received from Vickie was passed on to our administrators at the C.O.O.R. ISD discipline training.

Special Ed Discipline Training - Sept 27 - Brenda Vaughan-Ide and Jill Radosta presented 2 sessions on Special Education discipline guidance (suspension and expulsion of students with an Individualized Education Plan) to building administrators and special education coordinators from our local school districts. They were provided a binder full of the necessary paperwork for guidance and documentation when suspending or expelling a student. One more session is being scheduled to meet the needs of administrators who were unable to attend.

In an effort to build the knowledge capacity of our support staff in the Special Education Department, Julie Bell, Assistant to the Director of Special Education, attended the Pupil Accounting Conference (MPAAA) that took place in Bay City on September 19, 20, and 22. Julie brought back a lot of good information that will help the department

Special Education Meetings Updates

The first Special Education Coordinator meeting was held September 15th. The meetings are usually held virtually however a vote was taken and all of our meetings for this school year will be held in person. These meetings are used as a vehicle to communicate new special education guidance and procedures that come down from the state. We also use the time to help one another with challenges the coordinators may have in their districts.

The Transition Council held its first meeting of the year this week. Representatives were present from our area high schools, ATC, MRS, MI Works, and Disability Network as well as several special education coordinators and the Disability counselor for Kirtland Community

College. We reviewed several topics that are on the agenda for this year.

Brenda Vaughan-Ide has begun reviewing IEPs with the Special Education Coordinators and selected special education teachers. Reviewing the IEPs helps us determine next steps in professional development at a systems level and / or an individual level. Brenda will continue the reviews throughout the school year.

CEC & ATC Updates

Due to a high number of Covid cases between staff and students, we closed down on September 22nd and 23rd. This allowed time for deep cleaning and for our staff and students to regain their health. We are currently up and running, business as usual.

The student enrollment number for the school year is 70.

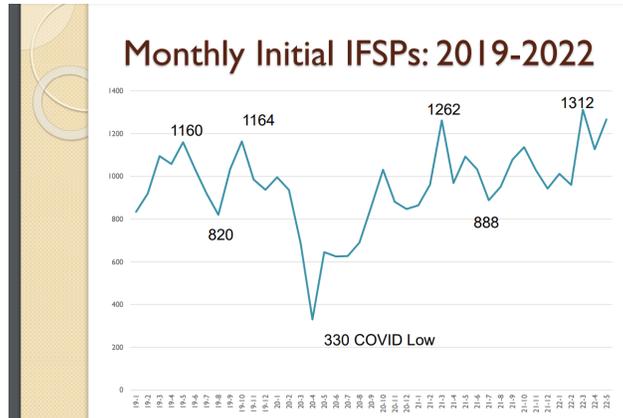
Paige Patterson has resigned. Her last day at the CEC will be October 27th. We are very sad to be losing her but her fiancé was offered a job with the University of Michigan hospital. If you know of any Special Education teachers who are looking to join a phenomenal team, please send them our way!

Early On Updates

Early On Playgroups start in October at Grayling and Roscommon Elementaries. We are still looking for a site for Mio/Fairview, and are in discussions with Early Head Start about the use of their space in their building in Mio

We currently have 53 students enrolled. In the first quarter of FY 2022-23 (July-Sept) we had 50 new referrals, with 14 CASD, 12 WBRC, 11 HLCS, 10 RAPS, 3 MA and 0 FA. Early On data reports are available at

earlyondata.com. Our most recent data shows that statewide numbers are increasing after a low enrollment point early in 2020 during COVID-19.



This graph indicates statewide number of children enrolled in Early On from 2019-22, as presented by Allan Knapp, PhD Michigan Part C Data Manager Early On Training and Technical Assistance, Early On® Data Webinar October 3, 2022

CEC/ATC Pictures to Share On September 16th, the classroom celebrated Constitution Day! Below are a couple of pictures.



Respectfully submitted by

Jill Radosta, Director of Special Education

5. Public Participation

-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.

6. Consent Agenda

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

A. Approve minutes of the previous meeting, Sept 14, 2022

15



Meeting Minutes

A regular meeting of the Board of Education (the “Board”) was held Wednesday, September 14th, 2022. President Mangutz called the meeting to order at 6:03 P.M.

1. Call to order & Roll Call

Present: Ian Faulkner, Jim Gendernalik, Jim Mangutz DDS, Brie Molaison, Kara Mularz, Nancy Persing, Lyn Sperry. **Present:** 7, **Absent:** 0.

Also, in attendance was Superintendent Shawn Petri and Elena Rothney, filling in for Becky Socia, as recording secretary. Other attendees in person included Special Education Director, Jill Radosta, and Director of Finance, Kurt Loll. Attending by Zoom was Instructional Services Director, Katie Fuelling, Career Tech Director, Natalie Davis, ROOC Inc Director, Somer Quinlan and ROOC Inc Administrative Assistant, Lynn Pope, as well as COOR tech, Cameron Kalthoff.

2. Opening Ceremonies

- Pledge of Allegiance
- Mission Statement

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

3. Adopt the Agenda

Adopt the agenda as presented. This motion, made by Ian Faulkner and seconded by Brie Molaison, Carried (7-0).

4. Presentation: Certificate of Appreciation

For the donation of a LifeVac choking device, Mr. Steve Morris, representative of the Roscommon County Sheriff's Auxiliary, was presented a certificate of appreciation by the board of education. These devices are important in situations where the Heimlich or other life-saving measures are not enough or cannot be performed. Efforts to get these devices out started with having one in each patrol car, and now the auxiliary is working on getting them into school cafeterias as well.

5. Department Updates

- Career & Technical Education Department
- Early Childhood Department
- Instructional Services Department
- Special Education Department
- R.O.O.C., Inc.
- K12 ETA (Educational Technology Association)

Superintendent Petri notes that Crawford AuSable School District has now joined COOR in using the services of our tech consortium, K12ETA. They are keeping their onsite technicians for in-building assistance, but the ETA will be taking on oversight of systems or what would be the responsibilities of tech director. It will be a similar situation to our own in-house tech, Cameron Kalthoff, working for us but being an employee of the ETA.

6. Public Participation

- 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.

There was no public participation and no previously submitted comments.

7. Consent Agenda

Approve all items on the Consent Agenda. This motion, made by Lyn Sperry and seconded by Kara Mularz, Carried, (7-0).

7.A. Approve minutes of previous meeting - August 10, 2022

7.B. Approval of Bills for August 2022 totaling \$2,514,389.74

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

7.D. Renew contract with Amber Akin, Early On Home Visitor, Oct 1, 2022 through Sept 30, 2023.

7.E. Approve an interagency cash transfer agreement with Michigan Rehabilitation Services for Oct 1, 2022- Sept 30, 2023 in the amount of \$155,833.

8. Action Items

8.A. Approve Board Policy updates as supplied by Thrun Law Firm and reviewed by the Policy Committee: 2401, 2406, 2501, 2501A, 5101, 5104, 5206, 5206A, 5206E, 5506, 5710, 5711

Approve Board Policy updates as supplied by Thrun Law Firm and reviewed by the Policy Committee. This motion, made by Ian Faulkner and seconded by Nancy Persing, Carried (7-0).

Superintendent Petri noted that they have yet to review the 3000 and 4000 policy sections which are significantly larger. However, with these smaller sections, he still did not want to bring them directly to the board without review by the policy committee because then there's no understanding. Board president Mangutz also adds that Thrun provides sections that are optional or where a choice must be made between two options within a policy so review is necessary. A large part of what was reviewed and removed for this year was related to regulations around COVID that are superfluous at this time.

8.B. Approve Trisha Ziegler as the new Board Trustee for the Alternative Educational Academy of Ogemaw County, to replace Ben Doan, through June 30, 2024.

Approve Trisha Ziegler as the new Board Trustee for the Alternative Educational Academy of Ogemaw County. This motion, made by Kara Mularz and seconded by Lyn Sperry, Carried (7-0).

Trisha Ziegler will now be official for the rest of her term and new appointees will go to the West Branch Rose City Board as well as the COOR board for every new member.

8.C. Terminate current radio tower lease agreement and approve a new radio tower lease agreement through June 30, 2023 with the Roscommon Amateur Radio Emergency Services Association

Terminate current radio tower lease agreement and approve new radio tower lease agreement through June 30, 2023. This motion, made by Nancy Persing and seconded by Brie Molaison, Carried (7-0).

This contract had to be updated because people within the contracted organization have changed. We ran it through Thrun to make sure everything looked good and our new point of contact is the local 911 dispatch director.

8.D. Approve an agreement with Todd Seidell, LLC and a budget estimate for the Career Tech Center building project in the amount of \$2,236,077

Approve an agreement with Todd Seidell, LLC. and a budget estimate for the Career Tech Center building project. This motion, made by Lyn Sperry and seconded by Kara Mularz, Carried (7-0).

All possible costs are rolled into this agreement, including an extra \$66,000 for the architect, etc. In this way, if additional amounts are needed, they cannot exceed this level without coming back to the board and explaining themselves. Also, since up to half of the equipment grant money can be used for infrastructure needs; this adds to our costs buffer. The reason we have a project manager is so that someone, apart from superintendent Petri or CTE Director Davis, can track and manage the numerous detailed elements to a construction project like permits, fire marshal policies, etc., that would be too much for either to handle correctly. So instead, this management team will meet weekly with CTE Director Davis to give status updates and discuss progress. The current plan is to have construction begin with the first footings on October 24th. The hope is to have the center up and running for Fall 2023 as previously mentioned.

8.E. Approve registration & overnight expenses for Superintendent Petri to attend the Michigan Negotiator's Association Fall Conference October 5-7th at Shanty Creek Resort

Approve registration & overnight expenses for Superintendent Petri to attend the Michigan Negotiator's Association Fall Conference October 5-7th at Shanty Creek Resort. This motion, made by Ian Faulkner and seconded by Brie Molaison, Carried (7-0).

8.F. Approve a contract with Fun First Therapy (Michelle Lynn Therapy LLC) to provide Speech and Language Services for local school districts:

Approve a contract with Fun First Therapy (Michelle Lynn Therapy LLC) to provide Speech and Language Services for local school districts. This motion, made by Nancy Persing and seconded by Brie Molaison, Carried (7-0).

Board President Mangutz mentions that the one comment he's gotten this year is that Mio really needs a speech therapist. However, COOR has had a continuous posting for this position and still been unable to fill it. Currently, children just need a designated paraprofessional to assist while the child is in virtual speech therapy sessions. This is not an ideal set up, but while there is such a shortage of ancillary staff workers (speech therapists, psychologists, occupational therapists, etc.) it will have to work.

9. Information Items

-August Social Media Report: The board was very pleased that our posts on the TBRI professional development day reached so many. It has been a goal to increase professional development opportunities across the ISD and this was a great turn-out. Superintendent Petri thanked the Instructional Services Director, Katie Fuelling, and her administrative assistant, Kristin Morr, for making the training on August 23rd a great success.

-Administrative Guidelines & Forms: 2501A-F-1, 2501A-F-2, 2501A-F-3

10. Superintendent's Report

- COVID update

COVID is still active, though there haven't been many changes recently. An all-staff email reminder was sent out with a note to be vigilant about germs and keep clean. There are currently cases at COOR, but no outbreaks.

- April 13th COOR-wide Boards dinner

The board says they very much appreciate this event being moved to April this year, since May is always a busy month for everyone in education. This year Houghton Lake will be hosting and we are set to have 10 to 15-minute presentations from all of COOR's department directors. This way the boards understand what each department covers and what their goals are. We will also be having a trivia competition to see who has the smartest board!

- Landscaping

Our new landscaping has been completed and looks beautiful both at the central office and over at the Educational Center. Also, the campus has a whole new look since the white storage building has finally been demolished. Additionally, both sides will be receiving new signage for an updated, maintained aesthetic. The CEC roof is now totally completely repaired as well..

- CTE center

The CTE center updates were discussed thoroughly previously in the meeting but excitement remains to have new construction and also a growing number of students attending programs over the last couple years. While we don't have the total student numbers we had historically, we have a larger percentage of our kids enrolled in a CTE program overall now.

11. Communications

-COOR Educational Center K-8 academic goals in compliance with Public act 48, Section 98b and 104a (2021-22 CEC results)

Superintendent Petri announces that the annual school reports for last year have been released and we are totally in compliance. By the 15th of September we will receive our goals for this year.

12. Public Participation- continued (none)

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

-The public may call 989-275-9583 and leave a voicemail by 4:00 PM, OR

-Individuals may speak for a maximum of 5 minutes.

-Groups may speak for a maximum of 15 minutes.

Board President Mangutz asks where we stand with the ballot mix-up issue that has occurred as three members of the board are up for two full terms. Neither COOR admin office nor Board Member Molaison have been able to securely contact the Bureau of Elections to straighten out issues and correct the ballot. The issue remains pressing as absentee ballot mailing approaches.

13. Adjournment

Adjourn the meeting at 7:06. This motion, made by Kara Mularz and seconded by Lyn Sperry, Carried (7-0).

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Elena Rothney', written in a cursive style.

Elena Rothney,
Recording Secretary

Lyn Sperry, Board Secretary
or another board trustee

B. Approval of Bills for September
2022 totaling \$762,722.43

21

A/P Check Register

Printed: 10/04/2022 2:06:09PM
 COOR ISD
 Check Date: 9/1/2022 to 9/30/2022

Vendor #	Vendor Name	Batch #	Check Date	Check #	Checks	Direct Deposit	Total
13220	MICHIGAN STATE DISBURSEMENT UNIT	93	09/02/2022	100069	257.47	0.00	257.47
141729	THOMAS MCDONALD	93	09/02/2022	100070	257.00	0.00	257.00
20310	UNITED WAY OF ROSCOMMON COUNTY	93	09/02/2022	100071	2.00	0.00	2.00
13160	MSBO	344	09/02/2022	100072	180.00	0.00	180.00
141720	AMERICAN UNITED LIFE INSURANCE COMPANY	99	09/09/2022	100073	436.98	0.00	436.98
6592	4IMPRINT	343	09/09/2022	100074	588.74	0.00	588.74
141200	AMAZON CAPITAL SERVICES INC	343	09/09/2022	100075	3,974.92	0.00	3,974.92
141720	AMERICAN UNITED LIFE INSURANCE COMPANY	343	09/09/2022	100077	1,310.15	0.00	1,310.15
3020	BEECHWOOD COMMUNICATIONS	343	09/09/2022	100078	2,210.47	0.00	2,210.47
141917	BOLLE CONTRACTING LLC	343	09/09/2022	100079	14,500.00	0.00	14,500.00
13751	CATHERINE MIX	343	09/09/2022	100080	350.00	0.00	350.00
4100	CONSUMERS ENERGY PAYMENT CENTER	343	09/09/2022	100081	2,204.20	0.00	2,204.20
4480	CRAWFORD COUNTY	343	09/09/2022	100082	32.26	0.00	32.26
4470	CRWFD CNTY TRANSP AUTH	343	09/09/2022	100083	1,200.00	0.00	1,200.00
141894	CULLIGAN WATER CONDITIONING	343	09/09/2022	100084	13.00	0.00	13.00
4860	DATA IMAGE SYSTEMS INC	343	09/09/2022	100085	210.00	0.00	210.00
141892	DEALERS SUPPLY COMPANY	343	09/09/2022	100086	1,249.45	0.00	1,249.45
11056	DESIREE LIPSKI	343	09/09/2022	100087	395.00	0.00	395.00
141732	DM BURR GROUP	343	09/09/2022	100088	8,268.17	0.00	8,268.17
8420	EAST HIGGINS LAKE TRUE VALUE	343	09/09/2022	100089	317.57	0.00	317.57
141703	ELENA ROTHNEY	343	09/09/2022	100090	101.25	0.00	101.25
5812	EMERGENCY SERVICES OF HOUGHTON LAKE	343	09/09/2022	100091	1,715.56	0.00	1,715.56
141688	FOLKMANIS INC	343	09/09/2022	100092	2,321.28	0.00	2,321.28
6650	FREDERIC TOWNSHIP	343	09/09/2022	100093	995.16	0.00	995.16
141913	GAYLORD BOWLING CENTER	343	09/09/2022	100094	241.99	0.00	241.99
7380	GLADWIN COUNTY TREASURER	343	09/09/2022	100095	43.90	0.00	43.90
141783	GRACE BROWN	343	09/09/2022	100096	5,840.50	0.00	5,840.50
7552	GRAYLING COOPERATIVE PRESCHOOL, INC.	343	09/09/2022	100097	30,254.37	0.00	30,254.37
141690	GREAT LAKES ROOFING AND COATINGS	343	09/09/2022	100098	22,848.00	0.00	22,848.00
141885	HOFFMAN CROW INC	343	09/09/2022	100099	16,917.88	0.00	16,917.88
8800	HOUGHTON LK UNITED METHODIST CHURCH PRESCHOOL	343	09/09/2022	100100	28,549.08	0.00	28,549.08
9160	IMPACT OFFICE PRODUCTS	343	09/09/2022	100101	12.99	0.00	12.99
11870	INCOMPASS MICHIGAN	343	09/09/2022	100102	767.50	0.00	767.50
141911	INTEGRITY CONSTRUCTION SERVICES	343	09/09/2022	100103	5,000.00	0.00	5,000.00
9385	IOSCO RESA	343	09/09/2022	100104	231.03	0.00	231.03
141886	IST INTEGRATED SYSTEMS TECHNOLOGIES	343	09/09/2022	100105	34,086.00	0.00	34,086.00
141635	JANWAY	343	09/09/2022	100106	7,915.40	0.00	7,915.40
141757	JENIFER FREIMARK	343	09/09/2022	100107	44.38	0.00	44.38
19774	JOSTENS	343	09/09/2022	100108	1,639.50	0.00	1,639.50
9950	KAPLAN EARLY LEARNING COMPANY	343	09/09/2022	100109	1,740.10	0.00	1,740.10
141667	KAREN WALTON EBNIT	343	09/09/2022	100110	2,216.50	0.00	2,216.50
141488	KATIE FUELLING	343	09/09/2022	100111	6,599.51	0.00	6,599.51
10020	KEENAN THERAPEUTICS PC	343	09/09/2022	100112	3,951.22	0.00	3,951.22
141897	KODO	343	09/09/2022	100113	6,157.00	0.00	6,157.00
141846	KRISTIN MORR	343	09/09/2022	100114	141.75	0.00	141.75
10690	LAKESHORE LEARNING MTL	343	09/09/2022	100115	4,100.42	0.00	4,100.42

A/P Check Register

Printed: 10/04/2022 2:06:09PM

COOR ISD

Check Date: 9/1/2022 to 9/30/2022

Vendor #	Vendor Name	Batch #	Check Date	Check #	Checks	Direct Deposit	Total
10857	LEARNING RESOURCES EDUCATIONAL INSIGHTS	343	09/09/2022	100116	964.50	0.00	964.50
8099	MARIE HARRIS	343	09/09/2022	100117	80.00	0.00	80.00
141820	MICHELE MILLER	343	09/09/2022	100118	20.00	0.00	20.00
141775	MICHELLE EWALD	343	09/09/2022	100119	206.25	0.00	206.25
12985	MICHIGAN NEGOTIATORS ASSOCIATION	343	09/09/2022	100120	525.00	0.00	525.00
141914	MICHIGAN STATE FIREMENS ASSOCIATION	343	09/09/2022	100121	1,346.84	0.00	1,346.84
14051	N2Y	343	09/09/2022	100122	10,434.23	0.00	10,434.23
14205	NCS PEARSON, INC.	343	09/09/2022	100123	462.16	0.00	462.16
21278	NICOLE GRACE	343	09/09/2022	100124	227.75	0.00	227.75
141908	PARKSHORE RESORT	343	09/09/2022	100125	316.78	0.00	316.78
15730	PETTY CASH ROOC	343	09/09/2022	100126	130.96	0.00	130.96
141229	PITNEY BOWES GLOBAL FINANCIAL SVS LLC	343	09/09/2022	100127	500.46	0.00	500.46
15860	PURCHASE POWER	343	09/09/2022	100128	1,005.00	0.00	1,005.00
18430	REBECCA SOCIA	343	09/09/2022	100129	32.17	0.00	32.17
7161	ROSCOMMON FOOD SERVICE	343	09/09/2022	100130	400.00	0.00	400.00
141893	SCHOOL PSYCHOLOGICAL SERVICES PLLC	343	09/09/2022	100131	5,850.00	0.00	5,850.00
141649	STAPLES	343	09/09/2022	100132	66.78	0.00	66.78
141912	STAYBRIDGE SUITES MARQUETTE	343	09/09/2022	100133	136.74	0.00	136.74
1415	TAMMY BAUDOUX	343	09/09/2022	100134	223.75	0.00	223.75
20152	TAMMY TYLER	343	09/09/2022	100135	477.50	0.00	477.50
141910	THE PLAY PROJECT	343	09/09/2022	100136	315.00	0.00	315.00
19800	THRUN LAW FIRM P.C.	343	09/09/2022	100137	715.00	0.00	715.00
141582	VISION CONSULTING LLC	343	09/09/2022	100138	630.00	0.00	630.00
20970	WASTE MANAGEMENT OF MI	343	09/09/2022	100139	234.04	0.00	234.04
21110	WEINLANDER-FITZHUGH-	343	09/09/2022	100140	10,100.00	0.00	10,100.00
21782	ZAREMBA EQUIPMENT INC	343	09/09/2022	100141	1,449.40	0.00	1,449.40
13220	MICHIGAN STATE DISBURSEMENT UNIT	93	09/16/2022	100142	118.39	0.00	118.39
141729	THOMAS MCDONALD	93	09/16/2022	100143	257.00	0.00	257.00
20310	UNITED WAY OF ROSCOMMON COUNTY	93	09/16/2022	100144	2.00	0.00	2.00
225	AFLAC	99	09/16/2022	100145	0.00	0.00	0.00
Void by KTL on 9/20/2022							
2045	BLUE CROSS BLUE SHIELD OF MI	99	09/23/2022	100146	2,130.28	0.00	2,130.28
19631	CHRISTINA TAPPAN	345	09/16/2022	100147	325.50	0.00	325.50
4085	COMFORT INN & SUITES	346	09/19/2022	100148	166.95	0.00	166.95
141696	SCOTT MENTEL	346	09/19/2022	100149	200.00	0.00	200.00
6781	FRONTIER	348	09/20/2022	100150	480.68	0.00	480.68
6592	4IMPRINT	347	09/23/2022	100151	539.42	0.00	539.42
141924	ALEXANDREA WARREN	347	09/23/2022	100152	63.10	0.00	63.10
141200	AMAZON CAPITAL SERVICES INC	347	09/23/2022	100153	6,502.54	0.00	6,502.54
141731	AMBER AKIN	347	09/23/2022	100155	580.00	0.00	580.00
141915	B E PUBLISHING	347	09/23/2022	100156	1,956.90	0.00	1,956.90
3020	BEECHWOOD COMMUNICATIONS	347	09/23/2022	100157	2,510.47	0.00	2,510.47
141726	BLUE CROSS BLUE SHIELD OF MI	347	09/23/2022	100158	411.55	0.00	411.55
2045	BLUE CROSS BLUE SHIELD OF MI	347	09/23/2022	100159	10,755.75	0.00	10,755.75
2045	BLUE CROSS BLUE SHIELD OF MI	347	09/23/2022	100160	77,563.70	0.00	77,563.70
13830	BRIE MOLAISSON	347	09/23/2022	100161	124.38	0.00	124.38
3253	CEPD COUNCIL	347	09/23/2022	100162	125.00	0.00	125.00
8392	CHARLTON HESTON ACADEMY	347	09/23/2022	100163	43,043.35	0.00	43,043.35
141891	CHILD & FAMILY SERVICES OF NORTHEAST MICHIGAN INC	347	09/23/2022	100164	1,375.00	0.00	1,375.00
141926	CONSTANCE GUTHRIE	347	09/23/2022	100165	92.50	0.00	22 92.50

A/P Check Register

Printed: 10/04/2022 2:06:09PM

COOR ISD

Check Date: 9/1/2022 to 9/30/2022

Vendor #	Vendor Name	Batch #	Check Date	Check #	Checks	Direct Deposit	Total
4400	CRAF CENTER	347	09/23/2022	100166	2,100.00	0.00	2,100.00
4440	CRAWFORD AUSABLE SD	347	09/23/2022	100167	3,362.04	0.00	3,362.04
4490	CRAWFORD CO AVALANCH	347	09/23/2022	100168	67.08	0.00	67.08
1292	DANIELLE HANSEN	347	09/23/2022	100169	540.00	0.00	540.00
4860	DATA IMAGE SYSTEMS INC	347	09/23/2022	100170	10,735.00	0.00	10,735.00
11056	DESIREE LIPSKI	347	09/23/2022	100171	454.50	0.00	454.50
5385	DTE ENERGY	347	09/23/2022	100172	171.72	0.00	171.72
18577	EMS LINQ INC	347	09/23/2022	100173	9,170.00	0.00	9,170.00
141902	EXPERIENCE EARLY LEARNING	347	09/23/2022	100174	1,821.03	0.00	1,821.03
6260	FEDEX	347	09/23/2022	100175	126.20	0.00	126.20
141920	FRANCES JACOBS	347	09/23/2022	100176	414.71	0.00	414.71
141903	FUHR'S GRAYLING CAR CARE CORPORATION	347	09/23/2022	100177	450.42	0.00	450.42
141697	FUN FIRST THERAPY	347	09/23/2022	100178	1,552.50	0.00	1,552.50
141918	GERRISH TOWNSHIP	347	09/23/2022	100179	307.50	0.00	307.50
141925	HILTON GARDEN INN LANSING WEST HOTEL	347	09/23/2022	100180	126.14	0.00	126.14
8700	HOME DEPOT CREDIT SERVICES	347	09/23/2022	100181	2,030.99	0.00	2,030.99
141904	JAMES WOJEY	347	09/23/2022	100182	421.83	0.00	421.83
141923	JESSICA BELTZ	347	09/23/2022	100183	51.57	0.00	51.57
9025	JIM GENDERNALIK	347	09/23/2022	100184	75.00	0.00	75.00
141203	JULIE BELL	347	09/23/2022	100185	192.10	0.00	192.10
9950	KAPLAN EARLY LEARNING COMPANY	347	09/23/2022	100186	2,316.15	0.00	2,316.15
141343	KARA MULARZ	347	09/23/2022	100187	52.50	0.00	52.50
141667	KAREN WALTON EBNIT	347	09/23/2022	100188	3,152.00	0.00	3,152.00
141488	KATIE FUELLING	347	09/23/2022	100189	1,308.12	0.00	1,308.12
10030	KATIE KEITH	347	09/23/2022	100190	36.13	0.00	36.13
10020	KEENAN THERAPEUTICS PC	347	09/23/2022	100191	5,106.38	0.00	5,106.38
10250	KIRTLAND COMMUNITY COLLEGE	347	09/23/2022	100192	13,551.25	0.00	13,551.25
141897	KODO	347	09/23/2022	100193	360.00	0.00	360.00
141927	LAURALEA TAYLOR	347	09/23/2022	100194	141.75	0.00	141.75
5155	LI'L WILLIES	347	09/23/2022	100195	115.00	0.00	115.00
141719	LYN SPERRY	347	09/23/2022	100196	70.00	0.00	70.00
141656	MARK A SLOANE DO PC	347	09/23/2022	100197	3,288.75	0.00	3,288.75
3753	MICHELE COCHRANE	347	09/23/2022	100198	355.00	0.00	355.00
141922	MT PLEASANT HOSPITALITY LLC	347	09/23/2022	100199	238.00	0.00	238.00
15652	NANCY PERSING	347	09/23/2022	100200	185.00	0.00	185.00
141772	NATALIE DAVIS	347	09/23/2022	100201	221.77	0.00	221.77
14205	NCS PEARSON, INC.	347	09/23/2022	100202	408.63	0.00	408.63
21278	NICOLE GRACE	347	09/23/2022	100203	162.20	0.00	162.20
141847	NORTHWEST EDUCATION SERVICES	347	09/23/2022	100204	75.00	0.00	75.00
15078	ORKIN PEST	347	09/23/2022	100205	190.00	0.00	190.00
141711	PURITY CYLINDER GASES INC	347	09/23/2022	100206	2,170.68	0.00	2,170.68
16250	QUILL CORP	347	09/23/2022	100207	342.91	0.00	342.91
141875	RADIO NORTH LLC	347	09/23/2022	100208	16,249.75	0.00	16,249.75
19081	ROBERT J GORDON DOFAA-INS PLLC	347	09/23/2022	100209	18.00	0.00	18.00
7160	ROSCOMMON AREA PUBLIC SCHOOLS BUSINESS OFFICE	347	09/23/2022	100210	1,800.00	0.00	1,800.00
17030	ROSCOMMON COUNTY TRANSPORTATION AU	347	09/23/2022	100211	1,800.00	0.00	1,800.00
7161	ROSCOMMON FOOD SERVICE	347	09/23/2022	100212	2,432.53	0.00	2,432.53
17870	SEG WORKERS COMPENSATION FUND	347	09/23/2022	100213	1,197.00	0.00	1,197.00
15685	SHAWN PETRI	347	09/23/2022	100214	97.87	0.00	97.87
18150	SHRED EXPERTS LLC	347	09/23/2022	100215	190.00	0.00	190.00
18412	SOARING EAGLE CASINO & RESORT	347	09/23/2022	100216	316.92	0.00	316.92
141208	SOMER QUINLAN	347	09/23/2022	100217	176.19	0.00	176.19
14410	TAYLOR BROTHERS DOOR LOCK LLC	347	09/23/2022	100218	5,982.91	0.00	5,982.91

23

A/P Check Register

Printed: 10/04/2022 2:06:09PM

COOR ISD

Check Date: 9/1/2022 to 9/30/2022

Vendor #	Vendor Name	Batch #	Check Date	Check #	Checks	Direct Deposit	Total
19545	TEACHING STRATEGIES LLC	347	09/23/2022	100219	7,280.00	0.00	7,280.00
141511	THALMA HIBBARD	347	09/23/2022	100220	46.25	0.00	46.25
141582	VISION CONSULTING LLC	347	09/23/2022	100221	1,890.00	0.00	1,890.00
20900	WALMART BUSINESS CARD	347	09/23/2022	100222	279.37	0.00	279.37
21770	XEROX CORP	347	09/23/2022	100223	1,081.93	0.00	1,081.93
13220	MICHIGAN STATE DISBURSEMENT UNIT	93	09/30/2022	100224	257.47	0.00	257.47
141729	THOMAS MCDONALD	93	09/30/2022	100225	483.69	0.00	483.69
20310	UNITED WAY OF ROSCOMMON COUNTY	93	09/30/2022	100226	2.00	0.00	2.00
19978	TSA CONSULTING GROUP INC	93	09/30/2022	100227	2,580.00	0.00	2,580.00
141922	MT PLEASANT HOSPITALITY LLC	349	09/28/2022	100230	11.90	0.00	11.90
141928	NORTHERN MICHIGAN WELDING EDUCATORS	350	09/30/2022	100231	200.00	0.00	200.00
141105	HEALTH EQUITY	94	09/02/2022	201705109	0.00	2,617.45	2,617.45
20245	US TREASURY	94	09/02/2022	201705110	0.00	36,260.61	36,260.61
20245	US TREASURY	94	09/09/2022	201705111	0.00	30.60	30.60
141103	ORS	94	09/09/2022	201705113	0.00	60,665.44	60,665.44
141105	HEALTH EQUITY	94	09/16/2022	201705114	0.00	2,374.87	2,374.87
20245	US TREASURY	94	09/16/2022	201705115	0.00	37,342.64	37,342.64
20245	US TREASURY	96	09/23/2022	201705116	0.00	299.56	299.56
141103	ORS	94	09/23/2022	201705117	0.00	64,802.90	64,802.90
141105	HEALTH EQUITY	94	09/30/2022	201705118	0.00	2,215.94	2,215.94
20245	US TREASURY	94	09/30/2022	201705119	0.00	35,156.67	35,156.67
Report Totals					<u>\$520,955.75</u>	<u>\$241,766.68</u>	<u>\$762,722.43</u>

C. Approve Revenue & Expenditure
Reports for September 2022

26

COOR Intermediate School District				
General Fund				
Statement of Revenue & Expenditures				
September 30, 2022				
Revenues	Current Budget	Month to Date 9/30/2022	Encumbered Amount	Year to Date 9/30/2022
Local Sources	1,023,800	104,659	-	146,303
State Sources	4,013,090	-	-	-
Federal Sources	628,122	86,194	-	135,872
Incoming Transfers	444,436	52,636	-	52,636
Total Revenues	6,109,448	243,489	-	334,811
Added Needs	31,257	-	-	-
School Administrative	1,039,312	100,878	18,244	250,073
Support Services - Instruction	766,978	85,605	2,167	192,626
General Administration	613,232	96,849	1,303	256,578
Business	8,948	545	-	7,151
Operations & Maintenance	70,480	7,239	283	23,244
Central	335,756	19,820	5,108	163,841
31N Services	372,579	69,521	2,200	103,768
Outgoing Transfers	2,709,863	101,847	42,976	190,683
Total Expenditures	5,948,405	482,304	72,281	1,187,963
Current Change in Fund Balance		(238,815)		(853,152)

10/6/2022
1:21 PM

COOR Intermediate School District				
ROOC Inc				
Statement of Revenue & Expenditures				
September 30, 2022				
Revenues	Current Budget	Month to Date 9/30/2022	Encumbered Amount	Year to Date 9/30/2022
Northern Lakes	800,000	62,489	-	100,328
DHHS	40,000	-	-	-
Production	44,000	2,576	-	3,513
State Aid	40,157	-	-	-
Private	-	-	-	-
Donations	35,000	-	-	-
Interest	400	57	-	57
Snack Shack	-	-	-	-
Miscellaneous	8,000	5,493	-	33,493
Transfer from ROOC Unemployment	-	-	-	-
Total Revenues	967,557	70,615	-	137,391
General Administration	247,691	21,900	180	72,645
Operations & Maintenance	58,694	5,741	1,267	19,076
Activity Services	359,512	35,146	51	103,622
Support Employment Service	59,676	21,925	3	57,227
Production	41,563	4,049	934	15,897
Spencers	26,983	2,299	840	6,198
Respite	18,772	2,888	-	4,328
Transportation	125,700	3,769	1,416	52,944
Communications/Technology	300	-	-	-
Public Relations	-	-	-	-
Business	1,589	359	-	359
Total Expenditures	940,480	98,076	4,691	332,296
Current Change in Fund Balance		(27,461)		(194,904)

10/6/2022
2:55 PM

COOR Intermediate School District				
Special Education				
Statement of Revenue & Expenditures				
September 30, 2022				
Revenues	Current Budget	Month to Date 9/30/2022	Encumbered Amount	Year to Date 9/30/2022
Local Sources	3,245,513	306,856	-	521,940
State Sources	1,995,741	-	-	-
Federal Sources	2,935,955	164,741	-	164,741
Incoming Transfers	691,612	45,778	-	45,778
Total Revenues	8,868,821	517,375	-	732,459
Instruction - Added Needs	2,308,866	201,979	1,350	380,324
Support Services - Pupil	2,074,477	164,968	20,326	273,282
Support Services - Instructional Staff	498,877	48,175	432	116,430
Support Services - General Administration	144,610	7,729	412	20,276
Support Services - School Administration	251,503	36,077	2,220	76,989
Support Services - Business	23,285	6,748	-	25,803
Operations & Maintenance	195,342	15,951	19,585	90,205
Pupil Transportation Services	834,445	23,859	27,974	101,097
Support Services - Central	162,400	14,317	1,878	39,480
Support Services - Other	1,589	359	-	1,029
Outgoing Transfers	2,422,205	-	-	834
Total Expenditures	8,917,599	520,162	74,177	1,125,750
Current Change in Fund Balance		(2,787)		(393,291)

10/6/2022
12:36 PM

COOR Intermediate School District				
Career Tech				
Statement of Revenue & Expenditures				
September 30, 2022				
Revenues	Current Budget	Month to Date 9/30/2022	Encumbered Amount	Year to Date 9/30/2022
Local Sources	20,000	10,000		10,000
State Sources	1,727,692	-	-	-
Federal Sources	169,596	-	-	-
Incoming Transfers	395,817	-	-	-
Total Revenues	2,313,105	10,000	-	10,000
Basic Program	215,325	57,325	20,827	93,117
Added Needs	-	-	-	-
Skilled Trades Initiative	163,910	43,055	8,366	52,384
Support Services - Pupil	176,646	7,546	589	8,135
Technology	10,702	10,660	6,026	16,686
General Administration	381,396	22,734	1,286	57,966
Business	1,850	239	-	3,787
Repairs & Maintenance	-	-	-	-
Building Improvements	1,000,000	5,000	9,754	14,754
Outgoing Transfers	252,678	-	-	-
Total Expenditures	2,202,507	146,559	46,848	246,829
Current Change in Fund Balance		(136,559)		(236,829)

10/6/2022
11:40 AM

D. Approve new competitive bidding
threshold to \$28,048 for the 2022-23
fiscal year

31



STATE OF MICHIGAN
DEPARTMENT OF EDUCATION
LANSING

GRETCHEN WHITMER
GOVERNOR

MICHAEL F. RICE, Ph.D.
STATE SUPERINTENDENT

MEMORANDUM

DATE: October 6, 2022
TO: Local and Intermediate School District Superintendents
Public School Academy Directors
FROM: Kyle L. Guerrant, Deputy Superintendent *KG*
Finance and Operations
SUBJECT: FY 2022-23 Thresholds for Competitive Bids, Posting Travel Expenses,
and Value of Awards

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

Sections 623a, 1267, and 1274 (MCLs [380.623a](#), [380.1267](#), and [380.1274](#)) of Michigan’s Revised School Code establish a base above which competitive bids must be obtained for school construction projects (including renovation, repair, or remodeling) and procurement of supplies, materials, and equipment. The laws also provide for an increase in the base amount corresponding to increases in the Consumer Price Index (CPI). The fiscal year 2022-2023 base amount for section 1267 (pertaining to construction, renovation, repair, or remodeling) and the new base for Sections 623a and 1274 (pertaining to procurement of supplies, materials, and equipment) are each \$28,048.

Our analysis shows that the average CPI for the 12-month period ending August 31, 2021, was \$265.45. The similar average for the 12-month period ending August 31, 2022, was \$285.85, a percentage increase of just under 7.7%. Therefore, the fiscal year 2021-2022 base of \$26,046 for Sections 623a, 1267, and 1274 items increases by \$2,002 to \$28,048 for fiscal year 2022-2023.

Section 620(1) of the Revised School Code (MCL [380.620\(1\)](#)) establishes a base above which travel expenses paid with intermediate school district (ISD) funds must be posted to the ISD website. Section 620(1) provides for an increase in the base that corresponds with increases in the CPI. For fiscal year 2022-2023, the base amount of \$4,263 for travel increases by \$328 to \$4,591.

STATE BOARD OF EDUCATION

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There are changes to the limits on the value of awards given by an ISD to an employee, volunteer, or pupil, as well as the value above which an ISD administrator may not accept a gift from a vendor or potential vendor. Section 634 of the Revised School Code (MCL [380.634](#)) places an upper limit on the value of awards given by an ISD to an employee, volunteer, or pupil, as well as the value above which an ISD administrator may not accept a gift from a vendor or potential vendor. The fiscal year 2021-2022 cap of \$148 for awards increases to \$160 for 2022-23, and the cap of \$64 for gifts increases to \$69 due to the increase in the average CPI.

Please note that all the thresholds and caps mentioned in this communication are effective as of October 6, 2022, and are in effect until the next communication revises them. A chart is provided below that summarizes the new amounts, requirements, and sections of the Revised School Code to which they pertain.

If you have any questions, please contact Phil Boone, Office of State Aid and School Finance, at 517-899-0796 or boonep2@michigan.gov.

	Section	Requirement	Base Amount	2005-06 Base	2021-2022 Thresholds	2022-2023 Thresholds
ISD Travel expenditures	620	Posting	\$3,000	\$3,093	\$4,263	\$4,591
ISD Procurement of supplies, materials, and equipment	623a	Comp. Bid	\$17,932	\$18,489	\$26,046	\$28,048
ISD Award value limit	634, 1814	Award Cap	\$100	\$105	\$148	\$160
ISD Gift value limit (monthly)	634	Gift Cap	\$44	\$46	\$64	\$69
School building construction, addition, renovation, or repair	1267	Comp. Bid	\$17,932	\$18,915	\$26,046	\$28,048
School District or PSA Procurement of supplies, materials, and equipment	1274	Comp. Bid	\$17,932	\$18,489	\$26,046	\$28,048

cc: Michigan Education Alliance
 Confederation of Michigan Tribal Education Departments

E. Renew contracts with Great Start Readiness Programs for 2022-23: Charlton Heston, Grayling Cooperative, HLUMC, NEMCSA, NMCAA, RAPS, and WBRC preschools.

34

F. Preschool Program Name	G. Lots	H. Funding
I. Charlton Heston	J. 08	K. \$439,749.00
L. Grayling Cooperative	M. 36	N. \$553,758.00
O. HLUMC	P. 2	Q. \$293,166.00
R. NMCAA	S. 0	T. \$40,717.50
U. RAPS	V. 6	W. \$187,300.50
X. WBRC	Y. 60	Z. \$651,480.00
AA. Totals	BB. 65	CC. \$2,300,538.75

Program	Slots	Funding
Charlton Heston	108	\$439,749.00
Grayling Cooperative	136	\$553,758.00
HLUMC	72	\$293,166.00
NEMCSA	33	\$134,367.75
NMCAA	10	\$40,717.50
RAPS	46	\$187,300.50
WBRC	160	\$651,480.00
Totals	565	\$2,300,538.75

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

This is intended to be a contract between:

Subrecipient: Insert Program Name and Address

And

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

TERM: The term of this contract shall be for a period of Twelve (12) months commencing on October 1, 2022 and shall continue through September 30, 2023.

The Provisions Of This Contract Are As Follows:

C.O.O.R. ISD RESPONSIBILITIES:

GRANT MANAGEMENT & BUDGET

- **COOR ISD** and **Subrecipient** agree to participate in a Consortium to offer Great Start Readiness Program (GSRP) services to at-risk 4 year-old students who reside within the geographic boundaries (which are the school district boundaries of Crawford, Oscoda, Ogemaw, Roscommon) of **COOR ISD**. At-risk 4 year-old students who reside outside of **COOR ISD** geographic boundaries may be served by the Consortium as required by entering into a written agreement with the resident ISD if slots are available from that ISD. This Consortium will be administered and managed by **COOR ISD**.
- **COOR ISD** shall be responsible for completing the GSRP grant application for the consortium, and will complete all required program reports including Financial Reports and other MDE required reports.
- **COOR ISD** shall collect all the required Michigan Student Data System Single Record Student Database (MSDS) data on participating GSRP students and submit the data to the MDE.
- **COOR ISD** shall retain up to **eleven (11) percent** of the total Section 32D, GSRP award from the MDE for managing and administering the GSRP Consortium and to provide an Early Childhood Specialist to manage and supervise the program quality and professional development elements of the GSRP program.
- **COOR ISD** shall pay the subrecipient the sum of **\$8,143.50** per child served in a School-Day GSRP for **__ school-day children** totaling _____ to provide GSRP classroom services. Amendment to the number of children served will be adjusted after the **November 1, 2022** count period.

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

PROGRAM QUALITY

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

DATA AND ASSESSMENT

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

SUBRECIPIENT RESPONSIBILITIES:

PROGRAM REQUIREMENTS

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

CURRICULUM/CHILD ASSESSMENT

- **Subrecipient** shall ensure that all participating GSRP classrooms are utilizing *Creative Curriculum* or *Connect4Learning*. The use of any supplemental curriculum requires approval from C.O.O.R. ISD and MDE per the [Implementation Manual](#).
- **Subrecipient** shall ensure that all participating GSRP students receive developmental screening within two weeks of enrollment into GSRP. **Subrecipient** shall ensure that all students' data is aggregated and submitted to **COOR ISD by the required date**.
- **Subrecipient** shall ensure that all participating GSRP students receive on-going assessment of developmental progress utilizing *Teaching Strategies GOLD*. Classroom teachers shall finalize data on all students, completing a minimum of three checkpoint seasons in a program year. All data must be finalized and provided to **COOR ISD** by the delegated dates of **November 23, 2022, February 24, 2023, and May 26, 2023**.
- **Subrecipient** agrees to provide **COOR ISD** with access to all student progress and assessment data for GSRP students served by this contract.
- **Subrecipient** shall maintain a medium rating or higher on the Classroom Coach score.
- **Subrecipient** shall ensure all programs must maintain a minimum of a 3 star-rating on the Great Start to Quality.
- **Subrecipient** shall implement a team teaching model, all staff are fully engaged in all professional learning opportunities, planning curriculum, implementing curriculum both indoors and outdoors, child assessment and supporting engagement through home visits, conferences, and parent meetings.

PARENT PARTNERSHIPS/EDUCATION

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

- A minimum of two (2) GSRP Advisory Committee meetings per local GSRP site for parents to review required topics per the Michigan Department of Education. The GSRP Advisory Committee will convene as a subcommittee of the School Readiness Advisory and Data Analysis Committee. The local GSRP parent advisory committee also has to have representation from the GSRP teaching staff and support from other GSRP administration. **Subrecipient** is required to submit a list of committee members, sign-in logs, and agendas/minutes to **COOR ISD** for each meeting. See [Parent Advisory Policies](#) for more information.
- Parents shall be provided with both informational and educational services throughout the year.
- Linkages to human service, quality child care, and support agencies in the community.
- Parents shall be afforded every opportunity to participate in the adult and community education programs within the **Subrecipient's** local school district.
- **Subrecipient** shall provide collaborative kindergarten transition meetings for GSRP students.
- See [Monitoring Sub-recipients](#) for more information.

GRANT MANAGEMENT & BUDGET

- **Subrecipient** shall continue a robust outreach, recruitment, and enrollment system to be operationalized throughout the 2022-23 school year. The subrecipient will make every attempt to enroll all eligible children to the greatest extent possible. **If there are unserved eligible children on the subrecipient's waitlist, the budget will reflect the actual number of children enrolled.**
- All communication between Subrecipient Finance Manager and COOR ISD will be electronic through email communication and attachments to the Early Childhood Supervisor at keithk@coorisd.net.
- **Subrecipient** shall provide **COOR ISD** with a budget detail for the proposed GSRP expenditures by the requested date of October 14, 2022 and a final expenditure report detailing the actual expenses incurred in providing the GSRP program by **October 30, 2023**
- **Subrecipient** will agree to keep detailed budget records of expenditures and will supply records to **COOR ISD** upon request. The **Subrecipient** agrees to adhere to all of the budget guidelines as put forth in the [GSRP Implementation Manual](#).
- **Subrecipient** agrees that all non-consumable materials/items purchased with GSRP funds will be labeled with "**Property of COOR ISD GSRP.**"

- **Subrecipient** will maintain an up-to-date accurate inventory list with all non-consumable materials purchased with GSRP funds.
- **Subrecipient** will invoice **COOR ISD** actual expenses and documentation using the template provided by **COOR ISD** due to Early Childhood Supervisor, by the **first of each month. Reimbursement requests need to be submitted monthly. If this expectation is not met, all GSRP funds will be held and a mandatory meeting with the COOR ISD superintendent, Early Childhood Supervisor, and all Subrecipient administrators/finance people will be scheduled to create an action plan.**
- Any tuition funds(sliding scale fees) that have been unspent by **June 30, 2023** may be recaptured and utilized at the discretion of **COOR ISD** to benefit GSRP classrooms.
- **Subrecipient** may carry over a maximum of **\$5,000** to the next contract year. Any other desired amount above \$5,000 will need to be considered for approval by COOR ISD. Carry over must be spent by June 30th of the following grant year. Any unspent carry over funds as of June 1 will be recaptured and utilized at the discretion of COOR ISD to benefit GSRP classrooms.
- **Subrecipient** agrees to charge tuition to any student enrolled when the family income is above 250% of the federal poverty level. The tuition fees must meet the requirements set by **COOR ISD** based on the [sliding fee scale](#) and the implementation guidelines. Payments must be collected monthly by each site and then used to purchase materials and/or services directly related to the GSRP programming. A **monthly or bi-monthly report** is due to **COOR ISD** regarding the collection of fees and expenditures on the template provided by **COOR ISD**. Tuition may not be charged to children with a family income below 250% of the federal poverty level or to any child with an IEP. If the reporting is not done, COOR ISD will recapture the unspent reported funds.
- Review the [Fiscal Policies and Review](#) for more information.
- **Subrecipient** must be fully enrolled by **November 1, 2022 or MDE's designated date**. If assigned slots are unfilled as of **November 1, 2022**, **COOR ISD** reserves the right to reassign unused slots to another subrecipient and transfer the annual per child reimbursement award. Full enrollment must be maintained and **Subrecipient** will only be funded for the number of certified children entered into MSDS. If **Subrecipient** does not fill all the slots on the appointed Michigan Department of Education count day, a deduction of funds may occur.
 - COOR ISD reserves the right to use unfilled slot funds for the betterment of GSRP
 - **If there are unserved eligible children on the subrecipient's waitlist, the budget will reflect the actual number of children enrolled. Flexible funding will be considered by the ISD if the subrecipient has**

sufficient evidence to verify robust recruitment and all eligible children are served.

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

AGREEMENT TERMS:

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

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

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

Signed:

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

GREAT START READINESS PROGRAM CONSORTIUM: AGENCY SUBCONTRACT AGREEMENT

This is intended to be a contract between:

Subrecipient: Charlton Heston Academy
1350 N St Helen Rd., St. Helen, MI 48656

And

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

TERM: The term of this contract shall be for a period of Twelve (12) months commencing on October 1, 2022 and shall continue through September 30, 2023.

The Provisions Of This Contract Are As Follows:

C.O.O.R. ISD RESPONSIBILITIES:

GRANT MANAGEMENT & BUDGET

- **COOR ISD** and **Subrecipient** agree to participate in a Consortium to offer Great Start Readiness Program (GSRP) services to at-risk 4 year-old students who reside within the geographic boundaries (which are the school district boundaries of Crawford, Oscoda, Ogemaw, Roscommon) of **COOR ISD**. At-risk 4 year-old students who reside outside of **COOR ISD** geographic boundaries may be served by the Consortium as required by entering into a written agreement with the resident ISD if slots are available from that ISD. This Consortium will be administered and managed by **COOR ISD**.
- **COOR ISD** shall be responsible for completing the GSRP grant application for the consortium, and will complete all required program reports including Financial Reports and other MDE required reports.
- **COOR ISD** shall collect all the required Michigan Student Data System Single Record Student Database (MSDS) data on participating GSRP students and submit the data to the MDE.
- **COOR ISD** shall retain up to **eleven (11) percent** of the total Section 32D, GSRP award from the MDE for managing and administering the GSRP Consortium and to provide an Early Childhood Specialist to manage and supervise the program quality and professional development elements of the GSRP program.
- **COOR ISD** shall pay the subrecipient the sum of **\$8,143.50** per child served in a School-Day GSRP for **54 school-day children** totaling **\$439,749.00** to provide GSRP classroom services. Amendment to the number of children served will be adjusted after the **November 1, 2022** count period.

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

PROGRAM QUALITY

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

DATA AND ASSESSMENT

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

SUBRECIPIENT RESPONSIBILITIES:

PROGRAM REQUIREMENTS

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

CURRICULUM/CHILD ASSESSMENT

- **Subrecipient** shall ensure that all participating GSRP classrooms are utilizing *Creative Curriculum* or *Connect4Learning*. The use of any supplemental curriculum requires approval from C.O.O.R. ISD and MDE per the [Implementation Manual](#).
- **Subrecipient** shall ensure that all participating GSRP students receive developmental screening within two weeks of enrollment into GSRP. **Subrecipient** shall ensure that all students' data is aggregated and submitted to **COOR ISD by the required date**.
- **Subrecipient** shall ensure that all participating GSRP students receive on-going assessment of developmental progress utilizing *Teaching Strategies GOLD*. Classroom teachers shall finalize data on all students, completing a minimum of three checkpoint seasons in a program year. All data must be finalized and provided to **COOR ISD** by the delegated dates of **November 23, 2022, February 24, 2023, and May 26, 2023**.
- **Subrecipient** agrees to provide **COOR ISD** with access to all student progress and assessment data for GSRP students served by this contract.
- **Subrecipient** shall maintain a medium rating or higher on the Classroom Coach score.
- **Subrecipient** shall ensure all programs must maintain a minimum of a 3 star-rating on the Great Start to Quality.
- **Subrecipient** shall implement a team teaching model, all staff are fully engaged in all professional learning opportunities, planning curriculum, implementing curriculum both indoors and outdoors, child assessment and supporting engagement through home visits, conferences, and parent meetings.

PARENT PARTNERSHIPS/EDUCATION

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

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

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

GRANT MANAGEMENT & BUDGET

- **Subrecipient** shall continue a robust outreach, recruitment, and enrollment system to be operationalized throughout the 2022-23 school year. The subrecipient will make every attempt to enroll all eligible children to the greatest extent possible. **If there are unserved eligible children on the subrecipient's waitlist, the budget will reflect the actual number of children enrolled.**
- All communication between Subrecipient Finance Manager and COOR ISD will be electronic through email communication and attachments to the Early Childhood Supervisor at keithk@coorisd.net.
- **Subrecipient** shall provide **COOR ISD** with a budget detail for the proposed GSRP expenditures by the requested date of October 14, 2022 and a final expenditure report detailing the actual expenses incurred in providing the GSRP program by **October 30, 2023**
- **Subrecipient** will agree to keep detailed budget records of expenditures and will supply records to **COOR ISD** upon request. The **Subrecipient** agrees to adhere to all of the budget guidelines as put forth in the [GSRP Implementation Manual](#).
- **Subrecipient** agrees that all non-consumable materials/items purchased with GSRP funds will be labeled with “**Property of COOR ISD GSRP.**”
- **Subrecipient** will maintain an up-to-date accurate inventory list with all non-consumable materials purchased with GSRP funds.

- **Subrecipient** will invoice **COOR ISD** actual expenses and documentation using the template provided by **COOR ISD** due to Early Childhood Supervisor, by the **first of each month**. **Reimbursement requests need to be submitted monthly. If this expectation is not met, all GSRP funds will be held and a mandatory meeting with the COOR ISD superintendent, Early Childhood Supervisor, and all Subrecipient administrators/finance people will be scheduled to create an action plan.**
- Any tuition funds(sliding scale fees) that have been unspent by **June 30, 2023** may be recaptured and utilized at the discretion of **COOR ISD** to benefit GSRP classrooms.
- **Subrecipient** may carry over a maximum of **\$5,000** to the next contract year. Any other desired amount above \$5,000 will need to be considered for approval by COOR ISD. Carry over must be spent by June 30th of the following grant year. Any unspent carry over funds as of June 1 will be recaptured and utilized at the discretion of COOR ISD to benefit GSRP classrooms.
- **Subrecipient** agrees to charge tuition to any student enrolled when the family income is above 250% of the federal poverty level. The tuition fees must meet the requirements set by **COOR ISD** based on the [sliding fee scale](#) and the implementation guidelines. Payments must be collected monthly by each site and then used to purchase materials and/or services directly related to the GSRP programming. A **monthly or bi-monthly report** is due to **COOR ISD** regarding the collection of fees and expenditures on the template provided by **COOR ISD**. Tuition may not be charged to children with a family income below 250% of the federal poverty level or to any child with an IEP. If the reporting is not done, COOR ISD will recapture the unspent reported funds.
- Review the [Fiscal Policies and Review](#) for more information.
- **Subrecipient** must be fully enrolled by **November 1, 2022 or MDE's designated date**. If assigned slots are unfilled as of **November 1, 2022**, **COOR ISD** reserves the right to reassign unused slots to another subrecipient and transfer the annual per child reimbursement award. Full enrollment must be maintained and **Subrecipient** will only be funded for the number of certified children entered into MSDS. If **Subrecipient** does not fill all the slots on the appointed Michigan Department of Education count day, a deduction of funds may occur.
 - COOR ISD reserves the right to use unfilled slot funds for the betterment of GSRP
 - **If there are unserved eligible children on the subrecipient's waitlist, the budget will reflect the actual number of children enrolled. Flexible funding will be considered by the ISD if the subrecipient has sufficient evidence to verify robust recruitment and all eligible children are served.**
- **Subrecipient** shall ensure that the administrative fees charged to the grant do not exceed a reasonable amount of the total allocation per [MDE guidelines](#).

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

AGREEMENT TERMS:

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

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

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

Signed:

 Local District Superintendent or Agency Representative	Date: 9/26/22
Local District or Agency Business Manager	Date:
Shawn Petri Superintendent, C.O.O.R. ISD	Date:
 Katie L. Keith Early Childhood Supervisor, C.O.O.R. ISD	Date: <u>10/4/22</u>

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

Signed:

<p><i>Gina Brunskill</i> Local District Superintendent or Agency Representative</p>	<p><i>[Signature]</i> Date: 9.26.22</p>
<p><i>Carmen Michels</i> Local District or Agency Business Manager</p>	<p><i>Carmen Michels</i> Date: 9.26.22</p>
<p><i>[Signature]</i> Shawn Petri Superintendent, C.O.O.R. ISD</p>	<p><i>[Signature]</i> 9/29/22 Date: <i>[Signature]</i></p>
<p><i>Katie L. Keith</i> Katie L. Keith Early Childhood Supervisor, C.O.O.R. ISD</p>	<p>Date: 9/27/22</p>



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

This is intended to be a contract between:

Subrecipient: Houghton Lake United Methodist Church
7059 W Houghton Lake Drive, Houghton Lake, MI 48629

And

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

TERM: The term of this contract shall be for a period of Twelve (12) months commencing on October 1, 2022 and shall continue through September 30, 2023.

The Provisions Of This Contract Are As Follows:

C.O.O.R. ISD RESPONSIBILITIES:

GRANT MANAGEMENT & BUDGET

- **COOR ISD** and **Subrecipient** agree to participate in a Consortium to offer Great Start Readiness Program (GSRP) services to at-risk 4 year-old students who reside within the geographic boundaries (which are the school district boundaries of Crawford, Oscoda, Ogemaw, Roscommon) of **COOR ISD**. At-risk 4 year-old students who reside outside of **COOR ISD** geographic boundaries may be served by the Consortium as required by entering into a written agreement with the resident ISD if slots are available from that ISD. This Consortium will be administered and managed by **COOR ISD**.
- **COOR ISD** shall be responsible for completing the GSRP grant application for the consortium, and will complete all required program reports including Financial Reports and other MDE required reports.
- **COOR ISD** shall collect all the required Michigan Student Data System Single Record Student Database (MSDS) data on participating GSRP students and submit the data to the MDE.
- **COOR ISD** shall retain up to **eleven (11) percent** of the total Section 32D, GSRP award from the MDE for managing and administering the GSRP Consortium and to provide an Early Childhood Specialist to manage and supervise the program quality and professional development elements of the GSRP program.
- **COOR ISD** shall pay the subrecipient the sum of **\$8,143.50** per child served in a School-Day GSRP for **36 school-day children** totaling **\$293,166.00** to provide GSRP classroom services. Amendment to the number of children served will be adjusted after the **November 1, 2022** count period.



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

PROGRAM QUALITY

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

DATA AND ASSESSMENT

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



SUBRECIPIENT RESPONSIBILITIES:

PROGRAM REQUIREMENTS

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

- **Subrecipient** shall pay all registration expenses associated with the *Teaching Strategies GOLD* online child assessment system.

3



CURRICULUM/CHILD ASSESSMENT

- **Subrecipient** shall ensure that all participating GSRP classrooms are utilizing *Creative Curriculum* or *Connect4Learning*. The use of any supplemental curriculum requires approval from C.O.O.R. ISD and MDE per the [Implementation Manual](#).
- **Subrecipient** shall ensure that all participating GSRP students receive developmental screening within two weeks of enrollment into GSRP. **Subrecipient** shall ensure that all students' data is aggregated and submitted to **COOR ISD by the required date**.
- **Subrecipient** shall ensure that all participating GSRP students receive on-going assessment of developmental progress utilizing *Teaching Strategies GOLD*. Classroom teachers shall finalize data on all students, completing a minimum of three checkpoint seasons in a program year. All data must be finalized and provided to **COOR ISD** by the delegated dates of **November 23, 2022, February 24, 2023, and May 26, 2023**.
- **Subrecipient** agrees to provide **COOR ISD** with access to all student progress and assessment data for GSRP students served by this contract.
- **Subrecipient** shall maintain a medium rating or higher on the Classroom Coach score.
- **Subrecipient** shall ensure all programs must maintain a minimum of a 3 star-rating on the Great Start to Quality.
- **Subrecipient** shall implement a team teaching model, all staff are fully engaged in all professional learning opportunities, planning curriculum, implementing curriculum both indoors and outdoors, child assessment and supporting engagement through home visits, conferences, and parent meetings.

PARENT PARTNERSHIPS/EDUCATION

- Parent education and partnerships shall be an overriding theme of the GSRP. Strong focus shall be placed on child development, parental expectations, development of self-esteem, child management techniques, and the importance of family literacy practices. Parent partnership activities must include, but are not limited to the following:
- A minimum of two (2) parent-teacher conferences shall be held annually as well as two (2) home visitations by the child's teacher.
- Parent representation on the School Readiness Advisory and Data Analysis Committee

and Great Start Collaborative per Michigan Department of Education guidelines in order to include parents at the center of program decision-making.

- A minimum of two (2) GSRP Advisory Committee meetings per local GSRP site for parents to review required topics per the Michigan Department of Education. The GSRP Advisory Committee will convene as a subcommittee of the School Readiness Advisory

4



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

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

GRANT MANAGEMENT & BUDGET

- **Subrecipient** shall continue a robust outreach, recruitment, and enrollment system to be operationalized throughout the 2022-23 school year. The subrecipient will make every attempt to enroll all eligible children to the greatest extent possible. **If there are unserved eligible children on the subrecipient's waitlist, the budget will reflect the actual number of children enrolled.**
- All communication between Subrecipient Finance Manager and COOR ISD will be electronic through email communication and attachments to the Early Childhood Supervisor at keithk@coorisd.net.
- **Subrecipient** shall provide **COOR ISD** with a budget detail for the proposed GSRP expenditures by the requested date of October 14, 2022 and a final expenditure report detailing the actual expenses incurred in providing the GSRP program by **October 30, 2023**
- **Subrecipient** will agree to keep detailed budget records of expenditures and will supply records to **COOR ISD** upon request. The **Subrecipient** agrees to adhere to all of the budget guidelines as put forth in the [GSRP Implementation Manual](#).

56

- **Subrecipient** agrees that all non-consumable materials/items purchased with GSRP funds will be labeled with “**Property of COOR ISD GSRP.**”
- **Subrecipient** will maintain an up-to-date accurate inventory list with all non-consumable materials purchased with GSRP funds.

5



- **Subrecipient** will invoice **COOR ISD** actual expenses and documentation using the template provided by **COOR ISD** due to Early Childhood Supervisor, by the **first of each month**. **Reimbursement requests need to be submitted monthly. If this expectation is not met, all GSRP funds will be held and a mandatory meeting with the COOR ISD superintendent, Early Childhood Supervisor, and all Subrecipient administrators/finance people will be scheduled to create an action plan.**
- Any tuition funds(sliding scale fees) that have been unspent by **June 30, 2023** may be recaptured and utilized at the discretion of **COOR ISD** to benefit GSRP classrooms.
- **Subrecipient** may carry over a maximum of **\$5,000** to the next contract year. Any other desired amount above \$5,000 will need to be considered for approval by COOR ISD. Carry over must be spent by June 30th of the following grant year. Any unspent carry over funds as of June 1 will be recaptured and utilized at the discretion of COOR ISD to benefit GSRP classrooms.
- **Subrecipient** agrees to charge tuition to any student enrolled when the family income is above 250% of the federal poverty level. The tuition fees must meet the requirements set by **COOR ISD** based on the [sliding fee scale](#) and the implementation guidelines. Payments must be collected monthly by each site and then used to purchase materials and/or services directly related to the GSRP programming. A **monthly or bi-monthly report** is due to **COOR ISD** regarding the collection of fees and expenditures on the template provided by **COOR ISD**. Tuition may not be charged to children with a family income below 250% of the federal poverty level or to any child with an IEP. If the reporting is not done, COOR ISD will recapture the unspent reported funds.
- Review the [Fiscal Policies and Review](#) for more information.
- **Subrecipient** must be fully enrolled by **November 1, 2022 or MDE’s designated date.** If assigned slots are unfilled as of **November 1, 2022,** **COOR ISD** reserves the right to reassign unused slots to another subrecipient and transfer the annual per child reimbursement award. Full enrollment must be maintained and **Subrecipient** will only be funded for the number of certified children entered into MSDS. If **Subrecipient** does not fill all the slots on the appointed Michigan Department of Education count day, a deduction of funds may occur.
 - COOR ISD reserves the right to use unfilled slot funds for the betterment of GSRP
 - **If there are unserved eligible children on the subrecipient’s waitlist, the budget will reflect the actual number of children enrolled. Flexible funding**

57

will be considered by the ISD if the subrecipient has sufficient evidence to verify robust recruitment and all eligible children are served.

- **Subrecipient** shall ensure that the administrative fees charged to the grant do not exceed a reasonable amount of the total allocation per [MDE guidelines](#).

6



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

AGREEMENT TERMS:

This Agreement is subject to all of the conditions and terms expressed below: ● If the grant from the MDE under which this Agreement is funded is terminated or suspended, or it has been determined that **Subrecipient** has not met the conditions of this Agreement, **COOR ISD** shall have the right to suspend or terminate this Agreement by providing 60 days advance written notice to **Subrecipient** and specify the effective date thereof. Upon the suspension/termination, **COOR ISD** assumes full responsibilities under this grant with MDE.

- If **Subrecipient** is unable or unwilling to comply with existing or additional conditions and terms as may be lawfully applied by MDE, **Subrecipient** may suspend or terminate the Agreement by providing 60 days advance written notice to **COOR ISD** and specify the effective date. Upon suspension/termination, **COOR ISD** assumes full responsibilities under this grant with MDE.

58

- In the event of termination by either party, all property, equipment, finished and unfinished documents, data, and reports purchased with grant dollars or prepared by **Subrecipient** under this or previous Agreement(s) shall, at the option of **COOR ISD** become the property of **COOR ISD**.



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

Signed:

<p>Local District Superintendent or Agency Representative Date:</p>
<p>Local District or Agency Business Manager Date: 09/27/2022 <i>Kristin Carrick-Myers</i></p>
<p>Shawn Petri Superintendent, C.O.O.R. ISD Date:</p>
<p>Katie L. Keith <i>Katie Keith</i> Date: 10/4/22 Early Childhood Supervisor, C.O.O.R. ISD Date:</p>



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

This is intended to be a contract between:

Subrecipient: NMCAA, Roscommon Head Start/GSRP Blend
418 S. Cedar St. Kalkaska, MI 49646

And

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

TERM: The term of this contract shall be for a period of Twelve (12) months commencing on October 1, 2022 and shall continue through September 30, 2023.

The Provisions Of This Contract Are As Follows:

C.O.O.R. ISD RESPONSIBILITIES:

GRANT MANAGEMENT & BUDGET

- **COOR ISD** and **Subrecipient** agree to participate in a Consortium to offer Great Start Readiness Program (GSRP) services to at-risk 4 year-old students who reside within the geographic boundaries (which are the school district boundaries of Crawford, Oscoda, Ogemaw, Roscommon) of **COOR ISD**. At-risk 4 year-old students who reside outside of **COOR ISD** geographic boundaries may be served by the Consortium as required by entering into a written agreement with the resident ISD if slots are available from that ISD. This Consortium will be administered and managed by **COOR ISD**.
- **COOR ISD** shall be responsible for completing the GSRP grant application for the consortium, and will complete all required program reports including Financial Reports and other MDE required reports.
- **COOR ISD** shall collect all the required Michigan Student Data System Single Record Student Database (MSDS) data on participating GSRP students and submit the data to the MDE.
- **COOR ISD** shall retain up to **eleven (11) percent** of the total Section 32D, GSRP award from the MDE for managing and administering the GSRP Consortium and to provide an Early Childhood Specialist to manage and supervise the program quality and professional development elements of the GSRP program.
- **COOR ISD** shall pay the subrecipient the sum of **\$4,071.75** per child served in a School-Day Head Start GSRP/Blend for **10 blended children** totaling **\$40,717.50** to provide GSRP classroom services. Amendment to the number of children served will be



adjusted after the **November 1, 2022** count period.

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

PROGRAM QUALITY

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

DATA AND ASSESSMENT

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



SUBRECIPIENT RESPONSIBILITIES:

PROGRAM REQUIREMENTS

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



CURRICULUM/CHILD ASSESSMENT

- **Subrecipient** shall ensure that all participating GSRP classrooms are utilizing *Creative Curriculum or Connct4Learning*. The use of any supplemental curriculum requires approval from C.O.O.R. ISD and MDE per the [Implementation Manual](#).
- **Subrecipient** shall ensure that all participating GSRP students receive developmental screening within two weeks of enrollment into GSRP. **Subrecipient** shall ensure that all students' data is aggregated and submitted to **COOR ISD by the required date**.
- **Subrecipient** shall ensure that all participating GSRP students receive on-going assessment of developmental progress utilizing *Teaching Strategies GOLD*. Classroom teachers shall finalize data on all students, completing a minimum of three checkpoint seasons in a program year. All data must be finalized and provided to **COOR ISD** by the delegated dates of **November 23, 2022, February 24, 2023, and May 26, 2023**.
- **Subrecipient** agrees to provide **COOR ISD** with access to all student progress and assessment data for GSRP students served by this contract.
- **Subrecipient** shall maintain a medium rating or higher on the Classroom Coach score.
- **Subrecipient** shall ensure all programs must maintain a minimum of a 3 star-rating on the Great Start to Quality.
- **Subrecipient** shall implement a team teaching model, all staff are fully engaged in all professional learning opportunities, planning curriculum, implementing curriculum both indoors and outdoors, child assessment and supporting engagement through home visits, conferences, and parent meetings.

PARENT PARTNERSHIPS/EDUCATION

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



- A minimum of two (2) GSRP Advisory Committee meetings per local GSRP site for parents to review required topics per the Michigan Department of Education. The GSRP Advisory Committee will convene as a subcommittee of the School Readiness Advisory and Data Analysis Committee. The local GSRP parent advisory committee also has to have representation from the GSRP teaching staff and support from other GSRP administration. **Subrecipient** is required to submit a list of committee members, sign-in logs, and agendas/minutes to **COOR ISD** for each meeting. See [Parent Advisory Policies](#) for more information.
- Parents shall be provided with both informational and educational services throughout the year.
- Linkages to human service, quality child care, and support agencies in the community.
- Parents shall be afforded every opportunity to participate in the adult and community education programs within the **Subrecipient's** local school district.
- **Subrecipient** shall provide collaborative kindergarten transition meetings for GSRP students.
- See [Monitoring Sub-recipients](#) for more information.

GRANT MANAGEMENT & BUDGET

- **Subrecipient** shall continue a robust outreach, recruitment, and enrollment system to be operationalized throughout the 2022-23 school year. The subrecipient will make every attempt to enroll all eligible children to the greatest extent possible. **If there are unserved eligible children on the subrecipient's waitlist, the budget will reflect the actual number of children enrolled.**
- All communication between Subrecipient Finance Manager and COOR ISD will be electronic through email communication and attachments to the Early Childhood Supervisor at keithk@coorisd.net.
- **Subrecipient** shall provide **COOR ISD** with a budget detail for the proposed GSRP expenditures by the requested date of October 14, 2022 and a final expenditure report detailing the actual expenses incurred in providing the GSRP program by **October 30, 2023**
- **Subrecipient** will agree to keep detailed budget records of expenditures and will supply records to **COOR ISD** upon request. The **Subrecipient** agrees to adhere to all of the budget guidelines as put forth in the [GSRP Implementation Manual](#).
- **Subrecipient** agrees that all non-consumable materials/items purchased with GSRP funds will be labeled with "**Property of COOR ISD GSRP.**"



- **Subrecipient** will maintain an up-to-date accurate inventory list with all non-consumable materials purchased with GSRP funds.
- **Subrecipient** will invoice **COOR ISD** actual expenses and documentation using the template provided by **COOR ISD** due to Early Childhood Supervisor, by the **first of each month**. **Reimbursement requests need to be submitted monthly. If this expectation is not met, all GSRP funds will be held and a mandatory meeting with the COOR ISD superintendent, Early Childhood Supervisor, and all Subrecipient administrators/finance people will be scheduled to create an action plan.**
- Any tuition funds(sliding scale fees) that have been unspent by **June 30, 2023** may be recaptured and utilized at the discretion of **COOR ISD** to benefit GSRP classrooms.
- **Subrecipient** may carry over a maximum of **\$5,000** to the next contract year. Any other desired amount above \$5,000 will need to be considered for approval by COOR ISD. Carry over must be spent by June 30th of the following grant year. Any unspent carry over funds as of June 1 will be recaptured and utilized at the discretion of COOR ISD to benefit GSRP classrooms.
- **Subrecipient** agrees to charge tuition to any student enrolled when the family income is above 250% of the federal poverty level. The tuition fees must meet the requirements set by **COOR ISD** based on the [sliding fee scale](#) and the implementation guidelines. Payments must be collected monthly by each site and then used to purchase materials and/or services directly related to the GSRP programming. A **monthly or bi-monthly report** is due to **COOR ISD** regarding the collection of fees and expenditures on the template provided by **COOR ISD**. Tuition may not be charged to children with a family income below 250% of the federal poverty level or to any child with an IEP. If the reporting is not done, COOR ISD will recapture the unspent reported funds.
- Review the [Fiscal Policies and Review](#) for more information.
- **Subrecipient** must be fully enrolled by **November 1, 2022 or MDE's designated date**. If assigned slots are unfilled as of **November 1, 2022**, **COOR ISD** reserves the right to reassign unused slots to another subrecipient and transfer the annual per child reimbursement award. Full enrollment must be maintained and **Subrecipient** will only be funded for the number of certified children entered into MSDS. If **Subrecipient** does not fill all the slots on the appointed Michigan Department of Education count day, a deduction of funds may occur.
 - COOR ISD reserves the right to use unfilled slot funds for the betterment of GSRP
 - **If there are unserved eligible children on the subrecipient's waitlist, the budget will reflect the actual number of children enrolled. Flexible funding will be considered by the ISD if the subrecipient has sufficient evidence to verify robust recruitment and all eligible children are served.**



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

AGREEMENT TERMS:

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

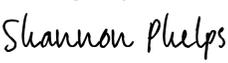
- If the grant from the MDE under which this Agreement is funded is terminated or suspended, or it has been determined that **Subrecipient** has not met the conditions of this Agreement, **COOR ISD** shall have the right to suspend or terminate this Agreement by providing 60 days advance written notice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



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

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

Signed:

<p>DocuSigned by:  <small>89BD2C5DA6E4E4</small> Local District Superintendent or Agency Representative</p>	<p>Date: 9/26/2022</p>
<p>DocuSigned by:  <small>ABD237E1CFBC40A</small> Local District or Agency Business Manager</p>	<p>Date: 9/28/2022</p>
<p>Shawn Petri Superintendent, C.O.O.R. ISD</p>	<p>Date:</p>
<p> Katie L. Keith Early Childhood Supervisor, C.O.O.R. ISD</p>	<p>Date: <u>9/29/22</u></p>



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

This is intended to be a contract between:

Subrecipient: Roscommon Area Public Schools
P.O. Box 825, 299 W. Sunset Dr., Roscommon, MI 48653

And

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

TERM: The term of this contract shall be for a period of Twelve (12) months commencing on October 1, 2022 and shall continue through September 30, 2023.

The Provisions Of This Contract Are As Follows:

C.O.O.R. ISD RESPONSIBILITIES:

GRANT MANAGEMENT & BUDGET

- **COOR ISD and Subrecipient agree to participate in a Consortium to offer Great Start Readiness Program (GSRP) services to at-risk 4 year-old students who reside within the geographic boundaries (which are the school district boundaries of Crawford, Oscoda, Ogemaw, Roscommon) of COOR ISD. At-risk 4 year-old students who reside outside of COOR ISD geographic boundaries may be served by the Consortium as required by entering into a written agreement with the resident ISD if slots are available from that ISD. This Consortium will be administered and managed by COOR ISD.**
- **COOR ISD shall be responsible for completing the GSRP grant application for the consortium, and will complete all required program reports including Financial Reports and other MDE required reports.**
- **COOR ISD shall collect all the required Michigan Student Data System Single Record Student Database (MSDS) data on participating GSRP students and submit the data to the MDE.**
- **COOR ISD shall retain up to eleven (11) percent of the total Section 32D, GSRP award from the MDE for managing and administering the GSRP Consortium and to provide an Early Childhood Specialist to manage and supervise the program quality and professional development elements of the GSRP program.**
- **COOR ISD shall pay the subrecipient the sum of \$8,143.50 per child served in a School-Day GSRP for 23 school-day children totaling \$187,300.50 to provide GSRP classroom services. Amendment to the number of children served will be adjusted after the November 1, 2022 count period.**



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

PROGRAM QUALITY

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

DATA AND ASSESSMENT

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

SUBRECIPIENT RESPONSIBILITIES:

PROGRAM REQUIREMENTS

- **Subrecipient shall ensure that enrolled four-year old children within the service area receive a quality classroom-based Great Start Readiness Program (GSRP) preschool experience. The students shall receive at least 128 days/32 weeks of classroom-based programming as required by the MDE, with the exception of new classrooms receiving at least 80 days/20 weeks of classroom-based programming. Canceled class sessions due to unforeseen circumstances (snow days, etc.) that impact meeting the minimum amount of days/weeks of classroom-based programming shall be made up.**
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- **Subrecipient shall pay all registration expenses associated with the *Teaching Strategies GOLD* online child assessment system.**



CURRICULUM/CHILD ASSESSMENT

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- **Parent education and partnerships shall be an overriding theme of the GSRP. Strong focus shall be placed on child development, parental expectations, development of self-esteem, child management techniques, and the importance of family literacy practices. Parent partnership activities must include, but are not limited to the following:**
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and Data Analysis Committee. The local GSRP parent advisory committee also has to have representation from the GSRP teaching staff and support from other GSRP administration. **Subrecipient** is required to submit a list of committee members, sign-in logs, and agendas/minutes to **COOR ISD** for each meeting. See Parent Advisory Policies for more information.

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- **CBO Subrecipient is responsible for providing COOR ISD all necessary information set for by CEPI and MSDS for student count. Subrecipient will prepare reports in the format outlined by COOR ISD for MSDS data submission. Subrecipient will work collaboratively to ensure all data is correct and without error. The Subrecipient shall furnish program-related reports to COOR ISD in a manner so that the State of Michigan timeline requirements of the grant are met.**
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AGREEMENT TERMS:

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

- **If the grant from the MDE under which this Agreement is funded is terminated or suspended, or it has been determined that Subrecipient has not met the conditions of this Agreement, COOR ISD shall have the right to suspend or terminate this Agreement by providing 60 days advance written notice to Subrecipient and specify the effective date thereof. Upon the suspension/termination, COOR ISD assumes full responsibilities under this grant with MDE.**
- **If Subrecipient is unable or unwilling to comply with existing or additional conditions and terms as may be lawfully applied by MDE, Subrecipient may suspend or terminate the Agreement by providing 60 days advance written notice to COOR ISD and specify the effective date. Upon suspension/termination, COOR ISD assumes full responsibilities under this grant with MDE.**
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- During the term of this Agreement, both parties agree to keep confidential all information including any such information and material relating to any parent, child, vendor, licensee, or other party transacting business with either party, and not to release, use or disclose the same, except with the prior written permission of either party or as required by law including but not limited to FOIA.
- Disputes arising from or relating to this Agreement must be presented to the parties' Directors and Superintendents, in writing, for discussion and informal resolution. Such disputes must identify the provision in dispute or provisions in dispute, the full relief requested and all of the facts and circumstances supporting the requested relief, including the names of all witnesses and relevant documents. If the issues cannot be resolved collectively between COOR ISD and the Subrecipient, then it can be submitted to the COOR ISD Board of Education to resolve these issues.

Signed:

 Catherine Kachur Local District Superintendent or Agency Representative	Date: 9-28-22
 Karen Emmond Local District or Agency Business Manager	Date: 9.28.22
 Shawn Petri Superintendent, C.O.O.R. ISD	Date: 10/3/22
 Katie L. Keith Early Childhood Supervisor, C.O.O.R. ISD	Date: 10/3/22

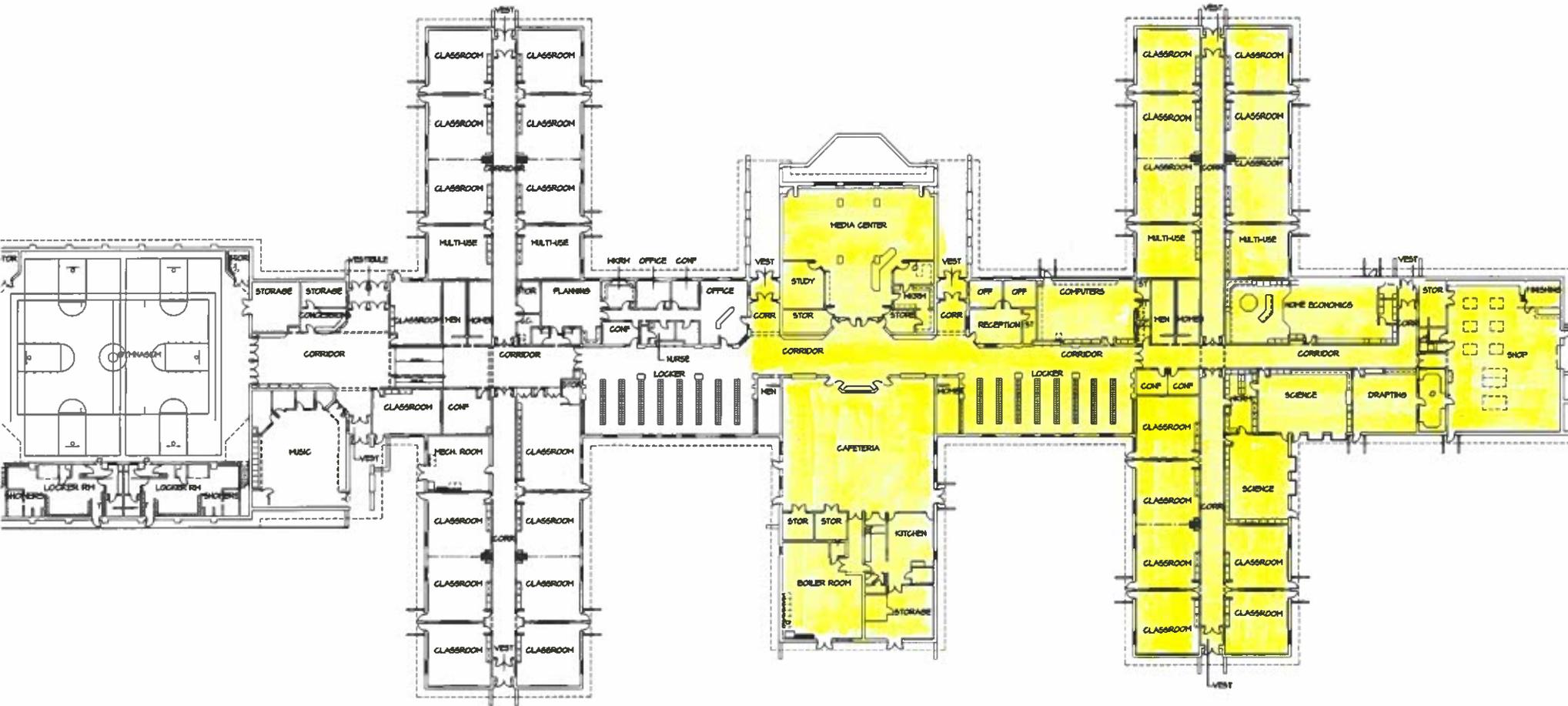
DD. Renew retainer agreement with Clark Hill PLC for Special Education, 504 plan, and American Disabilities Act (ADA) legal guidance and related services for the 2022-2023 school year. The cost of the retainer is \$499.99

7. **Action Items**

A. Approve the amended lease agreement with Roscommon Area Public Schools for the Career & Technical Education programs at Roscommon Middle School, as amended.
Files updated 10-19-22

78

Common Areas Highlighted



1 ROSCOMMON MIDDLE SCHOOL COMPOSITE FLOOR PLAN
SCALE: 3/8" = 1'-0"

LEASE AGREEMENT

This Lease Agreement (“Lease”), effective this 19th day of October, 2022 (the “Effective Date”), concerns the lease by the Roscommon Area Public Schools, a Michigan general powers school district organized and operating under the Revised School Code, MCL 380.1, et seq., as amended, whose address is 299H W. Sunset Drive, Roscommon, Michigan 48653-0825 (“RAPS”) to the Crawford-Oscoda-Ogemaw-Roscommon Intermediate School District, a Michigan intermediate school district organized and operating under the Revised School Code, MCL 380.1, et seq., as amended, whose address is 11051 Cut Road, Roscommon, Michigan 48653-0827 (“ISD”) (individually, a “Party” and collectively, the “Parties”), of the real property and common areas as generally demarcated in the drawings that are attached hereto and made a part hereof as Attachment A (collectively, the “Premises”). The Premises are located at what is commonly known as the “Roscommon Middle School Property” (sometimes collectively, the “Buildings”), and owned by RAPS. The ISD will be constructing classrooms and related facilities on the real property generally described in the drawings, with these facilities becoming a condominium unit owned by the ISD as provided in Paragraph 9, herein. The parties agree to the following terms and conditions:

1. **Use of Premises.** The ISD shall use the Premises, together with associated common areas, for its Career and Technical Education, and other educational uses, including shared classroom, laboratory, and office space (collectively, the “ISD Uses”). RAPS may use the remainder of its Buildings for its own use, so long as such use does not interfere with the ISD Uses. The ISD may share RAPS’s Premises as reasonably permitted by RAPS when not being used by it. If at any time, the ISD uses the Premises for a purpose beyond the permitted ISD Uses, then the Premises shall revert back to RAPS.

2. **Common Areas.** As part of this Lease, RAPS will also make available sufficient lobby, restroom and similar areas of the Buildings and areas on the Building sites, including but not limited to parking areas, driveways, sidewalks and ramps, and service areas, for the common benefit of the ISD and ISD Uses (“Common Areas”). All Common Areas shall be under RAPS’s exclusive responsibility, control and management.

3. **Term and Termination.** This Lease shall become effective on the Effective Date and shall be terminated upon the Premises being transferred to the ISD as a condominium unit. If circumstances arise that prevent the Premises from being transferred to the ISD as a condominium unit, then: (i) one party may terminate this Lease by providing at least thirty (30) days written notice to the other party and, if the ISD has already begun constructing the Improvements, then the parties shall mutually agree in writing as to the reasonable allocation of costs incurred in constructing such Improvements and any other termination-related expenses; or (ii) both parties may mutually agree in writing to continue this Lease or develop other reasonable terms for an agreed-upon term.

4. **Consideration.**

(a) In consideration for this Lease and use of the Premises and Common Areas, the ISD shall pay a monthly rental amount of Five Hundred and 0/100 Dollars (\$500.00) per room (excluding Common Areas) that it utilizes as part of the Premises. The number of rooms to be utilized by the ISD and the annual rental amount is subject to negotiation and written agreement by the ISD and District. All rental amounts shall be paid in equal quarterly installments on or before the 1st day of each quarter.

(b) If the classrooms and related facilities are completed and the ISD begins utilizing same before the Premises is transferred to the ISD as a condominium unit, then the ISD shall reimburse RAPS for its proportionate share of these costs.

(c) If circumstances arise that prevent the Premises from being transferred to the ISD as a condominium unit, then the ISD shall pay to RAPS a proportionate share for use of the Premises and Common Areas. The parties may continue the payment schedule as outlined in subsection (a) or may mutually agree in writing to an annual rental amount, of which the ISD shall pay equal monthly installments to the District, and the details of such installments.

5. **Improvements.** The parties acknowledge that the ISD intends to construct classrooms and related facilities on the Premises and construction may occur during the Term of this Lease. As such, the ISD shall have the right, but not the obligation, to make improvements to the Premises (“Improvements”) at its sole cost and expense. The specific type, location, size, and appearance of the Improvements shall be determined by the ISD, but shall be subject to the reasonable approval of RAPS. The ISD shall also have the right to erect or install signs at the Premises, and such signs shall be kept in good repair. The ISD shall inform RAPS of all construction operations.

6. **Damage or Destruction.** If during the term of this Lease, the Buildings or any part thereof are partially (more than 50%) or totally destroyed, including but not limited to by act of God, a construction-related cause, or act of man, so as to become partially (more than 50%) or totally unavailable for ISD Uses and not able to be rebuilt within twelve (12) months, the ISD shall have the right to terminate the Lease as of the date the damage or destruction occurred, or the ISD may vacate the Buildings until they are rebuilt and habitable.

7. **Maintenance, Services and Utilities.** RAPS shall, at its cost, maintain and keep the Buildings, including the Common Areas, in good and clean order and satisfactory condition, maintenance, repair and replacement, including, without limitation all exterior windows, the roof, the heating and air conditioning equipment, and the electrical and plumbing systems. RAPS shall provide, at its cost, the necessary auxiliary services for the Buildings, including waste removal, snowplowing of the Buildings' parking lots, custodial services, security services, and maintenance services. RAPS shall provide and pay for all Building utilities suitable for the Premises and Common Areas, including all electricity, heat, air conditioning, ventilation, telephone, internet and email service, and water and sewer services. RAPS shall be responsible for repairing as promptly as possible any interruption of utilities. RAPS shall utilize cleaning procedures that meet current Federal, State and Local health and safety requirements.

8. **Technology, Communication Services, Supplies, and Equipment.** This Lease does not include, and the ISD is responsible for, the following:

(a) Technology services including, without limitation, support for the following services: computer hardware and software troubleshooting, and other network services incurred by the ISD, such as wiring and installing classroom technology.

(b) Equipment or classroom supplies, except as specifically agreed to or shared by the ISD and RAPS.

9. **Establishment of a Condominium Project.** The parties agree that they are entering into this Lease in order to permit the ISD to (1) construct classrooms and related facilities on the Premises; (2) establish a condominium project for the RAPS Property, including the Premises being a "unit" within the condominium project; and (3) to transfer ownership of the condominium unit to the ISD. RAPS consents to the ISD constructing classrooms and related

facilities on the Premises but reserves the right to require the ISD to provide insurance and other security reasonably necessary to protect RAPS's interests. The parties agree to work cooperatively to establish the condominium project. RAPS and the ISD agree to negotiate and memorialize in the condominium documents a fair allocation of the amount that the ISD will pay for utilities consumed at the Premises, insurance premiums, and the proportionate cost of repair and replacement of heating, air conditioning, electric and plumbing systems. The ISD shall be solely responsible for the roof, walls, windows, electric, and technology for the classrooms and related facilities constructed on the Premises.

10. **Insurance Coverage.**

(a) **RAPS Insurance.** RAPS shall insure the Buildings, including the Common Areas, against loss or damage under a policy of fire or extended coverage insurance. RAPS, at its expense, shall maintain public liability insurance applicable to the Buildings, including the Premises and Common Areas, in reasonable amounts, considering customary insurance coverage with respect to the operation and use of similar buildings and properties in the general area of the Buildings.

(b) **ISD Insurance.** The ISD shall at all times during the term of this Lease maintain in force on the Premises and all of its personal property and equipment, a policy or policies of fire insurance with a standard extended coverage endorsement in the amount of their full replacement cost, the proceeds of which shall, so long as this Lease is in effect, be used for the repair or replacement of the Premises and all of its personal property and equipment so insured. At its own expense, the ISD shall provide, no later than at the commencement of occupancy and keep in force during the term of this Lease, a comprehensive general liability and errors and omissions insurance policy, including sexual harassment and molestation, in the name of and for

the benefit of the parties insuring them against any liability for injury to persons and/or property and death of any persons occurring on or about the Premises. Each policy shall be written by responsible insurance companies satisfactory to RAPS and the limits of liability under such policies shall not be less than Two Million Dollars (\$2,000,000) single limit combined coverage. The ISD shall furnish RAPS with certificates indicating that the insurance is in effect and providing that RAPS shall be notified in writing at least thirty (30) days prior to cancellation of or reduction in coverage of the policy.

11. **Habitability and Quiet Enjoyment.** So long as the ISD timely performs its obligations under the Lease, RAPS covenants that the ISD may peaceably and quietly hold, occupy and enjoy the Premises, use the Common Areas, and enjoy its other rights under this Lease.

12. **Restrictions Against Assignment and Subletting.** The ISD shall not assign or transfer this Lease or sublet the Premises or any part thereof without the prior written consent of RAPS, which shall not be unreasonably withheld.

13. **Right of First Refusal.** If at any time, RAPS receives a bona fide written offer from a third party to purchase the Buildings or if RAPS desires to sell the Buildings (an "Offer"), RAPS shall so notify the ISD in writing and include a copy of the terms and conditions of the Offer (the "Notice"). The ISD shall have the right for a period of thirty (30) days after receipt of the Notice to elect to purchase for the purchase price set forth in the Offer and on the terms and conditions set forth in the Offer. In the event the ISD exercises its right of first refusal as to the Buildings as described in the Offer, the transaction shall proceed in accordance with the terms and conditions stated in the Offer, and the closing shall occur on the closing date set forth in the Offer. If the ISD shall fail to elect to make the purchase as provided in the Offer, RAPS may then sell the Buildings to the first offeror, provided the sale is on the terms and conditions and for the price set

forth in the Offer. In the event the terms of the Offer change in a material way or such sale does not take place, the right of first refusal shall continue in favor of the ISD, its successors and assigns.

14. **Default.** If the ISD fails to pay the rent or any other charges due hereunder, or if the ISD breaches any other provision of this Lease, the ISD must immediately reach out to RAPS to discuss additional direction. If the ISD fails to communicate, RAPS or its duly authorized representatives may, on thirty (30) days prior written notice, in addition to and not exclusive of, any other remedy RAPS may have by operation of law, enforce the terms and conditions of this Lease. If RAPS breaches any provision of this Lease, RAPS must immediately reach out to the ISD to discuss additional direction. If RAPS fails to communicate, the ISD or its duly appointed representatives may, on thirty (30) days written notice, terminate this Lease and/or exercise any other remedy the ISD may have by operation of law. The prevailing party in any litigation shall be entitled to its reasonable attorneys' fees.

15. **Applicable Law.** This Lease shall be construed in all respects in accordance with the laws of the State of Michigan. Any lease terms, in particular remedies of the parties not expressly provided for in this Lease, shall be as provided under Michigan law. To the extent any provision of this Lease is deemed invalid or unenforceable, the remaining terms and conditions of this Lease shall be valid and enforceable to the fullest extent permitted by law.

16. **No Cooperative Venture.** No consortium or other cooperative relationship is intended or created by this Lease.

17. **Other Agreements.** This Lease contains all the agreements and understandings between RAPS and the ISD concerning the Premises and, except for the Lease between RAPS and the ISD dated _____, 2021 (which shall remain in full force and effect), supersedes any existing agreements and other understandings between RAPS and the ISD now in force. This Lease

may be amended or modified only by a document in writing signed by an authorized representative of each party.

18. **No Waiver of Defenses.** By entering into this Lease, neither RAPS nor the ISD are waiving any defenses available to either of them. The parties specifically reserve all defenses provided to them by law, including without limitation the defense of governmental immunity.

19. **Counterparts.** This Lease may be executed in one or more counterparts, each of which together shall constitute one and the same document.

20. **Discrimination.** Neither party will discriminate with respect to hire, assignment, or other terms or conditions of employment on the basis of race, color, sex, religion, national origin, pregnancy, age, height, weight, disability, marital status, veteran status, genetic information, or any other characteristic protected by state or federal law. The parties further agree that they will not discriminate against any recipient of services due to race, color, sex, religion, national origin, pregnancy, disability or any other characteristic protected by state or federal law. Any breach of this paragraph will be considered a material breach of this Lease.

21. **Successors.** This Lease and all of its covenants and conditions shall inure to the benefit of and be binding upon RAPS, its successors and assigns, and shall be binding upon the ISD and its successors and assigns.

[Signatures on the Following Page]

RAPS:

**ROSCOMMON AREA PUBLIC
SCHOOLS, a Michigan general powers
school district**

By: _____

Its: _____

Dated: _____

ISD:

**CRAWFORD-OGEMAW-OSCODA-
ROSCOMMON INTERMEDIATE
SCHOOL DISTRICT, a Michigan
intermediate school district**

By: _____

Its: _____

Dated: _____

LEASE AGREEMENT

This Lease Agreement (“Lease”), effective this 19th day of October, 2022 (the “Effective Date”), concerns the lease by the Roscommon Area Public Schools, a Michigan general powers school district organized and operating under the Revised School Code, MCL 380.1, et seq., as amended, whose address is 299H W. Sunset Drive, Roscommon, Michigan 48653-0825 (“RAPS”) to the Crawford-Oscoda-Ogemaw-Roscommon Intermediate School District, a Michigan intermediate school district organized and operating under the Revised School Code, MCL 380.1, et seq., as amended, whose address is 11051 Cut Road, Roscommon, Michigan 48653-0827 (“ISD”) (individually, a “Party” and collectively, the “Parties”), of the real property and common areas as generally demarcated in the drawings that are attached hereto and made a part hereof as Attachments ~~A through~~ (collectively, the “Premises”). The Premises are located at what is commonly known as the “Roscommon Middle School Property” (sometimes collectively, the “Buildings”), and owned by RAPS. The ISD will be constructing classrooms and related facilities on the real property generally described in the drawings, with these facilities becoming a condominium unit owned by the ISD as provided in Paragraph 9, herein. The parties agree to the following terms and conditions:

1. **Use of Premises.** The ISD shall use the Premises, together with associated common areas, for its Career and Technical Education, and other educational uses, including shared classroom, laboratory, and office space (collectively, the “ISD Uses”). RAPS may use the remainder of its Buildings for its own use, so long as such use does not interfere with the ISD Uses. The ISD may share RAPS’s Premises as reasonably permitted by RAPS when not being used by it. If at any time, the ISD uses the Premises for a purpose beyond the permitted ISD Uses, then the Premises shall revert back to RAPS.

2. **Common Areas.** As part of this Lease, RAPS will also make available sufficient lobby, restroom and similar areas of the Buildings and areas on the Building sites, including but not limited to parking areas, driveways, sidewalks and ramps, and service areas, for the common benefit of the ISD and ISD Uses (“Common Areas”). All Common Areas shall be under RAPS’s exclusive responsibility, control and management.

3. **Term and Termination.** This Lease shall become effective on the Effective Date and shall be terminated upon the Premises being transferred to the ISD as a condominium unit. If circumstances arise that prevent the Premises from being transferred to the ISD as a condominium unit, then: (i) one party may terminate this Lease by providing at least thirty (30) days written notice to the other party and, if the ISD has already begun constructing the Improvements, then the parties shall mutually agree in writing as to the reasonable allocation of costs incurred in constructing such Improvements and any other termination-related expenses; or (ii) both parties may mutually agree in writing to continue this Lease or develop other reasonable terms for an agreed-upon term.

4. **Consideration.**

(a) In consideration for this Lease and use of the Premises and Common Areas, the ISD shall pay a monthly rental amount of Five Hundred and 0/100 Dollars (\$500.00) per room (excluding Common Areas) that it utilizes as part of the Premises. The number of rooms to be utilized by the ISD and the annual rental amount is subject to negotiation and written agreement by the ISD and District. All rental amounts shall be due on or before the ____ day of each month. paid in equal quarterly installments due on or before the 1st day of each quarter.~~provide “in kind” services, including the instruction of career and technical education courses to District students, and provide general upkeep and assume responsibility for its use of the Premises during the Term.~~

~~The parties acknowledge and agree that the aforementioned consideration represents a fair exchange of value for value in an arm's length transaction.~~

(b) If the classrooms and related facilities are completed and the ISD begins utilizing same before the Premises is transferred to the ISD as a condominium unit, then the ISD shall reimburse RAPS for its proportionate share of these costs.

(c) If circumstances arise that prevent the Premises from being transferred to the ISD as a condominium unit, then the ISD shall pay to RAPS a proportionate share for use of the Premises and Common Areas. The parties may continue the payment schedule as outlined in subsection (a) or may shall mutually agree in writing to an annual rental amount, of which the ISD shall pay equal monthly installments to the District, and the details of such installments.

5. **Improvements.** The parties acknowledge that the ISD intends to construct classrooms and related facilities on the Premises and construction may occur during the Term of this Lease. As such, the ISD shall have the right, but not the obligation, to make improvements to the Premises ("Improvements") at its sole cost and expense. The specific type, location, size, and appearance of the Improvements shall be determined by the ISD, but shall be subject to the reasonable approval of RAPS. The ISD shall also have the right to erect or install signs at the Premises, and such signs shall be kept in good repair. The ISD shall inform RAPS of all construction operations.

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have the right to terminate the Lease as of the date the damage or destruction occurred, or the ISD may vacate the Buildings until they are rebuilt and habitable.

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(a) Technology services including, without limitation, support for the following services: computer hardware and software troubleshooting, and other network services incurred by the ISD, such as wiring and installing classroom technology.

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Premises being a “unit” within the condominium project; and (3) to transfer ownership of the condominium unit to the ISD. RAPS consents to the ISD constructing classrooms and related facilities on the Premises but reserves the right to require the ISD to provide insurance and other security reasonably necessary to protect RAPS’s interests. The parties agree to work cooperatively to establish the condominium project. RAPS and the ISD agree to negotiate and memorialize in the condominium documents a fair allocation of the amount that the ISD will pay for utilities consumed at the Premises, insurance premiums, and the proportionate cost of repair and replacement of heating, air conditioning, electric and plumbing systems. The ISD shall be solely responsible for the roof, walls, windows, electric, and technology for the classrooms and related facilities constructed on the Premises.

10. **Insurance Coverage.**

(a) **RAPS Insurance.** RAPS shall insure the Buildings, including the Common Areas, against loss or damage under a policy of fire or extended coverage insurance. RAPS, at its expense, shall maintain public liability insurance applicable to the Buildings, including the Premises and Common Areas, in reasonable amounts, considering customary insurance coverage with respect to the operation and use of similar buildings and properties in the general area of the Buildings.

(b) **ISD Insurance.** The ISD shall at all times during the term of this Lease maintain in force on the Premises and all of its personal property and equipment, a policy or policies of fire insurance with a standard extended coverage endorsement in the amount of their full replacement cost, the proceeds of which shall, so long as this Lease is in effect, be used for the repair or replacement of the Premises and all of its personal property and equipment so insured. At its own expense, the ISD shall provide, no later than at the commencement of occupancy and

keep in force during the term of this Lease, a comprehensive general liability and errors and omissions insurance policy, including sexual harassment and molestation, in the name of and for the benefit of the parties insuring them against any liability for injury to persons and/or property and death of any persons occurring on or about the Premises. Each policy shall be written by responsible insurance companies satisfactory to RAPS and the limits of liability under such policies shall not be less than Two Million Dollars (\$2,000,000) single limit combined coverage. The ISD shall furnish RAPS with certificates indicating that the insurance is in effect and providing that RAPS shall be notified in writing at least thirty (30) days prior to cancellation of or reduction in coverage of the policy.

11. **Habitability and Quiet Enjoyment.** So long as the ISD timely performs its obligations under the Lease, RAPS covenants that the ISD may peaceably and quietly hold, occupy and enjoy the Premises, use the Common Areas, and enjoy its other rights under this Lease.

12. **Restrictions Against Assignment and Subletting.** The ISD shall not assign or transfer this Lease or sublet the Premises or any part thereof without the prior written consent of RAPS, which shall not be unreasonably withheld.

13. **Right of First Refusal.** If at any time, RAPS receives a bona fide written offer from a third party to purchase the Buildings or if RAPS desires to sell the Buildings (an "Offer"), RAPS shall so notify the ISD in writing and include a copy of the terms and conditions of the Offer (the "Notice"). The ISD shall have the right for a period of thirty (30) days after receipt of the Notice to elect to purchase for the purchase price set forth in the Offer and on the terms and conditions set forth in the Offer. In the event the ISD exercises its right of first refusal as to the Buildings as described in the Offer, the transaction shall proceed in accordance with the terms and conditions stated in the Offer, and the closing shall occur on the closing date set forth in the Offer.

If the ISD shall fail to elect to make the purchase as provided in the Offer, RAPS may then sell the Buildings to the first offeror, provided the sale is on the terms and conditions and for the price set forth in the Offer. In the event the terms of the Offer change in a material way or such sale does not take place, the right of first refusal shall continue in favor of the ISD, its successors and assigns.

14. **Default.** If the ISD fails to pay the rent or any other charges due hereunder, or if the ISD breaches any other provision of this Lease, the ISD must immediately reach out to RAPS to discuss additional direction. If the ISD fails to communicate, RAPS or its duly authorized representatives may, on thirty (30) days prior written notice, in addition to and not exclusive of, any other remedy RAPS may have by operation of law, enforce the terms and conditions of this Lease. If RAPS breaches any provision of this Lease, RAPS must immediately reach out to the ISD to discuss additional direction. If RAPS fails to communicate, the ISD or its duly appointed representatives may, on thirty (30) days written notice, terminate this Lease and/or exercise any other remedy the ISD may have by operation of law. The prevailing party in any litigation shall be entitled to its reasonable attorneys' fees.

15. **Applicable Law.** This Lease shall be construed in all respects in accordance with the laws of the State of Michigan. Any lease terms, in particular remedies of the parties not expressly provided for in this Lease, shall be as provided under Michigan law. To the extent any provision of this Lease is deemed invalid or unenforceable, the remaining terms and conditions of this Lease shall be valid and enforceable to the fullest extent permitted by law.

16. **No Cooperative Venture.** No consortium or other cooperative relationship is intended or created by this Lease.

17. **Other Agreements.** This Lease contains all the agreements and understandings between RAPS and the ISD concerning the Premises and, except for the Lease between RAPS and

the ISD dated _____, 2021 (which shall remain in full force and effect), supersedes any existing agreements and other understandings between RAPS and the ISD now in force. This Lease may be amended or modified only by a document in writing signed by an authorized representative of each party.

18. **No Waiver of Defenses.** By entering into this Lease, neither RAPS nor the ISD are waiving any defenses available to either of them. The parties specifically reserve all defenses provided to them by law, including without limitation the defense of governmental immunity.

19. **Counterparts.** This Lease may be executed in one or more counterparts, each of which together shall constitute one and the same document.

20. **Discrimination.** Neither party will discriminate with respect to hire, assignment, or other terms or conditions of employment on the basis of race, color, sex, religion, national origin, pregnancy, age, height, weight, disability, marital status, veteran status, genetic information, or any other characteristic protected by state or federal law. The parties further agree that they will not discriminate against any recipient of services due to race, color, sex, religion, national origin, pregnancy, disability or any other characteristic protected by state or federal law. Any breach of this paragraph will be considered a material breach of this Lease.

21. **Successors.** This Lease and all of its covenants and conditions shall inure to the benefit of and be binding upon RAPS, its successors and assigns, and shall be binding upon the ISD and its successors and assigns.

[Signatures on the Following Page]

RAPS:

**ROSCOMMON AREA PUBLIC
SCHOOLS, a Michigan general powers
school district**

By: _____

Its: _____

Dated: _____

ISD:

**CRAWFORD-OGEMAW-OSCODA-
ROSCOMMON INTERMEDIATE
SCHOOL DISTRICT, a Michigan
intermediate school district**

By: _____

Its: _____

Dated: _____

B. Ratify contracts with Early Childhood staff from Oct 1, 2022 through Sept 30, 2023, including those who were previously contracted for the Regional Resource Center:

- Christina Tappan, Great Start Collaborative Coordinator and Northeast Great Start to Quality Coordinator
- Tammy Tyler, Great Start Parent Liaison
- Desiree Lipski, Northeast Great Start to Quality Improvement Specialist
- Helen Shastal, Northeast Great Start to Quality Coordinator and Quality Improvement Consultant
- Marilyn Ellenberger, Quality Improvement Specialist and Consultant
- Lauralea Taylor, Quality Improvement Specialist and Consultant
- Tracey Stein, Infant Toddler Specialist

C. Approve policy updates provided by Thrun Law Firm and update COOR ISD Board Policies as of October 5, 2022:

98

Policy 3105, 3109, 3118, 3301, 3302, 3303, 3304, 3305, 3306, 3307, 3308, 3409.

Series 3000: Operations, Finance, and Property

3300 Facilities, Real, and Personal Property

3301 Purchasing and Procurement

This Policy applies to all purchases of materials, supplies, and equipment. Purchases acquired through lease financing are governed by this Policy, but true leases (i.e., rental agreements) are not.

A. Responsibility for Purchasing

The District's administration, under the Superintendent's supervision, may purchase items for the District, subject to any parameters established by the Board.

B. When Competitive Bidding is Required

1. The District must competitively bid the purchase of an item or group of items costing an amount equal to or greater than the then-current state bid threshold published annually by MDE.
2. The District does not need to competitively bid a purchase in an emergency or if competitive bidding is not required by law.
3. The District will not artificially segregate purchases into smaller orders to avoid the bid threshold.

C. Bidding Procedure

1. The District may competitively bid a purchase using 1 or more of the following methods:
 - a. Requesting written price quotations from at least 3 known and practical vendors of an item;
 - b. Distributing a request for proposals to at least 3 known and practical vendors of an item;
 - c. Posting a request for proposals on the District's website or any other website that regularly informs vendors of bid opportunities;
 - d. Selecting a contract awarded to a winning bidder under a bid process operated by a reputable bid cooperative if the District determines, after reasonable due diligence, that the bid procedure used by the bid cooperative was fair and open, resulted in a bid award to the lowest responsible bidder, and the contract price is comparable to current market rates for the purchased item; or

- e. Any other process, in the Superintendent's or designee's discretion, that is likely to result in at least 3 known vendors providing bids for the item sought, regardless of whether at least 3 bids are actually received.
2. Each bidder responding to a request for proposals must certify that it is not an Iran-linked business as defined by MCL 129.312.
3. Awarding Bids
 - a. If competitive bidding is required by law, any contract must be awarded by the Board to the lowest responsible bidder.
 - b. In determining bidder responsibility, the District may take 1 or more of the following into account:
 - The District's experience with the bidder;
 - Others' experience with the bidder;
 - The bidder's history of satisfactory performance or questionable litigation, protests, or disputes;
 - The bidder's capitalization and solvency;
 - The length of time the bidder has been engaged in its business;
 - The recommendation of the District's professional consultants; and
 - Any other factor consistently and lawfully applied.
 - c. In any bid procedure, the District reserves the right to reject any or all bids or waive any informalities or irregularities in the bid process.
4. Michigan-Based Business Preference
 - a. The District may give up to a 10% preference to a bidder that is a Michigan-based business as defined by MCL 18.1268.
 - b. The Michigan-based business preference will not apply if federal funds are used for the purchase.

D. Purchases Using State Aid Act Funds

1. The District will not use state aid to purchase foreign goods or services if American goods or services are available, competitively priced, and of comparable quality.
2. The District will give a preference to goods or services manufactured or provided by Michigan businesses if competitively priced and of comparable quality.

3. The District will give a preference to goods or services manufactured or provided by Michigan businesses owned and operated by veterans if competitively priced and of comparable quality.

E. Purchases Using Federal Funds

Purchases made with federal funds and subject to the federal Uniform Grant Guidance are also governed by Policy 3301A.

Legal authority: 2 CFR 200.1 et seq.; MCL 129.311 et seq.; MCL 380.623a; MCL 388.1764c

Date adopted: November 11, 2020

Date revised: October 12, 2022

Series 3000: Operations, Finance, and Property

3300 Facilities, Real, and Personal Property

3301A Purchasing and Procurement with Federal Funds

This Policy applies to purchases of property and services with federal funds and subject to the Uniform Grant Guidance. All terms in this Policy have the same respective meanings as defined by federal regulation (2 CFR 200.1-99).

A. State Law Requirements Still Apply

Bidding requirements under Policy 3301 and Policy 3306, as applicable, remain enforceable in addition to any requirements in this Policy.

B. Procurement Methods

The District must use 1 of the following procurement methods that includes information sufficient to inform all potential bidders about the District's technical, service, and bid procedure requirements:

1. Purchases up to \$10,000 (micro-purchases)

- a. To the extent District administration determines that the cost of the purchase is reasonable, micro-purchases may be made or awarded without bidding in accordance with this Policy. For purposes of this subsection, "reasonable" means the purchase is comparable to market prices for the geographic area.
- b. To the extent practicable, the District will distribute micro-purchases equitably among qualified suppliers.

2. Purchases between \$10,000 and \$250,000 (small purchase procedures)

The District will use a bidding procedure in Policy 3301 subsection C.1., except that the District may use the bidding procedure in subsection B.1.a, above, for purchases up to the then-current state bid threshold published annually by MDE if the District satisfies the annual certification requirements of 2 CFR 200.320(a)(1)(iv).

3. Purchases over \$250,000

- a. The District must either receive sealed bids through formal advertising or prepare a comprehensive request for proposals and submit it to at least 5 sources.
- b. With either method, the District will perform a price analysis, making an independent estimate of costs before receiving bids.

- C. The District will take affirmative steps to assure that minority-owned businesses, women’s business enterprises, and labor surplus area firms are included in bidding opportunities.
- D. A person may protest the veracity, conformity, or eligibility of a bid. The District will handle bid protests as follows:
 - 1. Within 48 hours of the time bid results are available, the protesting person will submit a written protest to the Superintendent describing in detail the nature of the protest;
 - 2. The Superintendent or designee will review the written protest, and the Superintendent may bring it to the Board’s attention in the Superintendent’s discretion; and
 - 3. A person’s failure to file a protest as described above is an irrevocable waiver of the bid protest.

Nothing in this Policy reduces or eliminates the District’s rights or protections afforded under the law.

- E. The District will retain all bids and formal bid solicitation documents for a period of 6 years after the bid opening date, or longer if required by law.

Legal authority: 2 CFR 200.1 et seq.

Date adopted: October 12, 2022

Date revised:

Series 3000: Operations, Finance, and Property

3300 Facilities, Real, and Personal Property

3302 Acquisition of Real Property

The Board may acquire real property for any purpose and through any means permitted by law.

- A. Acquisition costs must be reasonable, as determined by the Board. Reasonable cost may not be the same as fair market value.
- B. Subject to Board parameters and legal review, the Superintendent may obtain, negotiate, modify, and execute transaction documents for any Board-authorized acquisition of real property.
- C. The Board may meet in closed session to discuss the purchase or lease of real property as permitted by law.
- D. When title to real property is acquired, the District should provide written notice via registered mail to the local tax assessor by December 31 of the year of acquisition that the property will be tax-exempt.

Legal authority: MCL 15.268; MCL 207.501 et seq., 207.521 et seq.; MCL 380.553, 380.1225, 380.1351 et seq.; MCL 565.351 et seq.

Date adopted: August 11, 2021

Date revised: October 12, 2022

Series 3000: Operations, Finance, and Property

3300 Facilities, Real, and Personal Property

3303 Gifts and Donations

The Board recognizes and appreciates the generosity and support it receives in the form of gifts, donations, and voluntary contributions (“Donations”) from individuals, companies, parent/guardian support groups, the community, and other donors.

The District requests that substantial Donations be accompanied by Form 3303-F Gifts and Donations. All Donations made for a particular purpose must be accompanied by Form 3303-F.

A. Accepting Donations

1. Donations must be lawful and support an educational purpose.
2. Donations accepted by the District will become public funds or public property unless an exception is provided under applicable law.
3. The Board authorizes the Superintendent or designee to accept Donations of personal property with an estimated fair market value of \$10,000 or less. The Board retains authority, in its discretion, to accept Donations of personal property exceeding \$10,000.
4. The Board must approve all Donations of real property, regardless of value.
5. Donations accepted by the District will be used for any specific purpose identified by the donor provided the purpose is lawful and consistent with the District’s interests and objectives. A donor may identify the specific purpose of the Donation and any other lawful conditions using the District 3303-F.
6. Except as required by law, the District does not have an obligation to replace a Donation that is lost, destroyed, or becomes obsolete.

B. Soliciting Donations

1. The District may solicit donations in accordance with law, which may include pursuing an exemption from registration under the Charitable Organizations and Solicitations Act.
2. Any individual wishing to solicit donations on behalf of the District must obtain prior written approval from the Superintendent or designee before representing any affiliation with the District. Unless otherwise agreed by the Superintendent or designee, the individual will be responsible for all costs and liability related to the solicitation and all received donations will become the District’s property.

C. Scholarships are governed by Policy 3207.

D. A donor is solely responsible for any tax consequences related to a Donation.

Legal authority: MCL 123.905; MCL 400.271, et seq.

Date adopted: November 11, 2020

Date revised: October 12, 2022

Series 3000: Operations, Finance, and Property

3300 Facilities, Real, and Personal Property

3304 Use of District Property

A. Definitions

1. “Non-curricular education group” means a non-student group comprised of a substantial number of District students organized for the general benefit of students, such as Boy Scouts, Girl Scouts, 4-H, and other similar groups.
2. “Non-student group” means any group or persons, other than a student group, who requests to use District facilities and are supervised by at least 1 adult responsible for the group.
3. “Student group” means 1 or more students participating in District-sponsored curricular or extracurricular activities supervised by District personnel, such as an athletic team, student council, academic team, or student club.

B. General Facilities Use Guidelines

1. Rental fees for District facilities and equipment will be set by the Superintendent or designee.
2. Any person or group using District facilities must maintain order and safety, protect property, and restore the facilities to their condition before use.
3. The District may seek reimbursement from a user of its facilities for any costs the District incurs in opening, restoring, or cleaning such facilities.
4. The Superintendent or designee may deny a request to use the District’s facilities or equipment if the Superintendent or designee believes that the person or group does not have sufficient financial resources to cover costs required by this Policy or is unwilling to pay them.
5. No person or group using District facilities under this Policy may charge a fee for admission or parking unless approved in writing in advance by the Superintendent or designee.
6. Any person or group using the District’s facilities for any purpose must comply with all applicable laws, Board Policies, rules, and regulations.
7. For a non-student group that wishes to use a facility, a supervising adult must submit a written facility use request to the Superintendent or designee. The request, applicable rental fee, and other required documents must be received by the Superintendent or designee before any facility use will be considered. The supervising adult assumes primary responsibility for complying with subsection B.2.
8. Leasing District property is addressed in Policy 3305.

C. Use of District Facilities by Student Groups

1. The applicable building principal may determine the time and place of a student group's use of available District facilities.
2. Student groups may use available District facilities without charge.
3. The District may bear any costs associated with use by a student group (e.g., fees paid to a cook or a custodian).
4. Student groups have priority to use District facilities over non-student groups.

D. Use of District Facilities by Non-Student Groups

1. The Superintendent or designee may authorize or limit the use of District facilities by non-student groups consistent with this Policy and applicable law.
2. When any non-student group requests to use District facilities, the group may be required to provide proof of insurance, naming the District as an additional insured, with coverage acceptable to the Superintendent or designee.
3. Use must occur while the facility is available, with minimal interference to scheduled activities, custodians, or other student and personnel facility use.
4. The facility use will occur at times and places determined by the Superintendent or designee.
5. If non-student groups are authorized to use District facilities, the Superintendent or designee will prioritize their use in the following order:
 - a. non-curricular education groups;
 - b. community groups solely or jointly supporting the District (e.g., booster clubs, PTO);
 - c. government organizations within the District's geographic boundaries;
 - d. non-profit organizations whose activities are open to the general public and serve the community; and
 - e. all other non-student groups.

The Superintendent or designee has sole discretion to determine the classification of a non-student group.

6. The District's facilities are not public fora, and a non-student group's access to such facilities does not create a public forum.
7. Denial of access
 - a. The Superintendent or designee may reject a non-student group's request to use District facilities if the group's use of the facilities is for a commercial

purpose. A booster club or other organization raising money purely for the support of a student group and not for personal profit is not considered a commercial purpose.

- b. The Superintendent or designee may lawfully restrict, exclude, or impose conditions on a person inappropriately using District facilities or violating this Policy. A person who refuses to comply may be considered a trespasser.

E. Using District Personal Property

1. A person may use District personal property for non-school use only with the prior permission of the Superintendent or designee.
2. The District may seek reimbursement from a user of its personal property for any costs the District incurs in repairing or replacing such personal property.

Date adopted: August 11, 2021

Date revised: October 12, 2022

Series 3000: Operations, Finance, and Property

3300 Facilities, Real, and Personal Property

3305 *Sale or Lease of District Property*

The District may, in accordance with applicable law, sell, lease, or otherwise convey (each, a “transfer”) its property, whether real or personal. Subject to Board parameters and legal review, the Superintendent may obtain, negotiate, or modify transfer documents for any Board-authorized transfer of District property.

- A. The District may consider both solicited and unsolicited offers to transfer its property. The District may market its property through any lawful process, including employing a real estate broker, publicly listing the property for a specific price, soliciting bids, or holding an auction.
- B. The Superintendent or designee will contact the District’s financial advisor or legal counsel to investigate any tax consequences from the transfer of District property financed with tax-exempt obligations.
- C. The District may only transfer its property in exchange for fair value, which value may be non-monetary. An appraisal may be obtained but is not required.
- D. The District may not impose a deed or use restriction that is prohibited by law.
- E. The transfer of District real property is exempt from transfer tax.

Legal authority: Const 1963, art 9, § 18; MCL 123.1045; MCL 207.505, 207.526

Date adopted: August 11, 2021

Date revised: October 12, 2022

Series 3000: Operations, Finance, and Property

3300 Facilities, Real, and Personal Property

3306 Construction Bidding

The Board will comply with applicable laws and this Policy for the construction of a new school building or an addition to or repair or renovation of an existing school building (a “Construction Project”).

A. When Competitive Bidding is Required

1. The District must competitively bid all labor and material for a Construction Project if the project cost exceeds the then-current state bid threshold published annually by MDE (the “Bid Threshold”).
2. The District does not need to competitively bid a:
 - Construction Project costing less than the Bid Threshold;
 - contract for repair in emergency situations;
 - repair normally performed by District employees; or
 - professional consultant contract.

B. Bidding Procedure

1. If competitive bidding is required, the District must follow the bidding procedure prescribed by Revised School Code Section 1267 and award contracts to the lowest responsible bidder.
2. To determine whether a bidder is a responsible bidder, the District may consider the factors enumerated in Policy 3301 subsection C.3.b.
3. If competitive bidding is not required, the District may use any lawful means to procure contracts.
4. Each bidder must certify that it is not an Iran-linked business as defined by MCL 129.312.

C. Alternates

1. Bid specifications may require bidders to submit bids with mandatory alternates or allow bidders to submit voluntary alternates; provided, however, that no voluntary alternate may change the nature of the work.
2. The Board, in its discretion, may award bids based on allowable alternates.

D. Michigan Business Preference

For any Construction Project, the District may apply a preference to a Michigan-based business as described in Policy 3301 subsection C.4.

E. Construction Bidding Using State Aid Act Funds

The purchase of property and services made with state aid must comply with the requirements described in Policy 3301 subsection D.

F. Construction Bidding Using Federal Funds

The purchase of property and services made with federal funds subject to the Uniform Grant Guidance are also governed by Policy 3301A.

Legal authority: 2 CFR 200.1, et seq.; MCL 129.311 et seq.; MCL 380.1267; MCL 388.1764c

Date adopted: August 11, 2021

Date revised: October 12, 2022

Series 3000: Operations, Finance, and Property

3300 Facilities, Real, and Personal Property

3307 Construction Administration

This Policy sets forth procedures and requirements for District building and site improvements. Bidding requirements for construction appear in Policy 3306.

A. Plan Review

1. Before commencing construction, the District, or an authorized agent on the District's behalf, will submit project plans and specifications to the Michigan Bureau of Construction Codes Plan Review Division.
2. Alternatively, the District may submit the plans and specifications to the applicable local building department if the Board and the municipality's governing body have properly certified that full-time code officials, inspectors, and plan reviewers registered under the Skilled Trades Regulation Act will conduct plan reviews and inspections. In that situation, the District must also submit the plans and specifications to the Bureau of Fire Safety.
3. In accordance with Revised School Code Section 1263, before building a new high school or expanding a high school by at least 20% of its existing square footage, the District, or an authorized agent on the District's behalf, will submit the site plan to the local zoning authority for administrative review.
4. Before the District commences new construction or major renovation of a school building or athletic facility, the Superintendent or designee will consult with the law enforcement agency that will be the first responder for that building or facility about safety issues.

B. Professional Consultants

1. If the total cost of a school building construction project will be \$15,000 or more:
 - a. a Michigan-licensed architect or professional engineer must prepare the plans and specifications; and
 - b. a qualified person or firm must supervise construction as provided in MCL 388.851.
2. The District may hire a construction manager for any project. If the construction manager also performs construction, either directly or by assuming responsibility for the work of other contractors (e.g., construction manager as constructor):
 - a. the construction manager may not supervise such construction under MCL 388.851; and
 - b. the District must still bid the project as required by law.

C. Payment and Performance Bonds

1. For all contracts described in MCL 129.201 that exceed \$50,000, the principal contractor must procure performance and payment bonds in accordance with law.
2. Unless the Superintendent or designee determines otherwise, the District requires payment and performance bonds to be 100% of the contract sum.
3. The responsibility for procuring payment and performance bonds rests solely with the contractor. The District has no duty to ensure that a contractor has procured a payment or performance bond.

Legal authority: MCL 129.201 et seq.; MCL 339.6001 et seq.; MCL 380.1263, 380.1264;
MCL 388.851 et seq.

Date adopted: November 11, 2020

Date revised: October 12, 2022

Series 3000: Operations, Finance, and Property

3300 Facilities, Real, and Personal Property

3308 *Distribution of Printed Material and Advertising in School*

District facilities may be used to advertise or distribute printed information for commercial or promotional purposes (“Advertisement”) in accordance with this Policy. An approved Advertisement does not reflect the District’s approval or endorsement of any product, organization, service, or issue referenced in the Advertisement. An Advertisement does not include public recognition or commemoration of District or student organization donors and sponsors.

A. General Restrictions on Advertisements

1. No Advertisement may:

- violate law or Policy or urge a violation of law or Policy;
- lie or mislead;
- advocate the use, or advertise the availability, of tobacco (including e-cigarettes), alcohol, cannabis/marijuana, illegal drugs, or related paraphernalia;
- contain a statement or image that describes or displays profanity, pornography, sexual activity, nudity, violence, serious injuries, or corpses;
- incite violence or advocate the unlawful use of force;
- invade a person’s privacy;
- violate a trademark, copyright, patent, or other intellectual property right;
- include material inappropriate for the maturity level of the students exposed to the Advertisement; or
- create a likelihood of a material and substantial disruption.

2. The District may regulate Advertisement content within legally permitted parameters.

3. The District may determine the size, location, and times of display of all Advertisements.

B. Student Group Advertisements

1. A student group is 1 or more students participating in District-sponsored curricular or extracurricular activities supervised by District personnel, such as an athletic team, student council, academic team, or student club.

2. A student group may use District facilities for that group's Advertisements with the prior approval of the applicable building principal or designee.
3. A non-student group Advertisement that appears within materials produced or distributed by a student group (e.g., yearbooks, student newspapers, and athletics or student club publications) is considered a non-student group Advertisement.

C. Non-Student Group Advertisements

1. A non-student group Advertisement is any Advertisement that is not considered a student group Advertisement or District speech.
2. A non-student group Advertisement must:
 - include a statement explaining that the group is not affiliated with, or endorsed by, the District;
 - receive prior approval from the Superintendent or designee; and
 - be subject to a written contract with the District describing each party's obligations and rights.
3. A non-student group Advertisement may not reference a political candidate or ballot question.
4. A non-student group Advertisement, if approved, is intended to generate revenue and does not create a forum for speech or expression.

D. School Bus Advertisements

1. An Advertisement may not appear on the exterior of a school bus.
2. The District may allow an Advertisement in a school bus interior to the extent consistent with MDE's "Advertising Inside School Buses" guidelines: https://www.michigan.gov/documents/mde/Advertising_Inside_School_Buses_325476_7.pdf. A school bus Advertisement is otherwise subject to the same restrictions and approval procedures as other Advertisements.

E. District Speech

An Advertisement does not include material used to promote, inform, or collect funds for a product or service the District uses or authorizes in the performance of its educational operations, regardless of whether the product or service is provided by a non-student group. That material is considered the District's speech. Examples include, but are not limited to, material distributed by District vendors whose products or services the District uses or encourages students or staff to use.

Legal authority: MCL 257.1833

Date adopted: November 11, 2020

Date revised: October 12, 2022

Series 3000: Operations, Finance, and Property

3400 School Safety and Security

3409 *Intentionally Left Blank*

Legal Authority:

Date adopted: November 11, 2021

Date revised: October 12, 2022

D. Ratify a grant application for \$20,000 from the Illinois Facilities Fund to the Great Start to Quality Northeast Resource Center/COOR ISD for services provided through Sept 30, 2024.

119

IFF is a Community Development Financial Institution (CDFI) certified by the U.S. Department of the Treasury. "IFF strengthens nonprofits and the communities they serve by providing leadership, capital, and real estate solutions."

INDEPENDENT CONTRACTOR SERVICE AGREEMENT

IFF is pleased to work with **the Great Start to Quality Northeast Resource Center- COOR Intermediate School District**, a Michigan nonprofit corporation (“Contractor”) to support the Caring for MI Future Facilities Improvement Fund. To formalize our relationship, we ask that you review this Agreement and, if acceptable, sign where indicated below.

- A. Contractor agrees to perform the services listed in the attached scope of work (Exhibit “A”).
- B. Standard of Care. Contractor agrees to perform such services in a manner consistent with or better than the degree of skill exercised by members of the same profession performing under similar circumstances. Contractor will comply with all applicable laws.
- C. Term. The term of the engagement is from the date of this contract through September 30, 2024. Any extension of this term will be agreed to in writing by both parties. Notwithstanding anything set forth above, IFF has the right to terminate this Agreement if Contractor breaches any provision of this Agreement and is unable to cure such breach within 10 days.
- D. Payment. Contractor will be paid \$20,000 for work on the project. Contractor will be paid in two installments of \$10,000 each, the first issued upon the execution of this Agreement, and the second on March 31, 2023. Contractor will be responsible for any expenses not explicitly outlined in this agreement.
- E. Independent Contractor. Contractor agrees that it is an independent contractor, and nothing in this Agreement creates a partnership, agency, joint venture or employment relationship with IFF.
- F. Indemnification. To the extent permitted by law, Contractor agrees to fully indemnify, hold harmless (collectively “indemnify” or “indemnification”) IFF and its affiliates, directors, officers, and employees (collectively, “Indemnified Parties”) from and against all claims, actions, suits, demands, damages, liabilities, obligations, losses, settlements, judgments, costs and expenses (including without limitation reasonable attorneys’ fees and costs), to the extent caused by any negligent act or omission by Contractor, or any subcontractors or vendors of Contractor. Notwithstanding the foregoing provisions of this section, Contractor shall not be required to indemnify an Indemnified Party to the extent the claim is a result of the gross negligence or willful misconduct of such Indemnified Party (as determined by a court of competent and final jurisdiction). This indemnification shall survive the termination of this Agreement.
- G. Insurance. Each of IFF and Contractor confirms that it has sufficient insurance in place for its performance under this Agreement, and shall maintain it for the entirety of the term.
- H. Confidentiality. In the course of performing the services, Contractor agrees to maintain the confidentiality of any and all information that either IFF or its client considers confidential, including, but not limited to, information pertaining to the specific project and any organization’s assets and financial condition. Contractor further agrees not to discuss or divulge such information to anyone other than appropriate IFF personnel or their designees.
- I. Compliance with State of Michigan Grant.

Contractor acknowledges that the funding Contractor receives under this Agreement is from the State of Michigan pursuant to the Grant Agreement between the Michigan Department of

Education/Office of Great Start and IFF dated as of June 20, 2022 (the “State Grant Agreement”). Contractor agrees that it will comply with all applicable terms and conditions of the State Grant Agreement, including but not limited to certifying that Contractor or any of its employees:

- i. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or the Contractor;
- ii. Have not, within a three-year period preceding this Agreement, been convicted of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
- iii. Are not presently indicted, or otherwise criminally or civilly charged, by a government entity (federal, state, or local) with commission of any offense enumerated in section 2, and;
- iv. Have not within a three-year period preceding this Agreement had one or more public transactions (federal, state, or local) terminated for cause or default.

In the event of a conflict between the provisions of this Agreement and the State Grant Agreement, the provisions of the State Grant Agreement will prevail.

J. This Agreement constitutes the entire understanding of the parties concerning the subject matter hereof and shall supersede all prior agreements. No amendment of this Agreement shall be binding on either party unless agreed to in writing signed by both parties.

This Agreement is made effective, and the term begins _____, 2022.

**Great Start to Quality Northeast Resource Center
COOR Intermediate School District**

IFF, an Illinois not for profit corporation

By: _____

By: _____

Printed Name: _____

Printed Name: _____

Title: _____

Title: _____

Exhibit A-Scope of Work

Regional Partners will be expected to:

1. **Attend an in-person Regional Partners orientation meeting hosted by IFF.**
 - a. Training sessions will review Regional Partner Responsibilities
 - b. Return Regional Partners contract by September 16, 2022
 - c. Review grant eligibility and application process as proposed by IFF and provide feedback
2. **Facilitate a minimum of 2 information sessions each month starting in October 2022 through September 2023.**
 - a. Share general information related to grant opportunity, application process and resources including definitions of allowable projects, provider eligibility, contractor requirements and post-award requirements. (Content will be provided by IFF)
 - b. Proactively share communications materials related to the grant opportunity
 - c. Recruit local providers within your region to attend information sessions
 - d. Respond to immediate questions related to timeline, process, and available resources.
 - e. Collect information related to interested providers including contact information, type of provider (family/group childcare home, center-based provider, school-based provider), and general information regarding the potential project.
 - f. Collect general question topics and share with IFF
3. **Refer providers to TECHNICAL ASSISTANCE sessions: IFF will host regular monthly virtual technical assistance sessions to address specific questions related to the grant application, award, and implementation.**
 - a. Register applicant from TA sessions
 - b. Collect specific questions and share with IFF prior to TA session
4. **Host fixed office hours (in-person or virtual) to assist providers with application process**
 - a. Offer a minimum of 2 hours a week for providers to receive one on one assistance with their application.
 - b. Navigating application website
 - c. Providing resources needed to apply (access to internet enable computer, printing/scanning documents, making phone calls, etc.)
 - d. Connecting with MDE “One Stop Shop” in order to understand important information like legal liability, business planning, budget templates, etc.)
 - e. Identifying documents necessary to apply (tax forms, proof of insurance, etc.)
 - f. Support in collecting necessary documents (property tax forms,
5. **Report data on provider participation to IFF**
 - a. Track attendance at information sessions and events
 - b. Track the number of providers requesting one-on-one assistance
 - c. Provide IFF with any “Big Picture” insights into provider needs relative to completing the application.
 - d. Provide report on above tracking priorities to IFF on a monthly basis to be included in reports to the Michigan Department of Education.
6. **Connections to local contractors, tradesmen, and project managers**
 - a. Where needed, refer applicants to general contractor, architect, or project manager in order to complete scopes of work. IFF will maintain a list of contractors who are already familiar with the Caring for MI Future Childcare Facilities Program and principals of ECE quality.

b. Where possible, support IFF in identifying general contractors, architects, and other key vendors in their region who may be interested in being added to the list of referred contractors.

E. Approve a contract with Parallel Behavioral Health, P.C. to provide Speech and Language Services to Roscommon Area Public Schools and West Branch-Rose City Schools until December 31st to cover two maternity leaves and at Charlton Heston Academy through the end of the 2022-2023 school year.

124

MASTER SERVICES AGREEMENT

This MASTER SERVICES AGREEMENT (the “Agreement”) is effective as of September 9, 2022 (the “Effective Date”), by and among Parallel Behavioral Health, P.C., a Connecticut professional corporation (“Parallel”), Parallel Learning, Inc., a Delaware corporation (“MSO”) and COOR ISD in Michigan (“Client”) (each, a “Party”, and collectively, the “Parties”).

RECITALS

WHEREAS, Parallel is a provider of professional behavioral health and attendant administrative services as more fully set forth on Exhibit A, (“Services”) through a telehealth technology platform owned and operated by MSO to which Parallel has access through separate business support services agreement with the MSO (the “Platform”);

WHEREAS, Client desires to contract with Parallel to arrange for Parallel’s behavioral health clinician providers to provide certain Services to the Client’s students and support staff (“Users”) and Parallel desires to contract with Client to provide such services, in accordance with the terms of this Agreement.

NOW, THEREFORE, for and in consideration of the mutual terms, conditions and covenants contained herein, and other sound and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties, intending to be legally bound, hereby agree as follows:

Article 1

PARALLEL AND MSO SERVICES

1.1 Responsibilities of Parallel and Client in Connection with Services.

1.1.1 Parallel will deliver the Services described herein and/or in a statement of work to this Agreement that is mutually agreed upon and signed by the Parties (“SOW”), each of which is incorporated herein by reference. Parallel will provide Services through a supervised team of clinical care providers, including psychometrists, psychologists, care coordinators, speech-language pathologists and speech-language pathology assistants, licensed behavioral mental health professionals and learning specialists who are qualified to furnish the Services requested. (each, a “Parallel Provider” and collectively, the “Parallel Providers”).

1.1.2 Each Parallel Provider shall, as applicable to such Parallel Provider’s profession, and as required by applicable law: (i) hold an unrestricted license to practice his or her profession in the applicable jurisdiction(s); (ii) possess a current and valid DEA number; (iii) have a current and valid controlled substance registration in the state(s) where he or she is licensed; and (iv) be and remain eligible to participate in federal healthcare programs, including Medicare and Medicaid.

1.1.3 The Parallel Providers shall provide Services with due care and diligence, in a competent and professional manner in accordance with generally accepted professional standards and applicable law.

1.1.4 Client shall provide Parallel and its Parallel Providers with access to all Client personnel and medical information reasonably necessary to enable Parallel and its Parallel Providers to provide Services.

1.2 Platform Services. Subject to the terms and conditions of this Agreement and the MSO’s terms of use available at <https://www.parallellearning.com/legal/terms-of-use>, which may be updated by MSO from time to time in MSO’s sole discretion, MSO shall provide PC, Client, and Users with access to the Platform in order to provide and obtain Services respectively, except during periods of scheduled maintenance, inoperability, or

inaccessibility. In the event that the Platform is not available for use by Users, MSO will use commercially reasonable efforts to correct the interruption as promptly as practicable. Client acknowledges that it is obtaining only a limited right to use, and to authorize Users to access and use, the Services on MSO's Platform. Client agrees that MSO or its suppliers retain all right, title and interest (including all patent, copyright, trade secret and other intellectual property rights) in and to the Platform, including any and all related and underlying software (including mobile applications, extensions and interfaces), databases, technology, and all copies, modifications and derivative works thereof, and all system performance data, including machine learning algorithms, data used for optimization and services improvement, and the results and output of such machine learning. MSO reserves all rights to the Platform not expressly granted in this Agreement. Client may not disclose, provide access to use, or display the Platform except as set forth in this Agreement. Client will remain responsible for all acts and omissions of its Users that have access to the Platform pursuant to this Agreement.

1.3 Compliance Matters. The Parties agree to comply with all applicable federal and state laws and regulations governing each Party's conduct hereunder, including healthcare fraud and abuse laws and laws governing the confidentiality and privacy of health and/or student information, including, without limitation, the Family Educational Rights and Privacy Act and its implementing regulations ("FERPA") and the Health Insurance Portability and Accountability Act, as amended by the Health Information Technology for Economic and Clinical Health Act, and their implementing regulations ("HIPAA").

1.3.1 FERPA. In providing Services under this Agreement, Parallel may have access to education records ("Records") that are defined in and subject to FERPA. To the extent that Parallel has access to Records, Parallel is deemed a "school official" and may use the Records solely for the specific "legitimate educational purposes" as defined by FERPA.

(a) Parallel agrees that it will: (i) hold Records in strict confidence and not use or disclose Records without the prior written consent of the appropriate parent or eligible student, except as (A) permitted or required by this Agreement, (B) required by applicable law, or (C) otherwise authorized by Client in writing; (ii) safeguard Records according to commercially reasonable administrative, physical, and technical standards; and (iii) continually monitor its operations and take any action necessary to assure that Records are safeguarded in accordance with the terms of this Agreement.

(b) If any person seeks access to Records, Parallel will promptly inform Client of such request in writing. Parallel will not disclose any Records without the prior written authorization of an authorized representative of Client. If the request for access is pursuant to a court order or lawfully issued subpoena, Parallel will promptly provide Client with a copy of such court order or subpoena, and will comply with FERPA notification requirements to parents and/or eligible students.

1.3.2 HIPAA. Student records that are disclosed to Parallel by Client and maintained within the Platform are by definition "educational records" under FERPA and not "protected health information" as defined by HIPAA. Because student health information in education records is protected by FERPA, the HIPAA Privacy Rule excludes such information from its coverage.

(a) **Business Associate Agreement.** Parallel acknowledges and agrees that: to the extent Client is a "*covered entity*" (as defined in HIPAA), then, depending on the services provided pursuant to this Agreement and SOW(s), Parallel may be a "*business associate*" (as defined under HIPAA) of the Client when the Client provides services to Parallel involving "*protected health information*" (as defined under HIPAA) pursuant to this Agreement. If applicable, Parallel agrees to perform all services involving protected health information in accordance with the Business Associate Addendum Provisions, attached hereto as Exhibit B

Article 2

COMPENSATION FOR SERVICES AND BILLING

2.1 Compensation. Client shall pay Parallel compensation for Services as set forth in Exhibit A.

2.2 Payment Terms. Parallel will provide invoices to Client within five calendar days of the last day of each month of the Term in a manner as agreed by the Parties (“Invoices” and each, an “Invoice”). Each Invoice will include: (i) an accounting of evaluations and support services provided during the period of the Term covered by the Invoice, as set forth in Exhibit A; (ii) the amount due for Services rendered during the period of the Term covered by the Invoice, as set forth in Exhibit A; and (iii) the total remaining Minimum Annual Compensation (as defined in Exhibit A). Company will pay all amounts due within fifteen days of the date of the applicable invoice. Any amount not paid when due will be subject to finance charges equal to 1.5% of the unpaid balance per month or the highest rate permitted by applicable usury law, whichever is greater, determined and compounded daily from the date due until the date paid. Company agrees that it will reimburse Parallel and/or MSO for any costs or expenses (including, but not limited to, reasonable attorneys’ fees) incurred by such Party to collect any amount that is not paid when due.

2.3 Billing. Client shall have the sole and exclusive right, and Parallel shall have no right, to enter into contracts with third-party payors and to bill and collect payments from Users and third-party payors for the Services rendered to Users pursuant to this Agreement. Parallel hereby assigns its right to bill any third-party payor or User for any reimbursable Service provided under this Agreement.

2.4 No Payments for Referrals. The Parties acknowledge and agree that this Agreement does not require any Party to make referrals to, or otherwise generate business for, any other Party. The payments required under this Agreement were negotiated on an arms-length basis, are intended to reflect fair market value, and were not determined in a manner that takes into account the volume or value of any referrals or other business generated, or expected to be generated, between the Parties. No amount paid by any Party is intended to be, nor will it be construed to be, an inducement or payment for referral of any individual to such Party. In addition, no fee set forth in this Agreement includes any discount, rebate, kickback, or other reduction in charge.

Article 3

CONFIDENTIALITY

3.1 Non-Disclosure of Confidential Information.

3.1.1 Restrictions and Limitations. Except as otherwise expressly provided in this Agreement or a separate written agreement between or among such Parties, no Party may disclose any other Party’s Confidential Information other than strictly on a need-to-know basis to such Party’s employees, professional staff and other personnel who require access to the other Party’s Confidential Information in order to perform the disclosing Party’s obligations or exercise the disclosing Party’s rights under this Agreement. Notwithstanding the foregoing, each Party agrees: (i) to hold the other Party’s Confidential Information in strict confidence, using the same degree of care and protection (but no less than a reasonable degree) that it exercises with its own Confidential Information of a similar nature; (ii) not to directly or indirectly disclose or otherwise make available any Confidential Information of the other Party to a third party (including consultants and independent contractors, unless such consultants or independent contractors require access to the other Party’s Confidential Information and have agreed in writing to abide by the confidentiality obligations in this Section to the same extent as applicable to such Party); and (iii) not

to copy or use the other Party's Confidential Information for any purpose other than as necessary to fulfill such Party's obligations or to exercise its rights under this Agreement.

3.1.2 Definition. As used herein, "**Confidential Information**" means this Agreement, and all information (whether written, oral, electronic or otherwise, whether technical or non-technical in nature, and whether specifically identified as "confidential", "proprietary", "non-public", or "competitively-sensitive") provided by a Party to the other Party pursuant to this Agreement that a reasonable person would consider confidential, proprietary or otherwise competitively sensitive, including trade secrets, know-how, firmware, designs, data models, schematics, techniques, code, plans or any other information relating to the products, technology, services and business of the Party providing the information. Confidential Information shall not include information that: (i) is now or hereafter in the public domain through no fault of or breach by the recipient Party; (ii) prior to disclosure hereunder, is properly within the rightful possession of the recipient Party as evidenced by documentation of the recipient Party; or (iii) prior to or subsequent to disclosure hereunder, is lawfully received by the recipient Party from a third party who the recipient Party knows or has reason to believe is not subject to a restriction on further disclosure of such information.

3.1.3 Return or Destruction of Confidential Information. Upon the termination of this Agreement, each Party shall promptly cease any use and either destroy (and certify to the other Party as to such destruction), or deliver to the other Party, all Confidential Information of the other Party, in any form, other than the Party's internal copies of this Agreement.

3.2 Survival. This Section shall survive the termination of this Agreement.

Article 4

TERM AND TERMINATION

4.1 Term. The term of this Agreement shall commence on the Effective Date and shall continue for an initial term of one (1) year ("Initial Term"). Upon expiration of the Initial Term, the Agreement will automatically renew for successive terms of one (1) year each, (each, a "Renewal Term"), unless any Party provides the other Parties a notice of nonrenewal no later than four (4) months prior to the end of the then-current Term. The Initial Term and any Renewal Terms, collectively, the "Term".

4.2 Termination without Cause. Parallel and MSO may terminate this Agreement at any time without cause upon thirty (30) days' written notice to Client. Client may terminate without cause if Client has paid Parallel seventy-five percent (75%) of the Minimum Annual Compensation upon thirty (30) days' written notice to Parallel, *provided however*, that if Client terminates the Agreement pursuant to this Section 4.2, Client will either: (i) immediately pay Parallel the remainder of the unpaid Minimum Annual Compensation; or (ii) provide Parallel with additional work such that Parallel will earn the Minimum Annual Compensation.

4.3 Termination with Cause. In the event of a material breach of any obligation or covenant under this Agreement, the non-breaching Party will give the breaching Party written notice describing the breach. The breaching Party receiving such notice will have thirty (30) days to cure the breach. If the breach is not cured to the satisfaction of the non-breaching Party, the non-breaching Party may immediately terminate the Agreement upon written notice to the other Party.

4.4 Effect of Termination. Upon the termination of this Agreement, neither Party shall have any further obligations hereunder except for (i) obligations accruing prior to the date of termination, including but not limited payment for Services provided and (ii) obligations, promises or covenants contained herein which are expressly made or intended to survive beyond the Term. All compensation accrued prior to the date of termination or otherwise due to Parallel under the terms of this Agreement will be immediately paid to Parallel upon

termination of the Agreement. The Parties will work together in good faith to orderly transition Services and ensure there are no gaps in care, as appropriate and/or required under applicable law.

4.5 Termination Remedy Not Exclusive. The termination provisions in this Section are not exclusive, but rather are in addition to any other rights and remedies that the Parties may have at law or in equity.

Article 5

NON-SOLICITATION; REPRESENTATIONS AND WARRANTIES

5.1 Non-Solicitation Covenants.

During the Term of this Agreement, and for one (1) year after termination of this Agreement, Client shall not solicit or attempt to induce any employee or contractor of Parallel or MSO to terminate his or her relationship with such Party. The Parties acknowledge and agree that a violation of this non-solicitation provision would cause serious and irreparable harm to other Party. The covenant set forth in this Section shall survive the termination of this Agreement.

5.2 Representations and Warranties. Each Party represents and warrants that: (i) it has the requisite power and authority to execute, deliver and carry out this Agreement; (ii) neither it nor any of its employees, agents, directors, officers, members or managers, clinicians or representatives (collectively, "Personnel") are currently excluded, debarred or suspended from participation in any federal healthcare program; and (iii) that to the best of its knowledge, neither it nor any of its Personnel are under investigation by any state or federal governmental agency that may lead to exclusion, debarment or suspension.

5.3 Injunctive Relief. The Parties acknowledge that monetary damages may be inadequate to compensate for a breach of the provisions contained in Sections 3.1 or 5.1 or other confidentiality provisions of this Agreement. In the event of a breach of such provisions, the injured Party shall be entitled to injunctive relief (without the need to post bond) and any and all other remedies available at law or in equity. This Section in no way limits the liability or damages that may be assessed against a Party in the event of a breach by the other Party of any of the provisions of this Agreement.

5.4 Survival. This Section shall survive the termination of this Agreement.

Article 6

INDEMNIFICATION; LIMITATIONS OF LIABILITY; DISCLAIMER

6.1 Indemnification by Client. Client hereby agrees to indemnify, defend and hold harmless Parallel and MSO, and each of their respective officers, directors, members, managers, employees, agents and representatives, from and against any and all liabilities, demands, claims, actions or causes of action, assessments, judgments, losses, costs, damages or expenses (including reasonable attorneys' fees) sustained or incurred by such Party to the extent the same result from or arise out of a third-party claim based on any breach of this Agreement, violation of law, or negligent, reckless or willful act or omission by Client, or its officers, directors, members, managers, employees, agents and representatives.

6.2 Indemnification by Parallel and MSO. Parallel and MSO hereby agree to indemnify, defend and hold harmless Client and its officers, directors, members, managers, employees, agents and representatives, from and against any and all liabilities, demands, claims, actions or causes of action, assessments, judgments, losses, costs, damages or expenses (including reasonable attorneys' fees) sustained or incurred by Client to the extent

the same result from or arise out of a third-party claim based on any breach of this Agreement, violation of law, or negligent, reckless or willful act or omission by such Party, or its officers, directors, members, managers, employees, agents and representatives

6.3 Limitation of Liability. IN NO EVENT WILL ANY PARTY'S LIABILITY UNDER THIS AGREEMENT OR IN CONNECTION WITH THE SERVICES PROVIDED BY PARALLEL OR THE PARALLEL PROVIDERS INCLUDE ANY INDIRECT, INCIDENTAL, SPECIAL, EXEMPLARY, OR CONSEQUENTIAL DAMAGES OR CLAIMS FOR LOSS OF BUSINESS OR PROFITS, UNDER CONTRACT, TORT (INCLUDING NEGLIGENCE), OR OTHER LEGAL THEORY, REGARDLESS OF THE CAUSE OF ACTION AND EVEN IF A PARTY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH POTENTIAL LOSS OR DAMAGE. MSO AND PARALLEL'S AGGREGATE LIABILITY ARISING OUT OF OR RELATED TO THIS AGREEMENT SHALL NOT EXCEED THE TOTAL AMOUNT PAID BY CLIENT HEREUNDER SINCE ITS COMMENCEMENT, BUT IN NO EVENT LONGER THAN TWELVE (12) MONTHS PRIOR TO SUCH INCIDENT. THE ABOVE LIMITATIONS WILL APPLY WHETHER AN ACTION IS IN CONTRACT OR TORT AND REGARDLESS OF THE THEORY OF LIABILITY. The Parties acknowledge that the limitations in this section have been negotiated by them and reflect a fair allocation of risk and form an essential basis of the bargain and will survive and continue in full force and effect despite any failure of consideration or of an exclusive remedy.

6.4 Disclaimer. EXCEPT FOR THE EXPRESS REPRESENTATIONS AND WARRANTIES STATED IN THIS AGREEMENT, NEITHER PARALLEL NOR MSO MAKES ANY ADDITIONAL REPRESENTATION OR WARRANTY OF ANY KIND, WHETHER EXPRESS, IMPLIED (EITHER IN FACT OR BY OPERATION OF LAW), OR STATUTORY, AS TO ANY MATTER WHATSOEVER. PARALLEL AND MSO EXPRESSLY DISCLAIM ALL IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, QUALITY, ACCURACY, TITLE, AND NON-INFRINGEMENT. NOTWITHSTANDING ANYTHING SET FORTH HEREIN, NEITHER PARALLEL NOR MSO WARRANTS AGAINST INTERFERENCE WITH THE ENJOYMENT OF THE SERVICES. PARALLEL AND MSO DO NOT WARRANT THAT THE SERVICES ARE ERROR-FREE OR THAT OPERATION OF THE SERVICES WILL BE SECURE OR UNINTERRUPTED. NEITHER PARALLEL NOR MSO WARRANTS THAT ANY INFORMATION PROVIDED THROUGH THE SERVICES IS OR WILL BE ACCURATE OR COMPLETE OR THAT ANY INFORMATION PROVIDED THROUGH THE SERVICES WILL ALWAYS BE AVAILABLE.

6.5 Survival. This Section shall survive the termination of this Agreement.

Article 7

MISCELLANEOUS PROVISIONS

7.1 Independent Contractor Status. The Parties shall at all times be, and act and perform as, as independent contractors in connection with this Agreement. None of the Parties, nor any of their officers, directors, employees or representatives shall be construed to be the agent, employee or representative of the other Party or have an express or implied right or authority to assume or create any obligation or responsibility on behalf of or in the name of the other Party.

7.2 Entire Agreement. This Agreement (including the recitals) and the other agreements, SOWs (if applicable), exhibits, and schedules referred to herein, constitute the entire agreement, and supersede all prior and contemporaneous agreements and understandings, both written and oral, between the Parties, with respect to the subject matter hereof. All exhibits, schedules, SOWs (if applicable), attachments or other documents referred to in this Agreement shall be either attached hereto or incorporated by reference herein.

7.3 Amendment; No Waiver. This Agreement may be amended before or after the Effective Date only by a written instrument signed by all Parties. No Party shall be deemed to have waived any claim arising out of this Agreement, or any power, right, privilege or remedy under this Agreement, unless the waiver of such claim, power, right, privilege or remedy is expressly set forth in a written instrument duly executed and delivered on behalf of such Party.

7.4 Assignment. No Party may assign or delegate this Agreement or any of its rights and obligations hereunder without the prior written consent of the other Parties, and any Party's attempted assignment or delegation of this Agreement or any of its duties or obligations without the prior written consent of the other Parties shall be void and of no effect.

7.5 Applicable Law. All issues and questions concerning the construction, validity, enforcement and interpretation of this Agreement shall be governed by, and construed in accordance with, the laws of the State of Delaware, without giving effect to any choice of law or conflict of law rules or provisions that would cause the application of the laws of any other jurisdiction.

7.6 Successors and Assigns. This Agreement shall be binding upon and shall inure to the benefit of and be enforceable by the respective successors and permitted assigns of the Parties. Nothing in this Agreement, express or implied, is intended to or shall confer upon anyone other than the Parties any right, benefit or remedy of any nature whatsoever under or by reason of this Agreement.

7.7 Notices. All notices, requests, demands and other communications under this Agreement shall be in writing and shall be deemed to have been duly given or made as follows: (i) if sent by registered or certified mail in the United States return receipt requested, upon receipt; (ii) if sent designated for overnight delivery by nationally recognized overnight air courier (such as DHL or Federal Express), one business day after mailing; and (iii) if otherwise actually personally delivered, when delivered; provided that such notices, requests, demands and other communications are delivered to the address set forth below, or to such other address as one Party shall provide by like notice to the other Party:

If to MSO or Parallel:

Parallel Learning, Inc.

228 Park Ave. S

#97411

New York, New York 10003

If to Client:

COOR ISD

11051 N Cut Rd

, Roscommon, MI 48653

7.8 Construction. For purposes of this Agreement: (a) the words “include,” “includes” and “including” shall be deemed to be followed by the words “without limitation”; (b) the word “or” is not exclusive; and (c) the words “herein,” “hereof,” “hereby,” “hereto” and “hereunder” refer to this Agreement as a whole. Unless the context otherwise requires, references herein: (x) to Sections and Exhibits refer to the Sections of, and Exhibits attached to this Agreement; (y) to an agreement, instrument or other document means such agreement, instrument or other document as amended, supplemented and modified from time to time to the extent permitted by the provisions thereof; and (z) to a statute means such statute as amended from time to time and includes any successor legislation thereto and any regulations promulgated thereunder. This Agreement shall be construed without regard to any presumption or rule requiring construction or interpretation against the Party drafting an instrument or causing any instrument to be drafted. The Exhibits referred to herein shall be construed with, and as an integral part of, this Agreement to the same extent as if they were set forth verbatim herein.

7.9 Headings. The section and other headings contained in this Agreement and in the exhibits and schedules to this Agreement are included for the purpose of convenient reference only and shall not restrict, amplify, modify or otherwise affect in any way the meaning or interpretation of this Agreement or the exhibits and schedules hereto.

7.10 No Third Party Rights. This Agreement shall be binding upon, and shall be enforceable by and inure solely to the benefit of, the Parties and their respective successors and assigns. Nothing in this Agreement, express or implied, is intended to or shall confer upon any person (other than the Parties) any right, benefit, or remedy of any nature whatsoever under or by reason of this Agreement.

7.11 Counterparts; Facsimile or Electronic Signatures. This Agreement may be executed in two counterparts, each of which shall be deemed an original and both of which shall constitute one and the same instrument, notwithstanding both of the Parties are not signatories to the original or the same counterpart.

* * *

IN WITNESS WHEREOF, the Parties have caused this Agreement to be effective on the Effective Date.

COOR ISD
By: DocuSigned by:
Shawn Petri
57F3EECD735A49F...
Name: Shawn Petri
Title: Superintendent

PARALLEL LEARNING BEHAVIORAL HEALTH, P.C.
By: Diana Heldfond
AB6336704092469...
Name: Diana Heldfond
Title: Administrator

PARALLEL LEARNING, INC.
By: Diana Heldfond
AB6336704092469...
Name: Diana Heldfond
Title: CEO & Founder

EXHIBIT A

SERVICES AND COMPENSATION

Parallel Learning School District Service Rates

Client agrees to an annual minimum of \$125,000 for SLP services. Tier 1 Rates will apply throughout the duration of the contract.

Contract effective upon signature to June 30, 2023.

3 SLP will be supplied to cover up to 60 students per SLP.

Volume tier	Annual contract minimum*	Rate per full psycho-educational evaluation*	Rate per hour of support service (EFC, ed therapy)	Rate per hour clinical services (SLP & BMH)
Tier 3	\$10,000 - \$50,000	\$1,479	\$69	\$79
Tier 2	\$50,001-\$100,000	\$1,279	\$67	\$77
Tier 1	\$101,000 +	\$1,127	\$64	\$76

*Our comprehensive psychological evaluation includes:

	<u>Tier 3</u>	<u>Tier 2</u>	<u>Tier 1</u>
Evaluation coordination and reporting (Incl. data analysis and scoring, reporting writing, follow up and communications w/ family)	\$450	\$350	\$240
Review of records by Psychologist	\$150	\$140	\$130
Clinical interview with family	\$100	\$95	\$90
Selecting battery of test	\$100	\$95	\$90

Self-Report Rating Scales (proctored)	\$186	\$155	\$124
Achievement Standard Battery (learning evals)	\$142	\$119	\$95
Standard Cognitive Battery (all evals)	\$142	\$119	\$95
Attention/Processing Standard Battery	\$109	\$91	\$73
Report delivery and feedback session with Psychologist	\$100	\$95	\$90
Total	\$1,479	\$1,259	\$1,027

Additional add-ons and rates:

Additional Assessment	\$195	\$163	\$130
Additional requested meeting with psychologist (hourly)	\$100	\$100	\$100

Please note that bilingual services are available upon request

EXHIBIT B

BUSINESS ASSOCIATE ADDENDUM PROVISIONS:

1. **Definitions.** Terms used, but not otherwise defined, in this BAA shall have the same meaning as those ascribed to the terms in the Health Insurance Portability and Accountability Act of 1996 ("HIPAA"), Code of Federal Regulations ("C.F.R.") at Title 45, Parts 160 and 164. The following terms shall have the meaning ascribed to them in this Section. Other capitalized terms shall have the meaning ascribed to them in the context in which they first appear.

1.1. "Breach Notice Rule" shall mean Notification in the Case of Breach of Unsecured Protected Health Information, C.F.R. at Title 45, Parts 160 and 164.

1.2. "Disclose" shall mean engaging in a Disclosure, as defined by HIPAA.

1.3. "Individual" shall mean the person who is the subject of the Protected Health Information and has the same meaning as defined by HIPAA and shall include a personal representative in accordance with 45 C.F.R. § 164.502(9).

1.4. “Privacy Rule” shall mean the Standards for Privacy of Individually Identifiable Health Information, C.F.R. at Title 45, Parts 160 and 164.

1.5. “Protected Health Information” or “PHI” shall have the same meaning as defined in HIPAA, limited to that information created, maintained, accessed, or received by Business Associate from or on behalf of Covered Entity.

1.6. “Secretary” shall mean the Secretary of United States Department of Health and Human Services or his or her designee.

1.7. “Security Rule” shall mean the Standards for the Security of Electronic Protected Health Information, C.F.R. at Title 45, Parts 160 and 164.

2. Permitted Uses and Disclosures by Business Associate.

2.1. General Uses and Disclosures. Except as otherwise limited in this BAA, Business Associate may Use or Disclose Protected Health Information to perform functions, activities, or services for, or on behalf of, Covered Entity, and if such Use or Disclosure of Protected Health Information would not violate the Privacy Rule if done by the Covered Entity.

2.2. Limits on Uses and Disclosures. Business Associate hereby agrees that it is prohibited from Using or Disclosing the Protected Health Information provided by or on behalf of Covered Entity for any purpose other than as required for Business Associate’s rendering of services to Covered Entity, as necessary and appropriate to prosecute or defend a legal right or claim, as required or permitted by this BAA, as Required by Law, or as directed by Covered Entity.

2.3. Data Aggregation. Business Associate may Use and Disclose Protected Health Information to provide data aggregation services relating to the Health Care Operations of Covered Entity.

2.4. De-identification. Business Associate may de-identify PHI pursuant to 45 C.F.R. § 164.514 on behalf of Covered Entity.

2.5. Use for Management, Administration, and Legal Responsibilities. Business Associate may Use Protected Health Information for the proper management and administration of Business Associate or to carry out Business Associate’s legal responsibilities.

2.6. Disclosure for Management, Administration, and Legal Responsibilities. Business Associate may Disclose Protected Health Information for the proper management and administration of Business Associate or to carry out Business Associate’s legal responsibilities, provided that:

(a) The Disclosure is Required by Law; or

(b) Business Associate obtains reasonable assurances from the person to whom the Protected Health Information is Disclosed that the Protected Health Information will remain confidential and be Used or further Disclosed only as Required by Law or for the purpose for which it was Disclosed, and the person notifies Business Associate of any instances of which it is aware in which the confidentiality of the Protected Health Information has been breached.

3. Business Associate Obligations.

3.1. Appropriate Safeguards. Business Associate has implemented and will maintain reasonable and appropriate administrative, physical and technical safeguards to reasonably and appropriately protect the confidentiality, integrity, and availability of Protected Health Information and to prevent Uses or Disclosures of the

Protected Health Information that are not permitted by this BAA or by law. Business Associate acknowledges that it will comply with the applicable provisions of the Security Rule.

3.2. Reports of Improper Use, Disclosure or Security Incidents. Business Associate hereby agrees that it shall report to Covered Entity any discovery of any:

(a) Use or Disclosure of Protected Health Information not provided for or allowed by this BAA or by law; or

(b) Security Event in regard to Protected Health Information within thirty (30) days of discovering such Security Event. In this context, "Security Event" means a Breach or a Security Incident, as those terms are defined by the Breach Notice Rule and Security Rule, respectively, provided however that "Security Incident" shall not include attempted, unsuccessful security incidents such as "pings" on a firewall or port scans. In the case of a Breach, the requisite notification to Covered Entity shall include, to the extent possible, the identification of each individual whose unsecured protected health information has been, or is reasonably believed by Business Associate to have been, accessed, acquired, used, or disclosed during the Breach. Business Associate shall provide Covered Entity with such additional information as Covered Entity may reasonably request as necessary to make the notifications that may be required under 45 C.F.R. § 164.404(c) promptly after the information becomes available.

3.3. Subcontractors and Agents. Business Associate agrees that it must take reasonable measures to ensure that its agents and subcontractors, to whom it provides Protected Health Information as a result of the services to be performed pursuant to this BAA, agree to implement reasonable and appropriate safeguards to protect that Protected Health Information. Business Associate agrees that such agents and subcontractors must agree to the same restrictions and conditions that apply to Business Associate, including, but not limited to, complying with the applicable requirements of the Security Rule.

3.4. Right of Access to Protected Health Information. Business Associate agrees to provide, at Covered Entity's request, access to Protected Health Information to Covered Entity or, as directed by Covered Entity, to an Individual, in accordance with the requirements of 45 C.F.R. § 164.524. Such access will be provided as soon as reasonably practicable and in no event later than fifteen (15) days from the date of the request.

3.5. Amendments to Protected Health Information. Business Associate agrees to make any amendments to Protected Health Information that Covered Entity directs or agrees to, in accordance with the requirements of 45 C.F.R. § 164.526, at the request of Covered Entity or an Individual. Such amendments will be made soon as reasonably practicable and in no event later than thirty (30) days from the date of the request.

3.6. Access to Books and Records. Subject to herein-described limitations, Business Associate agrees to make its internal practices, books and records relating to the Use and Disclosure of Protected Health Information received from, or created or received by Business Associate on behalf of Covered Entity, available to the Secretary for purposes of determining Business Associate's and/or Covered Entity's compliance with the Privacy Rule.

3.7. Accounting of Disclosures. Business Associate agrees to document Disclosures of Protected Health Information and information related to such Disclosures as would be required for Business Associate to respond to a request by an Individual for an accounting of Disclosures of Protected Health Information in accordance with the requirements of 45 C.F.R. § 164.528. Business Associate agrees to provide such an accounting of Disclosures as soon as reasonably practicable and in no event later than thirty (30) days from the date Covered Entity requests such an accounting of Disclosures.

3.8. Specific Compliance with the Privacy Rule. To the extent Business Associate is to carry out Covered Entity's obligations under the Privacy Rule, Business Associate will comply with the requirements of the Privacy Rule that apply to Covered Entity in the performance of such obligation.

3.9. Mitigation Procedures. Business Associate agrees to promptly mitigate, to the extent practicable, any harmful effect that is known to Business Associate of a Use or Disclosure of Protected Health Information.

4. Covered Entity's Obligations. Covered Entity shall notify Business Associate, in writing and in a reasonable time and manner, of any restrictions to the Use or Disclosure of Protected Health Information changing Business Associate's obligations that Covered Entity has agreed to in accordance with 45 C.F.R. § 164.522.

5. Term. The term of this BAA shall commence as of the Effective Date and shall terminate thirty (30) days from either Party's written notice to the other Party or from Business Associate's terminating their relationship to which the Protected Health Information in question relates (upon proper notice to Covered Entity), whichever is sooner.

6. Termination.

6.1. Termination for Cause. Upon Covered Entity's knowledge of a material breach of this BAA by Business Associate, Covered Entity shall provide written notice of such breach to Business Associate and provide an opportunity for Business Associate to cure the breach or end the violation, and if Business Associate does not cure the breach or end the violation within ninety (90) days from receipt of the written notice ("Cure Period"), Covered Entity may immediately terminate this BAA. Likewise, upon Business Associate's knowledge of a material breach of this BAA by Covered Entity, Business Associate shall provide written notice of such breach to Covered Entity and provide an opportunity for Covered Entity to cure the breach or end the violation, and if Covered Entity does not cure the breach or end the violation within the Cure Period, Business Associate may immediately terminate this BAA. Notwithstanding the foregoing, the Parties may mutually agree in writing to extend the Cure Period for a mutually determined period of time. Either Party may terminate this BAA immediately without opportunity for cure if both Parties agree that cure is not reasonably possible.

6.2. Special Termination. In the event that any federal, state or local law or regulation currently existing or hereinafter enacted, or any final or non-appealable construction or interpretation of such law or regulation (whether federal, state, or local) or enforcement of such laws or regulations hereinafter occurs that makes performance of this BAA impossible or illegal, the Parties mutually agree to enter into a modification of this BAA to make substantial performance of this BAA possible. However, should the Parties be unable to agree upon an appropriate modification to comply with such requirements following ninety (90) days of good faith negotiations, either Party may give written notice to immediately terminate this BAA. Notwithstanding the foregoing, the parties may mutually agree in writing to extend the period of time required to modify this BAA for a mutually determined period of time.

6.3. Effect of Termination.

(a) Upon termination of this BAA, for any reason, Business Associate hereby agrees to return all Protected Health Information received from Covered Entity, or created or received by Business Associate on behalf of Covered Entity, or destroy such Protected Health Information.

(b) In the event that Business Associate determines that returning or destroying the Protected Health Information is not feasible, Business Associate shall extend the protections of this BAA to such Protected Health Information and limit further Uses and Disclosures of such Protected Health Information to those purposes that make the return or destruction not feasible.

7. General Provisions.

7.1. Regulatory References. Any reference in this BAA to a section in the Privacy Rule, the Security Rule, or the Breach Notice Rule means the section as in effect or as amended, and for which compliance is required.

7.2. Amendment. The Parties agree to take such action as is necessary to amend this BAA from time to time as is necessary for Business Associate to comply with the requirements of the Privacy Rule, the Security Rule, the Breach Notice Rule, and HIPAA. No changes in or additions to this BAA shall be recognized unless incorporated herein by written amendment by the Parties, such amendment(s) to become effective on the date stipulated in such amendment(s). No discharge of obligations arising under this BAA shall be valid unless in writing and executed by the Party against whom such discharge is sought to be enforced.

7.3. Interpretation. Any ambiguity in this BAA shall be resolved in favor of a meaning that permits the Parties to comply with the Privacy Rule, the Security Rule, the Breach Notice Rule, or HIPAA.

F. Approve registration & overnight expenses for Superintendent Petri to attend the MASA Small & Rural Schools Conference in Petoskey on Nov 12-22, 2022. Registration is \$350.

G. Approve an amended budget for the Career Tech Center building project managed by Integrity Construction Services, LLC in the amount of \$2.7 million.

8. **Information Items**

140

- **Career Tech Cooperative Agreement for 2022-23**
- **Social Media report card for September 2022**
- **Kids Count statistics by county**

Cooperative Agreement

Between

Charlton Heston Academy
Crawford AuSable School District
Fairview Area Schools
Houghton Lake Community Schools
Mio AuSable Schools
Roscommon Area Public Schools
West Branch - Rose City Area Schools

And

C.O.O.R. Intermediate School District's
Career & Technical Education Department

And

Kirtland Community College

2022- 2023

School Year

Whereas, the above-mentioned local school districts, C.O.O.R. Intermediate School District and Kirtland Community College are jointly interested in providing expanded educational opportunities for our youth and adults.

Whereas, additional educational services are necessary in order to meet the specific needs of our respective communities and because these needs can best be met through a unified effort due to community size, resources, and proximity, and

Whereas, the parties wish to allocate the respective areas of responsibility between themselves;

Therefore, it is hereby agreed as follows:

1. This agreement will be effective July 1, 2022, to June 30, 2023, and may be renewed thereafter upon concurrence of the above parties.
2. This agreement will affect all regularly enrolled K-12 students from the above-mentioned local school districts (here and after, the “students”) participating in programs operated by the Career & Technical Education Department. The local school district will count applicable students for memberships for state aid purposes.
3. Programs offered during the 2022-2023 school year covered by this agreement are:
 - Automotive, Business/ Entrepreneurship, Cosmetology, Education General, Marketing/ Social Media, Medical Occupations, Public Safety, Small Engines, Welding
 - All state approved Career & Technical Education programs offered at local schools;
 - Work Based Learning Experience (paid and unpaid)
 - All programs and services funded through Perkins.
 - CTE Dual Enrollment at Kirtland Community College;
 - Administrative services as needed for all CTE approved programs in CEPD 11
4. C.O.O.R Intermediate School District and the local superintendents established tuition rates for the 2022-2023 school year at \$2000 per student for the year, billed \$1000 per student per semester after count day. The tuition for each participating student shall be paid by the student’s local school district of residence. Tuition to be paid by semester and as billed by C.O.O.R. Intermediate School District. No payment will be due under this agreement by C.O.O.R. Intermediate School District to any other party.

5. Based on the school year (2022- 2023), the Career & Technical Education enrollments for the 2022- 2023 school year are projected at: Charlton Heston Academy (0); Crawford- AuSable (48); Fairview (); Houghton Lake (43); Mio- AuSable (30); Roscommon (42); West Branch- Rose City (12). This is only an estimate. Enrollments by LEA may vary
6. Anticipated class schedules are based on 2021- 2022 enrollments and include:
 - o Career Tech 8:30- 10:30 am, Monday through Friday, Automotive (Also 11:30- 1:30 M- F), Business, Cosmetology, Education General, Marketing, Medical Occupations, Public Safety, Small Engines, Welding. Class offerings are dependent upon enrollments.
7. For the 2022- 2023 school years there will be transportation, however some students will still be responsible for their own transportation from some school districts/to some sites.
8. This agreement also serves as the Carl D. Perkins 5 Cooperative Agreement, which designates Clare- Gladwin RESD as the fiscal agent for CTE Perkins funds and also affirms that all local districts in CEPD 11 will cooperate in the planning and implementation of Perkins Grant activities.
9. A written agreement will be submitted annually, if the cooperative agreement is to function.

Whereas, the parties hereto have executed this agreement:

Dave Patterson

Oct 4, 2022

David Patterson, Superintendent
Charlton Heston Academy

Date

T-Sal
[Tim Sanchez \(Sep 27, 2022 14:44 EDT\)](#)

Sep 27, 2022

Tim Sanchez, Superintendent
Crawford AuSable School District

Date

James A. Gendernalik
[James A. Gendernalik \(Oct 4, 2022 11:24 EDT\)](#)

Oct 4, 2022

Jim Gendernalik, Interim Superintendent
Fairview Area Schools

Date

Ben Williams
[Ben Williams \(Sep 21, 2022 11:20 EDT\)](#)

Sep 21, 2022

Ben Williams, Superintendent
Houghton Lake Community Schools

Date

Marvin O. Taylor
[Marvin O. Taylor \(Sep 21, 2022 13:44 EDT\)](#)

Sep 21, 2022

Marvin O. Taylor, Superintendent
Mio AuSable Schools

Date

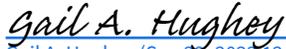


[Catherine Erickson \(Sep 22, 2022 14:37 EDT\)](#)

Sep 22, 2022

Catherine Erickson, Superintendent
Roscommon Area Public Schools

Date



[Gail A. Hughey \(Sep 22, 2022 12:42 EDT\)](#)

Sep 22, 2022

Gail Hughey, Superintendent
West Branch- Rose City Area Schools

Date



[Shawn Petri \(Sep 21, 2022 12:29 EDT\)](#)

Sep 21, 2022

Shawn Petri, Superintendent
C.O.O.R Intermediate School District

Date



Amy Fugate, Vice President of Academic Services
Kirtland Community College

Oct 4, 2022

Date



C.O.O.R.
INTERMEDIATE
SCHOOL DISTRICT

September 2022

Social Media Report Card

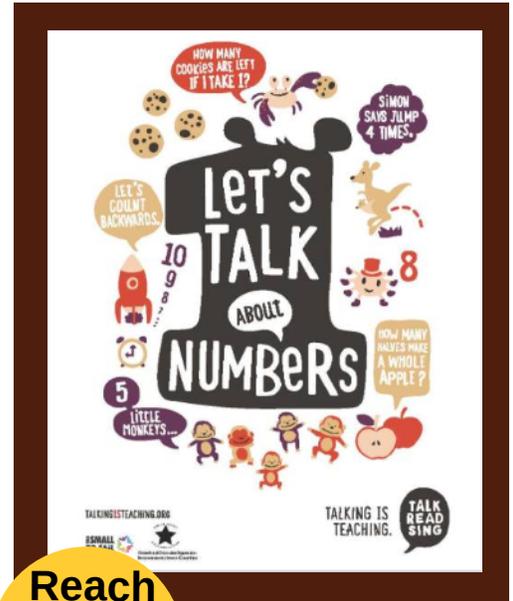
Facebook statistics

Audience: 824
(up 121)
Reach: 6,769
(up 12.6%)
Page visits



Reach
1,422
6 shares

Sept 23rd
Family Engineering
Educator Training



Reach
756
2 shares

Sept 13th
Math in the Mail
program starts soon



Reach
721

Sept 27th
Donations to Ms.
Patterson's class



Reach
669
1 share

Sept 7th
Handle with Care
program reminder



Reach
544

Sept 12th
CEC students excited
to be back to school

POPULATION	2010	2020	% Change	POPULATION BY RACE (2020)			
Total population	14,074	13,981	-0.7%	Child population by race		Young adult population by race	
Child population	2,795	2,426	-13.2%	Hispanic 0-17		Hispanic 18-24	
• Ages 0-5	814	756	-7.1%	Non-Hispanic 0-17		Non-Hispanic 18-24	
• Ages 6-12	1,060	924	-12.8%	• African American/Black	63	• African American/Black	17
• Ages 13-17	921	746	-19.0%	• American Indian	25	• American Indian	6
Young adult population				• Asian/Pacific Islander	30	• Asian/Pacific Islander	27
• Ages 18-24	891	827	-7.2%	• White	2,166	• White	738

ECONOMIC SECURITY

KEY TRENDS OVER TIME (Most recent year is listed in parentheses)	BASE YEAR (2010)		MOST RECENT YEAR				Trend
	Number	Rate	Number	Rate	Rate Change	MI Rate	
Children in poverty, ages 0-17 (2020)	741	27.8%	557	23.9%	-14.0%	16.8%	●
Young adults in poverty, ages 18-24 (2020)	312	35.1%	187	23.3%	-33.7%	23.2%	●
Households in poverty & ALICE (2019)	2,383	41.4%	2,544	41.4%	0.2%	38.1%	●

ADDITIONAL DATA (Data is for 2021 unless noted)	Number	Rate	MI Rate
Children receiving...			
• Free and reduced-price lunch, K-12	928	56.3%	51.1%
• Subsidized child care, ages 0-12	14	0.8%	1.8%
• Cash assistance (FIP), ages 0-18	18	0.7%	1.0%
• Food assistance (FAP), ages 0-18	638	25.1%	21.9%
• Women, Infant and Children (WIC), ages 0-4 (2020)	422	60.1%	43.5%
• Supplemental Security Income, ages 0-18 [^]	55	21.6	15.3
• Any amount of child support received	586	85.4%	81.5%
Median household income (2020)	\$49,625	N/A	\$61,352
Average cost of full-time child care/month	\$548	N/A	\$646
• Percent of full-time minimum wage	N/A	32.8%	38.7%
Families receiving the Earned Income Tax Credit (EITC) (2020)	850	15.8%	13.7%
Families with high-cost housing (2020)	1,423	23.1%	26.2%

EDUCATION

KEY TRENDS OVER TIME (Most recent year is listed in parentheses)	BASE YEAR (2010)		MOST RECENT YEAR				Trend
	Number	Rate	Number	Rate	Rate Change	MI Rate	
3- and 4- year olds in preschool (2020)	130	46.3%	106	35.8%	-22.7%	46.7%	●
Students graduating on time (2021)	115	68.1%	100	76.3%	12.1%	80.5%	●

ADDITIONAL DATA (Data is for 2021 unless noted)	Number	Rate	MI Rate
Children receiving <i>Early On</i> services by ISD, ages 0-2	49	3.4%	3.4%
Students in Special Education	212	12.9%	14.5%
Students who are homeless by ISD, K-12 (2020)	374	5.2%	1.9%
3rd graders proficient in English Language Arts, M-STEP	42	38.9%	42.8%
8th graders proficient in Math, PSAT	59	59.0%	36.0%
Students who drop out	17	13.0%	7.7%
Teens not in school or working, ages 16-19 (2020)	21	3.7%	6.8%

KEY ● Improving ^ Rate per 1,000 N/A Data not available
 ● Little Change † Rate per 10,000 * Data suppressed
 ● Worsening ♦ Rate per 100,000

For all data definitions and sources, see the [Data Definitions and Notes](#) page.

POPULATION	2010	2020	% Change	POPULATION BY RACE (2020)			
Total population	21,699	20,923	-3.6%	Child population by race		Young adult population by race	
Child population	4,419	3,831	-13.3%	Hispanic 0-17	153	Hispanic 18-24	55
• Ages 0-5	1,265	1,142	-9.7%	Non-Hispanic 0-17			
• Ages 6-12	1,689	1,501	-11.1%	• African American/Black	81	• African American/Black	17
• Ages 13-17	1,465	1,188	-18.9%	• American Indian	36	• American Indian	12
Young adult population				• Asian/Pacific Islander	32	• Asian/Pacific Islander	21
• Ages 18-24	1,418	1,284	-9.4%	• White	3,529	• White	1,179

KEY TRENDS OVER TIME (Most recent year is listed in parentheses)	BASE YEAR (2010)		MOST RECENT YEAR				Trend
	Number	Rate	Number	Rate	Rate Change	MI Rate	
Children in poverty, ages 0-17 (2020)	1,311	30.6%	934	25.0%	-18.3%	16.8%	●
Young adults in poverty, ages 18-24 (2020)	314	21.0%	262	20.1%	-4.2%	23.2%	●
Households in poverty & ALICE (2019)	3,735	46.3%	4,182	45.5%	-1.6%	38.1%	●

ECONOMIC SECURITY ADDITIONAL DATA (Data is for 2021 unless noted)	Number	Rate	MI Rate
	Children receiving...		
• Free and reduced-price lunch, K-12	1,366	67.3%	51.1%
• Subsidized child care, ages 0-12	57	2.2%	1.8%
• Cash assistance (FIP), ages 0-18	45	1.1%	1.0%
• Food assistance (FAP), ages 0-18	1,107	27.5%	21.9%
• Women, Infant and Children (WIC), ages 0-4 (2020)	545	55.4%	43.5%
• Supplemental Security Income, ages 0-18 [^]	92	22.9	15.3
• Any amount of child support received	870	80.9%	81.5%
Median household income (2020)	\$46,144	N/A	\$61,352
Average cost of full-time child care/month	\$452	N/A	\$646
• Percent of full-time minimum wage	N/A	27.1%	38.7%
Families receiving the Earned Income Tax Credit (EITC) (2020)	1,670	16.3%	13.7%
Families with high-cost housing (2020)	2,418	26.0%	26.2%

EDUCATION KEY TRENDS OVER TIME (Most recent year is listed in parentheses)	BASE YEAR (2010)		MOST RECENT YEAR				Trend
	Number	Rate	Number	Rate	Rate Change	MI Rate	
3- and 4- year olds in preschool (2020)	184	38.3%	183	45.5%	18.8%	46.7%	●
Students graduating on time (2021)	160	74.8%	120	85.7%	14.6%	80.5%	●

EDUCATION ADDITIONAL DATA (Data is for 2021 unless noted)	Number	Rate	MI Rate
	Children receiving Early On services by ISD, ages 0-2	49	3.4%
Students in Special Education	209	10.3%	14.5%
Students who are homeless by ISD, K-12 (2020)	374	5.2%	1.9%
3rd graders proficient in English Language Arts, M-STEP	38	26.8%	42.8%
8th graders proficient in Math, PSAT	31	23.1%	36.0%
Students who drop out	10	7.1%	7.7%
Teens not in school or working, ages 16-19 (2020)	96	10.4%	6.8%

KEY

- Improving
- Little Change
- Worsening
- ^ Rate per 1,000
- † Rate per 10,000
- ♦ Rate per 100,000
- N/A Data not available
- * Data suppressed

For all data definitions and sources, see the [Data Definitions and Notes](#) page.



HEALTH & SAFETY

KEY TRENDS OVER TIME

	BASE YEAR (2010)		MOST RECENT YEAR (2020)				Trend
	Number	Rate	Number	Rate	Rate Change	MI Rate	
Less than adequate prenatal care	49	24.5%	60	33.5%	36.7%	32.2%	●
Infant mortality [^]	1	*	1	*	*	6.6	—
Child deaths, ages 1-14*	1	*	2	67.8	*	18.5	—
Teen deaths, ages 15-19*	1	*	1	*	*	48.1	—
Young adult deaths, ages 18-24*	1	*	2	153.4	*	83.8	—

ADDITIONAL DATA

(Most recent year is listed in parentheses)

	Number	Rate	MI Rate
Children with health insurance, ages 0-18 (2019)	3,781	95.3%	96.6%
Insured by Medicaid, ages 0-18 (2021)	2,663	66.2%	48.7%
Low-birthweight babies (2020)	14	7.8%	8.7%
Fully immunized toddlers, ages 19-35 months (2021)	173	67.3%	69.4%
Children tested for lead, ages 1-2 (2020)	58	15.5%	29.8%
Children hospitalized for asthma, ages 0-14 [†] (2019)	*	*	10.6
Children with food insecurity, ages 0-17 (2019)	800	20.8%	14.2%
Mental health providers (ratio of population to provider) (2020)	17	1235:1	355:1

FAMILY & COMMUNITY

KEY TRENDS OVER TIME

(Most recent year is listed in parentheses)

	BASE YEAR (2010)		MOST RECENT YEAR				Trend
	Number	Rate	Number	Rate	Rate Change	MI Rate	
Birth to teens, ages 15-19 [^] (2020)	24	38.2	11	20.7	-45.7%	14.8	●
Child abuse/neglect, ages 0-17 (2021)							
• Children in investigated families [^]	450	110.2	508	132.6	20.3%	86.2	●
• Confirmed victims [^]	118	28.9	63	16.4	-43.2%	12.1	●
• Children in out-of-home care [^]	18	4.4	21	5.5	24.8%	4.3	●

ADDITIONAL DATA (2020)

	Number	Rate	MI Rate
Children living in high-poverty areas, ages 0-17	0	0.0%	12.5%
Children by household structure, ages 0-17			
• Family with married parents	2,338	64.1%	66.5%
• Family with single parent	1,310	35.9%	33.5%
Children in poverty by household structure, ages 0-17			
• Family with married parents	234	10.0%	8.4%
• Family with single parent	592	45.2%	38.2%
English not spoken at home, ages 5-17	68	2.3%	10.4%
Children with internet at home, ages 0-17	3,430	89.5%	92.5%

Kids Count provides child advocates, agencies, public officials and legislators with the best available data, nonpartisan policy recommendations and tools to advance policies that benefit children. Our data-based profiles help decision-makers understand the educational, social, economic and physical well-being of children across the state.

An equitable, two-generation approach will help Michigan's kids keep moving forward.

A child's well-being should not be determined by their race, place or income, but data shows that this is the reality. That's why our racial equity lens considers how policy decisions help or hinder outcomes. We also consider access to opportunity for the adults in kids' lives when working to improve well-being.

KEY

- Improving
- Little Change
- Worsening

- [^] Rate per 1,000
- [†] Rate per 10,000
- [♦] Rate per 100,000

N/A Data not available
 * Data suppressed

For all data definitions and sources, see the [Data Definitions and Notes](#) page.



POPULATION	2010	2020	% Change	POPULATION BY RACE (2020)			
Total population	8,640	8,368	-3.1%	Child population by race		Young adult population by race	
Child population	1,743	1,650	-5.3%	Hispanic 0-17		Hispanic 18-24	
• Ages 0-5	532	562	5.6%	Non-Hispanic 0-17		Non-Hispanic 18-24	
• Ages 6-12	636	638	0.3%	• African American/Black	26	• African American/Black	10
• Ages 13-17	575	450	-21.7%	• American Indian	12	• American Indian	1
Young adult population				• Asian/Pacific Islander	5	• Asian/Pacific Islander	4
• Ages 18-24	548	475	-13.3%	• White	1,562	• White	447

KEY TRENDS OVER TIME (Most recent year is listed in parentheses)	BASE YEAR (2010)		MOST RECENT YEAR				Trend
	Number	Rate	Number	Rate	Rate Change	MI Rate	
Children in poverty, ages 0-17 (2020)	619	36.0%	422	26.0%	-27.8%	16.8%	●
Young adults in poverty, ages 18-24 (2020)	169	28.7%	133	25.8%	-10.2%	23.2%	●
Households in poverty & ALICE (2019)	2,030	50.1%	1,678	44.1%	-12.0%	38.1%	●

ECONOMIC SECURITY ADDITIONAL DATA (Data is for 2021 unless noted)	Number	Rate	MI Rate
	Children receiving...		
• Free and reduced-price lunch, K-12	541	68.5%	51.1%
• Subsidized child care, ages 0-12	13	1.1%	1.8%
• Cash assistance (FIP), ages 0-18	24	1.4%	1.0%
• Food assistance (FAP), ages 0-18	387	22.3%	21.9%
• Women, Infant and Children (WIC), ages 0-4 (2020)	294	67.4%	43.5%
• Supplemental Security Income, ages 0-18 [^]	32	18.5	15.3
• Any amount of child support received	224	86.2%	81.5%
Median household income (2020)	\$43,683	N/A	\$61,352
Average cost of full-time child care/month	*	N/A	\$646
• Percent of full-time minimum wage	N/A	*	38.7%
Families receiving the Earned Income Tax Credit (EITC) (2020)	550	17.9%	13.7%
Families with high-cost housing (2020)	795	21.3%	26.2%

EDUCATION KEY TRENDS OVER TIME (Most recent year is listed in parentheses)	BASE YEAR (2010)		MOST RECENT YEAR				Trend
	Number	Rate	Number	Rate	Rate Change	MI Rate	
3- and 4- year olds in preschool (2020)	41	25.5%	23	15.0%	-41.2%	46.7%	●
Students graduating on time (2021)	53	79.1%	33	73.3%	-7.3%	80.5%	●

EDUCATION ADDITIONAL DATA (Data is for 2021 unless noted)	Number	Rate	MI Rate
	Children receiving Early On services by ISD, ages 0-2	49	3.4%
Students in Special Education	164	20.8%	14.5%
Students who are homeless by ISD, K-12 (2020)	374	5.2%	1.9%
3rd graders proficient in English Language Arts, M-STEP	16	28.1%	42.8%
8th graders proficient in Math, PSAT	27	47.4%	36.0%
Students who drop out	6	13.3%	7.7%
Teens not in school or working, ages 16-19 (2020)	101	32.1%	6.8%

KEY ● Improving ^ Rate per 1,000 N/A Data not available
 ● Little Change † Rate per 10,000 * Data suppressed
 ● Worsening ‡ Rate per 100,000

For all data definitions and sources, see the [Data Definitions and Notes](#) page.



POPULATION	2010	2020	% Change	POPULATION BY RACE (2020)			
Total population	24,449	23,986	-1.9%	Child population by race		Young adult population by race	
Child population	3,926	3,449	-12.1%	Hispanic 0-17		Hispanic 18-24	
• Ages 0-5	1,143	1,020	-10.8%	Non-Hispanic 0-17		Non-Hispanic 18-24	
• Ages 6-12	1,488	1,379	-7.3%	• African American/Black	68	• African American/Black	19
• Ages 13-17	1,295	1,050	-18.9%	• American Indian	51	• American Indian	17
Young adult population				• Asian/Pacific Islander	52	• Asian/Pacific Islander	14
• Ages 18-24	1,328	1,211	-8.8%	• White	3,138	• White	1,111

KEY TRENDS OVER TIME (Most recent year is listed in parentheses)	BASE YEAR (2010)		MOST RECENT YEAR				Trend
	Number	Rate	Number	Rate	Rate Change	MI Rate	
Children in poverty, ages 0-17 (2020)	1,500	39.4%	963	28.6%	-27.4%	16.8%	●
Young adults in poverty, ages 18-24 (2020)	661	47.1%	325	26.1%	-44.6%	23.2%	●
Households in poverty & ALICE (2019)	4,900	44.4%	4,925	44.2%	-0.5%	38.1%	●

ECONOMIC SECURITY	ADDITIONAL DATA (Data is for 2021 unless noted)		Number	Rate	MI Rate
	Children receiving...				
• Free and reduced-price lunch, K-12			2,001	71.1%	51.1%
• Subsidized child care, ages 0-12			44	1.8%	1.8%
• Cash assistance (FIP), ages 0-18			71	1.9%	1.0%
• Food assistance (FAP), ages 0-18			1,184	32.3%	21.9%
• Women, Infant and Children (WIC), ages 0-4 (2020)			574	65.0%	43.5%
• Supplemental Security Income, ages 0-18 [^]			79	21.6	15.3
• Any amount of child support received			866	80.0%	81.5%
Median household income (2020)			\$43,551	N/A	\$61,352
Average cost of full-time child care/month			\$585	N/A	\$646
• Percent of full-time minimum wage			N/A	35.0%	38.7%
Families receiving the Earned Income Tax Credit (EITC) (2020)			1,860	14.5%	13.7%
Families with high-cost housing (2020)			2,925	25.6%	26.2%

EDUCATION	KEY TRENDS OVER TIME (Most recent year is listed in parentheses)		BASE YEAR (2010)		MOST RECENT YEAR				Trend
	Number	Rate	Number	Rate	Rate Change	MI Rate			
3- and 4- year olds in preschool (2020)	175	38.3%	184	43.8%	14.4%	46.7%	●		
Students graduating on time (2021)	196	67.1%	159	76.8%	14.4%	80.5%	●		

EDUCATION	ADDITIONAL DATA (Data is for 2021 unless noted)		Number	Rate	MI Rate
	Children receiving <i>Early On</i> services by ISD, ages 0-2			49	3.4%
Students in Special Education			506	18.0%	14.5%
Students who are homeless by ISD, K-12 (2020)			374	5.2%	1.9%
3rd graders proficient in English Language Arts, M-STEP			47	25.7%	42.8%
8th graders proficient in Math, PSAT			35	21.1%	36.0%
Students who drop out			21	10.1%	7.7%
Teens not in school or working, ages 16-19 (2020)			93	12.3%	6.8%

KEY	● Improving	[^] Rate per 1,000	N/A Data not available
	● Little Change	^t Rate per 10,000	* Data suppressed
	● Worsening	[♦] Rate per 100,000	For all data definitions and sources, see the Data Definitions and Notes page.



HEALTH & SAFETY

KEY TRENDS OVER TIME	BASE YEAR (2010)		MOST RECENT YEAR (2020)				Trend
	Number	Rate	Number	Rate	Rate Change	MI Rate	
Less than adequate prenatal care	42	24.4%	41	27.3%	12.0%	32.2%	●
Infant mortality [^]	1	*	2	13.3	*	6.6	—
Child deaths, ages 1-14 [*]	1	*	1	*	*	18.5	—
Teen deaths, ages 15-19 [*]	1	*	0	*	*	48.1	—
Young adult deaths, ages 18-24 [*]	1	*	2	163.3	*	83.8	—

ADDITIONAL DATA (Most recent year is listed in parentheses)	Number	Rate	MI Rate
Children with health insurance, ages 0-18 (2019)	3,445	96.0%	96.6%
Insured by Medicaid, ages 0-18 (2021)	2,687	73.3%	48.7%
Low-birthweight babies (2020)	10	6.7%	8.7%
Fully immunized toddlers, ages 19-35 months (2021)	176	68.5%	69.4%
Children tested for lead, ages 1-2 (2020)	45	13.4%	29.8%
Children hospitalized for asthma, ages 0-14 ^t (2019)	*	*	10.6
Children with food insecurity, ages 0-17 (2019)	890	24.4%	14.2%
Mental health providers (ratio of population to provider) (2020)	18	1334:1	355:1

FAMILY & COMMUNITY

KEY TRENDS OVER TIME (Most recent year is listed in parentheses)	BASE YEAR (2010)		MOST RECENT YEAR				Trend
	Number	Rate	Number	Rate	Rate Change	MI Rate	
Birth to teens, ages 15-19 [^] (2020)	26	40.2	12	26.5	-34.1%	14.8	●
Child abuse/neglect, ages 0-17 (2021)							●
• Children in investigated families [^]	558	135.6	724	209.9	54.8%	86.2	●
• Confirmed victims [^]	178	43.3	74	21.5	-50.3%	12.1	●
• Children in out-of-home care [^]	28	6.8	23	6.7	-1.5%	4.3	●

ADDITIONAL DATA (2020)	Number	Rate	MI Rate
Children living in high-poverty areas, ages 0-17	0	0.0%	12.5%
Children by household structure, ages 0-17			
• Family with married parents	1,855	56.3%	66.5%
• Family with single parent	1,442	43.7%	33.5%
Children in poverty by household structure, ages 0-17			
• Family with married parents	296	16.0%	8.4%
• Family with single parent	548	38.0%	38.2%
English not spoken at home, ages 5-17	24	0.9%	10.4%
Children with internet at home, ages 0-17	3,335	94.7%	92.5%

Kids Count provides child advocates, agencies, public officials and legislators with the best available data, nonpartisan policy recommendations and tools to advance policies that benefit children. Our data-based profiles help decision-makers understand the educational, social, economic and physical well-being of children across the state.

An equitable, two-generation approach will help Michigan's kids keep moving forward.

A child's well-being should not be determined by their race, place or income, but data shows that this is the reality. That's why our racial equity lens considers how policy decisions help or hinder outcomes. We also consider access to opportunity for the adults in kids' lives when working to improve well-being.

KEY	● Improving	[^] Rate per 1,000	N/A Data not available
	● Little Change	^t Rate per 10,000	* Data suppressed
	● Worsening	[♦] Rate per 100,000	For all data definitions and sources, see the Data Definitions and Notes page.

POPULATION	2010	2020	% Change	POPULATION BY RACE (2020)		
Total population	25,887	25,140	-2.9%	Child population by race		Young adult population by race
Child population	4,554	4,199	-7.8%	Hispanic 0-17	183	Hispanic 18-24 68
• Ages 0-5	1,238	1,441	16.4%	Non-Hispanic 0-17		Non-Hispanic 18-24
• Ages 6-12	1,828	1,588	-13.1%	• African American/Black	91	• African American/Black 30
• Ages 13-17	1,488	1,170	-21.4%	• American Indian	52	• American Indian 22
Young adult population				• Asian/Pacific Islander	56	• Asian/Pacific Islander 13
• Ages 18-24	1,555	1,440	-7.4%	• White	3,817	• White 1,307

ECONOMIC SECURITY

KEY TRENDS OVER TIME (Most recent year is listed in parentheses)	BASE YEAR (2010)		MOST RECENT YEAR				Trend
	Number	Rate	Number	Rate	Rate Change	MI Rate	
Children in poverty, ages 0-17 (2020)	1,607	36.8%	989	24.2%	-34.2%	16.8%	●
Young adults in poverty, ages 18-24 (2020)	425	25.9%	286	19.9%	-23.1%	23.2%	●
Households in poverty & ALICE (2019)	4,932	46.9%	4,466	38.3%	-18.5%	38.1%	●

ADDITIONAL DATA
(Data is for 2021 unless noted)

	Number	Rate	MI Rate
Children receiving...			
• Free and reduced-price lunch, K-12	2,360	66.4%	51.1%
• Subsidized child care, ages 0-12	83	2.7%	1.8%
• Cash assistance (FIP), ages 0-18	60	1.4%	1.0%
• Food assistance (FAP), ages 0-18	1,338	30.4%	21.9%
• Women, Infant and Children (WIC), ages 0-4 (2020)	746	63.8%	43.5%
• Supplemental Security Income, ages 0-18 [^]	99	22.5	15.3
• Any amount of child support received	971	83.6%	81.5%
Median household income (2020)	\$43,450	N/A	\$61,352
Average cost of full-time child care/month	\$506	N/A	\$646
• Percent of full-time minimum wage	N/A	30.3%	38.7%
Families receiving the Earned Income Tax Credit (EITC) (2020)	1,930	15.0%	13.7%
Families with high-cost housing (2020)	2,512	21.3%	26.2%

EDUCATION

KEY TRENDS OVER TIME (Most recent year is listed in parentheses)	BASE YEAR (2010)		MOST RECENT YEAR				Trend
	Number	Rate	Number	Rate	Rate Change	MI Rate	
3- and 4- year olds in preschool (2020)	175	35.8%	262	42.3%	18.2%	46.7%	●
Students graduating on time (2021)	358	83.3%	191	73.2%	-12.1%	80.5%	●

ADDITIONAL DATA
(Data is for 2021 unless noted)

	Number	Rate	MI Rate
Children receiving Early On services by ISD, ages 0-2	33	3.5%	3.4%
Students in Special Education	617	17.4%	14.5%
Students who are homeless by ISD, K-12 (2020)	279	7.9%	1.9%
3rd graders proficient in English Language Arts, M-STEP	96	40.5%	42.8%
8th graders proficient in Math, PSAT	61	28.6%	36.0%
Students who drop out	30	11.5%	7.7%
Teens not in school or working, ages 16-19 (2020)	83	9.2%	6.8%

KEY

- Improving
- Little Change
- Worsening

- [^] Rate per 1,000
- [†] Rate per 10,000
- [♦] Rate per 100,000

N/A Data not available
* Data suppressed

For all data definitions and sources, see the [Data Definitions and Notes](#) page.



HEALTH & SAFETY

KEY TRENDS OVER TIME	BASE YEAR (2010)		MOST RECENT YEAR (2020)				Trend
	Number	Rate	Number	Rate	Rate Change	MI Rate	
Less than adequate prenatal care	63	31.7%	91	38.2%	20.4%	32.2%	●
Infant mortality [^]	2	11.7	2	8.4	-28.1%	6.6	●
Child deaths, ages 1-14 [*]	0	*	1	*	*	18.5	—
Teen deaths, ages 15-19 [*]	1	*	1	*	*	48.1	—
Young adult deaths, ages 18-24 [*]	1	*	1	*	*	83.8	—

ADDITIONAL DATA

(Most recent year is listed in parentheses)

	Number	Rate	MI Rate
Children with health insurance, ages 0-18 (2019)	4,088	95.9%	96.6%
Insured by Medicaid, ages 0-18 (2021)	2,956	67.3%	48.7%
Low-birthweight babies (2020)	19	8.0%	8.7%
Fully immunized toddlers, ages 19-35 months (2021)	251	69.3%	69.4%
Children tested for lead, ages 1-2 (2020)	105	22.7%	29.8%
Children hospitalized for asthma, ages 0-14 [†] (2019)	*	*	10.6
Children with food insecurity, ages 0-17 (2019)	840	20.3%	14.2%
Mental health providers (ratio of population to provider) (2020)	49	513:1	355:1

FAMILY & COMMUNITY

KEY TRENDS OVER TIME (Most recent year is listed in parentheses)	BASE YEAR (2010)		MOST RECENT YEAR				Trend
	Number	Rate	Number	Rate	Rate Change	MI Rate	
Birth to teens, ages 15-19 [^] (2020)	24	31.5	19	34.9	10.7%	14.8	●
Child abuse/neglect, ages 0-17 (2021)							
• Children in Investigated families [^]	473	100.8	637	151.7	50.5%	86.2	●
• Confirmed victims [^]	137	29.2	77	18.3	-37.3%	12.1	●
• Children in out-of-home care [^]	19	4.0	36	8.6	112.4%	4.3	●

ADDITIONAL DATA (2020)

	Number	Rate	MI Rate
Children living in high-poverty areas, ages 0-17	0	0.0%	12.5%
Children by household structure, ages 0-17			
• Family with married parents	2,539	63.0%	66.5%
• Family with single parent	1,491	37.0%	33.5%
Children in poverty by household structure, ages 0-17			
• Family with married parents	215	8.5%	8.4%
• Family with single parent	626	42.0%	38.2%
English not spoken at home, ages 5-17	139	4.7%	10.4%
Children with internet at home, ages 0-17	3,731	90.1%	92.5%

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KEY	● Improving	[^] Rate per 1,000	N/A Data not available
	● Little Change	[†] Rate per 10,000	* Data suppressed
	● Worsening	[‡] Rate per 100,000	For all data definitions and sources, see the Data Definitions and Notes page.

9. Superintendent's Report

155

- Special Education Funding increase
- COOR Instructional Leadership Team
- Retirement
- Competitive Bidding Threshold
- School Mapping - CRG quote
- EMC planning grant awarded \$50,000
- Central office flooring
- remote work



STATE OF MICHIGAN
DEPARTMENT OF EDUCATION
LANSING

GRETCHEN WHITMER
GOVERNOR

MICHAEL F. RICE, Ph.D.
STATE SUPERINTENDENT

MEMORANDUM

DATE: October 6, 2022
TO: Local and Intermediate School District Superintendents
Public School Academy Directors
FROM: Kyle L. Guerrant, Deputy Superintendent *KG*
Finance and Operations
SUBJECT: FY 2022-23 Thresholds for Competitive Bids, Posting Travel Expenses,
and Value of Awards

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

Sections 623a, 1267, and 1274 (MCLs [380.623a](#), [380.1267](#), and [380.1274](#)) of Michigan’s Revised School Code establish a base above which competitive bids must be obtained for school construction projects (including renovation, repair, or remodeling) and procurement of supplies, materials, and equipment. The laws also provide for an increase in the base amount corresponding to increases in the Consumer Price Index (CPI). The fiscal year 2022-2023 base amount for section 1267 (pertaining to construction, renovation, repair, or remodeling) and the new base for Sections 623a and 1274 (pertaining to procurement of supplies, materials, and equipment) are each \$28,048.

Our analysis shows that the average CPI for the 12-month period ending August 31, 2021, was \$265.45. The similar average for the 12-month period ending August 31, 2022, was \$285.85, a percentage increase of just under 7.7%. Therefore, the fiscal year 2021-2022 base of \$26,046 for Sections 623a, 1267, and 1274 items increases by \$2,002 to \$28,048 for fiscal year 2022-2023.

Section 620(1) of the Revised School Code (MCL [380.620\(1\)](#)) establishes a base above which travel expenses paid with intermediate school district (ISD) funds must be posted to the ISD website. Section 620(1) provides for an increase in the base that corresponds with increases in the CPI. For fiscal year 2022-2023, the base amount of \$4,263 for travel increases by \$328 to \$4,591.

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There are changes to the limits on the value of awards given by an ISD to an employee, volunteer, or pupil, as well as the value above which an ISD administrator may not accept a gift from a vendor or potential vendor. Section 634 of the Revised School Code (MCL [380.634](#)) places an upper limit on the value of awards given by an ISD to an employee, volunteer, or pupil, as well as the value above which an ISD administrator may not accept a gift from a vendor or potential vendor. The fiscal year 2021-2022 cap of \$148 for awards increases to \$160 for 2022-23, and the cap of \$64 for gifts increases to \$69 due to the increase in the average CPI.

Please note that all the thresholds and caps mentioned in this communication are effective as of October 6, 2022, and are in effect until the next communication revises them. A chart is provided below that summarizes the new amounts, requirements, and sections of the Revised School Code to which they pertain.

If you have any questions, please contact Phil Boone, Office of State Aid and School Finance, at 517-899-0796 or boonep2@michigan.gov.

	Section	Requirement	Base Amount	2005-06 Base	2021-2022 Thresholds	2022-2023 Thresholds
ISD Travel expenditures	620	Posting	\$3,000	\$3,093	\$4,263	\$4,591
ISD Procurement of supplies, materials, and equipment	623a	Comp. Bid	\$17,932	\$18,489	\$26,046	\$28,048
ISD Award value limit	634, 1814	Award Cap	\$100	\$105	\$148	\$160
ISD Gift value limit (monthly)	634	Gift Cap	\$44	\$46	\$64	\$69
School building construction, addition, renovation, or repair	1267	Comp. Bid	\$17,932	\$18,915	\$26,046	\$28,048
School District or PSA Procurement of supplies, materials, and equipment	1274	Comp. Bid	\$17,932	\$18,489	\$26,046	\$28,048

cc: Michigan Education Alliance
 Confederation of Michigan Tribal Education Departments

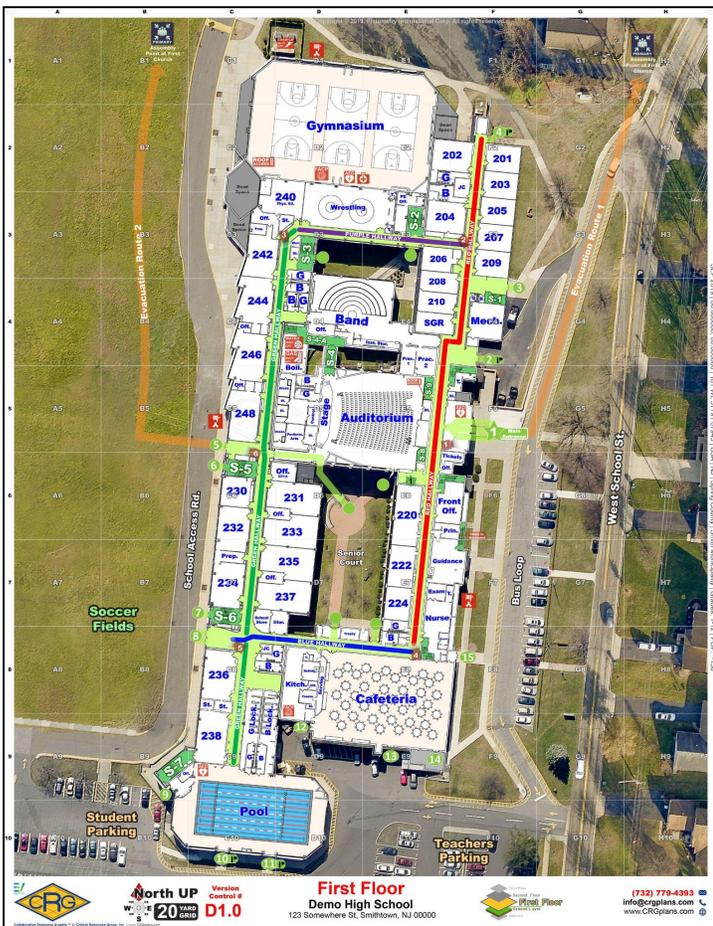


UNDERSTANDING YOUR PROPOSAL FROM CRITICAL RESPONSE GROUP

Critical Response Group, Inc., proudly proposes a mapping solution born from lessons learned by US Special Operation Forces and successfully transitioned for use by school domestic public safety professionals.

Collaborative Response Graphics® (CRGs) are site-specific common operating pictures that enable better communication during an emergency. CRGs combine accurate floor plans, high resolution imagery, emergency response pre-planning, and gridded-overlay into one map. Critical Response Group builds CRGs and distributes them to first responders through a variety of software applications and provides the necessary training to ensure full implementation. Your proposal contains two types of CRGs:

Micro CRGs



Each floor of a building gets a “Micro” CRG to coordinate response inside a building.

MACRO CRGs



Each campus gets a “MACRO” CRG to coordinate response outside of a building

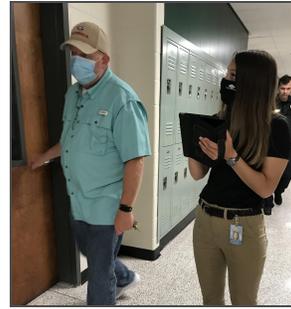
Micro CRGs come standard with labeling for **classrooms, hallways, doors/access points, key utilities, key boxes, AEDs, and trauma kits**, and are used to coordinate emergency response inside a structure.

MACRO CRGs come standard with labeling for **buildings, parking lots, athletic fields, roadways, access points, and other key landmarks around the property**. MACRO CRGs are used to coordinate events exterior to the structure.

Your proposal also includes an **annual implementation and maintenance fee** that allows us to ensure that your CRGs are accurate and distributed to first responders. This annual fee includes four key elements:

1. Annual site visits, updates, and enhancements

We conduct an in-person or virtual map review every year to ensure your CRGs remain accurate. Whether you are renovating, moving an AED, or renumbering, we will make the update for you and redistribute the maps to both the school district and applicable first responders. Our products are enhanced yearly based on direct feedback from real-world use and drills each year.



2. Distribution to your 911 Center through RapidSOS

Your maps become accessible to your Emergency Communication Center through RapidSOS, which allows emergency calls to be geolocated on the CRGs for your building. One of the most difficult challenges faced by 911 personnel is receiving emergency calls from locations inside unfamiliar, complex buildings, and needing to relay this information to first responders arriving on-scene, who also may also be unfamiliar with the site. When an emergency call is received from a



school with a CRG, a 911 operator will now be able to quickly reference location information on a CRG directly within RapidSOS, allowing that operator to make faster decisions and communicate more effectively to dispatched first responders. **Failure to participate in the annual fee after year 1 will result in your CRGs removal from RapidSOS.**

3. Distribution to law enforcement and fire service

Your building has multiple public safety departments that provide emergency services to your site. We distribute the maps to your law enforcement agency, fire service, and any other specialized units like tactical teams. Each of these agencies may use a different technology platform, like a computer-aided dispatch (CAD) system, to access maps; we will provide them with the right file type so they can make the CRG of your building as accessible as possible. We also offer annual virtual and in-person CRG training free of cost to these agencies.



4. Integration into other life safety systems

If you have a video management system, a panic button or emergency alert application, or any other technology platform that allows you to access map layers, we will work with you or that third party to make sure your maps are accessible on that platform. We can also provide CRGs in formats that are usable for IT data management, teacher guides, or other school-internal purposes.

PROPOSAL

Critical Response Group



Order Date: October 7, 2022

From: The Critical Response Group
 300 American Metro Blvd.
 Building 300, Suite 230
 Hamilton, NJ 08619

To: Vanessa A. Varner, PEM
 Emergency Management Director
 Roscommon County
 500 Lake Street
 Roscommon, MI 48653
 Office: 989-275-8740
 Cell: 989-808-2440

PRODUCT(s)	Micro Maps	MACRO Maps	TOTAL
CEC •1 MACRO Collaborative Response Graphic (CRG), •1 Micro CRG(s) with GeoRelevant Integrated Floor Plans*	1	1	\$2,286.90
ATC •1 MACRO Collaborative Response Graphic (CRG), •1 Micro CRG(s) with GeoRelevant Integrated Floor Plans*	1	1	\$2,286.90
Implementation and Maintenance	Sites	Cost Per	Total
Site Visit, Implementation, and Maintenance Fee	2	\$560.00	\$1,120.00
Aerial-Ortho (Drone) Imagery	0	\$400.00	\$0.00
Total:			\$5,693.80

Payment Terms	
50% deposit required to begin work	\$2,846.90
50% of project fee due upon delivery of Collaborative Response Graphics®	\$2,846.90
Terms and Conditions: Terms & Conditions Unless otherwise agreed in writing by Critical Response Group, Inc. and the customer, this Service Order and the services to be furnished pursuant to this Service Order are subject to the terms and conditions set forth here: http://www.crgplans.com/terms-and-conditions . The Effective Date (as defined in the terms and conditions) shall be the date set forth below.	
Proposal valid for 60 days	

PROPOSAL

Critical Response Group



Accepted and Agreed By:

Signature: _____

Printed Name: _____

Title: _____

Date: _____

The information and pricing contained in this proposal are strictly confidential.

10. Communications

162

- Upgrades to AEAOC campus; adding gutters
- MDHHS memo: Disability Employment Awareness Month in October

FOR IMMEDIATE RELEASE: MiDDC joins national effort to observe Disability Employment Awareness Month in October

Michigan Department of Health and Human Services
<MDHHS@govsubscriptions.michigan.gov>
Reply-To: MDHHS@govsubscriptions.michigan.gov
To: sociar@coorisd.net

Mon, Oct 3, 2022 at 2:24
PM



Press Release

FOR IMMEDIATE RELEASE: Oct. 3, 2022

CONTACT: Chelsea Wuth, 517-241-2112, WuthC@michigan.gov

MiDDC joins national effort to observe Disability Employment Awareness Month in October

LANSING, Mich. — The Michigan Developmental Disabilities Council (MiDDC) is celebrating National Disability Employment Awareness Month, an annual awareness campaign that takes place each October.

[National Disability Employment Awareness Month](#) educates the public about disability employment issues and celebrates the many and varied contributions of all workers with disabilities. This year's theme is "Disability: Part of the Equity Equation."

Reflecting this year's theme, MiDDC will be engaging in a variety of activities throughout the month to educate the public on disability employment issues and its commitment to promote an inclusive work culture. These efforts include:

- Interviews with employers and employees on how people with disabilities contribute to Michigan's workforce,
- A proclamation from Gov. Gretchen Whitmer to recognize the 77th anniversary of National Disability Employment Awareness Month; and,
- A [disability employment web page](#) with tools and resources for both employers and employees to help foster a disability-inclusive workplace.

"MiDDC is proud to be a part of this year's National Disability Employment Awareness Month," said Vendella Collins, executive director of the Michigan Developmental Disabilities Council. "October is a celebration of the vital contributions made by people with disabilities to the workforce, and it is

also an opportunity to advance workforce equity by building better work environments that are fully inclusive of the talents and skillsets of all people.”

The history of National Disability Employment Awareness Month traces back to 1945 when Congress enacted a law declaring the first week in October each year "National Employ the Physically Handicapped Week." In 1962, the word "physically" was removed to acknowledge the employment needs and contributions of individuals with all types of disabilities. In 1988, Congress expanded the week to a month and changed the name to National Disability Employment Awareness Month.

Employers and employees in all industries can learn more about how to participate in National Disability Employment Awareness Month and ways they can promote its messages — during October and throughout the year — by visiting Michigan.gov/ndeam/.

###

- [Oct Disability Worker Awareness Month.pdf](#)



Become a foster parent through Michigan Department of Health & Human Services foster care program.

Questions? [Contact Us](#)

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This email was sent to sociar@coorisd.net using GovDelivery Communications Cloud on behalf of: Michigan Dept of Health & Human Services · [235 S. Grand Ave W.](#) · Lansing, MI 48909 ·

11. Public Participation- continued (only if needed)
12. **Adjournment**