

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

Wednesday, August 9, 2023 6:00 PM

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

1. Call to order & Roll Call

- President Jim Mangutz
- Vice President Nancy Persing
- Treasurer Ian Faulkner
- Secretary Lyn Sperry
- Jim Gendernalik
- Brie Molaison
- Kara Mularz

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. Presentation on CATIC building project:

Ed Hunt, General Construction Manager, Integrity Construction

(joining remotely)

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)

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BOARD OF EDUCATION

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Katie Keith,
Supervisor of Early
Childhood

Somer Quinlan,
Executive Director
of ROOC, Inc.

Jared Socia,
Director of Operations

To: Shawn Petri, Superintendent

From: Natalie Davis, CTE Director

Date: August 3, 2023

Subject: CTE Update

CTE Construction Project:

Total costs are projected at \$2,530,659.00, as amended in May and we are within budget. Unfortunately we've had another setback with the pump for fire suppression. The pump may not arrive until October and we would not receive approval for occupancy without the pump in place. We'll be leasing a diesel pump to work in the interim in order to receive occupancy through the Fire Marshall at the cost of \$2,000.00 plus fuel, and Ed Hunt will share an update at the board meeting. We think we have a "work around" for the electrical situation that was shared last month until we have full power in December.

Grants:

Our teachers are working hard to continue their classes through the 61i grant. They are wrapping up the summer session now, and we're excited to support them.

Outreach/Marketing:

We officially surpassed our goal of 200 students enrolled and are currently at 221 so that is very exciting for us!! We're working with local districts to provide transportation and believe we have this worked out. This will also be supported in our CTE millage.

Millage:

The CTE Steering committee meeting is tentatively scheduled for Tuesday, August 8th at 6:00 p.m. at the COOR ATIC to discuss millage details. Hopefully more details will be available to share at the board meeting.

Other:

We've been enjoying the summer and look forward to students returning late August!



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Jared Socia,
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To: Shawn Petri, Superintendent

From: Katie Keith, Early Childhood Supervisor

Date: August 2023

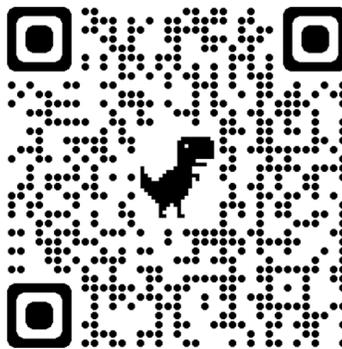
Subject: Early Childhood Update

Great Start to Quality

No updates

Great Start & Great Start Parent Coalition

Our Great Start Parent Coalition of Roscommon County has participated in a Diaper Giveaway at the community food truck event this past month. Our GS Parent Liaison Tammy Tyler participated in a 7&4 tv interview that aired several times prior to the event. Four Parent volunteers set up and took the lead on the Diaper Distribution at the RAPS Bus Garage Food Truck event August 22, 2023. 36 families were served and a total of 2174 diapers/pull ups, 3510 wipes, and 26 tubes of diaper cream were distributed to the families. All families received the NO WRONG DOOR QR code that EC created and administers. Please view the interview via this link: <https://sites.google.com/coorisd.net/coorpregnancytopreschool/home>



Our Parent Coalition is scheduled to attend National Night Out in Houghton Lake, Health and Wellness Fair at Mid Michigan Health and Wellness Fair, and the RAPS Bus Garage food truck in August. Tables have been donated by Christmas in the Village for the Parent Coalition to sell cupcakes and cookies to raise money for future projects.

Our Parent Coalition will be assisting Tammy and Chris at Markey Park to complete the install of the Talking is Teaching Signs. This August, come volunteer and meet our amazing Parent Volunteers! (Date being finalized)

Great Start Readiness Program

In Case You Missed It – Gov. Whitmer Establishes Michigan Department of Lifelong Education, Advancement, and Potential (MiLEAP)

Last week, Governor Gretchen Whitmer signed an executive order establishing the **Michigan Department of Lifelong Education, Advancement and Potential (MiLEAP)** – a new department **tasked with improving outcomes from preschool through postsecondary** so anyone can ‘make it in Michigan.’

MiLEAP has **three broad goals**:

- Add capacity in early learning.
- Accelerate progress towards the state’s [Sixty by 30](#) higher education goal.
- Prioritize community, regional, and state partnerships.

These goals will be pursued by MiLEAP’s 3 offices:

1. Office of Early Childhood Education
2. Office of Higher Education
3. Office of Education Partnerships

MiLEAP will partner with the Michigan Department of Education and State Board of Education, complementing their long-term planning efforts and with the new Growing Michigan Together Council, they look at ways to grow the state’s economy and population.

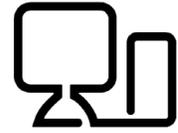
What Does This Mean for Michiganders?

- **2-year-old:**
 - MiLEAP will help families with young children access quality, affordable child care by coordinating resources for Michigan’s youngest learners and helping more Michiganders open child care programs. Thanks to Governor Whitmer, when that 2-year-old is 4-years-old, they will be able to enroll in free pre-K. This will help

ensure parents are confident their child will show up at kindergarten ready to thrive.

- **12-year-old:**
 - MiLEAP will ensure public school students in Michigan have the community-support they need to reach their full potential. For example, MiLEAP will help more 12-year-olds access before and after school programs that are affordable and connected to their interests—including career exploration.
- **22-year-old:**
 - MiLEAP will create more pathways for college students in Michigan to pursue an affordable education in an in-demand field. The department will connect students with financial aid and partner with colleges to strengthen the support they get on campus to graduate on-time and pursue a fulfilling career here in Michigan.
- **Educators:**
 - At every level of learning (from early learning through postsecondary), educators will continue to be valued and supported. Their perspectives will be included in boards and commissions—like the Governor’s Educator Advisory Council. And their work in the classroom will be supported by high quality programs outside of the classroom, including early learning and out-of-school time programs.
- **Employers:**
 - Employers value the investment Michigan makes in education from preschool to postsecondary. Workers are more prepared when they’re hired and companies can retain talent because a good education is available for their children, too. MiLEAP partners with employers, other state departments, community colleges, and universities to respond to talent needs that require skill certificates and degrees.

GSRP will be transitioning from MDE to MiLEAP. The [executive order](#) highlights more details.



Educational Technology Association

Technology for Learning

August 2023 ETA Report

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

Tickets (ETA Wide):

- Current Open: 290
- Created this month: 513

Trainings Provided:

- PowerSchool End-of-Year Workshop

Updates:

- It is summertime, we have projects in every district including cleaning out and dusting all computers and projectors, inventory, new devices, and adding security cameras to name a few. This is our time to get projects done and get the technology ready for students.
- COOR ISD is redesigning its webpage. We are helping to work with Foxbright to accomplish this and hope to go live this month.
- We have moved all of COOR ISD to our phone system.
- Our data team has been working with districts on year-end rollovers.
- We installed a new server at COOR ISD
- The fiber at the roundabout in Mansitee is finally finished and moved back to its original location.
- Mason County Central has joined the ETA. We are working with the distinct to help secure its network then we will start working on other projects within the district.
- With the addition of Mason County Central, we have had some employees move districts to be closer to home. So, we now have an opening in Walkerville. We will be interviewing soon and hopefully, we can find a qualified candidate.

Proudly Serving the districts within the COOR ISD, Manistee ISD, West Shore ESD, and Wexford-Missaukee ISD

- Our Cyber Security Training video has been shared with all districts within our region. If you would like to watch it visit the following link. <https://youtu.be/vFBkrtT3Fng>
- We have added WiFi to the bus garage at West Shore ESD. This is to allow the buses to wirelessly connect and upload their video footage.
- We are continuing to attend cyber partner meetings (virtually) to stay informed of the newest threats. We then share this information with all the districts within the four ISD support regions of the ETA.
- Our external vulnerability scanned 53 threats in 1043 locations this month. We have no open vulnerabilities at this time.
- All backups have been verified. This month backups were tested on Crawford Ausable, COOR ISD, MCE, Mesick, MISD, WMISD, and WSESD.
- We are continuing to fake phish our staff about once per month.

R.O.O.C. Inc.

11018 North Cut Road, Roscommon, MI 48653

www.rooc.org

MEMORANDUM

To: Shawn Petri
From: Somer Quinlan
Re: ROOC Update
Date: August 3, 2023

We are happy to share all the good news we have received in the past few weeks! For the first time in many years, ROOC will be contracting with an additional Community Mental Health Agency. Beginning in October, we will be contracting for services with Ausable Valley Community Mental Health. Holding contracts with both Northern Lakes CMH and Ausable Valley CMH will provide an opportunity to reach more individuals in a larger geographical region. We look forward to working with AVCMH and continue to grow and expand our programs and services.

ROOC was also approved for a grant that will allow us to purchase a wheelchair accessible van that can accommodate 4 wheel chairs. We have been working with Mobility Works in search of the right vehicle while waiting for the grant approval. We hope to have the vehicle by the fall and possibly even sooner!

July ended with good news as well as a wonderful event! Thank you to everyone that attended the Special Olympics Canoe Race. The athletes did a spectacular job and all appeared to thoroughly enjoy the event!





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Executive Director of
ROOC, Inc.

To: Shawn Petri, Superintendent

From: Melisa Akers, Director of Special Education

Date: August 1, 2023

Subject: Special Education Department Update

Director's Update

Summer has been a time of planning! Professional development and workshops are scheduled for the 2023-24 school year and noted in the COOR wide Professional Learning Menu.

A transition training, in collaboration with Clare-Gladwin (CGRESA), is scheduled for early fall. We will also be hosting a workshop on healthy relationships for adults with disabilities for parents and families, which will be co-facilitated with CGRESA and the COOR Parent Advisory Committee.

I had to make a couple minor adjustments to the 2023-24 CEC calendar. MDE now says that if we count a PD day as an instructional day, we may not be able to apply for a snow day waiver, if needed. If we do not count PD days as student days then we are eligible for the waiver.

General Supervision Grant

Brenda and I have submitted the General Supervision Grant to MDE. The grant is used to support ISDs in improving efforts and building capacity within LEAs to fulfill the responsibilities under IDEA to ensure the provision of FAPE for all students with an IEP. Some of our focus areas for next school year will include the following:

- Review areas of weakness based on State Performance Plan indicators and develop a process that will support the LEAs in goal development for targeted improvement.
- Coordinate and implement an Educational Benefit Review process as a way to assist local districts in reviewing and analyzing processes.
- Collect, review, and monitor discipline referrals of students with an IEP
- Provide technical assistance in utilizing ISD level procedural and guidance documents to create local policy and procedures

- Develop a variety of training and technical assistance opportunities and embed into ISD professional development calendar
- Team with ISD general education team to ensure special education staff are informed of and are included in training and PD in areas of teaching reading.
- Implement activities to review IEPs in local districts regularly to ensure consistency and compliance
- The estimated allocation for 2023-24 is \$159,700. Last year's allocation was \$145,200.

2023-24 CEC Calendar

You will find the most up to date CEC calendar linked in the title. I had to make a few minor tweaks to ensure that we will be able to apply for a snow day waiver if we go over 6 closings next year. MDE recently changed the rules saying that if you count your PD days as student days then you will most likely not receive a snow day waiver for the year.

Bus Update

Our new bus was delivered the week of July 17th. In addition, we were able to secure a used 2017 bus through auction on July 19th. We won the bidding war with a final price of \$19,800. This was significantly less than the \$70,000 that Hoekstra wanted for a used 2017 school bus. Many thanks to Kurt for his diligence during the bidding war.

Open Positions

We continue to have open positions in the Special Education department. If you know of anyone who would be interested, please have them reach out to me as soon as possible. We are currently looking for one speech and language pathologist, a MOCI teacher, a school psychologist, and a School Social Worker.

New Hires

I am happy to announce that we were able to hire a part time Speech Therapist for the 2023-24 school year. Louiko Sunday will be providing speech services to our students at the CEC/ATC three days a week. She has several years of experience as a speech therapist and actually completed her apprenticeship years ago at COOR under the supervision of Nicole Grace.

I would also like to announce that Nicole Grace will be taking on a new assignment for the 2023-24 school year. Nicole will continue providing speech services part time for the COOR Early On team and, in addition, she will be taking on a new part time administrative role as Special Education Technical Assistance. Nicole is aspiring to be in school administration and she has almost completed her Education Specialist degree with an emphasis in Central Office administration. This new role will provide additional support to the local districts.

I am happy to announce that we have hired a new OT! Her name is Alora Ehlert and she will be providing services for Mio 3 days a week and Grayling 2 days a week. She also lives in Mio. She graduated from Saginaw Valley and has been a therapist for 9 years. Her references gave glowing reviews and they said we are lucky to have her. After interviewing her, I have to agree!

COOR Educational Center

During the warm weeks of the Summer SCI/ESY session, staff have “Water Wednesdays” for the students to have fun and keep cool. It is loads of fun for the staff, too!

Angie Stern, one of our CEC teachers, has applied for and has accepted the ATC position that was vacated by Scott Mentel’s retirement. We have posted her Intermediate MoCI position. Pat Niemczyk, a longtime sub with the ISD, has agreed to fill in as a long-term teacher sub until a permanent candidate is selected.

Our new industrial refrigerator and freezer are now in place at the CEC cafeteria. This will help to improve food service to our students. The entryway of the school has been repainted and looks great!



Wheelchair Accessible Cafeteria Tables

We just ordered two wheelchair accessible tables for the CEC cafeteria that will be delivered for the 23-24 school year. As we return to students eating lunch in the cafeteria (post COVID), we felt like this was desperately needed. Here is a picture.





BOARD OF EDUCATION

To: Shawn Petri, Superintendent

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

From: Katie Fuelling

Nancy Persing,
Vice President

Date: July 2023

Ian Faulkner,
Treasurer

Subject: Instructional Services Update

Lyn Sperry,
Secretary

Kara Mularz,
Trustee

Jim Gendernalik,
Trustee

Brie Molaison,
Trustee

Instructional Services

The Department is excited to announce that we are facilitating discussion with Thinking Collaborative, a professional learning organization that provides individuals, teams, and organizations with the identity, capabilities, concepts, and skills to establish and sustain systems that result in increased performance and resourcefulness, to bring an eight-day seminar for local district leaders and educators on Cognitive Coaching.

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In the eight-day Seminar, participants learn how to:

- develop trust and rapport
- develop an identity as a mediator of thinking
- utilize conversation structures for planning, reflecting and problem resolving
- develop teachers' autonomy and sense of community
- develop higher levels of efficacy, consciousness, craftsmanship, flexibility and interdependence
- apply four support functions: coaching, evaluating, consulting, collaborating
- utilize the coaching tools of pausing, paraphrasing, and posing questions
- distinguish among the five forms of feedback
- use data to mediate thinking

31n Team

The team is wrapping up the interview process for a new Behavioral Health Coordinator. Using the adopted COOR ISD Talent Management hiring process, team members conducted the third step with a behavioral event interview. Next, the team will make a recommendation for hire to Superintendent Petri and a formal job offer to the candidate.

The 31n Team continues to support districts in implementing TBRI in classrooms and behavior plans. 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).

Early Literacy Coaches: Michelle Ewald

- **LETRS Training** - Michelle just started working on the administrator version. Both trainings, designed to support systemic, schoolwide improvement in literacy instruction, are a two year time commitment of independent reading/viewing completed by participants, applying learning through student/school case studies, and live collaborative sessions with educators from across the state.
- **Back-to-School PD** - planning is well underway for a variety of professional development sessions to be held at Charlton Heston Academy (differentiated instruction), Collins Elementary/HL (Curriculum Camp - foundational skills/writing/vocabulary instruction), Mio Elementary (ELA curriculum pilots/differentiated instruction), and Roscommon Elementary (Bookworms curriculum pilot/differentiated instruction) during the month of August. These are all being designed in partnership with instructional leaders in each building in order to best meet the needs of their staff and students. Stay tuned for more detail as this work is completed!

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.

7. Consent Agenda

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

A. Approve minutes of the previous meeting on July 12, 2023

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Meeting Minutes

A regular meeting of the C.O.O.R. Intermediate School District Board of Education (the “Board”) was held Wednesday, July 12th, 2023. President Mangutz called the meeting to order at 6:02 P.M.

1. Call to order & Roll Call

Present: Jim Gendernalik, Dr. Jim Mangutz, Brie Molaison, Lyn Sperry, Nancy Persing.

Absent: Ian Faulkner, Kara Mularz. Present: 5, Absent 2.

Shawn Petri, Becky Socia, Michelle Ewald, Greysen Petri, and Jane Petri were also in attendance. Attending by Zoom were Joseph Moore, Natalie Davis, Kurt Loll, Katie Fuelling, Somer Quinlan, Melisa Akers, and 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 Lyn Sperry and seconded by Brie Molaison, Carried (5-0).

4. Presentations:

Michelle Ewald, Literacy Council Project

Mrs. Ewald has assumed leadership of the Roscommon County Literacy Council. Just over 500 children are currently enrolled in the Dolly Parton Imagination Library program, receiving books in the mail for free. The council has sent books to over 1000 students through this program.

The Literacy Council collaborated with Roscommon County Schools to make a joke book. Students in kindergarten through sixth grade were invited to submit jokes for this book. This includes Collins Elementary School of Houghton Lake, Roscommon Elementary and Middle School, and Charlton Heston Academy. The books were printed at the Kirtland Print Shop.

Greysen Petri, Public Safety/EMC graduate

Greysen Petri, son of Superintendent Petri, gave an overview of his experience in the Public Safety Early Middle College program. His first year was a traditional classroom setting with some hands-on activities directed by Ben Lowe, a great teacher. His second year, he had less high school classes, night college classes - met more great teachers. His third year, he attended the Kirtland Police Academy for 8 to 12 hours per day. They learned from numerous scenarios and real-life situations. He learned how to talk to people and diffuse situations, skills that are applicable to all areas of life. He had a strong sense of accomplishment after earning his badge.

Greysen is now working as a deputy part-time in Ogemaw County. He is enrolled in SVSU to earn a Bachelor's degree. There are many opportunities in public safety.

Superintendent Petri is proud of all COOR Early Middle College students, especially his son. He felt the academy did a great job and greatly impacted the students' lives.

The Board encouraged Greysen to tell his story to high school students. "Even if your career plans change, you don't lose anything -- you can only gain from it!"

Superintendent Petri stated that there are highs and lows of every situation. He said you have to talk your student through the lows, like some boring classwork before all the hands-on activities. When high school classmates graduate, Early Middle College students don't get a degree at that time. In your 13th year, you have to take one last math class credit for the school to pay for the college classes. Some kids may be scared to lose a diploma, but it is just a one-year delay and they also earn a degree or certification.

He earned an Associate's degree in Criminal Justice and MCOLES certification with the class of 56 of the Kirtland Regional Police Academy at no cost to him. Greysen stated that if you drop out of college, you still have to pay your tuition.

The Kirtland Regional Police Academy is a 17-week program, 40 hours longer than the state requirement to fully prepare the cadets. It is described as an immersive academy. Participants are exposed to a variety of the social sciences, utilizing scenarios, tactics, and skillsets. Graduates can help their local community after graduation. There are many openings in law enforcement in Northern Michigan right now. There was a 100% placement of Police Academy 56th class graduates.

Director Natalie Davis stated that COOR ISD received EMC Expansion Grant funds the past two years to expand programming to include Business Administration and the Education programs. Students can earn a full Associates from Ferris State University. Teacher Cadets get their general education credits and nine credits within teaching. Business students can earn an Associate's degree in Business Administration. Students can also choose to get their degree through Kirtland Community College or Alpena Community College.

Medical Occupations students can now also earn an Associate's degree in Allied Health.

Students earn a lot of direct credits on their transcripts even without signing up for the Early Middle College. Cosmetology students earn direct credit through Kirtland. Welding and Automotive students earn certifications through Kirtland. Public Safety students can earn a full certification to work on the road.

5. Department Updates

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

CTE Director Natalie Davis reported that 400-amp commercial electrical panels are unable to be found across the country - there is a one year wait. Although the building will be completed on time, it may not be completely powered for the welding class. The panel is slated for December delivery. They will keep the automotive class in its current location in the wood shop until the new shop is fully powered. The electrician worked hard to source the panel for the ISD. The good news is that it won't impact student programming and curriculum.

6. Public Participation: The public may raise his/her hand during this session of the meeting.

- Individuals may speak for a maximum of 5 minutes.
- Groups may speak for a maximum of 15 minutes.

7. Consent Agenda

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

Approve all items on the Consent Agenda. This motion, made by Nancy Persing and seconded by Brie Molaison, Carried (5-0).

7.A. Approve minutes of the previous meeting, June 28, 2023

7.B. Approval of Bills for June 2023 totaling \$2,235,739.35

7.C. Approve Revenue & Expenditure Reports for June 2023

8. Action Items

8.A. *Accept an RFQ from Roscommon Area Public Schools for Vended School Meals for the 23-24 school year in the amount of \$55,527.80.* State approval has now been awarded. This motion, made by Brie Molaison and seconded by Lyn Sperry, Carried (5-0).

A new steamer, refrigerator/freezer, and sink have been delivered and will be installed.

- 8.B. *Approve MOU delegating of Nancy DeGuzman as an extension of COOR ISD to fill the role of Truancy Officer for Mio AuSable Schools and Fairview Area Schools and authorize payment to Mio AuSable Schools in the amount of \$5,000 for these services.*
This motion, made by Nancy Persing and seconded by Brie Molaison, Carried (5-0).

Superintendent Petri reported that Nancy has been working as the Truancy Officer in Mio already. The majority of COOR ISD districts have their own officer. Historically, the COOR Special Education Director was the officer for Mio and Fairview. It makes sense for an employee in Mio to work with the districts and Probate Court to follow up on excess student absences. It was taken to Mio and Fairview boards of education last night.

- 8.C. *Approve agreement with MAISA for Annmarie Spear, Learning Project Coordinator, to serve as Educator on Loan for the region.*

This motion, made by Lyn Sperry and seconded by Brie Molaison, Carried (5-0).
This is a renewal.

- 8.D. *Approve an agreement with Banach, Banach & Cassidy in the amount of \$21,500 to assist with the 2024 CTE millage campaign.*

This motion, made by Nancy Persing and seconded by Brie Molaison, Carried (5-0).

A committee met with both companies that gave proposals. President Mangutz said the other option was just polling, not creating communications or literature for the campaign. BB&C is a full-service proposal with documents to hand to school admin, radio spots, billboards etc. They will help educate the community of the benefits. Transportation is a real concern for CTE students, which could be factored into the millage. Natalie Davis stated that Mr. Banach makes his expertise readily available and they seem to be in tune with Northern MI communities.

This company could assist the ISD in a millage campaign for either next February or November 2024. The maximum ask would be 1 mill, for either 5 or 10 years. The committee is meeting on Aug 8th to discuss choices of what to ask the voters to approve.

The President stated that voting on this motion will signify that they want to move forward in the vocational millage campaign.

- 8.E. *Approve Administrative Guidelines related to policies in section 2000 and 3000*
This motion, made by Lyn Sperry and seconded by Nancy Persing, Carried (5-0).

Form 3120 is not needed as policy 3120 is intentionally left blank. COOR uses a few forms that are more useful than the ones from Thrun, like the Conflict of Interest form (still aligned with the policy).

9. Information Items

- June Social Media Report- Rebecca Socia reviewed the Facebook reach of 6,155 for June and mentioned Natalie Davis' posts to Twitter and LinkedIn as well.
- Non-union Hourly Support Staff Handbook updates – Superintendent Petri shared the updated handbook.
- Proof of Insurance was received from Rotary for their Black Bear Grand Fondo event.
- Potential meeting locations at local districts:
 - Fairview in October
 - Mio in November
 - West Branch in March

The board likes to be visible in the local districts.

10. Superintendent's Report

- Michigan State Police Grant complete

MSP did not pay for \$700 thick plexiglass but the rest of the expenses were approved for safety grant.

- Lyle Spalding Award for Leadership in Educational Technology
The Lyle Spalding award will be presented to a teacher at the Fairview Area school board meeting on Aug 14th at 6:30pm. Any COOR board member may attend and celebrate this teacher.

- Soccer Lease
Soccer and football field leases - Thrun Law Firm split the one lease into two agreements for the two organizations. The football league wants to add electricity and do some upgrades, and they needed a separate contract. They each pay COOR \$1 for the lease. The lease agreements will come to the August board.

- Invite to district-wide opener, all-staff meeting Aug 21st in Houghton Lake

The district-wide all-staff meeting will be Monday, Aug 21st at 8:00 am and Superintendent Petri invited each board member to attend if they would like to.

11. Communications

- MSBO notification of Kurt Loll's class completion

Superintendent Petri congratulated Business Manager Kurt Loll, who has now completed the MSBO Business Manager Academy. The group met monthly in Saginaw to review each aspect of school finance. The instructor is a retired business manager and superintendent. Kurt reported that of the fifteen professionals that started with the group, three left school finance and two switched districts during the school year. There is a lack of qualified people for this field.

Superintendent Petri also reported that the financial pre-audit started today with Weinlander Fitzhugh this week and it is going smoothly. 12. Public Participation, continued (not needed)

13. Adjournment

Adjourn the meeting. This motion, made by Brie Molaison and seconded by Jim Gendernalik, Carried (5-0). Time: 7:30 pm

B. Approval of Bills for July 2023
totaling \$1,515,201.65

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Vendor #	Vendor Name	Batch #	Check Date	Check #	Checks	Direct Deposit	Total
4400	CRAF CENTER	9206	07/25/2023	101385	(2,400.00)	0.00	(2,400.00)
Void by KLM on 7/25/2023							
141758	NW MICHIGAN ORIENTATION AND MOBILITY SERVICES LLC	9199	07/18/2023	101761	(568.75)	0.00	(568.75)
Void by KLM on 7/18/2023							
142010	AMERICAN PRIME PAINTING	425	07/01/2023	101852	5,200.00	0.00	5,200.00
141720	AMERICAN UNITED LIFE INSURANCE COMPANY	425	07/01/2023	101853	1,197.97	0.00	1,197.97
141726	BLUE CROSS BLUE SHIELD OF MI	425	07/01/2023	101854	810.49	0.00	810.49
141726	BLUE CROSS BLUE SHIELD OF MI	425	07/01/2023	101855	559.12	0.00	559.12
2045	BLUE CROSS BLUE SHIELD OF MI	425	07/01/2023	101856	45,839.25	0.00	45,839.25
141197	CLARK HILL PLC	425	07/01/2023	101857	599.00	0.00	599.00
4085	COMFORT INN & SUITES	425	07/01/2023	101858	267.75	0.00	267.75
4400	CRAF CENTER	425	07/01/2023	101859	2,400.00	0.00	2,400.00
141732	DM BURR GROUP	425	07/01/2023	101860	7,748.00	0.00	7,748.00
8780	HOUGHTON LAKE CHAMBER OF COMMERCE	425	07/01/2023	101861	50.00	0.00	50.00
8830	HOUGHTON LK RESORTER	425	07/01/2023	101862	61.45	0.00	61.45
141673	ISCORP	425	07/01/2023	101863	7,140.96	0.00	7,140.96
5155	LI'L WILLIES	425	07/01/2023	101864	115.00	0.00	115.00
12280	MAASE	425	07/01/2023	101865	998.00	0.00	998.00
12510	MASA	425	07/01/2023	101866	999.95	0.00	999.95
12340	MASB	425	07/01/2023	101867	3,757.98	0.00	3,757.98
12341	MASB-SEG PROPERTY CASUALTY POOL INC	425	07/01/2023	101868	58,724.00	0.00	58,724.00
13073	MPAAA	425	07/01/2023	101869	1,500.00	0.00	1,500.00
13160	MSBO	425	07/01/2023	101870	300.00	0.00	300.00
141899	NATIONAL SCHOOL PUBLIC RELATIONS ASSOCIATION	425	07/01/2023	101871	295.00	0.00	295.00
141765	NORTHERN MICHIGAN EVENT BANQUET CENTER LLC	425	07/01/2023	101872	1,030.00	0.00	1,030.00
141875	RADIO NORTH LLC	425	07/01/2023	101873	1,500.00	0.00	1,500.00
7160	ROSCOMMON AREA PUBLIC SCHOOLS BUSINESS OFFICE	425	07/01/2023	101874	500.00	0.00	500.00
17811	SCOTT'S MINI STORAGE	425	07/01/2023	101875	40.00	0.00	40.00
17870	SEG WORKERS COMPENSATION FUND	425	07/01/2023	101876	1,880.00	0.00	1,880.00
141984	SHERATON GRAND RAPIDS AIRPORT HOTEL	425	07/01/2023	101877	2,943.00	0.00	2,943.00
18154	SKYWARD INC.	425	07/01/2023	101878	49,799.50	0.00	49,799.50
13220	MICHIGAN STATE DISBURSEMENT UNIT	93	07/07/2023	101910	35.17	0.00	35.17
20310	UNITED WAY OF ROSCOMMON COUNTY	93	07/07/2023	101911	2.00	0.00	2.00
141656	MARK A SLOANE DO PC	426	07/06/2023	101912	750.00	0.00	750.00
141724	FIDELITY SECURITY LIFE INSURANCE COMPANY	99	07/06/2023	101913	470.86	0.00	470.86
19631	CHRISTINA TAPPAN	427	07/07/2023	101914	322.92	0.00	322.92
4100	CONSUMERS ENERGY PAYMENT CENTER	427	07/07/2023	101915	2,769.63	0.00	2,769.63
4440	CRAWFORD AUSABLE SD	427	07/07/2023	101916	14,345.03	0.00	14,345.03
141936	DENTON TOWNSHIP EMS	427	07/07/2023	101917	3,080.00	0.00	3,080.00
11056	DESIREE LIPSKI	427	07/07/2023	101918	348.99	0.00	348.99
7552	GRAYLING COOPERATIVE PRESCHOOL, INC.	427	07/07/2023	101919	46,624.96	0.00	46,624.96
141941	HELEN SHASTAL	427	07/07/2023	101920	438.72	0.00	438.72
8520	HOEKSTRA TRANSPORTATION INC	427	07/07/2023	101921	151.04	0.00	151.04

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8791	HOUGHTON LAKE COMMUNITY SCHOOL	427	07/07/2023	101922	16,875.00	0.00	16,875.00
141972	LILLIE MEADOWS	427	07/07/2023	101923	224.67	0.00	224.67
141945	MARILYNN ELLENBERGER	427	07/07/2023	101924	15.00	0.00	15.00
11598	MELISSA MAEDER	427	07/07/2023	101925	353.57	0.00	353.57
141772	NATALIE DAVIS	427	07/07/2023	101926	36.34	0.00	36.34
141999	PT SOLUTIONS	427	07/07/2023	101927	23,581.53	0.00	23,581.53
141711	PURITY CYLINDER GASES INC	427	07/07/2023	101928	1,116.10	0.00	1,116.10
16380	RAVEN ANALYTICAL LAB	427	07/07/2023	101929	80.00	0.00	80.00
15685	SHAWN PETRI	427	07/07/2023	101930	508.60	0.00	508.60
18555	SPARTAN STORES LLC	427	07/07/2023	101931	232.44	0.00	232.44
20152	TAMMY TYLER	427	07/07/2023	101932	379.77	0.00	379.77
19800	THRUN LAW FIRM P.C.	427	07/07/2023	101933	300.00	0.00	300.00
141944	TRACEY STEIN	427	07/07/2023	101934	297.24	0.00	297.24
21181	WEST BRANCH ROSE CITY SCHOOL DISTRICT	427	07/07/2023	101935	56,932.24	0.00	56,932.24
141200	AMAZON CAPITAL SERVICES INC	428	07/07/2023	101936	719.10	0.00	719.10
141145	AUSABLE MEDIA GROUP LLC	428	07/07/2023	101937	213.00	0.00	213.00
142013	BLUE CARE NETWORK	428	07/07/2023	101938	29,222.79	0.00	29,222.79
4490	CRAWFORD CO AVALANCH	428	07/07/2023	101939	37.95	0.00	37.95
141724	FIDELITY SECURITY LIFE INSURANCE COMPANY	428	07/07/2023	101940	33.00	0.00	33.00
6598	FOXBRIGHT SOLUTIONS LLC	428	07/07/2023	101941	1,800.00	0.00	1,800.00
141962	GRAND TRAVERSE CONSTRUCTION LLC	428	07/07/2023	101942	101,043.00	0.00	101,043.00
141969	HARDWOOD HILLS CONSTRUCTION INC	428	07/07/2023	101943	9,384.30	0.00	9,384.30
141911	INTEGRITY CONSTRUCTION SERVICES	428	07/07/2023	101944	20,110.00	0.00	20,110.00
142016	JAMIE MEAD	428	07/07/2023	101945	16,298.65	0.00	16,298.65
141970	JE JOHNSON CONTRACTING INC	428	07/07/2023	101946	14,507.10	0.00	14,507.10
11182	LOGISOFT	428	07/07/2023	101947	392.01	0.00	392.01
141961	METAL ARTS CONSTRUCTION INC	428	07/07/2023	101948	51,525.00	0.00	51,525.00
13073	MPAAA	428	07/07/2023	101949	90.00	0.00	90.00
13160	MSBO	428	07/07/2023	101950	300.00	0.00	300.00
142015	PENCHURA LLC	428	07/07/2023	101951	12,895.00	0.00	12,895.00
142014	PORATH CONTRACTING	428	07/07/2023	101952	57,150.00	0.00	57,150.00
17029	ROSCOMMON ROTARY	428	07/07/2023	101953	390.00	0.00	390.00
142012	SENTINEL TECHNOLOGIES INC.	428	07/07/2023	101954	24,399.00	0.00	24,399.00
18832	STATE OF MICHIGAN	428	07/07/2023	101955	180.00	0.00	180.00
20970	WASTE MANAGEMENT OF MI	428	07/07/2023	101956	124.83	0.00	124.83
141924	ALEXANDREA WARREN	429	07/10/2023	101957	104.80	0.00	104.80
4100	CONSUMERS ENERGY PAYMENT CENTER	429	07/10/2023	101958	111.90	0.00	111.90
4470	CRWFD CNTY TRANSP AUTH	429	07/10/2023	101959	1,448.00	0.00	1,448.00
4900	DEAN TRANSPORTATION INC	429	07/10/2023	101960	46,618.50	0.00	46,618.50
10020	KEENAN THERAPEUTICS PC	429	07/10/2023	101961	989.62	0.00	989.62
141972	LILLIE MEADOWS	429	07/10/2023	101962	121.83	0.00	121.83
141263	PRESENCE LEARNING, INC.	429	07/10/2023	101963	38.50	0.00	38.50
141893	SCHOOL PSYCHOLOGICAL SERVICES PLLC	429	07/10/2023	101964	525.00	0.00	525.00
20900	WALMART BUSINESS CARD	429	07/10/2023	101965	372.82	0.00	372.82
21770	XEROX CORP	429	07/10/2023	101966	1,145.73	0.00	1,145.73
141883	HANNAH VANCURA	430	07/12/2023	101967	42.28	0.00	42.28
141120	KAREN L POPE	430	07/12/2023	101968	83.10	0.00	83.10
141492	KERRI SMITZ	430	07/12/2023	101969	65.50	0.00	65.50
1415	TAMMY BAUDOUX	430	07/12/2023	101970	428.37	0.00	428.37
21110	WEINLANDER-FITZHUGH-	430	07/12/2023	101971	1,900.00	0.00	1,900.00

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141833	WEST BRANCH NAPA AUTO TRUCK	430	07/12/2023	101972	90.09	0.00	90.09
11451	MCGRAW HILL LLC	431	07/12/2023	101973	193.14	0.00	193.14
141200	AMAZON CAPITAL SERVICES INC	432	07/13/2023	101974	853.58	0.00	853.58
13830	BRIE MOLAISSON	432	07/13/2023	101975	49.00	0.00	49.00
4490	CRAWFORD CO AVALANCH	432	07/13/2023	101976	112.32	0.00	112.32
6781	FRONTIER	432	07/13/2023	101977	512.56	0.00	512.56
141903	FUHRS GRAYLING CAR CARE CORPORATION	432	07/13/2023	101978	636.25	0.00	636.25
9025	JIM GENDERNALIK	432	07/13/2023	101979	66.68	0.00	66.68
71225	JOSEPH MOORE	432	07/13/2023	101980	105.72	0.00	105.72
141719	LYN SPERRY	432	07/13/2023	101981	71.92	0.00	71.92
13651	MIO AUSABLE SCHOOL DISTRICT	432	07/13/2023	101982	4,491.60	0.00	4,491.60
13073	MPAAA	432	07/13/2023	101983	90.00	0.00	90.00
13160	MSBO	432	07/13/2023	101984	300.00	0.00	300.00
15652	NANCY PERSING	432	07/13/2023	101985	114.89	0.00	114.89
15585	PELION BENEFITS, INC.	432	07/13/2023	101986	250.00	0.00	250.00
141208	SOMER QUINLAN	432	07/13/2023	101987	80.82	0.00	80.82
18665	SPRINGHILL SUITES LANSING	432	07/13/2023	101988	231.08	0.00	231.08
18782	STATE OF MICHIGAN	432	07/13/2023	101989	858.58	0.00	858.58
19800	THRUN LAW FIRM P.C.	432	07/13/2023	101990	0.00	0.00	0.00
Void by KLM on 7/19/2023							
142017	UPPER LAKES TIRE	432	07/13/2023	101991	979.30	0.00	979.30
19978	TSA CONSULTING GROUP INC	93	07/21/2023	101992	1,640.00	0.00	1,640.00
13220	MICHIGAN STATE DISBURSEMENT UNIT	93	07/21/2023	101993	35.17	0.00	35.17
20310	UNITED WAY OF ROSCOMMON COUNTY	93	07/21/2023	101994	2.00	0.00	2.00
141667	KAREN WALTON EBNIT	433	07/18/2023	101995	3,380.00	0.00	3,380.00
21278	NICOLE GRACE	433	07/18/2023	101996	187.33	0.00	187.33
141526	OGEMAW COUNTY TREASURER	433	07/18/2023	101997	86.87	0.00	86.87
141726	BLUE CROSS BLUE SHIELD OF MI	99	07/21/2023	101998	1,502.97	0.00	1,502.97
141758	NW MICHIGAN ORIENTATION AND MOBILITY SERVICES LLC	435	07/18/2023	101999	568.75	0.00	568.75
8791	HOUGHTON LAKE COMMUNITY SCHOOL	436	07/18/2023	102000	10,803.33	0.00	10,803.33
141200	AMAZON CAPITAL SERVICES INC	434	07/20/2023	102001	7,415.40	0.00	7,415.40
141726	BLUE CROSS BLUE SHIELD OF MI	434	07/20/2023	102003	106.57	0.00	106.57
141726	BLUE CROSS BLUE SHIELD OF MI	434	07/20/2023	102004	347.96	0.00	347.96
13751	CATHERINE MIX	434	07/20/2023	102005	349.00	0.00	349.00
4361	COUNCIL FOR EXCEPTIONAL CHILDREN	434	07/20/2023	102006	230.00	0.00	230.00
4400	CRAF CENTER	434	07/20/2023	102007	2,400.00	0.00	2,400.00
5812	EMERGENCY SERVICES OF HOUGHTON LAKE	434	07/20/2023	102008	1,455.00	0.00	1,455.00
141691	EMILY GUBANCSIK	434	07/20/2023	102009	167.58	0.00	167.58
6650	FREDERIC TOWNSHIP	434	07/20/2023	102010	497.58	0.00	497.58
141903	FUHRS GRAYLING CAR CARE CORPORATION	434	07/20/2023	102011	289.28	0.00	289.28
141697	FUN FIRST THERAPY	434	07/20/2023	102012	108.76	0.00	108.76
141120	KAREN L POPE	434	07/20/2023	102013	237.94	0.00	237.94
141667	KAREN WALTON EBNIT	434	07/20/2023	102014	1,527.50	0.00	1,527.50
142018	KUYPERS CONSULTING INC	434	07/20/2023	102015	220.00	0.00	220.00
12340	MASB	434	07/20/2023	102016	99.00	0.00	99.00
12880	MESSA	434	07/20/2023	102017	104,428.30	0.00	104,428.30
14205	NCS PEARSON, INC.	434	07/20/2023	102018	1,223.64	0.00	1,223.64
21278	NICOLE GRACE	434	07/20/2023	102019	50.00	0.00	50.00
141765	NORTHERN MICHIGAN EVENT BANQUET CENTER LLC	434	07/20/2023	102020	193.75	0.00	193.75

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16250	QUILL CORP	434	07/20/2023	102021	707.93	0.00	707.93
7160	ROSCOMMON AREA PUBLIC SCHOOLS BUSINESS OFFICE	434	07/20/2023	102022	500.00	0.00	500.00
17240	S & J EXCAVATING	434	07/20/2023	102023	900.00	0.00	900.00
141834	TEXAS CHRISTIAN UNIVERSITY	434	07/20/2023	102024	6,000.00	0.00	6,000.00
8232	TRACY HENDERSHOTT	434	07/20/2023	102025	3,486.95	0.00	3,486.95
141884	TRUGREEN COMMERCIAL	434	07/20/2023	102026	234.30	0.00	234.30
20571	VERIZON WIRELESS	434	07/20/2023	102027	1,026.12	0.00	1,026.12
142019	CIS AUCTIONS	437	07/24/2023	102028	19,800.00	0.00	19,800.00
2045	BLUE CROSS BLUE SHIELD OF MI	99	07/25/2023	102029	0.00	0.00	0.00
Void by CLM on 7/27/2023							
1885	ANATOMY WAREHOUSE.COM	438	07/25/2023	102030	33,599.90	0.00	33,599.90
142003	CHEF'S DEAL RESTAURANT EQUIPMENT CO	438	07/25/2023	102031	16,200.00	0.00	16,200.00
4900	DEAN TRANSPORTATION INC	438	07/25/2023	102032	333.27	0.00	333.27
8700	HOME DEPOT CREDIT SERVICES	438	07/25/2023	102033	20.97	0.00	20.97
14631	NMCAA	438	07/25/2023	102034	1,990.51	0.00	1,990.51
141720	AMERICAN UNITED LIFE INSURANCE COMPANY	99	07/25/2023	102035	394.15	0.00	394.15
4400	CRAF CENTER	440	07/25/2023	102036	2,400.00	0.00	2,400.00
225	AFLAC	99	07/26/2023	102037	738.74	0.00	738.74
142022	ARTESIA YOUTH PARK	442	07/27/2023	102038	500.00	0.00	500.00
142023	FERRIS STATE UNIVERSITY	441	07/27/2023	102039	1,788.00	0.00	1,788.00
141619	ALLEGRA	439	07/27/2023	102040	320.71	0.00	320.71
141200	AMAZON CAPITAL SERVICES INC	439	07/27/2023	102041	3,223.62	0.00	3,223.62
141720	AMERICAN UNITED LIFE INSURANCE COMPANY	439	07/27/2023	102042	1,410.10	0.00	1,410.10
141975	ASE EDUCATION FOUNDATION	439	07/27/2023	102043	1,595.00	0.00	1,595.00
141145	AUSABLE MEDIA GROUP LLC	439	07/27/2023	102044	322.80	0.00	322.80
142021	BANACH, BANACH & CASSIDY	439	07/27/2023	102045	10,750.00	0.00	10,750.00
142013	BLUE CARE NETWORK	439	07/27/2023	102046	28,317.30	0.00	28,317.30
16940	COUNTY OF ROSCOMMON COUNTY TREASURER	439	07/27/2023	102047	24.64	0.00	24.64
141894	CULLIGAN WATER CONDITIONING	439	07/27/2023	102048	13.00	0.00	13.00
5385	DTE ENERGY	439	07/27/2023	102049	200.33	0.00	200.33
6349	FIRST BOOK	439	07/27/2023	102050	2,972.76	0.00	2,972.76
7552	GRAYLING COOPERATIVE PRESCHOOL, INC.	439	07/27/2023	102051	19,724.99	0.00	19,724.99
9385	IOSCO RESA	439	07/27/2023	102052	102,529.84	0.00	102,529.84
141667	KAREN WALTON EBNIT	439	07/27/2023	102053	1,722.50	0.00	1,722.50
10020	KEENAN THERAPEUTICS PC	439	07/27/2023	102054	1,174.26	0.00	1,174.26
10037	KELLOGG HOTEL & CONFERENCE CENTER	439	07/27/2023	102055	267.50	0.00	267.50
10250	KIRTLAND COMMUNITY COLLEGE	439	07/27/2023	102056	268.00	0.00	268.00
5155	LI'L WILLIES	439	07/27/2023	102057	115.00	0.00	115.00
12985	MICHIGAN NEGOTIATORS ASSOCIATION	439	07/27/2023	102058	275.00	0.00	275.00
13160	MSBO	439	07/27/2023	102059	380.00	0.00	380.00
142020	QUALITY INN LAKEFRONT	439	07/27/2023	102060	101.76	0.00	101.76
17360	SAGINAW VALLEY STATE UNIVERSITY	439	07/27/2023	102061	150.00	0.00	150.00
17811	SCOTT'S MINI STORAGE	439	07/27/2023	102062	40.00	0.00	40.00
18154	SKYWARD INC.	439	07/27/2023	102063	1,913.71	0.00	1,913.71
18665	SPRINGHILL SUITES LANSING	439	07/27/2023	102064	152.64	0.00	152.64
18665	SPRINGHILL SUITES LANSING	439	07/27/2023	102065	231.08	0.00	231.08
141649	STAPLES	439	07/27/2023	102066	416.10	0.00	416.10
21181	WEST BRANCH ROSE CITY SCHOOL DISTRICT	439	07/27/2023	102067	56,932.24	0.00	56,932.24
21235	WEXFORD-MISSAUKEE ISD	439	07/27/2023	102068	24,693.11	0.00	24,693.11

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2651	XELLO INC	439	07/27/2023	102069	635.60	0.00	635.60
142013	BLUE CARE NETWORK	443	07/27/2023	102070	788.51	0.00	788.51
142013	BLUE CARE NETWORK	443	07/27/2023	102071	116.98	0.00	116.98
141724	FIDELITY SECURITY LIFE INSURANCE COMPANY	99	07/31/2023	102072	288.86	0.00	288.86
141200	AMAZON CAPITAL SERVICES INC	444	07/31/2023	102073	410.87	0.00	410.87
141145	AUSABLE MEDIA GROUP LLC	444	07/31/2023	102074	213.00	0.00	213.00
21350	BOYNE MOUNTAIN RESORTS	444	07/31/2023	102075	710.09	0.00	710.09
141703	ELENA ROTHNEY	444	07/31/2023	102076	30.00	0.00	30.00
141724	FIDELITY SECURITY LIFE INSURANCE COMPANY	444	07/31/2023	102077	112.56	0.00	112.56
141697	FUN FIRST THERAPY	444	07/31/2023	102078	848.81	0.00	848.81
142024	GAGE MACKO	444	07/31/2023	102079	29.76	0.00	29.76
141120	KAREN L POPE	444	07/31/2023	102080	353.53	0.00	353.53
19892	KATHRYN TOONSTRA	444	07/31/2023	102081	53.71	0.00	53.71
141972	LILLIE MEADOWS	444	07/31/2023	102082	436.89	0.00	436.89
16250	QUILL CORP	444	07/31/2023	102083	419.47	0.00	419.47
141348	RONDA L AFFHOLDER	444	07/31/2023	102084	238.40	0.00	238.40
141366	SARAH E RONDO	444	07/31/2023	102085	78.75	0.00	78.75
15685	SHAWN PETRI	444	07/31/2023	102086	128.05	0.00	128.05
141649	STAPLES	444	07/31/2023	102087	73.06	0.00	73.06
19800	THRUN LAW FIRM P.C.	444	07/31/2023	102088	3,080.00	0.00	3,080.00
141582	VISION CONSULTING LLC	444	07/31/2023	102089	246.82	0.00	246.82
141105	HEALTH EQUITY	94	07/07/2023	201705211	0.00	2,145.27	2,145.27
20245	US TREASURY	94	07/07/2023	201705212	0.00	30,982.23	30,982.23
141103	ORS	94	07/14/2023	201705213	0.00	53,454.61	53,454.61
141105	HEALTH EQUITY	94	07/21/2023	201705214	0.00	2,148.46	2,148.46
141106	MICHIGAN DEPT OF TREASURY	94	07/21/2023	201705215	0.00	10,373.08	10,373.08
20245	US TREASURY	94	07/21/2023	201705216	0.00	30,486.90	30,486.90
20245	US TREASURY	96	07/28/2023	201705217	0.00	1,530.70	1,530.70
141103	ORS	94	07/28/2023	201705218	0.00	55,055.39	55,055.39
141785	ORS UAAL	94	07/28/2023	201705219	0.00	60,861.08	60,861.08
Report Totals					\$1,268,163.93	\$247,037.72	\$1,515,201.65

C. Approve Revenue & Expenditure
Reports for July 2023 (new format)

29

**Revenue and Expenditure Report
GENERAL FUND
7/31/2023**

Revenue		JULY Activity	Open Encumbrance	Year to Date	Adopted Budget
100	Revenue from Local Sources	872	-	872.00	1,092,778
300	Revenue from State Sources	-	-	-	4,996,310
400	Revenues from Federal Sources	-	-	-	1,183,219
500	LEAs	39,495	-	39,495	412,921
600	Fund Modifications (Transfers In)	-	-	-	-
Total Revenue		40,295	-	40,295	7,685,228

Expense		JULY Activity	Open Encumbrance	Year to Date	Adopted Budget
125	Compensatory Education	-	-	-	5,461
213	Behavioral Services	8,328	2,005	10,333	200,757
216	Social Work Services	46,074	7,147	53,221	698,231
221	Improvement of Instruction	58,631	24,974	83,606	741,447
226	Supervision of Instructional Staff	17,093	7,224	24,317	248,451
229	Other Instructional Staff Services	11,186	5,711	16,897	141,416
231	Board of Education	13,102	-	13,102	47,143
232	Executive Administration	50,207	16,177	66,384	385,817
252	Fiscal Services	37,423	12,786	50,209	304,236
259	Other Business Services	1,877	-	1,877	8,000
261	Operations Buildings Services	7,176	1,547	8,723	131,170
283	Staff/Personnel Services	2,060	-	2,060	3,000
284	Information Management Services	113,202	449	113,651	232,250
285	Pupil Accounting	12,756	2,913	15,669	104,040
299	Other Support Services	-	-	-	-
331	Community Activities	21,631	3,895	25,526	128,662
351	Custody and Care of Children	41,029	21,607	62,636	170,267
411	Payments to LEAs GSRP	76,657	-	76,657	2,550,040
445	TRAILS GRANT SEC 31 P	-	-	-	625,000
456	Building Improvements Services	-	-	-	5,000
626	Fund Modifications (Transfers Out)	-	-	-	360,000
Total Expense		518,432	108,445	626,877	7,090,388

Revenues over Expenses (586,582) 594,840

8/2/2023
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**Revenue and Expenditure Report
ROOC FUND
7/31/2023**

Revenue

	JULY Activity	Open Encumbrance	Year to Date	Adopted Budget
INTEREST	18	-	18	775
PRODUCTION	213	-	213	30,000
DONATIONS	-	-	-	11,500
GRANTS	-	-	-	6,400
SERVICES	-	-	-	858,700
STATE	-	-	-	54,135
Total Revenue	231	-	231	961,510

Expense

232	Program Administration	21,684	6,547	28,231	220,819
252	Fiscal Services	1,075	526	1,601	14,547
259	Other Business Services	2,802	0	2,802	0
261	Operations Buildings Services	22,775	1,499	24,274	71,212
271	Transportation	1,905	0	1,905	54,750
284	Technology	0	0	0	1,100
289	Consumers	4,038	1,077	5,114	58,707
290	Staff Retention	0	0	0	0
321	Summer Work Program	10,080	4,295	14,375	36,787
391	Direct Care Workers and Supervision	36,407	14,443	50,850	431,314
	Total Expense	100,766	28,387	129,152	889,236

Revenues over Expenses

(128,922)

72,274

8/3/2023
12:36 PM

**Revenue and Expenditure Report
SPECIAL EDUCATION FUND
7/31/2023**

Revenue		JULY Activity	Open Encumbrance	Year to Date	Adopted Budget
100	Revenue from Local Sources	66,884	-	66,884	3,468,500
300	Revenue from State Sources	-	-	-	2,844,495
400	Revenues from Federal Sources	-	-	-	2,996,839
500	Incoming Transfers and Other Transactions	-	-	-	758,068
600	Fund Modifications (Other Operating Transfers In)	-	-	-	70,000
Total Revenue		66,884	-	66,884	10,137,902

Expense		JULY Activity	Open Encumbrance	Year to Date	Adopted Budget
122	Instruction	104,875	36,400	141,276	2,251,894
212	Early On	5,079	2,538	7,617	299,991
213	Health Services	11,148	6,655	17,803	547,716
214	Psychological Services	4,982	-	4,982	238,475
215	Speech Pathology and Audiology Services	16,165	5,232	21,397	781,932
216	Social Work Services	5,078	-	5,078	334,197
217	Visual Aid Services	247	-	247	31,200
218	Teacher Consultant-Special Education Programs	4,655	576	5,231	134,881
221	Improvement of Instruction	344	-	344	11,732
226	Supervision and Direction of Instructional Staff	53,237	17,700	70,937	369,400
231, 232, 252	Board of Education, Fiscal, Executive	14,343	-	14,343	81,307
241	Office of the Principal	18,830	8,980	27,810	187,209
249	Graduation Supplies and Materials	-	-	-	600
259	Other Business Services	6,216	-	6,216	18,728
261	Operations Buildings Services	27,771	2,029	29,800	271,004
271	Pupil Transportation Services	39,662	1,896	41,558	1,020,986
281	Planning, Research, Development, and Evaluation	15,588	4,949	20,537	150,914
284	Information Management Services	36	-	36	9,433
299	Staff Appreciation	106	-	106	-
371	Non-Public School Pupils	-	-	-	30,000
411	Payments to LEAs	-	-	-	2,284,719
441	Payments to Other Govern. Entities	859	-	859	48,600
456	Building Improvements Services	900	-	900	422,810
Total Expense		330,120	86,957	417,077	9,527,728

Revenues over Expenses (350,194) 610,174

8/2/2023
4:57 PM

8. Action Items

A. Amend the following budgets as presented:

34

- 23-24 Food Services Budget
- 23-24 ROOC, Inc. Budget
- 23-24 General Fund Budget

FOOD SERVICES
FISCAL YEAR ENDING JUNE 30, 2024
PRELIMINARY BUDGET JUNE 2023
AMENDED AUGUST 2023

	Final FY 22/23	Preliminary FY 23/24	Amended FY 23/24
REVENUES			
Local Sources	83	150	150.00
State Sources	572	564	564
Federal Sources	64,019	60,500	60,500
TOTAL REVENUES	64,674	61,214	61,214
INCOMING TRANSFERS & OTHER TRANSACTIONS	-	4,828	4828
TOTAL REVENUES, INCOMING TRANSFERS, OTHER TRANSACTIONS	64,674	66,042	66,042

EXPENDITURES			
Purchased Services			
Food Service Director	3,525	3,640	13,560
Retirement	1,073	1,456	4,068
Retirement - UAAL	572	564	2,102
FICA	259	278	1,037
Travel	-	-	-
Conferences	646	500	500
Breakfast	14,270	15,500	15,500
Breakfast - Supply Chain	5,639	5,000	5,000
Lunch	18,809	26,000	26,000
Lunch - Supply Chain	8,138	7,000	7,000
Staff Lunch	142	150	150
Supplies and Materials			
Other	(4,822)	(4,822)	(4,822)
Supplies	1,377	1,500	1,500
Commodities	4,822	500	500
Dues/Fees	780	780	780
Food Service New Equipment Depriciable	6,000	6,000	-
Food Service New Equipment Non Depriciable	10,618	10,500	-
TOTAL EXPENDITURES	71,848	74,547	72,876
TOTAL APPROPRIATED	71,848	74,547	72,876
Excess Revenue	(7,174)	(8,505)	(6,833)
FUND BALANCE JULY 1	15,679	8,505	8,505
TOTAL FUND BALANCE JUNE 30	8,505	0	1,672

ROOC
Fiscal Year Ending June 30, 2024
Amended August 9, 2023

	Initial Approved	Proposed Amended
INTEREST	775	775
PRODUCTION	30000	30000
DONATIONS	11500	11500
GRANTS	6400	75431
SERVICES	858700	866600
STATE	54135	54135
Total Revenue	\$ 961,510	\$ 1,038,441

EXPENSES by FUNCTION

	232	220819	221319	Program Administration
	252	14547	14547	Financial Services
	259	0	2802	Insurance
	261	71212	68556	Operations Building Services
	271	54750	131693	Transportation
	284	1100	1100	Technology
	289	58707	58707	Consumers
	290	0	522	Staff Retention
	321	36787	40107	Summer Work Program
	391	431314	425953	Direct Care Workers and Supervision
Total Expenses		\$ 889,236	\$ 965,305	

Total Revenues	\$ 961,510	\$ 1,038,441
Total Expenses	\$ 889,236	\$ 965,305
Revenue over Expenses	\$ 72,274	\$ 73,136

Estimated Fund Balance July 1, 2023	\$ 30,347	\$ 30,347
Projected Fund Balance June 30, 2024	\$ 102,621	\$ 103,482

GENERAL FUND
Fiscal Year Ending June 30, 2024

	INITIAL BUDGET 4/25/2023	PROPOSED AMENDED 8/9/2023	
LOCAL REVENUE	1,092,778	1,092,778	
STATE REVENUE	4,996,310	4,996,310	
FEDERAL REVENUE	1,183,219	1,183,219	
LEA	412,921	421,719	
OTHER (Internal Transfers)	-	-	
Total Revenue	7,685,228	7,694,026	
EXPENSES By FUNCTION			
125	5,461	5,461	Compensatory Education
211	-	5,000	Truancy
213-31n	200,757	200,757	Behaviorial Services 31N
216-31n	698,231	746,881	Social Workers 31N
221-31n	148,437	168,637	Improvement of Instruction
221 EARLY CHILD	323,360	324,350	Improvement of Instruction-Early Child
221 REAP	44,650	44,650	Improvement of Instruction-REAP Grant
221 LIT	225,000	225,000	Improvement of Instruction-Early Literacy Coach
226	248,451	248,451	Director of Instructional Services
229	141,416	150,215	Instructional Services-Educator on Loan
231	47,143	149,143	Board Activities
232	385,817	383,817	Executive -Office of the Superintendent
252	304,236	317,906	Fiscal Offices
259	8,000	3,200	Other Business Services
261	131,170	131,170	Operations Building Services
266	-	-	Security Services
283	3,000	3,000	Staff Personnel PROFESSIONAL DEVELOPMENT
284	232,250	234,450	Non Intstructional Technology Services
285	104,040	104,040	Pupil Accounting
299	-	2,500	Other Support Services
331	128,662	128,662	Community Activities
351	170,267	170,367	Custody and Care of Children
411	2,550,040	2,550,040	Payments to LEAs GSRP
445	625,000	625,000.00	TRAILS GRANT SEC 31 P
456	5,000	5,000	Buidling Improvements
6XX	360,000	360,000	Internal Transfers
Total Expenses	7,090,388	7,287,697	
Total Revenues	7,685,228	7,694,026	
Total Expenses	7,090,388	7,287,697	
Revenue over Expenses	594,840	406,329	
Projected Fund Balance July 1, 2023	1,834,902	1,834,902	
Projected Fund Balance June 30, 2024	2,429,742	2,241,231	

B. Approve registration and overnight expenses for Superintendent Petri or Board members to attend the following events:

38

- Michigan Negotiator's Association's Fall Conference on October 4-6, 2023 at Shanty Creek in Bellaire
- MASA Fall Conference at the Grand Traverse Resort on September 20-22, 2023. Registration is \$550. MASA: Michigan Association of Superintendents & Administrators
- MASB Annual Leadership Conference on November 9-12, 2023 in Lansing. Registration for in-person sessions is \$379 or \$205 for virtual or one-day registration. Additional CBA classes are available on Thursday and Sunday at an additional cost per class. The 2023 Delegate Assembly is on Thursday, November 9 at 7 p.m. If a COOR ISD board member wants to be a delegate, please let Becky know.

Lansing, Michigan | **Lansing Center** | Nov. 9 – 12, 2023

REGISTER BY SEPT. 22 AND SAVE!

Keep this for your records to assist with registering online at masb.org/alc.

CONFERENCE REGISTRATION RATES

 **Main Conference** **\$379**

\$429 after Sept. 22, 2023.

Includes Thursday Welcome Reception, Friday and Saturday Breakfast, Lunch, General Sessions and Clinic Sessions.

 **Virtual Conference** **\$205**
(General Sessions Only)

\$219 after Sept. 22, 2023.

Includes access to event mobile app and livestreaming of Friday and Saturday General Sessions.

 **Friday One-Day Conference** **\$205**

\$219 after Sept. 22, 2023.

Includes Friday ONLY Breakfast, Lunch, General Session and Clinic Sessions.

 **Saturday One-Day Conference** **\$205**

\$219 after Sept. 22, 2023.

Includes Saturday ONLY Breakfast, Lunch, General Sessions and Clinic Sessions.

THURSDAY PRECONFERENCE FULL-DAY WORKSHOPS

8:30 a.m. – 3:30 p.m.

Separate registration required, in person only. (breakfast and lunch included)

Board's Role in Superintendent Success **\$198**

Michigan Council of School Attorneys Fall Conference **\$198**

Select from other sessions on page 2



All classes are \$99 each except for CBA 101, which is \$198. CBAs are not included in conference pricing. Breakfast and lunch are included for all-day participants on Thursday and Sunday.

THURSDAY

Full-Day CBAs 8:30 a.m. – 3:30 p.m.

- CBA 101***
Fundamentals of School Board Service

Morning CBAs 8:30 – 11:30 a.m.

- CBA 224***
Succession Planning
- CBA 253***
Board Operating Procedures
- CBA 264**
Shaping Public Opinion
- CBA 276***
Board/Superintendent Relations
- CBA 341**
Data Foundations

Afternoon CBAs 12:30 – 3:30 p.m.

- CBA 107***
Labor Relations
- CBA 232***
Communicating in Difficult Times
- CBA 258***
Conflict Resolution—Techniques for School Boards
- CBA 260**
Public Speaking
- CBA 297**
Effective Board Meetings

FRI – SAT

Friday CBAs 6 – 9 p.m.

- CBA 102***
Governing Through Policy
- CBA 108***
Navigating the Legislative Process
- CBA 213***
Capital Planning for Your District
- CBA 226**
Exercising Political Judgment
- CBA 252**
Media Relations
- CBA 253***
Board Operating Procedures
- CBA 303***
Overseeing the Superintendency
- CBA 361**
Grassroots Advocacy

Saturday CBAs 6 – 9 p.m.

- CBA 104***
Basic School Law
- CBA 109***
Data-Informed Decisionmaking
- CBA 251***
District Strategic Planning and Goal Setting
- CBA 257***
School District Safety and Security
- CBA 274**
Board Self-Evaluation for Continuous Improvement
- CBA 276***
Board/Superintendent Relations
- CBA 308**
A Guide to Understanding Legislature
- CBA 381**
Focus on Student Achievement

SUNDAY

Morning CBAs 8:30 – 11:30 a.m.

- CBA 103***
Basic School Finance
- CBA 105***
Curriculum and Instruction
- CBA 214***
Open Meetings Act
- CBA 259***
Creating Trust: Key Ingredient in School Improvement
- CBA 262**
Spokesperson Training
- CBA 263**
Focusing on Feedback
- CBA 310***
Budget Anatomy and Shortfalls
- CBA 375**
Board Leadership: A Case Study Approach

Afternoon CBAs 12:30 – 3:30 p.m.

- CBA 106***
Community Relations
- CBA 215***
Advanced School Finance
- CBA 229***
Reporting and Monitoring Organizational Performance
- CBA 248**
Teambuilding
- CBA 298***
Professional Learning Communities: A Building Block of High Performing Schools
- CBA 309**
Current Trends in K-12 Technology
- CBA 350**
Generational Diversity for School Board Members



to KM hotel transf 7-20-23

C.O.O.R. Request for Approval: INTERMEDIATE SCHOOL DISTRICT Conference/Workshop/Meeting

Attach a copy of the conference background information and registration form to this request. When checks are required for Prepay Expenses, the request must be submitted to the accounting department **two weeks prior to due date.**

Pre- Conference Information

Revised 1-6-22 rs

Name: Shawn Petri Date submitted: _____

Conference / Event Title: Michigan Negotiators Association's 2023 Fall Conference

Location: Shanty Creek, Bellaire Dates: October 4, 2023

	Fees	Payable To	check	credit card
Registration	\$ <u>275</u>	<u>Michigan Negotiators Association</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Lodging	\$ <u>278.16</u> <u>-122.30 deposit</u>	<u>Shanty Creek</u>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Est. Meals	\$ <u>155.86</u>	Lodging confirmation # _____		
Est. Mileage	_____ round trip miles	OR <input type="checkbox"/> using COOR car/ carpooling		
		Date: <u>7/11/23</u>	\$ <u>553.16</u>	
Employee Signature			Total	

Approval to Attend the above is: **GRANTED** or **DENIED**

_____/_____
Department Head Date

_____/_____
Superintendent Date

Accounting Code: _____

Post-Conference/Additional Expenses from Conference/Workshop/Meeting:

Maximum Meal Reimbursement if NOT included in conference:
\$10 breakfast \$15 Lunch
\$30 Dinner, 15% tips

Registration Fee _____ (should be paid in advance)

Lodging _____

Meals _____ Attach detailed Receipts. See note above. ^^^

Travel _____ miles X \$0.655 = _____

Other _____ Attach Receipts & Describe reason

_____/_____
Employee Signature Date

Balance Due Employee: \$ _____

_____/_____
Department Head Date

_____/_____
Superintendent Date



Michigan Association of
Superintendents & Administrators

MASA 2023 Fall Conference

HOME > Events > MASA 2023 Fall Conference



Join us for the 2023 Fall Conference

Registration is now open for MASA's largest annual conference! Reserve your spot for three day learning, networking, and fun in Traverse City.

September 20-22, 2023
Grand Traverse Resort

Cost: \$550

[Register for Fall Conference](#)

Hotel Information

The Grand Traverse Resort is now accepting call-in reservations. Please call (800) 236-1577 and reservations agent to book your accommodations. Mention **MASA 2023** or code **MAS2023** to receive a special rate.

[Reserve Your Room Online](#)

Additional Hotel Options

Click or tap the [+] to view hotel details.

- + Comfort Inn
- + Courtyard By Marriott
- + Pointes North Beachfront Hotel
- + Sleep Inn

Featuring Keynote Speakers

Dr. John Hodge, Vice-President, Urban Learning and Leadership Center (ULLC)

Dr. John W. Hodge is Vice-President of Urban Learning and Leadership Center (ULLC) – a staff development training organization that serves school districts throughout the country. Dr. Hodge has served as a middle school teacher, English teacher, AVID teacher, Assistant Principal and Associate Director of AVID Center.

In his keynote address titled “Following the S.A.M.E. Pathway into the Future” Dr. Hodge will discuss the three domains (Social-Academic-Moral) that he says can only thrive in a culture of Distributed Leadership. Using this framework to guide your work, interventions can be tailored to meet the academic and social-emotional needs of schools in urban, suburban, and rural districts throughout the United States. [Learn more about the S.A.M.E. Framework.](#)

Dr. Hodge will also lead a learning session at the Fall Conference, “Higher Order Thinking – The Future is Now.”

Mark Mayfield, Comedian & Author

It’s pretty simple what Mark Mayfield does: he talks about very serious stuff in a very funny way.

Mark has one of the most diversified backgrounds in the speaking industry having owned and operated several businesses ranging from livestock production to nightclubs to golf instruction, and also spent ten years as a lobbyist in Washington, D.C. and in thirteen state legislatures for a Fortune 500 company. That business experience combined with his experience as a nightclub performer allowed him to create truly unique presentations. His tagline is simple: ***Wisdom in a Brilliant Comedic Style.***

Agenda

Tuesday, September 19

9:00 AM – 4:00 PM

Aspiring Superintendents Bootcamp

9:00 AM – 4:00 PM

HLA Next

Noon – 1:00 PM

Lunch

Food available in Vendor Showcase

Noon – 1:30 PM	MASA Board Meeting
1:45 PM – 4:00 PM	MASA Council Meeting
5:30 PM – 6:30 PM	Reception <i>Sponsored by SET SEG & Kingscott</i>
6:00 PM – 7:30 PM	Council Reception & Dinner

Wednesday, September 20

8:00 AM – Noon	New Superintendent Leadership Academy
8:00 AM – 9:45 AM	MAISA Administrative Services Committee Meeting
8:00 AM – 10:00 AM	MAISA Instructional Committee Meeting
8:00 AM – 10:00 AM	MAISA Board of Directors Meeting
8:00 PM – Noon	MI Alliance for Student Opportunity Meeting
9:00 AM – Noon	MASB Career Fair
10:15 AM – 12:45 PM	MAISA General Membership Meeting
11:00 AM – 12:45 PM	School Equity Caucus Meeting/Lunch
11:30 AM – 12:30 PM	Welcome Lunch/Networking
Noon – 1:00 PM	MI Alliance for Student Opportunity Lunch
Noon – 1:00 PM	Kent ISD Luncheon
1:00 PM – 3:00 PM	General Session <i>Dr. John Hodge & Dr. Michael F. Rice</i>
3:00 PM – 3:30 PM	Break
3:30 PM – 4:45 PM	Concurrent Learning Sessions
4:45 PM – 5:30 PM	Region Meetings
5:45 PM – 6:30 PM	MAAAS Meeting

8:00 PM – 10:30 PM President’s Reception

Thursday, September 21

7:00 AM – 8:00 AM SET SEG Fun Run

7:30 AM – 8:30 AM Buffet Breakfast

8:30 AM – 10:00 AM General Session

10:00 AM – 10:15 AM Break

10:15 AM – 11:30 AM Hot Topic Sessions (3)

11:30 AM – 12:30 PM Lunch

12:30 PM – 1:45 PM Concurrent Learning Sessions

1:45 PM – 2:30 PM Vendor Showcase

2:30 PM – 3:30 PM General Session

3:30 PM – 3:45 PM Break

3:45 PM – 5:00 PM Concurrent Learning Sessions

5:00 PM – 6:30 PM Leaders in Education Networking Reception

Friday, September 22

7:30 AM – 8:30 AM Buffet Breakfast

8:30 AM – 11:00 AM General Session

Register for the SET SEG Fun Run

Get up and get going early at the SET SEG Fun Run during the MASA Fall Conference! Join SET :
5K Run/Walk around the Grand Traverse Resort grounds. Participants who register early will re

commemorative t-shirt and prizes will be awarded for the fastest times!

Thursday, Sept. 21 at 7 a.m.

Meet in the lobby of the Grand Traverse Resort Health Club

**Participants must register by Aug. 31 to be guaranteed a T-shirt.*

[Register for the Fun Run](#)

CONTACT US

1001 Centennial Way
Suite 300
Lansing, MI 48917-9279
phone: (517) 327-5910
fax: (517) 327-0779

SPECIAL PROJECTS



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Michigan Association of
Superintendents & Administrators

MASA 2023 Fall Conference

HOME > Events > MASA 2023 Fall Conference



Join us for the 2023 Fall Conference

Registration is now open for MASA's largest annual conference! Reserve your spot for three day learning, networking, and fun in Traverse City.

September 20-22, 2023
Grand Traverse Resort

Cost: \$550

[Register for Fall Conference](#)

Hotel Information

The Grand Traverse Resort is now accepting call-in reservations. Please call (800) 236-1577 and reservations agent to book your accommodations. Mention **MASA 2023** or code **MAS2023** to receive a special rate.

[Reserve Your Room Online](#)

Additional Hotel Options

Click or tap the [+] to view hotel details.

- + Comfort Inn
- + Courtyard By Marriott
- + Pointes North Beachfront Hotel
- + Sleep Inn

Featuring Keynote Speakers

Dr. John Hodge, Vice-President, Urban Learning and Leadership Center (ULLC)

Dr. John W. Hodge is Vice-President of Urban Learning and Leadership Center (ULLC) – a staff development training organization that serves school districts throughout the country. Dr. Hodge has served as a middle school teacher, English teacher, AVID teacher, Assistant Principal and Associate Director of AVID Center.

In his keynote address titled “Following the S.A.M.E. Pathway into the Future” Dr. Hodge will discuss the three domains (Social-Academic-Moral) that he says can only thrive in a culture of Distributed Leadership. Using this framework to guide your work, interventions can be tailored to meet the academic and social-emotional needs of schools in urban, suburban, and rural districts throughout the United States. [Learn more about the S.A.M.E. Framework.](#)

Dr. Hodge will also lead a learning session at the Fall Conference, “Higher Order Thinking – The Future is Now.”

Mark Mayfield, Comedian & Author

It’s pretty simple what Mark Mayfield does: he talks about very serious stuff in a very funny way.

Mark has one of the most diversified backgrounds in the speaking industry having owned and operated several businesses ranging from livestock production to nightclubs to golf instruction, and also spent ten years as a lobbyist in Washington, D.C. and in thirteen state legislatures for a Fortune 500 company. That business experience combined as a nightclub performer allowed him to create truly unique presentations. His tagline is simple ***Wisdom in a Brilliant Comedic Style.***

Agenda

Tuesday, September 19

9:00 AM – 4:00 PM

Aspiring Superintendents Bootcamp

9:00 AM – 4:00 PM

HLA Next

Noon – 1:00 PM

Lunch

Food available in Vendor Showcase

Noon – 1:30 PM	MASA Board Meeting
1:45 PM – 4:00 PM	MASA Council Meeting
5:30 PM – 6:30 PM	Reception <i>Sponsored by SET SEG & Kingscott</i>
6:00 PM – 7:30 PM	Council Reception & Dinner

Wednesday, September 20

8:00 AM – Noon	New Superintendent Leadership Academy
8:00 AM – 9:45 AM	MAISA Administrative Services Committee Meeting
8:00 AM – 10:00 AM	MAISA Instructional Committee Meeting
8:00 AM – 10:00 AM	MAISA Board of Directors Meeting
8:00 PM – Noon	MI Alliance for Student Opportunity Meeting
9:00 AM – Noon	MASB Career Fair
10:15 AM – 12:45 PM	MAISA General Membership Meeting
11:00 AM – 12:45 PM	School Equity Caucus Meeting/Lunch
11:30 AM – 12:30 PM	Welcome Lunch/Networking
Noon – 1:00 PM	MI Alliance for Student Opportunity Lunch
Noon – 1:00 PM	Kent ISD Luncheon
1:00 PM – 3:00 PM	General Session <i>Dr. John Hodge & Dr. Michael F. Rice</i>
3:00 PM – 3:30 PM	Break
3:30 PM – 4:45 PM	Concurrent Learning Sessions
4:45 PM – 5:30 PM	Region Meetings
5:45 PM – 6:30 PM	MAAAS Meeting

8:00 PM – 10:30 PM President's Reception

Thursday, September 21

7:00 AM – 8:00 AM SET SEG Fun Run

7:30 AM – 8:30 AM Buffet Breakfast

8:30 AM – 10:00 AM General Session

10:00 AM – 10:15 AM Break

10:15 AM – 11:30 AM Hot Topic Sessions (3)

11:30 AM – 12:30 PM Lunch

12:30 PM – 1:45 PM Concurrent Learning Sessions

1:45 PM – 2:30 PM Vendor Showcase

2:30 PM – 3:30 PM General Session

3:30 PM – 3:45 PM Break

3:45 PM – 5:00 PM Concurrent Learning Sessions

5:00 PM – 6:30 PM Leaders in Education Networking Reception

Friday, September 22

7:30 AM – 8:30 AM Buffet Breakfast

8:30 AM – 11:00 AM General Session

Register for the SET SEG Fun Run

Get up and get going early at the SET SEG Fun Run during the MASA Fall Conference! Join SET : 5K Run/Walk around the Grand Traverse Resort grounds. Participants who register early will re

commemorative t-shirt and prizes will be awarded for the fastest times!

Thursday, Sept. 21 at 7 a.m.

Meet in the lobby of the Grand Traverse Resort Health Club

**Participants must register by Aug. 31 to be guaranteed a T-shirt.*

[Register for the Fun Run](#)

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SPECIAL PROJECTS



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C. Increase substitute paraprofessional hourly pay from \$10.35 to \$12.00 per hour at the COOR Educational Center and Adult Transition Center. (The ISD is currently paying substitute teachers \$110 per day. This is in line with the local district sub-teacher pay range.)

D. Contracts & new hires:

Great Start to Quality (Oct 1, 2022–Sept 30, 2023)

- Approve a contract with Kymberly Narayana, Quality Improvement Specialist and Consultant, for 40 days through Sept 30, 2023 (prorated from 195 days for the fiscal year)

E. Special Education (July 2023–June 2024)

- Approve the hiring of Louiko Sunday, Speech-Language Pathologist to work at the CEC 3 days per week as part of the CEA, MA+30, step 2.
- Approve the hiring of Alora Ehlert, Occupational Therapist into the COOR Educational Association, with salary at the MA+30 step 9, pending background check.
- Approve the hiring of Cheri Hutek, COOR Educational Center Instructor, into the COOR Educational Association, with a salary at MA+15 step 19, pending a background check.

F. Approve reassignment of Nicole Grace as part-time Speech/Language Pathologist and part-time Special Education Technical Assistance (non-union employee) as of August 14, 2023

G. Approve the change in procedure to require direct deposit for all employee payroll checks. This would not apply to reimbursement or Accounts Payable checks.

H. Approve vocational millage details - 0.75 or 1.0 mill, Feb 27 or Nov 5th election (committee meeting Aug 8)- and authorize the Superintendent to work with Thrun Law Firm and Banach, Banach, and Cassidy to finalize wording for the ballot.

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COOR ISD Vocational Millage Options

for Career & Technical Education

Current expected revenue	\$2,175,371	
Lost revenue with adding voc millage	\$1,252,427	
Total expected revenue- updated	\$922,944	(Categorical \$ + Perkins)

	.75 mills CTE	1.0 mill CTE
estimated revenue generated	\$2,803,580	\$3,738,106
plus revenue from other sources	\$922,944	\$922,944 (see above)
potential operating budget	\$3,726,524	\$4,661,050

Annual cost to homeowners/taxpayers:

State Equalized Value:	.75 mills CTE	1.0 mill CTE
25,000	\$18.75	\$25.00
50,000	\$37.50	\$50.00
75000	\$56.25	\$75.00
100,000	\$75.00	\$100.00

Total cost to taxpayers over 5 years

State Equalized Value:	.75 mills CTE	1.0 mill CTE
25,000	\$93.75	\$125.00
50,000	\$187.50	\$250.00
75000	\$281.25	\$375.00
100,000	\$375.00	\$500.00

Total cost to taxpayers over 10 years

State Equalized Value:	.75 mills CTE	1.0 mill CTE
25,000	\$187.50	\$250.00
50,000	\$375.00	\$500.00
75000	\$562.50	\$750.00
100,000	\$750.00	\$1,000.00

9. Information Items

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- July Social Media Report Card
- Discussions with Roscommon County Road Commission
- Alternative Educational Academy of Ogemaw County:
 - 2023-24 Board meeting schedule
 - 2023-24 Student Handbook
 - Aug 7, 2023 Agenda
 - June 12, 2023 Minutes



July 2023 Social Media Report

C.O.O.R.
INTERMEDIATE
SCHOOL DISTRICT

Crawford
 Oscoda
 Ogemaw
 Roscommon

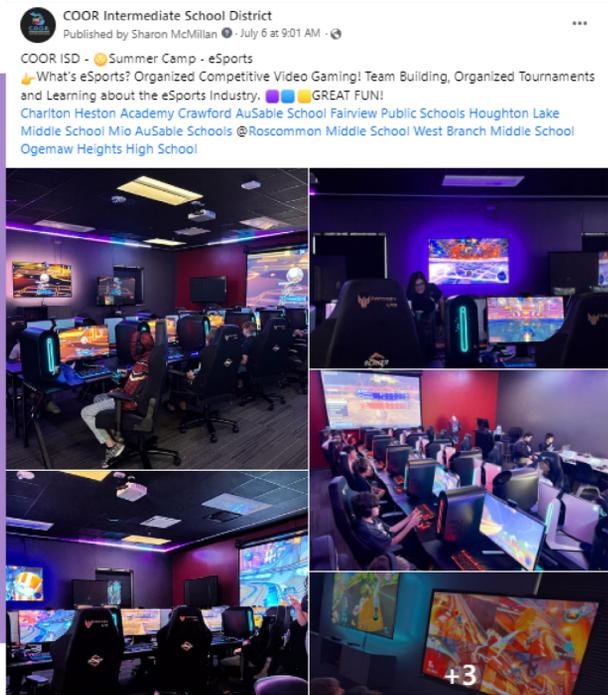


Facebook Monthly Reach: 2,457 (-60.7%)

Facebook Followers: 1,056



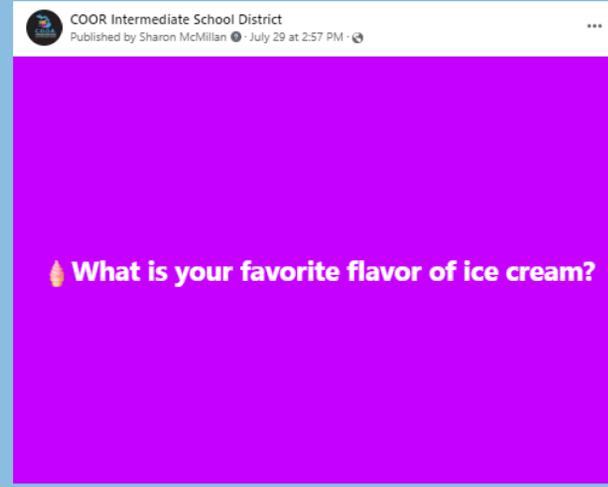
Reach 781
 July 13th
 Greysen Petri,
 July Board
 Presenter



Reach 672
 July 6th
 esports
 summer
 camp



Reach 571
 July 18th
 Career Tech
 Center
 Progress



Reach 468
 July 29th
 Favorite
 Ice Cream
 Flavor Survey



Reach 454
 July 20th
 Diaper Drive



Reach 415
 July 11th
 Community
 Garden help

See insights and ads

Boost post

Roscommon Community Garden
 July 11 at 10:19 AM
 Thank you so much, Chad Moore, job coach at COOR, and to Nathan Wyatt and Jeffrey Beedle, for your support! These gentlemen cleared our fence line of weeds and p... See more



August 8, 2023

Mr. Roger Saxton
Roscommon County Road Commission
820 E. West Branch Road
Prudenville MI 48651

Subject: Gratitude for Collaborative Efforts in Implementing
a Reduced Speed Zone near the C.O.O.R. Educational Center

Dear Mr. Saxton,

I am writing to express my heartfelt gratitude for your invaluable collaboration with local officials to establish a reduced speed zone near the C.O.O.R. Educational Center. Your commitment to ensuring the safety and welfare of the students, staff, and residents is truly commendable, and we are deeply appreciative of your efforts.

By establishing the reduced speed zone, you have significantly reduced the risks associated with vehicular traffic and provided a safer passage for the students and pedestrians near the educational center. We hope that this measure will prevent injuries to students, staff members, or community members for years to come.

On behalf of the COOR Educational Center, its students, and their families, I extend our sincerest gratitude to you and your team for your unwavering commitment to public safety. We look forward to continuing our positive and cooperative relationship with you as we strive to make our community a safer and more inclusive place for all.

With utmost appreciation,

Shawn C. Petri,
Superintendent

SP/rs



C.O.O.R.
INTERMEDIATE SCHOOL DISTRICT
Crawford • Oscoda • Ogemaw • Roscommon

11051 North Cut Road
Roscommon MI, 48653
Phone: 989-275-9555
Fax: 989-275-5881

August 8, 2023

Police Chief Brian Hill
Gerrish Township Police Department
3075 E Higgins Lake Drive
Roscommon, MI 48653

Subject: Gratitude for Collaborative Efforts in Implementing
a Reduced Speed Zone near the C.O.O.R. Educational Center

Dear Chief Hill,

I am writing to express my heartfelt gratitude for your invaluable collaboration with Road Commissioner Roger Saxton to establish a reduced-speed zone near the C.O.O.R. Educational Center. Your commitment to ensuring the safety and welfare of the students, staff, and residents is truly commendable, and we are deeply appreciative of your efforts.

By establishing the reduced speed zone, you have significantly reduced the risks associated with vehicular traffic and provided a safer passage for the students and pedestrians near the educational center. We hope that this measure will prevent injuries to students, staff members, or community members for years to come.

On behalf of the COOR Educational Center, its students, and their families, I extend our sincerest gratitude to you and your team for your unwavering commitment to public safety. We look forward to continuing our positive and cooperative relationship with you as we strive to make our community a safer and more inclusive place for all.

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Shawn C. Petri,
Superintendent

SP/rs



C.O.O.R.
INTERMEDIATE SCHOOL DISTRICT
Crawford • Oscoda • Ogemaw • Roscommon

11051 North Cut Road
Roscommon MI, 48653
Phone: 989-275-9555
Fax: 989-275-5881

August 8, 2023

Sheriff Ed Stern
Roscommon County Police Department
111 S 2nd Street
Roscommon, MI 48653

Subject: Gratitude for Collaborative Efforts in Implementing
a Reduced Speed Zone near the C.O.O.R. Educational Center

Dear Sheriff Stern,

I am writing to express my heartfelt gratitude for your invaluable collaboration with Road Commissioner Roger Saxton to establish a reduced-speed zone near the C.O.O.R. Educational Center. Your commitment to ensuring the safety and welfare of the students, staff, and residents is truly commendable, and we are deeply appreciative of your efforts.

By establishing the reduced speed zone, you have significantly reduced the risks associated with vehicular traffic and provided a safer passage for the students and pedestrians near the educational center. We hope that this measure will prevent injuries to students, staff members, or community members for years to come.

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With utmost appreciation,

Shawn C. Petri,
Superintendent

SP/rs

Alternative Educational Academy of Ogemaw County

Meeting Schedule for 2023-2024 School Year

All meetings scheduled to start at 9:00 a.m.

Located at the West Branch Michigan Works! Service Center

August 7, 2023

September 11, 2023

October 9, 2023

November 13, 2023

December 11, 2023

January 8, 2024

February 12, 2024

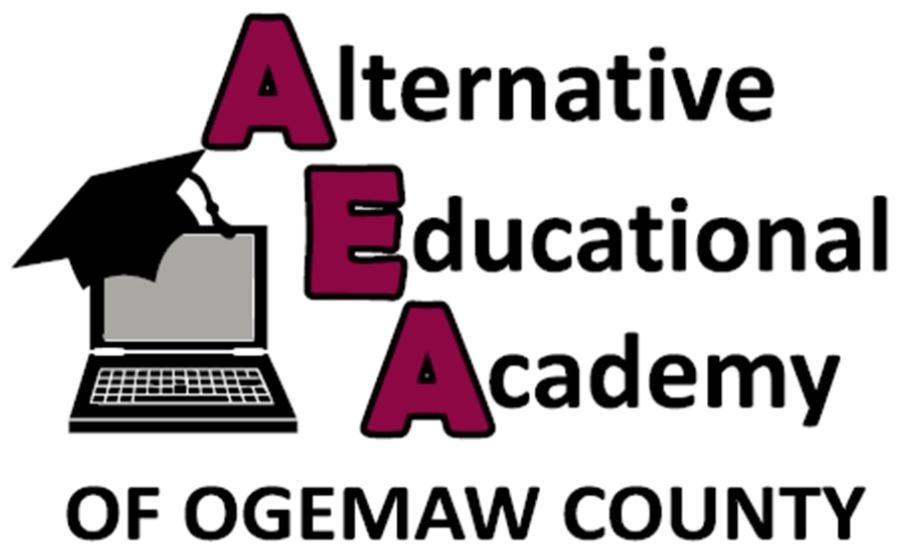
March 11, 2024

April 8, 2024

May 13, 2024

June 10, 2024*

*6/10/24-Public Hearing for Annual Operating Budgets 23/24 and 24/25



STUDENT/PARENT HANDBOOK
2023-2024

WEST BRANCH Learning Lab 2479 South M-76 West Branch, MI 48661 (989) 343-9070 (989) 343-9080	Gladwin Michigan Works! Learning Lab 110 Buckeye St Gladwin, MI 48624 (989) 426-8571 Ext. 1320
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MISSION STATEMENT

The mission of the Alternative Educational Academy of Ogemaw County is to provide innovative and responsive educational experiences through non-traditional programs that effectively meet the needs of at-risk students. The Academy will enhance educational opportunities for students by developing programs based on students’ individual needs and circumstances.

VISION STATEMENT

“Recognizing Unlimited Potential”

ALTERNATIVE EDUCATION

Alternative Education is designed to serve 12- to 22-year-olds (grades 6-12) who, for any number of reasons, have fallen behind in traditional high school or have dropped out of school. Special areas of service include: life-competency skills, vocational education, and remediation. Credits for Alternative Education may be transferred from previous high schools or vocational schools. Credits will be evaluated according to the standards established by the Academy Board of Education.

GRADUATION REQUIREMENTS

Eighteen (18) CREDITS ARE REQUIRED FOR GRADUATION

1. Four (4) credits in English
2. Four (4) credits in mathematics.
3. Three (3) credits in science.
4. Three (3) credits in social studies.
5. One (1) credit in health education
6. One (1) credit in visual, performing or applied arts.
7. Two (2) credits in world language
8. Must have taken all portions of the State of Michigan’s 11th grade Michigan Merit Exam

NO STUDENT WILL BE ALLOWED TO GRADUATE BEFORE THEIR COHORT CLASS.

Students who enter the program may not graduate before their cohort class has graduated. The cohort class is determined by adding four years or eight semesters to the time the student enrolled in grade 9.

COURSES OFFERED

All students enrolled in the Alternative Educational Academy of Ogemaw County will be enrolled in virtual courseware. Coursework will be completed by the student at home on the Internet and/or at the AEA learning lab.

Language Arts: English 6, English 7, English 8, English 9, English 10, English 11, English 12, Advanced English

Math: Math 6, Math 7, Math 8, Pre-Algebra, Algebra I, Geometry, Algebra II, Integrated Math, Consumer Math, Financial Math, Probability and Statistics

Social Studies: Social Studies 6, Social Studies 7, Social Studies 8, U.S. History, World History, World History Survey, World Geography, Government, Economics

Science: Science 6, Science 7, Science 8, Biology, Chemistry, Physics, Integrated Chemistry and Physics, High School Earth and Space Science

Arts: Art History and Appreciation

Health: Health, Physical Education

World Languages: Spanish I, Spanish II

Electives: Academic Success, Essential Career Skills, Career Explorations

CTE (online): Architecture & Construction, Graphic Design & Illustration, Accounting, Principles of Health Science, Computer Programming, Principles of Information Technology, Law-Public Safety-Corrections & Security, Principles of Engineering & Technology, Game Development, Agriculture-Food & Natural Resources, Professional Photography, Principles of Business-Marketing & Finance, Child Development & Parenting, Applied Medical Terminology, Principles of Hospitality & Tourism, Principles of Manufacturing, Marketing-Advertising & Sales, Drafting & Design, Principles of Transportation-Distribution & Logistics, Audio/Video Production, Culinary Arts, Digital Interactive Media, Entrepreneurship, Introduction to Android Mobile App Development, Introduction to iOS Mobile App Development, Sports and Entertainment Marketing, Robotics, Principles of Human Services, Introduction to Cybersecurity, Web Technologies, Principles of Education and Training, Principles of Government and Public Administration

*Courses may be modified to meet the needs and educational level of the student.

TESTING-OUT OF COURSES

The Alternative Educational Academy of Ogemaw County will grant credit for a course if a student demonstrates reasonable mastery of the subject matter by completing the End Of Semester exam and earning a score of 77% or higher. Students must schedule test-out exams with their teacher-mentor and are required to take the exam at the learning lab.

CAREER TECH CENTER

AEA students have the opportunity to participate in the Career Technical Education options offered by C.O.O.R. ISD. The following programs are available to students who are at a junior or senior grade level.

Automotive Technology
Cosmetology

Medical Occupations
Welding
Public Safety
Recreational Engines

DUAL ENROLLMENT

AEA students in grades 9 through 12 may take up to ten postsecondary courses. The AEA will assist students in paying tuition and fees for courses at Michigan public or private colleges or universities. Students can qualify for dual enrollment by taking one of the following assessments: PSAT, PLAN, EXPLORE ACT, or MME. Students interested in dual enrollment, should discuss this opportunity with their teacher-mentor.

GRADING SYSTEM

The evaluation of student achievement is one of the most important functions of the teacher. The accepted marking system is as follows:

CR - Credit
NC - No Credit
I - Incomplete
W – Withdrawal

GRADE LEVEL

AEA students are assigned to their grade level according to Michigan Merit Curriculum credits earned, not age or previous grade level. The grade levels and credit equivalencies at the Alternative Educational Academy of Ogemaw County are:

9th Grade: 0-4 credits
10th Grade: 4.5-9 credits
11th Grade: 9.5-13.5 credits
12th Grade: 14-18 credits

HIGH SCHOOL EQUIVALENCY

Students, ages 18-22, may prepare for the GED exams at the Alternative Educational Academy. If it is determined the best educational option, students will be enrolled in online GED preparatory courses. Students wishing to take the GED subject area exams, must first pass the subject area pre-test. Upon passing each official subject area exam, students will be awarded 1.0 high school credit. To earn a State of Michigan High School Equivalency diploma, students must pass all four subject area exams: Math, Language Arts, Social Studies, and Science.

RECORDS RETENTION

The Alternative Educational Academy of Ogemaw County uses the Records Retention and Disposal Schedule for Michigan Public Schools for the management of student, public, pupil accounting records.

AEA ENROLLMENT POLICY

The Director of Alternative Educational Academy has discretionary power in the case of transfer students or previously homeschooled students in relation to number of credits needed, program direction, and attendance at AEA learning centers.

ACADEMIC GUIDANCE SERVICES

All students enrolling in classes will be advised by AEA staff. At the initial enrollment there will be an evaluation of the credits and scheduling of the courses needed to earn a diploma. The director, teaching staff, and School Success liaison are available throughout the year to assist the student with any problems that may arise. Our staff is eager to make your educational experience a successful one, so please do not hesitate to call on us for help.

RESIDENCY

A student must meet the following requirements:

- Reside in the state of Michigan
- Be out of school. If enrolled in a school, the Academy must be determined the best educational environment for the student.

REQUIRED DOCUMENTATION: birth certificate

The AEA, according to the Revised School Code, section 1135, requires the person enrolling a new student for the first time to provide either a certified copy of the pupil's **birth certificate** or any other reliable proof of identification and age along with a notarized affidavit explaining the inability to produce a copy of the child's birth certificate.

The pupil's identity and birth may be verified through a variety of documents, including:

1. Birth certificate/copy of birth certificate
2. Baptismal certificate (indicating date/place of birth)
3. Court records
4. Governmental records (county, military, immigration)
5. Doctor of hospital records with a sworn statement
6. Family records (passport)
7. Life insurance policy

ATTENDANCE REQUIREMENTS

Students are required to log in and complete assignments in their classes a **minimum** of two times per week. Students must also have weekly, two-way **academic** communication with their on-site teacher/mentor at the Alternative Educational Academy of Ogemaw County. The two-way communication can be achieved through email, phone, text, Facebook messenger, face-to-face conversation, virtual meeting, or through the Plato/e2020 discussion boards. The communication must be between Wednesday and Tuesday of each week school is in session.

The AEA of Ogemaw County requires students to be placed in the appropriate attendance tier to support their academic success. Students will be placed in their attendance tier by their teacher-mentor. Students may be moved to a different tier depending on their current success, academic standing, teacher-mentor communication, and attendance history.

TIER THREE	Student is required to attend the learning lab for 3-5 days per week	Requirements for ALL Tiers: <ul style="list-style-type: none">· WEEKLY progress in your coursework.· WEEKLY two-way communication with your teacher· Lab attendance for mandatory assessments
TIER TWO	Student is required to attend the learning lab 2 days per week	
TIER ONE	Student is required to attend the learning lab 1 day per week	
TIER ZERO	Student is not required to attend the learning lab, except for mandatory testing (NWEA, MSTEP/PSAT/SAT/ACT/MME)	

Students who fail to log in to their classes and do not contact their teacher/mentor for two consecutive weeks will be at risk of losing their AEA enrollment. Should this occur, a drop warning will be sent in the mail informing the student and family that the student will be withdrawn from the AEA after 5 business days. Students under the age of 18, will be considered truant.

End of Semester Exams

AEA students complete their coursework at their own pace, individualizing their educational experience to best fit the needs of each student. Because each student completes courses at different times throughout the year, End of Semester exams must be scheduled with their teacher/mentor. End of Semester exams may be taken when all course assignments (tutorials, discussions, mastery tests, post-tests, and activities) are completed and approved by the teacher/mentor. Students will be proctored by an Alternative Educational Academy of Ogemaw County staff member either in person or online as they take their exam. An End of Semester exam score of 60% or higher is required for course credit to be issued.

Michigan General School Laws - Section 1561

Every parent, guardian or other person in the State of Michigan, having control and charge of any child between the ages 6 and 18 years, shall be required to send such child, equipped with proper textbooks necessary to pursue his or her school work, to the public school during the school year, and such attendance shall be continuous and consecutive for the school year fixed by the district in which the child is enrolled; provided, that in School Districts which maintain school during the entire year and in which the school year is divided into quarters, no child shall be compelled to attend the public schools more than three quarters in any one year, but the absence of no child shall be permitted for any two consecutive quarters.

It shall be the duty of the attendance officer of the district, whenever notified by the teacher, superintendent, or other person of violations of this act, and the county attendance officer, when notified by the county superintendent of schools, to investigate all cases of non-attendance at school, and if the children complained of are not exempt from the provisions of this chapter under the conditions named in section 1561, then the attendance officer shall immediately proceed as provided hereinafter in this chapter. When a child has been repeatedly absent from school without valid excuse or is failing in school work or gives evidence of behavior problems and after attempts to confer with the parent or other person in parental relationship to such child have failed, the county superintendent of school may request the attendance officer to notify such parent or other person in parental relationship by registered mail to come to the school or to a place designated by him at a time specified to discuss the child's absence or failing work or behavior problems with the proper school authorities.

RE-ENROLLMENT OF PREVIOUS AEA STUDENTS

Students who were previously enrolled at the Alternative Educational Academy are not guaranteed re-enrollment when dropped for inactivity or lack of communication with their teacher-mentor. Re-enrollment will occur at the discretion of AEA staff and may include a probationary period of 30 days to determine if the AEA is the best educational placement for the student.

TRANSPORTATION

The Alternative Educational Academy utilizes the Ogemaw County Public Transit (OCPT) and Gladwin City/County Transit (GCCT) to transport students living within the transit service area to and from our learning labs. Students utilizing this service are required to attend the AEA learning lab for a minimum of 90 minutes with on-task activity recorded in their online courseware. Although the AEA pays for this service, students/parents are required to call Transit to set up their transportation schedule. If a ride needs to be cancelled or rescheduled, it is the responsibility of the parent/student to do so. If the bus arrives at the scheduled location and the student is not available, the student/parent is responsible for paying for that missed ride. Multiple missed rides may result in the student losing access to this transportation service.

The OCPT and the GCCT are not part of a school bus system and are not operated by the school. Students must adhere to all rules and regulations set in place by the OCPT and GCCT. Failure to do so may result in the student losing access to this transportation service.

When scheduling your transit ride, please be aware that the OCPT and the GCCT provides demand/response service covering a large geographic area. The bus may arrive at your location before or after the scheduled time of pick up.

Ogemaw Transit Corporation
Phone: 989-345-5790

Gladwin City/County Transit
Phone: 989-426-6751

The AEA of Ogemaw County has one school van available for student transportation during field trips and other special events. Students under 18 years of age must have a signed permission slip on file to ride in the school van.

Students may drive their personal vehicle to school. Students under 18 years of age may not leave school in another student's vehicle without written permission from their parent or guardian.

SCHOOL CLOSINGS OR DELAYS

If school is unexpectedly closed, the cancellation will be posted on the school Facebook page, a phone call or text message will be sent to the student and/or parent phone number on file, and the public transit will be notified to not transport students to the learning centers. Severe weather closings or delays coincide with Ogemaw Heights High School for the West Branch learning lab and Gladwin Schools for the Gladwin learning lab. Remember: Even if the labs are closed, students will still be able to access their coursework online from another location and are expected to do so.

SCHOOL CALENDAR 2022-2023

Aug 10: Summer School Ends

Aug 22: Staff Return

Aug 28: School Begins

Sept 1-Sept 4: No School

**Sept 29: AEA lab open for ½ day,
closing at 12:00**

**Oct 27: AEA lab open for ½ day,
closing at 12:00**

Nov 15: No School

Nov 22-24: No school, Thanksgiving

**Dec 15: AEA lab open for ½ day,
closing at 12:00**

Dec 25-Jan 5: Winter Break

**Jan 26: AEA lab open for ½ day,
closing at 12:00**

**Feb 23: AEA lab open for ½ day,
closing at 12:00**

**Mar 15: AEA lab open for ½ day,
closing at 12:00**

Mar 25-Apr 1: Spring Break

**April 25- April 26: School Closed for
staff PD**

**May 17: AEA lab open for ½ day,
closing at 12:00**

May 27: No school-Memorial Day

June 7: Last Day of School

June 11: Summer School Begins

ILLNESS

If a decision is made that the student should be sent home, parents of students under 18 will be notified. No medical service, other than emergency first aid, will be given by school personnel. If, in our professional judgment, it is necessary to transport your student by ambulance to a medical facility, it will be the financial responsibility of the student/parent.

NOTIFICATION TO PARENTS ON BLOOD-BORNE PATHOGENS

The District is subject to Federal and State regulations to restrict the spread of hepatitis B virus (HBV) and human immune deficiency virus (HIV) in the workplace. These regulations are designed to protect employees of the District who are, or could be exposed to blood or other contaminated bodily fluids while performing their job duties. Because of the very serious consequences of contracting HBV or HIV, the District is committed to taking the necessary precautions to protect both students and staff from its spread in the school environment. Part of the mandated procedures includes a requirement that the District request the person who was bleeding to consent to be tested for HBV and HIV. The law does not require parents or guardians to grant permission for the examination of their child's blood, but it does require the District to request that consent. Although we expect that incidents of exposure will be few we wanted to notify parents of these requirements ahead of time. That way, if the situation does develop you will understand the reason for our request and will have had an opportunity to consider it in advance. These are serious diseases, and we sincerely hope that through proper precautions and cooperation we can prevent them from spreading. If you have any questions or concerns, please contact the Academy Director.

IMMUNIZATIONS

Immunizations are required by law in order for a student to attend school. Any students except those who transfer into the school district after the start of school have until the end of the second week of October to complete all immunizations. After this date, the student will not be allowed to attend until the

requirements are met. This legal responsibility lies with the parents. Parents wishing to be waived of the immunization requirements will need to visit their local Health Department to obtain a waiver form.

STUDENT RIGHTS AND RESPONSIBILITIES

Individual rights relate to individual responsibilities and must be seen in relationship to the safety, health and welfare of all students in each school. Expectations of student conduct should be kept within the bounds of reasonable behavior expected of all members of the community. Students should have freedom and encouragement to express their individuality in school, as long as their conduct does not intrude upon the freedom of others. This applies especially to the freedom of fellow students to receive instruction. There must be a balance between individual freedom and the orderly operation of a classroom. All students should recognize the consequences of their language, manners, and actions toward each other and school staff. Students need to understand that they benefit from an orderly school operation and, as members of the school community, acknowledge their responsibility to promote a good learning environment. If a student feels unsafe or is threatened, the student or their parent/guardian should contact the director.

INDIVIDUALS WITH DISABILITIES

The American's with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act provide that no individual will be discriminated against on the basis of a disability. This protection applies not just to the student, but to all individuals who have access to the District's programs and facilities.

A student can access special education services through the proper evaluation procedures. Parent involvement in this procedure is important and required by Federal Individuals with Disabilities Education Act (IDEA) and State law. Contact the AEA at (989) 343-9070 to inquire about evaluation procedures and programs.

ELECTRONIC DEVICES

Electronic communication devices may be used during break time and during lunch. These devices are not necessary in school, but rather, a privilege. In the event that any device creates a disturbance to the educational process (i.e. phone calls, texting, use of social media, video calls, etc...) the device may be confiscated until the parent is able to come to the school to discuss the matter. If a second infraction occurs, further disciplinary action will be taken.

Phone calls may not be taken in the classroom. We ask that parents refrain from making cell phone calls, sending emails, text messages or instant messages to students during learning time. If you need to reach your child during the school day, you may call the school at (989) 343-9070 (West Branch) or (989) 426-8571 (Gladwin).

CODE OF STUDENT CONDUCT

The Alternative Educational Academy is dedicated to creating and maintaining a positive learning

environment for all students. Teachers, administrators, parents, and students must assume a responsible role in promoting behavior that enhances academic and social success. Courteous, respectful, and responsible behavior fosters a positive climate for the learning community. The Code of Student Conduct sets forth student rights and responsibilities while at school and school-related activities, and the consequences for violating school rules. When determining the appropriate response to student misconduct, school officials may use intervention strategies and/or disciplinary actions, depending upon the severity or repetition of misconduct; age and grade level of the student; circumstances surrounding the misconduct; impact of the student's misconduct on others in the school community, and any other relevant factors.

WHEN AND WHERE THE CODE OF STUDENT CONDUCT APPLIES:

The Code of Student Conduct applies before, during, and after school:

- When a student is at school.

“At school” means in a classroom, elsewhere on school premises, on a school bus or other school-related vehicle (including public transit transportation to/from school), or at a school-sponsored activity or event, whether or not it is held on AEA or other school premises;

- When a student's conduct at any other time or place has a direct and immediate effect on maintaining order and discipline, or on protecting the safety and welfare of students or school district staff; and
- When a student is using school telecommunications networks, accounts, or other district services.

VIOLATIONS OF THE CODE OF STUDENT CONDUCT:

Student misconduct is classified into three levels. The definitions of misconduct at each level are not all-inclusive, but only representative and illustrative. A student who commits an act of misconduct not listed herein is nonetheless subject to disciplinary action.

School district staff may use intervention strategies such as teacher/student conferences, auxiliary staff/student intervention, and teacher/parent/guardian contacts for Level I and Level II violations. The staff will refer Level III violations directly to school administrator, because of the serious and/or unlawful nature of the misconduct. At the option of school administrators, a student accused of any violation of the Code of Student Conduct may be referred to a social worker or counselor, in conjunction with or in lieu of other disciplinary procedures. Where the misconduct is subject to mandatory discipline under state law, however, the school board will act to impose any mandatory sanctions.

SEPARATION FROM LEARNING LAB:

A separation from the learning lab occurs when a student is separated for one (1) school day, up to and including (10) school days and may not physically attend any of the AEA learning labs. During a separation from school, the student is expected to continue attending virtually in their online courses from another location.

SHORT-TERM SUSPENSION:

A short-term suspension occurs when a student is suspended for one (1) school day, up to and including ten (10) school days. During a short-term suspension, the student's rights and privileges of attending school, including extracurricular activities, are suspended.

LONG-TERM SUSPENSION:

A long-term suspension is when a student is suspended for more than ten (10) school days. During a

long-term suspension, the student's rights and privileges of attending school, including extracurricular activities, are suspended.

EXPULSION:

An expulsion occurs when the school district's board of education terminates the student's rights and privileges to attend school, including extracurricular activities. An expulsion is for an indefinite time, unless otherwise specified by the school board or state law. The parent/guardian of the student may petition the school board to request the student's reinstatement to school, as permitted by state law.

LEVELS I, II, AND III VIOLATIONS

Depending on severity or repetition, a Level I violation may be reclassified as a Level II or Level III violation.

LEVEL I VIOLATIONS:

1. Cheating/Academic Misconduct

A student will not plagiarize, cheat, gain unauthorized access to, or tamper with educational materials. Discipline under this section may result in academic sanctions in addition to other discipline.

2. Defacement of Property

A student will not willfully cause defacement of, or damage to, property of the school or others. Actions such as writing in school textbooks or library books, writing on desks or walls, carving into woodwork, desks, or tables, and spray-painting surfaces are acts of defacement.

3. Disorderly Conduct

A student will not harass others or misbehave in a manner that causes disruption or obstruction to the educational process. Disruption caused by talking, making noises, throwing objects, or otherwise distracting another constitutes disorderly conduct. Behavior is considered disorderly if a teacher is prevented from starting an activity or lesson, or has to stop instruction to address the disruption.

4. Inappropriate Displays of Affection

Students will not engage in inappropriate displays of affection, such as kissing or long embraces of a personal nature.

5. Inappropriate Dress and Grooming

A student will not dress or groom in a manner that disrupts the educational process or is detrimental to the health, safety or welfare of others. A student will not dress in a manner that is distracting or indecent, to the extent that it interferes with the learning and teaching process.

6. Insubordination/Unruly Conduct

A student will not ignore or refuse to comply with directions or instructions given by school authorities. Refusing to open a book, write an assignment, work with another student, work in a group, take a test or do any other class or school-related activity not listed here.

7. Leaving School without Permission

A student will not leave the school building, classroom, cafeteria, assigned area, or campus without permission from authorized school personnel.

8. Negligent or Improper Operation of a Motor Vehicle

A student will not negligently operate a motor vehicle on school property, so as to endanger the property, safety, health, or welfare of others. Because of our proximity to local businesses, this includes revving of engines and excessively loud music.

9. Possession of Inappropriate Personal Property

A student will not possess personal property that is prohibited by school rules or that is disruptive to teaching and learning, including but not limited to pornographic or obscene material, laser lights, personal entertainment devices etc.

10. Profanity and/or Obscenity toward Students

A student will not orally, in writing, electronically, or with photographs or drawings, direct profanity or insulting, obscene gestures toward any other student or staff member

11. Sexual Harassment (Level I)

A student will not use words, pictures, objects, gestures, or other actions relating to sexual activity or a person's gender that cause embarrassment, discomfort, or a reluctance to participate in school activities.

12. Smoking

A student will not smoke, use tobacco, or possess any substance containing tobacco in any area under the control of a school district, including all activities or events supervised by the school district.

13. Vaping

A student, regardless of age, will not use or possess vaping devices in any area under the control of the school district, including all activities or events supervised by the school district.

14. Tardiness

A student will not fail to be in his or her place of instruction at the assigned time without a valid excuse.

15. Technology Abuse

A student will not violate the district's "Technology Use Guidelines."

SCHOOL RESPONSES TO LEVEL I VIOLATIONS:

All state and federally mandated reporting of student violations is the sole responsibility of the Alternative Educational Academy.

School administrators and staff may use appropriate intervention strategies, as determined by local district policies including, but not limited to, staff and student/parent conferences, auxiliary staff intervention and counseling programs, student programs for conflict resolution and peer mediation, and programs for anger management and violence prevention. Any of the following intervention strategies and disciplinary actions may be used:

- Administrator/student conference or reprimand;
- Administrator and teacher-parent/guardian conferences;
- Referrals and conferences involving various support staff or agencies;
- Daily/weekly progress reports;
- Behavioral contracts;
- Change in student's class schedule;
- School service assignment;
- Confiscation of inappropriate item;
- Restitution/restoration;
- Before- and/or after-school detention;
- Denial of participation in class and/or school activities;
- Other intervention strategies, as needed
- Separation from the learning lab from one (1) school day up to and including ten (10) school days
- Law enforcement agency notification.

LEVEL II VIOLATIONS:

Depending upon severity or repetition, a Level II violation may be reclassified as a Level III violation.

1. Bullying/Harassment/Intimidation

“Bullying, harassment or intimidation” means any gesture or written, verbal, or physical act that a reasonable person, under the circumstances, should know will have the effect of harming a student or damaging the student’s property, placing a student in reasonable fear of harm to the student’s person or damage to the student’s property, or that has the effect of insulting or demeaning any student or group of students in such a way as to disrupt or interfere with the school’s educational mission or the education of any student. Bullying, harassment or intimidation includes, but is not limited to, such a gesture or written, verbal, or physical act, that is reasonably perceived as being motivated by a student’s religion, race, color, national origin, age, sex, sexual orientation, disability, height, weight, socioeconomic status, or by any other distinguishing characteristic; including cyberbullying. Please see our complete bullying policy located in this handbook.

2. Destruction of Property

A student will not intentionally cause destruction of property of the school or others. Actions that impair the use of something are destructive. Ruining bulletin boards, intentionally clogging the plumbing system, breaking light bulbs or fixtures, and damaging school equipment to the point where repair is necessary are acts of property destruction.

3. Failure to Serve Assigned Detention or Complete a Behavior Contract

A student will not fail to serve an assigned detention of which students and/or parents/guardians have been notified.

4. False Identification

A student will not use another person’s identification or give false identification to any school official with intent to deceive school personnel or falsely obtain money or property.

5. Fighting

A student will not physically fight with another person. Self-defense or defense of others may be taken into account in determining whether this provision has been violated. If a student honestly believes he was in imminent danger of receiving serious injury and used no more force than necessary to protect himself it may be considered self-defense.

Domestic violence is defined as one household member putting another household member in a state of terror, fright, intimidation, threat, harassment, or molestation. This law requires a police officer to take one of the two parties involved into custody. This law includes dating relationships and “the household” will be considered “the school”.

6. Forgery

A student will not sign the name of another person for the purpose of defrauding school personnel or the Board of Education.

7. Fraud

A student will not deceive another or cause another to be deceived by false or misleading information in order to obtain anything of value.

8. Gambling

A student will not engage in any game of chance or contest wherein money or other items of monetary value are awarded to the winner, except for those games and contests authorized as official school functions.

9. Gang Activity

A student will not, by use of violence, force, coercion, threat of violence, or gang activity, cause disruption or obstruction to the educational process.

Gangs are defined as organized groups of students and/or adults who engage in activities that threaten the safety of the general populace, compromise the general community order, and/or interfere with the school district's education mission.

Gang activity includes:

- a. Wearing or displaying any clothing, jewelry, colors, or insignia that intentionally identifies the student as a member of a gang, or otherwise symbolizes support of a gang.
- b. Using any word, phrase, written symbol, or gesture that intentionally identifies a student as a member of a gang, or otherwise symbolizes support of a gang.
- c. Gathering of two or more persons for purposes of engaging in activities or discussions promoting gangs.
- d. Recruiting student(s) for gangs.

10. Hazing

A student will not haze or conspire to engage in hazing of another. As used in this section, "hazing" includes any method of initiation or pre-initiation into a student organization or any pastime, or amusement, engaged in with respect to such an organization which causes, or is likely to cause, bodily danger, physical harm, personal harm, or personal degradation or disgrace. The term "hazing" does not include customary athletic events or similar contests or competitions.

11. Improper, Negligent, or Reckless Operation of a Motor Vehicle

A student will not intentionally or recklessly operate a motor vehicle, so as to endanger the safety, health or welfare of others on school property.

12. Loitering

A student will not remain or linger on school property without a legitimate purpose and/or without proper authority.

13. Profanity and/or Obscenity toward Staff

A student will not verbally, in writing, electronically, or with photographs or drawings, direct profanity or insulting, obscene gestures toward any school district staff members or adult volunteers.

14. Sexual Harassment (Level II)

A student will not make unwelcome sexual advances, request sexual favors or engage in verbal communication or physical conduct of a sexual nature with or toward any other student, school district personnel or adult volunteers.

15. Theft or Possession of Stolen Property

A student will not, without permission of the owner or custodian of the property, take property or have in his or her possession property which does not belong to the student.

16. Threat/Coercion

A student will not threaten another with bodily harm. A student will not coerce another to act or refrain from acting.

17. Trespassing

If removed, suspended, or expelled from school, a student will not return to the school premises without permission of the proper school authorities.

SCHOOL RESPONSES TO LEVEL II VIOLATIONS:

Intervention strategies are not limited to those listed herein. Other methods of addressing misconduct may be more appropriate, depending upon the circumstances. Any or all of the following intervention strategies and disciplinary actions may be used:

- Any school response to a Level I violation, listed above;
- Out-of-school suspension (short-term) for one (1) school day, up to and including ten (10) school days.

NOTE: Fighting poses an immediate threat to student safety. In most cases, out-of-school suspension is imposed even for a first offense. The length of suspension will depend on severity or repetition.

- Recommendation to the school district board of education or its designees for long-term suspension or expulsion
- Law enforcement agency notification
- Denial of driving privileges

LEVEL III VIOLATIONS:

Depending on severity or repetition, a Level I or Level II violation may be reclassified as a Level III.

1. Alcohol and Drugs

A student will not possess, use, offer to buy or sell, or purport to buy or sell, a controlled substance, dangerous drug, prescription drug, counterfeit drug, intoxicating substance, or alcohol. A student legally in possession of prescribed medication will not be in violation of this section as long as his/her use and possession of the prescribed medication is authorized at school.

2. Arson (Starting a Fire)

A student will not intentionally, by means of starting a fire, cause harm to any property or person, or participate in the burning of any property or person.

If a student commits arson in a school building, on school grounds or other school property, the school board or its designee shall expel the student from the school district permanently, subject to possible reinstatement, pursuant to MCL 380.1311(5). (MCL 380.1311[2]).

“Arson” means a felony violation as set forth in Chapter X of the Michigan Penal Code. (MCL 750.71 to MCL 750.80).

3. Extortion

A student will not make another person do any act against his or her will, by force or threat of force, expressed or implied.

4. False Fire Alarm or Bomb Report; Tampering with Fire Alarm System

Unless an emergency exists, a student will not intentionally sound a fire alarm or cause a fire alarm to be sounded, nor will a student falsely communicate or cause to be communicated that a bomb is located in a building or on school property, or at a school-related event. These acts are prohibited, irrespective of the whereabouts of the student. A student will not destroy, damage, or otherwise tamper with a fire alarm system in a school building.

If a student makes a bomb threat or similar threat directed at a school building, other school property, or a school-related event, then the school board or its designee shall suspend or expel the student from the school district for a period of time as determined in the discretion of the school board, or its designee. (MCL 380.1311a[2]).

5. Felony

A student will not commit a criminal act that results in being convicted or, in some cases, charged with a felony offense.

6. Fireworks

A student will not possess, handle, transmit, conceal, or use any fireworks or firecrackers.

7. Interference with School Authorities

A student will not interfere with administrators, teachers or other school personnel by threat of force or violence.

8. Physical Assault

A student will not physically assault another person.

If a student commits a physical assault at school against another student, then the school board or its designee shall suspend or expel the student from the school district for up to 180 school days. (MCL 380.1310[1]).

If a student commits a physical assault at school against a person employed by, or engaged as a volunteer or contractor by the school board, then the school board or its designee shall expel the student from the school district permanently, subject to possible reinstatement under MCL

380.1311a(5). (MCL 380.1311a[1]).

“Physical assault” means intentionally causing or attempting to cause physical harm to another through force or violence. (MCL 380.1310[3][b], MCL 380.1311a[12][b]).

9. Robbery

A student will not take or attempt to take from another person any property, by force or threat of force, expressed or implied.

10. Sexual Assault

A student will not sexually assault another person. If a student commits criminal sexual conduct in a school building, on school grounds or any other school property, the school board or its designee shall expel the student from the school district permanently, subject to possible reinstatement, pursuant to MCL 380.1311(5). (MCL 380.1311[2]).

“Criminal sexual conduct” means a violation as set forth in Chapter LXXVI of the Michigan Penal Code. (MCL 750.520b to MCL 750.520g).

11. Theft or Possession of Stolen Property

A student will not, without permission of the owner or custodian of the property, take property or have in his or her possession property that does not belong to the student.

12. Verbal Assault against an Employee

Verbal assault, as defined by school board policy states: “Any disrespectful or abusive language including the defiance of rightful authority towards a staff member”.

If a student commits a verbal assault, as defined by school board policy, at school against a person employed by or engaged as a volunteer or contractor by the school board, then the school board or its designee shall suspend or expel the student from the school district for a period of time as determined in the discretion of the school board or its designee. (MCL 380.1311a[2]).

13. Weapons: Dangerous Instruments

A student will not possess, handle, transmit, or use a dangerous instrument capable of harming another person. A “dangerous instrument” means any device intended to cause injury or bodily harm, any device used in a threatening manner that could cause injury or bodily harm, or any device that is primarily used for self-protection. Dangerous instruments include, but are not limited to, chemical mace, pepper gas or like substances; stun guns; BB guns; pellet guns; razors; or box cutters.

14. Weapons: Dangerous Weapons

A student will not possess, handle, transmit, or use as a dangerous weapon, an instrument capable of harming another person. A “dangerous weapon” means a firearm, dagger, dirk, stiletto, and knife with a blade over three inches in length, pocketknife opened by a mechanical device, iron bar, or brass knuckles. (MCL 380.1313).

A “firearm,” as defined in section 921, title 18 of the United States Code (18 U.S.C. § 921) means:

- Any weapon (including a starter gun) which will or is designed to, or may readily be converted to expel a projectile by action of an explosive
- The frame or receiver of any such weapon

- Any firearm muffler or firearm silencer
- Any destructive device.

State law requires the school board or its designee to permanently expel from the school district a student who possesses a “dangerous weapon” pursuant to MCL 380.1311(5). (MCL 380.1311[2]).

However, a school board is not required to expel a student for possessing a weapon if the student establishes in a clear and convincing manner at least one of the following:

- The object or instrument possessed by the student was not possessed by the student for use as a weapon, or for direct or indirect delivery to another person for use as a weapon
- The weapon was not knowingly possessed by the student
- The student did not know or have reason to know that the object or instrument possessed by the student constituted a dangerous weapon
- The weapon was possessed by the student at the suggestion, request, or direction of, or with the express permission of, school or police authorities

Weapons are not allowed on school property or in a vehicle used by a school to transport students to or from school property. (MCL 750.237a).

“School property” means a building, playing field, or property used for school purposes to impart instruction to children or used for functions and events sponsored by a school.

If a dangerous weapon is found in the possession of a student while the student is in attendance at school or a school activity, or while the student is en route to or from school on a school bus, the director or his or her designee, shall immediately report that finding to the student’s parent or legal guardian and the local law enforcement agency. (MCL 380.1313[1]).

15. Weapons: Use of Legitimate Tools as Weapons

A student will not use a legitimate tool, instrument, or equipment as a weapon including, but not limited to, pens, pencils, compasses, or combs, with the intent to harm another. **SCHOOL**

RESPONSES TO LEVEL III VIOLATIONS:

Any or all of the following intervention strategies or disciplinary actions may be used:

- Any school response to a Levels I or II violation, listed above
- Recommendation to the Board of Education or its designee for long-term suspension or expulsion.
- In the event a student is expelled for possession of a dangerous weapon in a weapon-free school zone, arson in a school building or on school grounds, or criminal sexual conduct in a school building or on school grounds, the school board shall ensure that, within three days after the expulsion, an official of the school district refers the individual to the appropriate county legal authority, the DHS or county community mental health agency (MCL 380.1311[4])
- Requesting an emotional, behavioral, and/or chemical dependency evaluation and treatment and/or counseling recommendation. The intervention strategy or discipline may require the student to follow any or all treatment recommendations of the evaluation. The evaluation must be from a source approved by the administration.

Staff Authority

The authority of any member of the school staff extends to all students while on school premises, on a school bus or other school-related vehicle, or at a school-sponsored activity or event, whether or not it is held on school premises.

School Activities

A student who is suspended from school for any reason will not be allowed to participate in, or attend any school activity, regardless of location, during the suspension (including events held by other school districts on weekdays, weekends and/or holidays).

Maintaining Class Progress

When appropriate in the judgment of the director, a suspended student may maintain academic progress under the terms and conditions set forth by the teacher.

DUE PROCESS PROCEDURES

Short-Term Suspension

Except in extraordinary circumstances, alleged violations of the Code of Student Conduct are initially handled at the student's school. If a short-term suspension is contemplated, the principal or assistant principal shall provide the student with oral or written notice of the charges or allegations, and an explanation of the evidence or basis for the charges. The student shall be given the opportunity to present an explanation or a differing statement of the facts.

If the misconduct is found, the principal may authorize disciplinary action in accordance with this Code of Student Conduct, including short-term suspensions. Students whose presence pose a continuing danger to persons or property, or an ongoing threat of disrupting the educational process, may be immediately removed from the school without prior notice, explanation, or opportunity to respond. In such cases, the above procedures shall be provided as soon as practical. The student and parent/guardian shall be notified of the circumstances and action taken.

Long-Term Suspension or Expulsion

If recommended by the director, the school's board of education or its designee shall conduct a hearing to determine whether to impose a long-term suspension or expulsion.

The student and parent/guardian shall be notified of the allegation; the recommended disciplinary action; the time, date and location of the hearing; and of their right to attend and participate in the hearing.

The board of education or its designee shall conduct a hearing, which may be recorded. The student shall be advised of the alleged violation and be given an explanation of the facts. The explanation may include the written or oral testimony of others.

At the request of the student or the student's parents, the board of education may meet in a closed session to "consider the dismissal, suspension, or disciplining of a student." (MCL 15.268[b]).

The student and parent/guardian may be represented at the hearing by an attorney or other adult. Written or oral evidence may be presented at the hearing on behalf of the student. After the hearing, the Board of Education or its designee shall issue a decision, including a determination of disciplinary action.

Appeal to Board of Education for Reconsideration

A student aggrieved by the decision of the Board of Education may, within five (5) days of receipt of the decision, petition the board of education for the opportunity to request review or reconsideration by the board or its designee. The petition shall be in writing and contain the reasons that the board or its designee's decision should be reviewed or reconsidered. The board of education may grant or deny the request for an appeal or request for reconsideration. If granted, the board shall notify the student in writing of the procedures to be used for the appeal or request for reconsideration.

Interviews of Students by Police or Other Public Agencies

The Alternative Educational Academy of Ogemaw County endeavors to cooperate with law enforcement agencies. Students may be interviewed in school by law enforcement officials. School officials will grant law enforcement interviews with a student after considering the (1) type of incident; (2) seriousness of the incident; (3) age and maturity of the student; (4) relationship of the incident to school and the educational process; and (5) whether time is of the essence.

When practical, school personnel will be present during the police interview, and an attempt will be made to contact the parent/guardian prior to the interview. If the student is a minor and the parent was not present during the interview, the parent/guardian will be notified by the director that an interview has taken place.

Notification to Law Enforcement Agencies

State law requires each school board to comply with the statewide school safety policy adopted by the Superintendent of Public Instruction, Attorney General, and Director of Michigan State Police on October 4, 1999. (MCL 380.1308). The statewide school safety policy requires the following types of incidents occurring at school be reported to a local law enforcement agency:

Armed Student or Hostage Robbery or Extortion

Suspected Armed Student Unauthorized Removal of Student

Weapons on School Property Threat of Suicide

Death or Homicide, Suicide Attempt

Drive-By Shooting Larceny (Theft)

Physical Assault (Fights) Intruders (Trespassing)

Bomb Threat, Illegal Drug Use or Overdose Explosion,

Drug Possession or Drug Sale

Arson, Vandalism or Destruction of Property

Sexual Assault, CSC (Criminal Sexual Conduct), MIP (Alcohol), MIP (Tobacco)

SEARCH AND SEIZURE

Search of a student and his/her possessions, including vehicles, may be conducted at any time the student is under the jurisdiction of the Board of Education, if there is a reasonable suspicion that the student is in violation of law or school rules. A search may also be conducted to protect the safety of others. All searches may be conducted with or without a student's consent. No strip searches will be conducted by any employee of the district, but may be conducted by law enforcement officials, if deemed necessary. Anything found in the course of a search that may be evidence of a law or school rules violation may be taken and held or turned over to the police. The Academy reserves the right not to return items which have been confiscated.

BULLYING AND OTHER AGGRESSIVE BEHAVIOR

It is the policy of the AEA to provide a safe and nurturing educational environment for all of its students. This policy protects all students from bullying/aggressive behavior regardless of the subject matter or motivation for such impermissible behavior.

Bullying or other aggressive behavior toward a student, whether by other students, staff, or third parties, including board members, parents, guests, contractors, vendors, and volunteers, is strictly prohibited. This prohibition includes written, physical, verbal, and psychological abuse, including cyberbullying, hazing, gestures, comments, threats, or actions to a student, which cause or threaten to cause bodily harm, reasonable fear for personal safety or personal degradation.

Demonstration of appropriate behavior, treating others with civility and respect, and refusing to tolerate harassment or bullying is expected of administrators, faculty, staff, and volunteers to provide positive examples for student behavior.

This policy applies to all “at school” activities in the District, including activities on school property, in a school vehicle, and those occurring off school property if the student or employee is at any school-sponsored, school-approved or school-related activity or function, such as field trips or athletic events where students are under the school’s control, or where an employee is engaged in school business. Misconduct occurring outside of school may also be disciplined if it interferes with the school environment.

Notification

Notice of this policy will be annually circulated to and posted in conspicuous locations in all school buildings and departments within the District and discussed with students, as well as incorporated into the teacher, student, and parent/guardian handbooks. State and Federal rights posters on discrimination and harassment shall also be posted at each building. All new hires will be required to review and sign off on this policy and the related complaint procedure.

Parents or legal guardians of the alleged victim(s), as well as of the alleged aggressor(s), shall be promptly notified of any complaint or investigation as well as the results of the investigation to the extent consistent with student confidentiality requirements. A record of the time and form of notice or attempts at notice shall be kept in the investigation file.

To the extent appropriate and/or legally permitted, confidentiality will be maintained during the investigation process. However, a proper investigation will, in some circumstances, require the disclosure of names and allegations. Further, the appropriate authorities may be notified, depending on the nature of the complaint and/or the results of the investigation.

Implementation

The Director is responsible to implement this policy, and may develop further guidelines, not inconsistent with this policy.

This policy is not intended to and should not be interpreted to interfere with legitimate free speech rights of any individual. However, the District reserves the right and responsibility to maintain a safe environment for students, conducive to learning and other legitimate objectives of the school program.

Procedure

Any student who believes s/he has been or is the victim of bullying, hazing, or other aggressive behavior should immediately report the situation to the Director. The student may also report concerns to a teacher who will be responsible for notifying the appropriate administrator or Board official. Complaints against the Assistant Director should be filed with the Superintendent of Iosco RESA. Complaints against the Superintendent should be filed with the Board President.

Every student is encouraged, and every staff member is required, to report any situation that they believe to be aggressive behavior toward a student. Reports shall be made to those indicated above. Reports may be made anonymously, but formal disciplinary action may not be taken solely on the basis of an anonymous report.

The Director or designee shall promptly investigate and document all complaints about bullying or aggressive behavior that may violate this policy. The investigation must be completed as promptly as the circumstances permit and should be completed within 3 school days after a report or complaint is made.

If the investigation finds an instance of bullying or aggressive behavior has occurred, it will result in prompt and appropriate remedial action. This may include up to expulsion for students, up to discharge for employees, exclusion for parents, guests, volunteers and contractors, and removal from any official position and/or a request to resign for Board members. Individuals may also be referred to law enforcement or other appropriate officials.

The individual responsible for conducting the investigation shall document all reported incidents and report all verified incidents of bullying, aggressive or other prohibited behavior, as well as any remedial action taken, including disciplinary actions and referrals, to the Director. The Director shall submit a compiled report to the Board on an annual basis.

Non-Retaliation/False Reports

Retaliation or false allegations against any person who reports, is thought to have reported, files a complaint, participates in an investigation or inquiry concerning allegations of bullying or aggressive behavior (as a witness or otherwise), or is the target of the bullying or aggressive behavior being investigated, is prohibited and will not be tolerated. Such retaliation shall be considered a serious violation of Board policy, independent of whether a complaint of bullying is substantiated. Suspected retaliation should be reported in the same manner as bullying/aggressive behavior.

Making intentionally false reports about bullying/aggressive behavior for the purpose of getting

someone in trouble is similarly prohibited and will not be tolerated. Retaliation and intentionally false reports may result in disciplinary action as indicated above.

Definitions

The following definitions are provided for guidance only. If a student or other individual believes there has been bullying, hazing, harassment or other aggressive behavior, regardless of whether it fits a particular definition, s/he should report it immediately and allow the administration to determine the appropriate course of action.

“Aggressive behavior” is defined as inappropriate conduct that is repeated enough, or serious enough, to negatively impact a student’s educational, physical, or emotional well-being. Such behavior includes, for example, bullying, hazing, stalking, intimidation, menacing, coercion, name-calling, taunting, making threats, and hitting/pushing/shoving.

“At School” is defined as in a classroom, elsewhere on school premises, on a school bus or other school related vehicle (including public transportation when used to travel to and from school), or at a school-sponsored activity or event whether or not it is held on school premises. It also includes conduct using a telecommunications access device or telecommunications service provider that occurs off school premises if either owned by or under control of the District.

“Bullying” is defined as any gesture or written, verbal, graphic, or physical act (including electronically transmitted acts – i.e. internet, telephone or cell phone, personal digital assistant (PDA), or wireless hand held device) that, without regard to its subject matter or motivating animus, is intended or that a reasonable person would know is likely to harm one (1) or more students either directly or indirectly by doing any other the following:

- A. Substantially interfering with educational opportunities, benefits, or programs of one (1) or more students;
- B. Adversely affecting the ability of a student to participate in or benefit from the school district’s educational programs or activities by placing the student in reasonable fear of physical harm or by causing substantial emotional distress;
- C. Having an actual and substantial detrimental effect on a student’s physical or mental health; and/or
- D. Causing substantial disruption in, or substantial interference with, the orderly operation of the school.

Bullying can be physical, verbal, psychological, or a combination of all three. Some examples of bullying are:

- A. Physical- hitting, kicking, spitting, pushing, pulling; taking and/or damaging personal belongings or extorting money, blocking or impeding student movement, unwelcome physical contact.
- B. Verbal – taunting, malicious teasing, insulting, name calling, making threats.
- C. Psychological – spreading rumors, manipulating social relationships, coercion, or engaging in social exclusion/shunning, extortion, or intimidation. This may occur in a

number of different ways, including but not limited to notes, emails, social media postings, and graffiti.

“Harassment” includes, but is not limited to, any act which subjects an individual or group to unwanted, abusive behavior of a nonverbal, verbal, written or physical nature, often on the basis of age, race, religion, color, national origin, marital status or disability, but may also include sexual orientation, physical characteristics (e.g., height, weight, complexion), cultural background, socioeconomic status, or geographic location (e.g., from rival school, different state, rural area, city, etc.).

“Intimidation/Menacing” includes, but is not limited to, any threat or act intended to: place a person in fear of physical injury or offensive physical contact; to substantially damage or interfere with person’s property; or to intentionally interfere with or block a person’s movement without good reason.

“Staff” includes all school employees and Board members.

“Third parties” include, but are not limited to, coaches, school volunteers, parents, school visitors, service contractors, vendors, or others engaged in District business, and others not directly subject to school control at inter-district or intra-district athletic competitions or other school events.

M.C.L. 380.131B (Matt’s Safe School Law, PA 241 of 2011)
Policies on Bullying, Michigan State Board of Education

NOTICE OF NONDISCRIMINATION

The Alternative Educational Academy of Ogemaw County does not discriminate on the basis of race, color, and national origin (Title VI of the Civil Rights Act of 1964), sex (Title IX of the Education Amendments of 1972), disability (Section 504 of the Rehabilitation Act of 1973), or age (Age Discrimination Act of 1975) in its programs or activities. The following person(s) have been designated to handle inquiries regarding the nondiscrimination policies and to provide further grievance procedures: Jeff Hutchison, AEA Director and Mentor Teacher.

Inquiries concerning the non-discrimination policy may also be directed to Director, Office for Civil Rights, Department of Health, Education, and Welfare, Washington, DC 20201. For further information on notice of nondiscrimination, see the following website:

<http://www.ed.gov/offices/OCR/docs/nondisc.html>.

TITLE VI

Nondiscrimination on the basis of race, color and national origin. It is the policy of the Ogemaw Academy not to discriminate on the basis of race, color or national origin in its educational programs, activities, or employment as required by Title VI of the Civil Rights of 1964. If you have questions, contact the Academy Director.

TITLE IX

Title IX of the Educational Amendments of 1971 of the United States Congress specifically states:

"No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any educational program or activity receiving federal financial assistance . . . with certain exceptions. The Grievance Procedure is contained in Board Policy. The Academy Director will serve as the Title IX Coordinator and can be contacted at:

2479 South M-76
(989)-343-9070
twilliams@ioscoresa.net

504 of the Rehabilitation Act of 1973

Section 504 prohibits the exclusion, the denial of benefits, and discrimination by reason of disability in programs or activities receiving federal funds. The office of Civil Rights has primary responsibility for enforcing Section 504's provisions with respect to recipients of federal education funds. If you have questions, contact the Academy Director.

The Age Discrimination Act of 1975

Prohibits discrimination on the basis of age in programs and activities receiving federal financial assistance. The Act, which applies to all ages, permits the use of certain age distinctions and factors other than age that meet the Act's requirements.

The Family Educational Rights and Privacy Act (FERPA)

The Family Educational Rights and Privacy Act (FERPA) affords parents and students over 18 years of age ("eligible students") certain rights with respect to the student's education records. These rights are:

1. The right to inspect and review the student's education records within 45 days of the day the School receives a request for access. Parents or eligible students should submit to the Academy Director a written request that identifies the record(s) they wish to inspect. The school official will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

2. The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA.

Parents or eligible students who wish to ask the School to amend a record should write the School Director, clearly identify the part of the record they want changed, and specify why it should be changed. If the School decides not to amend the record as requested by the parent or eligible student, the School will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

3. The right to privacy of personally identifiable information in the student's education records, except to the extent that FERPA authorizes disclosure without consent.

One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official is a person employed by the School as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the School Board; a person or company with whom the School has

outsourced services or functions it would otherwise use its own employees to perform (such as an attorney, auditor, medical consultant, or therapist); a parent or student serving on an official committee, such as a disciplinary or grievance committee; or a parent, student, or other volunteer assisting another school official in performing his or her tasks.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

Upon request, the School discloses education records without consent to officials of another school district in which a student seeks or intends to enroll, or is already enrolled if the disclosure is for purposes of the student's enrollment or transfer. The annual notification states that the Ogemaw Academy intends to forward records on request.

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the School to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are:

Family Policy Compliance Office U.S. Department of Education 400 Maryland Avenue, SW
Washington, DC 20202-8520

The Freedom of Information Act (FOIA)

5 U.S.C. § 552, was enacted in 1966 and generally provides that: Any person has the right to request access public records or information. All agencies of the U.S. Government are required to disclose records upon receiving a written request for them. Not all records can be made available; there are nine exemptions to the FOIA that protect certain records from disclosure. A government agency can charge a fee, but it must be limited to actual duplication, mailing and clerical labor costs. The Ogemaw Academy may require a good faith deposit at the time of request. The deposit shall not exceed 1/2 of the total cost. If a request for a record is denied, written notice of the denial will be provided to the requester within five days, or within 15 days under unusual circumstances. A failure to respond within the time limits, or a failure to respond at all, also amounts to a denial. When a request is denied, the public body must provide the requestor with a full explanation of the reasons for the denial and the requester's right to seek judicial review. The FOIA request form can be obtained by contacting the Alternative Educational Academy of Ogemaw County or a request can be sent to the attention of the FOIA Director:

Isosco RESA Superintendent, (989) 362-3006, ext. 130.

NETWORK/INTERNET ACCESS AGREEMENT FOR STUDENTS

Please read this document carefully before signing. The signature(s) at the end of this document are legally binding and indicate(s) that the signing party(ies) has (have) read all of the terms and conditions of this policy carefully and understand(s) their significance.

The purpose of this agreement is to establish guidelines for access by student to the Internet and approved electronic mail (hereinafter referred to as the "Network"). Access to the Network is provided to the student for educational purposes and to assist in advancing the curriculum and to enhance lesson plans.

In exchange for the privilege of using the Network, the undersigned agree(s) as follows:

The student and his or her parents and/or guardians acknowledge that **it is not possible for the school to restrict access to all controversial or objectionable material** on the Network.

The student and his or her parents acknowledge that the student does not have an expectation of privacy in his or her use of the school's Network or any part of it. **The school reserves the right to monitor the Network, including but not limited to Internet use and approved electronic mail.**

Network access is provided for educational use by the student. Use of the Network for commercial purposes unapproved web based electronic mail or other unauthorized purposes are expressly forbidden.

Network resources (**Edmentum**) are intended for use exclusively by registered users. The student is responsible for the use of his/her account password and access privileges. Any problems that arise from the use of his/her account are the responsibility of the Student. **Use of an account by someone other than the account holder is forbidden and may result in loss of credit, access privileges, or dismissal from the program.**

The use of the Network is a privilege, which may be revoked by the school at any time and for any reason. **Any misuse of Network access privileges may result in suspension or revocation of access privileges and/or other disciplinary action as determined by the director. Misuse includes but is not limited to the following;**

- 1. Intentionally accessing or attempting to access files, data, or information without authorization.**
- 2. Impersonating another user on the Network.**
- 3. Activity which is detrimental to the stability and security of the Network, including but not limited to the intentional or negligent introduction of computer viruses and vandalism or abuse of hardware or software.**
- 4. The transmission or voluntary receipt of material which would constitute a violation of federal or state law, including, but not limited to, copyrighted material; harassing, abusive, threatening, sexually explicit or obscene material; material protected as a trade secret; defamatory statement; material which would constitute an invasion of race, national origin, religion, height, weight, age and disability.**
- 5. Use of recreational programs or communications during the school day.**
- 6. Installing, downloading, copying or using copyrighted software without proper authority.**
- 7. Intentionally interfering with the use of the Network by others.**
- 8. Intentionally wasting Network resources such as disk space, printer ink or paper.**
- 9. Unapproved web based electronic mail.**
- 10. Disclosing personal information on other students.**

The school does not warrant that the Network will meet any specific requirements that the student may have, that service will not be interrupted or that information obtained on the Network will be accurate or complete. **The school will not be liable for any direct or indirect, incidental or consequential damages (including but not limited to lost data, information or time)** sustained or incurred in connection with use of inability to use the Network by the Student. Use of the Network and any

information or data obtained through the use of the Network is at the users own risk.

The student agrees to delete messages from his or her personal mailbox on a regular basis in order to avoid unnecessary use of disk space.

The student may not transfer files, shareware or other software from the Internet or electronic bulletin board services. The student will be liable to pay any costs or fees incurred as a result of any transfers without express permission from the director regardless of whether the transfer was intentional or accidental.

Users violating any provisions of this Network Access Agreement face disciplinary action. The school reserves to itself discretion to determine appropriate discipline and will consider the nature and severity of the violation. Possible disciplinary actions include:

1. Suspension or revocation of Network access.
2. Requiring additional training as a precondition to continued use of the Network.
3. Financial restitution for any unauthorized expenses or damages.
4. Confiscation of inappropriate materials.
5. Additional disciplinary action consistent with the student handbook.

In addition, the school may refer matters to appropriate law enforcement authorities. Nothing herein shall be construed as providing that the school must find a violation of the agreement in order to suspend or revoke the access privileges of a student. Use of the Network is a privilege and not a right, and the school reserves discretion to suspend or revoke access privileges for any reason or for no reason.

DIRECTORY INFORMATION (FERPA) – PARENTAL RIGHTS

The *Family Educational Rights and Privacy Act* (FERPA), a Federal law, requires that The Alternative Ed Academy, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child's education records. However, The Ogemaw Academy may disclose appropriately designated "directory information" without written consent, unless you have advised the District to the contrary in accordance with District procedures. The primary purpose of directory information is to allow the Ogemaw County Academy to include this type of information from your child's education records in certain school publications. Examples include:

- A playbill, showing your student's role in a drama production;
- The annual yearbook;
- Honor roll or other recognition lists
- Graduation programs
- Sports activity sheets, such as for wrestling, showing weight and height of team members.
- Recognition of your child on the schools website, ex. Student of the Month (This could include a picture).

Directory information, which is information that is generally not considered harmful or an invasion of

privacy if released, can also be disclosed to outside organizations without a parent's prior written consent. Outside organizations include, but are not limited to, companies that manufacture class rings or publish yearbooks. In addition, two federal laws require local educational agencies (LEAs) receiving assistance under the *Elementary and Secondary Education Act of 1965* (ESEA) to provide military recruiters, upon request, with the following information:

*Names, addresses and telephone listings – unless parents have advised the LEA that they do not want their student's information disclosed without their prior written consent.

If you do not want the Ogemaw Academy to disclose directory information from your child's education records without your prior written consent, you must notify the District in writing within one week following enrollment or simply initial under the FERPA omission statement in the student handbook.

Parental rights under the protection of pupil rights amendment (PPRA)

The Alternative Educational Academy of Ogemaw County will only survey students through mail delivery. Parents will be afforded the right to have their child answer only the questions that they deem appropriate. PROPOSED POLICY

PPRA affords parents certain rights regarding our conduct of surveys, collection and use of information for marketing purposes, and certain physical exams. These include the right to:

Consent before students are required to submit to a survey that concerns one or more of the following protected areas ("protected information survey") if the survey is funded in whole or in part by a program of the U.S. Department of Ed (ED)-

1. Political affiliations or beliefs of the student or student's parent;
2. Mental or psychological problems of the student or student's family;
3. Sex behavior or attitudes;
4. Illegal, anti-social, self-incriminating, or demeaning behavior;
5. Critical appraisals of others with whom respondents have close family relationships;
6. Legally recognized privileged relationships, such as with lawyers, doctors, or ministers;
7. Religious practices, affiliations, or beliefs of the student or parents; or
8. Income, other than as required by law to determine program eligibility.

Receive notice and an opportunity to opt a student out of -

1. Any other protected information survey, regardless of funding;
2. Any non-emergency, invasive physical exam or screening required as a condition of attendance, administered by the school or its agent, and not necessary to protect the immediate health and safety of a student, except for hearing, vision, or scoliosis screenings, or any physical exam or screening permitted or required under State law; and
3. Activities involving collection, disclosure, or use of personal information obtained from students for marketing or to sell or otherwise distribute the information to others.

Inspect, upon request and before administration or use -

1. Protected information surveys of students;
 2. Instruments used to collect personal information from students for any of the above marketing, sales, or other distribution purposes; and
 3. Instructional material used as part of the educational curriculum.
- These rights transfer to from the parents to a student who is 18 years old or an emancipated minor under State law.

The Ogemaw Academy will develop and adopt policies, in consultation with parents, regarding these rights, as well as arrangements to protect student privacy in the administration of protected information surveys and the collection, disclosure, or use of personal information for marketing, sales, or other distribution purposes. The Ogemaw Academy will directly notify parents of these policies at least annually at the start of each school year and after any substantive changes. The Academy will also directly notify, such as through U.S. Mail or email, parents of students who are scheduled to participate in the specific activities or surveys noted below and will provide an opportunity for the parent to opt his or her child out of participation of the specific activity or survey. The Academy will make this notification to parents at the beginning of the school year if the District has identified the specific or approximate dates of the activities or surveys at that time. For surveys and activities scheduled after the school year starts, parents will be provided reasonable notification of the planned activities and surveys listed below and be provided an opportunity to opt their child out of such activities and surveys. Parents will also be provided an opportunity to review any pertinent surveys. Following is a list of the specific activities and surveys covered under this requirement:

Collection, disclosure, or use of personal information for marketing, sales or other distribution.

Administration of any protected information survey not funded in whole or in part by ED.

Any non-emergency, invasive physical examination or screening as described above.

Parents who believe their rights have been violated may file a complaint with: Family Policy Compliance Office U.S. Department of Education 400 Maryland Avenue, S.W. Washington, D.C. 20202.

Alternative Educational Academy of Ogemaw County Board Meeting
9:00 a.m.-Michigan Works Service Center in West Branch, MI
Agenda-August 7, 2023

1. Call to Order
2. Roll Call
3. Mission and Vision Statement

The mission of the Alternative Educational Academy is to provide innovative and responsive educational experiences through non-traditional programs that effectively meet the needs of at-risk students. The Academy will enhance educational opportunities for students by developing programs based on students' individual needs and circumstances.

“Recognizing unlimited Potential”

4. Acceptance of Resignation-Joe Perrera
5. Appointment of Board Trustee
6. Election of Officers
 - a. President
 - b. Vice-President
 - c. Secretary/Treasurer
7. Oath of Office
8. Additions to Agenda
9. Approval of Agenda
10. Approval of Minutes from June 12, 2023
11. Discussion Items:
 - a. Summer Updates
 - b. Staffing
 - b. Current Enrollment
 - c. Enrollment Process
 - e. CTE Transportation
12. Personnel Action Items:

None
13. Discussion Items with Action:
 - a. 2023-2024 Meeting Schedule
 - b. 2023-2024 Handbook

- c. 2023-2024 Curriculum
- d. 2022-2023 4th Quarter Account Activity

- 14. Future Meeting Date – September 11, 2023
- 15. Community Input
- 16. Board comments
- 17. Adjournment

Alternative Educational Academy of Ogemaw County Board Meeting
9:00 a.m.-Michigan Works, West Branch, MI
Minutes-June 12, 2023

Location: Michigan Works Service Center
2389 S. M-76
West Branch MI, 48661

9:02 Call to Order by Tina Williams

Roll Call

Board Present: Joe Perrera, Gail Hughey, Mark Berdan
Staff Present: Tina Williams, James Smith
Guest Present: Shawn Petri, COOR ISD

Mission and Vision Statement read aloud.

Appointment of Board Trustee

Motion by Mark Berdan; Second by Joe Perrera to appoint Gail Hughey for the term July 1, 2023 – June 30, 2026.

Motion passes 3-0

Additions to Agenda:

Discussion with Action Items- Added h. heating/cooling unit repair, i. Skyward contract approval

Approval of Agenda:

Motion by Joe Perrera; Second by Gail Hughey to approve agenda as amended
Motion passes 3-0

Approval of Minutes from May 8, 2023:

Motion by Mark Berdan; Second by Gail Hughey; to approve the minutes.
Motion passes 3-0

Discussion Items:

- a. Staffing was discussed; AEAO posted two positions: Special Education (full-time) and Secondary General Education (full-time).
- b. Current Enrollment was discussed; WB-RC (47), WP (20), Other (46)/total 113
- c. The enrollment process was discussed; no concerns noted at this time
- d. Tina shared summer session is 9 weeks, the West Branch site will be open Tuesday-Thursday 8:00-2:00 and Gladwin's will be open 9:00-1:00 on Wednesdays.
- e. CTE transportation options were discussed

Motion by Mark Berdan; Second by Gail Hughey to amend agenda to include approval of a 23.24 CTE Driver posting.
Motion passes 3-0

Personnel Action Items:

none

Discussion with Action Items:

- a. Motion by Joe Perrera; Second by Mark Berdan to approve the School Social Worker position posting.
Motion passes 3-0
- b. Motion by Joe Perrera to approve a policy exception for student 23-001
Motion fails for lack of support.
- c. Motion by Joe Perrera; Second by Gail Hughey to approve the 2023-2024 calendar.
Motion passes 3-0
- d. Motion by Joe Perrera; Second by Mark Berdan to approve the 2022-2023 final operating budget.
Yeas: Berdan, Perrera, Hughey
Nays: none
Motion passes 3-0
- e. Motion by Mark Berdan; Second by Gail Hughey to approve the 2022-2023 final food service budget.
Yeas: Perrera, Hughey, Berdan
Nays: none
Motion passes 3-0
- f. Motion by Joe Perrera; Second by Gail Hughey to approve the 2023-2024 proposed budget.
Yeas: Perrera, Hughey, Berdan
Nays: none
Motion passes 3-0
- g. Motion by Mark Berdan; Second by Joe Perrera to approve the 2023-2024 food service budget.
Yeas: Hughey, Perrera, Berdan
Nays: none
Motion passes 3-0
- h. Motion by Joe Perrera; Second by Mark Berdan to approve up to \$100,000.00 to replace heating and cooling units if needed after the assessment of the current units.
Yeas: Hughey, Perrera, Berdan
Nays: none
Motion passes 3-0
- i. Motion by Joe Perrera; Second by Mark Berdan to approve the posting of a CTE driver for the 2023-2024 school year.
Motion passes 3-0
- j. Motion by Joe Perrera; Second by Gail Hughey to approve the Skyward contract of which \$22,169.20 will be billed to AEA Ogemaw.
Yeas: Berdan, Hughey, Perrera
Nays: none
Motion passes 3-0

Next meeting: August 7, 2023 9:00 a.m. at Michigan Works

Community Input

None

Board Comments

none

Adjourned at 10:14 a.m.

Minutes respectfully submitted by Tina Williams

10. Superintendent's Report

- Presenting the 2023 Lyle Spalding Award at Fairview Area Schools on Aug 14th at 6:30 pm
- Cognitive Coaching
- Categorical 11y: School Infrastructure

11. Communications

-Congratulations to Melisa Akers, who received her Full Approval as Director of Special Education

-Career Tech/Vocational Millage:

Discussion on details - 0.75 or 1.0 mill, Feb 27 or Nov 5th election

The Superintendent will work with Thrun Law Firm and Banach, Banach, and Cassidy to finalize wording for the ballot.

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GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF EDUCATION
LANSING

MICHAEL F. RICE, Ph.D.
Superintendent of Public Instruction

Shawn Petri
C.O.O.R. ISD - ROSCOMMON
11051 N CUT RD
ROSCOMMON MI 48653-9340

Name: AKERS, MELISA
Approval Type: Full Approval for Director of Special Education
Program Name: Director of Special Education
Recommended By: Northern Michigan University
Effective Date: 07/07/2023
School Year Issued: 2023 - 2024

To Whom It May Concern:

The Michigan Department of Education, Office of Special Education (MDE-OSE) hereby issues full approval for the above-named candidate as specified in the Michigan Administrative Rules for Special Education.

If there are any questions pertaining to this approval, please contact Dana Billings, Michigan Department of Education, Office of Special Education at (517) 335-2250.

Sincerely

Rebecca McIntyre, Supervisor
Office of Special Education
Michigan Department of Education
517-335-0457

cc: AKERS, MELISA
C.O.O.R. ISD - ROSCOMMON

STATE BOARD OF EDUCATION

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12. **Public Participation-** continued

13. **Adjournment**