

Union City Community Schools

“Striving For Excellence in Everything We Do”

Union City, Michigan 49094 / Superintendent’s Office (517) 741-3300 – Fax (517) 741-5205

Board of Education Agenda

Monthly Board Meeting	High School Media Center
Monday, November 20, 2023	6:30 PM

I. **Call To Order**

a. **Pledge of Allegiance**

b. **Opening Statement**

Welcome to the Union City Community Schools Board meeting. Our meeting agenda is available for you to follow. The expectation for our board meeting is to follow this agenda closely. We operate under the Open Meetings Act and utilize Roberts Rule of Order to govern our discussion and decision-making process. There is an opportunity for public comment during our set agenda. We welcome the public to express their opinions during this time of our agenda. If there are questions about the agenda or the board meeting process, please seek out one of the Board members for clarification.

II. **Addition or Deletion of Items to the Agenda**

a. **Discussion Item**

Special meeting for next week.

III. **Consent Agenda**

a. **Approval of Minutes**

1. Regular Meeting 10/16/23
2. Closed Minutes 10/16/23
3. Workshop 10/25/23

b. **Resignation**

Jenna Greiner, second grade teacher, is resigning effective December 22, 2023.

c. **Field Trips**

1. High School Students to France and Spain, Summer 2026
2. High School Spanish Club Students to Chicago, April 2024

IV. **Correspondence**

V. **Comments From the Audience on Agenda Items**

a. **Public Comments Statement**

This is the section of the meeting in which the public may make comments or share their opinions about items on the agenda. We ask you to limit your comments to no longer than 5 minutes per person to allow others the opportunity to speak. This is an opportunity for the Board to listen to your concerns. It is not Board practice to act on the concerns voiced during this meeting to allow for the Board to do further

research.

VI. Presentation

a. The Christman Company, Construction Management Firm

Amy Scoby, Senior Vice President, will be presenting information on their company and answering questions on how they can help us with a potential bond proposal.

VII. Action Items

a. Financials

Board action is required to approve the financials for the month ending October 31, 2023.

b. Bus Driver Position Hires

Board action is required to approve the hiring of Brandy Harden and Ryan Harden for substitute bus driver positions.

c. Bleacher Project Fencing Bids

Board action is required to approve the fencing bid for the bleacher project.

VIII. Discussion Items

a. Neola Policy Updates

First Reading of Neola Policy Update Volume 38.1

IX. Information Items

a. Construction Update

b. Continuum of Care

James Owens will provide some information to the board about efforts we are undertaking to provide for some of our students with needs.

X. Public Comment

a. Public Comments Statement

This is the section of the meeting in which the public may make comments or share their opinions about Union City Community Schools. We ask you to limit your comments to no longer than 5 minutes per person to allow others the opportunity to speak. This is an opportunity for the Board to listen to your concerns. It is not Board practice to act on the concerns voiced during this meeting to allow for the Board to do further research.

XI. Board Roundtable

XII. Adjournment

This meeting is a meeting of the Board of Education in public for the purpose of conducting the School District's business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated in agenda items five (V) and ten (X).

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the meeting or hearing, please contact, Kelly AcMoody at 517-741-8091 at least one week prior to the meeting or as soon as possible.

FIELD TRIP REQUEST FORM

Teacher: Erin Ormsby School/Class: UCHS

Request Date: 11/15/23 Trip Date: June 2026 Destination: France and Spain

Number of Students: 6+ Number of Staff/Chaperones: 2+

Purpose of Trip: Students will gain a global perspective via international travel experiencing French and Spanish languages and cultures.

Course of Study: Spanish

Fee(s): \$4639 per student traveler

Specific Learning Objectives to be Accomplished:

Students will learn via a multitude of disciplines while traveling abroad including Spanish language and culture, geography, math, and art.

Student Behaviors that will Confirm Achievement of the Learning Objectives:

No student participant can attend if they show themselves to be a behavior concern prior to departure.

Course Objectives Related to the Learning Objectives:

For Spanish students, the trip offers the opportunity to apply the knowledge and skills acquired via our curriculum to a real-life experience.

Pre-Trip Lessons/Activities to be Done in the Classroom:

The travel group will meet several times prior to our departure to prepare for what's to be expected on the trip.

Post Trip Activities/Lessons to Reinforce/Extend Learning:

Students will assist w/ board presentation about their experience when we return.

I have utilized the guidelines in 2340A to plan, conduct, and evaluate the trip and, upon approval of the trip, I will obtain parental permission (2340 F2 or F2A) and use the Checklist for Trips (2340 F3). I certify that this trip, as requested, is in conformity with the administrative guidelines established by the District.

Field Trip Approval

Trip Approved: _____ Trip Disapproved: _____

Principal: _____ Date: _____

NOTE: All field trips over 50 miles, one way, must be approved by the Board of Education

Trip Approved: _____ Trip Disapproved: _____

Superintendent: _____ Date: _____

HIGH SCHOOL USE ONLY

SUBSTITUTE NEEDED: A1 _____ B1 _____
A2 _____ B2 _____
A3 _____ B3 _____
A4 _____ B4 _____

DUE 15 WORKDAYS BEFORE TRIP

SUBMIT 2 COPIES TO BUILDING OFFICE

SUBMIT A BUS REQUEST IF USING DISTRICT TRANSPORTATION



EDUCATIONAL
TOURS

International Travel Program Proposal

Union City High School / Ms. Erin Ormsby



France to Spain – Summer 2026

eitours.com/ETS

Your partner in travel-based learning

EF Education First is the world leader in international education. For over 55 years, we've partnered with educators around the world to help more than 15 million students gain new perspectives and build skills for the future through experiential learning.

Our mission is to empower educators to do their best work. At EF Educational Tours, we're working to define the modern educational tour experience. Our itineraries are more than places to go and things to see. We build programs that challenge assumptions, spark connections, and inspire curiosity in young students. Students will expand their knowledge of the world around them, discover more about themselves, grow more confident and independent, and understand new people, places, and cultures.

We take care of every last detail of the tour experience—transportation and lodging, meal reservations and menus, museum tickets and local tour guides, and much more. That also includes behind-the-scenes elements, like safety checks at hotels and background checks on adult travelers. With all that taken care of, educators and students can focus on the bigger picture.

You'll find all the details and more on the next few pages.

What's contained in this document

Pg. 2	Safety
Pg. 4	Liability protection
Pg. 6	Affordability
Pg. 7	Educational value
Pg. 8	Itinerary specifics
Pg. 8	Cost and payment options
Pg. 9	Sample hotels
Pg. 10	Sample meals
Pg. 11	Next steps

This proposal is property of EF Education First and the educator/school for which it was intended. Distributing, copying, and/or sharing it are prohibited. The proposal, including pricing, is valid for the educator, tour, and date(s) specifically mentioned herein. For additions, subtractions, or modifications, please contact your EF Tour Consultant.

© 2023 EF Education First. For full terms and Booking Conditions visit [efeducation.com/bc](https://www.efeducation.com/bc)

Safety

Your students' safety is our number one priority. We would never send a traveler to a location we believe to be unsafe—and with our extensive global presence, our best-in-the-industry experience, and our close working relationships with U.S. and international authorities, that's a statement we can back up with real insight. Whether it's a worldwide pandemic or a sprained ankle, a missed flight or confusing medical paperwork, we make sure every situation is taken care of.

***For specific information on EF's response to COVID-19, visit [eftours.com/covid](https://www.eftours.com/covid)**

Worldwide presence

EF's global presence is truly unmatched. We have staff on the ground 365 days a year in over 50 countries. And we don't just work in those countries—we call them home. EF team members live in nearly every one of our tour destinations, meaning we have the local knowledge to help keep our groups safe. That presence allows us to be there to support you on the ground wherever and whenever you need us.

24/7 emergency support

In the event that anything on tour goes wrong, EF staff is always available to help. Your Tour Director is your group's constant companion and first point of contact in an emergency. Additionally, our fully trained support teams are on hand 24/7 to walk teachers through any issues and provide the resources necessary to get things back on track. Our Safety and Incident Response Team—comprised of industry experts, healthcare experts, and even former FBI personnel—is ready to spring into action 24 hours a day, 365 days a year. And when they aren't directly helping EF travelers, they're actively innovating on and shaping the new worldwide standards for cleanliness and safety.

Your team

This group is fully committed to your school's trip and the safety of every traveler.

Operations Safety & Incident Response Team – This team is strategically based in our Boston, Panama, Tokyo, and Zurich offices to accommodate for all time zones. Available 24 hours a day, every day of the year, they are trained to react quickly if travelers need help. The team uses a combination of extensive training, simulations, incident response planning, and previous experience to manage emergencies. As needed, they can facilitate additional support for groups on tour, solve operational issues, arrange assistance from outside specialists, and liaise with local and international authorities.

Emergency Services & Support Team – Our support team is available 24/7 to help resolve any issue, from a missed flight to a lost passport to more serious on-tour incidents. They also facilitate communication between travelers and families in the event of an emergency at home. The team is made up of highly trained and dedicated EF staff in our Boston and Denver offices who are equipped to solve problems and answer questions that may come up, even outside of regular business hours.

Tour Director – Assigned exclusively to your tour for the length of the stay at your destination, your Tour Director meets your group at the airport and travels with you until your departure. All Tour Directors undergo a background check as permissible by local law every two years and are required to participate in ongoing EF safety trainings. They're the first point of contact in an emergency and also communicate information to help travelers stay safe in a foreign destination. Tour Directors assist Group Leaders with hotel check-ins, coordinate meals, facilitate excursions with local guides, and much more. They're also culturally connected and expertly trained to support impactful learning experiences.

EF Travel Team – This team is your point of contact at EF. This team is a dynamic duo, made up of a Tour Consultant and an Experience Specialist. Your Tour Consultant is an itinerary whiz & is devoted to the growth of your students. They are your school's partner, working with you on everything from finding the perfect tour and enrolling students to creating long-term travel programs for your school community. Your Experience Specialist is here to dive into all the little details that make your experience with EF special. They will work directly alongside the Group Leader (a.k.a. local teacher), right up until the moment of departure to make sure everything goes smoothly.

Traveler Support – Our team of support specialists are readily available to walk families through insurance inquiries, payment plans, food allergy issues, and any other topics that arise.

Chaperones – For every six travelers who enroll on your school's tour, your group is eligible to bring along a chaperone for free (the first spot goes to the Group Leader). This allows for a 6:1 ratio of students to chaperones, who assist Group Leaders with supervision of students to help keep them safe

Protection for travelers, schools, and districts

We understand that unpredictable things can happen, either on tour or before departure. We offer a variety of protections, programs, and policies to make sure that, no matter what happens, travelers, schools, and districts are covered. We're doing everything we can to make planning for the future as flexible as possible.

General liability insurance

All Group Leaders, schools, and districts who travel with EF are automatically added as additional insureds under our **\$50 million General Liability Policy**, regardless of whether or not the tour is affiliated with the school. EF's liability coverage is primary and non-contributory for covered third-party claims. The policy helps safeguard Group Leaders and their schools for covered third-party claims related to bodily injury or property damage, which includes providing a legal defense and covering legal costs for such claims. In addition, all travelers are required to sign EF's Release and Agreement, which includes a release of liability of their Group Leader, school, and school board.

Flexibility to change tours

The world is always changing. And while our belief in the positive impact of travel is unwavering, it can feel hard to predict what life, here in the U.S. and abroad, will look like several months, a year, or even two years from now. When you decide to travel with EF, we want you to feel secure in that decision. That's why these benefits are built into every EF program.

Peace of Mind

Provided to all groups

We understand that plans can change due to unforeseen circumstances. EF provides this exclusive program to account for such situations. It provides groups with flexibility to change the dates and destination of their tours in uncertain times. This program accounts for such circumstances and can be enacted up to 45 days prior to departure at the group level for any reason, including terrorism or other world events.

Protection for individual travelers

Travelers can help protect their investment and themselves from certain unexpected events and expenses while on tour with the Global Travel Protection Plan and Global Travel Protection Plan Plus.

Global Travel Protection Plan

Available to all travelers

Designed specifically with EF travelers in mind, this plan provides both pre-departure and post-departure benefits, including medical expense coverage that may apply on tour and tour cancellation for specified reasons.

Global Travel Protection Plan Plus

Available to all travelers

To further protect your investment from the unexpected, this plan provides all of the benefits included in the Global Travel Protection Plan as well as expanded cancellation protection.

Background checks for adult travelers

EF requires all adults (20 years and older) to pass a criminal background check before traveling on our student tours. This provides a safer tour experience for all travelers and aligns with the process and expectations of many school districts for adults who volunteer in schools or chaperone school activities. The secure process, provided by a leading professional provider, only identifies those individuals who could present a risk to student travelers while on tour.

Affordability

We believe every student should have the opportunity to travel. That's why we're dedicated to providing the lowest prices possible and giving travelers multiple resources for managing payments.

Tour Consultants work closely with teachers to build a tour that's exactly right for your students. Through discussions with your teacher, they take into account learning objectives, cost, timing considerations, and any other factors to craft a tour that's accessible to as many students as possible.

Resources for managing cost and payments

Automatic Payment Plan – Our recommended payment plan offers the ability to break the tour fee into smaller installments. With most tours planned well in advance, travelers can enroll for only \$95, then pay over a long period of time—often up to 18 months or two years—with final payment due 30 days before departure. Families make payments directly to EF, with no payments going through the school.

Fundraising pages – Each student has access to their own unique and customizable fundraising page. The easy-to-share page makes it simple for friends and family to contribute a little something that is automatically applied to the balance of the tour, with no fees whatsoever.

Global Citizen Scholarship Fund – EF Educational Tours provides \$100,000 worth of scholarships to students across the country every year. Any student is able to apply for the Global Citizen Scholarship, which is awarded on both a merit and need basis.

Risk-free enrollment period - New travelers who enroll by their Early Enrollment Discount Deadline can cancel for any reason up to 14 days after enrollment for a full refund of 100% of the money paid to EF. Travelers must pay in full or enroll in our Automatic Payment Plan at the time of program enrollment and must remain either paid in full or enrolled in our Automatic Payment Plan and in good financial standing at the time of cancellation to remain eligible. To be eligible, the traveler must enroll on a tour at least 110 days prior to the scheduled departure date.

Educational value

Our tours help prepare students for the future by teaching them more about the world, themselves, and the impact they can have on the world. Combining the power of experiential learning with the thrill of global travel, our tours help students:

- **Expand their knowledge of the world around them**
- **Grow more confident and independent**
- **Understand new people, places, and cultures**
- **Discover more about themselves**

To learn more about EF's educational philosophy, visit <https://www.eftours.com/our-story/educational-approach>

EF is an accredited institution

We echo your commitment to education. Our travel-based learning approach is designed to blend classroom and experiential learning. This allows us to meet the same rigorous standards as schools like yours, ensuring students gain valuable experiences that transform the way they look at the world.



Earning credit for new experiences

EF makes it easy for students to turn their tour experience into high school credit, college credit, or to get a head start on their college essays—all while making their travel experience even more engaging.

- Students in grades 6 - 12 can earn .5 elective high school credit by successfully completing the final project as part of EF's Personalized Learning Guide. Tuition is free.
- Students in grades 9 - 12 can earn 3.0 undergraduate credits, along with the confidence that comes with taking a college course, by completing a series of assignments and a final research project with our partner, Southern New Hampshire University—all for just \$360.
- Educators traveling on student tours may earn up to 45 free hours toward relicensure OR 3 or 6 graduate level credits (\$360/\$720) through Southern New Hampshire University.

Itinerary specifics

For more robust details, the complete itinerary is attached to this document. It includes specific locations, each day's activities, travel plans, and more.

Price of the proposed tour

The tour program price covers a wide range of services that ensure students have an incredible experience. It includes all the planning and preparation that leads up to departure, travel and accommodations, plus logistical support and details once the group reaches their destination.

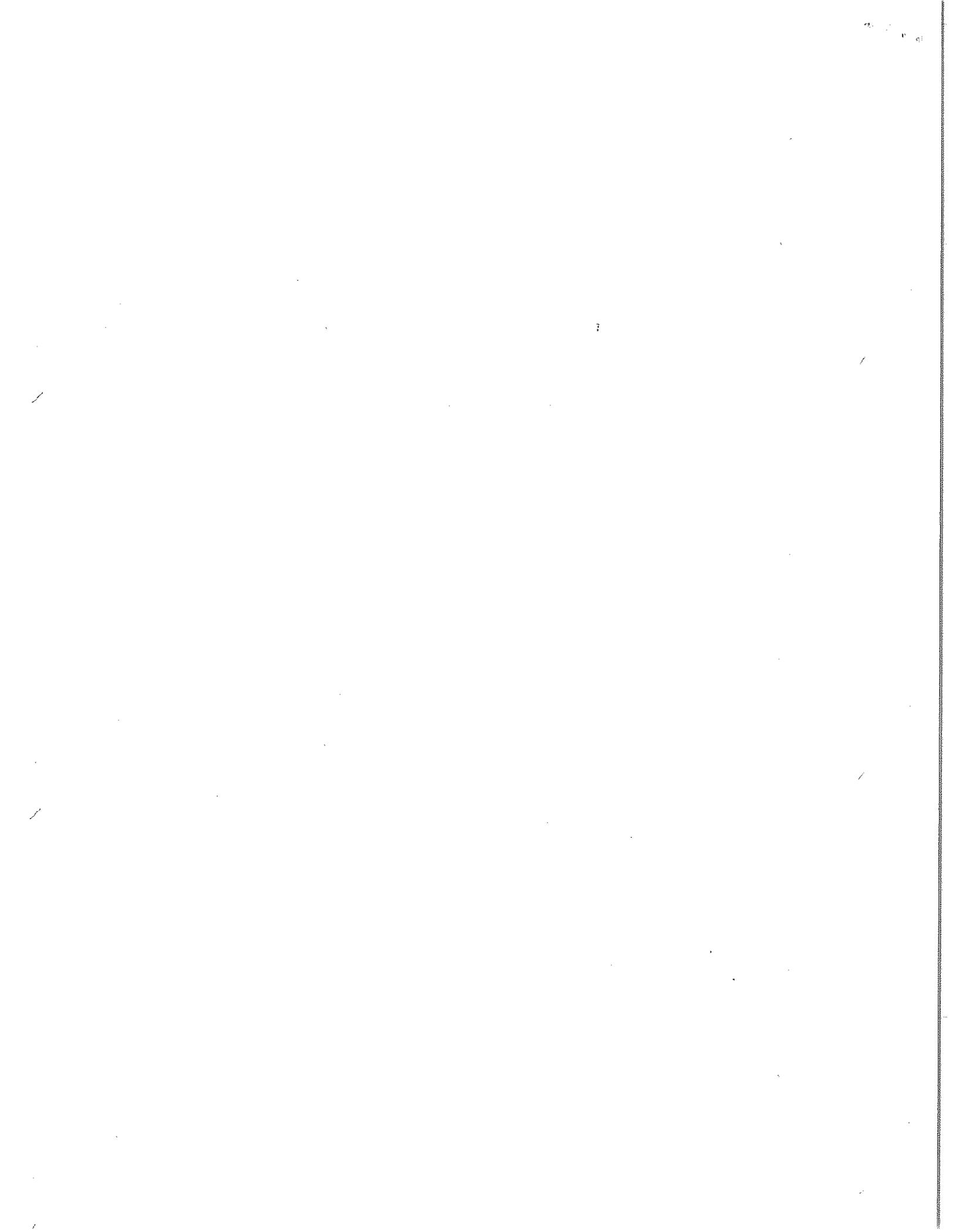
Full flexible travel window: June 5-20, 2026

Requested travel dates: June 8-17, 2026

Price Details

France to Spain

Program Price ¹	\$4,279
Includes:	
• Round-trip airfare and on tour transportation	
• Hotels with private bathrooms	
• Breakfast and dinner (see your itinerary for meal details)	
• Full-time Tour Director	
• Daily activities, tours and entrances to attractions	
Barcelona flamenco evening	\$60
Versailles	\$110
Global Travel Protection	\$190
EF's Peace of Mind Program ²	Free
Total for Students (under 20)	\$4,639
30 monthly payments	\$152/mo



FIELD TRIP REQUEST FORM

Teacher: Erin Ormsby School/Class: Spanish Club

Request Date: 11/15/23 Trip Date: 4-27-23 Destination: Chicago

Number of Students: 15-20 Number of Staff/Chaperones: 3+

Purpose of Trip: Visit the National Museum of Mexican Art and eat at an authentic Spanish restaurant.

Course of Study: _____ Fee(s): \$50.00 per student

Specific Learning Objectives to be Accomplished:

Students will learn about Mexican culture through artwork and the Mexican village community as well as experience cuisine that is different from what can be acquired locally.

Student Behaviors that will Confirm Achievement of the Learning Objectives:

Students must attend 2 Spanish Club meetings each month and help with all fundraisers.

Course Objectives Related to the Learning Objectives:

N/A

Pre-Trip Lessons/Activities to be Done in the Classroom:

N/A

Post Trip Activities/Lessons to Reinforce/Extend Learning:

N/A

I have utilized the guidelines in 2340A to plan, conduct, and evaluate the trip and, upon approval of the trip, I will obtain parental permission (2340 F2 or F2A) and use the Checklist for Trips (2340 F3). I certify that this trip, as requested, is in conformity with the administrative guidelines established by the District.

Field Trip Approval

Trip Approved: _____ Trip Disapproved: _____

Principal: _____ Date: _____

NOTE: All field trips over 50 miles, one way, must be approved by the Board of Education

Trip Approved: _____ Trip Disapproved: _____

Superintendent: _____ Date: _____

HIGH SCHOOL USE ONLY

SUBSTITUTE NEEDED:	A1 _____	B1 _____
	A2 _____	B2 _____
	A3 _____	B3 _____
	A4 _____	B4 _____

DUE 15 WORKDAYS BEFORE TRIP

SUBMIT 2 COPIES TO BUILDING OFFICE

SUBMIT A BUS REQUEST IF USING DISTRICT TRANSPORTATION

9/30/2023 Begin. Cash on Hand:	\$3,279,203		Total of Bills:	1,197,428
Total Receipts:	\$1,312,285		Total Net Payroll:	360,739
Total Expenditures:	\$1,558,167		Total Bills and Payroll	\$1,558,167
10/31/2023 Total Cash on Hand:	\$3,033,321		to be Approved:	

FOOD SERVICE-October

Union City Community Schools

School Service Fund

Combined Statement of Revenue and Expenditures Compared to Budget

For The Period Ending

October 31, 2023

	FOOD SERVICE			
	<u>Actual</u>	<u>Proposed Budget</u>	<u>Variance</u>	<u>% of E</u>
<u>REVENUE:</u>				
Local Sources	6,405	\$ 47,000	\$40,595	18%
State Sources	6,194	15,960	9,766	0.00%
Federal Sources	72,705	558,000	485,295	0.00%
INCOMING TRANSFERS	0	0	0	
TOTAL REVENUE	85,304	620,960	\$535,656	
<u>EXPENDITURES:</u>				
Salaries	59,610	202,468	(142,858)	29.44%
Employee Benefits	28,762	118,450	(89,688)	24.28%
Purchased Services	5,809	33,540	(27,731)	17.32%
Supplies & Materials	102,291	275,000	(172,709)	37.20%
Capital Outlay	0	-	0	0.00%
Other Expense	285	800	(515)	35.61%
Other Transactions	0	32,882		
TOTAL EXPENDITURES	196,756	663,140	(433,502)	0.00%
OUTGOING TRANSFERS				
TOTAL EXPENDITURES	196,756	663,140	(433,502)	0.00%
EXCESS REVENUE (EXPENDITURES)	(111,452)	(42,180)		
BEGINNING FUND BALANCE	69,655	69,655		
ENDING FUND BALANCE	(\$41,797)	\$27,475		

Union City Community Schools
 General Fund Statement of Revenue and Expenditure Compared to Budget
 For Period Ending October 31, 2023

	YTD ACTIVITY	CURRENT BUDGET	VARIANCE	PERCENT OF BUDGET	
REVENUE					
Local Sources	159,362.37	\$ 1,400,899	(1,241,537)	11.38%	
State Sources	819,673.42	10,233,145	(9,413,472)	8.01%	
Federal Sources	764,808.87	399,480	365,329	191.45%	*includes the Emergency Connectivity Fund grant -offsets
Other Financing Sources	0	443,371	(443,371)	0.00%	purchasing new ipads and laptops
		32,000			
TOTAL REVENUE	1,743,845	12,508,895	(10,733,050)		
EXPENDITURES					
INSTRUCTION					
Basic Program	2,340,507.06	5,958,739	3,618,232	39.28%	
Added Needs	513,062	1,852,629	1,339,567	27.69%	
Total Instruction	2,853,569	7,811,368	4,957,799		
SUPPORT SERVICE EXPENSE					
Pupil	228,091	698,009	469,918	32.68%	
Improvement Instructional Staff	93,019	197,716	104,697	47.05%	
General Administration	126,737	393,140	266,403	32.24%	
School Administration	216,276	747,304	531,028	28.94%	
Fiscal Services	104,484	323,073	218,589	32.34%	
Operation & Maintenance	464,505	1,134,699	670,194	40.94%	
Transportation	324,253	766,774	442,521	42.29%	
Central Support	105,679.15	186,696	81,017	56.60%	
Athletics	152,041	531,701	379,660	28.60%	
Community Services	1,585	5,200	3,615	30.48%	
Payments to Other Govt Units	4,048		(4,048)	0.00%	
Site Improvement Services	522,887		(522,887)	0.00%	*ESSER III-MS Project
Prior Period Adjustments	0		0	0.00%	
Debt Service	35,975	59,526	23,551	0.00%	
Fund Modification to Food Service	0	0	0	0.00%	
Total Support Services	2,379,582	5,043,838	2,703,349		
TOTAL EXPENDITURES	5,233,151	12,855,206	7,661,148		
EXCESS REVENUE (EXPENDITURES)	(\$3,489,306)	(\$346,311)			
Non-spendable (inventory)	10,410	10,410			
Assigned (Capital Expenditures)	75,000	75,000			
Unassigned (Undesignated)	1,846,140	1,846,140			
BEGINNING FUND BALANCE	1,931,550	1,931,550			
ENDING FUND BALANCE	(\$1,557,756)	\$1,585,239			

UNION CITY COMMUNITY SCHOOLS - TREASURER'S REPORT STATUS OF GENERAL, DEBT RETIREMENT, FOOD SERVICE, TRUST & AGENCY, AND SINKING FUNDS AS OF OCTOBER 31, 2023			UNION CITY COMMUNITY SCHOOLS - TREASURER'S REPORT STATUS OF GENERAL, DEBT RETIREMENT, FOOD SERVICE, TRUST & AGENCY, AND SINKING FUNDS AS OF OCTOBER , 2022		
Current Year			Prior Year		
Balance as of 9/30/2023			Balance as of 9/30/2022		
General Fund Cash Accounts	795,766		General Fund Cash Accounts	1,192,648	
Food Service Checking Accounts	22,104		Food Service Checking Accounts	96,017	
Trust & Agency Checking Accounts***	137,456		Trust & Agency Checking Accounts***	n/a	
SF Cash	2,323,877		SF Cash	662,492	
Total Cash On Hand	\$3,279,203		Total Cash On Hand	1,951,157	
Current Month Activities			Prior Year-Current Month Activities		
YTD Activities					
General Fund Revenue	1,241,659	6,162,889	General Fund Revenue	911,895	
Food Service Revenue	53,265	114,357	Food Service Revenue	4,928	
Trust & Agency Revenue	14,950	19,588	Trust & Agency Revenue	n/a	
SF Revenue	2,412	11,381	SF Revenue	56	
Total Revenue	\$1,312,285	6,308,216	Total Revenue	916,880	
General Fund Expenses	836,196	6,215,296	General Fund Expenses	636,063	
Net Payroll	360,739	1,426,749	Net Payroll	350,096	
Food Service Expenses	51,385	139,114	Food Service Expenses	43,787	
Trust & Agency Expenses	6,090	8,226	Trust & Agency Expenses	n/a	
SF Expenses	303,757.12	1,038,030	SF Expenses	1,898.30	
Total Expenses	\$1,558,167	8,827,415	Total Expenses	1,031,845	
Balance as of 10/31/2023			Balance as of 10/31/2022		
General Fund Cash Accounts	840,489		General Fund Cash Accounts	1,118,384	
Food Service Checking Accounts	23,984		Food Service Checking Accounts	57,158	
Trust & Agency Checking Accounts***	146,316		Trust & Agency Checking Accounts***	n/a	
SF Cash	2,022,532		SF Cash	660,650	
Total Cash On Hand	\$3,033,321		Total Cash On Hand	1,836,192	



Union City Community Schools

430 St. Joseph Street, Union City, MI 49094
Ph: 517-741-3350
Fax: 517-741-5205

Deb Frey
Transportation Supervisor
dfrey@unioncityschools.org

November 8, 2023

To the Board of Education:

I am recommending Brandy Harden to be hired as a new bus driver. She has all the qualifications and very strong references. We have two full-time sub positions open, and Brandy has filled one of these positions. In addition, the transportation department will benefit from her employment as she will be able to help cover routes when drivers are unavailable to drive.

Thank you for your consideration,

Deb Frey
Transportation Supervisor



Union City Community Schools

430 St. Joseph Street, Union City, MI 49094
Ph: 517-741-3350
Fax: 517-741-5205

Deb Frey
Transportation Supervisor
dfrey@unioncityschools.org

November 13, 2023

To the Board of Education:

I am recommending Ryan Harden to be hired as a new bus driver. He has all the qualifications and very strong references. Ryan has filled my last full time sub position. In addition, the transportation department will benefit from his employment as he will be able to help cover routes when drivers are unavailable to drive.

Thank you for your consideration,

Deb Frey
Transportation Supervisor