

# Union City Community Schools

## *“Educating and Preparing Each Child for Their Future”*

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, October 20, 2025	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**

#### III. **Consent Agenda**

##### a. **Approval of Minutes**

1. Regular Meeting 9/15/25
2. Closed Meeting 9/15/25
3. Workshop 9/29/25

##### b. **Middle School Youth In Government**

Middle School Youth in Government traveling to Lansing for the YIG Conference November 23 - 25, 2025.

#### 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. **Action Items**

##### a. **Closed Session**

Board action is required to adjourn to closed session for the purpose of discussing student discipline per Section 8(b) of the Open Meetings Act.

b. **Student Reintegration Plan**

Board action is required to approve the reintegration plan for a student.

c. **Financials**

Board action is required to approve the financials for the month ending September 30, 2025.

d. **PowerSchool Litigation Resolution and Contract**

Board action is required to approve joining a nationwide lawsuit against PowerSchool and related defendants concerning the December 2024 PowerSchool data breach. And, board approval is needed to enter into an attorney-client fee contract with Frantz Law Group, APLC.

e. **Policy Updates**

Thrun has provided three updates since our adoption of their policies. These updates ensure we are in compliance with several changes in law or solidify issues they have seen elsewhere.

f. **Graduation Credit Requirements**

Board action is required to approve the change in graduation requirements as stated in Policy 5409 from 23 credits to 22 credits.

g. **Rotary Maple Tree Project**

Rotary is seeking grant funds to plant maples tree within our property behind the Middle School.

VII. **Discussion Items**

a. **Construction Update**

Explanation of the phasing timelines, what summer 2026 will look like and the current state of the project.

b. **Farm Bureau Food Club**

Discussions with Farm Bureau have begun to explore bringing a food club to Union City Community Schools.

c. **Esports Team**

Conversations with MHSEL (Michigan High School Esports League) have taken place in order to understand if bringing a team to Union City would be feasible.

d. **Strategic Action Plan**

Mr. Katz began this work in the fall of 2024. It was paused due to the Grant and Bond project. Further development of this would be needed.

VIII. **Information Items**

a. **Field Trips**

Trine University - 8th grade field trip on October 17, 2025

Michigan History Museum - 3rd grade field trip on November 19, 2025

Kalamazoo County Expo Center - 8th grade field trip on October 2, 2025

Middle School Volleyball Team to MSU Volleyball Game on November 1, 2025

b. **Bus Driver Hiring**

Angelina Ogden has been hired as a sub route driver; and Daniel Morrison has been hired as a full-time bus driver.

IX. **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.

**X. Board Roundtable**

**XI. 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 nine (IX). 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.

Monthly Board Meeting  
Monday, September 15, 2025 6:30 PM Eastern

High School Media Center  
430 St. Joseph Street  
Union City, MI 49094

### **Call to Order**

President Amber Herman called the meeting to order at 6:30 p.m.

Jennifer Gautsche:	Present
Amber Herman:	Present
Darin LaBar:	Present
Jeremy Steele:	Absent
Archie Mears:	Present
Paul Arlt:	Present
Andrew Yockey	Present

### **Pledge of Allegiance**

### **Opening Statement**

### **Addition or Deletion of Items to the Agenda**

The Board of Education approves the addition of a Presentation on the Grand Canyon Trip before the consent agenda item. This motion, made by Darin LaBar and seconded by Paul Arlt, Carried.

Jennifer Gautsche: Yea, Amber Herman: Yea, Darin LaBar: Yea, Archie Mears: Yea,  
Paul Arlt: Yea, Andrew Yockey: Yea  
Yea: 6 Nay: 0

### **Presentation**

Richard Maples, High School History Teacher, presented information on the proposed Grand Canyon trip in 2027.

### **Consent Agenda**

The Board of Education approves the Consent Agenda as presented. This motion, made by Darin LaBar and seconded by Paul Arlt, Carried.

Jennifer Gautsche: Yea, Amber Herman: Yea, Darin LaBar: Yea, Archie Mears: Yea,  
Paul Arlt: Yea, Andrew Yockey: Yea  
Yea: 6 Nay: 0

### **Approval of Minutes**

Regular Meeting 8/18/25  
Closed Meeting 8/18/25

### **Hoosier Gym Basketball Game**

### **Grand Canyon Trip**

### **Correspondence**

Secretary Jennifer Gautsche read a thank you note from Chris Katz.

## Comments From the Audience on Agenda Items - None

### Public Comments Statement

#### Presentation

Courtney James from Stryker presented on Vocera, a hands-free communication system.

#### Action Items

##### Financials

The Board of Education approves the financials for the month ending August 31, 2025 as presented. This motion, made by Archie Mears and seconded by Darin LaBar, Carried.  
Jennifer Gautsche: Yea, Amber Herman: Yea, Darin LaBar: Yea, Archie Mears: Yea, Paul Arlt: Yea, Andrew Yockey: Yea  
Yea: 6 Nay: 0

##### Authorizing Resolution Relative to the Issuance of Bonds

The Board of Education approves the resolution authorizing the issuance and delegating the sale of bonds as presented. This motion, made by Darin LaBar and seconded by Archie Mears, Carried.  
Darin LaBar: Yea, Archie Mears: Yea, Andrew Yockey: Yea, Paul Arlt: Yea, Jenifer Gautsche: Yea, Amber Herman: Yea  
Yea: 6 Nay: 0

##### Credit Card Authorization

The Board of Education approves the removal of Chris Katz as a user of the school credit card. In addition, the board gives Patrick McKerr, Superintendent, authority to use the school credit card and be issued a credit card in his name. This motion, made by Darin LaBar and seconded by Archie Mears, Carried.  
Jennifer Gautsche: Yea, Amber Herman: Yea, Darin LaBar: Yea, Archie Mears: Yea, Paul Arlt: Yea, Andrew Yockey: Yea  
Yea: 6 Nay: 0

##### Christman Contract

The Board of Education approves the contract with Christman as the construction manager for the construction project as presented. This motion, made by Darin LaBar and seconded by Andrew Yockey, Carried.  
Jennifer Gautsche: Yea, Amber Herman: Yea, Darin LaBar: Yea, Archie Mears: Yea, Paul Arlt: Yea, Andrew Yockey: Yea  
Yea: 6 Nay: 0

##### Contract with C2AE

The Board of Education approves the contract with C2AE as the architect for the construction project as presented. This motion, made by Darin LaBar and seconded by Andrew Yockey, Carried.  
Jennifer Gautsche: Yea, Amber Herman: Yea, Darin LaBar: Yea, Archie Mears: Yea, Paul Arlt: Yea, Andrew Yockey: Yea  
Yea: 6 Nay: 0

### **Vocera System Purchase**

The Board of Education approves the purchase of the Vocera Software and Hardware program for an amount not to exceed \$120,000.00 as presented. This motion, made by Andrew Yockey and seconded by Darin LaBar, Carried.

Jennifer Gautsche: Yea, Amber Herman: Yea, Darin LaBar: Yea, Archie Mears: Yea, Paul Arlt: Nay, Andrew Yockey: Yea

Yea: 5 Nay: 1

### **Policy 5209 Revision**

The Board of Education approves the changes to Policy 5209 as presented. This motion, made by Andrew Yockey and seconded by Darin LaBar, Failed.

Jennifer Gautsche: Nay, Amber Herman: Nay, Darin LaBar: Nay, Archie Mears: Nay, Paul Arlt: Nay, Andrew Yockey: Nay

Yea: 0 Nay: 6

The Board of Education approves the changes to Policy 5209 with the amendment of taking out locker and replacing with stored away to coincide with wording in the student handbook. This motion, made by Darin LaBar and seconded by Jennifer Gautsche, Carried.

Jennifer Gautsche: Yea, Amber Herman: Yea, Darin LaBar: Yea, Archie Mears: Yea, Paul Arlt: Yea, Andrew Yockey: Yea

Yea: 6 Nay: 0

### **Student Handbooks**

The Board of Education approves the student handbooks as presented. This motion, made by Darin LaBar and seconded by Paul Arlt, Carried.

Jennifer Gautsche: Yea, Amber Herman: Yea, Darin LaBar: Yea, Archie Mears: Yea, Paul Arlt: Yea, Andrew Yockey: Yea

Yea: 6 Nay: 0

### **High School Curriculum Guide**

The Board of Education approves the high school curriculum guide as presented. This motion, made by Andrew Yockey and seconded by Archie Mears, Carried.

Jennifer Gautsche: Yea, Amber Herman: Yea, Darin LaBar: Yea, Archie Mears: Yea, Paul Arlt: Yea, Andrew Yockey: Yea

Yea: 6 Nay: 0

## **Discussion Items**

### **Graduation Credit Requirements**

### **Construction Project Update**

## **Information Items**

### **New Hire**

### **Board Workshop**

## **Public Comment - None**

## Public Comments Statement

### Board Roundtable – Darin LaBar

#### Closed Session

The Board of Education adjourns to closed session per Section 8(b) of the Open Meetings Act. This motion, made by Darin LaBar and seconded by Jennifer Gautsche, Carried.

Jennifer Gautsche: Yea, Amber Herman: Yea, Darin LaBar: Yea, Archie Mears: Yea, Paul Arlt: Yea, Andrew Yockey: Yea

Yea: 6 Nay: 0

Amber Herman adjourned to closed session at 7:44 p.m.

The Board of Education comes back into open session. This motion, made by Darin LaBar and seconded by Jennifer Gautsche, Carried.

Jennifer Gautsche: Yea, Amber Herman: Yea, Darin LaBar: Yea, Archie Mears: Yea, Paul Arlt: Yea, Andrew Yockey: Yea

Yea: 6 Nay: 0

Amber Herman called the meeting back to order at 7:55 p.m.

#### Adjournment

The Board of Education adjourns the meeting. This motion, made by Archie Mears and seconded by Darin LaBar, Carried.

Jennifer Gautsche: Yea, Amber Herman: Yea, Darin LaBar: Yea, Archie Mears: Yea, Paul Arlt: Yea, Andrew Yockey: Yea

Yea: 6 Nay: 0

Amber Herman adjourned the meeting at 7:55 p.m.

Jennifer Gautsche  
Secretary

Kelly AcMoody  
Secretary

Board Workshop  
Monday, September 29, 2025 6:30 PM Eastern

High School Media Center  
430 St. Joseph Street  
Union City, MI 49094

### **Call To Order**

President Amber Herman called the meeting to order at 6:30 p.m.

Jennifer Gautsche:	Present
Amber Herman:	Present
Darin LaBar:	Absent
Jeremy Steele:	Absent
Archie Mears:	Present
Paul Arlt:	Present
Andrew Yockey	Present

### **Pledge of Allegiance**

### **Opening Statement**

**Addition or Deletion of Items to the Agenda** - None

**Comments From the Audience** - None

### **Public Comments Statement**

### **Discussion Item**

#### **Successful Superintendent Transition**

Michael J. Rochholz from MASB was present to work with the board and superintendent on Successful Superintendent Transition: Strengthening the Superintendent-Board Relationship.

### **Adjournment**

The Board of Education adjourns the workshop. This motion, made by Jennifer Gautsche and supported by Andrew Yockey, Carried.

Jennifer Gautsche: Yea, Amber Herman: Yea, Archie Mears: Yea, Paul Arlt: Yea, Andrew Yockey: Yea

Amber Herman adjourned the meeting at 7:57 p.m.

Jennifer Gautsche  
Secretary

## FIELD TRIP REQUEST FORM

Teacher Lori Bowers School/Class MS Youth In Gov'tRequest Date 9/17/25 Trip Date 8/28-11/25/25 Destination LansingNumber of Students 20-30 Number of Staff/Chaperones 2-4Purpose of Trip YIG Lansing ConferenceCourse of Study Civics / Citizenship

Specific Learning Objectives to be Accomplished:

Hands on learning experience with government at the state level

Student Behaviors that will Confirm Achievement of the Learning Objectives:

Students will write bills and research policy while performing the duties of a State Legislator

Course Objectives Related to the Learning Objectives:

Understanding awareness of State Government in Michigan while being inclusive and emphasizing character development

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

bill writing, parliamentary procedure, speech writing, public speaking

Post Trip Activities/Lessons to Reinforce/Extend Learning:

meeting to discuss outcomes and experiences from the conference

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).

## Field Trip Approval

Trip Approved:  Trip Disapproved:  Principal: J Thomas Date: 09/18/25Trip Approved:  Trip Disapproved:  Superintendent: \_\_\_\_\_ Date: \_\_\_\_\_

(Over)

UNION CITY COMMUNITY SCHOOLS - TREASURER'S REPORT STATUS OF GENERAL, DEBT RETIREMENT, FOOD SERVICE, TRUST & AGENCY, AND SINKING FUNDS AS OF SEPTEMBER 30, 2025			UNION CITY COMMUNITY SCHOOLS - TREASURER'S REPORT STATUS OF GENERAL, DEBT RETIREMENT, FOOD SERVICE, TRUST & AGENCY, AND SINKING FUNDS AS OF SEPTEMBER 30, 2024		
<b>Current Year</b>			<b>Prior Year</b>		
Balance as of 8/31/2025			Balance as of 8/31/2024		
General Fund Cash Accounts	7,358,880		General Fund Cash Accounts	1,859,350	
Food Service Checking Accounts	14,398		Food Service Checking Accounts	21,398	
Trust & Agency Checking Accounts***	173,395		Trust & Agency Checking Accounts***	155,127	
SF Cash	154,472		SF Cash	703,152	
2023 Bond Account	71		2023 Bond Account	110	
Total Cash On Hand	\$7,701,146		Total Cash On Hand	\$2,739,028	
<b>Current Month Activities</b>			<b>Current Month Activities</b>		
		<b>YTD Activities</b>			
General Fund Revenue	40,320	4,179,952	General Fund Revenue	67,563	
Food Service Revenue	41,357	42,187	Food Service Revenue	41,535	
Trust & Agency Revenue	6,073	6,073	Trust & Agency Revenue	16,968	
SF Revenue	135	371	SF Revenue	688	
2023 Bond Revenue	0		2023 Bond Revenue	0	
Total Revenue	\$87,885	4,228,583	Total Revenue	\$126,754	
General Fund Expenses	1,382,908	4,424,448	General Fund Expenses	862,748	
Net Payroll	395,486	1,109,250	Net Payroll	364,866	
Food Service Expenses	43,277	53,451	Food Service Expenses	48,405	
Trust & Agency Expenses	6,275	6,275	Trust & Agency Expenses	19,108	
SF Expenses	58,333.75	351,586	SF Expenses	121,080.21	
2023 Bond Expense	-		2023 Bond Expense	-	
Total Expenses	\$1,886,279	5,945,010	Total Expenses	\$1,416,208	
Balance as of 9/30/2025			Balance as of 9/30/2024		
General Fund Cash Accounts	5,620,806		General Fund Cash Accounts	699,298	
Food Service Checking Accounts	12,479		Food Service Checking Accounts	14,529	
Trust & Agency Checking Accounts***	173,194		Trust & Agency Checking Accounts***	152,986	
SF Cash	96,273		SF Cash	582,760	
2023 Bond Account	71		2023 Bond Account	110	
Total Cash On Hand	\$5,902,752		Total Cash On Hand	\$1,449,573	

**Union City Community Schools**

School Service Fund

Combined Statement of Revenue and Expenditures Compared to Budget

For The Peroid Ending

September 30, 2025

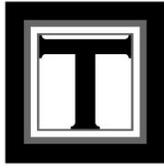
	<b>FOOD SERVICE</b>			
	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>	<u>% of Budget</u>
<b><u>REVENUE:</u></b>				
Local Sources	1,384	\$ 40,000	\$38,616	18%
State Sources	0	100,000	100,000	0.00%
Federal Sources	11,301	510,000	498,699	0.00%
INCOMING TRANSFERS	0	0	0	
<b>TOTAL REVENUE</b>	<b>12,685</b>	<b>650,000</b>	<b>\$637,315</b>	
<b><u>EXPENDITURES:</u></b>				
Salaries	27,573	190,000	(162,427)	14.51%
Employee Benefits	11,082	100,000	(88,918)	11.08%
Purchased Services	4,751	20,000	(15,249)	23.75%
Supplies & Materials	46,823	300,000	(253,177)	15.61%
Capital Outlay	132	-	132	-
Other Expense	105	1,500	(1,395)	6.99%
Other Transactions	0	32,882		
<b>TOTAL EXPENDITURES</b>	<b>90,465</b>	<b>644,382</b>		
OUTGOING TRANSFERS				
<b>TOTAL EXPENDITURES</b>	<b>90,465</b>	<b>644,382</b>		
<b>EXCESS REVENUE (EXPENDITURES)</b>	<b>(77,780)</b>	<b>5,618</b>		
<b>BEGINNING FUND BALANCE</b>	<b>30,141</b>	<b>30,141</b>		
<b>ENDING FUND BALANCE</b>	<b>(\$47,639)</b>	<b>\$35,759</b>		

**Union City Community Schools**  
 General Fund Statement of Revenue and Expenditure Compared to Budget  
 For Period Ending September 30, 2025

	YTD ACTIVITY	CURRENT BUDGET	VARIANCE	PERCENT OF BUDGET	
<b>REVENUE</b>					
Local Sources	38,423	\$ 1,506,619	(1,468,197)	2.55%	
State Sources	0	10,837,528	(10,837,528)	0.00%	
Federal Sources	0	277,580	(277,580)	0.00%	
Other Financing Sources	0	580,000	(580,000)	0.00%	
		32,000			
<b>TOTAL REVENUE</b>	<b>38,423</b>	<b>13,233,727</b>	<b>(13,163,305)</b>		
<b>EXPENDITURES</b>					
<b>INSTRUCTION</b>					
Basic Program	1,614,524	5,984,217	4,369,693	26.98%	
Added Needs	486,490	2,187,418	1,700,928	22.24%	
<b>Total Instruction</b>	<b>2,101,014</b>	<b>8,171,635</b>	<b>6,070,621</b>		
<b>SUPPORT SERVICE EXPENSE</b>					
Pupil	161,503	671,043	509,540	24.07%	
Improvement Instructional Staff	74,295	197,729	123,434	37.57%	Evaluation tool subscription paid early in year
General Administration	125,077	405,899	226,444	44.21%	Election costs paid in Sept.
School Administration	179,455	764,880	585,425	13.47%	
Fiscal Services	103,065	341,415	238,350	30.19%	
Operation & Maintenance	447,763	1,192,461	744,698	37.55%	Property Insurance paid early in year
Transportation	123,132.55	718,231	595,098	17.14%	
Central Support	100,879	216,404	115,525	46.62%	Software subscriptions paid early in year
Athletics	142,721	573,387	430,666	24.89%	
Community Services	2,261	6,200	3,939	36.46%	
Payments to Other Govt Units	17,059		(17,059)	0.00%	
Site Improvement Services	339,324		(339,324)	0.00%	MS/HS Consol. Grant exp
Prior Period Adjustments	0		0	0.00%	
Debt Service	35,975	36,159	184	0.00%	
Fund Modification to Food Service	0	0	0	0.00%	
<b>Total Support Services</b>	<b>1,852,508</b>	<b>5,123,808</b>	<b>3,022,990</b>		
<b>TOTAL EXPENDITURES</b>	<b>3,953,522</b>	<b>13,295,443</b>	<b>9,093,611</b>		
<b>EXCESS REVENUE (EXPENDITURES)</b>					
	<b>(\$3,915,100)</b>	<b>(\$61,716)</b>			
Non-spendable (inventory)	10,410	10,410			
Assigned (Capital Expenditures)	75,000	75,000			
Unassigned (Undesignated)	1,727,233	1,727,233			
<b>BEGINNING FUND BALANCE</b>	<b>\$1,812,643</b>	<b>\$1,812,643</b>			
<b>ENDING FUND BALANCE</b>	<b>(\$2,102,457)</b>	<b>\$1,750,927</b>			

**MS/HS Consolidation Grant expenses will fall a month before revenue.**

UNION CITY COMMUNITY SCHOOLS - TREASURER'S REPORT STATUS OF GENERAL, DEBT RETIREMENT, FOOD SERVICE, TRUST & AGENCY, AND SINKING FUNDS AS OF SEPTEMBER 30, 2025			UNION CITY COMMUNITY SCHOOLS - TREASURER'S REPORT STATUS OF GENERAL, DEBT RETIREMENT, FOOD SERVICE, TRUST & AGENCY, AND SINKING FUNDS AS OF SEPTEMBER 30, 2024		
<b>Current Year</b>			<b>Prior Year</b>		
Balance as of 8/31/2025			Balance as of 8/31/2024		
General Fund Cash Accounts	7,358,880		General Fund Cash Accounts	1,859,350	
Food Service Checking Accounts	14,398		Food Service Checking Accounts	21,398	
Trust & Agency Checking Accounts***	173,395		Trust & Agency Checking Accounts***	155,127	
SF Cash	154,472		SF Cash	703,152	
2023 Bond Account	71		2023 Bond Account	110	
Total Cash On Hand	\$7,701,146		Total Cash On Hand	\$2,739,028	
<b>Current Month Activities</b>			<b>Current Month Activities</b>		
		<b>YTD Activities</b>			
General Fund Revenue	40,320	4,179,952	General Fund Revenue	67,563	
Food Service Revenue	41,357	42,187	Food Service Revenue	41,535	
Trust & Agency Revenue	6,073	6,073	Trust & Agency Revenue	16,968	
SF Revenue	135	371	SF Revenue	688	
2023 Bond Revenue	0		2023 Bond Revenue	0	
Total Revenue	\$87,885	4,228,583	Total Revenue	\$126,754	
General Fund Expenses	1,382,908	4,424,448	General Fund Expenses	862,748	
Net Payroll	395,486	1,109,250	Net Payroll	364,866	
Food Service Expenses	43,277	53,451	Food Service Expenses	48,405	
Trust & Agency Expenses	6,275	6,275	Trust & Agency Expenses	19,108	
SF Expenses	58,333.75	351,586	SF Expenses	121,080.21	
2023 Bond Expense	-		2023 Bond Expense	-	
Total Expenses	\$1,886,279	5,945,010	Total Expenses	\$1,416,208	
Balance as of 9/30/2025			Balance as of 9/30/2024		
General Fund Cash Accounts	5,620,806		General Fund Cash Accounts	699,298	
Food Service Checking Accounts	12,479		Food Service Checking Accounts	14,529	
Trust & Agency Checking Accounts***	173,194		Trust & Agency Checking Accounts***	152,986	
SF Cash	96,273		SF Cash	582,760	
2023 Bond Account	71		2023 Bond Account	110	
Total Cash On Hand	\$5,902,752		Total Cash On Hand	\$1,449,573	



**THRUN**  
LAW FIRM, P.C.

**CLIENT E-BLAST**

JEFFREY J. SOLES  
MICHAEL D. GRESENS  
CHRISTOPHER J. IAMARINO  
RAYMOND M. DAVIS  
MICHELE R. EADDY  
KIRK C. HERALD  
ROBERT A. DIETZEL

KATHERINE WOLF BROADDUS  
DANIEL R. MARTIN  
JENNIFER K. STARLIN  
TIMOTHY T. GARDNER, JR.  
IAN F. KOFFLER  
FREDRIC G. HEIDEMANN  
RYAN J. NICHOLSON

CRISTINA T. PATZELT  
PHILIP G. CLARK  
PIOTR M. MATUSIAK  
JESSICA E. MCNAMARA  
RYAN J. MURRAY  
ERIN H. WALZ  
MACKENZIE D. FLYNN

KATHRYN R. CHURCH  
MARYJO D. BANASIK  
CATHLEEN M. DOOLEY  
KELLY S. BOWMAN  
BRIAN D. BAAKI  
AUSTIN W. MUNROE

GORDON W. VANWIEREN, JR. (OF COUNSEL)  
LISA L. SWEM (OF COUNSEL)  
ROY H. HENLEY (OF COUNSEL)  
BRADFORD W. SPRINGER (OF COUNSEL)

September 30, 2025

**Re: PowerSchool Litigation**

Dear Retainer Client:

Schools nationwide are joining a lawsuit against PowerSchool and related defendants concerning the December 2024 PowerSchool data breach and PowerSchool's alleged contract breaches, specifically MDL No. 3149 in the United States District Court for the Southern District of California ("Lawsuit"). According to Frantz Law Group, a California law firm representing schools in that litigation, PowerSchool hackers claim to possess data of 62.4 million students and 9.5 million teachers. That data includes names, addresses, phone numbers, emails, medical information, and social security numbers.

Frantz informed us that Michigan schools that used PowerSchool in December 2024, but that do not directly join the Lawsuit, are expected to be lumped into a class action, which has been defined as "all school districts in the United States who are PowerSchool users." Meaning, such schools are likely to be impacted by the PowerSchool litigation regardless whether they take any action – they will either directly join the Lawsuit or receive notification about defaulting into a class action settlement.

The class action notification is likely to contain a narrow window for a school to opt out of the class action settlement to preserve any potential claims against PowerSchool. A financial recovery for a school in the class action is also expected to be substantially lower than for a school that directly joins the Lawsuit. Joining the Lawsuit will exempt a school from being lumped into the class action.

The universe of schools impacted by the PowerSchool data breach is not yet known – it is likely that many schools have been impacted by the breach but do not know it yet. The Lawsuit alleges several claims, including negligence, breach of contract, fraudulent misrepresentation, and statutory violations.

In terms of a recovery for schools, Frantz is seeking past and future expenses related to the data breach (e.g., staff time and legal expenses), future expenses related to platform changes and data migration, reimbursement for amounts paid to PowerSchool, and – importantly – indemnity from PowerSchool for any future litigation against the school by a person impacted by the breach.

A school that used PowerSchool in December 2024 is eligible to join the Lawsuit even if it was not directly impacted by the PowerSchool data breach. Frantz informed us that the fee charged by PowerSchool for its services included data security costs, and hence schools overpaid for PowerSchool services when their data was not secured, regardless whether those security



PowerSchool Litigation  
September 30, 2025  
Page 2 of 2

deficiencies resulted in a data breach. A PowerSchool user not directly impacted by the data breach is also eligible for funds related to statutory data security violations.

Frantz will seek a court order restricting discovery to a questionnaire. Until that order is granted, however, schools in the Lawsuit will be required – with assistance from Frantz – to respond to written questions and document requests from the defendants. Frantz estimates that staff time for schools that join the Lawsuit will not exceed 10 hours. Frantz informed us that it does not expect that staff will be required to appear in court or to participate in depositions.

The terms for participating in the Lawsuit are detailed in the enclosed Attorney-Client Fee Contract, which has already been reviewed by our firm. Frantz will represent schools on a contingency fee basis, meaning Frantz will not charge any fees or costs unless there is a financial recovery. Frantz will receive 30% of any recovery. Thrun will receive a portion of Frantz's 30%. If there is a recovery, schools will also reimburse Frantz out of the recovery for costs incurred by Frantz during the Lawsuit, such as court filing costs and expert witness fees.

A recovery in the Lawsuit is not guaranteed. Thrun is not co-counsel in the Lawsuit – our role is limited to referring clients to Frantz.

To join the Lawsuit, your school needs to approve the enclosed resolution and contract. Areas highlighted in teal in those documents should be completed prior to signature.

Signed resolutions - and signed and initialed contracts - should be returned as soon as possible (but no later than December 31, 2025) to [pmatusiak@thrunlaw.com](mailto:pmatusiak@thrunlaw.com). If you would like more information about the litigation, please contact Piotr Matusiak at [pmatusiak@thrunlaw.com](mailto:pmatusiak@thrunlaw.com) or call (517) 374-8824.

**Thrun Law Firm, P.C.**

*This client communication is intended to provide helpful information on school law topics and is not intended as legal advice or opinion for specific facts, matters, situations, or issues. Legal counsel should be consulted about the application of this information to a specific circumstance or situation.*

## POWERSCHOOL LITIGATION RESOLUTION

A **regular** meeting of the Union City Community Schools (“School”) **Board of Education** (the “Board”) was held on the 20th day of October, 2025 at the following time: 6:30 pm (“Meeting”).

The Meeting was called to order by \_\_\_\_\_

Present:

Absent:

The following preamble and resolution were offered by Member \_\_\_\_\_ and supported by Member \_\_\_\_\_.

### WHEREAS:

1. Schools nationwide are joining a nationwide lawsuit against PowerSchool Holdings, Inc., Powerschool Group, LLC, and related defendants concerning the December 2024 PowerSchool data breach, specifically MDL No. 3149 in the United States District Court for the Southern District of California (“Lawsuit”).
2. Schools in the Lawsuit are being represented by Frantz Law Group, APLC, a California professional law corporation (“Frantz”).
3. Thrun Law Firm, P.C. referred the School to Frantz for the Lawsuit.
4. The Board believes it is in the School’s best interests to join the Lawsuit on the terms specified in the attached Attorney-Client Fee Contract.
5. The Board believes it is in the School’s best interests to authorize and direct the **Superintendent** or designee to sign the attached Attorney-Client Fee Contract on behalf of the School and to take such other action as necessary to obtain monetary damages for the School in the Lawsuit, subject to review by the School’s legal counsel.

### NOW, THEREFORE, BE IT RESOLVED THAT:

1. The Board decides to join the Lawsuit on the terms specified in the attached Attorney-Client Fee Contract.
2. The Board authorizes and directs the **Superintendent** or designee to sign the attached Attorney-Client Fee Contract on behalf of the School and to take such other action as necessary to obtain monetary damages and injunctive relief for the School in the Lawsuit, subject to review by the School’s legal counsel.

3. All resolutions and parts of resolutions that conflict with the provisions of this resolution are rescinded.

Ayes:

Nays:

Absent:

Motion Passed:

---

[Board Secretary]

The undersigned duly qualified and acting Board Secretary hereby certifies that the foregoing constitutes a true and complete copy of a resolution adopted by the Board at the Meeting, the original of which is part of the Board's minutes. The undersigned further certifies that notice of the Meeting was given to the public pursuant to the provisions of the "Open Meetings Act" (Act 267, Public Acts of Michigan, 1976, as amended).

---

[Board Secretary]

Date: \_\_\_\_\_, 202\_\_

## ATTORNEY-CLIENT FEE CONTRACT

The ATTORNEY-CLIENT FEE CONTRACT (“Agreement”) is entered into by and between [Union City Community Schools], whose address is 430 St. Joseph Street Union City, MI 49094 (“Client”) and Frantz Law Group, APLC, a California professional law corporation (“Attorneys” or “We”) and encompasses the following provisions:

1. **CONDITIONS.** This Agreement will not take effect, and Attorneys will have no obligation to provide legal services, until Client returns a signed copy of this Agreement.
  
2. **AUTHORIZED REPRESENTATIVES**
  - A. **CLIENT REPRESENTATIVES.** Client designates the Superintendent, or designee, as the authorized representatives to direct Attorneys and to be the primary individuals to communicate with Attorneys regarding the subject matter of Attorneys’ representation of Client under this Agreement. The designation is intended to establish a clear line of authority and to minimize potential uncertainty but not to preclude communication between Attorneys and other representatives of Client.
  
  - B. **ATTORNEY REPRESENTATIVES.** James Frantz, William Shinoff, and Regina Bagdasarian of Frantz Law Group, APLC will be primarily responsible for the work, either performing it himself/herself or delegating it to others as may be appropriate. The Client shall have the right to approve or veto the involvement of each of the attorneys on its cases. Attorneys will be added or deleted from the list only upon prior Client approval.
  
3. **SCOPE AND DUTIES.** Client hires Attorneys to provide legal services in connection with pursuing claims for damages associated with the Powerschool litigation, specifically MDL No. 3149 in the United States District Court for the Southern District of California (“Action”). Attorneys shall provide those legal services reasonably required to represent Client, and shall take reasonable steps to keep Client informed of progress and to respond to Client’s inquiries. Client shall be truthful with Attorneys, cooperate with Attorneys, and keep Attorneys informed of developments. Attorneys will assist in negotiating liens, but will not litigate them.
  
4. **LEGAL SERVICES SPECIFICALLY EXCLUDED.** Unless otherwise agreed in writing by Client and Attorneys, Attorneys will not provide legal services with respect to (a) defending any legal proceeding or claim against the Client commenced by any person unless such proceeding or claim is filed against the Client in the Action or (b) proceedings before any federal or state administrative or governmental agency, department, or board. With Client’s permission, however, Attorneys may elect to appear at such administrative proceedings to protect Client’s rights. If Client wishes to retain Attorneys to provide any legal services not provided under this Agreement for additional compensation, a separate written agreement between Attorneys and Client will be required.

5. FEES. Client will pay attorneys' fees to Attorneys of thirty percent (30%) of any monetary settlement or recovery that Attorneys obtain for Client, provided that such fee will be paid only by money recovered from defendants in the Action (collectively, the "Total Fee"). Thrun, Maatsch and Nordberg, P.C., a Michigan professional corporation d/b/a Thrun Law Firm, P.C. (Thrun) will receive thirty percent (30%) of the Total Fee, as discussed in more detail in Paragraph 6, below. The Action does not involve a claim or action for personal injury or wrongful death (see MCR 8.121(A)).

Fees shall be calculated on the basis of any settlement or recovery prior to the deduction of any expense or cost, the "Gross Recovery." Contingency fee rates are not set by law, but have been negotiated. If no recovery is made, no fees will be charged.

The term "Gross Recovery" shall include, without limitation, the then present value of any monetary payments agreed or ordered to be made by the adverse parties or their insurance carriers as a result of the Services, whether by settlement, arbitration award, court judgment (after all appeals exhausted), or otherwise. Any statutory Attorneys' fee paid by Defendants shall be included in calculating the Gross Recovery.

- (1) "Gross Recovery," if by settlement, also includes (1) the then-present value of any monetary payments to be made to the Client; and (2) any Attorneys' fees and costs recovered by the Client as part of any cause of action that provides a basis for such an award. "Recovery" may come from any source, including, but not limited to, the adverse parties to the Client and/or their insurance carriers and/or any third party, whether or not a party to formal litigation. The contingent fee is calculated by multiplying the recovery by the fee percentage. This calculation is performed on the gross recovery amount before the deduction of expenses as discussed above.

Gross Recovery does not contemplate nor include any amount or value for injunctive relief or for the value of an abatement remedy which may be obtained in a final arbitration award or court judgment.

- (2) The Client shall not be obligated to pay the Attorneys unless Attorneys are successful in collecting a monetary recovery on the Client's behalf as a result of the Services.
- (3) If, by judgment, the Client is awarded in the form of property or services (In Kind), the value of such property and services shall not be included for purposes of calculating the Gross Recovery.
- (4) If, by judgment, there is no money recovery and the Client receives In Kind relief, Attorneys acknowledge that Client is not obligated to pay Attorneys' fees from public funds for the value of the In Kind relief. In the event of In Kind relief, by judgment, Attorneys' sole source of recovery of contingent fees will come from a common fund or court ordered Attorney's fees.
- (5) The Client agrees the Defendant shall pay all Attorneys' fees in a settlement that includes nonmonetary value. Client understands that Attorneys have and will invest resources into prosecuting this action on behalf of the Client and agrees to make a

good faith effort to include Attorneys' Fees as part of the terms of any settlement or resolution of the Action.

It is possible that payment to the Client by the adverse parties to the Action or their insurance carrier(s) or any third-party may be deferred, as in the case of an annuity, a structured settlement, or periodic payments. In such event, gross recovery will consist of the initial lump sum payment plus the present value (as of the time of the settlement) of the total of all payments to be received thereafter. The contingent fee is calculated, as described above, by multiplying the gross recovery by the fee percentage. The Attorney's fees will be paid out of the initial lump-sum payment if there are sufficient funds to satisfy the Attorney's fee. If there are insufficient funds to pay the Attorney's fees in full from the initial lump sum payment, the balance owed to Attorney will be paid from subsequent payments to Client before there is any distribution to Client.

- A. Reasonable Fee if Contingent Fee is Unenforceable. In the event that the contingent fee portion of this Agreement is determined to be unenforceable for any reason, Client agrees to pay a reasonable fee for the services rendered. If the parties are unable to agree on a reasonable fee for the services rendered, Attorneys and Client agree to follow the procedure in Paragraph 10 below; in any event, Attorney and Client agree that the fee shall not exceed thirty percent (30%) of the gross recovery as defined in Paragraph 5.
  - B. No Fund Payments. Notwithstanding any other provision in this Agreement, including the immediately preceding paragraph, in no event will the Client be required to pay legal fees out of any fund other than the monies recovered from Defendants in this litigation. Under no circumstances shall Client general funds be obligated to satisfy the contingent Attorneys' fees as a result of this case or this contingency fee contract.
6. REFERRAL FEE. Thrun will receive thirty percent (30%) of the Total Fee if the Client meets at least one of the following:
- A. Is a Thrun retainer client.
  - B. Is not a Thrun retainer client, but adopts a resolution that says Thrun is referring the Client to Attorneys and that authorizes both joining the Action and entering into this Agreement.
  - C. Is not a Thrun retainer client, but Client was referred to Attorneys for the Action by Thrun, as reflected in a written statement from Client or Thrun.

Thrun will not bill Clients at Thrun's hourly rates for work associated with the Action.

7. COSTS AND EXPENSES. In addition to paying legal fees, Client shall reimburse Attorneys for all "costs/expenses," which includes but is not limited to the following: process servers' fees, fees fixed by law or assessed by courts or other agencies, court reporters' fees, long distance telephone calls, messenger and other delivery fees, parking, investigation expenses, consultants' fees, expert witness fees, and other similar

items, incurred by Attorneys. The costs/expenses incurred that Attorneys advance will be owed in addition to attorneys' fees and Client will reimburse those costs/expenses after Attorneys' fees have been deducted. If there is no recovery, Client will not be required to reimburse Attorneys for costs and fees. In the event a recovery is less than incurred costs/expenses, Client will not be required to reimburse Attorneys for costs/expenses, above and beyond the recovery, and fees.

**SHARED EXPENSES:** Client understands that Attorneys may incur certain expenses that jointly benefit multiple clients, including, for example, expenses for travel, experts, and copying. Client agrees that Attorneys shall divide such expenses equally, or pro rata, among such clients, and deduct Client's portion of those expenses from Client's share of any recovery.

**FEDERAL MDL AND STATE COORDINATION COMMON BENEFIT FEES:** Members of Attorneys frequently serve on plaintiffs' management or executive committees in MDL and perform work which benefits Attorneys' clients as well as clients of other attorneys involved in similar litigation. As a result, the court or courts where the cases are pending may order that Attorneys are to receive additional compensation for Attorneys time and effort which has benefitted all claimants. Compensation for this work and effort, which is known as "common benefit," may be awarded to Attorneys by a court or courts directly from the assessments paid by The Client and others who have filed claims in this litigation, and will not in any way reduce the amount of fees owed under this Agreement.

8. LIEN. In the event any third party attempts to lien any proceeds recovered from a recovery in this matter, Client hereby grants, and agrees, TO THE EXTENT PERMITTED BY APPLICABLE LAW, that Attorneys hold, a first priority and superior lien on any and all proceeds recovered from Defendants in this litigation in the amount of the Attorneys' fees and costs that the Attorneys are entitled to under this Agreement. This lien right is limited to only those monies recovered from Defendants and in no way affects any other rights of the Client in any way whatsoever.
9. DISCHARGE AND WITHDRAWAL.
  - A. Client may discharge Attorneys at any time. After receiving notice of discharge, Attorneys shall stop services on the date and to the extent specified by the notice of discharge, and deliver to Client all evidence, files and attorney work product for the Action. This includes any computerized indices, programs and document retrieval systems created or used for the Action.
  - B. Attorneys may withdraw with Client's consent or for good cause. Good Cause includes Client's breach of this Agreement, Client's refusal to cooperate with Attorneys, or any other fact or circumstance that would render Attorneys continuing representation unlawful or unethical. Attorneys may also discharge Client if Client at any time is dishonest with Attorneys, or fails to provide relevant information to Attorneys.

10. DISPUTE RESOLUTION: ATTORNEY and CLIENT agree that should any dispute arise between them, they must be mediated first, before any litigation is filed. Specifically any and all disputes, controversies or claims arising out of, or related to this Agreement and/or ATTORNEY'S representation of CLIENT, including claims of malpractice (collectively referred to herein as "Dispute" or "Disputes"), shall be submitted to mediation with the American Arbitration Association (AAA), which mediation shall occur at the Client's central office or another location mutually agreed to by Client and Attorney. No litigation can be filed until after this agreed-upon mediation has occurred, and any litigation filed prior to conclusion of this mediation shall be subject to dismissal, pursuant to this Agreement. Client will pay one-half of the actual cost of the mediation, but each party will be responsible for his or her own attorneys' fees and preparation costs. Any litigation relating to any Dispute shall be filed in a Michigan court with jurisdiction over the Client; any litigation filed in any other court shall be dismissed, and the party initiating such litigation shall promptly pay any attorney fees and costs incurred by the other party in defending against that litigation.
11. AUTHORITY OF ATTORNEY. Attorneys may, with prior Client approval, associate co-counsel if the Attorneys believe it advisable or necessary for the proper handling of Client's claim, and expressly authorize the Attorneys to divide any Attorneys' fees that may eventually be earned with co-counsel so associated for the handling of Client's claim. Attorneys understand that the amount of Attorneys' fees which Client pays will not be increased by the work of co-counsel associated to assist with the handling of Client's claim, and that such associated co-counsel will be paid by the Attorneys out of the Attorneys' fees Client pays to the Attorneys.
12. DISCLAIMER OF GUARANTEE. Nothing in this Contract and nothing in Attorneys' statements to Client will be construed as a promise or guarantee about the outcome of Client's matter. Attorneys make no such promises or guarantees. Attorneys' comments about the outcome of Client's matter are expressions of opinion only.
13. MULTIPLE REPRESENTATIONS: The Client understands that Attorneys do or may represent many other individuals/entities with actual or potential litigation claims. Attorneys' representation of multiple claimants at the same time may create certain actual or potential conflicts of interest in that the interests and objectives of each client individually on certain issues are, or may become, inconsistent with the interests and objectives of the other. Attorneys are governed by specific rules and regulations relating to Attorneys professional responsibility in Attorneys representation of clients, and especially where conflicts of interest may arise from Attorneys representation of multiple clients against the same or similar Defendants, Attorneys are required to advise Attorneys' clients of any actual or potential conflicts of interest and obtain their informed written consent to Attorneys representation when actual, present, or potential conflicts of interest exist. By signing this Agreement, the Client is acknowledging that they have been advised of the potential conflicts of interest which may be or are associated with Attorneys representation of the Client and other multiple claimants and that the Client nevertheless wants the Attorneys to represent the Client, and that the Client consents to Attorneys representation of others in connection with the litigation.

Attorneys strongly advise the Client, however, that the Client remains completely free to seek other legal advice at any time even after the Client signs this Agreement.

14. **AGGREGATE SETTLEMENTS:** Often times in cases where Attorneys represent multiple clients in similar litigation, the opposing parties or Defendants attempt to settle or otherwise resolve Attorneys' cases in a group or groups, by making a single settlement offer to settle a number of cases simultaneously. There exists a potential conflict of interest whenever a lawyer represents multiple clients in a settlement of this type because it necessitates choices concerning the allocation of limited settlement amounts among the multiple clients. However, if all clients consent, a group settlement can be accomplished and a single offer can be fairly distributed among the clients by assigning settlement amounts based upon the strengths and weaknesses of each case, the relative nature, severity and extent of injuries, and individual case evaluations. In the event of a group or aggregate settlement proposal, Attorneys may implement a settlement program, overseen by a referee or special master, who may be appointed by a court, designed to ensure consistency and fairness for all claimants, and which will assign various settlement values and amounts to each client's case depending upon the facts and circumstances of each individual case. The Client authorizes us to enter into and engage in group settlement discussions and agreements which may include the Client's individual claims. Although the Client authorizes us to engage in such group settlement discussions and agreements, the Client will still retain the right to approve, and Attorneys are required to obtain the Client's approval of, any settlement of the Client's case.
15. **EFFECTIVE DATE AND TERM.** This Agreement will take effect upon execution by Client and Attorneys.
16. **COUNTERPARTS.** This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, and all of which, taken together, shall constitute one and the same instrument. Facsimile or pdf versions of this Agreement shall have the same force and effect as signature of the original.
17. **ASSIGNMENT:** Neither party shall have the right to assign its rights or obligations under this Agreement to any person or entity without the prior written consent of the other party, which consent shall not be unreasonably withheld.
18. **SUCCESSORS AND ASSIGNS:** This Agreement shall bind and benefit the parties hereto and their respective successors and assigns.
19. **FULL AND FINAL AGREEMENT:** This Agreement is the full and final agreement. Any amendments to the Agreement must be in writing and signed by the parties.
20. **GOVERNING LAW.** This Agreement shall be construed in accordance with, and governed by, the laws of the State of Michigan.
21. **AUTHORIZED SIGNATURES:** Each individual signing below represents that the individual is duly authorized to sign this Agreement on behalf of that individual's respective party as listed below.

Frantz Law Group, APLC

Dated: \_\_\_\_\_, 2025\_\_

Frantz Signature: \_\_\_\_\_

Frantz Print Name: \_\_\_\_\_

Dated: [\_\_\_\_\_, 2025]

Signature: [\_\_\_\_\_]

Print Name: [Patrick McKerr\_\_\_\_\_]

Client Name: [Union City Community Schools\_\_\_\_\_]

Position of Signatory: [Superintendent\_\_\_\_\_]

## Series 5000: Students, Curriculum, and Academic Matters

### 5400 Curriculum, Instruction, and Parent Involvement

#### 5409 Academic Credits and Graduation

##### A. Graduation Requirements

A student must successfully complete all graduation requirements to earn a high school diploma. The Superintendent will ensure that the District's required credits and graduation criteria are consistent with state law and annually published in applicable student handbooks.

To qualify for a diploma, a student must earn at least twenty-three (23) credits including the requirements listed below.

##### Union City High School Diploma Graduation Requirements

Subject Area	Credits Required	Notes
 English Language Arts (MMC)	4	Aligned to Michigan ELA standards
 Mathematics (MMC)	4	Algebra I, Geometry, Algebra II, plus 1 math course in the senior year
 Science (MMC)	3	Biology, Chemistry or Physics, and one additional science
 Social Studies (MMC)	3	U.S. History & Geography, World History & Geography, Civics (0.5), Economics (0.5)
 Physical Education & Health (MMC)	1	May include approved extracurricular activities
 Visual, Performing, or Applied Arts (MMC)	1	Includes fine arts, design, CTE, etc.
 World Language (MMC)	2	Same language; 1 credit may be swapped for additional arts/CTE
 Online Learning Experience (MMC)	Participation	Required but not a separate credit
 Additional Electives (Union City Requirement)	5	Chosen by student to suit interests, career/college goals
 Total Credits Required	23	18 from MMC + 5 local elective credits

##### B. Personal Curriculum

In some cases, it may be appropriate to modify the Michigan Merit Curriculum for a student. Modifications may only be made in accordance with state law. The Parent of a student who has completed grade 9 or a student who has reached age 18 may request a personal curriculum. A Parent of a student with a disability under the Individuals with Disabilities Education Act may request a personal curriculum before the student has completed grade 9.

A teacher or school counselor may request that the District consider providing a student with a personal curriculum. If requested by a teacher, the teacher must currently teach or have expertise in a subject area proposed to be modified by the

personal curriculum or the building principal must determine that the teacher has qualifications relevant to developing a personal curriculum.

In all cases, a student's personal curriculum must be developed in accordance with state law.

The District will annually notify Parents of their ability to request a personal curriculum.

### C. Earning Credit

The District will grant credit to a student who successfully completes a course. Successful completion means that the student has met content expectations of the state- or District-approved subject area content standards for the course by obtaining a D- or higher grade in the course based, in part, on at least 1 state- or District-approved assessment.

Alternatively, the District will grant equivalent credit for a required Michigan Merit Curriculum course if the student earns a qualifying score, as determined by MDE or by the District, on a state- or District-approved assessment (i.e., "testing out").

The District will grant equivalent credit for a course if the student demonstrates a reasonable level of mastery by achieving a C+ or better on the final examination for the course or, if there is no final examination, by demonstrating subject area content knowledge by obtaining a C+ or better on an alternative assessment, such as a portfolio, performance, paper, project, presentation, or other established means. A student who earns credit in a course by "testing out" will not earn a grade in the course, and the credit will not be considered for determining grade point average or any honors earned based on grade point average.

The District will grant a student credit toward a diploma or alternative certificate if the student successfully completes, before entering high school, a state-mandated curriculum requirement by demonstrating proficiency on the content expectations for that curriculum requirement, either through successfully completing the course or by testing out.

Once a student earns credit in a course, either by successfully completing the course or by testing out, the student may not earn additional credit for the course or for a lower level course in the same subject.

The Board will recognize credits earned at other public schools and at accredited nonpublic schools. For students transferring from a home school program, the Superintendent or designee will assess whether the home school credit reflects proficiency in state and District content expectations for each course for which the student seeks to transfer credit. If the Superintendent or designee determines that the student is proficient in the subject area content, the District will award transfer credit.

Legal authority: MCL 380.1278a, 380.1278b, 380.1279b

Date adopted:

Date revised:

FIELD TRIP REQUEST FORM

Teacher Carrie Adams School/Class ucms/8

Request Date 8/28/25 Trip Date 10/17/25 Destination Trine University

Number of Students 51 Number of Staff/Chaperones 3-4

Purpose of Trip College Experience

Course of Study Career/College Readiness

Specific Learning Objectives to be Accomplished:  
Michigan Career Dev. Model Target 3:  
Career exploration = continue to acquire  
knowledge about careers, post secondary, and  
employment opportunities.

Student Behaviors that will Confirm Achievement of the Learning Objectives:  
Narrowing secondary options

Course Objectives Related to the Learning Objectives:  
-Xello  
-career clusters lesson  
-Revising students EDPS

Pre-Trip Lessons/Activities to be Done in the Classroom:  
-Life after H.S. lesson (post secondary options)

Post Trip Activities/Lessons to Reinforce/Extend Learning:  
-Post Survey  
-Add data to Xello

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).

Field Trip Approval

Trip Approved:  Trip Disapproved:  Principal: [Signature] Date: 08/28/2025  
Trip Approved:  Trip Disapproved:  Superintendent: [Signature] Date: 9/2/2025  
(Over)

FIELD TRIP REQUEST FORM

Teacher: Cole, Dexter, Zaleski School/Class: UCE, 3<sup>rd</sup> grade

Request Date: 9/29/25 Trip Date: 11/19/25 Destination: Michigan History Museum  
Lansing

Number of Students: 75 Number of Staff/Chaperones: 3 teachers + parents

Purpose of Trip: To experience and understand the  
history of the state of Michigan.

Course of Study: History / Social Fee(s): \$7 per student  
Studies \$8 per adult

Specific Learning Objectives to be Accomplished:

The history of Michigan including economy,  
indigenous people groups, physical environment,  
natural resources, etc.

Student Behaviors that will Confirm Achievement of the Learning Objectives:

Students will be able to participate in group  
discussions around the objectives.

Course Objectives Related to the Learning Objectives:

The objectives are based on 3<sup>rd</sup> grade Social  
Studies standards.

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

Read Alouds with discussion including the following  
books: Paddle to the Sea, Explore Michigan A to Z,  
Michigan, Michigan: A Picture Book to Remember Her By,  
etc.

Post Trip Activities/Lessons to Reinforce/Extend Learning:

Discuss favorite topics from museum.

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: Michael Beck Date: 09/30/25

**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**

FIELD TRIP REQUEST FORM

Teacher Carrie Adams School/Class UCMS / 8<sup>th</sup>  
Request Date 9/26/25 Trip Date 10/28/25 Destination K200 County Expo Center  
Number of Students 48 Number of Staff/Chaperones 3

Purpose of Trip Career Exploration

Course of Study Career / College Readiness

Specific Learning Objectives to be Accomplished:  
• learn about career / industry fields  
• engage in hands-on learning

Student Behaviors that will Confirm Achievement of the Learning Objectives:  
• Identify long and short term academic & career goals

Course Objectives Related to the Learning Objectives:  
M.G. Positive attitude toward work & learning

Pre-Trip Lessons/Activities to be Done in the Classroom:  
- Xello Lesson - Explore Career Matches  
- Pre-Survey

Post Trip Activities/Lessons to Reinforce/Extend Learning:  
- Post Survey  
- update Xello Career matches based on recent experience

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).

**Field Trip Approval**

Trip Approved:  Trip Disapproved:  Principal: [Signature] Date: 09/30/2025  
Trip Approved:  Trip Disapproved:  Superintendent: [Signature] Date: 10/1/25

(Over)