

GAYLORD COMMUNITY SCHOOLS

Committee of the Whole

Tuesday, January 6, 2026

12:00 PM

Agenda

Rachel Davis: Present
Katie Drzewiecki: Present
Sara Gapinski: Present
Doug Hempenstall: Absent
Lori Hewitt: Present
Kari Visser-Robel: Present
Jeff Wieber: Absent

I. CALL TO ORDER

II. BOARD MINUTES

3

III. SUPERINTENDENT UPDATES

A. Board Appreciation Month

IV. GCS COMMITTEES

A. Building, Grounds and Transportation Committee

1. Transportation

a. Extra Trips/Substitute Drivers

B. Personnel and Finance Committee

1. Personnel

a. New Hire(s)

b. Resignations

c. Retirements

2. Finance

a. Financial Update

9

10

58

61

V. NEW AND UNFINISHED ITEMS

A. Officer Election Discussion

B. Set Meeting Dates, Time and Place

C. Designation of Depositories

D. Authorization of Signatures

E. Appointment of Deputy Secretaries

F. Appointment of Designated Electronic Funds Officer

G. Appointment of FOIA Coordinator

H. Appointment of Title IX Officer

I. Board Memberships

J. Appointment of School Legal Counsel

63

K. Board Committees	65
L. Board Member Stipend	67
VI. PUBLIC INPUT	
VII. ADJOURNMENT	

GAYLORD COMMUNITY SCHOOLS

Regular Meeting

Monday, December 8, 2025

6:00 PM

Minutes



Rachel Davis: Absent
Katie Drzewiecki: Present
Sara Gapinski: Present
Doug Hempenstall: Present
Lori Hewitt: Present
Kari Visser-Robel: Present
Jeff Wieber: Present

PROPOSED

I. CALL TO ORDER

- A. Roll Call
- B. Pledge of Allegiance
- C. Moment of Silence for our Armed Service Personnel
- D. Items to be added/changed to the agenda
- E. Correspondence/Commendations
 1. Thank you card to the Culinary Arts students and staff for preparing lunch for the LOC students.
- F. Recognition(s)/Acknowledgement(s)
 1. GMS Robotic Team
 2. GCS Retirees
GMS Teacher: Chantal Fennell
GIS Secretary: Lisa Stempky
GIS Educational Assistant: Ronda Davis
Executive Assistant to the Superintendent: Cindy Huff

II. Building Updates

- A. Preschool: Karla Hawkins
 - Parent Teacher Conferences with 90% participation
 - Thanksgiving Balloon Float Parade
 - Christmas Caroling
 - Staff Spotlight: Lauren Erdmann
- B. South Maple Elementary School: Diane Parker
 - Kids Night Out
 - Winter Concert on Wednesday, December 17th
 - Staff Spotlight: Susan Galacz
 - Staff Spotlight: Dawn Deisig
 - Staff Spotlight: Tara Armstrong

C. North Ohio Elementary School: Celeste Shiffer

- Kids Night Out is on Friday, December 12th
- Lego Club
- PTO Movie Day
- Parent Teacher Conferences with 87% participation
- Community Foundation Grant

D. Gaylord Intermediate School: Carla Vrondran

- Student Leadership
- Student Morning Announcements
- AttenDANCE
- Crushing it Award Winners
- 4th Grade Swimming

E. Gaylord Middle School: Kory Lohrmann

- GMS Robotics
- Boys Basketball
- Cheer Team
- Staff Spotlights: Zach Napont, Angie Fitzgerald, Martha Baril, David Smith, and Karen Belleau
- November Staff Member of the Month: Trisha Hills

F. Gaylord High School: Sean Byram

- Winter Sports
- Fall Sports Achievements
- Honor Band
- November Staff Member of the Month: Jeff Birk
- Staff Spotlights: Victoria Buursma-Litzner and Laura Nash
- Staff Spotlights: Brooke Oliver-Hempenstall, Rachael Olson, and Dale Cowper

III. PUBLIC INPUT

Mary Black, public input, no action taken

IV. CONSENT AGENDA

It is recommended that the Board approve the Consent Agenda, as presented.

Motion to approve the Consent Agenda, as presented. This motion, made by Kari Visser-Robel and seconded by Katie Drzewiecki, Passed.

Rachel Davis: Absent

Katie Drzewiecki: Yea

Sara Gapinski: Yea

Doug Hempenstall: Yea

Lori Hewitt: Yea

Kari Visser-Robel: Yea

Jeff Wieber: Yea

Yea: 6, Nay: 0, Absent: 1

A. Board Minutes

December 2, 2025 Committee of the Whole Board Meeting Minutes

December 2, 2025 Committee of the Whole Closed Session Meeting Minutes

B. Treasurers Report

General Fund & Athletic Fund bills in the amount of \$3,481,549.98

Cafeteria Fund bills in the amount of \$136,061.85

Sinking Fund bills in the amount of \$18,496.80

Prior Period Adjustments in the amount of \$0.00

V. NEW AND UNFINISHED BUSINESS

A. Interim Superintendent Contract Extension

It is recommended that the Board approve the Interim Superintendent Contract Extension for Brian Pearson through March 9, 2026, as presented.

Motion to approve the Interim Superintendent Contract Extension for Brian Pearson through March 9, 2026, as presented. This motion, made by Sara Gapinski and seconded by Kari Visser-Robel, Passed.

Rachel Davis: Absent

Katie Drzewiecki: Yea

Sara Gapinski: Yea

Doug Hempenstall: Yea

Lori Hewitt: Yea

Kari Visser-Robel: Yea

Jeff Wieber: Yea

Yea: 6, Nay: 0, Absent: 1

- It was stated that the Superintendent's contract did not need updated dates as contract states it can be a mutual agreement between all parties.

B. 2026-2027 GEA Contract

It is recommended that the Board approve the 2026-2027 GEA contract, as presented.

Motion to approve the 2026-2027 GEA contract, as presented. This motion, made by Katie Drzewiecki and seconded by Lori Hewitt, Passed.

Rachel Davis: Absent

Katie Drzewiecki: Yea

Sara Gapinski: Yea

Doug Hempenstall: Yea

Lori Hewitt: Yea

Kari Visser-Robel: Yea

Jeff Wieber: Yea

Yea: 6, Nay: 0, Absent: 1

- Discussion and clarification on Appendix A, Wage/Salaries

C. 2026 Summer Tax Resolution

It is recommended that the Board approve the 2026 Summer Tax Resolution, as presented Motion to approve the 2026 Summer Tax Resolution, as presented. This motion, made by Kari Visser-Robel and seconded by Sara Gapinski, Passed.

Rachel Davis: Absent
Katie Drzewiecki: Yea
Sara Gapinski: Yea
Doug Hempenstall: Yea
Lori Hewitt: Yea
Kari Visser-Robel: Yea
Jeff Wieber: Yea

Yea: 6, Nay: 0, Absent: 1

D. 2026 Summer Tax Collection Fee

It is recommended that the Board approve a \$1.00 increase to the 2026 Per Parcel Summer Tax Collection Fee for Bagley, Livingston, and Elmira Townships. This will result in a new Per Parcel Fee of \$3.50 for these three townships, as presented.

Motion to approve a \$1.00 increase to the 2026 Per Parcel Summer Tax Collection Fee for Bagley, Livingston, and Elmira Townships. This will result in a new Per Parcel Fee of \$3.50 for these three townships, as presented. This motion, made by Kari Visser-Robel and seconded by Doug Hempenstall, Passed.

Rachel Davis: Absent
Katie Drzewiecki: Yea
Sara Gapinski: Yea
Doug Hempenstall: Yea
Lori Hewitt: Yea
Kari Visser-Robel: Yea
Jeff Wieber: Yea

Yea: 6, Nay: 0, Absent: 1

- Board concerns
 - Additional increase for townships
 - Request more information on all township's operational costs from Mr. Hart.
 - If there are additional township increases, the Board would like further discussion to explore other options.

E. GHS 2026-2027 Curriculum Guide

It is recommended that the Board approve the GHS 2026-2027 Curriculum Guide, as presented.

Motion to approve the GHS 2026-2027 Curriculum Guide, as presented. This motion, made by Kari Visser-Robel and seconded by Doug Hempenstall, Passed.

Rachel Davis: Absent

Katie Drzewiecki: Yea

Sara Gapinski: Yea

Doug Hempenstall: Yea

Lori Hewitt: Yea

Kari Visser-Robel: Yea

Jeff Wieber: Yea

Yea: 6, Nay: 0, Absent: 1

F. GMS 2026-2027 Curriculum Guide

It is recommended that the Board approve the GMS 2026-2027 Curriculum Guide, as presented.

Motion to approve the GMS 2026-2027 Curriculum Guide, as presented. This motion, made by Sara Gapinski and seconded by Kari Visser-Robel, Passed.

Rachel Davis: Absent

Katie Drzewiecki: Yea

Sara Gapinski: Yea

Doug Hempenstall: Yea

Lori Hewitt: Yea

Kari Visser-Robel: Yea

Jeff Wieber: Yea

Yea: 6, Nay: 0, Absent: 1

G. Leave of Absence

It is recommended that the Board approve the extended leave of absence for Vicki Edwards, as presented.

Motion to approve the extended leave of absence for Vicki Edwards, as presented. This motion, made by Lori Hewitt and seconded by Katie Drzewiecki, Passed.

Rachel Davis: Absent

Katie Drzewiecki: Yea

Sara Gapinski: Yea

Doug Hempenstall: Yea

Lori Hewitt: Yea

Kari Visser-Robel: Yea

Jeff Wieber: Yea

Yea: 6, Nay: 0, Absent: 1

H. Leave of Absence

It is recommended that the Board approve the leave of absence for Cheyann Ritter from February 5, 2026 through the end of the 2025–26 school year, as presented.

Motion to approve the leave of absence for Cheyann Ritter from February 5, 2026 through the end of the 2025-26 school year, as presented. This motion, made by Katie Drzewiecki and seconded by Kari Visser-Robel, Passed.

Rachel Davis: Absent

Katie Drzewiecki: Yea

Sara Gapinski: Yea

Doug Hempenstall: Yea

Lori Hewitt: Yea

Kari Visser-Robel: Yea

Jeff Wieber: Yea

Yea: 6, Nay: 0, Absent: 1

I. Security System Monitor

It is recommended that the Board approve the Security System Monitor position, as presented.

Motion to approve the Security System Monitor position, as presented. This motion, made by Kari Visser-Robel and seconded by Sara Gapinski, Passed.

Rachel Davis: Absent

Katie Drzewiecki: Yea

Sara Gapinski: Yea

Doug Hempenstall: Yea

Lori Hewitt: Yea

Kari Visser-Robel: Yea

Jeff Wieber: Yea

Yea: 6, Nay: 0, Absent: 1

VI. NEW STAFF INTRODUCTIONS

VII. PUBLIC INPUT

VIII. ADJOURNMENT

Motion to adjourn to December 8th, 2025 Regular Board Meeting at 6:54p.m. This motion, made by Katie Drzewiecki and seconded by Kari Visser-Robel, Passed.

Rachel Davis: Absent

Katie Drzewiecki: Yea

Sara Gapinski: Yea

Doug Hempenstall: Yea

Lori Hewitt: Yea

Kari Visser-Robel: Yea

Jeff Wieber: Yea

Yea: 6, Nay: 0, Absent: 1

Prepared by Katlin Stiles for Kari Visser Robel, Board Secretary

Kari Visser-Robel

Date

Committee of the Whole- Personnel

January 6, 2026

Personnel Update

New Hires (pending board approval)

- Emily Schweikart, Business Office Specialist/HR, BOE
- Emma Payton, Art Teacher, NOE/SME

New Hires:

- Kayla Samkowiak, Educational Assistant, GHS
- Elizabeth Bodell, Educational Assistant, ECC
- Ashton Lyttle, Educational Assistant, GIS
- Nicholas Bricker, JV Softball, GHS Athletics

New/Additional Assignment:

- Stephanie McNamara: New Assignment: Art Teacher, GMS
- Justin Page, 8th Grade Girls Basketball
- Dave Smith, 7th Grade Girls Basketball

Leave of Absence: N/A

Resignations:

- Dan Moylan, Assistant Track Coach, GHS Athletics

Retirement:

- Trish Hills, Teacher, GMS

Other:

- Transportation Director: PFN Committee

In Progress

- K-12 Special Education
- Athletics
 - Varsity Volleyball- posted
 - GMS Wrestling- posted
- Sub School Bus Driver- interviews ongoing
- Educational Assistants- in progress
- GIS Secretary- position reposted
- Security System Monitor- posted

Gaylord Community Schools Online Application

Bodell, Elizabeth - AppNo: 6623

Date Submitted: 11/12/2025

Personal Data

Name: Elizabeth A Bodell
(First) (Middle Initial) (Last)

Other name(s) under which transcripts, certificates, and former applications may be listed:

Other: (Middle Initial) (Last)

Email Address:

Postal Address

Permanent Address

Number & Street:
Apt. Number:
City:
State/Province:
Zip/Postal Code:
Country:
Daytime Phone:
Home/Cell Phone:

Present Address

Number & Street:
Apt. Number:
City:
State/Province:
Zip/Postal Code:
Country:
Phone Number:

Employment Desired

Open Vacancy Desired:	Date Last Submitted	Experience in Similar Positions
JobID: 856 Support Staff: Preschool Educational Assistants at Gaylord Community Schools	11/12/2025	4 years

Additional Information

* Have you applied for a position at Gaylord Community Schools in the past?

No

If so, please indicate the date(s) and position(s) for which you have applied.

Education

Please tell us about your educational background beginning with the most recent.

High School Attended: Wayland Union Highschool
Graduation Status: H.S. Diploma
HS Grad/GED/HSED Date: 2006

Colleges, Universities and Technical Schools Attended:

No education was entered.

Gaylord Community Schools Online Application

Bodell, Elizabeth - AppNo: 6623

Date Submitted: 11/12/2025

Education Continued

Undergraduate

Highest Degree Attained

None

Number of graduate hours beyond your highest degree:

Grad Program Of Study

List honors, awards or distinctions you have earned:

Preschool CDA in 2024

Experience

Please list ALL relevant work experience beginning with the most recent.

Current or Most Recent Position		Employer Contact Information		Supervisor/Reference Contact Information	
Allendale Public Schools Associate Teacher (Assistant)		10455 Timberline Dr Allendale, Mi 49401 (616)892-5580		Dawn Koekoek (616) 892-3465 Koekkoekdaw@apsfalcons.net	
Date From - Date To:	01/2022 - 11/2025 (Total Yrs: 5)	Full or Part Time:	Full	Last Annual Salary:	
Reason for Leaving:	Husband changed jobs				
May we contact this employer?	Yes				
Responsibilities/ Accomplishments at this Position	Assist lead teacher with daily classroom activities and lesson preparation Support children’s social, emotional, and academic development through play-based learning Maintain a safe, clean, and nurturing classroom environment Supervise children during classroom, meal, and outdoor activities Communicate positively with students, parents, and staff Help implement routines that promote independence and positive behavior Prep daily small group activities and rotate classroom toys/learning centers weekly My lead and I worked well as a team, we learned to be one with each other and know what needed to be done before even talking. I adapted quickly and learned to work well within the team.				

Gaylord Community Schools Online Application

Bodell, Elizabeth - AppNo: 6623

Date Submitted: 11/12/2025

Experience Continued

Responsibilities/ Accomplishments at this Position continued...					
Previous Position Held		Employer Contact Information		Supervisor/Reference Contact Information	
Self Employed- Licensed Home Child Care Home Child Care		12528 76th Avenue Allendale Charter Townshi, MI 49401 6164372810		Elizabeth A Bodell ebodell30@gmail.com	
Date From - Date To:	09/2018 - 04/2021 (Total Yrs: 3)	Full or Part Time:	Full	Last Annual Salary:	Varied
Reason for Leaving:	Covid , my Boys got older, wanted out of my house ??				
May we contact this employer?	Yes				
Responsibilities/ Accomplishments at this Position	Learned a lot and loved doing home childcare care! I was the boss of myself and had to learn To do fo everything on my own!				

Coaching History

Please indicate all previous coaching positions that you have held. Include name of employer, name of supervisor, contact information for supervisor, dates of employment and reason for leaving the position.

Please list the sports in which you have been active (high school, college, etc.).

Professional References

	Reference 1 of 3	Reference 2 of 3
Name:	Alexia Lee	Sheila Norton
School/Org:	Allendale Public Schools	
Current Position:	Lead Teacher/Coworker	Lead Teacher
Home Phone:	(616)312-7416	(616) 460-2605
Cell Phone:		
Work Phone:		
Mailing Address:		
Email:	leeale@apsfalcons.net	nortonshe@apsfalcons.net
Relationship to Candidate:	Friend	Friend/Coworker
Years Known:	5	5

Gaylord Community Schools Online Application

Bodell, Elizabeth - AppNo: 6623

Date Submitted: 11/12/2025

Disclosures

Contract Status

* Are you currently under contract?

No

If Yes, which district?

If Yes, when does it expire?

When may your present employer be contacted?

Professional Status

* Have you obtained tenure status in any other school district?

No

If Yes, where?

When?

* Have you ever been denied tenure?

No

If Yes, explain:

* Have you ever had a teaching certificate or license revoked or suspended?

No

If Yes, explain:

* Have you ever failed to be rehired, been asked to resign a position, resigned to avoid termination, or terminated from employment?

No

If Yes, explain:

Name:

Position:

Relationship:

* Can you perform all the essential job function(s) of the position(s) for which you are applying, with or without reasonable accommodation?

Yes

Referrals

How did you hear about employment with us?

Other: I looked up the school website and looked under employment opportun

Gaylord Community Schools Online Application

Bodell, Elizabeth - AppNo: 6623

Date Submitted: 11/12/2025

Additional Information

List any additional information which will help in determining your professional qualifications for a position.

Ive worked in 2 child care centers, one of which i was a lead infant teacher, I was licensed for home childcare care, and I am currently a In Assistant Preschool Teacher.

I learn quickly, once told what to do, I dont need to be told again, Im a great team member! I avoid drama! I have 3 boys, 3 dogs, 2 cats love to hobby farm. Love being outside and getting messy and creative!

Im patient and understanding of young learners, I tend to focus on the positive side of things, Im told that a lot! Lol

Hopefully thats enough info!!! ??

Relatives Working for District

Do you have any relatives currently working for Gaylord Community Schools?

No

If yes, please list employee(s) related to you and relationship:

Legal Information

Please note: Applicants are not obligated to disclose sealed or expunged records.

* Are you eligible to work in the United States?

Yes

* Have you ever been convicted of a criminal offense other than a minor traffic violation?

If yes, explain, giving dates:

Please Note: A conviction will not necessarily bar you from employment. Facts, such as date of occurrence and rehabilitation will be considered. This information will be used only for job-related purposes and only to the extent permitted by applicable law.

* Have you ever had any indicated finding of child abuse filed in your name?

No

If yes, explain, giving dates:

* Does your name appear on any Sex Offender Database in any state or country?

No

Gaylord Community Schools Online Application

Bodell, Elizabeth - AppNo: 6623

Date Submitted: 11/12/2025

Equal Opportunity Employer

Gaylord Community Schools is an Equal Opportunity Employer. Gaylord Community Schools ensures equal employment opportunities regardless of race, creed, gender, color, national origin, religion, age, sexual orientation or disability. Gaylord Community Schools has a policy of active recruitment of qualified minority teachers and non-certified employees. Any individual needing assistance in making application for any opening should contact the Department of Human Resources.

Applicant's Acknowledgment and Agreement

By checking the box below, candidate authorizes the school district to conduct an investigation of candidate pursuant to The School Code to determine whether candidate has been convicted of any criminal or drug offenses as set forth in such statute, and, upon request, agrees to execute an investigation authorization form as a condition for candidate's employment. The School Code also stipulates that the School District perform a check on the Statewide Sex Offender Database. Candidate may not be employed unless such investigations have been initiated.

I certify that the information given by me in this application is true in all respects, and I agree that if the information given is found to be false in any way, it shall be considered sufficient cause for denial of employment or discharge. I authorize the use of any information in the application to verify my statement, and I authorize past employers, all references and any other person to answer all questions asked concerning my ability, character, reputation, and previous employment record. I release all such persons from any liability or damages on account of having furnished such information.

I, Elizabeth Bodell, agree to all of the terms above.

I agree

Gaylord Community Schools Online Application

Samkowiak, Kayla - AppNo: 5483

Date Submitted: 11/10/2025

Personal Data

Name: Kayla D Samkowiak
(First) (Middle Initial) (Last)

Other name(s) under which transcripts, certificates, and former applications may be listed:

Other: (Middle Initial) (Last)

Email Address:

Postal Address

Permanent Address

Number & Street:
Apt. Number:
City:
State/Province:
Zip/Postal Code:
Country:
Daytime Phone:
Home/Cell Phone:

Present Address

Number & Street:
Apt. Number:
City:
State/Province:
Zip/Postal Code:
Country:
Phone Number:

Employment Desired

Open Vacancy Desired:	Date Last Submitted	Experience in Similar Positions
JobID: 856 Support Staff: Preschool Educational Assistants at Gaylord Community Schools	11/10/2025	years

Position Desired:	Experience in Similar Positions
Support Staff 1. Educational Assistant 2. Health Care Assistant 3. School Secretary	- - -

Additional Information

* Have you applied for a position at Gaylord Community Schools in the past?

If so, please indicate the date(s) and position(s) for which you have applied.

February 2022/ Educational assistant

Education

Please tell us about your educational background beginning with the most recent.

Gaylord Community Schools Online Application

Samkowiak, Kayla - AppNo: 5483

Date Submitted: 11/10/2025

High School Attended: Gaylord High School
Graduation Status: H.S. Diploma
HS Grad/GED/HSED Date: 2013

Colleges, Universities and Technical Schools Attended:

No education was entered.

Undergraduate

Highest Degree Attained	Number of graduate hours beyond your highest degree:	Grad Program Of Study
None		

List honors, awards or distinctions you have earned:

Experience

Please list ALL relevant work experience beginning with the most recent.

Current or Most Recent Position		Employer Contact Information		Supervisor/Reference Contact Information	
Treetops Daycare Child care assistant		Gaylord, MI 49735 9892171080		Kara Rogers No longer open	
Date From - Date To:	05/2018 - 11/2018	Full or Part Time:	Full	Last Annual Salary:	
Reason for Leaving:	Complications during pregnancy				
May we contact this employer?	Yes				
Responsibilities/Accomplishments at this Position	Providing a positive well being from infants to school aged children, light house keeping, helped create and run age appropriate activities and assisted with preschool lessons.				

Previous Position Held		Employer Contact Information		Supervisor/Reference Contact Information	
Maurices Sales Associate		Sault Ste. Marie, MI 49783 19066322800		Jess Spence 19066322800	
Date From - Date To:	03/2015 - 12/2017	Full or Part Time:	Full	Last Annual Salary:	
Reason for Leaving:	Relocated				
May we contact this employer?	Yes				
Responsibilities/Accomplishments at this Position	Operated cash register including opening and closing till, assisted customers with finding products to fit their personal needs, helping with inventory and back stock along with light house keeping.				

Gaylord Community Schools Online Application

Samkowiak, Kayla - AppNo: 5483

Date Submitted: 11/10/2025

Coaching History

Please indicate all previous coaching positions that you have held. Include name of employer, name of supervisor, contact information for supervisor, dates of employment and reason for leaving the position.

Please list the sports in which you have been active (high school, college, etc.).

Professional References

	Reference 1 of 3	Reference 2 of 3
Name:	Alyssa Vix	DiAnne Thomas
School/Org:		
Current Position:	Risk and compliance specialist	Retired
Home Phone:		
Cell Phone:	9893501590	9896191257
Work Phone:		
Mailing Address:		
Email:		
Relationship to Candidate:	Children's care giver	Previous Landlord
Years Known:	5	30

Disclosures

Contract Status

* Are you currently under contract?

If Yes, which district?

If Yes, when does it expire?

When may your present employer be contacted?

Professional Status

* Have you obtained tenure status in any other school district?

If Yes, where?

When?

* Have you ever been denied tenure?

If Yes, explain:

* Have you ever had a teaching certificate or license revoked or suspended?

If Yes, explain:

Gaylord Community Schools Online Application

Samkowiak, Kayla - AppNo: 5483

Date Submitted: 11/10/2025

Disclosures continued

* Have you ever failed to be rehired, been asked to resign a position, resigned to avoid termination, or terminated from employment?

No

If Yes, explain:

Name:

Position:

Relationship:

* Can you perform all the essential job function(s) of the position(s) for which you are applying, with or without reasonable accommodation?

Yes

Referrals

How did you hear about employment with us?

GCS Website

Additional Information

List any additional information which will help in determining your professional qualifications for a position.

To whom this may concern, I would just like to share that I know my resume isn't the most impressive but I have been a stay at home mom for most of my 10 years of motherhood. I will now only have one child in daycare & three in GCS (which is why I had to resign last time I worked for GCS.) I really did enjoy my time at NOE & loved working with all the students and staff. I truly think working with the schools is a passion of mine and would love to get back into it. Thank you for your time, I look forward to speaking with you.

Relatives Working for District

Do you have any relatives currently working for Gaylord Community Schools?

No

If yes, please list employee(s) related to you and relationship:

Legal Information

Please note: Applicants are not obligated to disclose sealed or expunged records.

* Are you eligible to work in the United States?

Yes

* Have you ever been convicted of a criminal offense other than a minor traffic violation?

Gaylord Community Schools Online Application

Samkowiak, Kayla - AppNo: 5483

Date Submitted: 11/10/2025

Legal Information continued

If yes, explain, giving dates:

Please Note: A conviction will not necessarily bar you from employment. Facts, such as date of occurrence and rehabilitation will be considered. This information will be used only for job-related purposes and only to the extent permitted by applicable law.

* Have you ever had any indicated finding of child abuse filed in your name?

No

If yes, explain, giving dates:

* Does your name appear on any Sex Offender Database in any state or country?

No

Equal Opportunity Employer

Gaylord Community Schools is an Equal Opportunity Employer. Gaylord Community Schools ensures equal employment opportunities regardless of race, creed, gender, color, national origin, religion, age, sexual orientation or disability. Gaylord Community Schools has a policy of active recruitment of qualified minority teachers and non-certified employees. Any individual needing assistance in making application for any opening should contact the Department of Human Resources.

Applicant's Acknowledgment and Agreement

By checking the box below, candidate authorizes the school district to conduct an investigation of candidate pursuant to The School Code to determine whether candidate has been convicted of any criminal or drug offenses as set forth in such statute, and, upon request, agrees to execute an investigation authorization form as a condition for candidate's employment. The School Code also stipulates that the School District perform a check on the Statewide Sex Offender Database. Candidate may not be employed unless such investigations have been initiated.

I certify that the information given by me in this application is true in all respects, and I agree that if the information given is found to be false in any way, it shall be considered sufficient cause for denial of employment or discharge. I authorize the use of any information in the application to verify my statement, and I authorize past employers, all references and any other person to answer all questions asked concerning my ability, character, reputation, and previous employment record. I release all such persons from any liability or damages on account of having furnished such information.

I, Kayla Samkowiak, agree to all of the terms above.

I agree

Gaylord Community Schools Online Application

Schweikart, Emily - AppNo: 6612

Date Submitted: 11/4/2025

Personal Data

Name: Emily C Schweikart
(First) (Middle Initial) (Last)

Other name(s) under which transcripts, certificates, and former applications may be listed:

Other: Emily C Sult
(First) (Middle Initial) (Last)

Email Address:

Postal Address

Permanent Address

Number & Street:
Apt. Number:
City:
State/Province:
Zip/Postal Code:
Country:
Daytime Phone:
Home/Cell Phone:

Present Address (until Moving soon)

Number & Street:
Apt. Number:
City:
State/Province:
Zip/Postal Code:
Country:

Employment Desired

Closed Vacancy Desired:	Date Last Submitted	Experience in Similar Positions
JobID: 855 Administrative Support Personnel: Business Services Support Specialist/Human Resources at Central Office	11/4/2025	4 years

Position Desired:	Experience in Similar Positions
Administrative Support Personnel 1. Business Office Support 2. Payroll	4 years -

Additional Information

* Have you applied for a position at Gaylord Community Schools in the past?

No

If so, please indicate the date(s) and position(s) for which you have applied.

Education

Please tell us about your educational background beginning with the most recent.

High School Attended: Harper Creek High School
Graduation Status: H.S. Diploma
HS Grad/GED/HSED Date: 05/10/2016

Gaylord Community Schools Online Application

Schweikart, Emily - AppNo: 6612

Date Submitted: 11/4/2025

Colleges, Universities and Technical Schools Attended:

Name and location	Dates Attended: From - To	Major area of study and number of semester hours	Minor area of study and number of semester hours	Degree	Date Conferred or Expected	GPA	Graduated
Northern Michigan University	08/2016 05/2021	Psychology Hrs:	English Hrs:	Bachelors		2.85	Yes

Experience

Please list ALL relevant work experience beginning with the most recent.

Current or Most Recent Position	Employer Contact Information	Supervisor/Reference Contact Information	
Northern Michigan University- Career Services Office Career Services Specialist	1401 Presque Isle Ave. Marquette, MI 49855 9062272800	Katie Korpi 9062272800 kpuroll@nmu.edu	
Date From - Date To:	01/2025 - 11/2025 (Total Yrs: 4)	Full or Part Time:	Full
		Last Annual Salary:	40,000
Reason for Leaving:	Relocating- Current Position		
May we contact this employer?	Yes		
Responsibilities/ Accomplishments at this Position	Regularly used the following and have knowledge in: Handshake, Loomly, Asana, Canva, and google suite. Lead the planning of job fairs, information tables, and information sessions with employers. Student supervisor and social media supervisor. A accomplishment would be how fast I was able to move up the ladder in the office.		

Previous Position Held	Employer Contact Information	Supervisor/Reference Contact Information	
Northern Michigan University- Career Services Principal Secretary	1401 Presque Isle Ave. Marquette, MI 49855 9062272800	Katie Korpi 9062272800 kpuroll@nmu.edu	
Date From - Date To:	02/2023 - 01/2025 (Total Yrs: 2)	Full or Part Time:	Full
		Last Annual Salary:	30,000
Reason for Leaving:	Promotion		
May we contact this employer?	Yes		
Responsibilities/ Accomplishments at this Position	Regularly used the following and have knowledge in: Handshake, Hootsuite, Asana, Canva, and google suite. Assisted with planning of job fairs, information tables, and information sessions with employers.		

Previous Position Held	Employer Contact Information	Supervisor/Reference Contact Information	
Northern Michigan University- Career Services Receptionist & Social Media Coordinator	1401 Presque Isle Ave. Marquette, MI 49855 9062272800	Kara Cox 9062272800 kcox@nmu.edu	
Date From - Date To:	11/2018 - 10/2020 (Total Yrs: 2)	Full or Part Time:	Part
		Last Annual Salary:	10,000
Reason for Leaving:	Student Position- Graduation and Covid19		
May we contact this employer?	Yes		
Responsibilities/ Accomplishments at this Position	Regularly accessed and utilized Handshake to support on and off-campus employer requests for student and alumni recruitment. Provided support to in-person events, including career fairs, on-campus interviews, tabling, workshops, etc. Developed and scheduled social media content for all Career Services social channels, to include:		

Gaylord Community Schools Online Application

Schweikart, Emily - AppNo: 6612

Date Submitted: 11/4/2025

Experience Continued

Responsibilities/ Accomplishments at this Position continued...	Facebook, Instagram, Pinterest, and Twitter. Assisted with any and all administrative tasks, including answering phone calls, emails, and drop-in requests
--	--

Professional References

	Reference 1 of 3	Reference 2 of 3
Name:	Katie Korpi	Kara Cox
School/Org:	Northern Michigan University	Northern Michigan University
Current Position:		
Home Phone:		
Cell Phone:		
Work Phone:	9062272800	9062272800
Mailing Address:		
Email:	kpuroll@nmu.edu	kacox@nmu.edu
Relationship to Candidate:	Supervisor	Student Supervisor and coworker
Years Known:	7	7

Disclosures

Contract Status

* Are you currently under contract?

No

If Yes, which district?

If Yes, when does it expire?

When may your present employer be contacted?

Professional Status

* Have you obtained tenure status in any other school district?

No

If Yes, where?

When?

* Have you ever been denied tenure?

No

If Yes, explain:

* Have you ever had a teaching certificate or license revoked or suspended?

No

If Yes, explain:

* Have you ever failed to be rehired, been asked to resign a position, resigned to avoid termination, or terminated from employment?

No

If Yes, explain:

Gaylord Community Schools Online Application

Schweikart, Emily - AppNo: 6612

Date Submitted: 11/4/2025

Disclosures continued

Name:

Position:

Relationship:

* Can you perform all the essential job function(s) of the position(s) for which you are applying, with or without reasonable accommodation?

Yes

Referrals

How did you hear about employment with us?

GCS Website

www.K12JobSpot.com

Additional Information

List any additional information which will help in determining your professional qualifications for a position.

I believe I would be a great fit for Gaylord Community Schools because I have a lot of experience in higher education and managing students. I have progressive office experience and customer service experience.

Relatives Working for District

Do you have any relatives currently working for Gaylord Community Schools?

No

If yes, please list employee(s) related to you and relationship:

Legal Information

Please note: Applicants are not obligated to disclose sealed or expunged records.

* Are you eligible to work in the United States?

Yes

* Have you ever been convicted of a criminal offense other than a minor traffic violation?

If yes, explain, giving dates:

Please Note: A conviction will not necessarily bar you from employment. Facts, such as date of occurrence and rehabilitation will be considered. This information will be used only for job-related purposes and only to the extent permitted by applicable law.

* Have you ever had any indicated finding of child abuse filed in your name?

No

If yes, explain, giving dates:

Gaylord Community Schools Online Application

Schweikart, Emily - AppNo: 6612

Date Submitted: 11/4/2025

Legal Information continued

* Does your name appear on any Sex Offender Database in any state or country?

No

Equal Opportunity Employer

Gaylord Community Schools is an Equal Opportunity Employer. Gaylord Community Schools ensures equal employment opportunities regardless of race, creed, gender, color, national origin, religion, age, sexual orientation or disability. Gaylord Community Schools has a policy of active recruitment of qualified minority teachers and non-certified employees. Any individual needing assistance in making application for any opening should contact the Department of Human Resources.

Applicant's Acknowledgment and Agreement

By checking the box below, candidate authorizes the school district to conduct an investigation of candidate pursuant to The School Code to determine whether candidate has been convicted of any criminal or drug offenses as set forth in such statute, and, upon request, agrees to execute an investigation authorization form as a condition for candidate's employment. The School Code also stipulates that the School District perform a check on the Statewide Sex Offender Database. Candidate may not be employed unless such investigations have been initiated.

I certify that the information given by me in this application is true in all respects, and I agree that if the information given is found to be false in any way, it shall be considered sufficient cause for denial of employment or discharge. I authorize the use of any information in the application to verify my statement, and I authorize past employers, all references and any other person to answer all questions asked concerning my ability, character, reputation, and previous employment record. I release all such persons from any liability or damages on account of having furnished such information.

I, Emily Schweikart, agree to all of the terms above.

I agree

Gaylord Community Schools Online Application

Bricker, Nicholas - AppNo: 6342

Date Submitted: 11/24/2025

Personal Data

Name: Nicholas J Bricker
(First) (Middle Initial) (Last)

Other name(s) under which transcripts, certificates, and former applications may be listed:

Other: (Middle Initial) (Last)

Email Address:

Postal Address

Permanent Address

Number & Street:
Apt. Number:
City:
State/Province:
Zip/Postal Code:
Country:
Daytime Phone:
Home/Cell Phone:

Present Address (until Present)

Number & Street:
Apt. Number:
City:
State/Province:
Zip/Postal Code:
Country:
Phone Number:

Employment Desired

Open Vacancy Desired:

JobID: 849 **Athletics/Activities:** JV Softball Coach at Gaylord High School

Date Last Submitted
11/24/2025

Experience in Similar Positions
years

Position Desired:

Athletics/Activities

1. Coaching

8 years

Student Support Services

1. At-Risk Specialist

13 years

Transportation

1. Bus Driver

-

Additional Information

* Have you applied for a position at Gaylord Community Schools in the past?

No

If so, please indicate the date(s) and position(s) for which you have applied.

N/A

Education

Please tell us about your educational background beginning with the most recent.

Gaylord Community Schools Online Application

Bricker, Nicholas - AppNo: 6342

Date Submitted: 11/24/2025

High School Attended: Warren Cousino High School, Warren, MI
Graduation Status: H.S. Diploma
HS Grad/GED/HSED Date: 05/2003

Colleges, Universities and Technical Schools Attended:

Name and location	Dates Attended: From - To	Major area of study and number of semester hours	Minor area of study and number of semester hours	Degree	Date Conferred or Expected	GPA	Graduated
Macomb Community College	09/2003 05/2009	General Studies Hrs: 74	Hrs:	Associate Degree			Yes

Undergraduate

Highest Degree Attained	Number of graduate hours beyond your highest degree:	Grad Program Of Study
Associates		General Studies- Concentration on Criminal Justice

List honors, awards or distinctions you have earned:

I was on the Dean's List in 2009.

Experience

Please list ALL relevant work experience beginning with the most recent.

Current or Most Recent Position		Employer Contact Information		Supervisor/Reference Contact Information	
State Of Michigan Department of Health and Human Services Assistance Payments Worker		701 S. Elmwood Ave Traverse City, MI 49684 2319413990		Rebecca Ferril 2313429866	
Date From - Date To:	03/2025 - 12/2025 (Total Yrs: 8 months)	Full or Part Time:	Full	Last Annual Salary:	
Reason for Leaving:	Presently employed				
May we contact this employer?	Yes				
Responsibilities/Accomplishments at this Position	Responsibilities include assessing client eligibility for public assistance programs, managing cases, referring clients to community services, and maintaining accurate records.				

Gaylord Community Schools Online Application

Bricker, Nicholas - AppNo: 6342

Date Submitted: 11/24/2025

Experience Continued

Previous Position Held		Employer Contact Information		Supervisor/Reference Contact Information	
State of Michigan Youth Specialist		10 N Howes Lk. Rd Grayling, MI 49738 989-344-5000		Mark Golnick 989-344-5000 GolnickM@michigan.gov	
Date From - Date To:	01/2012 - 03/2025 (Total Yrs: 13+)	Full or Part Time:	Full	Last Annual Salary:	29.31 per hour
Reason for Leaving:	The state announced the treatment facility will be relocated to Macomb County.				
May we contact this employer?	Yes				
Responsibilities/Accomplishments at this Position	Oversee the day to day living environment in a high secure residential treatment facility for high risk juvenile offenders. I have been a fill in shift supervisor for 11 years, as well as 10 years experience as a crisis intervention trainer.				

Previous Position Held		Employer Contact Information		Supervisor/Reference Contact Information	
City of Grayling Firefighter		1041 W North Down River Rd Grayling, MI 49738 9893486319		Steve Eddy	
Date From - Date To:	12/2015 - 09/2017 (Total Yrs: 1 year, 9)	Full or Part Time:	Part	Last Annual Salary:	Paid On Call
Reason for Leaving:	I moved outside of the coverage area				
May we contact this employer?	Yes				
Responsibilities/Accomplishments at this Position					

Student Teaching

Student Teaching/Internship

School District	
Location	
School Phone #	
School Year	
Date Completed (mm/yyyy)	
Length of Experience	
Grade Level(s)/Subject Area(s) Taught	
Name and Phone of Cooperating Teacher or Field Supervisor	
Name and Phone of University Supervisor	

Gaylord Community Schools Online Application

Bricker, Nicholas - AppNo: 6342

Date Submitted: 11/24/2025

Semester Hours

For the subject areas below in which you have 15 or more semester hours/credits, please indicate how many university semester hours/credits you have and/or if you are endorsed.

No Semester Hours Entered

Certification

Do you hold National Board for Professional Teaching Standards certification? **No**

Do you hold or anticipate a Michigan certificate? **No**

Michigan Certification System **Look-Up**

Type	Certificate Number	Expiration Date	Status
------	--------------------	-----------------	--------

Please list any other endorsements and/or verifications documented on your Certificate(s):

* Have you applied for a Michigan certificate?

* List the date you applied for certification:

* Have you received a deficiency statement?

If pending, date test taken

* Have you passed the Basic Skills Exam?

* Have you passed the Michigan Test for Teacher Certification?

Do you hold a current out-of-state certificate? No

State	Type	Certificate Number	Expiration Date	Current?
-------	------	--------------------	-----------------	----------

List your out-of-state certified teaching/administration fields:

Coaching History

Please indicate all previous coaching positions that you have held. Include name of employer, name of supervisor, contact information for supervisor, dates of employment and reason for leaving the position.

8+ years experience coaching youth baseball and softball. This experience includes Little League, LL All-Stars, as well as baseball and softball travel ball.

Please list the sports in which you have been active (high school, college, etc.).

In High School I played varsity baseball for 3 years and varsity football for 2 years. Voted team captain and achieved MAC Blue all conference honors at Cousino High School.

Gaylord Community Schools Online Application

Bricker, Nicholas - AppNo: 6342

Date Submitted: 11/24/2025

Professional References

	Reference 1 of 3	Reference 2 of 3
Name:	Devin Rybinsky	Jeromey Cosby
School/Org:		
Current Position:		
Home Phone:		
Cell Phone:	828-316-1010	989-619-1735
Work Phone:		
Mailing Address:		
Email:		
Relationship to Candidate:	Former Coworker	Co-coach
Years Known:	5+	4

	Reference 3 of 3	
Name:	Dave Porterfield	
School/Org:		
Current Position:		
Home Phone:		
Cell Phone:	989-915-7636	
Work Phone:		
Mailing Address:		
Email:		
Relationship to Candidate:	Former co-worker	
Years Known:	14	

Disclosures

Contract Status

* Are you currently under contract?

No

If Yes, which district?

--

If Yes, when does it expire?

--

When may your present employer be contacted?

--

Professional Status

* Have you obtained tenure status in any other school district?

No

If Yes, where?

--

When?

--

* Have you ever been denied tenure?

No

If Yes, explain:

--

* Have you ever had a teaching certificate or license revoked or suspended?

No

If Yes, explain:

--

Gaylord Community Schools Online Application

Bricker, Nicholas - AppNo: 6342

Date Submitted: 11/24/2025

Disclosures continued

* Have you ever failed to be rehired, been asked to resign a position, resigned to avoid termination, or terminated from employment?

No

If Yes, explain:

Name:

Position:

Relationship:

* Can you perform all the essential job function(s) of the position(s) for which you are applying, with or without reasonable accommodation?

Yes

Referrals

How did you hear about employment with us?

District Employee

Other: Ron Moeggenberg

Additional Information

List any additional information which will help in determining your professional qualifications for a position.

Relatives Working for District

Do you have any relatives currently working for Gaylord Community Schools?

No

If yes, please list employee(s) related to you and relationship:

Legal Information

Please note: Applicants are not obligated to disclose sealed or expunged records.

* Are you eligible to work in the United States?

Yes

* Have you ever been convicted of a criminal offense other than a minor traffic violation?

If yes, explain, giving dates:

NA

Gaylord Community Schools Online Application

Bricker, Nicholas - AppNo: 6342

Date Submitted: 11/24/2025

Legal Information continued

Please Note: A conviction will not necessarily bar you from employment. Facts, such as date of occurrence and rehabilitation will be considered. This information will be used only for job-related purposes and only to the extent permitted by applicable law.

* Have you ever had any indicated finding of child abuse filed in your name?

No

If yes, explain, giving dates:

Na

* Does your name appear on any Sex Offender Database in any state or country?

No

Equal Opportunity Employer

Gaylord Community Schools is an Equal Opportunity Employer. Gaylord Community Schools ensures equal employment opportunities regardless of race, creed, gender, color, national origin, religion, age, sexual orientation or disability. Gaylord Community Schools has a policy of active recruitment of qualified minority teachers and non-certified employees. Any individual needing assistance in making application for any opening should contact the Department of Human Resources.

Applicant's Acknowledgment and Agreement

By checking the box below, candidate authorizes the school district to conduct an investigation of candidate pursuant to The School Code to determine whether candidate has been convicted of any criminal or drug offenses as set forth in such statute, and, upon request, agrees to execute an investigation authorization form as a condition for candidate's employment. The School Code also stipulates that the School District perform a check on the Statewide Sex Offender Database. Candidate may not be employed unless such investigations have been initiated.

I certify that the information given by me in this application is true in all respects, and I agree that if the information given is found to be false in any way, it shall be considered sufficient cause for denial of employment or discharge. I authorize the use of any information in the application to verify my statement, and I authorize past employers, all references and any other person to answer all questions asked concerning my ability, character, reputation, and previous employment record. I release all such persons from any liability or damages on account of having furnished such information.

I, Nicholas Bricker, agree to all of the terms above.

I agree

Gaylord Community Schools Online Application

Lyttle, Ashton - AppNo: 6622

Date Submitted: 11/11/2025

Personal Data

Name: Ashton J Lyttle
(First) (Middle Initial) (Last)

Other name(s) under which transcripts, certificates, and former applications may be listed:

Other: (Middle Initial) (Last)

Email Address:

Postal Address

Permanent Address

Number & Street:
Apt. Number:
City:
State/Province:
Zip/Postal Code:
Country:
Daytime Phone:
Home/Cell Phone:

Present Address

Number & Street:
Apt. Number:
City:
State/Province:
Zip/Postal Code:
Country:
Phone Number:

Employment Desired

Open Vacancy Desired:	Date Last Submitted	Experience in Similar Positions
JobID: 856 Support Staff: Preschool Educational Assistants at Gaylord Community Schools	11/11/2025	1 years

Position Desired:	Experience in Similar Positions
Support Staff 1. Educational Assistant	1 years

Additional Information

* Have you applied for a position at Gaylord Community Schools in the past?

No

If so, please indicate the date(s) and position(s) for which you have applied.

Education

Please tell us about your educational background beginning with the most recent.

High School Attended: Gaylord High School, Gaylord, Michigan
Graduation Status: H.S. Diploma
HS Grad/GED/HSED Date: May 30, 2025

Gaylord Community Schools Online Application

Lyttle, Ashton - AppNo: 6622

Date Submitted: 11/11/2025

Colleges, Universities and Technical Schools Attended:

No education was entered.

Undergraduate

Highest Degree Attained

None

Number of graduate hours beyond your highest degree:

Grad Program Of Study

List honors, awards or distinctions you have earned:

Experience

Please list ALL relevant work experience beginning with the most recent.

Current or Most Recent Position		Employer Contact Information		Supervisor/Reference Contact Information	
Menards Night Stocker		2300 Snowdrift Drive Gaylord, Mi 48735 9893703341		Mitch Westerby	
Date From - Date To:	04/2025 - 11/2025 (Total Yrs: 1ish)	Full or Part Time:	Part	Last Annual Salary:	
Reason for Leaving:	I am still employed here				
May we contact this employer?	Yes				
Responsibilities/Accomplishments at this Position	Working with customers, stocking shelves, learning about building and things like that.				

Previous Position Held		Employer Contact Information		Supervisor/Reference Contact Information	
Otsego Christian School Summer Camp Counselor		1377 East M32 Gaylord, MI 49735		Lani Lyttle 989 370 9719 lmichelle_7@yahoo.com	
Date From - Date To:	06/2022 - 08/2022	Full or Part Time:	Part	Last Annual Salary:	
Reason for Leaving:	Summer Ended				
May we contact this employer?	Yes				
Responsibilities/Accomplishments at this Position	Working with children aged 3-13, small lessons and some planning of things like crafts, supervising and making sure that children are safe and following building protocols.				

Gaylord Community Schools Online Application

Lyttle, Ashton - AppNo: 6622

Date Submitted: 11/11/2025

Experience Continued

Previous Position Held		Employer Contact Information		Supervisor/Reference Contact Information	
Beaver Creek Resort Activity Counselor		5004 W Otsego Lake Drive Gaylord, MI 49735 9893760706		Darwin Gaines	
Date From - Date To:	05/2023 - 08/2023	Full or Part Time:	Part	Last Annual Salary:	
Reason for Leaving:	Summer Ended				
May we contact this employer?	Yes				
Responsibilities/Accomplishments at this Position	Working with children of all ages, planning and organizing different activities, cleaning and other aspects of upkeep of the activities center.				

Coaching History

Please indicate all previous coaching positions that you have held. Include name of employer, name of supervisor, contact information for supervisor, dates of employment and reason for leaving the position.

Please list the sports in which you have been active (high school, college, etc.).

Professional References

	Reference 1 of 3	Reference 2 of 3
Name:	Laura Hotelling	Toree Winowiecki
School/Org:	Gaylord High School	Otsego Christian School
Current Position:	Spanish Teacher	Kindergarten Teacher
Home Phone:		9894932341
Cell Phone:	9893501945	
Work Phone:		
Mailing Address:	520 S Elm Street, Gaylord, MI 49735	
Email:		
Relationship to Candidate:	Former Teacher	Former Employee
Years Known:	5	3

Gaylord Community Schools Online Application

Lyttle, Ashton - AppNo: 6622

Date Submitted: 11/11/2025

Disclosures

Contract Status

* Are you currently under contract?

No

If Yes, which district?

If Yes, when does it expire?

When may your present employer be contacted?

Professional Status

* Have you obtained tenure status in any other school district?

No

If Yes, where?

When?

* Have you ever been denied tenure?

No

If Yes, explain:

* Have you ever had a teaching certificate or license revoked or suspended?

No

If Yes, explain:

* Have you ever failed to be rehired, been asked to resign a position, resigned to avoid termination, or terminated from employment?

No

If Yes, explain:

Name:

Position:

Relationship:

* Can you perform all the essential job function(s) of the position(s) for which you are applying, with or without reasonable accommodation?

Yes

Referrals

How did you hear about employment with us?

Facebook		
----------	--	--

Gaylord Community Schools Online Application

Lyttle, Ashton - AppNo: 6622

Date Submitted: 11/11/2025

Additional Information

List any additional information which will help in determining your professional qualifications for a position.

Although I have not been to college I am in the process of getting my full time teaching degree from Grand Canyon University. I have worked with countless students through programs that Gaylord High School offered.

Relatives Working for District

Do you have any relatives currently working for Gaylord Community Schools?

No

If yes, please list employee(s) related to you and relationship:

Legal Information

Please note: Applicants are not obligated to disclose sealed or expunged records.

* Are you eligible to work in the United States?

Yes

* Have you ever been convicted of a criminal offense other than a minor traffic violation?

If yes, explain, giving dates:

Please Note: A conviction will not necessarily bar you from employment. Facts, such as date of occurrence and rehabilitation will be considered. This information will be used only for job-related purposes and only to the extent permitted by applicable law.

* Have you ever had any indicated finding of child abuse filed in your name?

No

If yes, explain, giving dates:

* Does your name appear on any Sex Offender Database in any state or country?

No

Equal Opportunity Employer

Gaylord Community Schools is an Equal Opportunity Employer. Gaylord Community Schools ensures equal employment opportunities regardless of race, creed, gender, color, national origin, religion, age, sexual orientation or disability. Gaylord Community Schools has a policy of active recruitment of qualified minority teachers and non-certified employees. Any individual needing assistance in making application for any opening should contact the Department of Human Resources.

Gaylord Community Schools Online Application

Lyttle, Ashton - AppNo: 6622

Date Submitted: 11/11/2025

Applicant's Acknowledgment and Agreement

By checking the box below, candidate authorizes the school district to conduct an investigation of candidate pursuant to The School Code to determine whether candidate has been convicted of any criminal or drug offenses as set forth in such statute, and, upon request, agrees to execute an investigation authorization form as a condition for candidate's employment. The School Code also stipulates that the School District perform a check on the Statewide Sex Offender Database. Candidate may not be employed unless such investigations have been initiated.

I certify that the information given by me in this application is true in all respects, and I agree that if the information given is found to be false in any way, it shall be considered sufficient cause for denial of employment or discharge. I authorize the use of any information in the application to verify my statement, and I authorize past employers, all references and any other person to answer all questions asked concerning my ability, character, reputation, and previous employment record. I release all such persons from any liability or damages on account of having furnished such information.

I, Ashton Lyttle, agree to all of the terms above.

I agree

Emma Payton

PROFESSIONAL OBJECTIVE

Passionate and creative educator seeking an K-12 Art Teacher position. Committed to fostering an inclusive, engaging, and imaginative classroom where all students can explore their creativity and develop artistic confidence.

EDUCATION

Bachelor of Science in Education, Art Education / April 2025

Grand Valley State University - Allendale, MI

- Emphasis in Illustration
- Relevant Coursework: Art Pedagogy, Inclusive Education, Curriculum Design, Studio Practices

TEACHING EXPERIENCE

Student Teaching Intern / Winter 2025

Union High School - Grand Rapids, MI

- Co-taught and led classroom art instruction for diverse student groups
- Designed engaging, age-appropriate projects to foster creativity and critical thinking
- Supported classroom management, grading, and individual student growth

Student Assistant / Fall 2024

Coit Creative Arts Academy - Grand Rapids, MI

- Assisted in lesson planning and classroom setup for K-5 art instruction
- Provided hands-on support to students during projects and demonstrations
- Helped promote a positive, inclusive classroom environment

Student Assistant, Art Buddies Program / Winter 2023

Grand Valley State University, Allendale, MI

- Led one-on-one and group art sessions with 25 students with special needs
- Developed adaptive art lessons using various media (paint, clay, collage)
- Collaborated with peers to build inclusive, accessible lesson plans

Substitute Teacher / Spring 2025-Current

Multiple School Districts, MI

- Delivered prepared lessons in general and art education classrooms
- Maintained classroom routines and student engagement in diverse settings

ADDITIONAL WORK EXPERIENCE

Customer Service and Cashier / June 2022 - Present

TJ Maxx, Gaylord, MI

- Provided exceptional service in a fast-paced retail environment
- Demonstrated reliability, multitasking, and clear communication

Customer Service and Cashier / May 2020 - May 2022

Hobby Lobby, Gaylord, MI

- Maintained a creative and welcoming atmosphere for craft/arts customers
- Gained insight into a variety of art supplies and tools

SKILLS & STRENGTHS

- Classroom Management & Engagement Strategies
- Visual Arts Instruction (Drawing, Painting, Illustration, Mixed Media)
- Lesson Planning & Curriculum Support
- Creative Problem-Solving & Adaptability
- Passion for Student Empowerment through the Arts
- Familiarity with Common Core and State Art Standards

REFERENCES

Amber VanDrunen, Mentor Teacher

vandrunena@grps.org

(616) 862-2829

Rebecca Smith, Mentor Teacher

smithre@grps.org

(517) 202-0416

Michele Deming, Teacher

mdeming@boyne.k12.mi

(231) 675-8268

**GAYLORD COMMUNITY SCHOOLS
DRAFT CONTRACT OF EMPLOYMENT**

DRAFT BUSINESS SERVICES SUPPORT SPECIALIST/HR

1. **COMPENSATION.** This Agreement between the Gaylord Community Schools and Emily Schweikart will be in effect from January 12, 2026 through June 30, 2026. Hourly compensation shall be paid in accordance with the wage schedule for Administrative Support Personnel established by the Board for the school year. Employee may be assigned or transferred to another Administrative Support position at the discretion of the District and at the same pay and benefits described herein.

BUSINESS SERVICES SUPPORT SPECIALIST		
Step 1	\$19.77	Wage Step 1
Step 2	\$20.25	
Step 3	\$20.74	
Step 4	\$21.23	
Step 5	\$21.71	
Step 6	\$22.18	
Step 7	\$22.66	
Step 10	\$22.92	
Step 15	\$23.17	

An additional stipend of \$500 per year shall be paid for employees who have completed the requirements of an Associate's Degree or certification through the Michigan School Business Officials, and \$1,000 per year shall be paid for employees who have completed the requirements of a Bachelor's Degree or beyond. An official transcript is required for documentation of the degree requirements. Educational stipends may not be compounded. Evidence of completion must be presented by September 1 in order to receive the stipend for the year.

The District will also reimburse tuition for job-related courses (as determined by the District) leading to a degree or as part of coursework for certification through Michigan School Business Officials up to a maximum of \$1000 per year. Requests for reimbursement must be accompanied by original receipts and verification that the coursework has been successfully completed.

2. **FRINGE BENEFITS.** The Board of Education shall provide the Employee with the following benefits:

Medical Coverage Employees working over 1,300 hours will receive single subscriber medical coverage options as indicated in Appendix A, with annual Board paid medical premiums not to exceed the hard cap spending limit as defined by Public Act 152.

Cash in Lieu of Medical Coverage Employees working over 1,300 hours who are covered by health insurance from another source and choose not to be covered by the group hospitalization plan, may choose a cash option of up to \$2,500.00. Employees may participate in a Tax Sheltered Annuity (TSA) with a Board approved TSA company.

Dental and Vision Coverage Employees will receive the coverage as indicated in Appendices B and C.

Life Insurance The Board will pay \$50,000 group term life insurance policy.

Income Replacement Policy The Board will pay full premium for an income replacement policy with 30/30 day elimination. 70% of salary 24 months benefit period.

Vacation With Pay Vacation days are to be used in the year earned, however with prior approval, up to 10 days may be carried over to the next year or paid out at the rate of \$50 per day. All other remaining days will be forfeited.

1 - 2 years	=	10 days (Step 1)	9 – 12	=	17 days
3 – 5	=	12 days	13 – 15	=	20 days
6 – 8	=	15 days	over 15 years	=	25 days

Holidays Holidays shall be paid in accordance with the holiday schedule as recognized by the District for full year Administrative Support Personnel.

Leave Days Employees shall be granted two (2) personal days per year. Three (3) additional personal leave days shall be granted annually. These additional days are designated for use during scheduled office closures as noted on the Holiday Calendar for full year Administrative Support Personnel. If an employee, with prior approval from their supervisor, works on a holiday recognized by the district holiday calendar, the employee shall earn one (1) additional personal leave day.

Sick Leave Paid sick leave days are earned at a rate of one (1) day per month worked to a total of twelve (12) days per year. An employee that terminates prior to the end of the school year will have earned a pro-rated number of days. Paid sick leave days may be used for employee illness or illness of an immediate family member. These days may be accumulated to a maximum of sixty (60) days. At the end of each contract year, any sick leave days on record above 60 days will be paid out at the rate of \$90 per day.

If retirement notification is submitted in writing by January 31 for retiring after the last contracted day of that school year, Employee will receive payment for a maximum of thirty (30) sick days at the rate of \$90 per day.

An Employee using sick leave during a period that includes a scheduled holiday will be paid for the holiday. Employee cannot be paid for both on the same day, nor will employee be charged for a day of sick leave. Any Employee who is absent due to reasons compensable under the Michigan Worker's Compensation Law shall receive from the Board the difference between the allowance under the Workers' Compensation Law and regular wages for the monetary value of accumulated sick leave.

Longevity The Board shall provide a longevity payment on the schedule for Central Office Administrative Support Personnel established by the Board for the school year. Longevity will be paid on the second pay date in December of each year commencing with the first school year after completing Step 7 on the wage schedule.

Summer Work Schedule. Beginning with the first full week after the teacher's last day through the last full week prior to building secretaries returning, the Employee has the option of working four (4) days per week at ten (10) hours per day, Monday-Thursday. They will coordinate their work days each week with the other support staff to ensure coverage at all times the office is open. During the 4th of July week, employees will work the normal eight (8) hour per day schedule. It is at the Superintendent's discretion to terminate this schedule and revert back to a normal five (5) day schedule at any time.

Snow Day Work Schedule In the event that school is cancelled for a weather event, the Employee will report to work unless the Superintendent deems it too dangerous to travel. In that case, Employee will be required to work from home. If the Superintendent indicates the Employee must report to work when it is safe to travel, the time prior to reporting to the office is either utilized by working from home or requesting time off from work.

Additional Benefit Information Any reduction in hours worked may be accompanied by a reduction in benefits. The Board's obligation is limited to the payment of premiums unless otherwise agreed in writing by the board; coverage and payment of benefits are governed solely by the terms of the policy and insurer's underwriting guidelines.

3. **ADDITIONAL INFORMATION.** This contract is subject to Board policies and regulations applicable to Administrative Support Personnel, as amended from time to time.
4. **EVALUATION.** Evaluations shall be completed at the discretion of the Superintendent or designee. A stipend in the amount of \$200 will be provided to employee if she is rated "Exceeds Requirements" or above on her annual evaluation. A stipend in the amount of \$150 will be provided to employee if she is rated "Meets Requirements" or below on her annual evaluation. The stipend will be provided by July 20 after the school year in which it was earned. This amount will be prorated based upon the amount of days worked in the school year for employees that have not completed a full year of service.
5. **TERMINATION.** The Board may terminate this contract during its term due to a layoff. Otherwise, this contract will not be terminated during its term for reasons that are arbitrary or capricious.
6. **MEDICAL EXAMINATION** The Employee shall submit to such medical examinations, supply such information and execute such documents as may be required by an underwriter, policyholder or third party administrator providing insurance programs specified under this Contract. Additionally, upon request of the Board of Superintendent, the Employee shall authorize the release of medical information necessary to determine if the Employee is capable of performing the essential job functions required by her assignment, with or without job accommodation. Any physical or mental examination or disclosure of such information required of the Employee by the District or Superintendent shall be job related and consistent with business necessity. Any physical or mental examination under this section shall be at the School District's expense to the extent not covered by insurance. Any information obtained from such examinations or inquiries shall be considered and treated as confidential.
7. **TENURE.** The Employee shall not be deemed to be granted continuing tenure in such capacity or in any other non-classroom teaching position.
8. **EMPLOYEE RETENTION STIPEND.** This provision is limited to the 2025-26 school year. Employees are eligible to receive an employee retention stipend in the amount of \$800 if they complete the entire 2025-26 school year. Employees are not eligible for this payment if their employment is severed prior to June 30, 2026. Payment will be made on the July 5, 2026 pay date.
9. **ENTIRE AGREEMENT.** This is the complete agreement between the parties. There are no oral or other promises that have induced this agreement. No individual has authority to change this agreement. It may not be modified except in writing and approved by the Board in a public board meeting.

BUSINESS SERVICES SUPPORT SPECIALIST/HR

SUPERINTENDENT

DATE

DATE

Gaylord Community Schools Online Application

Ealy, Michael - AppNo: 2295

Date Submitted: 12/30/2025

Personal Data

Name: Michael Ealy
(First) (Middle Initial) (Last)

Other name(s) under which transcripts, certificates, and former applications may be listed:

Other: Ealy
(Middle Initial) (Last)

Email Address:

Postal Address

Permanent Address

Number & Street:
Apt. Number:
City:
State/Province:
Zip/Postal Code:
Country:
Daytime Phone:
Home/Cell Phone:

Present Address

Number & Street:
Apt. Number:
City:
State/Province:
Zip/Postal Code:
Country:
Phone Number:

Employment Desired

Open Vacancy Desired:	Date Last Submitted	Experience in Similar Positions
JobID: 842 Athletics/Activities: 8th Grade Boys Basketball Coach- 2 positions at Gaylord Middle School	12/30/2025	years

Position Desired:	Experience in Similar Positions
Athletics/Activities 1. Coaching	6 years

Additional Information

* Have you applied for a position at Gaylord Community Schools in the past?

Yes

If so, please indicate the date(s) and position(s) for which you have applied.

2018 and 2019 middle school basketball coach

Education

Please tell us about your educational background beginning with the most recent.

High School Attended: Gaylord High School
Graduation Status: H.S. Diploma
HS Grad/GED/HSED Date: 1994

Gaylord Community Schools Online Application

Ealy, Michael - AppNo: 2295

Date Submitted: 12/30/2025

Colleges, Universities and Technical Schools Attended:

Name and location	Dates Attended: From - To	Major area of study and number of semester hours	Minor area of study and number of semester hours	Degree	Date Conferred or Expected	GPA	Graduated
Ferris State University	08/1994 05/1998	Criminal Justice Hrs:	Hrs:	Bachelors	05/1998	3.3	Yes

Undergraduate

Highest Degree Attained

BA/BS/etc.

Number of graduate hours beyond your highest degree:

Grad Program Of Study

List honors, awards or distinctions you have earned:

Experience

Please list ALL relevant work experience beginning with the most recent.

Current or Most Recent Position	Employer Contact Information	Supervisor/Reference Contact Information	
Michigan State Police Trooper	563 S.Otsego Ave Gaylord, MI 49735(989-732-2778	William Brown 989-732-2778	
Date From - Date To:	08/1998 - 08/2029 (Total Yrs: 27)	Full or Part Time:	Full
Last Annual Salary:	100,000		
Reason for Leaving:	Still employed		
May we contact this employer?	Yes		
Responsibilities/Accomplishments at this Position	Patrol and complaint work. First aid instructor. Field training officer. Advanced crash investigator.		

Previous Position Held	Employer Contact Information	Supervisor/Reference Contact Information	
Michigan State Police Trooper	563 S. Otsego Gaylord, MI 49735 9897322778	Sgt. William Brown 989-732-2778	
Date From - Date To:	08/1998 - 08/2029 (Total Yrs: 27)	Full or Part Time:	Full
Last Annual Salary:	100,000		
Reason for Leaving:	Still employed		
May we contact this employer?	Yes		
Responsibilities/Accomplishments at this Position	Patrol/complaint work, first aid instructor,		

Gaylord Community Schools Online Application

Ealy, Michael - AppNo: 2295

Date Submitted: 12/30/2025

Extracurricular Activities

Athletic	Basketball			
-----------------	------------	--	--	--

Please provide more details regarding your experience or interest in your selected extra curricular activities. For instance, provide details on any experience as a participant at the high school or college level or as a director, coach, supervisor, or sponsor.

Coaching History

Please indicate all previous coaching positions that you have held. Include name of employer, name of supervisor, contact information for supervisor, dates of employment and reason for leaving the position.

Four years as girls youth basketball coach in Munising. 2008-2012. Third thru sixth grade.
 GMS 8th grade girls basketball coach 2018-2024. 8th grade boys BB coach 2019-2024

Please list the sports in which you have been active (high school, college, etc.).

Football, basketball, high school

Professional References

	Reference 1 of 3	Reference 2 of 3
Name:	William Brown	Paula Ackerman
School/Org:	Michigan State Police	Munising Memorial Hospital
Current Position:	Sergeant/supervisor	
Home Phone:		
Cell Phone:		906-250-8213
Work Phone:	989-732-2778	
Mailing Address:		
Email:		
Relationship to Candidate:	Friend/supervisor	Friend
Years Known:	6 1/2	18

Disclosures

Contract Status

* Are you currently under contract?

No

If Yes, which district?

If Yes, when does it expire?

When may your present employer be contacted?

Professional Status

* Have you obtained tenure status in any other school district?

No

Gaylord Community Schools Online Application

Ealy, Michael - AppNo: 2295

Date Submitted: 12/30/2025

Disclosures continued

If Yes, where?

When?

* Have you ever been denied tenure?

No

If Yes, explain:

* Have you ever had a teaching certificate or license revoked or suspended?

No

If Yes, explain:

* Have you ever failed to be rehired, been asked to resign a position, resigned to avoid termination, or terminated from employment?

No

If Yes, explain:

Name:

Position:

Relationship:

* Can you perform all the essential job function(s) of the position(s) for which you are applying, with or without reasonable accommodation?

Yes

Referrals

How did you hear about employment with us?

GCS Website	Other: Word of mouth	
-------------	----------------------	--

Additional Information

List any additional information which will help in determining your professional qualifications for a position.

I coached both my daughters in youth basketball for 4 years. I coached my sons youth soccer team.
I coached the girls and boys 8th grade basketball team at GMS

Gaylord Community Schools Online Application

Ealy, Michael - AppNo: 2295

Date Submitted: 12/30/2025

Relatives Working for District

Do you have any relatives currently working for Gaylord Community Schools?

No

If yes, please list employee(s) related to you and relationship:

Legal Information

Please note: Applicants are not obligated to disclose sealed or expunged records.

* Are you eligible to work in the United States?

Yes

* Have you ever been convicted of a criminal offense other than a minor traffic violation?

If yes, explain, giving dates:

Please Note: A conviction will not necessarily bar you from employment. Facts, such as date of occurrence and rehabilitation will be considered. This information will be used only for job-related purposes and only to the extent permitted by applicable law.

* Have you ever had any indicated finding of child abuse filed in your name?

No

If yes, explain, giving dates:

* Does your name appear on any Sex Offender Database in any state or country?

No

Equal Opportunity Employer

Gaylord Community Schools is an Equal Opportunity Employer. Gaylord Community Schools ensures equal employment opportunities regardless of race, creed, gender, color, national origin, religion, age, sexual orientation or disability. Gaylord Community Schools has a policy of active recruitment of qualified minority teachers and non-certified employees. Any individual needing assistance in making application for any opening should contact the Department of Human Resources.

Applicant's Acknowledgment and Agreement

By checking the box below, candidate authorizes the school district to conduct an investigation of candidate pursuant to The School Code to determine whether candidate has been convicted of any criminal or drug offenses as set forth in such statute, and, upon request, agrees to execute an investigation authorization form as a condition for candidate's employment. The School Code also stipulates that the School District perform a check on the Statewide Sex Offender Database. Candidate may not be employed unless such investigations have been initiated.

I certify that the information given by me in this application is true in all respects, and I agree that if the information given is found to be false in any way, it shall be considered sufficient cause for denial of employment or discharge. I authorize the use of any information in the application to verify my statement, and I authorize past employers, all references and any other person to answer all questions asked concerning my ability, character, reputation, and previous employment record. I release all such persons from any liability or damages on account of having furnished such information.

Gaylord Community Schools Online Application

Ealy, Michael - AppNo: 2295

Date Submitted: 12/30/2025

Applicant's Acknowledgment and Agreement continued

I, Michael Ealy, agree to all of the terms above.

I agree

Gaylord Community Schools Online Application

Bricker, Jennifer - AppNo: 6641

Date Submitted: 11/25/2025

Personal Data

Name: Jennifer L Bricker
(First) (Middle Initial) (Last)

Other name(s) under which transcripts, certificates, and former applications may be listed:

Other: (Middle Initial) (Last)

Email Address:

Postal Address

Permanent Address

Number & Street:
Apt. Number:
City:
State/Province:
Zip/Postal Code:
Country:
Daytime Phone:
Home/Cell Phone:

Present Address

Number & Street:
Apt. Number:
City:
State/Province:
Zip/Postal Code:
Country:
Phone Number:

Employment Desired

Position Desired:	Experience in Similar Positions
Administrative Support Personnel	
1. Business Office Support	6 years
Athletics/Activities	
1. Coaching	3 years
Elementary School Teaching	
1. Early Childhood	8 years
2. Lower Elementary - Grades K-1-2-3	5 years
Support Staff	
1. Educational Assistant	5 years
2. Food Service Helper	5 years
3. Health Care Assistant	1 years
4. School Secretary	5 years

Additional Information

* Have you applied for a position at Gaylord Community Schools in the past?

No

If so, please indicate the date(s) and position(s) for which you have applied.

Gaylord Community Schools Online Application

Bricker, Jennifer - AppNo: 6641

Date Submitted: 11/25/2025

Education

Please tell us about your educational background beginning with the most recent.

High School Attended: Grayling High School
Graduation Status: H.S. Diploma
HS Grad/GED/HSED Date: 2002

Colleges, Universities and Technical Schools Attended:

Name and location	Dates Attended: From - To	Major area of study and number of semester hours	Minor area of study and number of semester hours	Degree	Date Conferred or Expected	GPA	Graduated
Baker College	09/2006 06/2016	Health Care Administration Hrs:	Psychology Hrs:	Bachelor Degree in Health Care Administration	06/2016	3.17	Yes

Undergraduate

Highest Degree Attained **Number of graduate hours beyond your highest degree:** **Grad Program Of Study**

BA/BS/etc.

List honors, awards or distinctions you have earned:

Awarded Munson Home Health 2018 Caregiver of the Year.

Experience

Please list ALL relevant work experience beginning with the most recent.

Current or Most Recent Position	Employer Contact Information		Supervisor/Reference Contact Information	
Hospice of Michigan Volunteer Coordinator	830 S. Otsego Ave Gaylord, MI 49735		Kathy Lietaert 231-779-5409 klietaert@hom.org	
Date From - Date To:	12/2022 - 11/2024 (Total Yrs: 5)	Full or Part Time:	Full	Last Annual Salary:
Reason for Leaving:	Left on good terms, but a reduce in hours and it was a full time position.			
May we contact this employer?	Yes			
Responsibilities/Accomplishments at this Position	I was responsible for coordinating the volunteers and setting them up with the right patients for visits. I was responsible for keeping track of their hours and inputting their hours into patient charts. I was responsible to provide my team a weekly update on patients and visits and hours. I was also responsible for providing monthly updates to the team. I planed and provided dinners and parties for volunteers.			

Gaylord Community Schools Online Application

Bricker, Jennifer - AppNo: 6641

Date Submitted: 11/25/2025

Experience Continued

Previous Position Held		Employer Contact Information		Supervisor/Reference Contact Information	
Munson Home Health Volunteer Coordinator		Grayling, MI 49738		Amy McClland	
Date From - Date To:	10/2017 - 04/2020 (Total Yrs: 1)	Full or Part Time:	Full	Last Annual Salary:	
Reason for Leaving:	Covid lost my job due to work Furlow and then elimination of my position. .				
May we contact this employer?	Yes				
Responsibilities/Accomplishments at this Position	<p>You can try to contact them, but my main manager is not there anymore Amy was the other office manager and she was in on my hiring and why I worked so you can try to reach her if needed.</p> <p>I was Responsible for managing the group of volunteers and patient needs. I had to be present and present my weekly updates in our patient meetings weekly.. I was required to manage all the volunteers and making sure they have what is needed to be up to date on all state requirements. I was responsible for training the volunteers and placing them with patients. I was required to update the patient charts and host volunteer events and parties as well.</p>				

Previous Position Held		Employer Contact Information		Supervisor/Reference Contact Information	
Crawford County Commission on Aging Advocacy and Resource Coordinator		Graylnig, MI 49738			
Date From - Date To:	01/2017 - 10/2017 (Total Yrs: 1)	Full or Part Time:	Full	Last Annual Salary:	
Reason for Leaving:	I loved this position and helping the older adults. I left for personal reasons.				
May we contact this employer?	Yes				
Responsibilities/Accomplishments at this Position	<p>Coordinate Medicare and Medicaid Assistance and MiCafe programs.</p> <p>? Recruit, train and supervise volunteers to assist with the Medicare and Medicaid Assistance programs.</p> <p>? Facilitate ongoing advocacy activities and special events which provide advocacy for older adults and veterans.</p> <p>? Acts as an advocate for older adults, veterans and their families.</p>				

Student Teaching

Student Teaching/Internship

School District	
Location	
School Phone #	
School Year	
Date Completed (mm/yyyy)	
Length of Experience	
Grade Level(s)/Subject Area(s) Taught	
Name and Phone of Cooperating Teacher or Field Supervisor	

Gaylord Community Schools Online Application

Bricker, Jennifer - AppNo: 6641

Date Submitted: 11/25/2025

Student Teaching continued

Name and Phone of University Supervisor	
---	--

Semester Hours

For the subject areas below in which you have 15 or more semester hours/credits, please indicate how many university semester hours/credits you have and/or if you are endorsed.

No Semester Hours Entered

Certification

Do you hold National Board for Professional Teaching Standards certification? **No**

Do you hold or anticipate a Michigan certificate? **No**

Michigan Certification System **Look-Up**

Type	Certificate Number	Expiration Date	Status
------	--------------------	-----------------	--------

Please list any other endorsements and/or verifications documented on your Certificate(s):

* Have you applied for a Michigan certificate?

* List the date you applied for certification:

* Have you received a deficiency statement?

If pending, date test taken

* Have you passed the Basic Skills Exam?

* Have you passed the Michigan Test for Teacher Certification?

Do you hold a current out-of-state certificate?

State	Type	Certificate Number	Expiration Date	Current?
-------	------	--------------------	-----------------	----------

List your out-of-state certified teaching/administration fields:

Gaylord Community Schools Online Application

Bricker, Jennifer - AppNo: 6641

Date Submitted: 11/25/2025

Extracurricular Activities

Athletic	Baseball	Basketball	Softball	
Club	Cheerleading	Student Council		

Please provide more details regarding your experience or interest in your selected extra curricular activities. For instance, provide details on any experience as a participant at the high school or college level or as a director, coach, supervisor, or sponsor.

Coaching History

Please indicate all previous coaching positions that you have held. Include name of employer, name of supervisor, contact information for supervisor, dates of employment and reason for leaving the position.

I have coached youth Basketball the 3rd graders and then went up and coached the youth basketball in the 5th and 6th grade levels. I have coached Little League Softball for 2 years now as an assistant coach. I am just venturing into trying to branch out and help the youth more with getting involved in the school coaching staff. We own a youth sports organization and I help with a lot I love working with the youth of today!

Please list the sports in which you have been active (high school, college, etc.).

I played Basketball, Softball, Volleyball and adult Co-ed softball.

Professional References

	Reference 1 of 3	Reference 2 of 3
Name:	Jody Lahring	Ron Moeggenberg
School/Org:	Farm at Legacy Acres	Gaylord High School
Current Position:	Owner	Varsity Head Softball Coach
Home Phone:		
Cell Phone:	(989)297-2779	(989)619-5809
Work Phone:		
Mailing Address:		
Email:	jmlahring@hotmail.com	
Relationship to Candidate:	A friend and colleague	Friend and Coaching Colleague
Years Known:	4	2

Gaylord Community Schools Online Application

Bricker, Jennifer - AppNo: 6641

Date Submitted: 11/25/2025

Professional References cont.

	Reference 3 of 3	
Name:	Amanda Apitz	
School/Org:	Gaylord	
Current Position:		
Home Phone:		
Cell Phone:	(989)464-1803	
Work Phone:		
Mailing Address:		
Email:	amandapeplinski@gmail.com	
Relationship to Candidate:	Friend	
Years Known:	3	

Disclosures

Contract Status

* Are you currently under contract?

No

If Yes, which district?

If Yes, when does it expire?

When may your present employer be contacted?

Professional Status

* Have you obtained tenure status in any other school district?

No

If Yes, where?

When?

* Have you ever been denied tenure?

No

If Yes, explain:

--

* Have you ever had a teaching certificate or license revoked or suspended?

No

If Yes, explain:

--

* Have you ever failed to be rehired, been asked to resign a position, resigned to avoid termination, or terminated from employment?

No

If Yes, explain:

--

Name:

Position:

Relationship:

Gaylord Community Schools Online Application

Bricker, Jennifer - AppNo: 6641

Date Submitted: 11/25/2025

Disclosures continued

* Can you perform all the essential job function(s) of the position(s) for which you are applying, with or without reasonable accommodation?

Yes

Referrals

How did you hear about employment with us?

District Employee

Other: Varsity Softball Coach Ron Moeggenberg

Additional Information

List any additional information which will help in determining your professional qualifications for a position.

Relatives Working for District

Do you have any relatives currently working for Gaylord Community Schools?

No

If yes, please list employee(s) related to you and relationship:

Legal Information

Please note: Applicants are not obligated to disclose sealed or expunged records.

* Are you eligible to work in the United States?

Yes

* Have you ever been convicted of a criminal offense other than a minor traffic violation?

If yes, explain, giving dates:

Please Note: A conviction will not necessarily bar you from employment. Facts, such as date of occurrence and rehabilitation will be considered. This information will be used only for job-related purposes and only to the extent permitted by applicable law.

* Have you ever had any indicated finding of child abuse filed in your name?

No

If yes, explain, giving dates:

Gaylord Community Schools Online Application

Bricker, Jennifer - AppNo: 6641

Date Submitted: 11/25/2025

Legal Information continued

* Does your name appear on any Sex Offender Database in any state or country?

No

Equal Opportunity Employer

Gaylord Community Schools is an Equal Opportunity Employer. Gaylord Community Schools ensures equal employment opportunities regardless of race, creed, gender, color, national origin, religion, age, sexual orientation or disability. Gaylord Community Schools has a policy of active recruitment of qualified minority teachers and non-certified employees. Any individual needing assistance in making application for any opening should contact the Department of Human Resources.

Applicant's Acknowledgment and Agreement

By checking the box below, candidate authorizes the school district to conduct an investigation of candidate pursuant to The School Code to determine whether candidate has been convicted of any criminal or drug offenses as set forth in such statute, and, upon request, agrees to execute an investigation authorization form as a condition for candidate's employment. The School Code also stipulates that the School District perform a check on the Statewide Sex Offender Database. Candidate may not be employed unless such investigations have been initiated.

I certify that the information given by me in this application is true in all respects, and I agree that if the information given is found to be false in any way, it shall be considered sufficient cause for denial of employment or discharge. I authorize the use of any information in the application to verify my statement, and I authorize past employers, all references and any other person to answer all questions asked concerning my ability, character, reputation, and previous employment record. I release all such persons from any liability or damages on account of having furnished such information.

I, Jennifer Bricker, agree to all of the terms above.

I agree

From: [Mandy Bolen](#)
To: [Katlin Stiles](#); [Brian Pearson](#)
Subject: Track Resignation
Date: Tuesday, December 16, 2025 10:21:19 AM
Attachments: [image001.png](#)

See below.

Mandy Bolen | Director of Human Resources

Gaylord Community Schools | 615 South Elm Avenue | Gaylord, MI 49735
gaylordschools.com | bolenm@gaylord.k12.mi.us | P: 989-705-3010 | F: 989-732-6029



The information contained in this e-mail message may contain confidential information and is for the sole use of the intended recipient(s). If you are not an intended recipient, or the employee or agent responsible for delivering it to an intended recipient, any dissemination, distribution, or copying of this communication is neither intended nor allowed. If you have received this communication in error, please immediately notify the sender by reply e-mail and destroy all copies of the original message.

From: Dale Cowper <CowperD@gaylord.k12.mi.us>
Sent: Monday, December 15, 2025 3:10 PM
To: Mandy Bolen <BolenM@gaylord.k12.mi.us>
Subject: FW: Track

My apologies if I didn't get this forwarded to you in the fall. Coach Moylan has resigned from his track and field position as well. He would like to stay involved as a volunteer.

Dale Cowper
Athletic Director
Gaylord High School
90 Livingston Blvd, Gaylord MI 49735
P: 989.705.3107
cowperd@gaylord.k12.mi.us

From: Dale Cowper
Sent: Monday, October 20, 2025 7:22 AM
To: 'Dan Moylan' <danmoylan@yahoo.com>
Subject: RE: Track

Morning Coach,

Thanks for all of the time you spend with student-athletes! I'll forward this to human resources and the coaching staff can begin discussing how to move forward this spring.

Dale Cowper

Athletic Director
Gaylord High School
90 Livingston Blvd, Gaylord MI 49735
P: 989.705.3107
cowperd@gaylord.k12.mi.us

From: Dan Moylan <danmoylan@yahoo.com>
Sent: Friday, October 17, 2025 5:47 PM
To: Dale Cowper <CowperD@gaylord.k12.mi.us>
Subject: Track

Dale, this is my resignation as track throws coach. I would like to continue in a voluntary role with the team that is established by coach Warren and coach Page. Thank you for your attention on this matter.

Dan Moylan

[Yahoo Mail: Search, Organize, Conquer](#)

From: [Mandy Bolen](#)
To: [Brian Pearson](#); [Katlin Stiles](#)
Subject: Resignation
Date: Wednesday, December 31, 2025 7:55:11 AM
Attachments: [image001.png](#)

Please see below.

From: Deanna Kirby <KirbyD@gaylord.k12.mi.us>
Sent: Tuesday, December 30, 2025 4:54 PM
To: Mandy Bolen <BolenM@gaylord.k12.mi.us>
Subject:

RE: Meeting Request



Deanna Kirby
To: Mandy Bolen



4:43 I

Hi Mandy,

First, I would like to thank you for the opportunity to work with someone that has a disability, which I have never did before.

And to let you know that I broke my foot and I am wearing a boot along with my knee brace. guess its not a year for this to happen to me.

Also to let you know that I will be terminating my IA Aide position as of December 31, 2025. I will be returning my laptop, my badge and my vest. Which my vest, tennis shoes and some wool socks are in my desk in Miss Distlers room, those, if possible, could be sent home with my granddaughters.

Sincerely,

Deanna Kirby

From: [Mandy Bolen](#)
To: [Katlin Stiles](#)
Subject: FW: retirement
Date: Thursday, December 18, 2025 8:13:44 AM
Attachments: [image001.png](#)

Mandy Bolen | Director of Human Resources

Gaylord Community Schools | 615 South Elm Avenue | Gaylord, MI 49735
gaylordschools.com | bolenm@gaylord.k12.mi.us | P: 989-705-3010 | F: 989-732-6029



The information contained in this e-mail message may contain confidential information and is for the sole use of the intended recipient(s). If you are not an intended recipient, or the employee or agent responsible for delivering it to an intended recipient, any dissemination, distribution, or copying of this communication is neither intended nor allowed. If you have received this communication in error, please immediately notify the sender by reply e-mail and destroy all copies of the original message.

From: Patricia Hills <hillsp@gaylord.k12.mi.us>
Sent: Thursday, December 18, 2025 7:50 AM
To: Mandy Bolen <BolenM@gaylord.k12.mi.us>; Brian Pearson <pearsonb@gaylord.k12.mi.us>
Cc: Kory Lohrmann <LohrmannK@gaylord.k12.mi.us>
Subject: retirement

Mandy Bolen | Director of Human Resources

Gaylord Community Schools
615 South Elm Avenue Gaylord, MI 49735

18 December 2025

Mandy

Please accept this letter as formal notice of my resignation from Gaylord Community Schools, effective at the end of the day on December 31, 2025, due to my retirement. I would like to express my sincere appreciation for the guidance, support, and care I have experienced during my time with Gaylord Community Schools. Not every school operates with this level of professionalism and support, and I am proud to have been part of this district.

Thank you for the opportunities and encouragement you have provided. I wish the district continued success in the years ahead

Sincerely,

Patricia Hills



BOARD OF EDUCATION

2026 Meeting Schedule

Workshop, Committee Meetings, and Regular Board Meetings

All regular meetings are open to the public. Unless otherwise noted, all Regular meetings are held in the Board of Education room, 615 S. Elm Avenue, Gaylord, MI.

Meeting	Date		Time	Proposed Agenda
Committee of Whole	Tuesday, January 6, 2026	Full Board	Noon	Tuesday, December 30, 2025
Organizational Meeting	Monday, January 12, 2026	Full Board	5:30 p.m.	Thursday, January 8, 2026
Regular Meeting	Monday, January 12, 2026	Full Board	6:00 p.m.	Thursday, January 8, 2026
PFN Committee	Tuesday, January 20, 2026	TBD	Noon	Friday, January 16, 2026
BGT Committee	Tuesday, January 27, 2026	TBD	Noon	Friday, January 23, 2026
Board Workshop	Tuesday, February 3, 2026	Full Board	Noon	Friday, January 30, 2026
Board Meeting	Monday, February 9, 2026	Full Board	6:00 p.m.	Thursday, February 5, 2026
TC Committee	Tuesday, February 24, 2026	TBD	Noon	Friday, February 20, 2026
Board Workshop	Tuesday, March 3, 2026	Full Board	Noon	Friday, February 27, 2026
Board Meeting	Monday, March 9, 2026	Full Board	6:00 p.m.	Thursday, March 5, 2026
PD Committee	Tuesday, March 17, 2026	TBD	Noon	Friday, March 13, 2026
PFN Committee	Tuesday, March 24, 2026	TBD	Noon	Friday, March 20, 2026
Board Workshop	Tuesday, April 7, 2026	Full Board	Noon	Thursday, April 2, 2026
Board Meeting	Monday, April 13, 2026	Full Board	6:00 p.m.	Thursday, April 9, 2026
BGT Committee	Tuesday, April 14, 2026	TBD	Noon	Friday, April 10, 2026
TC Committee	Tuesday, April 21, 2026	TBD	Noon	Friday, April 17, 2026
PD Committee	Tuesday, April 28, 2026	TBD	Noon	Friday, April 24, 2026
Board Workshop	Tuesday, May 5, 2026	Full Board	Noon	Friday, May 1, 2026
Board Meeting	Monday, May 11, 2026	Full Board	6:00 p.m.	Thursday, May 7, 2026
PFN Committee	Tuesday, May 12, 2026	TBD	Noon	Friday, May 8, 2026
BGT Committee	Tuesday, May 19, 2026	TBD	Noon	Friday, May 15, 2026
TC Committee	Tuesday, May 26, 2026	TBD	Noon	Friday, May 22, 2026
Board Workshop	Tuesday, June 2, 2026	Full Board	Noon	Friday, May 29, 2026
Board Meeting	Tuesday, June 8, 2026	Full Board	6:00 p.m.	Thursday, June 4, 2026
PD Committee	Tuesday, June 16, 2026	TBD	Noon	Friday, June 12, 2026
Board Workshop	Tuesday, July 7, 2026	Full Board	Noon	Wednesday, July 1, 2026
Board Meeting	Monday, July 13, 2026	Full Board	6:00 p.m.	Thursday, July 9, 2026

Board Workshop	Tuesday, August 4, 2026	Full Board	Noon	Friday, July 31, 2026
Board Meeting	Monday, August 10, 2026	Full Board	6:00 p.m.	Thursday, August 6, 2026
Board Workshop	Tuesday, September 8, 2026	Full Board	Noon	Friday, September 4, 2026
Board Meeting	Monday, September 14, 2026	Full Board	6:00 p.m.	Thursday, September 10, 2026
PFN Committee	Tuesday, September 15, 2026	TBD	Noon	Friday, September 11, 2206
BGT Committee	Tuesday, September 22, 2026	TBD	Noon	Friday, September 18, 2026
TC Committee	Tuesday, September 29, 2026	TBD	Noon	Friday, September 25, 2026
Board Workshop	Tuesday, October 6, 2026	Full Board	Noon	Friday, October 2, 2026
Board Meeting	Monday, October 12, 2026	Full Board	6:00 p.m.	Thursday, October 8, 2026
PD Committee	Tuesday, October 13, 2026	TBD	Noon	Friday, October 9, 2026
PFN Committee	Tuesday, October 20, 2026	TBD	Noon	Friday, October 16, 2026
BGT Committee	Tuesday, October 27, 2026	TBD	Noon	Friday, October 23. 2026
Board Workshop	Tuesday, November 3, 2026	Full Board	Noon	Friday, October 30, 2026
Board Meeting	Monday, November 9, 2026	Full Board	6:00 p.m.	Thursday, November 5, 2026
TC Committee	Tuesday, November 10, 2026	TBD	Noon	Friday, November 6, 2026
PD Committee	Tuesday, November 17, 2026	TBD	Noon	Friday, November 13, 2026
PFN Committee	Tuesday, November 24, 2026	TBD	Noon	Friday, November 20, 2026
Board Workshop	Tuesday, December 8, 2026	Full Board	Noon	Friday, December 4, 2026
Board Meeting	Monday, December 14, 2026	Full Board	6:00 p.m.	Thursday, December 10 2026
BGT Committee	Tuesday, December 15, 2026	TBD	Noon	Friday, December 11, 2026
Board Workshop	Tuesday, January 5, 2027	Full Board	Noon	Tuesday, December 29, 2026
Organizational Meeting	Monday, January 11, 2027	Full Board	5:30 p.m.	Thursday, January 7, 2027
Board Meeting	Monday, January 11, 2027	Full Board	6:00 p.m.	Thursday, January 7, 2027

TENTATIVE COMMITTEE MEMBERS

PFN <i>Personnel, Finance, and Negotiations</i>	BGT <i>Building, Grounds and Transportation</i>	TC <i>Technology and Curriculum</i>	PD <i>Policy and Discipline</i>
CHAIR: Jeff Wieber	CHAIR: Rachel Davis	CHAIR: Katie Drzewiecki	CHAIR: Kari Visser-Robel
Lori Hewitt	Doug Hempenstall	Jeff Wieber	Rachel Davis
Kari Visser-Robel	Sara Gapinski	Lori Hewitt	Doug Hempenstall
ALTERNATE: Sara Gapinski	ALTERNATE: Jeff Wieber	ALTERNATE: Doug Hempenstall	ALTERNATE: Lori Hewitt



BOARD OF EDUCATION

2026 Meeting Schedule

Workshop, Committee Meetings, and Regular Board Meetings

All regular meetings are open to the public. Unless otherwise noted, all Regular meetings are held in the Board of Education room, 615 S. Elm Avenue, Gaylord, MI.

Meeting	Date		Time	Proposed Agenda
Committee of Whole	Tuesday, January 6, 2026	Full Board	Noon	Tuesday, December 30, 2025
Organizational Meeting	Monday, January 12, 2026	Full Board	5:30 p.m.	Thursday, January 8, 2026
Regular Meeting	Monday, January 12, 2026	Full Board	6:00 p.m.	Thursday, January 8, 2026
PFN Committee	Tuesday, January 20, 2026	TBD	Noon	Friday, January 16, 2026
BGT Committee	Tuesday, January 27, 2026	TBD	Noon	Friday, January 23, 2026
Board Workshop	Tuesday, February 3, 2026	Full Board	Noon	Friday, January 30, 2026
Board Meeting	Monday, February 9, 2026	Full Board	6:00 p.m.	Thursday, February 5, 2026
TC Committee	Tuesday, February 24, 2026	TBD	Noon	Friday, February 20, 2026
Board Workshop	Tuesday, March 3, 2026	Full Board	Noon	Friday, February 27, 2026
Board Meeting	Monday, March 9, 2026	Full Board	6:00 p.m.	Thursday, March 5, 2026
PD Committee	Tuesday, March 17, 2026	TBD	Noon	Friday, March 13, 2026
PFN Committee	Tuesday, March 24, 2026	TBD	Noon	Friday, March 20, 2026
Board Workshop	Tuesday, April 7, 2026	Full Board	Noon	Thursday, April 2, 2026
Board Meeting	Monday, April 13, 2026	Full Board	6:00 p.m.	Thursday, April 9, 2026
BGT Committee	Tuesday, April 14, 2026	TBD	Noon	Friday, April 10, 2026
TC Committee	Tuesday, April 21, 2026	TBD	Noon	Friday, April 17, 2026
PD Committee	Tuesday, April 28, 2026	TBD	Noon	Friday, April 24, 2026
Board Workshop	Tuesday, May 5, 2026	Full Board	Noon	Friday, May 1, 2026
Board Meeting	Monday, May 11, 2026	Full Board	6:00 p.m.	Thursday, May 7, 2026
PFN Committee	Tuesday, May 12, 2026	TBD	Noon	Friday, May 8, 2026
BGT Committee	Tuesday, May 19, 2026	TBD	Noon	Friday, May 15, 2026
TC Committee	Tuesday, May 26, 2026	TBD	Noon	Friday, May 22, 2026
Board Workshop	Tuesday, June 2, 2026	Full Board	Noon	Friday, May 29, 2026
Board Meeting	Tuesday, June 8, 2026	Full Board	6:00 p.m.	Thursday, June 4, 2026
PD Committee	Tuesday, June 16, 2026	TBD	Noon	Friday, June 12, 2026
Board Workshop	Tuesday, July 7, 2026	Full Board	Noon	Wednesday, July 1, 2026
Board Meeting	Monday, July 13, 2026	Full Board	6:00 p.m.	Thursday, July 9, 2026

Board Workshop	Tuesday, August 4, 2026	Full Board	Noon	Friday, July 31, 2026
Board Meeting	Monday, August 10, 2026	Full Board	6:00 p.m.	Thursday, August 6, 2026
Board Workshop	Tuesday, September 8, 2026	Full Board	Noon	Friday, September 4, 2026
Board Meeting	Monday, September 14, 2026	Full Board	6:00 p.m.	Thursday, September 10, 2026
PFN Committee	Tuesday, September 15, 2026	TBD	Noon	Friday, September 11, 2206
BGT Committee	Tuesday, September 22, 2026	TBD	Noon	Friday, September 18, 2026
TC Committee	Tuesday, September 29, 2026	TBD	Noon	Friday, September 25, 2026
Board Workshop	Tuesday, October 6, 2026	Full Board	Noon	Friday, October 2, 2026
Board Meeting	Monday, October 12, 2026	Full Board	6:00 p.m.	Thursday, October 8, 2026
PD Committee	Tuesday, October 13, 2026	TBD	Noon	Friday, October 9, 2026
PFN Committee	Tuesday, October 20, 2026	TBD	Noon	Friday, October 16, 2026
BGT Committee	Tuesday, October 27, 2026	TBD	Noon	Friday, October 23. 2026
Board Workshop	Tuesday, November 3, 2026	Full Board	Noon	Friday, October 30, 2026
Board Meeting	Monday, November 9, 2026	Full Board	6:00 p.m.	Thursday, November 5, 2026
TC Committee	Tuesday, November 10, 2026	TBD	Noon	Friday, November 6, 2026
PD Committee	Tuesday, November 17, 2026	TBD	Noon	Friday, November 13, 2026
PFN Committee	Tuesday, November 24, 2026	TBD	Noon	Friday, November 20, 2026
Board Workshop	Tuesday, December 8, 2026	Full Board	Noon	Friday, December 4, 2026
Board Meeting	Monday, December 14, 2026	Full Board	6:00 p.m.	Thursday, December 10 2026
BGT Committee	Tuesday, December 15, 2026	TBD	Noon	Friday, December 11, 2026
Board Workshop	Tuesday, January 5, 2027	Full Board	Noon	Tuesday, December 29, 2026
Organizational Meeting	Monday, January 11, 2027	Full Board	5:30 p.m.	Thursday, January 7, 2027
Board Meeting	Monday, January 11, 2027	Full Board	6:00 p.m.	Thursday, January 7, 2027

TENTATIVE COMMITTEE MEMBERS

PFN <i>Personnel, Finance, and Negotiations</i>	BGT <i>Building, Grounds and Transportation</i>	TC <i>Technology and Curriculum</i>	PD <i>Policy and Discipline</i>
CHAIR: Jeff Wieber	CHAIR: Rachel Davis	CHAIR: Katie Drzewiecki	CHAIR: Kari Visser-Robel
Lori Hewitt	Doug Hempenstall	Jeff Wieber	Rachel Davis
Kari Visser-Robel	Sara Gapinski	Lori Hewitt	Doug Hempenstall
ALTERNATE: Sara Gapinski	ALTERNATE: Jeff Wieber	ALTERNATE: Doug Hempenstall	ALTERNATE: Lori Hewitt

ARTICLE I. BYLAWS

B. ORGANIZATION OF THE BOARD.

Section 1. Composition of the Board.

The Board is composed of seven members, elected or appointed as provided by the RSC and Michigan law. Board members shall be elected on a staggered basis on the November general election date in even-numbered years.

Section 2. Term of Office.

Board members are elected for four-year terms. Terms of elected Board members shall commence on January 1 of the year following their election.

Section 3. Board Vacancies.

If a Board position becomes vacant, the Board shall appoint a qualified person to fill the position within 30 days after the vacancy occurs. The appointee shall hold office until the next regular school election. Board positions may become vacant for any of the reasons provided by Michigan law. Resignations of Board members are effective without acceptance or approval by the Board.

Section 4. Acceptance and Oath of Office.

Elected, re-elected or appointed Board members shall file an acceptance of office and affidavit of eligibility as required by state law, and, before taking office, shall take the oath of office required by Article XI, Section 1 of the Michigan Constitution of 1963.

Section 5. Board Officers.

Members of the Board shall elect by majority vote a President, Vice-President, Secretary and Treasurer at the Board's annual organizational meeting. Officers shall hold office for one year, or until their successors are elected and take office. Officers are eligible for re-election to their offices.

Section 6. Vacancies in Board Offices.

A Board office shall become vacant if the holder of the office ceases to be a Board member, resigns from the Board office, or is removed from the Board office by a majority vote of the Board. A vacancy in a Board office shall be filled by a majority vote of the Board.

Section 7. Compensation and Reimbursement.

Board members shall receive (choose one)

- no compensation
- compensation of _____ per annum
- compensation of \$40 per Board meeting
- compensation of \$40 per Committee Meeting
- compensation of \$40 per Board Workshop

Board members shall be reimbursed for actual and necessary expenses incurred in the discharge of their official duties. Board members will not be reimbursed for entertainment expenses, or for the purchase of alcoholic beverages. The Board will ordinarily not approve expenditures of District funds for members to attend meetings outside Michigan, and any such attendance must first be approved in advance by the Board. The Board may establish policies for the reimbursement of expenses of Board members.

Section 8. Committees.

The Board may create standing or *ad hoc* committees to gather information for and make recommendations to the Board. The President shall appoint the members of committees and committee chairperson(s).