

MADISON SCHOOL DISTRICT
BOARD OF EDUCATION
REGULAR MEETING
JUNE 17, 2013
6:00 PM – Board Room

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MADISON SCHOOL DISTRICT
BOARD OF EDUCATION
517-263-0741
REGULAR MEETING
JUNE 17, 2013
6:00 PM – Board Room

**** AGENDA ****

- I. CONSENT AGENDA
 - A. APPROVAL OF MINUTES
 - B. ACCEPTANCE OF REPORTS
 - C. APPROVAL OF BILLS/REIMBURSEMENT OF EXPENSES
- II. BUDGET HEARING
 - A. 2012-13 FINAL BUDGET REVISIONS
 - B. 2013-14 BUDGET ADOPTION
- III. 2013-14 MILLAGE RATES
- IV. PROPOSED ATHLETIC RULE CHANGES
- V. GIRLS GOLF CLUB SPORT
- VI. PERFORMING ARTS CENTER – PARKING & LETTERING
- VII. MIDDLE SCHOOL HANDBOOK REVISIONS
- VIII. SUPPORT STAFF WAGES/SALARY CAPS
- IX. TEACHER EVALUATIONS
- X. ADMINISTRATIVE EVALUATIONS
- XI. ADMINISTRATIVE CONTRACT RENEWALS

Madison School District
Board of Education
Regular Meeting – Board Room
May 20, 2013 – 6:00 pm

Members Present: Kyle Ehinger, Natasha Manchester, Julie Ramos, Nancy Roback,
Mark Swinehart, Ruben Villegas

Members Absent: Dana Pink

Other Guests: Jim Hartley, Ryan Rowe, Brad Anschuetz, Kristin Thomas, Nate
Pechaitis, Linda Kaufman, Mary Radant, Jill Hogle, and Jill Myers.

A card from the family of Reuben Sotelo was shared with the Board.

A motion was made by Julie Ramos, and supported by Mark Swinehart, that the minutes of the April 15, 2013 regular meeting be approved; that the General Fund monthly statements totaling \$126,918.84 and the Building & Site statements totaling \$437,942.11 be approved for payment; and that the Board renew its membership with the Michigan High School Athletic Association for the 2013-2014 school year.

Ayes 6

Nays 0

Motion Carried

The following preamble and resolution were offered by Member Nancy Roback and supported by Member Mark Swinehart:

WHEREAS:

1. Section 624 of the Revised School Code, as amended, requires the intermediate school board to submit its proposed budget not later than May 1 of each year to the board of each constituent district for review; and
2. Not later than June 1 of each year, the board of each constituent district shall review the proposed intermediate school district budget, shall adopt a board resolution expressing its support or disapproval of the proposed intermediate school district budget, and shall submit to the intermediate school board any specific objections and proposed changes the constituent district has to the budget.

NOW, THEREFORE BE IT RESOLVED THAT:

1. The board of education has reviewed the proposed intermediate school district budget in accordance with Section 624 of the Revised School Code, as amended, and by the adoption of this resolution, expresses its support for the proposed intermediate school district budget.
2. The secretary of the board of education or his/her designee shall forward a copy of this resolution to the intermediate school board or its superintendent no later than June 1, 2013.
3. All resolutions and parts of resolutions insofar as they conflict with the procedures of this resolution be and the same are hereby rescinded.

Ayes: 6 – Members – Ehinger, Manchester, Ramos, Roback, Swinehart, Villegas

Nays: 0 - Members

Resolution declared adopted.

Secretary, Board of Education

The undersigned duly qualified and acting Secretary of the Board of Education of the Madison School District, Michigan, hereby certifies that the foregoing is a true and complete copy of the a resolution adopted by the Board of Education at a Special meeting held on May 20, 2013, the original of which resolution is a part of the Board's

Ayes 5 Abstention 1 Nays 0 Motion Carried
(Mark Swinehart)

A motion was made by Mark Swinehart, and supported by Julie Ramos, that the para professionals rated effective or highly effective will receive performance based compensation valued at an average of three working days of wages. Amounts will be added to base salaries and compounded for next year.

Ayes 5 Abstention 1 Nays 0 Motion Carried
(Kyle Ehinger)

A motion to adjourn the meeting was made by Mark Swinehart, and supported by Natasha Manchester, at 8:03 pm.

Respectfully submitted,

Secretary, Board of Education

Madison School District
Board of Education
Special Meeting – Board Room
May 20, 2013 – 8:04 pm

Members Present: Kyle Ehinger, Natasha Manchester, Julie Ramos, Nancy Roback, Mark Swinehart, Ruben Villegas

Members Absent – Dana Pink

Other Guests: Jim Hartley, Ryan Rowe, Mary Radant, and Jill Hogle.

RESOLUTION OF THE MADISON BOARD OF EDUCATION

WHEREAS, the biennial election of the Board of the Lenawee Intermediate School District will be held on Monday, June 3, 2013, at a meeting of representatives from constituent school boards.

WHEREAS, Section 614(2) of the Revised School Code requires a constituent school board to designate its representative and identify the intermediate school board candidate the Board supports for each position to be filled on the Board by a resolution adopted not earlier than 21 days prior to the date of the election, and

WHEREAS, Section 614(2) prescribes the method for passage of a resolution including the requirement of considering the resolution at not less than one public meeting before adopting the resolution, and

WHEREAS, the Board previously considered the resolution at an open meeting conducted in a manner prescribed under the Open Meetings Act on May 20, 2013.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The Board designates Kyle Ehinger as its representative to serve on the 2013 electoral body responsible for electing members to the Lenawee Intermediate School District Board of Education and Ryan Rowe as alternate representative in the event the designated representative is unable to attend.

2. The Board supports candidate Richard Germond for a position on the Lenawee Intermediate School District Board of Education for a term of six years.
3. The Board directs its representative Kyle Ehinger to vote for candidate Richard Germond at least on the first ballot taken at the June 3, 2013, election.
4. The Board authorizes and directs its secretary to file this resolution with the secretary of the Lenawee Intermediate School District Board of Education.

Ayes: 6 – Members – Ehinger, Manchester, Ramos, Roback, Swinehart, Villegas
Nays: 0 – Members

Resolved this 20th day of May, 2013.

Signature:

Secretary, Board of Education

A motion to adjourn the meeting was made by Mark Swinehart, and supported by Natasha Manchester, at 8:06 pm.

Respectfully submitted,

Secretary, Board of Education

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 DATE: 06/11/2013
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FUND - 11 - GENERAL FUND

CHECK NUMBER	CASH ACCT	DATE ISSUED	-----VENDOR-----	ACCT	-----DESCRIPTION-----	AMOUNT
17183	9101	06/17/13	ADRIAN MECHANICAL SERVICE	4120	RTU #30	2,262.93
17184	9101	06/17/13	ADRIAN PLUMBING & HEATING	4120	ROOF TOP UNIT #4	90.00
17184	9101	06/17/13	ADRIAN PLUMBING & HEATING	4120	DAMERY'S LAB	250.00
17184	9101	06/17/13	ADRIAN PLUMBING & HEATING	4120	ROOF TOP UNIT #3	700.00
			TOTAL CHECK			1,040.00
17185	9101	06/17/13	ALCOCK DRILLING INC	6221	DRILLING FOR WELL	17,255.00
17186	9101	06/17/13	AMERICAN OFFICE SOLUTIONS	4220	C1851 HS COPIER	47.30
17187	9101	06/17/13	AMERICAN SCHOOL BOARD JOU	7410	JOURNAL RENEW	380.00
17188	9101	06/17/13	APPLE ONLINE STORE	6410	BH446LL/A IPAD 2 16GB WIT	9,160.00
17188	9101	06/17/13	APPLE ONLINE STORE	6410	H3635LL/A BRETTFORD POWERS	2,599.95
17188	9101	06/17/13	APPLE ONLINE STORE	6410	MD101LL/A MACBOOK PRO 13-	1,099.00
17188	9101	06/17/13	APPLE ONLINE STORE	6410	S3130LL/A APPLECARE PROTE	183.00
			TOTAL CHECK			13,041.95
17189	9101	06/17/13	ARCHBOLD EQUIPMENT COMPAN	5980	FILTERS	58.02
17190	9101	06/17/13	BARRETT'S	5130	FLOWERS FOR GRADS	52.56
17191	9101	06/17/13	BLACK SWAMP EQUIP.	4220	PORTABLE TOILET	81.50
17191	9101	06/17/13	BLACK SWAMP EQUIP.	4220	PORTABLE TOILET	76.50
			TOTAL CHECK			158.00
17192	9101	06/17/13	CDW GOVERNMENT, INC.	6220	073956 BELKIN CAT5E PATCH	9.75
17192	9101	06/17/13	CDW GOVERNMENT, INC.	6220	1089744 BELKIN 7FT CAT5E	12.00
17192	9101	06/17/13	CDW GOVERNMENT, INC.	6220	200786 BELKIN CAT5E PATCH	10.50
17192	9101	06/17/13	CDW GOVERNMENT, INC.	6220	2823868 WD BLACK 500GB 3.	72.00
17192	9101	06/17/13	CDW GOVERNMENT, INC.	6421	2823868 WD BLACK 500GB 3.	72.00
17192	9101	06/17/13	CDW GOVERNMENT, INC.	6220	259511 BELKIN CAT5E PATCH	6.00
17192	9101	06/17/13	CDW GOVERNMENT, INC.	6220	1100704 HP NC373T PCI-E 1	160.00
17192	9101	06/17/13	CDW GOVERNMENT, INC.	6220	2823868 WD BLACK 500GB 3.	63.00
17192	9101	06/17/13	CDW GOVERNMENT, INC.	6421	2823868 WD BLACK 500GB 3.	63.00
17192	9101	06/17/13	CDW GOVERNMENT, INC.	6220	2823868 WD BLACK 500GB 3.	-72.00
17192	9101	06/17/13	CDW GOVERNMENT, INC.	6421	2823868 WD BLACK 500GB 3.	-72.00
17192	9101	06/17/13	CDW GOVERNMENT, INC.	6410	1192712 EPSON PROJECTOR L	157.00
17192	9101	06/17/13	CDW GOVERNMENT, INC.	6220	2691027 WD MY PASSPORT 1T	85.00
17192	9101	06/17/13	CDW GOVERNMENT, INC.	6220	2365737 HP 1TB 6G SAS	540.00
17192	9101	06/17/13	CDW GOVERNMENT, INC.	6410	857572 EPSON PROJECTOR LA	241.00
17192	9101	06/17/13	CDW GOVERNMENT, INC.	9134	2140032 HP SB 8GB 2RX4 PC	804.00
			TOTAL CHECK			2,151.25
17193	9101	06/17/13	CUTTING EDGE ENGRAVING	5990	STARS AWARDS	125.00
17193	9101	06/17/13	CUTTING EDGE ENGRAVING	5130	SENIOR AWARDS	165.00
17193	9101	06/17/13	CUTTING EDGE ENGRAVING	5130	SENIOR & PRINCIPAL AW	60.00
17193	9101	06/17/13	CUTTING EDGE ENGRAVING	5110	FACULTY AWARD	17.00
			TOTAL CHECK			367.00
17194	9101	06/17/13	THE DAILY TELEGRAM	3610	EMPLOYMENT AD	210.60
17195	9101	06/17/13	DEMCO, INC.	5990	ANIMAL BOOKMARKS HANGING	7.26
17195	9101	06/17/13	DEMCO, INC.	5990	BUDGET BOOK JACKET COVER	32.34
17195	9101	06/17/13	DEMCO, INC.	5990	DEMCO SPLIT LINER BOOK TA	22.34

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CHECK NUMBER	CASH ACCT	DATE ISSUED	VENDOR	ACCT	DESCRIPTION	AMOUNT
17195	9101	06/17/13	DEMCO, INC.	5990	MICROPORE STAMP PAD - BLA	8.79
17195	9101	06/17/13	DEMCO, INC.	5990	MUSTACHE READ BOOKMARKS -	7.26
17195	9101	06/17/13	DEMCO, INC.	5990	READ JAZZY THEME BOOKMARK	3.75
17195	9101	06/17/13	DEMCO, INC.	5990	STAMP PAD ROLL ON INK - B	2.28
17195	9101	06/17/13	DEMCO, INC.	5990	TEEN TEXTING GUITAR BOOKM	7.26
17195	9101	06/17/13	DEMCO, INC.	5990	TEEN TEXTING STARS BOOKMA	7.26
17195	9101	06/17/13	DEMCO, INC.	5990	TROPICAL FISH BOOKMARK -	7.26
17195	9101	06/17/13	DEMCO, INC.	5990	TRU RAY PAPER - WHITE - W	2.28
17195	9101	06/17/13	DEMCO, INC.	5990	TRU RAY PAPER - BLACK - W	2.28
17195	9101	06/17/13	DEMCO, INC.	5990	TRU RAY PAPER - BLUE - WS	2.28
17195	9101	06/17/13	DEMCO, INC.	5990	TRU RAY PAPER - DK BROWN	2.28
17195	9101	06/17/13	DEMCO, INC.	5990	TRU RAY PAPER - FEST GREE	2.28
17195	9101	06/17/13	DEMCO, INC.	5990	TRU RAY PAPER - ORANGE -	2.28
17195	9101	06/17/13	DEMCO, INC.	5990	TRU RAY PAPER - RED - WS1	2.28
17195	9101	06/17/13	DEMCO, INC.	5990	TRU RAY PAPER - VIOLET -	2.28
17195	9101	06/17/13	DEMCO, INC.	5990	TRU RAY PAPER - YELLOW -	2.28
TOTAL CHECK						126.32
17196	9101	06/17/13	FOLLETT LIBRARY RESOURCES	5310	ARTEMIS FOWL - THE ATLANT	15.34
17196	9101	06/17/13	FOLLETT LIBRARY RESOURCES	5310	ATTACK OF THE DUST BUNNIE	10.71
17196	9101	06/17/13	FOLLETT LIBRARY RESOURCES	5310	BABYMOUSE 1 - QUEEN OF TH	11.91
17196	9101	06/17/13	FOLLETT LIBRARY RESOURCES	5310	BABYMOUSE 10 - QUEEN OF T	11.91
17196	9101	06/17/13	FOLLETT LIBRARY RESOURCES	5310	BABYMOUSE 11 - DRAGONSLAY	11.91
17196	9101	06/17/13	FOLLETT LIBRARY RESOURCES	5310	BABYMOUSE 12 - BURNS RUBB	11.91
17196	9101	06/17/13	FOLLETT LIBRARY RESOURCES	5310	BABYMOUSE 13 - CUPCAKE TY	11.91
17196	9101	06/17/13	FOLLETT LIBRARY RESOURCES	5310	BABYMOUSE 14 - MAD SCIENT	11.91
17196	9101	06/17/13	FOLLETT LIBRARY RESOURCES	5310	BABYMOUSE 15- A VERY BABY	11.91
17196	9101	06/17/13	FOLLETT LIBRARY RESOURCES	5310	BABYMOUSE 16 - BABYMOUSE	11.91
17196	9101	06/17/13	FOLLETT LIBRARY RESOURCES	5310	BABYMOUSE 17 - EXTREME BA	11.91
17196	9101	06/17/13	FOLLETT LIBRARY RESOURCES	5310	BABYMOUSE 18 -HAPPY BIRTH	11.91
17196	9101	06/17/13	FOLLETT LIBRARY RESOURCES	5310	BABYMOUSE 2 - OUR HERO	11.91
17196	9101	06/17/13	FOLLETT LIBRARY RESOURCES	5310	BABYMOUSE 3 - BEACH BABE	11.91
17196	9101	06/17/13	FOLLETT LIBRARY RESOURCES	5310	BABYMOUSE 4 - ROCKSTAR	11.91
17196	9101	06/17/13	FOLLETT LIBRARY RESOURCES	5310	BABYMOUSE 5 -HEARTBREAKER	11.91
17196	9101	06/17/13	FOLLETT LIBRARY RESOURCES	5310	ESTIMATED SHIPPING/HANDLI	1.00
17196	9101	06/17/13	FOLLETT LIBRARY RESOURCES	5310	FLR 00252R9 THE BATTLE OF	12.01
17196	9101	06/17/13	FOLLETT LIBRARY RESOURCES	5310	FLR 0174RZ1 BRODY'S GHOST	5.99
17196	9101	06/17/13	FOLLETT LIBRARY RESOURCES	5310	FLR 0219ML4 BRODY'S GHOST	4.54
17196	9101	06/17/13	FOLLETT LIBRARY RESOURCES	5310	FLR 0294QX3 BLACK INDIANS	16.01
17196	9101	06/17/13	FOLLETT LIBRARY RESOURCES	5310	FLR 0379HY1 DIVERGENT	15.31
17196	9101	06/17/13	FOLLETT LIBRARY RESOURCES	5310	FLR 0492DR6 THE FIRE ETER	13.12
17196	9101	06/17/13	FOLLETT LIBRARY RESOURCES	5310	FLR 05178Q8 KING GEORGE:	14.41
17196	9101	06/17/13	FOLLETT LIBRARY RESOURCES	5310	FLR 0609FB4 BOMB THE RACE	17.04
17196	9101	06/17/13	FOLLETT LIBRARY RESOURCES	5310	FLR 0843ME2 - 1812 A NATI	42.55
17196	9101	06/17/13	FOLLETT LIBRARY RESOURCES	5310	FLR 0891X7 ICEFIRE	13.12
17196	9101	06/17/13	FOLLETT LIBRARY RESOURCES	5310	FLR 0945MG6 BRODY'S GHOST	5.99
17196	9101	06/17/13	FOLLETT LIBRARY RESOURCES	5310	FLR 11993W9 SCHOOL'S OUT	12.71
17196	9101	06/17/13	FOLLETT LIBRARY RESOURCES	5310	FLR 34134V7 THE ANGEL EXP	12.01
TOTAL CHECK						378.60
17197	9101	06/17/13	FRAME'S PEST CONTROL, INC	4220	PEST CONTROL	50.00
17198	9101	06/17/13	H & H REPAIR	5730	REPAIR OF HOSE	190.09
17199	9101	06/17/13	IMPREST FUND	5110	AP SUPPLY - M HORWATH	29.99
17199	9101	06/17/13	IMPREST FUND	5990	J MANN - DAMAGED ITEM	575.00

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FUND - 11 - GENERAL FUND

CHECK NUMBER	CASH ACCT	DATE ISSUED	VENDOR	ACCT	DESCRIPTION	AMOUNT
17199	9101	06/17/13	IMPREST FUND	5710	J MORIN MILEAGE/ FUEL	202.20
17199	9101	06/17/13	IMPREST FUND	3220	J MORIN MILEAGE/FUEL	57.30
17199	9101	06/17/13	IMPREST FUND	5710	J POWERS - MITCA FUEL	60.02
17199	9101	06/17/13	IMPREST FUND	3220	D OPSAL CONF REIMBURS	164.32
17199	9101	06/17/13	IMPREST FUND	3610	NEWSLETTERS	32.40
17199	9101	06/17/13	IMPREST FUND	7410	R ROWE MDE REIMBURSE	160.00
17199	9101	06/17/13	IMPREST FUND	6220	SHOWCASES FOR PAC	3,650.00
TOTAL CHECK						4,931.23
17200	9101	06/17/13	JACKSON COUNTY I S D	3220	SESSION 1474 - MICHIGAN M	15.00
17201	9101	06/17/13	JERRY ISOM	5980	FAN MOTOR	72.69
17201	9101	06/17/13	JERRY ISOM	5980	HAND DRYERS	2,150.00
17201	9101	06/17/13	JERRY ISOM	5980	HYDRONIC CART PUMP	42.00
TOTAL CHECK						2,264.69
17202	9101	06/17/13	JONES SCHOOL SUPPLY CO IN	5130	HS AWARDS	34.33
17203	9101	06/17/13	LISA KLEMM	5710	L KLEMM MILEAGE	159.00
17204	9101	06/17/13	LEGACY PRINTING	5130	PARCHMENT PAPER	54.68
17205	9101	06/17/13	LENAWEE COUNTY TREASURER	4910	MAY 7 ELECTION	987.74
17206	9101	06/17/13	LENAWEE INTERMEDIATE SCHO	3711	JCC/LISD ACADEMY	14,126.40
17206	9101	06/17/13	LENAWEE INTERMEDIATE SCHO	5110	2013 QUIZ BOWL - MS	75.00
17206	9101	06/17/13	LENAWEE INTERMEDIATE SCHO	3220	HARTLEY LEGIST. BKFAST	12.09
17206	9101	06/17/13	LENAWEE INTERMEDIATE SCHO	3220	RAMOS LEGIST. BKFAST	12.09
17206	9101	06/17/13	LENAWEE INTERMEDIATE SCHO	3220	ROWE LEGIST. BKFAST	12.09
17206	9101	06/17/13	LENAWEE INTERMEDIATE SCHO	5730	BUS 1, 4, 7	1,392.16
17206	9101	06/17/13	LENAWEE INTERMEDIATE SCHO	4130	BUS 1, 4, 7	834.00
17206	9101	06/17/13	LENAWEE INTERMEDIATE SCHO	5730	BUS 1, 4, 7	69.61
TOTAL CHECK						16,533.44
17207	9101	06/17/13	MADISON TOWNSHIP TREASURE	4910	MAY 7 ELECTION	581.15
17208	9101	06/17/13	MARSHALL'S	6450	RIC25CLR200 RICO CLEAR RE	41.40
17208	9101	06/17/13	MARSHALL'S	6450	RIC25CLR300 RICO CLR REED	41.40
TOTAL CHECK						82.80
17209	9101	06/17/13	MICHELLE ROGERS	7410	CDL RENEWAL	70.00
17210	9101	06/17/13	MICHIGAN ASSOC FOR PUPIL	7410	DUES	140.00
17211	9101	06/17/13	MIKE PETERSON	5990	M PETERSON UNIFORM	120.04
17212	9101	06/17/13	MT BUSINESS TECHNOLOGIES,	4220	T6989 HS COPIER	205.84
17212	9101	06/17/13	MT BUSINESS TECHNOLOGIES,	4220	L2170 K WING COPIER	120.91
17212	9101	06/17/13	MT BUSINESS TECHNOLOGIES,	4220	L2171 HS COPIER	321.51
17212	9101	06/17/13	MT BUSINESS TECHNOLOGIES,	4220	T3986 CO COPIER	17.82
17212	9101	06/17/13	MT BUSINESS TECHNOLOGIES,	4220	U2350 EL OFFICE COPY	380.84
TOTAL CHECK						1,046.92
17213	9101	06/17/13	NEFF COMPANY	5130	ACADEMIC LETTERS	199.24
17214	9101	06/17/13	NICHOLS	5980	SCOTT TISSUE	138.49

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FUND - 11 - GENERAL FUND

CHECK NUMBER	CASH ACCT	DATE ISSUED	-----VENDOR-----	ACCT	-----DESCRIPTION-----	AMOUNT
17214	9101	06/17/13	94650 NICHOLS	5980	SOAP, SANITARY VEND	927.42
17214	9101	06/17/13	94650 NICHOLS	5980	BATH TISSUE CASES	433.92
			TOTAL CHECK			1,499.83
17215	9101	06/17/13	69382 NOVOPRINT USA, INC.	3610	BUREAU MAP ADVERTISE	895.00
17216	9101	06/17/13	69403 OCCUHEALTH	3130	EL NURSE	2,503.23
17216	9101	06/17/13	69403 OCCUHEALTH	3130	HS NURSE	417.20
17216	9101	06/17/13	69403 OCCUHEALTH	3130	MS NURSE	417.21
			TOTAL CHECK			3,337.64
17217	9101	06/17/13	72220 PERFORMANCE AUTO OF ADRIA	5710	DSL EXH FL 2.5G	24.98
17217	9101	06/17/13	72220 PERFORMANCE AUTO OF ADRIA	5710	PM EXT LIFE 6/1	83.94
17217	9101	06/17/13	72220 PERFORMANCE AUTO OF ADRIA	5710	FULL FLOW LUBE	4.98
17217	9101	06/17/13	72220 PERFORMANCE AUTO OF ADRIA	5710	STN 10237	4.28
			TOTAL CHECK			118.18
17218	9101	06/17/13	72336 PERRY PRO TECH	5990	STAPLES FOR COPIER	104.10
17218	9101	06/17/13	72336 PERRY PRO TECH	4220	B2150 & B2151 MS COPY	304.20
17218	9101	06/17/13	72336 PERRY PRO TECH	4220	A5345 HS COPIER	207.50
17218	9101	06/17/13	72336 PERRY PRO TECH	4220	A5986 EL COPIER	207.50
			TOTAL CHECK			823.30
17219	9101	06/17/13	77200 ROBERT TEBO AND ASSOCIATE	5990	REG BUSINESS FELLOW	1,000.00
17220	9101	06/17/13	78064 SAFETY SYSTEMS INC	4110	QUARTERLY LEASE	525.00
17221	9101	06/17/13	81844 SERVICE LAMP CORP	5980	LAMPS	46.88
17222	9101	06/17/13	84781 SOUND DOCTOR	4220	LOCATE WIRES	125.00
17223	9101	06/17/13	85487 STANTON'S SHEET MUSIC	6450	CATALOG # 03745202 PIRATE	40.50
17223	9101	06/17/13	85487 STANTON'S SHEET MUSIC	6450	CATALOG # 03745389 BELLA'	49.50
17223	9101	06/17/13	85487 STANTON'S SHEET MUSIC	6450	CATALOG # 31646 HUT ON FO	40.50
17223	9101	06/17/13	85487 STANTON'S SHEET MUSIC	6450	ESTIMATED SHIPPING/HANDLI	9.60
			TOTAL CHECK			140.10
17224	9101	06/17/13	85611 STAPLES BUSINESS ADVANTAG	6410	STAPLES ITEM # 489057 HON	451.28
17225	9101	06/17/13	89052 THRUN LAW FIRM, P.C.	3170	205987 LEGAL AID	399.50
17225	9101	06/17/13	89052 THRUN LAW FIRM, P.C.	3170	205988 ELECTION FEES	1,300.00
			TOTAL CHECK			1,699.50
17226	9101	06/17/13	90470 TRANSPORTATION ACCESSORIE	5730	BOOSTER PUMP, LAMPS	281.74
17226	9101	06/17/13	90470 TRANSPORTATION ACCESSORIE	5730	SEAT SHOCK	121.24
			TOTAL CHECK			402.98
17227	9101	06/17/13	96099 WLEN FM-103.9	3610	TEACHER APPRECIATION	369.00
			TOTAL FUND			76,423.57
			TOTAL REPORT			76,423.57

Superintendent's Report
June 17, 2013

- I. Our June meeting is always one of the longest and most significant of the year. The budget hearing, establishing the 2013-14 millage rates, and teacher and administrator evaluations are some of the major items on the agenda for this meeting. As of the time I am writing this report it is possible that the administrators might need the weekend prior to this meeting to finalize some of the teacher evaluations. If that is the case the teacher evaluation summaries will be shared with you at the meeting. The high school evaluations are most problematic because of the timing of the release of the State test data.

After reviewing administrative evaluations it is your practice to extend the contracts of administrators and other non-unionized professional support staff deemed to be effective or highly effective for an additional year. That list includes the building principals and assistant principals, the Director of Guidance, Technology Director, Director of Maintenance & Transportation, Literacy Coach, Student Success Coach, Stars Director, Special Education Coordinator, Business Manager, Administrative Services Coordinator, Food Services Director, HS/MS Media Director.

- II. As always, Jennifer has put significant work into the final adjustments of the 2012-13 budget and preparation of the initial 2013-14 budget. This year's work was significantly complicated by the late settlement of the teachers' contract and some of the significant changes made in that agreement. As an example, three different calculations had to be made for the teachers' health insurance – one to cover the period of time prior to ratification of the contract, one from the time the contract was ratified through June 30th when new insurance CAPs went into effect, and one for the insurance coverage that was earned for teaching in 2012-13 but has to be encumbered for July and August with the higher CAPs. Performance Based Compensation is another significant adjustment late in the year. It is the right thing to do, but it is certainly easier to have wage adjustments accounted for at the start of the new school year when payroll changes are made. Just a couple of examples of the complexity of the General Fund budget.

Another area of specific concern is the change in the way student membership will be calculated in 2013-14. In the past, the prior year February count and the current year October counts were combined to determine the membership count that a district would be paid for. In 2013-14 the current year October count and the current year February counts

will be used. That change means that it will be February 2014 before we know the initial number of students we will receive a Foundation Allowance on. Also new for 2013-14 is a provision that when a student moves the Foundation Allowance for that child moves with the student. Initially the Foundation allowance was going to move throughout the entire school year. My current understanding is that the Foundation Allowance transfer will now occur until the February 2014 official count date.

Most disappointing in the General Fund budget is that after having our Foundation Allowance reduced by \$470 per student three years ago only \$9 per student is being restored in 2013-14.

Another significant unknown in the budget is the federal Affordable Health Care Act. I have attended a seminar and a webinar on this topic and there is not a really clear understanding yet of when it will affect us. Originally I thought it would be January; the webinar indicated it might not be until next July. Nonetheless, the impact will be significant.

Jennifer and I will be working on the budget through the weekend and Monday up to the time of the meeting. As always, we will make a detailed budget presentation at the meeting and take as much time as necessary to insure that each of you has a good understanding of what is being proposed.

- III. Once the budget hearing is completed we can establish the 2013-14 millage rates. In order to meet tax bill publication timelines established by both the county and the City of Adrian we actually had to provide our proposed millage rates to those entities about two weeks ago. If, for some reason, the Board does not agree with what is being recommended the rates would be adjusted for the winter billing. My recommendation is that we levy (1) the 18.0 operational mills required to receive our full State funding, (2) the 1.25 mills approved by the voters at our May 7th election for the Building & Site Sinking Fund, and (3) 1.65 mills for Debt to pay the \$268,200 interest and principal that will be due on the Performing Arts Center during 2013-14. The 18 mill operational and 1.25 mill Building & Site levy are very straightforward to calculate. The debt levy is somewhat of an uncertainty because of ever changing taxable values in the District. If the current taxable values remained unchanged for the coming year the 1.65 levy would generate \$291,900. However, there are several very significant tax appeals currently pending, including a very large one involving the Adrian Mall. I am certain adjustments will be made in our taxable values over the course of the coming year and I am therefore recommending we continue with the 1.65 levy in effect this past year. Hopefully that levy will cover our required payments. If there is a little surplus at the end of the year it will remain in the Debt Fund and will be used to help make the 2014-15 payment. A surplus in the Debt Fund cannot be used for any purpose other than future interest and principal

payments on our debt.

- IV. Nick & Brad are enclosing proposed changes in the Middle School Handbook for 2013-14 for your review and discussion.
- V. Work continues to progress well on the Performing Arts Center. Floor preparation in the auditorium was completed the week of June 3rd and the seats were delivered on June 7th. Seat installation began on June 10th, and will hopefully be completed by the time of this meeting. I expect nearly all of the construction to be completed by the time of your July meeting. One problem has developed. The carpeting that was selected for the auditorium aisles and control room just does not work well with the rest of the décor in the facility. I have authorized the ordering of a different color for the auditorium. Some of the original carpeting can be used in the two new music rooms (old elementary stage area), some of it can be used in elementary rooms 16 & 17 where we are removing the wall and converting the area into one room, and in elementary classroom 14 where the current carpet is badly in need of replacement. I also believe it is time to recarpet the Central Office. The color that was originally ordered for the PAC could work in that area, but would not be great. Carpet that we do not have a legitimate use for this summer will be stored at Wells Carpet for our future use.

I want to discuss additional parking lot paving and a name for the facility. As you will recall, we had included additional parking in the original specifications for the project but eliminated the new paving when the total project bids were so far over budget. I still think it is a need, not just because of the new building but also because of the currently limited parking for major high school athletic events.

I would also like to order exterior lettering for the building so the facility is easily identified by guests attending events there. Lettering similar in design to what was placed on the new elementary gymnasium seems appropriate. However, this time we have a much smaller area for signage and we would need a lot of room for "Performing Arts Center". Is that your preference, or would "Auditorium" be better? Frankly I prefer Performing Arts Center, but I have concerns about what size letters we could use to make it fit. Dave Siler has prepared a couple of drawings with lettering options for our consideration.

- VI. Last month we discussed performance based compensation for all of our staff. The teachers' contract has CAP language and we also agreed there would be salary CAPs for the administrative staff. What I am not clear about is your intentions concerning CAPs for other employees. It seems to me that to be consistent and fair to all of our employees, and to be financially responsible, CAPs should be in place for all staff. The only support staff group that has wage adjustments in July is maintenance and

custodial. If additional research is needed to finalize a decision we could adjust their wages after your July meeting. This issue needs further discussion at this meeting.

- VII. We recently received two notices from Promedica informing us of significant increases in the two services we purchase from them. They plan to raise the fee for our Athletic Trainer from \$5,000 to \$25,000 and want to increase the hourly rate for the school nurse from \$37.82 per hour to \$46.00, a 21.6% increase. I am not sure what is really going on with Promedica. Maybe they want to get out of the business of working with schools. While we have been very satisfied with the services we have purchased from them in the past we are exploring other options.
- VIII. We have started interviewing for some of the teaching positions that we have open and for the high school assistant principal position. A lot of time will be spent in interviews over the next several weeks.
- IX. Our State legislators have a difficult time finding the resources to fund K-12 public education, but this past week they demonstrated that they are very capable of rushing through legislation to dissolve financially troubled school districts and reassign children from those districts to neighboring school districts. We really, really need a part-time legislature in Michigan. Any time they are in session is a scary time for Michigan kids.
- X. As I noted last month, it has been a great school year with several significant accomplishments including the elementary and middle school recognition as “Beating the Odds” and “Reward” schools, the Middle School designation as a National Title I Distinguished School, and the High School’s recognition by U.S. News & World Report’s as one of the top high schools in Michigan and the United States. We graduated some tremendous young men and women on June 2nd and have had many academic and athletic achievements to celebrate throughout the year.

Each year certainly has its share of highs and lows. The lows are almost always connected to issues surrounding situations where parenting skills have been less than exemplary. I have grave concern for what the future holds for students from families where responsibility, hard work, ethics, and education are apparently not valued. Those families are making life a lot more difficult for their children than it needs to be.

We will continue to acknowledge and celebrate the many student successes that are experienced each year and we will continue to do our very best to impact the lives of the children that need us most.

Jim Hartley
Superintendent

Madison Lenawee's Child/Family Resource Room
Board Report
June 2013

***Play Groups:** Tuesday: 9:00-10:30 0-5 year olds. Wednesday -9:00-10:30 0-5 year olds.
Thursday 9:00-10:30 0-5 year olds.

The focus for the 0-5 groups this month is "Summer Fun".

The 4 & 5 year old groups have focused on counting, sorting, sequencing, art/science projects, phonics dance, writing their names – first and last, and numeration.

Playgroup Attendance: May –117

Family Contacts:

Play Group families received the following information by email and/or flyers this month:

- *PATT meetings and events (end of the year carnival information, book fair, etc.)
- *Lenawee Great Start Newsletter, June community events.
- *Early Childhood Parents Make the Difference! May newsletter.
- *Free community events in Lenawee and at the U of M Natural Science Library.
- *Scholastic Book Orders
- *Weekly updates of playgroup information
- *Kindergarten Round-up and Kindergarten Readiness workshop and Kindergarten Make and Take workshop
- * Preschool Camps
- *Early Childhood Educational Series
- *Book Swaps- Playgroup students all receive a free book
- *Reading, math, science extra activities and resources for parents during summer resources.
- *Summer Schedule
- *Set-up social playtimes and setting up a Facebook page for parents to socialize with other parents during the summer and to get together with their children.
- *Popsicles in the Park events sponsored by Lenawee Great Start.
- *Summer resources for extra help or to challenge their child this summer to keep them learning all summer long.

***Donations:** More clothes and books.

We handed out lots of clothes for those that needed due to accidents during the day.

- *Meetings:**
- Monthly Lenawee's Child meeting at LISD
 - PATT meetings
 - Kindergarten Readiness meetings
 - End of the year carnival
 - Make –It Take it workshop for kindergarten readiness
 - Kindergarten Screening

Ages and Stages Questionnaire to be encouraged to all new students during screening

Meeting with parents to get them all the resources they need for the summer based on their child's academic strengths and weaknesses.

***Resource Room:**

*Book Swap has started every morning children are able to bring in a book and swap for a different one until 8:30am and during special events.

*Lending Library added to it and has handouts for parents of all the resources we have to lend out.

**** I received a grant for \$500 from the National Home Library on June 6th for me to expand the Lending Library and to have it available to students this summer. I'm still waiting on books to be delivered any day to be leveled so we can promote this and encourage reading this summer.

***WLEN/The Daily Telegram:** Weekly notices are sent to all staff for event information, press releases, photo opportunity requests, and actual photos I can send in for publication. Madison District events are emailed for submission weekly on Wednesday afternoons. Photographers from the Telegram are sent weekly requests to attend the various district events to include photos in the hard copy of the Telegram or at lenconnect.com. This month submissions were of the 4th grade rocket launching, end of the year carnival, Field Day, Playgroup field trip to Hidden Lake Gardens and Girls on the Run 5k pictures.

***Trojan Talk and Monthly Newsletter:** Articles for the two publications are regularly submitted regarding Play Group scheduled events and information regarding the Resource Room. Additional articles were submitted for the book swap, health fair, end of the year carnival and summer schedule for playgroup.

Tricia Moyer-Fowler
Parent Educator
Madison Elementary

CAFETERIA REPORT

JULIE TAYLOR

2012/13	July-Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Revenue										
Breakfast	\$403.80	\$741.10	\$634.55	\$433.95	\$539.80	\$511.00	\$649.60	\$606.20	\$872.70	\$0.00
Lunch & Ala Cart	\$16,958.34	\$17,213.37	\$12,003.66	\$9,347.74	\$13,020.05	\$9,161.88	\$11,440.96	\$11,834.49	\$13,237.37	\$0.00
Juice Machine	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
State Matching Funds	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Interest & Rebates	\$150.11	\$39.58	\$33.41	\$1,537.65	\$41.89	\$40.27	\$41.82	\$48.75	\$55.65	\$0.00
Lunch & Breakfast Reimb	\$66,544.73	\$83,085.37	\$69,628.06	51152.73	\$62,124.11	\$55,350.04	\$60,335.63	\$60,610.33	\$76,811.97	\$0.00
Total	\$84,056.98	\$101,079.42	\$82,299.68	\$62,472.07	\$75,725.85	\$65,063.19	\$72,468.01	\$73,099.77	\$90,977.69	\$0.00
Expenses										
Payroll	\$19,013.33	\$19,055.72	\$19,084.56	\$17,482.25	\$13,883.83	\$17,579.34	\$24,556.04	\$21,169.11	\$20,570.50	\$0.00
Retirement	\$3,401.22	\$4,563.19	\$4,570.24	\$4,178.32	\$3,298.14	\$4,202.07	\$5,852.51	\$3,395.45	\$4,993.70	\$0.00
F.I.C.A.	\$1,283.16	\$1,457.76	\$1,459.97	\$1,337.39	\$1,337.39	\$1,344.82	\$1,878.54	\$1,625.79	\$1,573.64	\$0.00
Health Ins.	\$823.99	\$545.95	\$554.95	\$594.00	\$1,062.11	\$593.00	\$664.86	\$594.00	\$604.90	\$400.00
Food	\$37,890.88	\$44,910.34	\$37,619.12	\$30,114.25	\$27,176.76	\$32,253.51	\$28,644.18	\$27,868.17	\$38,713.94	\$0.00
Uniforms	\$1,240.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Utilities	\$1,174.03	\$449.96	\$466.50	\$466.50	\$466.50	\$494.25	\$494.25	\$494.24	\$494.25	\$0.00
Equipment	\$4,313.60	\$2,819.21	\$1,946.64	\$774.85	\$9,379.06	\$197.85	\$3,128.03	\$284.92	\$167.97	\$0.00
Supplies	\$2,476.03	\$4,198.52	\$3,575.83	\$3,545.06	\$1,767.25	\$3,976.62	\$2,944.21	\$2,301.95	\$3,689.31	\$0.00
Sales Tax	\$30.36	\$32.40	\$76.37	\$28.23	\$44.88	\$29.04	\$41.97	\$51.30	\$55.20	\$0.00
Repairs	\$302.91	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$474.00	\$0.00	\$0.00	\$0.00
Misc./Dues/Fees/Indirect	\$204.70	\$7,916.04	\$4,580.87	\$4,795.36	\$5,000.00	\$2,572.07	\$3,191.87	\$5,000.00	\$3,900.00	\$0.00
Juice	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total	\$72,154.21	\$85,949.09	\$73,935.05	\$63,316.21	\$63,415.92	\$63,242.57	\$71,870.46	\$62,784.93	\$74,763.41	\$400.00
Monthly Loss/ Gain	\$11,902.77	\$15,130.33	\$8,364.63	(\$844.14)	\$12,309.93	\$1,820.62	\$597.55	\$10,314.84	\$16,214.28	(\$400.00)
Year To Date	11,902.77	27,033.10	35,397.73	34,553.59	46,863.52	48,684.14	49,281.69	59,596.53	75,810.81	75,410.81

Board Report
Athletic Director, Kris Isom
June 2013

Along with the athletic rule changes I am proposing a girl's golf program for the fall of 2013.

Girl's golf has been a topic for two - three years now and it has finally come to a point where we have enough interest from the students as well as the parents. Erik Thompson and I have met with the girls that were interested in playing golf a few weeks ago. We then met with the parents on Wednesday evening to go over what is expected of them as well as their daughter. Erik is our boy's golf coach and is willing to coach the girl's for free this coming season. That is quite an offer!

I do not have a schedule set in stone, but know from talking to area schools that it will not be a problem. In fact, Onsted, Hudson, Hillsdale and Concord have a league and have asked us to join. This is a great opportunity. With these 5 schools and Summerfield along with two tournaments we will have 10 matches which is a good starting point. (We are allowed 15).

I propose that the Board approve girl's golf as a club sport for the 2013 fall season and we will see where it goes from there. I am hoping that it will continue to grow as did bowling, competitive cheer, and cross country when we had them as club sports and eventually become a varsity sport at Madison.

I have attached the letter that we went over with the parents on Wednesday night and everyone was on board and excited about it. I am too. It is a good thing for our school and our girls.

MADISON HIGH SCHOOL ATHLETIC DEPARTMENT

3498 Treat Hwy., Adrian, Michigan 49221

Phone (517) 265-1842

Fax (517) 265-1848

2013-14 ATHLETIC RULES AND PROCEDURES

These rules were made as a standard minimum procedure for all coaches to maintain a team representative of Madison High School. The individual coach may rule stronger than those presented here. If a coach chooses to establish stronger rules, they will be put in writing and distributed to the athlete at the start of the season.

Each student who participates in sports must truly realize his/her responsibility and conduct himself/herself as a sportsman of whom all of us can be proud. He/she is representing himself, his teammates, and his school.

For every athletic team there will be a mandatory parent meeting. One or both parents are required to attend this meeting before an athlete can participate in a contest. If for some reason a parent/guardian cannot attend, he/she must contact the coach to make other arrangements.

All school administrators, teachers, coaches, team captains, and parents are required to see that these rules are enforced. Any violation of the training rules by an athlete should be reported in a reasonable time frame to the Administration, Athletic Director, or varsity head coach of the sport in which the student is participating. A violation that is reported will be kept confidential, but the accuser must officially go on record for the report to be investigated. Anonymous reports will not be investigated.

If an athlete withdraws or is dismissed from athletic participation after the first game or scrimmage, **after cuts have been made**, and before the final game of that sport season, no matter what the level of competition, he/she will not be eligible to participate in the next athletic season. An athlete can, however, participate in the following season if he/she is released by a five member athletic committee made up of the coach involved, head coach, athletic director, principal and a Board member. Another administrator will be added to the board if a fifth person is needed. It is the athlete's responsibility to request a release. The athlete must request from the Athletic Director an athletic board meeting within ten school days if he/she is dismissed from the team. Also, an athlete must attend the sports banquet in order to receive any award, unless a prearranged absence has been approved. An athlete should be aware that he/she is a participant in a sport and part of that sport's total program, not merely a member of one specific team.

These rules will apply during the entire year; the school year as well as the summer. Violation of any training rule may require an appearance before the Athletic Board. A request can be made by the coach, athlete, or Athletic Director.

ATHLETES ARE NOT TO:

- I. Smoke, use any tobacco based products, drink or possess intoxicating beverages, use and/or possess drugs, steal and/or possess stolen property.

These rules will apply during a student's entire athletic career at Madison. Penalties will carry over from one sport season or school year to the next as necessary, except that a student entering high school will not have prior offenses from middle school affect his/her high school eligibility.

1. FIRST OFFENSE: The athlete will be suspended from competition for ½ of the games

scheduled in the sport season that he/she is involved in; or be suspended from ½ of the games scheduled in the next sport that he/she participates in if he/she is not participating in a sport at the time of the offense. If less than ½ of the sport season remains, the athlete will be suspended for the remainder of that sport season and will not receive any post-season awards or honors.

2. SECOND OFFENSE: The athlete will be suspended from all athletic competition for the six calendar months following his/her second offense. If less than six months remain in the school year, this penalty will carry over to the succeeding school year.
 3. THIRD OFFENSE: The athlete will be suspended from all athletic competition for one calendar year from the beginning of the suspension.
 4. FOURTH OFFENSE: The athlete will be suspended for the rest of their athletic eligibility.
- II Become involved in serious school pranks **or improper use of social media (improper use of social media may include, but not be limited to, Facebook, texting, and Twitter)**. Any athlete involved in serious school pranks, **improper use of social media**, etc., will be brought before the Athletic Board where one of the following penalties will be imposed;
1. Suspension from two weeks of athletic competition.
 2. Suspension for ½ of a sport season.
 3. Suspension for the remainder of the school year.

ATHLETES MUST:

1. be in attendance at school or at a school approved event for ~~more than 2 class periods a~~ **minimum of half the school day** to participate in a practice session, game or meet. (Special cases such as death in the immediate family, etc., will be handled by the Athletic Board.)

ATHLETES SHOULD:

1. obey all civil laws. Conviction of any felony will require an appearance before the Athletic Board to determine his/her status as to further participation in the Madison athletic program.
2. exhibit leadership and good citizenship in the community and in school. He/she must:
 1. use good language;
 2. be courteous to all persons in the school;
 3. exhibit sportsmanlike conduct in the sport in which he/she is participating, remembering that he/she is representing the Madison student body, the community, and fellow team members;
 4. remain eligible according to the standards established by the Madison School Board, stated in the Student and Parent Handbook, "Co-Curricular and Extra-Curricular Eligibility Requirements".

Revised August 9, 2010

Proposed June 2013

Educational Material for Parents and Students (Content Meets MDCH Requirements)

Source: Michigan Department of Community Health, CDC and the National Operating Committee on Standards for Athletic Equipment (NOCSAE)

UNDERSTANDING CONCUSSION

Some Common Symptoms

Headache	Balance Problems	Sensitive to Noise	Poor Concentration	Not "Feeling Right"
Pressure in the Head	Double Vision	Sluggishness	Memory Problems	Feeling Irritable
Nausea/Vomiting	Blurry Vision	Haziness	Confusion	Slow Reaction Time
Dizziness	Sensitive to Light	Fogginess	"Feeling Down"	Sleep Problems
		Grogginess		

WHAT IS A CONCUSSION?

A concussion is a type of traumatic brain injury that changes the way the brain normally works. A concussion is caused by a fall, bump, blow, or jolt to the head or body that causes the head and brain to move quickly back and forth. A concussion can be caused by a shaking, spinning or a sudden stopping and starting of the head. Even a "ding," "getting your bell rung," or what seems to be a mild bump or blow to the head can be serious. A concussion can happen even if you haven't been knocked out.

You can't see a concussion. Signs and symptoms of concussions can show up right after the injury or may not appear or be noticed until days or weeks after the injury. If the student reports any symptoms of a concussion, or if you notice symptoms yourself, seek medical attention right away. A student who may have had a concussion should not return to play on the day of the injury and until a health care professional says they are okay to return to play.

IF YOU SUSPECT A CONCUSSION:

- SEEK MEDICAL ATTENTION RIGHT AWAY** – A health care professional will be able to decide how serious the concussion is and when it is safe for the student to return to regular activities, including sports. Don't hide it, report it. Ignoring symptoms and trying to "tough it out" often makes it worse.
- KEEP YOUR STUDENT OUT OF PLAY** – Concussions take time to heal. Don't let the student return to play the day of injury and until a health care professional says it's okay. A student who returns to play too soon, while the brain is still healing, risks a greater chance of having a second concussion. Young children and teens are more likely to get a concussion and take longer to recover than adults. Repeat or second concussions increase the time it takes to recover and can be very serious. They can cause permanent brain damage, affecting the student for a lifetime. They can be fatal. It is better to miss one game than the whole season.
- TELL THE SCHOOL ABOUT ANY PREVIOUS CONCUSSION** – Schools should know if a student had a previous concussion. A student's school may not know about a concussion received in another sport or activity unless you notify them.

SIGNS OBSERVED BY PARENTS:

- Appears dazed or stunned
- Is confused about assignment or position
- Forgets an instruction
- Can't recall events prior to or after a hit or fall
- Is unsure of game, score, or opponent
- Moves clumsily
- Answers questions slowly
- Loses consciousness (even briefly)
- Shows mood, behavior, or personality changes

CONCUSSION DANGER SIGNS:

In rare cases, a dangerous blood clot may form on the brain in a person with a concussion and crowd the brain against the skull. A student should receive immediate medical attention if after a bump, blow, or jolt to the head or body s/he exhibits any of the following danger signs:

- One pupil larger than the other
- Is drowsy or cannot be awakened
- A headache that gets worse
- Weakness, numbness, or decreased coordination
- Repeated vomiting or nausea
- Slurred speech
- Convulsions or seizures
- Cannot recognize people/places
- Becomes increasingly confused, restless or agitated
- Has unusual behavior
- Loses consciousness (even a brief loss of consciousness should be taken seriously.)

HOW TO RESPOND TO A REPORT OF A CONCUSSION:

If a student reports one or more symptoms of a concussion after a bump, blow, or jolt to the head or body, s/he should be kept out of athletic play the day of the injury. The student should only return to play with permission from a health care professional experienced in evaluating for concussion. During recovery, rest is key. Exercising or activities that involve a lot of concentration (such as studying, working on the computer, or playing video games) may cause concussion symptoms to reappear or get worse. Students who return to school after a concussion may need to spend fewer hours at school, take rests breaks, be given extra help and time, spend less time reading, writing or on a computer. After a concussion, returning to sports and school is a gradual process that should be monitored by a health care professional.

Remember: Concussion affects people differently. While most students with a concussion recover quickly and fully, some will have symptoms that last for days, or even weeks. A more serious concussion can last for months or longer.

To learn more, go to www.cdc.gov/concussion.

Parents and Students Must Sign and Return the Educational Material Acknowledgement Form

WE HAVE READ THE **2013-14** ATHLETIC RULES AND WE AGREE TO ABIDE BY THEM AND ALL DECISIONS PERTAINING TO THESE RULES MADE BY THE ATHLETIC BOARD.

By my name and signature below, I acknowledge in accordance with Public Acts 342 and 343 or 2012 that I have received and reviewed the Concussion Fact Sheet for Parents and/or the Concussion Fact Sheet for Students provided by Madison High School.

Participant Name Printed

Parent/Guardian Name Printed

Participant Name Signature

Parent/Guardian Signature

Date

Date

Return this signed form to the Madison High School office that must keep on file for the duration of participation or age 18.

Participants and parents please review and keep the educational materials available for future reference.



“TROJANS”

MADISON HIGH SCHOOL ATHLETIC DEPARTMENT

3498 Treat Hwy., Adrian, Michigan 49221 (517) 265-1842 Fax (517) 265-1848
Kristen M. Isom, Athletic Director

Dear Parents/Athletes

June 12, 2013

Thank you for your interest in starting a girl’s golf team for the 2013 fall season. As with all new sports at Madison, the sport must begin as a club sport. This means that the school will sponsor girl’s golf in “name” so they can compete in the MHSAA tournament. Therefore, all the MHSAA rules will apply. The school will supply transportation to the golf matches/contests and the use of the golf course and driving range along with an 8-10 match schedule.

The parent/athlete is responsible for:

- * getting your daughter to practice and picking up your daughter from practice when it is over
- * Having proper equipment such as a set of golf clubs, a golf bag, golf shoes, golf balls and tees (a golfer is not permitted to share equipment with another golfer)
- * Cost of tournaments and golf shirt. \$50 per golf will be the maximum. The girl’s will keep their shirt. The \$50 will not be returned if she quits the team and must be paid no later than August 14th, the first official day of practice.
- * Attend practices during the summer

Kristen M. Isom

Madison Athletic Director

Return this portion:

I agree to the above rules and guidelines for the 2013 fall season for girl’s golf at Madison High School and will abide by them as stated along with the MHSAA and Madison athletic rules.

Parent’s Signature

Date

Athlete’s Signature

Date

Middle School Handbook modifications 2013/2014

1.

Previous Language

Upon arriving on school grounds no student should leave the school without properly signing out. A student that leaves the building/campus without properly signing out will be dealt with more severely. Parking lots are off limits to students during the school day, unless a staff member has granted permission.

First Offense:	2 days In-school	Behavior Intervention with Counselor
Second Offense:	3 day Suspension	
Third Offense:	5 day Suspension	

New Language

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2.

Previous Language

In-School Behavior Intervention

Students assigned to the in-school behavior intervention program **will** work with the counselor or social worker to cognitively examine the student's decision-making process resulting in negative outcomes. This program will require the student to discuss and write about their reflections. For a majority of the time, the student will be working in a room by his or herself on the behavior intervention work assigned by the counselor and on the schoolwork assigned by the teachers whose class the student is missing that day.

Students assigned to the program who choose not to cooperate or participate will be suspended out-of-school instead. In the event of an absence, students assigned to the Behavior Intervention program will be reassigned the next day they are present in school.

- Students suspended in-school for a half-day or more by the administration will not be allowed to participate in, or attend, any extra-curricular activities or special school functions outside of the classroom experience.

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3.

New Language

Early release schedule

Gold Day:

2 8:00 – 8:57 (57)

4 9:02 – 9:59 (57)

Lunch 10:00 – 10:28 (28)

6 10:33 – 11:30 (57)

Blue Day:

1 8:00 – 8:42 (42)

3 8:47 – 9:28 (41)

5 9:33 – 10:14 (41)

Lunch 10:15 – 10:43 (28)

7 10:48 – 11:30 (42)

4.

New Language

Educational Material for Parents and Students (Content Meets MDCH Requirements)

Sources: Michigan Department of Community Health. CDC and the National Operating Committee on Standards for Athletic Equipment (NOCSAE)

UNDERSTANDING CONCUSSION

Some Common Symptoms

Headache	Balance Problems	Sensitive to Noise	Poor Concentration	Not “Feeling Right”
Pressure in the Head	Double Vision	Sluggishness	Memory Problems	Feeling Irritable
Nausea/Vomiting	Blurry Vision	Haziness	Confusion	Slow Reaction Time
Dizziness	Sensitive to Light	Fogginess	“Feeling Down”	Sleep Problems
		Grogginess		

WHAT IS A CONCUSSION?

A concussion is a type of traumatic brain injury that changes the way the brain normally works. A concussion is caused by a fall, bump, blow, or jolt to the head or body that causes the head and brain to move quickly back and forth. A concussion can be caused by a shaking, spinning or a sudden stopping and starting of the head. Even a “ding,” “getting your bell rung,” or what seems to be a mild bump or blow to the head can be serious. A concussion can happen even if you haven’t been knocked out.

You can’t see a concussion. Signs and symptoms of concussions can show up right after the injury or may not appear or be noticed until days or weeks after the injury. If the student reports any symptoms of a concussion, or if you notice symptoms yourself, seek medical attention right away. A student who may have had a concussion should not return to play on the day of the injury and until a health care professional says they are okay to return to play.

IF YOU SUSPECT A CONCUSSION:

- 1. SEEK MEDICAL ATTENTION RIGHT AWAY** – A health care professional will be able to decide how serious the concussion is and when it is safe for the student to return to regular activities, including sports. Don’t hide it, report it. Ignoring symptoms and trying to “tough it out” often makes it worse.
- 2. KEEP YOUR STUDENT OUT OF PLAY** – Concussions take time to heal. Don’t let the student return to play the day of injury and until a health care professional says it’s okay. A student who returns to play too soon, while the brain is still healing, risks a greater chance of having a second concussion. Young children and teens are more likely to get a concussion and take longer to recover than adults. Repeat or second concussions increase the time it takes to recover and can be very serious. They can cause permanent brain damage, affecting the student for a lifetime. They can be fatal. It is better to miss one game than the whole season.
- 3. TELL THE SCHOOL ABOUT ANY PREVIOUS CONCUSSION** – Schools should know if a student had a previous concussion. A student’s school may not know about a concussion received in another sport or activity unless you notify them.

SIGNS OBSERVED BY PARENTS:

- Appears dazed or stunned
- Is confused about assignment or position
- Forgets an instruction
- Can’t recall events prior to or after a hit or fall
- Is unsure of game, score, or opponent
- Moves clumsily
- Answers questions slowly
- Loses consciousness (even briefly)
- Shows mood, behavior, or personality changes

CONCUSSION DANGER SIGNS:

In rare cases, a dangerous blood clot may form on the brain in a person with a concussion and crowd the brain against the skull. A student should receive immediate medical attention if after a bump, blow, or jolt to the head or body s/he exhibits any of the following danger signs:

- One pupil larger than the other
- Is drowsy or cannot be awakened
- A headache that gets worse
- Weakness, numbness, or decreased coordination
- Repeated vomiting or nausea
- Slurred speech
- Convulsions or seizures
- Cannot recognize people/places
- Becomes increasingly confused, restless or agitated
- Has unusual behavior
- Loses consciousness (even a brief loss of consciousness should be taken seriously.)

HOW TO RESPOND TO A REPORT OF A CONCUSSION:

If a student reports one or more symptoms of a concussion after a bump, blow, or jolt to the head or body, s/he should be kept out of athletic play the day of the injury. The student should only return to play with permission from a health care professional experienced in evaluating for concussion. During recovery, rest is key. Exercising or activities that involve a lot of concentration (such as studying, working on the computer, or playing video games) may cause concussion symptoms to reappear or get worse. Students who return to school after a concussion may need to spend fewer hours at school, take rests breaks, be given extra help and time, spend less time reading, writing or on a computer. After a concussion, returning to sports and school is a gradual process that should be monitored by a health care professional.

Remember: Concussion affects people differently. While most students with a concussion recover quickly and fully, some will have symptoms that last for days, or even weeks. A more serious concussion can last for months or longer.

To learn more, go to www.cdc.gov/concussion.

Parents and Students Must Sign and Return the Educational Material Acknowledgement Form

5.

Previous Language

Merit System

Students that meet the following criteria will be rewarded at the end of the first and second trimesters with the following incentives: sundae parties, bowling trip, field trip to the movies, ice-skating, possible sporting events, Greenfield Village, etc.

- (a) No more than one disciplinary referral for the trimester.
- (b) Earning no out of school suspensions or time in the Behavior Intervention Program.
- (c) Less than five countable absences for the trimester.

(d) A passing grade for all classes and satisfactory in Forum where applicable.

The ultimate goal is to qualify for the end-of-year trip. To qualify a student must meet requirements (a), (b), and (c) listed above. In addition to these requirements, the following criteria must also be met:

(e) A student must achieve a passing grade in all classes, including Forum, for the first trimester, second trimester, and the 3rd trimester progress report.

(f) A student must have qualified for one out of the two trimester merit trips.

*Students that have not qualified for the end-of-the year trip, but choose to attend the event will be considered insubordinate and receive a 3-day suspension.

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- (a) No more than one disciplinary referral for the trimester.
- (b) Earning no out of school suspensions or time in the Behavior Intervention Program.
- (c) Less than five countable absences for the trimester.
- (d) A passing grade for all classes, no more than 2 D's, and satisfactory in Forum where applicable.

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- (e) A student must achieve a passing grade in all classes, including Forum, and no more than two D's per trimester for the first trimester, second trimester, and the 3rd trimester progress report.**
- (f) A student must have qualified for one out of the two trimester merit trips.**

*Students that have not qualified for the end-of-the year trip, but choose to attend the event will be considered insubordinate and receive a 3-day suspension.

New Language

Madison MS/HS Media Center Procedures

The Madison MS/HS Media Center is open daily from 7:40 a.m. – 3:00 p.m. Students may use the Media Center before school, during the day with a pass from their teacher, or when accompanied by their teacher for class time. Students should sign in and out when visiting the Media Center. Students should not be in the Media Center during lunch except when assigned Lunch CAP or when they have a pass from their teacher.

The Madison MS/ HS Media Center is open to students in grades 6-12 and Elementary students with special permission from their teacher and a pass from the Elementary Media Director. Some library materials have been reviewed to be appropriate for older readers. These books are marked with a pink star and are available for high school students only. Parents who wish their middle school student to be able to sign out these books should send written permission to the Media Director.

Students are to demonstrate respect, trustworthiness, responsibility, and good citizenship at all times. Food and drinks are not permitted in the library or computer labs. Media Center computers are to be used for class project work only. All other school rules regarding technology use apply in the Media Center.

Students may have two books signed out at one time unless the Media Director has granted special permission. Books are checked out for two weeks at a time, but may be renewed if there is not a waiting list for the book. Library materials should be returned on time and in good condition. Fines will be issued for lost or damaged books. Students will not be allowed to check out books until books have been returned or fines have been resolved.



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June 7, 2013

Mr. James L. Hartley
Superintendent
Madison School District
3498 Treat Hwy
Adrian, MI 49221-9763

Dear Mr. Hartley,

SET SEG School Insurance Specialists are pleased to announce **we are returning \$15.5 million** to Michigan's public schools during the 2013-2014 coverage year!

This year, the MASB-SEG Property/Casualty Pool's Board of Directors approved a \$6.5 million return of net assets to members. In addition, the SEG Self-Insurer Workers' Compensation Fund's Board of Trustees approved the return of \$9 million in the form of premium reductions.

Eligible members of the Property/Casualty Pool can expect their share of the return after submitting their renewal payment for the coverage year beginning July 1, 2013. Eligible Workers' Compensation Fund members will see a portion of the premium reduction in their first invoice.

Since SET SEG began its annual returns to members, the Pool and Fund have **given back more than \$300 million** in combined assets to Michigan schools.

In times of economic instability and future uncertainties, SET SEG provides security and predictability for its members. Pool and Fund members enjoy valuable services and benefits specifically designed to meet the needs of Michigan public schools, including:

- *comprehensive coverage;*
- *innovative programs, and;*
- *specialized claim and service representatives*

Our partnership with Michigan's educational organizations allows us a deeper understanding of the issues you face and we are committed to providing solutions to contribute to your financial success. More information about our history and philosophy can be found on the accompanying Guide to Returns.

Should you have questions about your membership or return amount, please feel free to contact Underwriter Karen Carr at 800.292.5421, ext. 620.

Thank you for your continued partnership!

Sincerely,

Alan L. Fergin, Director
MASB-SEG Property/Casualty Pool
SEG Self-Insurer Workers' Compensation Fund

Cc: Jennifer Morin, Business Manager



School Insurance Specialists

GUIDE TO RETURNS

\$15.5 million returned to members for the 2013-2014 policy year
More than \$300 million in total given back to Michigan schools

WHY

WERE THE WORKERS' COMPENSATION FUND & PROPERTY/CASUALTY POOL CREATED?

Decades ago, public schools faced a crisis securing affordable, adequate coverage from the commercial market. They joined together to create a risk-sharing pool that would serve the specific needs of the education community.

WHAT

DOES THE TERM "RISK-SHARING POOL" MEAN?

A risk-sharing pool is a group of organizations that band together to protect against large claims and mitigate losses in the event of a catastrophic loss. Members can typically exercise more control over their loss exposures and reduce costs. SET SEG's financial strength and investment strategy makes sharing returns with Fund and Pool members possible.

HOW

DO MEMBERS RECEIVE THEIR RETURN?

Members of the **FUND** receive their return in the form of contribution reductions distributed evenly among their quarterly invoices.

POOL members receive a check in the full amount of their net asset return after submitting their renewal payment.

MASB-SEG PROPERTY/CASUALTY POOL

484 members
Founded in 1986

SEG SELF-INSURER WORKERS' COMPENSATION FUND

481 members
Founded in 1977

CONTRIBUTION REDUCTIONS & NET ASSET RETURNS

