

MADISON SCHOOL DISTRICT
BOARD OF EDUCATION
REGULAR MEETING
APRIL 15, 2013
6:00 PM – Board Room

**** TABLE OF CONTENTS ****

- 1 AGENDA
- 2 MINUTES FROM THE MARCH 18, 2013 REGUALR MEETING
- 3 MONTHLY BILLS
- 4 SUPERINTENDENT'S REPORT
- 5 ASSISTANT SUPERINTENDENT'S REPORT
- 6 CAFETERIA MANAGER'S REPORT
- 7 LENAWEЕ'S CHILD/FAMILY RESOURCE ROOM REPORT
- 8 ATHLETIC DIRECTOR'S REPORT
- 9 SUPERINTENDENT & ASSOCIATE SUPERINTENDENT
RESPONSIBILITIES
- 10 MAINTENANCE/CUSTODIAL WAGES
- 11 MDE EXTERNAL REVIEW
- 12 NEOLA BOARD POLICIES

MADISON SCHOOL DISTRICT
BOARD OF EDUCATION
517-263-0741
REGULAR MEETING
APRIL 15, 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
 - D. RENEWAL OF STUDENT INSURANCE
 - E. FMLA/DISABILITY/MATERNITY LEAVE – KATHRYN VAN VALKENBURG
- II. HIRING OF VARSITY COMPETITIVE CHEERLEADING COACH – JAMIE WEIBLE
- III. PRESENTATION OF CLASSROOM FLAGS
- IV. REPAIR OF ROOF TOP HEATING UNITS
- V. ELECTRICAL BID
- VI. POLICY REVISIONS – FIRST READING
- VII. SUPERINTENDENT & ASSOCIATE SUPERINTENDENT CONTRACTS

SPI
DATE: 04/12/2013
TIME: 12:54:01

MADISON SCHOOL DISTRICT
DETAIL REVENUE STATUS REPORT

PAGE NUMBER: 1
REVSTA31

SELECTION CRITERIA: orgn.fund='11'
ACCOUNTING PERIOD: 9/13

SORTED BY: FUND,DEPARTMENT,FUNCTION
TOTALLED ON: FUND,DEPARTMENT
PAGE BREAKS ON: FUND

ORGANIZATION / ACCOUNT / TITLE	BUDGET	PERIOD RECEIPTS	RECEIVABLES	YEAR TO DATE REVENUE	BALANCE
11-0111-000-0000-00000-0001 0112 CURR TAX MADISON TW	1,078,262.00	477,120.59	.00	1,119,158.56	-40,896.56
11-0111-000-0000-00000-0001 0113 CURR TAX PALMYRA TW	50,421.00	10,041.80	.00	59,086.16	-8,665.16
11-0111-000-0000-00000-0001 0114 CURR TAX ADRIAN TWP	21,702.00	12,193.51	.00	22,989.67	-1,287.67
11-0111-000-0000-00000-0001 0116 CURR TAX OTHER TAXE	.00	.00	.00	.00	.00
11-0111-000-0000-00000-0001 0111 CURR TAX ADRIAN CIT	795,726.00	91,343.08	.00	591,639.01	204,086.99
TOTAL DEPARTMENT - CURRENT TAX REVENUE	1,946,111.00	590,698.98	.00	1,792,873.40	153,237.60
11-0119-000-0000-00000-0002 0119 INT ON DELINQUENT T	3,000.00	809.17	.00	11,450.49	-8,450.49
11-0131-000-0000-00000-0002 0131 TUITION PARENT PAY	13,200.00	.00	.00	22,174.00	-8,974.00
11-0151-000-0000-00000-0002 0151 INTEREST ON INVESTM	18,000.00	.00	.00	10,092.06	7,907.94
11-0171-000-0000-00000-0002 0171 ADMISSIONS ADMISSIO	90,000.00	.00	.00	.00	90,000.00
11-0173-000-0000-00000-0002 0173 EXTRA TRIP SURCHARG	.00	.00	.00	27.00	-27.00
11-0181-000-0000-00000-0002 0181 LATCH KEY PARENT PA	19,200.00	4,296.10	.00	20,686.35	-1,486.35
11-0191-000-0000-00000-0002 0191 RENTAL SCHOOL RENTA	13,400.00	.00	.00	.00	13,400.00
11-0199-000-0000-00000-0002 0199 MISC - USF MISC	33,500.00	2,462.41	.00	21,989.54	11,510.46
TOTAL DEPARTMENT - OTHER LOCAL REVENUE	190,300.00	7,567.68	.00	86,419.44	103,880.56
11-0311-000-0000-00000-0003 0207 STATE AID MEMBERSHI	80,905.00	.00	.00	.00	80,905.00
11-0311-000-0000-00000-0003 0208 STATE AID MEMBERSHI	158,626.00	14,869.50	.00	89,212.21	69,413.79
11-0311-000-0000-00000-0003 0010 STATE AID MEMBERSHI	9,590,059.00	948,679.74	.00	5,641,223.11	3,948,835.89
11-0312-000-0000-00000-0003 0020 AR SEC 31A AT-RISK	450,000.00	47,320.17	.00	289,333.94	160,666.06
11-0312-000-0000-00000-0003 0070 AR SEC 31A MIDDLE S	.00	.00	.00	.00	.00
11-0312-000-0000-00000-0003 0100 AR SEC 31A STATE AI	.00	.00	.00	.00	.00
11-0312-000-0000-00000-0003 0110 AR SEC 31A LUNCH	.00	2,380.84	.00	14,285.05	-14,285.05
11-0312-000-0000-00000-0003 0120 AR SEC 31A SPEC ED	338,000.00	41,493.51	.00	248,961.05	89,038.95
11-0312-000-0000-00000-0003 0200 AR SEC 31A SUMMER S	.00	.00	.00	.00	.00
11-0312-000-0000-00000-0003 0210 AR SEC 31A TECHNOLO	15,800.00	.00	.00	15,800.00	.00
11-0312-000-0000-00000-0003 0211 AR SEC 31A PRINCIPA	1,400.00	127.26	.00	763.56	636.44
11-0312-000-0000-00000-0003 0313 AR SEC 31A STATE AI	.00	.00	.00	.00	.00
TOTAL DEPARTMENT - STATE REVENUE CATEGORICA	10,634,790.00	1,054,871.02	.00	6,299,578.92	4,335,211.08
11-0412-000-0000-00000-0004 0240 STAB ARRA EDU JOBS	.00	.00	.00	.00	.00
11-0412-000-0000-00000-0004 0230 STAB ARRA ARRA	.00	.00	.00	.00	.00
11-0414-000-0000-00000-0004 0210 SPS REV TECHNOLOGY	.00	.00	.00	.00	.00
11-0414-000-0000-00000-0004 0414 SPS REV SPS REV	.00	.00	.00	.00	.00
11-0414-000-0000-00000-0004 0140 SPS REV TITLE I	165,334.00	.00	.00	.00	165,334.00
11-0414-000-0000-00000-0004 0141 SPS REV TITLE I CAR	.00	.00	.00	.00	.00
11-0414-000-0000-00000-0004 0150 SPS REV TITLE VA IN	.00	.00	.00	.00	.00
11-0414-000-0000-00000-0004 0490 SPS REV TITLE II D	.00	.00	.00	.00	.00
11-0414-000-0000-00000-0004 0764 SPS REV II TEACHER	47,591.00	.00	.00	.00	47,591.00
11-0414-000-0000-00000-0004 0768 SPS REV RURAL	29,000.00	.00	.00	.00	29,000.00
11-0417-000-0000-00000-0004 0764 RESTR REV II TEACHE	47,591.00	.00	.00	.00	47,591.00
11-0417-000-0000-00000-0004 0060 RESTR REV DRUG FREE	.00	.00	.00	.00	.00
11-0417-000-0000-00000-0004 0110 RESTR REV LUNCH	.00	.00	.00	.00	.00
11-0417-000-0000-00000-0004 0199 RESTR REV MISC	.00	.00	.00	200.00	-200.00
11-0417-000-0000-00000-0004 0160 RESTR REV TRANSITIO	.00	.00	.00	.00	.00
11-0417-000-0000-00000-0004 0416 RESTR REV MEDICAID	2,800.00	.00	.00	2,574.85	225.15
11-0417-000-0000-00000-0004 0220 RESTR REV PARENT ED	.00	.00	.00	.00	.00
11-0417-000-0000-00000-0004 0230 RESTR REV ARRA	.00	.00	.00	.00	.00

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ORGANIZATION / ACCOUNT / TITLE	BUDGET	PERIOD RECEIPTS	RECEIVABLES	YEAR TO DATE REVENUE	BALANCE
11-0419-000-0000-00000-0004 0419 MISC - FED SPEC ED	.00	.00	.00	.00	.00
TOTAL DEPARTMENT - FEDERAL REVENUE	292,316.00	.00	.00	2,774.85	289,541.15
11-0511-000-0000-00000-0005 0511 SPEC ED TUITION	21,500.00	.00	.00	-21,649.00	43,149.00
11-0511-000-0000-00000-0005 0120 SPEC ED SPEC ED	.00	.00	.00	.00	.00
11-0513-000-0000-00000-0005 0120 Lisd SPEC ED SPEC E	.00	.00	.00	.00	.00
11-0519-000-0000-00000-0005 0120 Lisd SPEC ED SPEC E	.00	.00	.00	.00	.00
11-0519-000-0000-00000-0005 0122 Lisd SPEC ED Lisd S	597,600.00	.00	.00	765,656.00	-168,056.00
11-0519-000-0000-00000-0005 0220 Lisd SPEC ED PARENT	8,000.00	.00	.00	4,500.00	3,500.00
11-0519-000-0000-00000-0005 0199 Lisd SPEC ED MISC	34,500.00	.00	.00	15,922.80	18,577.20
11-0519-000-0000-00000-0005 0416 Lisd SPEC ED MEDICA	.00	.00	.00	.00	.00
11-0519-000-0000-00000-0005 0303 Lisd SPEC ED CAREER	9,400.00	.00	.00	.00	9,400.00
11-0519-000-0000-00000-0005 0340 Lisd SPEC ED MICHIG	122,400.00	.00	.00	.00	122,400.00
11-0541-000-0000-00000-0005 0541 INSURANCE DIVIDENDS	15,000.00	17,677.00	.00	17,677.00	-2,677.00
11-0593-000-0000-00000-0005 0593 SALE SCHOOL PROPERT	1,500.00	.00	.00	2,053.00	-553.00
TOTAL DEPARTMENT - INCOMING TRANSFERS	809,900.00	17,677.00	.00	784,159.80	25,740.20
TOTAL FUND - GENERAL FUND	13,873,417.00	1,670,814.68	.00	8,965,806.41	4,907,610.59
TOTAL REPORT	13,873,417.00	1,670,814.68	.00	8,965,806.41	4,907,610.59

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MADISON SCHOOL DISTRICT
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FUND - 11 - GENERAL FUND

ORGANIZATION / ACCOUNT / TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE
11-2134-000-0000-00000-0000 2130 CAFETERIA EMPLOYEE	.00	-193.72	.00	112.00	-112.00
11-2134-000-0000-00000-0000 2820 CAFETERIA EMPLOYEE	.00	.00	.00	.00	.00
11-2134-000-0000-00000-0000 2830 CAFETERIA EMPLOYER	.00	.00	.00	.00	.00
TOTAL DEPARTMENT - INTERFUND	.00	-193.72	.00	112.00	-112.00
11-1118-000-0340-02315-0010 2830 EL.PRE EMPLOYER SOC	5,958.00	710.80	.00	3,261.73	2,696.27
11-1118-000-0340-02315-0010 2840 EL.PRE WORKMANS COM	50.00	.00	.00	.00	50.00
11-1118-000-0340-02315-0010 3110 EL.PRE PURCHASED SE	200.00	.00	.00	.00	200.00
11-1118-000-0340-02315-0010 2820 EL.PRE EMPLOYEE RET	21,127.00	1,940.96	.00	9,934.31	11,192.69
11-1118-000-0340-02315-0010 2130 EL.PRE EMPLOYEE INS	15,274.00	.00	.00	6,516.85	8,757.15
11-1118-000-0340-02315-0010 1639 EL.PRE TRANS AIDE	.00	.00	.00	.00	.00
11-1118-000-0340-02315-0010 1870 EL.PRE SALARY-SUBST	.00	.00	.00	.00	.00
11-1118-000-0340-02315-0010 1240 EL.PRE SALARY TEACH	46,800.00	5,795.49	.00	30,632.00	16,168.00
11-1118-000-0340-02315-0010 1630 EL.PRE SALARY AIDE	23,500.00	3,951.78	.00	17,051.98	6,448.02
11-1118-000-0340-02315-0010 3220 EL.PRE WKSHOPS/CONF	200.00	.00	.00	50.00	150.00
11-1118-000-0340-02315-0010 4120 EL.PRE REPAIRS/MAIN	.00	.00	.00	.00	.00
11-1118-000-0340-02315-0010 5110 EL.PRE TEACHING SUP	600.00	.00	.00	363.12	236.88
11-1118-000-0340-02315-0010 5140 EL.PRE TRANSPORTATI	6,500.00	.00	.00	.00	6,500.00
11-1118-000-0340-02315-0010 5990 EL.PRE MISC. SUPPLI	200.00	.00	.00	.00	200.00
11-1118-000-0340-02315-0010 6410 EL.PRE NEW EQUIP/FU	600.00	.00	.00	79.90	520.10
11-1118-000-0340-02315-0010 7410 EL.PRE DUES/CHAUFFE	.00	.00	.00	125.00	-125.00
11-1213-000-0340-02315-0010 3130 EL.NURSE NURSING	.00	.00	.00	.00	.00
11-1216-000-0340-02315-0010 1440 EL.SOCWRK SALARY PS	.00	.00	.00	.00	.00
11-1216-000-0340-02315-0010 2820 EL.SOCWRK EMPLOYEE	.00	.00	.00	.00	.00
11-1216-000-0340-02315-0010 2830 EL.SOCWRK EMPLOYER	.00	.00	.00	.00	.00
11-1271-000-0340-02315-0010 2830 EL.TRANS EMPLOYER S	.00	.00	.00	.00	.00
11-1271-000-0340-02315-0010 2820 EL.TRANS EMPLOYEE R	.00	.00	.00	.00	.00
11-1271-000-0340-02315-0010 1610 EL.TRANS SALARY VEH	7,580.00	.00	.00	.00	7,580.00
TOTAL DEPARTMENT - PRE-SCHOOL INSTRUCTION	128,589.00	12,399.03	.00	68,014.89	60,574.11
11-1111-000-0000-02315-0011 1240 EL.REG SALARY TEACH	2,578,118.00	314,366.20	.00	1,590,472.23	987,645.77
11-1111-000-0000-02315-0011 1870 EL.REG SALARY-SUBST	150.00	.00	.00	1,530.00	-1,380.00
11-1111-000-0000-02315-0011 2130 EL.REG EMPLOYEE INS	497,287.00	.00	.00	309,494.51	187,792.49
11-1111-000-0000-02315-0011 2210 EL.REG EARLY RETIRE	.00	.00	.00	.00	.00
11-1111-000-0000-02315-0011 2820 EL.REG EMPLOYEE RET	699,420.00	76,558.27	.00	391,149.25	308,270.75
11-1111-000-0000-02315-0011 3112 EL.REG PURCH NWEA	12,500.00	.00	.00	.00	12,500.00
11-1111-000-0000-02315-0011 3130 EL.REG NURSING	.00	16.48	.00	16.48	-16.48
11-1111-000-0000-02315-0011 2990 EL.REG SICK DAY REI	3,000.00	.00	.00	4,410.00	-1,410.00
11-1111-000-0000-02315-0011 3110 EL.REG PURCHASED SE	30,000.00	.00	.00	24,881.05	5,118.95
11-1111-000-0000-02315-0011 2830 EL.REG EMPLOYER SOC	197,238.00	23,420.02	.00	115,357.51	81,880.49
11-1111-000-0000-02315-0011 2840 EL.REG WORKMANS COM	3,200.00	.00	.00	.00	3,200.00
11-1111-000-0000-02315-0011 2850 EL.REG UNEMPLOYMENT	7,000.00	.00	.00	257.99	6,742.01
11-1111-000-0000-02315-0011 2920 EL.REG CASH IN LIEU	.00	.00	.00	.00	.00
11-1111-000-0000-02315-0011 3220 EL.REG WKSHOPS/CONF	2,000.00	.00	.00	1,975.77	24.23

SPI
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MADISON SCHOOL DISTRICT
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EXPSTall

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FUND - 11 - GENERAL FUND

ORGANIZATION / ACCOUNT / TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE
11-1111-000-0000-02315-0011 4120 EL.REG REPAIRS/MAIN	500.00	.00	.00	280.00	220.00
11-1111-000-0000-02315-0011 4220 EL.REG CONTRACT SER	7,600.00	413.77	.00	6,898.75	701.25
11-1111-000-0000-02315-0011 5990 EL.REG MISC. SUPPLI	1,500.00	.00	.00	1,467.90	32.10
11-1111-000-0000-02315-0011 5210 EL.REG TEXTBOOKS	40,000.00	.00	136.50	28,837.30	11,026.20
11-1111-000-0000-02315-0011 5119 EL.REG MIBLSI	.00	.00	.00	.00	.00
11-1111-000-0000-02315-0011 5110 EL.REG TEACHING SUP	30,000.00	.00	32.72	32,252.95	-2,285.67
11-1111-000-0000-02315-0011 7410 EL.REG DUES/CHAUFFE	1,050.00	.00	.00	360.00	690.00
11-1111-000-0000-02315-0011 8220 EL.REG PAYMT TO ANO	9,000.00	.00	.00	4,561.48	4,438.52
11-1111-000-0000-02315-0011 6410 EL.REG NEW EQUIP/FU	58,000.00	29,909.57	.00	93,937.72	-35,937.72
11-1111-000-6410-02315-0011 2820 EL REG ARRA EMPLOYE	.00	.00	.00	.00	.00
11-1111-000-6410-02315-0011 2830 EL REG ARRA EMPLOYE	.00	.00	.00	.00	.00
11-1111-000-6410-02315-0011 1240 EL REG ARRA SALARY	.00	.00	.00	.00	.00
11-1111-000-6460-02315-0011 1240 EL REG EDUCATION JO	.00	.00	.00	.00	.00
11-1111-000-6460-02315-0011 2830 EL REG EDUCATION JO	.00	.00	.00	.00	.00
11-1111-000-6460-02315-0011 2820 EL REG EDUCATION JO	.00	.00	.00	.00	.00
11-1213-000-0000-02315-0011 3130 EL.REG.NURSE NURSIN	22,712.00	3,701.66	.00	18,548.14	4,163.86
11-1259-000-0000-02315-0011 3990 EL.BUS STUDENT INS	5,500.00	.00	.00	5,230.00	270.00
TOTAL DEPARTMENT - ELEMENTARY INSTRUCTION	4,205,775.00	448,385.97	169.22	2,631,919.03	1,573,686.75
11-1113-000-0000-02316-0012 3710 HS.REG CAP	.00	.00	.00	.00	.00
11-1113-000-0000-02316-0012 3711 HS.REG TUITION COLL	18,000.00	.00	.00	6,183.00	11,817.00
11-1113-000-0000-02316-0012 4220 HS.REG CONTRACT SER	5,200.00	720.27	.00	4,943.07	256.93
11-1113-000-0000-02316-0012 4120 HS.REG REPAIRS/MAIN	300.00	.00	.00	720.00	-420.00
11-1113-000-0000-02316-0012 3220 HS.REG WKSHOPS/CONF	1,700.00	.00	.00	472.00	1,228.00
11-1113-000-0000-02316-0012 5110 HS.REG TEACHING SUP	20,000.00	-137.35	366.40	16,419.37	3,214.23
11-1113-000-0000-02316-0012 5210 HS.REG TEXTBOOKS	17,000.00	1,286.92	.00	32,715.81	-15,715.81
11-1113-000-0000-02316-0012 5121 HS.REG PLTW	6,000.00	.00	.00	149.37	5,850.63
11-1113-000-0000-02316-0012 5990 HS.REG MISC. SUPPLI	2,000.00	33.10	.00	2,904.78	-904.78
11-1113-000-0000-02316-0012 5130 HS.REG GRADUATION E	1,300.00	.00	.00	1,141.14	158.86
11-1113-000-0000-02316-0012 5122 HS.REG CAREER PREP	9,000.00	.00	.00	2,486.43	6,513.57
11-1113-000-0000-02316-0012 5123 HS.REG ISSI	3,000.00	.00	.00	.00	3,000.00
11-1113-000-0000-02316-0012 6410 HS.REG NEW EQUIP/FU	22,000.00	5,589.86	.00	11,747.58	10,252.42
11-1113-000-0000-02316-0012 6450 HS.REG MUSIC INST N	4,500.00	100.00	864.00	6,515.70	-2,879.70
11-1113-000-0000-02316-0012 8210 HS.REG PREP ACADEMY	71,000.00	27,468.00	.00	29,361.65	41,638.35
11-1113-000-0000-02316-0012 8220 HS.REG PAYMT TO ANO	8,800.00	.00	.00	4,561.46	4,238.54
11-1113-000-0000-02316-0012 7410 HS.REG DUES/CHAUFFE	1,700.00	.00	.00	1,213.81	486.19
11-1113-000-0000-02316-0012 3110 HS.REG PURCHASED SE	23,400.00	.00	.00	27,428.89	-4,028.89
11-1113-000-0000-02316-0012 3112 HS.REG PURCH NWEA	4,200.00	.00	.00	.00	4,200.00
11-1113-000-0000-02316-0012 2990 HS.REG SICK DAY REI	6,000.00	.00	.00	.00	6,000.00
11-1113-000-0000-02316-0012 2920 HS.REG CASH IN LIEU	.00	.00	.00	.00	.00
11-1113-000-0000-02316-0012 2840 HS.REG WORKMANS COM	1,700.00	.00	.00	.00	1,700.00
11-1113-000-0000-02316-0012 2850 HS.REG UNEMPLOYMENT	.00	.00	.00	.00	.00
11-1113-000-0000-02316-0012 2830 HS.REG EMPLOYER SOC	102,659.00	12,595.87	.00	61,849.19	40,809.81
11-1113-000-0000-02316-0012 1240 HS.REG SALARY TEACH	1,341,748.00	168,779.33	.00	852,113.39	489,634.61
11-1113-000-0000-02316-0012 1242 HS.REG ISSI	.00	.00	.00	2,574.03	-2,574.03

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FUND - 11 - GENERAL FUND

ORGANIZATION / ACCOUNT / TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE
11-1113-000-0000-02316-0012 2210 HS.REG EARLY RETIRE	.00	.00	.00	.00	.00
11-1113-000-0000-02316-0012 2130 HS.REG EMPLOYEE INS	273,842.00	.00	.00	174,390.49	99,451.51
11-1113-000-0000-02316-0012 2820 HS.REG EMPLOYEE RET	364,037.00	40,282.14	.00	206,758.93	157,278.07
11-1113-000-0000-02316-0012 1870 HS.REG SALARY-SUBST	200.00	.00	.00	15.00	185.00
11-1113-000-0696-02316-0012 5990 HS.REG.DRUG MISC. S	.00	.00	.00	.00	.00
11-1213-000-0000-02316-0012 3130 HS.NURSE NURSING	4,425.00	616.94	.00	3,358.15	1,066.85
11-1259-000-0000-02316-0012 3990 HS.BUS STUDENT INS	3,600.00	.00	.00	3,419.00	181.00
TOTAL DEPARTMENT - H.S. BASIC INSTRUCT	2,317,311.00	257,335.08	1,230.40	1,453,442.24	862,638.36
11-1111-000-6460-07262-0013 2830 MS REG EDUCATION JO	.00	.00	.00	.00	.00
11-1111-000-6460-07262-0013 2820 MS REG EDUCATION JO	.00	.00	.00	.00	.00
11-1111-000-6460-07262-0013 1240 MS REG EDUCATION JO	.00	.00	.00	.00	.00
11-1112-000-0000-07262-0013 1240 MS.REG SALARY TEACH	984,648.00	124,517.69	.00	642,673.81	341,974.19
11-1112-000-0000-07262-0013 1242 MS.REG ISSI	.00	.00	.00	.00	.00
11-1112-000-0000-07262-0013 1870 MS.REG SALARY-SUBST	100.00	.00	.00	.00	100.00
11-1112-000-0000-07262-0013 2130 MS.REG EMPLOYEE INS	173,933.00	.00	.00	93,393.71	80,539.29
11-1112-000-0000-07262-0013 2820 MS.REG EMPLOYEE RET	267,138.00	30,414.57	.00	157,738.71	109,399.29
11-1112-000-0000-07262-0013 2830 MS.REG EMPLOYER SOC	75,333.00	9,307.39	.00	46,758.56	28,574.44
11-1112-000-0000-07262-0013 3110 MS.REG PURCHASED SE	20,000.00	.00	.00	9,501.00	10,499.00
11-1112-000-0000-07262-0013 3112 MS.REG PURCH NWEA	4,200.00	.00	.00	.00	4,200.00
11-1112-000-0000-07262-0013 2990 MS.REG SICK DAY REI	3,600.00	.00	.00	.00	3,600.00
11-1112-000-0000-07262-0013 2920 MS.REG CASH IN LIEU	.00	.00	.00	.00	.00
11-1112-000-0000-07262-0013 2850 MS.REG UNEMPLOYMENT	.00	.00	.00	7,240.00	-7,240.00
11-1112-000-0000-07262-0013 2840 MS.REG WORKMANS COM	1,700.00	.00	.00	.00	1,700.00
11-1112-000-0000-07262-0013 4120 MS.REG REPAIRS/MAIN	200.00	.00	.00	.00	200.00
11-1112-000-0000-07262-0013 3228 MS.REG PLTW TRAVEL	.00	.00	.00	.00	.00
11-1112-000-0000-07262-0013 4220 MS.REG CONTRACT SER	4,400.00	304.20	.00	3,848.79	551.21
11-1112-000-0000-07262-0013 5110 MS.REG TEACHING SUP	13,500.00	34.14	.00	9,653.07	3,846.93
11-1112-000-0000-07262-0013 3220 MS.REG WKSHOPS/CONF	1,000.00	.00	.00	4,513.42	-3,513.42
11-1112-000-0000-07262-0013 5990 MS.REG MISC. SUPPLI	2,000.00	.00	.00	3,342.50	-1,342.50
11-1112-000-0000-07262-0013 5123 MS.REG ISSI	20,000.00	.00	.00	19,683.95	316.05
11-1112-000-0000-07262-0013 5121 MS.REG PLTW	500.00	.00	.00	355.00	145.00
11-1112-000-0000-07262-0013 5122 MS.REG CAREER PREP	.00	.00	.00	985.50	-985.50
11-1112-000-0000-07262-0013 5210 MS.REG TEXTBOOKS	24,000.00	.00	.00	2,460.47	21,539.53
11-1112-000-0000-07262-0013 5119 MS.REG MIBLSI	3,900.00	.00	.00	.00	3,900.00
11-1112-000-0000-07262-0013 7410 MS.REG DUES/CHAUFFE	1,000.00	.00	.00	65.82	934.18
11-1112-000-0000-07262-0013 8220 MS.REG PAYMT TO ANO	9,000.00	.00	.00	4,561.44	4,438.56
11-1112-000-0000-07262-0013 6450 MS.REG MUSIC INST N	3,000.00	110.00	.00	1,643.14	1,356.86
11-1112-000-0000-07262-0013 6410 MS.REG NEW EQUIP/FU	16,500.00	4,982.96	.00	17,210.92	-710.92
11-1213-000-0000-07262-0013 3130 MS.NURSE NURSING	4,515.00	643.88	.00	3,385.13	1,129.87
11-1259-000-0000-07262-0013 3990 MS. BUS STUDENT INS	3,100.00	.00	.00	2,883.00	217.00
TOTAL DEPARTMENT - M.S. BASIC INSTRUCT	1,637,267.00	170,314.83	.00	1,031,897.94	605,369.06
11-1113-000-0375-02316-0015 4120 HS.REG.DRIVER REPAI	400.00	.00	.00	.00	400.00

SPI
DATE: 04/12/2013
TIME: 12:57:23

MADISON SCHOOL DISTRICT
DETAIL EXPENDITURE STATUS REPORT

PAGE NUMBER: 4
EXPSTall

SELECTION CRITERIA: orgn.fund='11'
ACCOUNTING PERIOD: 9/13

SORTED BY: FUND,DEPARTMENT,FUNCTION
TOTALED ON: FUND,DEPARTMENT
PAGE BREAKS ON: FUND

FUND - 11 - GENERAL FUND

ORGANIZATION / ACCOUNT / TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE
11-1113-000-0375-02316-0015 5110 HS.REG.DRIVER TEACH	200.00	.00	.00	.00	200.00
11-1113-000-0375-02316-0015 2820 HS.REG.DRIVER EMPLO	1,763.00	.00	.00	848.04	914.96
11-1113-000-0375-02316-0015 2830 HS.REG.DRIVER EMPLO	497.00	.00	.00	249.32	247.68
11-1113-000-0375-02316-0015 1240 HS.REG.DRIVER SALAR	6,500.00	.00	.00	3,463.26	3,036.74
TOTAL DEPARTMENT - DRIVERS EDUCATION	9,360.00	.00	.00	4,560.62	4,799.38
11-1122-000-6380-02315-0016 1240 EL.ARRA.IDEA.SALARY	.00	.00	.00	.00	.00
11-1122-000-6380-02315-0016 2130 EL.ARRA.IDEA.EMPLOY	.00	.00	.00	.00	.00
11-1122-000-6380-02315-0016 2820 EL.ARRA.IDEA.EMPLOY	.00	.00	.00	.00	.00
11-1122-000-6380-02315-0016 2830 EL.ARRA.IDEA.EMPLOY	.00	.00	.00	.00	.00
11-1122-000-6380-02315-0016 5110 EL.ARRA.IDEA.TEACHI	.00	.00	.00	.00	.00
11-1122-193-0202-02315-0016 2830 EL.SPEC.AI.EMPLOYER	.00	1,011.86	.00	4,808.98	-4,808.98
11-1122-193-0202-02315-0016 2820 EL.SPEC.AI.EMPLOYEE	.00	3,301.29	.00	15,650.87	-15,650.87
11-1122-193-0202-02315-0016 1632 EL.SPEC.AI.AIDE - E	113,000.00	13,226.77	.00	62,862.24	50,137.76
11-1122-110-0202-02315-0016 1634 EL.SPEC.EMI.AIDE-MC	35,000.00	3,447.54	.00	16,761.70	18,238.30
11-1122-110-0202-02315-0016 2820 EL.SPEC.EMI.EMPLOYE	.00	917.99	.00	4,273.15	-4,273.15
11-1122-110-0202-02315-0016 2830 EL.SPEC.EMI.EMPLOYE	.00	263.74	.00	1,282.25	-1,282.25
11-1122-110-0202-02315-0016 5114 EL.SPEC.EMI.SUPPLIE	720.00	.00	.00	83.49	636.51
11-1122-110-0202-02315-0016 3224 EL.SPEC.EMI.TRAVEL	400.00	.00	.00	.00	400.00
11-1122-110-0202-02315-0016 6424 EL.SPEC.EMI.FURN/EQ	200.00	.00	.00	.00	200.00
11-1122-110-0202-02315-0016 5994 EL.SPEC.EMI.MISC MC	200.00	.00	.00	.00	200.00
11-1122-194-0202-02315-0016 5992 EL.SPEC.RES.MISC EL	400.00	79.05	.00	79.05	320.95
11-1122-194-0202-02315-0016 6422 EL.SPEC.RES.FURN/EQ	300.00	.00	160.00	365.17	-225.17
11-1122-194-0202-02315-0016 3222 EL.SPEC.RES.TRAVEL	1,200.00	.00	.00	430.00	770.00
11-1122-194-0202-02315-0016 4220 EL.SPEC.RES.CONTRAC	1,000.00	.00	.00	.00	1,000.00
11-1122-194-0202-02315-0016 5112 EL.SPEC.RES.SUPPLIE	2,700.00	2,400.00	.00	2,687.59	12.41
11-1122-194-0202-02315-0016 2830 EL.SPEC.RES.EMPLOYE	74,908.00	6,417.88	.00	32,101.74	42,806.26
11-1122-194-0202-02315-0016 2820 EL.SPEC.RES.EMPLOYE	265,628.00	20,982.13	.00	109,533.90	156,094.10
11-1122-194-0202-02315-0016 3110 EL.SPEC.RES.PURCHAS	10,000.00	.00	.00	5,563.30	4,436.70
11-1122-194-0202-02315-0016 2920 EL.SPEC.RES.CASH IN	.00	.00	.00	.00	.00
11-1122-194-0202-02315-0016 2990 EL.SPEC.RES.SICK DA	.00	.00	.00	.00	.00
11-1122-194-0202-02315-0016 2840 EL.SPEC.RES.WORKMAN	900.00	.00	.00	.00	900.00
11-1122-194-0202-02315-0016 2130 EL.SPEC.RES.EMPLOYE	163,865.00	2,368.58	.00	104,143.54	59,721.46
11-1122-194-0202-02315-0016 1632 EL.SPEC.RES.AIDE -	.00	.00	.00	648.13	-648.13
11-1122-194-0202-02315-0016 1240 EL.SPEC.RES.SALARY	728,119.00	86,275.34	.00	441,684.51	286,434.49
11-1122-000-6380-02316-0016 1240 HS.ARRA.IDEA.SALARY	.00	.00	.00	.00	.00
11-1122-000-6380-02316-0016 2130 HS.ARRA.IDEA.EMPLOY	.00	.00	.00	.00	.00
11-1122-000-6380-02316-0016 2820 HS.ARRA.IDEA.EMPLOY	.00	.00	.00	.00	.00
11-1122-000-6380-02316-0016 2830 HS.ARRA.IDEA.EMPLOY	.00	.00	.00	.00	.00
11-1122-000-6380-02316-0016 5110 HS.ARRA.IDEA.TEACHI	.00	.00	.00	.00	.00
11-1122-110-0202-02316-0016 5116 HS.SPEC.EMI.SUPPLIE	500.00	.00	.00	.00	500.00
11-1122-110-0202-02316-0016 3226 HS.SPEC.EMI.TRAVEL	400.00	.00	.00	.00	400.00
11-1122-110-0202-02316-0016 6426 HS.SPEC.EMI.FURN/EQ	400.00	.00	.00	.00	400.00
11-1122-110-0202-02316-0016 5996 HS.SPEC.EMI.MISC SE	200.00	.00	.00	.00	200.00
11-1122-110-0202-02316-0016 2830 HS.SPEC.EMI.EMPLOYE	.00	265.91	.00	1,557.40	-1,557.40

SPI
DATE: 04/12/2013
TIME: 12:57:23

MADISON SCHOOL DISTRICT
DETAIL EXPENDITURE STATUS REPORT

PAGE NUMBER: 5
EXPSTall

SELECTION CRITERIA: orgn.fund='11'
ACCOUNTING PERIOD: 9/13

SORTED BY: FUND,DEPARTMENT,FUNCTION
TOTALLED ON: FUND,DEPARTMENT
PAGE BREAKS ON: FUND

FUND - 11 - GENERAL FUND

ORGANIZATION / ACCOUNT / TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE
11-1122-110-0202-02316-0016 2820 HS.SPEC.EMI EMPLOYE	.00	845.35	.00	5,078.80	-5,078.80
11-1122-110-0202-02316-0016 1636 HS.SPEC.EMI AIDE -	46,915.00	3,475.89	.00	20,357.93	26,557.07
11-1122-196-0202-02316-0016 1638 HS.SPEC.LRE LRE AID	56,150.00	9,952.37	.00	48,344.41	7,805.59
11-1122-196-0202-02316-0016 2820 HS.SPEC.LRE EMPLOYE	.00	2,463.16	.00	12,097.46	-12,097.46
11-1122-196-0202-02316-0016 2830 HS.SPEC.LRE EMPLOYE	.00	761.33	.00	3,698.32	-3,698.32
11-1122-194-0202-02316-0016 2830 HS.SPEC.RES EMPLOYE	.00	.00	.00	.00	.00
11-1122-194-0202-02316-0016 2820 HS.SPEC.RES EMPLOYE	.00	.00	.00	.00	.00
11-1122-194-0202-02316-0016 1240 HS.SPEC.RES SALARY	.00	.00	.00	.00	.00
11-1122-194-0202-02316-0016 1631 HS.SPEC.RES AIDE -	.00	.00	.00	.00	.00
11-1122-194-0202-02316-0016 5991 HS.SPEC.RES MISC HS	500.00	.00	.00	97.80	402.20
11-1122-194-0202-02316-0016 6421 HS.SPEC.RES FURN/EQ	800.00	.00	.00	175.31	624.69
11-1122-194-0202-02316-0016 3221 HS.SPEC.RES TRAVEL	1,200.00	.00	.00	.00	1,200.00
11-1122-194-0202-02316-0016 5111 HS.SPEC.RES SUPPLIE	4,800.00	.00	.00	1,235.14	3,564.86
11-1122-170-0202-07262-0016 5110 HS.SPEC.VI TEACHING	.00	.00	.00	.00	.00
11-1122-000-6380-07262-0016 5110 MS ARRA IDEA TEACHI	.00	.00	.00	.00	.00
11-1122-000-6380-07262-0016 3220 MS ARRA IDEA WKSHOP	.00	.00	.00	.00	.00
11-1122-000-6380-07262-0016 1240 MS ARRA IDEA SALARY	.00	.00	.00	.00	.00
11-1122-000-6380-07262-0016 2130 MS ARRA IDEA EMPLOY	.00	.00	.00	.00	.00
11-1122-000-6380-07262-0016 2820 MS ARRA IDEA EMPLOY	.00	.00	.00	.00	.00
11-1122-000-6380-07262-0016 2830 MS ARRA IDEA EMPLOY	.00	.00	.00	.00	.00
11-1122-194-0202-07262-0016 2830 MS.SPEC.RES EMPLOYE	.00	.00	.00	.00	.00
11-1122-194-0202-07262-0016 2820 MS.SPEC.RES EMPLOYE	.00	.00	.00	.00	.00
11-1122-194-0202-07262-0016 1240 MS.SPEC.RES SALARY	.00	.00	.00	.00	.00
TOTAL DEPARTMENT - SPECIAL EDUCATION	1,510,405.00	158,456.18	160.00	895,602.18	614,642.82
11-1125-000-0601-02315-0017 1241 EL.COMP.TTL 1 SALAR	.00	.00	.00	.00	.00
11-1125-000-0601-02315-0017 1240 EL.COMP.TTL 1 SALAR	73,670.00	8,857.85	.00	54,435.11	19,234.89
11-1125-000-0601-02315-0017 1630 EL.COMP.TTL 1 SALAR	39,541.00	9,137.05	.00	43,984.75	-4,443.75
11-1125-000-0601-02315-0017 2820 EL.COMP.TTL 1 EMPLO	39,041.00	5,559.49	.00	30,074.12	8,966.88
11-1125-000-0601-02315-0017 1637 EL.COMP.TTL 1 AIDE	.00	4,617.81	.00	24,628.32	-24,628.32
11-1125-000-0601-02315-0017 2130 EL.COMP.TTL 1 EMPLO	7,400.00	197.15	.00	4,625.55	2,774.45
11-1125-000-0601-02315-0017 2840 EL.COMP.TTL 1 WORKM	.00	.00	.00	.00	.00
11-1125-000-0601-02315-0017 2920 EL.COMP.TTL 1 CASH	.00	.00	.00	.00	.00
11-1125-000-0601-02315-0017 2830 EL.COMP.TTL 1 EMPLO	11,010.00	1,729.95	.00	9,413.53	1,596.47
11-1125-000-0601-02315-0017 3220 EL.COMP.TTL 1 WKSHO	.00	.00	.00	.00	.00
11-1125-000-0601-02315-0017 4220 EL.COMP.TTL 1 CONTR	.00	.00	.00	.00	.00
11-1125-000-0601-02315-0017 5110 EL.COMP.TTL 1 TEACH	4,500.00	.00	.00	369.71	4,130.29
11-1125-000-0601-02315-0017 6410 EL.COMP.TTL 1 NEW E	.00	.00	.00	.00	.00
11-1125-000-6370-07262-0017 3220 MS ARRA TITLE WKSHO	.00	.00	.00	.00	.00
11-1125-000-6370-07262-0017 5110 MS ARRA TITLE TEACH	.00	.00	.00	.00	.00
11-1125-000-6370-07262-0017 2820 MS ARRA TITLE EMPLO	.00	.00	.00	.00	.00
11-1125-000-6370-07262-0017 2830 MS ARRA TITLE EMPLO	.00	.00	.00	.00	.00
11-1125-000-6370-07262-0017 1240 MS ARRA TITLE SALAR	.00	.00	.00	.00	.00
11-1212-000-0601-02315-0017 1220 EL.COUN.TTL 1 SALAR	17,120.00	2,052.70	.00	10,612.47	6,507.53
11-1212-000-0601-02315-0017 2130 EL.COUN.TTL 1 EMPLO	.00	.00	.00	.00	.00

SPI
DATE: 04/12/2013
TIME: 12:57:23

MADISON SCHOOL DISTRICT
DETAIL EXPENDITURE STATUS REPORT

PAGE NUMBER: 6
EXPSTall

SELECTION CRITERIA: orgn.fund='11'
ACCOUNTING PERIOD: 9/13

SORTED BY: FUND,DEPARTMENT,FUNCTION
TOTALLED ON: FUND,DEPARTMENT
PAGE BREAKS ON: FUND

FUND - 11 - GENERAL FUND

ORGANIZATION / ACCOUNT / TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE
11-1212-000-0601-02315-0017 2820 EL.COUN.TTL 1 EMPLO	.00	499.21	.00	2,500.75	-2,500.75
11-1212-000-0601-02315-0017 2830 EL.COUN.TTL 1 EMPLO	.00	143.12	.00	727.15	-727.15
11-1212-000-0601-02315-0017 2920 EL.COUN.TTL 1 CASH	.00	.00	.00	.00	.00
11-1213-000-0601-02315-0017 3130 EL.NURSE.TTL 1 NURS	.00	.00	.00	.00	.00
11-1226-000-0601-02315-0017 2920 EL.DIR.TTL 1 CASH I	.00	.00	.00	.00	.00
11-1226-000-0601-02315-0017 2830 EL.DIR.TTL 1 EMPLOY	.00	119.24	.00	798.00	-798.00
11-1226-000-0601-02315-0017 2820 EL.DIR.TTL 1 EMPLOY	.00	379.46	.00	2,533.45	-2,533.45
11-1226-000-0601-02315-0017 2130 EL.DIR.TTL 1 EMPLOY	.00	.00	.00	.00	.00
11-1226-000-0601-02315-0017 1160 EL.DIR.TTL 1 SALARY	13,585.00	1,560.30	.00	10,447.18	3,137.82
11-1231-000-0601-02315-0017 3180 EL.BOE.TTL 1 AUDIT	900.00	.00	.00	900.00	.00
TOTAL DEPARTMENT - TITLE I	206,767.00	34,853.33	.00	196,050.09	10,716.91
11-1125-000-0306-02315-0018 3227 EL.COMP.AR TRAVE &	.00	.00	.00	.00	.00
11-1125-000-0306-02315-0018 3220 EL.COMP.AR WKSHOPS/	.00	.00	.00	279.00	-279.00
11-1125-000-0306-02315-0018 5110 EL.COMP.AR TEACHING	2,600.00	.00	.00	700.88	1,899.12
11-1125-000-0306-02315-0018 5117 EL.COMP.AR TEACHING	1,000.00	.00	.00	166.35	833.65
11-1125-000-0306-02315-0018 5118 EL.COMP.AR STUDENT	.00	.00	.00	.00	.00
11-1125-000-0306-02315-0018 5990 EL.COMP.AR MISC. SU	200.00	.00	.00	.00	200.00
11-1125-000-0306-02315-0018 6410 EL.COMP.AR NEW EQUI	.00	.00	.00	.00	.00
11-1125-000-0306-02315-0018 6417 EL.COMP.AR EQUIP/FU	.00	.00	.00	.00	.00
11-1125-000-0306-02315-0018 1240 EL.COMP.AR SALARY T	234,457.00	17,273.12	.00	90,227.57	144,229.43
11-1125-000-0306-02315-0018 1630 EL.COMP.AR SALARY A	102,217.00	15,796.58	.00	73,563.19	28,653.81
11-1125-000-0306-02315-0018 1290 EL.COMP.AR OTHER PR	.00	5,431.23	.00	36,208.20	-36,208.20
11-1125-000-0306-02315-0018 2130 EL.COMP.AR EMPLOYEE	36,404.00	804.56	.00	15,979.34	20,424.66
11-1125-000-0306-02315-0018 1637 EL.COMP.AR AIDE - S	40,021.00	.00	.00	.00	40,021.00
11-1125-000-0306-02315-0018 1870 EL.COMP.AR SALARY-S	.00	.00	.00	.00	.00
11-1125-000-0306-02315-0018 2820 EL.COMP.AR EMPLOYEE	102,188.00	9,407.32	.00	49,333.49	52,854.51
11-1125-000-0306-02315-0018 2920 EL.COMP.AR CASH IN	.00	.00	.00	.00	.00
11-1125-000-0306-02315-0018 2840 EL.COMP.AR WORKMANS	325.00	.00	.00	.00	325.00
11-1125-000-0306-02315-0018 2830 EL.COMP.AR EMPLOYER	28,817.00	2,898.09	.00	14,863.74	13,953.26
11-1125-000-0306-02316-0018 2830 HS.COMP.AR EMPLOYER	.00	410.53	.00	2,721.44	-2,721.44
11-1125-000-0306-02316-0018 2820 HS.COMP.AR EMPLOYEE	.00	1,346.94	.00	9,151.27	-9,151.27
11-1125-000-0306-02316-0018 1290 HS.COMP.AR OTHER PR	.00	5,538.45	.00	36,923.00	-36,923.00
11-1125-000-0306-02316-0018 1240 HS.COMP.AR SALARY T	.00	.00	.00	.00	.00
11-1125-000-0306-07262-0018 1637 MS.COMP.AR AIDE - S	.00	1,420.96	.00	5,527.48	-5,527.48
11-1125-000-0306-07262-0018 2820 MS.COMP.AR EMPLOYEE	.00	272.29	.00	1,060.98	-1,060.98
11-1125-000-0306-07262-0018 2830 MS.COMP.AR EMPLOYER	.00	107.94	.00	413.56	-413.56
11-1125-000-0306-07262-0018 3220 MS.COMP.AR WKSHOPS/	.00	.00	.00	1,054.00	-1,054.00
11-1213-000-0306-02315-0018 3130 EL.NURSE.AR NURSING	.00	.00	.00	.00	.00
TOTAL DEPARTMENT - AT RISK	548,229.00	60,708.01	.00	338,173.49	210,055.51
11-1221-000-0764-02315-0019 5110 EL.TITLE II A TEACH	.00	.00	.00	.00	.00
11-1221-000-0764-02315-0019 6410 EL.TITLE II A NEW E	.00	.00	.00	.00	.00
11-1221-000-0764-02315-0019 7410 EL.TITLE II A DUES/	.00	.00	.00	.00	.00

SPI
DATE: 04/12/2013
TIME: 12:57:23

MADISON SCHOOL DISTRICT
DETAIL EXPENDITURE STATUS REPORT

PAGE NUMBER: 7
EXPSTall

SELECTION CRITERIA: orgn.fund='11'
ACCOUNTING PERIOD: 9/13

SORTED BY: FUND,DEPARTMENT,FUNCTION
TOTALLED ON: FUND,DEPARTMENT
PAGE BREAKS ON: FUND

FUND - 11 - GENERAL FUND

ORGANIZATION / ACCOUNT / TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE
11-1221-000-0764-02315-0019 2830 EL.TITLE II A EMPLO	.00	52.04	.00	628.95	-628.95
11-1221-000-0764-02315-0019 2820 EL.TITLE II A EMPLO	.00	173.98	.00	2,116.91	-2,116.91
11-1221-000-0764-02315-0019 3120 EL.TITLE II A EMPLO	35,000.00	290.00	.00	26,384.17	8,615.83
11-1221-000-0764-02315-0019 1240 EL.TITLE II A SALAR	.00	715.41	.00	8,663.67	-8,663.67
11-1221-000-0764-02316-0019 1240 HS.TITLE II A SALAR	.00	.00	.00	2,197.08	-2,197.08
11-1221-000-0764-02316-0019 3120 HS.TITLE II A EMPLO	.00	.00	.00	758.72	-758.72
11-1221-000-0764-02316-0019 2820 HS.TITLE II A EMPLO	.00	.00	.00	537.42	-537.42
11-1221-000-0764-02316-0019 2830 HS.TITLE II A EMPLO	.00	.00	.00	159.90	-159.90
11-1221-000-0764-02316-0019 5990 HS.TITLE II A MISC.	.00	.00	.00	124.00	-124.00
11-1221-000-0764-07262-0019 2830 MS.TITLE II A EMPLO	.00	.00	.00	25.34	-25.34
11-1221-000-0764-07262-0019 2820 MS.TITLE II A EMPLO	.00	.00	.00	83.82	-83.82
11-1221-000-0764-07262-0019 3120 MS.TITLE II A EMPLO	.00	.00	.00	16,049.56	-16,049.56
11-1221-000-0764-07262-0019 1240 MS.TITLE II A SALAR	.00	.00	.00	344.64	-344.64
TOTAL DEPARTMENT - TITLE II TEACHER TRAININ	35,000.00	1,231.43	.00	58,074.18	-23,074.18
11-1125-000-0341-02315-0020 1240 EL.COMP.SS SALARY T	3,000.00	.00	.00	2,423.25	576.75
11-1125-000-0341-02315-0020 1630 EL.COMP.SS SALARY A	.00	.00	.00	.00	.00
11-1125-000-0341-02315-0020 2130 EL.COMP.SS EMPLOYEE	.00	.00	.00	.00	.00
11-1125-000-0341-02315-0020 2820 EL.COMP.SS EMPLOYEE	1,153.00	.00	.00	592.73	560.27
11-1125-000-0341-02315-0020 2840 EL.COMP.SS WORKMANS	.00	.00	.00	.00	.00
11-1125-000-0341-02315-0020 2830 EL.COMP.SS EMPLOYER	325.00	.00	.00	185.39	139.61
11-1125-000-0341-02315-0020 3220 EL.COMP.SS WKSHOPS/	.00	.00	.00	.00	.00
11-1125-000-0341-02315-0020 5110 EL.COMP.SS TEACHING	.00	.00	.00	.00	.00
11-1125-000-0341-02315-0020 6410 EL.COMP.SS NEW EQUI	.00	.00	.00	.00	.00
11-1226-000-0341-02315-0020 2830 EL.DIR.SS EMPLOYER	.00	.00	.00	.00	.00
11-1226-000-0341-02315-0020 2820 EL.DIR.SS EMPLOYEE	.00	.00	.00	.00	.00
11-1226-000-0341-02315-0020 1160 EL.DIR.SS SALARY SC	.00	.00	.00	.00	.00
11-1261-000-0341-02315-0020 5790 EL.OPER.SS TRANSPOR	400.00	.00	.00	.00	400.00
11-1271-000-0341-02315-0020 1610 EL.TRANS.SS SALARY	1,250.00	.00	.00	1,264.49	-14.49
11-1271-000-0341-02315-0020 2820 EL.TRANS.SS EMPLOYE	.00	.00	.00	308.30	-308.30
11-1271-000-0341-02315-0020 2830 EL.TRANS.SS EMPLOYE	.00	.00	.00	96.72	-96.72
TOTAL DEPARTMENT - SUMMER SCHOOL	6,128.00	.00	.00	4,870.88	1,257.12
11-1125-000-0307-02315-0021 2830 EL.COMP.BILING EMPL	864.00	81.49	.00	429.24	434.76
11-1125-000-0307-02315-0021 1630 EL.COMP.BILING SALA	11,300.00	1,065.13	.00	5,611.25	5,688.75
11-1125-000-0307-02315-0021 2820 EL.COMP.BILING EMPL	2,728.00	270.45	.00	1,413.58	1,314.42
11-1125-000-0307-02315-0021 2130 EL.COMP.BILING EMPL	.00	.00	.00	.00	.00
11-1125-000-0307-02315-0021 5110 EL.COMP.BILING TEAC	.00	.00	.00	.00	.00
11-1125-000-0307-02315-0021 3220 EL.COMP.BILING WKSH	.00	.00	.00	.00	.00
11-1125-000-0307-07262-0021 1630 MS.COMP.BILING SALA	.00	1,363.38	.00	5,965.33	-5,965.33
11-1125-000-0307-07262-0021 2830 MS.COMP.BILING EMPL	.00	104.30	.00	456.34	-456.34
11-1125-000-0307-07262-0021 2820 MS.COMP.BILING EMPL	.00	353.93	.00	1,527.81	-1,527.81
TOTAL DEPARTMENT - BILINGUAL	14,892.00	3,238.68	.00	15,403.55	-511.55

SPI
DATE: 04/12/2013
TIME: 12:57:23

MADISON SCHOOL DISTRICT
DETAIL EXPENDITURE STATUS REPORT

PAGE NUMBER: 8
EXPSTall

SELECTION CRITERIA: orgn.fund='11'
ACCOUNTING PERIOD: 9/13

SORTED BY: FUND,DEPARTMENT,FUNCTION
TOTALLED ON: FUND,DEPARTMENT
PAGE BREAKS ON: FUND

FUND - 11 - GENERAL FUND

ORGANIZATION / ACCOUNT / TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE
11-1125-000-0768-02315-0022 2820 EL.TITLE.VI EMPLOYE	10,330.00	550.38	.00	3,739.27	6,590.73
11-1125-000-0768-02315-0022 2830 EL.TITLE.VI EMPLOYE	.00	173.13	.00	1,154.20	-1,154.20
11-1125-000-0768-02315-0022 1290 EL.TITLE.VI OTHER P	19,615.00	2,263.02	.00	15,086.80	4,528.20
11-1125-000-0768-02315-0022 2130 EL.TITLE.VI EMPLOYE	.00	.00	.00	.00	.00
TOTAL DEPARTMENT - TITLE VI RURAL	29,945.00	2,986.53	.00	19,980.27	9,964.73
11-1212-000-0000-02315-0025 2820 EL.COUN EMPLOYEE RE	8,359.00	898.60	.00	4,501.16	3,857.84
11-1212-000-0000-02315-0025 2130 EL.COUN EMPLOYEE IN	2,877.00	.00	.00	987.14	1,889.86
11-1212-000-0000-02315-0025 1220 EL.COUN SALARY COUN	30,815.00	3,694.84	.00	19,102.24	11,712.76
11-1212-000-0000-02315-0025 2830 EL.COUN EMPLOYER SO	2,357.00	257.63	.00	1,309.03	1,047.97
11-1212-000-0000-02315-0025 2920 EL.COUN CASH IN LIE	.00	.00	.00	.00	.00
11-1212-000-0000-02315-0025 3220 EL.COUN WKSHOPS/CON	300.00	.00	.00	.00	300.00
11-1212-000-0000-02315-0025 5120 EL.COUN TESTING SUP	400.00	.00	.00	.00	400.00
11-1212-000-0000-02316-0025 5120 HS.COUN TESTING SUP	350.00	.00	200.00	17,662.50	-17,512.50
11-1212-000-0000-02316-0025 5910 HS.COUN OFFICE SUPP	200.00	.00	109.54	1,336.71	-1,246.25
11-1212-000-0000-02316-0025 3220 HS.COUN WKSHOPS/CON	250.00	.00	.00	111.00	139.00
11-1212-000-0000-02316-0025 6410 HS.COUN NEW EQUIP/F	.00	.00	.00	119.70	-119.70
11-1212-000-0000-02316-0025 2990 HS.COUN SICK DAY RE	.00	.00	.00	.00	.00
11-1212-000-0000-02316-0025 2920 HS.COUN CASH IN LIE	.00	.00	.00	.00	.00
11-1212-000-0000-02316-0025 2830 HS.COUN EMPLOYER SO	8,212.00	796.82	.00	5,389.48	2,822.52
11-1212-000-0000-02316-0025 2820 HS.COUN EMPLOYEE RE	29,122.00	2,623.56	.00	16,641.06	12,480.94
11-1212-000-0000-02316-0025 1220 HS.COUN SALARY COUN	75,267.00	7,802.34	.00	52,618.34	22,648.66
11-1212-000-0000-02316-0025 1620 HS.COUN SALARY-SECR	32,085.00	3,352.02	.00	22,189.52	9,895.48
11-1212-000-0000-02316-0025 2130 HS.COUN EMPLOYEE IN	11,530.00	508.07	.00	6,566.05	4,963.95
11-1212-000-0000-07262-0025 2130 MS.COUN EMPLOYEE IN	.00	.00	.00	.00	.00
11-1212-000-0000-07262-0025 1220 MS.COUN SALARY COUN	.00	827.34	.00	4,236.99	-4,236.99
11-1212-000-0000-07262-0025 2820 MS.COUN EMPLOYEE RE	.00	201.22	.00	1,053.32	-1,053.32
11-1212-000-0000-07262-0025 2830 MS.COUN EMPLOYER SO	.00	60.09	.00	290.53	-290.53
11-1219-000-0000-02315-0025 2830 EL.NOON EMPLOYER SO	1,668.00	510.56	.00	2,562.46	-894.46
11-1219-000-0000-02315-0025 1660 EL.NOON SAL SUPVR-I	21,800.00	6,674.78	.00	33,497.53	-11,697.53
11-1219-000-0000-02315-0025 2820 EL.NOON EMPLOYEE RE	5,914.00	1,663.99	.00	8,276.98	-2,362.98
11-1219-000-0000-02316-0025 1660 HS.NOON SAL SUPVR-I	3,115.00	978.50	.00	5,586.00	-2,471.00
11-1219-000-0000-02316-0025 2830 HS.NOON EMPLOYER SO	238.00	73.49	.00	410.45	-172.45
11-1219-000-0000-02316-0025 2820 HS.NOON EMPLOYEE RE	845.00	237.93	.00	1,390.64	-545.64
11-1221-000-0000-02315-0025 5110 EL.INSER TEACHING S	.00	.00	.00	.00	.00
11-1221-000-0000-02316-0025 5110 HS.INSER TEACHING S	.00	.00	.00	.00	.00
TOTAL DEPARTMENT - SUPPORT SERVICES PUPIL	235,704.00	31,161.78	309.54	205,838.83	29,555.63
11-1222-000-0000-02315-0026 5310 EL.LIB LIBRARY BOOK	2,000.00	.00	.00	534.36	1,465.64
11-1222-000-0000-02315-0026 5990 EL.LIB MISC. SUPPLI	450.00	.00	.00	526.99	-76.99
11-1222-000-0000-02315-0026 3220 EL.LIB WKSHOPS/CONF	.00	.00	.00	.00	.00
11-1222-000-0000-02315-0026 4120 EL.LIB REPAIRS/MAIN	200.00	.00	.00	.00	200.00
11-1222-000-0000-02315-0026 6410 EL.LIB NEW EQUIP/FU	400.00	.00	.00	19.96	380.04

SPI
DATE: 04/12/2013
TIME: 12:57:23

MADISON SCHOOL DISTRICT
DETAIL EXPENDITURE STATUS REPORT

PAGE NUMBER: 9
EXPSTall

SELECTION CRITERIA: orgn.fund='11'
ACCOUNTING PERIOD: 9/13

SORTED BY: FUND,DEPARTMENT,FUNCTION
TOTALED ON: FUND,DEPARTMENT
PAGE BREAKS ON: FUND

FUND - 11 - GENERAL FUND

ORGANIZATION / ACCOUNT / TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE
11-1222-000-0000-02315-0026 2830 EL.LIB EMPLOYER SOC	2,204.00	237.60	.00	1,411.84	792.16
11-1222-000-0000-02315-0026 2130 EL.LIB EMPLOYEE INS	.00	.00	.00	.00	.00
11-1222-000-0000-02315-0026 2820 EL.LIB EMPLOYEE RET	7,815.00	733.82	.00	4,552.23	3,262.77
11-1222-000-0000-02315-0026 1630 EL.LIB SALARY AIDE	28,808.00	3,105.79	.00	19,153.83	9,654.17
11-1222-000-0000-02316-0026 1630 HS.LIB SALARY AIDE	.00	.00	.00	.00	.00
11-1222-000-0000-02316-0026 1230 HS.LIB SALARY LIBRA	34,800.00	3,571.86	.00	20,736.74	14,063.26
11-1222-000-0000-02316-0026 2210 HS.LIB EARLY RETIRE	.00	.00	.00	.00	.00
11-1222-000-0000-02316-0026 2130 HS.LIB EMPLOYEE INS	.00	.00	.00	.00	.00
11-1222-000-0000-02316-0026 2920 HS.LIB CASH IN LIEU	.00	.00	.00	.00	.00
11-1222-000-0000-02316-0026 2820 HS.LIB EMPLOYEE RET	9,440.00	868.66	.00	4,608.93	4,831.07
11-1222-000-0000-02316-0026 2830 HS.LIB EMPLOYER SOC	2,662.00	273.26	.00	1,586.42	1,075.58
11-1222-000-0000-02316-0026 6410 HS.LIB NEW EQUIP/FU	400.00	.00	.00	589.63	-189.63
11-1222-000-0000-02316-0026 8220 HS.LIB PAYMT TO ANO	8,700.00	.00	.00	1,850.57	6,849.43
11-1222-000-0000-02316-0026 4120 HS.LIB REPAIRS/MAIN	450.00	182.76	.00	573.28	-123.28
11-1222-000-0000-02316-0026 3220 HS.LIB WKSHOPS/CONF	150.00	.00	.00	.00	150.00
11-1222-000-0000-02316-0026 5990 HS.LIB MISC. SUPPLI	1,000.00	.00	.00	418.09	581.91
11-1222-000-0000-02316-0026 5310 HS.LIB LIBRARY BOOK	2,000.00	.00	.00	1,450.99	549.01
TOTAL DEPARTMENT - LIBRARY	101,479.00	8,973.75	.00	58,013.86	43,465.14
11-1293-000-0000-02316-0027 5110 ATHLETIC TEACHING S	56,000.00	.00	.00	.00	56,000.00
11-1293-000-0000-02316-0027 5990 ATHLETIC MISC. SUPP	.00	.00	.00	.00	.00
11-1293-000-0000-02316-0027 6410 ATHLETIC NEW EQUIP/	.00	.00	.00	.00	.00
11-1293-000-0000-02316-0027 2830 ATHLETIC EMPLOYER S	.00	822.76	.00	4,496.53	-4,496.53
11-1293-000-0000-02316-0027 3110 ATHLETIC PURCHASED	98,000.00	.00	.00	30,286.42	67,713.58
11-1293-000-0000-02316-0027 2820 ATHLETIC EMPLOYEE R	31,875.00	2,681.18	.00	15,327.65	16,547.35
11-1293-000-0000-02316-0027 1560 ATHLETIC COACH SALA	92,950.00	10,984.73	.00	100,360.93	-7,410.93
TOTAL DEPARTMENT - ATHLETIC	278,825.00	14,488.67	.00	150,471.53	128,353.47
11-1231-000-0000-00000-0028 3180 BUSINESS OFFICE AUD	14,850.00	.00	.00	14,850.00	.00
11-1232-000-0000-00000-0028 3220 SUPER WKSHOPS/CONF	3,900.00	.00	.00	4,063.27	-163.27
11-1232-000-0000-00000-0028 3170 SUPER LEGAL SERVICE	27,000.00	2,510.39	.00	18,329.92	8,670.08
11-1232-000-0000-00000-0028 3190 SUPER UNEMPLOYMENT	2,900.00	240.00	.00	2,640.00	260.00
11-1232-000-0000-00000-0028 3191 SUPER BOARD EXPENSE	2,900.00	.00	.00	.00	2,900.00
11-1232-000-0000-00000-0028 4220 SUPER CONTRACT SERV	2,000.00	.00	.00	10,414.04	-8,414.04
11-1232-000-0000-00000-0028 5990 SUPER MISC. SUPPLIE	2,100.00	444.97	.00	5,166.79	-3,066.79
11-1232-000-0000-00000-0028 5910 SUPER OFFICE SUPPLI	2,100.00	.00	.00	1,631.19	468.81
11-1232-000-0000-00000-0028 4910 SUPER SALARY ELECTI	1,600.00	.00	.00	.00	1,600.00
11-1232-000-0000-00000-0028 6410 SUPER NEW EQUIP/FUR	1,500.00	456.59	.00	1,591.57	-91.57
11-1232-000-0000-00000-0028 8220 SUPER PAYMT TO ANOT	2,300.00	.00	.00	2,192.50	107.50
11-1232-000-0000-00000-0028 7410 SUPER DUES/CHAUFFEU	9,000.00	.00	.00	3,356.56	5,643.44
11-1232-000-0000-00000-0028 1620 SUPER SALARY-SECR	29,945.00	3,909.36	.00	25,710.68	4,234.32
11-1232-000-0000-00000-0028 1390 SUPER SALARY-ADMIN.	37,394.00	4,314.69	.00	28,764.60	8,629.40
11-1232-000-0000-00000-0028 1110 SUPER SALARY SUPERI	40,326.00	15,653.01	.00	97,020.06	-56,694.06
11-1232-000-0000-00000-0028 2130 SUPER EMPLOYEE INSU	127,330.00	28,923.45	.00	121,758.17	5,571.83

SPI
DATE: 04/12/2013
TIME: 12:57:23

MADISON SCHOOL DISTRICT
DETAIL EXPENDITURE STATUS REPORT

PAGE NUMBER: 10
EXPSTall

SELECTION CRITERIA: orgn.fund='11'
ACCOUNTING PERIOD: 9/13

SORTED BY: FUND,DEPARTMENT,FUNCTION
TOTALLED ON: FUND,DEPARTMENT
PAGE BREAKS ON: FUND

FUND - 11 - GENERAL FUND

ORGANIZATION / ACCOUNT / TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE
11-1232-000-0000-00000-0028 2920 SUPER CASH IN LIEU	.00	.00	.00	.00	.00
11-1232-000-0000-00000-0028 2990 SUPER SICK DAY REIM	600.00	.00	.00	.00	600.00
11-1232-000-0000-00000-0028 2830 SUPER EMPLOYER SOCI	21,148.00	1,817.91	.00	12,839.13	8,308.87
11-1232-000-0000-00000-0028 2820 SUPER EMPLOYEE RETI	62,908.00	4,675.29	.00	29,884.85	33,023.15
11-1252-000-0000-00000-0028 2830 ACCT EMPLOYER SOCIA	.00	1,084.24	.00	6,563.38	-6,563.38
11-1252-000-0000-00000-0028 2820 ACCT EMPLOYEE RETIR	.00	2,972.75	.00	18,083.55	-18,083.55
11-1252-000-0000-00000-0028 1310 ACCT SALARY-ACCOUNT	110,219.00	14,217.54	.00	86,283.60	23,935.40
11-1257-000-0000-00000-0028 3610 PRINT PRINTING/BIND	10,000.00	36.80	.00	2,634.90	7,365.10
11-1259-000-0000-00000-0028 7610 BUSINESS TAXES ABAT	30,000.00	.00	.00	60,438.61	-30,438.61
11-1259-000-0000-00000-0028 7210 BUSINESS INTEREST S	.00	.00	.00	.00	.00
11-1289-000-0000-00000-0028 1590 TECH SALARY OTHER T	58,560.00	6,679.25	.00	44,170.20	14,389.80
11-1289-000-0000-00000-0028 2830 TECH EMPLOYER SOCIA	.00	510.41	.00	3,373.58	-3,373.58
11-1289-000-0000-00000-0028 2820 TECH EMPLOYEE RETIR	.00	1,573.14	.00	10,649.77	-10,649.77
TOTAL DEPARTMENT - GENERAL ADMIN/BUSINESS	600,580.00	90,019.79	.00	612,410.92	-11,830.92
11-1241-000-0000-02315-0029 2990 EL.PRIN SICK DAY RE	2,400.00	.00	.00	.00	2,400.00
11-1241-000-0000-02315-0029 2830 EL.PRIN EMPLOYER SO	16,974.00	1,972.99	.00	12,688.17	4,285.83
11-1241-000-0000-02315-0029 2920 EL.PRIN CASH IN LIE	.00	.00	.00	.00	.00
11-1241-000-0000-02315-0029 1620 EL.PRIN SALARY-SECR	53,983.00	6,301.86	.00	35,560.51	18,422.49
11-1241-000-0000-02315-0029 1150 EL.PRIN SALARY SCH.	167,896.00	19,538.25	.00	130,752.32	37,143.68
11-1241-000-0000-02315-0029 2210 EL.PRIN EARLY RETIR	.00	.00	.00	.00	.00
11-1241-000-0000-02315-0029 2820 EL.PRIN EMPLOYEE RE	59,114.00	6,307.59	.00	40,301.76	18,812.24
11-1241-000-0000-02315-0029 2130 EL.PRIN EMPLOYEE IN	60,306.00	5,250.96	.00	49,329.34	10,976.66
11-1241-000-0000-02315-0029 7410 EL.PRIN DUES/CHAUFF	1,500.00	.00	.00	71.00	1,429.00
11-1241-000-0000-02315-0029 6410 EL.PRIN NEW EQUIP/F	500.00	.00	.00	.00	500.00
11-1241-000-0000-02315-0029 4120 EL.PRIN REPAIRS/MAI	400.00	.00	.00	.00	400.00
11-1241-000-0000-02315-0029 3220 EL.PRIN WKSHOPS/CON	500.00	.00	.00	700.00	-200.00
11-1241-000-0000-02315-0029 5910 EL.PRIN OFFICE SUPP	4,000.00	182.61	91.29	2,153.96	1,754.75
11-1241-000-0000-02315-0029 5990 EL.PRIN MISC. SUPPL	350.00	148.61	.00	348.05	1.95
11-1241-000-0000-02316-0029 5990 HS.PRIN MISC. SUPPL	350.00	149.78	.00	797.64	-447.64
11-1241-000-0000-02316-0029 5910 HS.PRIN OFFICE SUPP	2,000.00	188.13	.00	1,062.27	937.73
11-1241-000-0000-02316-0029 3220 HS.PRIN WKSHOPS/CON	500.00	.00	.00	350.00	150.00
11-1241-000-0000-02316-0029 4120 HS.PRIN REPAIRS/MAI	400.00	.00	.00	.00	400.00
11-1241-000-0000-02316-0029 6410 HS.PRIN NEW EQUIP/F	500.00	.00	.00	1,029.14	-529.14
11-1241-000-0000-02316-0029 7410 HS.PRIN DUES/CHAUFF	1,300.00	.00	.00	.00	1,300.00
11-1241-000-0000-02316-0029 2130 HS.PRIN EMPLOYEE IN	14,753.00	1,462.93	.00	13,716.63	1,036.37
11-1241-000-0000-02316-0029 2210 HS.PRIN EARLY RETIR	.00	.00	.00	.00	.00
11-1241-000-0000-02316-0029 2820 HS.PRIN EMPLOYEE RE	37,422.00	3,949.14	.00	24,491.49	12,930.51
11-1241-000-0000-02316-0029 1150 HS.PRIN SALARY SCH.	125,635.00	14,496.36	.00	96,642.40	28,992.60
11-1241-000-0000-02316-0029 1620 HS.PRIN SALARY-SECR	44,827.00	4,568.76	.00	24,366.72	20,460.28
11-1241-000-0000-02316-0029 2920 HS.PRIN CASH IN LIE	.00	634.59	.00	3,034.65	-3,034.65
11-1241-000-0000-02316-0029 2990 HS.PRIN SICK DAY RE	.00	.00	.00	.00	.00
11-1241-000-0000-02316-0029 2830 HS.PRIN EMPLOYER SO	13,040.00	1,489.07	.00	9,401.77	3,638.23
11-1241-000-0000-07262-0029 2830 MS.PRIN EMPLOYER SO	13,873.00	1,598.51	.00	10,226.54	3,646.46
11-1241-000-0000-07262-0029 2820 MS.PRIN EMPLOYEE RE	48,316.00	5,192.34	.00	33,287.86	15,028.14

SPI
DATE: 04/12/2013
TIME: 12:57:23

MADISON SCHOOL DISTRICT
DETAIL EXPENDITURE STATUS REPORT

PAGE NUMBER: 11
EXPSTall

SELECTION CRITERIA: orgn.fund='11'
ACCOUNTING PERIOD: 9/13

SORTED BY: FUND,DEPARTMENT,FUNCTION
TOTALLED ON: FUND,DEPARTMENT
PAGE BREAKS ON: FUND

FUND - 11 - GENERAL FUND

ORGANIZATION / ACCOUNT / TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE
11-1241-000-0000-07262-0029 2990 MS.PRIN SICK DAY RE	.00	.00	.00	.00	.00
11-1241-000-0000-07262-0029 2920 MS.PRIN CASH IN LIE	.00	634.59	.00	3,034.65	-3,034.65
11-1241-000-0000-07262-0029 1620 MS.PRIN SALARY-SECR	32,853.00	3,480.34	.00	19,349.05	13,503.95
11-1241-000-0000-07262-0029 1150 MS.PRIN SALARY SCH.	148,496.00	17,235.20	.00	114,329.00	34,167.00
11-1241-000-0000-07262-0029 2130 MS.PRIN EMPLOYEE IN	34,306.00	2,668.58	.00	27,655.04	6,650.96
11-1241-000-0000-07262-0029 7410 MS.PRIN DUES/CHAUFF	750.00	.00	.00	.00	750.00
11-1241-000-0000-07262-0029 6410 MS.PRIN NEW EQUIP/F	500.00	.00	.00	.00	500.00
11-1241-000-0000-07262-0029 4120 MS.PRIN REPAIRS/MAI	400.00	.00	.00	.00	400.00
11-1241-000-0000-07262-0029 3220 MS.PRIN WKSHOPS/CON	500.00	.00	.00	-4,264.92	4,764.92
11-1241-000-0000-07262-0029 5910 MS.PRIN OFFICE SUPP	2,000.00	182.61	.00	1,654.79	345.21
11-1241-000-0000-07262-0029 5990 MS.PRIN MISC. SUPPL	350.00	148.61	.00	966.61	-616.61
TOTAL DEPARTMENT - SCHOOL ADMIN - PRINCIPAL	890,994.00	97,782.41	91.29	653,036.44	237,866.27
11-1351-000-0822-02315-0030 5110 EL.LATCH TEACHING S	1,000.00	.00	.00	191.24	808.76
11-1351-000-0822-02315-0030 2820 EL.LATCH EMPLOYEE R	10,820.00	528.13	.00	2,503.47	8,316.53
11-1351-000-0822-02315-0030 1630 EL.LATCH SALARY AID	11,900.00	2,587.62	.00	11,603.03	296.97
11-1351-000-0822-02315-0030 2830 EL.LATCH EMPLOYER S	3,051.00	197.98	.00	887.67	2,163.33
11-1391-000-0822-02315-0030 2830 EL.PARED EMPLOYER S	.00	279.24	.00	1,386.87	-1,386.87
11-1391-000-0822-02315-0030 1160 EL.PARED SALARY SCH	27,986.00	3,650.40	.00	18,130.32	9,855.68
11-1391-000-0822-02315-0030 2820 EL.PARED EMPLOYEE R	.00	887.79	.00	4,468.52	-4,468.52
11-1391-000-0822-02315-0030 5110 EL.PARED TEACHING S	500.00	.00	.00	-49.37	549.37
11-1391-000-0822-02315-0030 3220 EL.PARED WKSHOPS/CO	150.00	.00	.00	.00	150.00
11-1391-000-0822-02315-0030 6410 EL.PARED NEW EQUIP/	.00	.00	.00	.00	.00
TOTAL DEPARTMENT - COMMUNITY SERVICES	55,407.00	8,131.16	.00	39,121.75	16,285.25
11-1261-000-0000-00000-0031 3220 OPER WKSHOPS/CONF I	500.00	.00	.00	.00	500.00
11-1261-000-0000-00000-0031 4110 OPER FURN EQPT REPA	21,000.00	.00	.00	14,869.42	6,130.58
11-1261-000-0000-00000-0031 4120 OPER REPAIRS/MAINT	10,000.00	363.62	.00	4,447.55	5,552.45
11-1261-000-0000-00000-0031 3410 OPER TELEPHONE	6,195.00	334.82	.00	3,464.50	2,730.50
11-1261-000-0000-00000-0031 3830 OPER WATER AND SEWA	14,532.00	1,028.95	.00	11,230.70	3,301.30
11-1261-000-0000-00000-0031 3840 OPER WASTE AND TRAS	1,647.00	674.00	.00	8,679.25	-7,032.25
11-1261-000-0000-00000-0031 3910 OPER INSURANCE LIAB	54,535.00	.00	.00	50,403.00	4,132.00
11-1261-000-0000-00000-0031 3911 OPER BOILER INSURAN	4,110.00	.00	.00	4,032.00	78.00
11-1261-000-0000-00000-0031 4220 OPER CONTRACT SERV	4,000.00	131.50	.00	17,092.40	-13,092.40
11-1261-000-0000-00000-0031 5910 OPER OFFICE SUPPLIE	300.00	.00	.00	204.11	95.89
11-1261-000-0000-00000-0031 5980 OPER MAINTENANCE SU	35,000.00	1,509.06	.00	14,930.08	20,069.92
11-1261-000-0000-00000-0031 5981 OPER BOILER TREATME	300.00	.00	.00	.00	300.00
11-1261-000-0000-00000-0031 5990 OPER MISC. SUPPLIES	20,000.00	-259.19	.00	21,267.79	-1,267.79
11-1261-000-0000-00000-0031 5510 OPER HEATING GAS	78,859.00	15,499.75	.00	61,941.67	16,917.33
11-1261-000-0000-00000-0031 5520 OPER ELECTRICITY	98,440.00	12,247.46	.00	87,326.02	11,113.98
11-1261-000-0000-00000-0031 1960 OPER OVERTIME OPERA	2,100.00	48.96	.00	1,462.42	637.58
11-1261-000-0000-00000-0031 2130 OPER EMPLOYEE INSUR	110,500.00	6,660.02	.00	61,327.17	49,172.83
11-1261-000-0000-00000-0031 1640 OPER SALARY CUSTODI	230,166.00	26,766.71	.00	171,853.32	58,312.68
11-1261-000-0000-00000-0031 1170 OPER SALARY SUPVR-I	31,000.00	3,806.11	.00	25,675.38	5,324.62

SPI
DATE: 04/12/2013
TIME: 12:57:23

MADISON SCHOOL DISTRICT
DETAIL EXPENDITURE STATUS REPORT

PAGE NUMBER: 12
EXPSTall

SELECTION CRITERIA: orgn.fund='11'
ACCOUNTING PERIOD: 9/13

SORTED BY: FUND,DEPARTMENT,FUNCTION
TOTALLED ON: FUND,DEPARTMENT
PAGE BREAKS ON: FUND

FUND - 11 - GENERAL FUND

ORGANIZATION / ACCOUNT / TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE
11-1261-000-0000-00000-0031 1550 OPER SALARY - MAINT	57,127.00	8,788.80	.00	56,072.40	1,054.60
11-1261-000-0000-00000-0031 2840 OPER WORKMANS COMPE	15,500.00	.00	.00	31,288.00	-15,788.00
11-1261-000-0000-00000-0031 2850 OPER UNEMPLOYMENT C	.00	.00	.00	.00	.00
11-1261-000-0000-00000-0031 2920 OPER CASH IN LIEU O	.00	.00	.00	.00	.00
11-1261-000-0000-00000-0031 2990 OPER SICK DAY REIMB	2,700.00	.00	.00	.00	2,700.00
11-1261-000-0000-00000-0031 2820 OPER EMPLOYEE RETIR	85,361.00	9,682.87	.00	61,724.48	23,636.52
11-1261-000-0000-00000-0031 2830 OPER EMPLOYER SOCIA	24,510.00	2,979.27	.00	19,098.88	5,411.12
11-1455-000-0000-00000-0031 6220 AQUIS FURN/EQUIP BL	1,217,000.00	203.00	.00	9,503.10	1,207,496.90
11-1455-000-0000-00000-0031 6221 AQUIS FURN/EQUIP GR	5,000.00	.00	.00	32,857.76	-27,857.76
TOTAL DEPARTMENT - OPERATION-MAINTENANCE	2,130,382.00	90,465.71	.00	770,751.40	1,359,630.60
11-1271-000-0000-00000-0033 6510 TRANS NEW VEHICLES	.00	.00	.00	.00	.00
11-1271-000-0000-00000-0033 6610 TRANS SCHOOL BUS PU	44,959.00	.00	.00	44,959.00	.00
11-1271-000-0000-00000-0033 7410 TRANS DUES/CHAUFFEU	200.00	70.00	.00	275.00	-75.00
11-1271-000-0000-00000-0033 5710 TRANS GASOLINE, OIL	43,445.00	5,243.16	.00	33,989.89	9,455.11
11-1271-000-0000-00000-0033 5720 TRANS TIRES,TUBES A	5,000.00	.00	.00	964.13	4,035.87
11-1271-000-0000-00000-0033 5730 TRANS VEHICLE REPAI	14,000.00	292.86	.00	9,369.01	4,630.99
11-1271-000-0000-00000-0033 5510 TRANS HEATING GAS	700.00	.00	.00	.00	700.00
11-1271-000-0000-00000-0033 5910 TRANS OFFICE SUPPLI	150.00	.00	.00	176.33	-26.33
11-1271-000-0000-00000-0033 5990 TRANS MISC. SUPPLIE	650.00	.00	.00	264.76	385.24
11-1271-000-0000-00000-0033 4130 TRANS BUS MECHANIC	10,000.00	.00	.00	6,864.00	3,136.00
11-1271-000-0000-00000-0033 4230 TRANS CONTRACTED SE	900.00	.00	.00	499.65	400.35
11-1271-000-0000-00000-0033 3930 TRANS TRANSPORTATIO	9,457.00	.00	.00	10,112.00	-655.00
11-1271-000-0000-00000-0033 3192 TRANS PHYSICALS	1,300.00	78.00	.00	1,339.00	-39.00
11-1271-000-0000-00000-0033 3220 TRANS WKSHOPS/CONF	300.00	.00	.00	.00	300.00
11-1271-000-0000-00000-0033 2820 TRANS EMPLOYEE RETI	44,274.00	5,812.43	.00	29,345.62	14,928.38
11-1271-000-0000-00000-0033 2830 TRANS EMPLOYER SOCI	12,713.00	1,783.15	.00	9,193.07	3,519.93
11-1271-000-0000-00000-0033 2990 TRANS SICK DAY REIM	525.00	.00	.00	.00	525.00
11-1271-000-0000-00000-0033 2840 TRANS WORKMANS COMP	4,500.00	.00	.00	.00	4,500.00
11-1271-000-0000-00000-0033 1550 TRANS SALARY - MAIN	9,521.00	.00	.00	.00	9,521.00
11-1271-000-0000-00000-0033 1610 TRANS SALARY VEHICL	98,757.00	15,947.92	.00	75,641.55	23,115.45
11-1271-000-0000-00000-0033 1611 TRANS SALARY-EXTRA	18,000.00	2,883.94	.00	13,494.19	4,505.81
11-1271-000-0000-00000-0033 1620 TRANS SALARY-SECR	1,650.00	.00	.00	.00	1,650.00
11-1271-000-0000-00000-0033 1630 TRANS SALARY AIDE	7,250.00	747.05	.00	4,134.30	3,115.70
11-1271-000-0000-00000-0033 1170 TRANS SALARY SUPVR-	31,000.00	3,806.09	.00	27,275.36	3,724.64
11-1271-000-0000-00000-0033 2130 TRANS EMPLOYEE INSU	3,200.00	56.00	.00	582.69	2,617.31
TOTAL DEPARTMENT - TRANSPORTATION	362,451.00	36,720.60	.00	268,479.55	93,971.45
11-1621-000-0000-00000-0040 8110 MODFUND ATHLETIC	.00	.00	.00	.00	.00
11-1633-000-0000-00000-0040 8110 MODFUND DEBT ATHLET	.00	.00	.00	.00	.00
11-1641-000-0000-00000-0040 8110 MODFUND B&S ATHLETI	.00	.00	.00	.00	.00
TOTAL DEPARTMENT - MODICATIONS	.00	.00	.00	.00	.00
TOTAL FUND - GENERAL FUND	15,305,490.00	1,527,459.22	1,960.45	9,476,225.64	5,827,303.91

SPI
DATE: 04/12/2013
TIME: 12:57:23

MADISON SCHOOL DISTRICT
DETAIL EXPENDITURE STATUS REPORT

PAGE NUMBER: 13
EXPSTA11

SELECTION CRITERIA: orgn.fund='11'
ACCOUNTING PERIOD: 9/13

SORTED BY: FUND,DEPARTMENT,FUNCTION
TOTALED ON: FUND,DEPARTMENT
PAGE BREAKS ON: FUND

FUND - 11 - GENERAL FUND

ORGANIZATION / ACCOUNT / TITLE	PERIOD		ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE
	BUDGET	EXPENDITURES			
TOTAL REPORT	15,305,490.00	1,527,459.22	1,960.45	9,476,225.64	5,827,303.91

Madison School District
2012 - 2013
APRIL

Vendor	Check #	Amount
Total Sinking Fund		\$0.00

Vendor	Check #	Amount
ACP of Lenawee	1067	30,000.00
Brescol Brothers	1068	22,860.63
Tailored Foam Inc	1069	1,200.00
Shively Bouman	1070	47,686.95
Maple City Glass	1071	5,300.00
Lenco Painting Inc	1072	24,093.00
Adrian Mechanical Services	1073	91,665.00
MB Electric LLC	1074	57,600.00
Wells Floor Covering	1075	74,000.00
Ralph Poe	1076	35,000.00
Safety Systems	1077	730.00
Overhead Inc	1078	4,604.00
Total Building & Site - Auditorium		\$394,739.58

SPI
DATE: 04/11/2013
TIME: 13:34:07

MADISON SCHOOL DISTRICT
CHECK REGISTER

PAGE NUMBER: 1
VENCHK11
ACCOUNTING PERIOD: 10/13

FUND - 11 - GENERAL FUND

CHECK NUMBER	CASH ACCT	DATE ISSUED	-----VENDOR-----	ACCT	-----DESCRIPTION-----	AMOUNT
16967	9101	04/15/13	2143 ADRIAN DRY CLEANERS	5990	DRY CLEAN MASCOT/BAND	33.10
16968	9101	04/15/13	3250 ADRIAN MECHANICAL SERVICE	4120	RTU #5	363.62
16969	9101	04/15/13	6892 APPLE ONLINE STORE	6410	H3635LL/A BRETTFORD POWERS	2,599.95
16969	9101	04/15/13	6892 APPLE ONLINE STORE	6410	MD101LL/A MACBOOK PRO 13-	1,099.00
16969	9101	04/15/13	6892 APPLE ONLINE STORE	6410	S3130LL/A APPLECARE PROTE	183.00
16969	9101	04/15/13	6892 APPLE ONLINE STORE	6410	BH446LL/A IPAD 2 16GB WIT	13,740.00
			TOTAL CHECK			17,621.95
16970	9101	04/15/13	9100 AVENTRIC TECHNOLOGIES	5990	11101-000016 INFANT CHILD	110.00
16970	9101	04/15/13	9100 AVENTRIC TECHNOLOGIES	5990	11101-000016 INFANT CHILD	110.00
16970	9101	04/15/13	9100 AVENTRIC TECHNOLOGIES	5990	11101-000016 INFANT CHILD	110.00
16970	9101	04/15/13	9100 AVENTRIC TECHNOLOGIES	5990	11403-000001 REPLACEMENT	35.31
16970	9101	04/15/13	9100 AVENTRIC TECHNOLOGIES	5990	11403-000001 REPLACEMENT	35.31
16970	9101	04/15/13	9100 AVENTRIC TECHNOLOGIES	5990	11403-000001 REPLACEMENT	36.38
16970	9101	04/15/13	9100 AVENTRIC TECHNOLOGIES	5990	ESTIMATED SHIPPING/HANDLI	3.30
16970	9101	04/15/13	9100 AVENTRIC TECHNOLOGIES	5990	ESTIMATED SHIPPING/HANDLI	3.30
16970	9101	04/15/13	9100 AVENTRIC TECHNOLOGIES	5990	ESTIMATED SHIPPING/HANDLI	3.40
			TOTAL CHECK			447.00
16971	9101	04/15/13	10560 BATTERY WHOLESALE	5980	BATTERIES	179.55
16971	9101	04/15/13	10560 BATTERY WHOLESALE	5980	CORE EXCHANGE	-8.00
			TOTAL CHECK			171.55
16972	9101	04/15/13	12965 BLACK SWAMP EQUIP.	4220	PORTABLE TOILET	81.50
16973	9101	04/15/13	18204 CAROLINA BIOLOGICAL SU	5110	143734 TERMITES, WORKERS	17.25
16973	9101	04/15/13	18204 CAROLINA BIOLOGICAL SU	5110	172020 DROSOPHILA, LIVIN	44.50
16973	9101	04/15/13	18204 CAROLINA BIOLOGICAL SU	5110	173076 DROSOPHILA CULTUR	47.95
16973	9101	04/15/13	18204 CAROLINA BIOLOGICAL SU	5110	ESTIMATED SHIPPING/HANDLI	31.39
			TOTAL CHECK			141.09
16974	9101	04/15/13	16240 CDW GOVERNMENT, INC.	6220	1061810 HP SC11 XE HOST B	203.00
16974	9101	04/15/13	16240 CDW GOVERNMENT, INC.	6410	2258215 MS EES DT DEU LIC	363.79
16974	9101	04/15/13	16240 CDW GOVERNMENT, INC.	6410	2258215 MS EES DT DEU LIC	1,559.10
16974	9101	04/15/13	16240 CDW GOVERNMENT, INC.	6410	2258215 MS EES DT DEU LIC	2,026.83
16974	9101	04/15/13	16240 CDW GOVERNMENT, INC.	6410	2258215 MS EES DT DEU LIC	4,625.33
16974	9101	04/15/13	16240 CDW GOVERNMENT, INC.	6410	2355604 MS EES EXCH SRV S	2.32
16974	9101	04/15/13	16240 CDW GOVERNMENT, INC.	6410	2355604 MS EES EXCH SRV S	10.43
16974	9101	04/15/13	16240 CDW GOVERNMENT, INC.	6410	2355604 MS EES EXCH SRV S	13.90
16974	9101	04/15/13	16240 CDW GOVERNMENT, INC.	6410	2355604 MS EES EXCH SRV S	31.28
16974	9101	04/15/13	16240 CDW GOVERNMENT, INC.	6410	2379682 MS EES TECH NET +	3.04
16974	9101	04/15/13	16240 CDW GOVERNMENT, INC.	6410	2379682 MS EES TECH NET +	13.71
16974	9101	04/15/13	16240 CDW GOVERNMENT, INC.	6410	2379682 MS EES TECH NET +	18.27
16974	9101	04/15/13	16240 CDW GOVERNMENT, INC.	6410	2379682 MS EES TECH NET +	41.12
16974	9101	04/15/13	16240 CDW GOVERNMENT, INC.	6410	2383023 MS EES DT OPT SA	20.07
16974	9101	04/15/13	16240 CDW GOVERNMENT, INC.	6410	2383023 MS EES DT OPT SA	90.29
16974	9101	04/15/13	16240 CDW GOVERNMENT, INC.	6410	2383023 MS EES DT OPT SA	120.38
16974	9101	04/15/13	16240 CDW GOVERNMENT, INC.	6410	2383023 MS EES DT OPT SA	270.86
16974	9101	04/15/13	16240 CDW GOVERNMENT, INC.	6410	2664838 MS EES SYS CENT D	23.63
16974	9101	04/15/13	16240 CDW GOVERNMENT, INC.	6410	2664838 MS EES SYS CENT D	106.30
16974	9101	04/15/13	16240 CDW GOVERNMENT, INC.	6410	2664838 MS EES SYS CENT D	141.74
16974	9101	04/15/13	16240 CDW GOVERNMENT, INC.	6410	2664838 MS EES SYS CENT D	318.91
16974	9101	04/15/13	16240 CDW GOVERNMENT, INC.	6410	2664843 MS EES SYS CENT S	2.88
16974	9101	04/15/13	16240 CDW GOVERNMENT, INC.	6410	2664843 MS EES SYS CENT S	13.01

SPI
DATE: 04/11/2013
TIME: 13:34:07

MADISON SCHOOL DISTRICT
CHECK REGISTER

PAGE NUMBER: 2
VENCHK11
ACCOUNTING PERIOD: 10/13

FUND - 11 - GENERAL FUND

CHECK NUMBER	CASH ACCT	DATE ISSUED	-----VENDOR-----	ACCT	-----DESCRIPTION-----	AMOUNT
16974	9101	04/15/13	16240 CDW GOVERNMENT, INC.	6410	2664843 MS EES SYS CENT S	17.34
16974	9101	04/15/13	16240 CDW GOVERNMENT, INC.	6410	2664843 MS EES SYS CENT S	39.02
16974	9101	04/15/13	16240 CDW GOVERNMENT, INC.	6410	2820930 MS EES WIN SRV DA	28.35
16974	9101	04/15/13	16240 CDW GOVERNMENT, INC.	6410	2820930 MS EES WIN SRV DA	127.55
16974	9101	04/15/13	16240 CDW GOVERNMENT, INC.	6410	2820930 MS EES WIN SRV DA	170.06
16974	9101	04/15/13	16240 CDW GOVERNMENT, INC.	6410	2820930 MS EES WIN SRV DA	382.64
16974	9101	04/15/13	16240 CDW GOVERNMENT, INC.	6410	2825250 MS EES WIN SRV ST	12.51
16974	9101	04/15/13	16240 CDW GOVERNMENT, INC.	6410	2825250 MS EES WIN SRV ST	56.32
16974	9101	04/15/13	16240 CDW GOVERNMENT, INC.	6410	2825250 MS EES WIN SRV ST	75.09
16974	9101	04/15/13	16240 CDW GOVERNMENT, INC.	6410	2825250 MS EES WIN SRV ST	168.96
16974	9101	04/15/13	16240 CDW GOVERNMENT, INC.	6410	1192712 EPSON PROJECTOR L	157.00
16974	9101	04/15/13	16240 CDW GOVERNMENT, INC.	6410	1737920 EPSON REPL LAMP F	240.00
16974	9101	04/15/13	16240 CDW GOVERNMENT, INC.	6410	2942746 WTG XTM 850 T/U W	3,006.25
16974	9101	04/15/13	16240 CDW GOVERNMENT, INC.	6410	2942746 WTG XTM 850 T/U W	3,006.25
16974	9101	04/15/13	16240 CDW GOVERNMENT, INC.	6410	2942746 WTG XTM 850 T/U W	6,012.50
16974	9101	04/15/13	16240 CDW GOVERNMENT, INC.	6410	S&H - REVERSE FOR CR	25.00
16974	9101	04/15/13	16240 CDW GOVERNMENT, INC.	6410	S&H REVERSED 130424	-25.00
			TOTAL CHECK			23,520.03
16975	9101	04/15/13	31355 ELSA GARNIER	7410	LICENSE RENEWAL	70.00
16976	9101	04/15/13	35580 FRAME'S PEST CONTROL, INC	4220	PEST CONTROL	50.00
16977	9101	04/15/13	35916 FREDERICK PAUL & ASSOC.,	3190	UNEMPLOY CONSULTANT	240.00
16978	9101	04/15/13	39300 GRAINGER	5980	PULLEY, BELTS	230.51
16979	9101	04/15/13	47396 IMPREST FUND	3610	NEWSLETTERS	36.80
16980	9101	04/15/13	43294 JUDY CONRAD	5990	AIR FRESHENER SUPPLIE	29.94
16981	9101	04/15/13	55432 LENAWEE INTERMEDIATE SCHO	3170	CAFETERIA PLAN LEGAL	1,421.67
16982	9101	04/15/13	9 MACUL	3120	K METEVIA CONFERENCE	290.00
16983	9101	04/15/13	62321 MERCY MEMORIAL HOSPITAL	3192	DRIVER TEST	78.00
16984	9101	04/15/13	65990 MT BUSINESS TECHNOLOGIES,	4220	L2170 K WING COPIER	116.99
16984	9101	04/15/13	65990 MT BUSINESS TECHNOLOGIES,	4220	L2171 HS COPIER	394.37
16984	9101	04/15/13	65990 MT BUSINESS TECHNOLOGIES,	4220	T6989 HS COPIER	118.40
16984	9101	04/15/13	65990 MT BUSINESS TECHNOLOGIES,	4220	U2350 ELEM COPIER	89.28
			TOTAL CHECK			719.04
16985	9101	04/15/13	94650 NICHOLS	5980	CLEANER	157.95
16985	9101	04/15/13	94650 NICHOLS	5990	WHEEL	16.36
			TOTAL CHECK			174.31
16986	9101	04/15/13	69403 OCCUHEALTH	3130	EL NURSE	3,701.66
16986	9101	04/15/13	69403 OCCUHEALTH	3130	HS NURSE	616.94
16986	9101	04/15/13	69403 OCCUHEALTH	3130	MS NURSE	616.94
			TOTAL CHECK			4,935.54
16987	9101	04/15/13	70995 PEARSON EDUCATION	5210	BIO TEXTBOOKS	1,286.92
16988	9101	04/15/13	72336 PERRY PRO TECH	4220	B2150 & B2151 MS COPY	304.20
16988	9101	04/15/13	72336 PERRY PRO TECH	4220	A5345 HS COPIER	207.50

SPI
DATE: 04/11/2013
TIME: 13:34:07

MADISON SCHOOL DISTRICT
CHECK REGISTER

PAGE NUMBER: 3
VENCHK11
ACCOUNTING PERIOD: 10/13

FUND - 11 - GENERAL FUND

CHECK NUMBER	CASH ACCT	DATE ISSUED	-----VENDOR-----	ACCT	-----DESCRIPTION-----	AMOUNT
16988	9101	04/15/13	72336 PERRY PRO TECH	4220	A5986 EL COPIER	207.50
16988	9101	04/15/13	72336 PERRY PRO TECH	4120	QK593 HS LIB COPIER	182.76
	TOTAL CHECK					901.96
16989	9101	04/15/13	74940 QUILL CORPORATION	5910	901-14040Q #10 ECONOMY EN	182.61
16989	9101	04/15/13	74940 QUILL CORPORATION	5910	901-14040Q #10 ECONOMY EN	182.61
16989	9101	04/15/13	74940 QUILL CORPORATION	5910	901-14040Q #10 ECONOMY EN	188.13
	TOTAL CHECK					553.35
16990	9101	04/15/13	79685 SCHOLASTIC EDUCATION	5992	534643 DO THE MATH SMALL	23.31
16990	9101	04/15/13	79685 SCHOLASTIC EDUCATION	5112	534643 DO THE MATH SMALL	597.69
16990	9101	04/15/13	79685 SCHOLASTIC EDUCATION	5992	544699 DO THE MATH, GRADE	52.20
16990	9101	04/15/13	79685 SCHOLASTIC EDUCATION	5112	544699 DO THE MATH, GRADE	1,687.80
16990	9101	04/15/13	79685 SCHOLASTIC EDUCATION	5992	ESTIMATED SHIPPING/HANDLI	3.54
16990	9101	04/15/13	79685 SCHOLASTIC EDUCATION	5112	ESTIMATED SHIPPING/HANDLI	114.51
	TOTAL CHECK					2,479.05
16991	9101	04/15/13	81702 SECREST WARDLE	3170	ADAIR - LEGAL SERVICE	54.72
16992	9101	04/15/13	81844 SERVICE LAMP CORP	5980	MS BLEACHER LIGHTS	910.00
16992	9101	04/15/13	81844 SERVICE LAMP CORP	5980	LAMPS	39.90
	TOTAL CHECK					949.90
16993	9101	04/15/13	84781 SOUND DOCTOR	6450	AUDIO FOR MUSIC PROGR	125.00
16993	9101	04/15/13	84781 SOUND DOCTOR	6450	AUDIO FOR MUSIC PROGR	100.00
	TOTAL CHECK					225.00
16994	9101	04/15/13	89052 THRUN LAW FIRM, P.C.	3170	LEGAL AID	1,034.00
16995	9101	04/15/13	90470 TRANSPORTATION ACCESSORIE	5730	FLASHER, SIGNAL, SWIT	292.86
16996	9101	04/15/13	31350 ELLEN YOUNG	3130	WIPES, MEDS, CUPS	16.48
16996	9101	04/15/13	31350 ELLEN YOUNG	3130	WIPES, MEDS, CUPS	26.94
	TOTAL CHECK					43.42
TOTAL FUND						58,476.83
TOTAL REPORT						58,476.83

Madison School District
Board of Education
Regular Meeting – Board Room
March 18, 2013 – 6:00 pm

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

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

A motion was made by Julie Ramos, and supported by Dana Pink, that the minutes of the February 18, 2013 regular meeting open and closed sessions be approved; that the General Fund monthly statements totaling \$45,670.64 and the Building & Site statements totaling \$241,900.67 be approved for payment; that the following coaches be hired for the 2013 season: Assistant MS/HS Track - Taz Wallace; JV Baseball – Ryan Sigler; JV Softball – Bill Wilharms; and that the winter sports financial report be approved as presented by the Athletic Director with revenue of \$24,595 and expenses of \$18,251.50.

[illegible]

Following discussion, a motion was made by Nancy Roback, and supported by Mark Swinehart, that the purchase of an iPad cart with thirty iPads for the elementary be approved for the sum of \$17,621.95.

[illegible]

A motion was made by Kyle Ehinger, and supported by Nancy Roback, that the Board approve a resolution congratulating: the Boy's Varsity Basketball team for its League Championship, the Girls Varsity Basketball team for its District Championship, wrestlers Austin Wilt, Nick Klemm, and Isaiah Espinoza for qualifying for the Individual State Wrestling Finals, bowlers Randy Ramirez and Mary Dempsey for qualifying for the State Bowling Finals, the Competitive Cheerleading team for its excellent season, the elementary and middle school students for raising \$3,000 for the Catherine Cobb Shelter, elementary students and teachers Mary Anschuetz and Rick McNeil for raising \$4,800 for Jump Rope For Heart, the Elementary Science Olympiad students and their coach Laurie Zaszczurynski, Mary Dempsey for her 1 rating at Solo & Ensemble, Nick Olden for his Voice of Democracy essay, and art students Zach Denig, Alycia Drwencke, Amia Benson and Rachel Isom for having their work selected for the State Art Show.

[illegible]

Following discussion, a motion was made by Julie Ramos, and supported by Dana Pink, that the request for early graduation submitted by high school junior Autumn Wellman be approved per Board Policy 5464, and that Ms. Wellman be awarded her diploma upon her successful completion of the Madison School District graduation requirements.

[illegible]

A motion was made by Julie Ramos and supported by Mark Swinehart, that the Board authorize Superintendent Hartley to have the Architect proceed with drawings and the solicitation of bids for the proposed renovation of the old elementary gymnasium into a food preparation and dining area for elementary students, and for the conversion of the old elementary stage into two music classrooms.

[illegible]

A motion was made by Julie Ramos, and supported by Mark Swinehart, that the Board adjourn to close session at 7:35 pm to discuss support staff wages.

Ayes 7

Nays 0

Motion Carried

A motion was made by Nancy Roback, and supported by Mark Swinehart, that the Board return to open session at 8:26 pm.

Ayes 7

Nays 0

Motion Carried

A motion to adjourn the meeting was made by Mark Swinehart, and supported by Natasha Manchester, at 8:27pm.

Respectfully submitted,

Secretary, Board of Education

Superintendent's Report
April 15, 2013

- I. Some veterans will be present at this meeting to present flags for our classrooms. Legislation was passed last year requiring schools to have a flag on display in every classroom. Many of our classrooms currently have a flag; this donation will provide flags for the remaining rooms. I know you join me in thanking our veterans for this donation. The vets will be coming from another Board presentation so I am not certain what time they will arrive.
- II. I have received a request from Kathryn Van Valkenburg for a FMLA/disability/maternity leave following the birth of her & Trevor's first child. Anticipated delivery is near the end of May. If her child has a timely arrival the maternity part of the leave will not be needed. Kathryn will be on disability through the balance of the school year.
- III. It is the time of year to renew our supplemental student athletic insurance coverage. First Agency of Kalamazoo has been providing this coverage and the \$3.35 per student cost has not increased for several years. This year they are offering an optional heart/circulatory rider for an additional .10 per student. I am recommending you renew the policy with the optional rider.
- IV. I have learned that whenever Jerry Isom stops in and says "do you have a few minutes to take a walk" it is going to be an expensive trip. This past fall Jerry took Ryan and I on a tour of the roof. Sometime in the past (prior to Jerry joining us) we suffered significant hail damage to the louvers on many of our roof top heating and cooling units. These louvers let air into the units and the units cannot function efficiently without proper air flow. Adrian Mechanical provided an estimate to repair to the units. (I will keep that estimate confidential for the time being in case you determine we should seek competitive bids for the repair work.) There is also significant damage to the duct work over the cafeteria. Some of that damage was due to years of deterioration and some of it appeared to be caused by hail. A few weeks ago an adjuster from SET-SEG insurance was here to view the damage. He quickly concurred hail had caused the problem. This past week we received a check for \$80,781 from SET-SEG to repair the damage to both the roof top units and the duct work. The check covers the projected repair costs minus our deductible and the proration for the years of deterioration to the duct work.
- V. Last month we had discussion about performance based compensation. I

have had two follow up discussions with our maintenance/custodial staff and they have informed me they would like to pursue that option. I don't know what they have in mind, but when I hear back from them I will probably ask for one or two of you to meet with them and me. We do have comparative salary amounts compiled for maintenance and custodial employees at the other county schools which is included in this packet. Jennifer has just completed collecting the data you requested on administrative salaries. We have not yet had time to analyze the data. That will be ready for you at your May meeting.

- VI. The semi-annual NEOLA policy revisions are included in this packet for your initial review. I have also included the NEOLA "Overview and Comments" document which will help clarify why the revisions are being proposed. There is a lot for you to read. There are also a couple of areas where I have inserted "?" marks because I want to further review and clarify what is being suggested. This will be on the May agenda for further consideration and adoption.
- VII. Julie and Kyle met with Ryan and me this past week to discuss employment responsibilities for the two of us for the coming year. Included in this report is information from Board Policy 1230 – Superintendent Responsibilities. The information in regular type is directly from Policy 1230. Information in bold is clarification we believe is important to consider. If the proposed assignment of duties meet with your approval we are recommending that I be rehired as Superintendent for the 2013-14 fiscal year and that Ryan have his contract extended through the 2014-15 fiscal year and his title be changed to Associate Superintendent.
- VIII. Construction on the new Performing Arts Center continues. The 19 stage lines are currently being installed, restroom floors are completed, painting is progressing well, counter tops are installed, and the lobby is completed except for the floor. Those of you that are interested are welcome to take a little tour at the end of this meeting.

Last month I informed you about the power supply issue for the fire pump. On March 27th Dave Siler, Ralph Poe, a representative from JDRM (Dave's electrical consulting firm), two representatives from Consumers Power, and the lead electrician on the job met with me in the Board Room for a conference call to the Chief of the Electrical Inspector's Office in Lansing. Complete common sense did not prevail, but we made significant progress. After that phone call we began pursuing an option to bring the electrical service to the building through Terry & Karen Mitchell's property just to the north of the grassy area where guests park for the football games. Consumers sent us a quote this past Thursday afternoon of \$24,450 to make the connection through the Mitchell property. As I know you will recall we were possibly looking at a cost in excess of \$100,000 before this approach became possible. We should also receive

a credit of about \$14,000 from the electrical contractor because he will not have to do some underground boring that he had quoted in his original bid. I expect the net cost for the electrical connection to now be approximately \$10,500. We do not have official written approval for this change from Plan Review in Lansing, but we have received verbal confirmation that this approach is acceptable. This has been about a 12 week battle. Common sense should have made it unnecessary, but common sense is a rare commodity in Lansing. We once again owe Terry & Karen Mitchell a huge thanks! They are great neighbors and supporters of the school.

- IX. We are also finally making progress on the traffic light. They were here this past Thursday working on the final connection. Hopefully it will be fully operational by the time of this meeting. I make no promises on this one!
- X. Please keep our May 7th election high on your list of things to work on. A couple of reminders - the 18 mill operational renewal is not levied on a person's primary residency, only on second homes, and commercial and industrial property. The additional ¼ mill Building and Site request would cost a typical home owner \$10 - \$30 per year. I plan to have an informational meeting in the HS/MS media center at 7:00 p.m. on Tuesday, April 30th. Those of you that are available are welcome and encouraged to attend. Please also encourage others to attend. I suspect we will have a very small turnout.
- XI. Simonne, Jennifer, and especially Linda, put in a tremendous amount of work preparing for our April 10th Title I audit. Unfortunately, it appeared that the two Department of Education employees that were here for the audit spent very, very little effort reviewing the documentation we were required to submit in advance of their visit. Their formal written report is to be sent to us within 30 business days. I suspect we will have several things to address, and several areas where we will have to point out what we have already shared with them. We were not at all impressed with the efforts of the auditors.
- XII. Since your last meeting Scott Hall has been recognized as the Lenawee County Wrestling Coach of the Year, and Rick McNeil has been recognized as the Girl's Basketball Coach of the Year. (A repeat honor for Rick.)

Jim Hartley
Superintendent

Maintenance & Custodial Wages

	<u>Maintenance</u>	<u>Custodial</u>	<u>Subs</u>	<u>Notes</u>
District A	\$ 15.81	\$ 15.81	\$ 10.45	
District B		\$9.28 - \$13.67		All custodians are hired through PESG. Custodians hired since July 2011 are paid \$8.00 per hour.
District C		\$ 13.81		35 hours/week; no benefits
District D	\$ 21.72	\$17.04 - \$17.39		If hired after 2007 wages are \$16.92 and \$13.06
District E	\$19.05 - \$19.36	\$ 13.55		
District F	\$ 18.17	\$ 17.33		Positions were listed as Building Engineer and Custodian/Engineer
District G	\$13.07 - \$16.47	\$11.89 - \$15.64		
District H	\$18.05 - \$18.79	\$17.25 - \$17.95		Maintenance/Mechanical position is \$19.37 - \$20.15
District I	\$12.78 - \$17.49			Custodians are privatized. Maintenance was reported as salaried, but was converted to hourly on this document.
District J	\$18.00 - \$18.49	\$10.95 - \$14.89		Maintenance and custodial receive longevity also; subs and many custodians are privatized through PCMI; they are paid \$9.00 for sub and \$10.95 for regular
Madison	\$ 18.31	\$ 16.27		

Superintendent Responsibilities

Ensure that all aspects of District operations comply with State laws and regulations, Board policies, and negotiated contracts.

Strive to increase the efficient use of resources in all aspect of the District operations.

Assist the department heads to evaluate support staff and the effectiveness of all support staff operations.

Meet with the Board President to schedule special Board meetings as necessary.

Work with the Business Manager to prepare and monitor the District budgets.

Advocate with State and federal legislators on matters of educational concern; inform and advise the Board on legislative educational issues.

Facilitate and oversee capital projects.

Associate Superintendent Responsibilities

Establish and maintain written educational plans required by law while insuring compliance with the educational goals adopted by the Board.

Ensure implementation of the District-wide instructional program, and provide direction and support to the building administrators in the implementation of building level instructional programs, **including accreditation and the school improvement processes.**

Work with the building principals to assign instructional staff to achieve maximum attainment of instructional goals.

Assist the principals in the evaluation of the instructional staff.

Analyze and report to the Board on the results of the instructional program.

On inclement weather days determine if it is necessary to delay and/or cancel instructional programs.

Work with the building administration to develop and support student leadership programs.

Assist the building administration with the development and monitoring of extracurricular activities.

Shared Responsibilities

Recommend changes in instructional staffing based on an analysis of program needs and staff expertise/certification.

Work cooperatively with parents, community groups, staff, and the Board of Education to provide exemplary educational opportunities for all students.

Keep the Board informed of school operations by preparing monthly Board agendas, providing oral and written communication.

Strive towards the highest standards of personal conduct.

Provide leadership and facilitate all aspects of the Strategic Plan.

Implement, evaluate, and monitor school safety protocols.

Ryan Rowe
Assistant Superintendent
April 15, 2013

Madison Strategic Planning

There are six areas of Madison School District's strategic plan. One of the six areas is enrollment management. The strategic plan states:

Madison School District will appoint a focus group to implement a growth strategy, including:

- a. Maintain a consistent Young Fives through 12th grade population – manage attrition*
- b. Remain a large class "C" school (approximately 120 students per grade)*
- c. Plan for "bubble classes" (grade levels larger than others)*

Discussion regarding aspects of a comprehensive growth strategy continues to occur at weekly administrative team meetings. Strategy focuses on class size, educational programming, School of Choice (SOC), and potential modifications to the current school facility to accommodate various student learning opportunities.

Class Size:

- Maintain a Young Fives population of a maximum of 54 students (3 classes)
- Grades K-2 will have class sizes no larger than 23 students each with a total class size of 138 students in 6 sections
- Grades 3-5 will have class sizes of no larger than 25 students each with a total class size of 150 students in 6 sections
- Grades 6-8 will have class sizes no larger than 25 students each with a total class size of 150 students

Educational Programming:

The administrative team continues to research educational programming which will enhance each student's educational experience

School of Choice:

- Grades 1, 2, and 6 will not be open to SOC for the 2013-14 school year
- Madison School District and Adrian Public Schools have a Memo of Understanding (MOU). This MOU specifically addresses the release of students who attend either Madison or Adrian and wish to remain in the respective district they attend. This agreement eliminates the possibility of a Madison student not being able to re-enroll due to missing the SOC application deadline.

Modifications to Current School Facility:**Stage 1: Summer 2013**

- Elementary gymnasium stage becomes two music rooms
- Elementary gymnasium renovated for cafeteria use with lowered ceiling, paint, and storage for kitchen resources
- Classroom currently occupied by Kristi Dudas becomes new Great Start classroom
- Kristi Dudas relocates to classroom currently occupied by Laura Langley (E16 & E17), which may be combined summer 2013
- Laura Langley relocates to one of the two new music rooms; Mary Beth Madziar relocates to the second classroom
- Kara Vander Baan relocates to E20 (currently occupied by Marcie Zeckner)
- HS/MS Room 118 becomes computer lab
- IEP room becomes sensory room

Stage 2: Future initiatives

- Elementary commons area renovated to include computer lab
- “Push out” E13, E14, & E15

AdvancED External Review

Madison School District recently received findings from AdvancED regarding the comprehensive review and site visit which occurred January 13-16, 2013. Findings, Opportunities for Improvement, Summary of the External Review, Required Actions, and Next Steps are included in the attached document.



External Review

Madison School District (Lenawee)

Mr. James Hartley, Superintendent
3498 Treat Highway
Adrian, MI 49221-9763

Ms. Claudia Coughran, Lead Evaluator

Date: January 13, 2013 - January 16, 2013

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TABLE OF CONTENTS

Introduction to the External Review Process	1
Part I: Findings	2
Accreditation Standards and Indicators	2
Learning Environment	11
Part II: Conclusion	12
Summary of the External Review	12
Required Actions	13
Part III: Addenda	15
Next Steps	15
Celebrating Accreditation	15
About AdvancED	15

Introduction to the External Review Process

Accreditation is a voluntary method of quality assurance developed more than 100 years ago by American universities and secondary schools, and designed primarily to distinguish schools adhering to a set of educational standards. Today the accreditation process is used at all levels of education, and is recognized for its ability to effectively drive student performance and continuous improvement in education.

Institutions seeking to gain or retain accreditation must meet AdvancED standards specified for their institution, demonstrate high levels of or improvement of student performance if applicable, and provide evidence of stakeholder satisfaction with the operation of the institution. The accreditation standards focus on conditions and processes within a system that impact student performance and organizational effectiveness. The power of AdvancED Performance Accreditation lies in the connections and linkages between and among the standards, student performance, and stakeholder feedback.

Institutions participate in an External Review by a team of highly qualified evaluators who examine the institution's adherence and commitment to the accreditation criteria. The External Review is the hallmark of AdvancED Performance Accreditation as it energizes and equips the leadership and stakeholders of an institution to achieve higher levels of performance and address those areas that may be hindering efforts to reach desired performance levels. External Review is a rigorous process that includes examination of evidence and relevant data, interviews with stakeholders, and observations of instruction, learning, and operations.

The AdvancED External Review Team used the AdvancED Accreditation Standards and Indicators and related criteria to guide its evaluation, looking not only for adherence to standards, but also for how the institution functioned as a whole and embodied the practices and characteristics of quality.

Using the evidence at their disposal, the AdvancED External Review Team arrived at a set of findings contained in this report. The report is presented in three sections: Findings, Conclusion, and Addenda.

Part I: Findings

The Findings section presents the External Review Team's evaluation of the AdvancED Accreditation Standards and Indicators. It also includes Powerful Practices and Opportunities for Improvement identified by the External Review Team, observations of the Learning Environment, as well as Required Actions.

Accreditation Standards and Indicators

Standards help to delineate what matters. They provide a common language through which an education community can engage in conversations about educational improvement, system effectiveness, and achievement. They serve as a foundation for planning and implementing improvement strategies and activities and for measuring success. AdvancED's Standards for Quality were developed by a committee comprised of effective educators and leaders from the fields of practice, research, and policy who applied professional wisdom, deep knowledge of effective practice, and the best available research to craft a set of robust standards that ensure excellence and continuous improvement. The standards were reviewed by internationally recognized experts in testing and measurement, teacher quality, and education research.

This section contains an evaluation of each of AdvancED's Accreditation Standards and Indicators, conclusions concerning Powerful Practices and Opportunities for Improvement related to each of the standards, and a description of the evidence examined by the External Review Team. Indicators are evaluated and rated individually by the External Review Team using a four-level performance rubric. The Standard Performance Level is the average of indicator scores for the standard.

Standard 1: Purpose and Direction

Purpose and direction are critical to successful institutions. A study conducted in 2010 by the London-based Chartered Institute of Personnel and Development (CIPD) reported that "in addition to improving performance, the research indicates that having a sense of shared purpose also improves employee engagement" and that "...lack of understanding around purpose can lead to demotivation and emotional detachment, which in turn lead to a disengaged and dissatisfied workforce."

AdvancED has found through its own evaluation of best practices in 30,000 institutions around the world that a successful institution commits to a shared purpose and direction and establishes expectations for student learning aligned with the institutions' vision that is supported by internal and external stakeholders. These expectations serve as the focus for assessing student performance and overall institution effectiveness.

Standard	Standard Performance Level
----------	----------------------------

External Review

Madison School District (Lenawee)

The system maintains and communicates at all levels of the organization a purpose and direction for continuous improvement that commit to high expectations for learning as well as shared values and beliefs about teaching and learning.			2.5
Indicator		Source of Evidence	Performance Level
1.1	The system engages in a systematic, inclusive, and comprehensive process to review, revise, and communicate a system-wide purpose for student success.	•SA	3
1.2	The system ensures that each school engages in a systematic, inclusive, and comprehensive process to review, revise, and communicate a school purpose for student success.	•Agendas and/or minutes that reference a commitment to the components of the schools' purpose statements	2
1.3	The school leadership and staff at all levels of the system commit to a culture that is based on shared values and beliefs about teaching and learning and supports challenging, equitable educational programs and learning experiences for all students that include achievement of learning, thinking, and life skills.	•Communication plan and artifacts that show two-way communication to staff and stakeholders about educational programs and equitable learning experiences	2
1.4	Leadership at all levels of the system implement a continuous improvement process that provides clear direction for improving conditions that support student learning.	•Communication plan and artifacts that show two-way communication to staff and stakeholders	3

Standard 2: Governance and Leadership

Governance and leadership are key factors in raising institutional quality. Leaders, both local administrators and governing boards/authorities, are responsible for ensuring all learners achieve while also managing many other facets of an institution. Institutions that function effectively do so without tension between the governing board/authority, administrators, and educators and have established relationships of mutual respect and a shared vision (Feuerstein & Opfer, 1998). In a meta-analysis of school leadership research, Leithwood & Sun (2012) found that leaders (school and governing boards/authority) can significantly "influence school conditions through their achievement of a shared vision and agreed-on goals for the organization, their high expectations and support of organizational members, and practices that strengthen school culture and foster collaboration within the organization." With the increasing demands of accountability placed on institutional leaders, leaders who empower others need considerable autonomy and involve their school communities to attain school improvement goals. Leaders who engage in such practices experience a greater level of success (Fink & Brayman, 2006). Similarly, governing boards/authorities that focus on policy-making are more likely to allow school leaders the autonomy to make decisions that impact teachers and students and are less responsive to politicization than boards/authorities that respond to vocal citizens (Greene, 1992).

AdvancED has found through its own evaluation of best practices in 30,000 institutions around the world that a successful institution has leaders who are advocates for the institution's vision and improvement efforts. The leaders provide direction and allocate resources to implement curricular and co-curricular programs that enable students to achieve expectations for their learning. Leaders encourage collaboration and shared responsibility for school improvement among stakeholders. The institution's policies, procedures, and organizational conditions ensure equity of learning opportunities and support for innovation.

Standard			Standard Performance Level
The system operates under governance and leadership that promote and support student performance and system effectiveness.			2.67
Indicator		Source of Evidence	Performance Level
2.1	The governing body establishes policies and supports practices that ensure effective administration of the system and its schools.	•Board Policy Handbook	2
2.2	The governing body operates responsibly and functions effectively.	•Interview with Board Members	2
2.3	The governing body ensures that the leadership at all levels has the autonomy to meet goals for achievement and instruction and to manage day-to-day operations effectively.	•Stakeholder input and feedback	4
2.4	Leadership and staff at all levels of the system foster a culture consistent with the system's purpose and direction.	•Examples of collaboration and shared leadership	3
2.5	Leadership engages stakeholders effectively in support of the system's purpose and direction.	•self assessment	2
2.6	Leadership and staff supervision and evaluation processes result in improved professional practice in all areas of the system and improved student success.	•contract, teacher evaluation instrument	3

Powerful Practices

Indicator

1. The mutually trusting relationship between District Leadership and the Governing Board empowers administrators and their staff to provide innovative, creative, progressive programs for students, which align with the district's purpose and direction.

2.3

The Madison School District has worked very hard throughout their history to build respect among the Governing Board and the district administrators. As new members come onto the Board, they are provided with training in order to understand their role. Furthermore, board members consistently seek continuing education to enhance their effectiveness while providing an environment where the district administration can implement Board policy.

2. Stakeholders at every level throughout the system display a shared, caring sense of community demonstrating their unified desire to meet the needs of all students.

2.4

Teachers, administrators, support staff, classified staff, parents, Board Members, students were all united in their steadfast belief that they will take care of each other and support each other in all endeavors. There is little separation between schools or stakeholder groups designating that one area or group of students is more important than any other. Rather, there is an overpowering belief that the school district's purpose is to support each student under their purview. One of the many pieces of evidence the team experienced was the therapy dog that was purchased through a fund raising campaign, to comfort special needs students.

Standard 3: Teaching and Assessing for Learning

A high-quality and effective system has services, practices, and curriculum that ensure teacher effectiveness. Research has shown that an effective teacher is a key factor for learners to achieve to their highest potential and be prepared for a successful future. The positive influence an effective educator has on learning is a combination of "student motivation, parental involvement" and the "quality of leadership" (Ding & Sherman, 2006). Research also suggests that quality educators must have a variety of quantifiable and intangible characteristics, which include strong communication skills, knowledge of content, and knowledge of how to teach the content. The school's curriculum and instructional program should develop learners' skills that lead them to think about the world in complex ways (Conley, 2007) and prepare them to have knowledge that extends beyond the academic areas. In order to achieve these goals, teachers must have pedagogical skills as well as content knowledge (Baumert et al, 2010). The acquisition and refinement of teachers' pedagogical skills occur most effectively through collaboration and professional development. These are a "necessary approach to improving teacher quality" (Colbert et al, 2008). According to Marks, Louis, & Printy (2002), school staff that engage in "active organizational learning also have higher achieving students in contrast to those that do not." Likewise, a study conducted by Horng, Klasik, & Loeb (2010), concluded that leadership in effective schools, "supports teachers by creating collaborative work environments." Institutional leaders have a responsibility to provide experiences, resources, and time for educators to engage in meaningful professional learning that promotes student learning and educator quality.

AdvancED has found through its own evaluation of best practices in 30,000 institutions around the world that a successful institution implements a curriculum based on clear and measurable expectations for student learning that provides opportunities for all students to acquire requisite knowledge, skills, and attitudes. Teachers use proven instructional practices that actively engage students in the learning process. Teachers provide opportunities for students to apply their knowledge and skills to real world situations. Teachers give students feedback to improve their performance.

Standard			Standard Performance Level
The system's curriculum, instructional design, and assessment practices guide and ensure teacher effectiveness and student learning across all grades and courses.			2.17
Indicator		Source of Evidence	Performance Level
3.1	The system's curriculum provides equitable and challenging learning experiences that ensure all students have sufficient opportunities to develop learning, thinking, and life skills that lead to success at the next level.	•Lesson plans	3
3.2	Curriculum, instruction, and assessment throughout the system are monitored and adjusted systematically in response to data from multiple assessments of student learning and an examination of professional practice.	•Data Wall	2
3.3	Teachers throughout the district engage students in their learning through instructional strategies that ensure achievement of learning expectations.	•Classroom observations	2

External Review

Madison School District (Lenawee)

3.4	System and school leaders monitor and support the improvement of instructional practices of teachers to ensure student success.	•Interviews with school leaders	2
3.5	The system operates as a collaborative learning organization through structures that support improved instruction and student learning at all levels.	•Agendas and minutes of collaborative learning committees	2
3.6	Teachers implement the system's instructional process in support of student learning.	•Samples of exemplars used to guide and inform student learning	2
3.7	Mentoring, coaching, and induction programs support instructional improvement consistent with the system's values and beliefs about teaching and learning.	•Personnel manuals with information related to new hires including mentoring, coaching, and induction practices	3
3.8	The system and all of its schools engage families in meaningful ways in their children's education and keep them informed of their children's learning progress.	•List of varied activities and communications modes with families, e.g., info portal, online, newsletters, parent centers, academic nights, open house, early release days	2
3.9	The system designs and evaluates structures in all schools whereby each student is well known by at least one adult advocate in the student's school who supports that student's educational experience.	•Observations	2
3.10	Grading and reporting are based on clearly defined criteria that represent the attainment of content knowledge and skills and are consistent across grade levels and courses.	•Sample report cards for each program or grade level and for all courses and programs	2
3.11	All staff members participate in a continuous program of professional learning.	•interviews with school leaders and teachers	2
3.12	The system and its schools provide and coordinate learning support services to meet the unique learning needs of students.	•List of learning support services and student population served by such services	2

Powerful Practices

Indicator

1. Multiple interventions are in place, during the school day, in every school to support students who are experiencing difficulty.

3.1

Regardless of grade level, students have multiple interventions, during the school day, whereby they can gain extra support should they be experiencing difficulty. These include reading support in kindergarten, Culture Achievement Program (CAP), and "Team Time". The team recommends that these interventions be expanded to include targeted intervention in both reading/language arts and mathematics in grades K-12.

Opportunities for Improvement

Indicator

1. Align, implement, monitor and evaluate entire system's curriculum, instruction and assessments. 3.2

While there are pockets of excellence throughout the district, there is lack of vertical, systemic mapping, pacing, and assessments that show the learning needs and applications for those needs are being used throughout system. The system is aware of this but at this time there is not systematic, collaborative evidence that this is happening.

2. Fully implement, monitor, and revise the instructional monitoring that has just been developed. 3.4

School site administrators have just begun the process of utilizing walkthroughs as part of teacher evaluations. Continue to develop this process and utilize the data to determine professional development needs both school-wide and system wide.

3. Design specific, meaningful opportunities for stakeholders from across the district, including parents, students, community members to engage in decision-making experiences connected to the schools and district. 3.8

Little evidence was presented detailing how families are engaged and informed about their student's efforts other than traditional means such as parent/teacher conferences, back-to-school nights, and open house. Even though the district is all under one roof, parents should not have to come to school to learn of their children's progress. Additionally, the team found little evidence that families without computer access were receiving information from the school as the district does not engage in newsletters or other mailings on a regular basis. Parents are expected to connect to the web site for information.

Standard 4: Resources and Support Systems

Institutions, regardless of their size, need access to sufficient resources and systems of support to be able to engage in sustained and meaningful efforts that result in a continuous improvement cycle.

Indeed, a study conducted by the Southwest Educational Development Laboratory (Pan, 2003) "demonstrated a strong relationship between resources and student success...both the level of resources and their explicit allocation seem to affect educational outcomes."

AdvancED has found through its own evaluation of best practices in 30,000 institutions around the world that a successful institution has sufficient human, material, and fiscal resources to implement a curriculum that enables students to achieve expectations for student learning, to meet special needs, and to comply with applicable regulations. The institution employs and allocates staffs who are well qualified for their assignments. The institution provides a safe learning environment for students and staff. The institution provides ongoing learning opportunities for all staff to improve their effectiveness. The institution ensures compliance with applicable governmental regulations.

Standard			Standard Performance Level
The system has resources and provides services in all schools that support its purpose and direction to ensure success for all students.			2.5
Indicator		Source of Evidence	Performance Level

External Review

Madison School District (Lenawee)

4.1	The system engages in a systematic process to recruit, employ, and retain a sufficient number of qualified professional and support staff to fulfill their roles and responsibilities and support the purpose and direction of the system, individual schools, and educational programs.	•Interviews with district and school leaders	3
4.2	Instructional time, material resources, and fiscal resources are sufficient to support the purpose and direction of the system, individual schools, educational programs, and system operations.	•Superintendent Presentation	3
4.3	The system maintains facilities, services, and equipment to provide a safe, clean, and healthy environment for all students and staff.	•Observations, facilities plan	3
4.4	The system demonstrates strategic resource management that includes long-range planning in support of the purpose and direction of the system.	•Budget, Superintendent Presentation	3
4.5	The system provides, coordinates, and evaluates the effectiveness of information resources and related personnel to support educational programs throughout the system.	•Data on media and information resources available to students and staff	2
4.6	The system provides a technology infrastructure and equipment to support the system's teaching, learning, and operational needs.	•Observations, interviews w/ IT	2
4.7	The system provides, coordinates, and evaluates the effectiveness of support systems to meet the physical, social, and emotional needs of the student population being served.	•List of support services available to students	2
4.8	The system provides, coordinates, and evaluates the effectiveness of services that support the counseling, assessment, referral, educational, and career planning needs of all students.	•Interviews with district and school leaders	2

Powerful Practices

Indicator

1. The system intentionally and consistently allocates resources aligned to the district purpose and direction.

4.2

Budgeting and allocation decisions are based upon the needs of students. Stakeholder interviews indicated that multiple stakeholders, including students, are consulted during the budgeting process.

2. The intentional design of the facility enhances the district by promoting the student centered, nurturing, family-like culture reflected in the district purpose and direction. Additionally, the facility design is ideal when implementing a systemic continuous improvement process.

4.3

The Madison School District is designed as 3 schools under 1 roof. Children from preschool through grade 12 are all working together in their learning. The district office is also part of the building enabling leaders to have easy access to any classroom. The challenge will be to maintain this as the district grows.

Standard 5: Using Results for Continuous Improvement

Systems with strong improvement processes are moving beyond anxiety about the current reality and focusing on priorities and initiatives for the future. Using results, that is, data and other information, to

guide continuous improvement is key to an institution's success. A study conducted by Datnow, Park, & Wohlstetter (2007) from the Center on Educational Governance at the University of Southern California indicated that data can shed light on existing areas of strength and weakness and also guide improvement strategies in a systematic and strategic manner (Dembosky et al., 2005). The study also identified six key strategies that performance-driven systems use: (1) building a foundation for data-driven decision making; (2) establishing a culture of data use and continuous improvement; (3) investing in an information management system; (4) selecting the right data; (5) building school capacity for data-driven decision making; and (6) analyzing and acting on data to improve performance. Other research studies, though largely without comparison groups, suggested that data-driven decision making has the potential to increase student performance (Alwin, 2002; Doyle, 2003; Lafee, 2002; McIntire, 2002).

AdvancED has found through its own evaluation of best practices in 30,000 institutions around the world that a successful institution uses a comprehensive assessment system based on clearly defined performance measures. The system is used to assess student performance on expectations for student learning, evaluate the effectiveness of curriculum and instruction, and determine strategies to improve student performance. The institution implements a collaborative and ongoing process for improvement that aligns the functions of the school with the expectations for student learning. Improvement efforts are sustained, and the institution demonstrates progress in improving student performance and institution effectiveness.

Standard			Standard Performance Level
The system implements a comprehensive assessment system that generates a range of data about student learning and system effectiveness and uses the results to guide continuous improvement.			1.8
Indicator		Source of Evidence	Performance Level
5.1	The system establishes and maintains a clearly defined and comprehensive student assessment system.	•Interviews with district and school leaders, teachers	2
5.2	Professional and support staff continuously collect, analyze and apply learning from a range of data sources, including comparison and trend data about student learning, instruction, program evaluation, and organizational conditions that support learning.	•List of data sources related to district effectiveness •interviews with district and school leaders, teachers	2
5.3	Throughout the system professional and support staff are trained in the interpretation and use of data.	•Interviews with district and school leaders, teachers	1
5.4	The school system engages in a continuous process to determine verifiable improvement in student learning, including readiness for and success at the next level.	•interviews with district and school leaders, teachers	2
5.5	System and school leaders monitor and communicate comprehensive information about student learning, school performance, and the achievement of system and school improvement goals to stakeholders.	•Survey results	2

<i>Opportunities for Improvement</i>	<i>Indicator</i>
<p>1. Create a process to engage all instructional staff in vertical and horizontal dialogue about specific, targeted student achievement.</p> <p>Currently, each school operates independent from the other schools with limited discussion regarding how best to prepare students for the challenges ahead. This was particularly evident at the high school level. Additionally, while the administrators have data conversations, the use of diagnostic, performance-based assessments to demonstrate student learning was sporadic across the system. Horizontal conversations around actual student work informs teachers at both levels what students are able to do within the developmental limitations they experience.</p>	5.4

Learning Environment

Every learner should have access to an effective learning environment in which she/he has multiple opportunities to be successful. The Effective Learning Environments Observation Tool (ELEOT) measures the extent to which learners are in an environment that is equitable, supportive, and well-managed. An environment where high expectations are the norm and active learning takes place. It measures whether learners' progress is monitored and feedback is provided and the extent to which technology is leveraged for learning.

Observations of classrooms or other learning venues are conducted for a minimum of 20 minutes per observation. External review team members conduct multiple observations during the review process and provide ratings on 30 items based on a 4 point scale with 4=very evident, 3=evident, 2=somewhat evident, and 1=not observed. The following provides the aggregate average score across multiple observations for each of the 7 learning environments included in ELEOT.

Effective Learning Environments Observation Tool

<i>Environments</i>	<i>Level</i>
A. Equitable Learning Environment	2.6
B. High Expectations Environment	2.8
C. Supportive Learning Environment	3.0
D. Active Learning Environment	2.9
E. Progress Monitoring and Feedback Environment	2.8
F. Well-Managed Learning Environment	3.1
G. Digital Learning Environment	1.8

Part II: Conclusion

Summary of the External Review

In off-site and on-site review sessions, the AdvancED External Review Team examined artifacts and evidence provided by the institution. During the on-site portion of the review, the team reviewed additional artifacts, collected and analyzed data from interviews, and conducted observations.

The AdvancED External Review Team spent 4 days immersed in the Madison School District. Prior to arriving in the district, the district self-assessment, executive summary, and a collection of artifacts was available for the team's examination. This district was well prepared for the review process. As the team completed assessments of the district, it was found that the strengths and challenges listed in the self-assessment was consistent with team findings. Presentations and conversations were open and honest. Numerous artifacts were reviewed and interviews were conducted. The team conducted interviews with 109 stakeholders, which included 4 Board Members, 12 district and school administrators, 12 parents and community members, 17 support staff, 33 teachers and 31 students.

Using the evidence collected, the team engaged in dialogue and deliberations concerning the degree to which the institution met the AdvancED Accreditation Standards and Indicators.

Overall, the team was extremely impressed with the family and caring atmosphere that was evident in interviews, building design, funding allocations, leadership, and student attitudes. The district truly operates from a student-centered perspective. Additionally, the district is working to develop a Pre K-12 perspective shifting from a school-to-school perspective. This process is still in the emerging stages with particular difficulty witnessed at the high school level. During the artifact review, numerous examples were available for elementary and middle school. When asked during interviews, further elementary and middle school examples were provided. Working with the high school to embrace district initiatives will enhance the system working cohesively from preschool and kindergarten through high school graduation.

During the on-site review, members of the External Review Team evaluated the learning environment by observing classrooms and general operations of the institution. Using data from these observations, the team evaluated the quality of instruction and learning that took place classified around seven constructs or environments: equity, high expectations, support, engagement, progress monitoring and feedback, management, and use of technology.

The learning environment within the Madison School District reflects the purpose and direction of the school district. Students were attentive and teachers responsive to the class. Skills are differentiated in reading for some students through the use of "Team Time" and Co-Teaching and in math through Co-Teaching opportunities. During these times however, little evidence of differentiation for different learning needs was reflected. This was particularly evident at the high school level.

An area of growth for Madison School District is in the area of technology usage. Observations revealed limited use of technology by teachers and almost no use of technology by students system wide. As students are being prepared for entry into a 21st Century workforce, this omission is relevant and

concerning.

The Madison School District provides wonderful learning environment for students. It was not surprising to any member of the team why 49% of the students choose to enroll in this district; including multiple generations of kids. The educators and support staff are caring and interested in each student as a person, consistently going out of their way to support students.

The team would like to take this opportunity to thank Mrs. Simonne Mildenstein for her attention to detail and exceptional leadership skills in preparing for this visitation. It is with great pleasure that the External Review Team recommends Madison School District receive a system accreditation by the AdvancED Accreditation Commission.

Required Actions

1. Develop, implement, and monitor a systemic, systematic, formal, documented process to complete the Strategic Plan including specific, measurable, attainable, realistic, and time-bound goals, action plans, strategies, activities, resources and timelines for goal achievement. Include representatives from all stakeholder groups such as parents, students, teachers, board members, community members and support staff in the decision-making improvement process.

Primary Indicator or Assurance: 1.2

The district has begun the process of revising their 10-year old strategic plan. The External Review Team would like to encourage the district administration to use student performance data, stakeholder perception data, teacher performance data, and other pieces of data to inform the process. Additionally, including members from all stakeholder groups into the conversation as equal partners will strengthen the family oriented culture sought by all parties.

2. Engage representatives from all stakeholder groups including students, parents, support and classified staff, community members and teachers, in meaningful, leadership decisions.

Primary Indicator or Assurance: 2.5

While there is a desire on the part of the district to include stakeholders in key conversations, interviews, surveys, and documents indicated this involvement is superficial and inconsistent. For example, parents and support staff were not included in the self-assessment process for the External Review. Recognizing and empowering all stakeholder groups will strengthen even further the connection these groups have to the success of each student. This is particularly important as the district transitions to a new leader.

3. Develop, align, implement, monitor and evaluate district goals, school goals, department/grade level goals, and individual employee goals to the District Improvement Plan goals.

Primary Indicator or Assurance: 1.3

Interviews and documents reviewed indicated that few, if any, employees and departments have goals linked to the District Improvement Plan. The school goals are superficially aligned but lack the necessary rigor to bring about substantive change. Additionally, no method of monitoring of goals was evident. Alignment of district, school, department/grade level goals, including classified and support departments, as well as individual employee goals to the District Improvement Plan serves to have the entire district working together, at the same time, to reach the goal. This is a key piece of system improvement.

4. Create a district professional development plan that includes the systemic, systematic professional development of all instructional staff to effectively monitor and adjust curriculum, instruction, and assessment in response to data.

Primary Indicator or Assurance: 3.11

No evidence of a district-wide professional development plan was revealed. Additionally, the professional development offerings are not linked to teacher performance data or disaggregated student data and little or no follow up on the training was evident. Creating a professional development plan that is linked to the District Improvement Plan and informed by teacher performance and student performance data strengthens the efforts of everyone involved. When that professional development is then supported with "in class" demonstration lessons and observed by school administration, the instructional practices become imbedded across the system.

5. Construct a systemic, systematic process to use data to inform and enhance daily instruction in every classroom.

Primary Indicator or Assurance: 5.3

To date, administrators are the only educators who have received training in the interpretation of data. In order for instruction to be informed by data every day, teachers, as well as all other instructional staff, need to have extensive training and follow up on how to interpret data and what the difference between summative, formative, diagnostic, and benchmark data are.

Part III: Addenda

Next Steps

The institution should:

1. Review and discuss the findings from this report with all stakeholders.
2. Ensure that plans are in place to embed and sustain the strengths noted in the Powerful Practices section to maximize their impact on the institution.
3. Develop action plans to address the Required Actions made by the team. Include methods for monitoring progress toward the Required Actions.
4. Use the report to guide and strengthen the institution's efforts to improve student performance and system effectiveness.
5. Following the External Review, submit the Accreditation Progress Report detailing progress made toward addressing the Required Actions. Institutions are required to respond to all Required Actions. The Required Actions should be completed before the Accreditation Progress Report is submitted. The report will be reviewed at the state and national level to monitor and ensure that the system has implemented the necessary actions to complete the Required Actions. The accreditation status will be reviewed and acted upon based on the completion of the Required Actions and the resulting improvement.
6. Continue to meet the AdvancED accreditation standards, submit required reports, engage in continuous improvement, and document results.

Celebrating Accreditation

Following the External Review, the Team submits the final report to AdvancED for review and for action by the AdvancED Accreditation Commission, which confers accreditation and upon the institution. Upon receiving its accreditation, the institution should share its achievement with internal and external communities.

About AdvancED

In 2006, the North Central Association Commission on Accreditation and School Improvement (NCA CASI), the Southern Association of Colleges and Schools Council on Accreditation and School Improvement (SACS CASI), both founded in 1895, along with the National Study of School Evaluation (NSSE) came together to form AdvancED: one strong, unified organization dedicated to education quality. In 2011, the Northwest Accreditation Commission (founded 1917) joined NCA CASI and SACS CASI as part of AdvancED. AdvancED is the world's largest education community, representing 30,000 public and private schools and systems across the United States and in 75 countries worldwide and educating 16 million students. The Northwest Accreditation Commission joined the AdvancED network in 2011.

External Review

Madison School District (Lenawee)

Today, NCA CASI, NWAC, and SACS CASI serve as accreditation divisions of AdvancED. Through AdvancED, NCA CASI, NWAC, and SACS CASI share research-based accreditation standards that cross state, regional, and national boundaries. Accompanying these standards is a unified accreditation process designed to help educational institutions continuously improve.

Cafeteria Report

Julie Taylor

2012/13	July-Sept	Oct	Nov	Dec	Jan	Feb	Mar
<u>Revenue</u>							
Breakfast	\$403.80	\$741.10	\$634.55	\$433.95	\$539.80	\$511.00	\$649.60
Lunch & Ala Cart	\$16,958.34	\$17,213.37	\$12,003.66	\$9,347.74	\$13,020.05	\$9,161.88	\$11,440.96
Juice Machine	\$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
Interest & Rebates	\$150.11	\$39.58	\$33.41	\$1,537.65	\$41.89	\$40.27	\$41.82
Lunch & Breakfast Reimb	\$66,544.73	\$83,085.37	\$69,628.06	51152.73	\$62,124.11	\$55,350.04	\$60,335.63
<u>Total</u>	<u>\$84,056.98</u>	<u>\$101,079.42</u>	<u>\$82,299.68</u>	<u>\$62,472.07</u>	<u>\$75,725.85</u>	<u>\$65,063.19</u>	<u>\$72,468.01</u>
<u>Expenses</u>							
Payroll	\$19,013.33	\$19,055.72	\$19,084.56	\$17,482.25	\$13,883.83	\$17,579.34	\$24,556.04
Retirement	\$3,401.22	\$4,563.19	\$4,570.24	\$4,178.32	\$3,298.14	\$4,202.07	\$5,852.51
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
Health Ins.	\$823.99	\$545.95	\$554.95	\$594.00	\$1,062.11	\$593.00	\$664.86
Food	\$37,890.88	\$44,910.34	\$37,619.12	\$30,114.25	\$27,176.76	\$32,253.51	\$28,644.18
Uniforms	\$1,240.00	\$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
Equipment	\$4,313.60	\$2,819.21	\$1,946.64	\$774.85	\$9,379.06	\$197.85	\$3,128.03
Supplies	\$2,476.03	\$4,198.52	\$3,575.83	\$3,545.06	\$1,767.25	\$3,976.62	\$2,944.21
Sales Tax	\$30.36	\$32.40	\$76.37	\$28.23	\$44.88	\$29.04	\$41.97
Repairs	\$302.91	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$474.00
Misc./Dues/Fees/Indirect	\$204.70	\$7,916.04	\$4,580.87	\$4,795.36	\$5,000.00	\$2,572.07	\$3,191.87
Juice	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<u>Total</u>	<u>\$72,154.21</u>	<u>\$85,949.09</u>	<u>\$73,935.05</u>	<u>\$63,316.21</u>	<u>\$63,415.92</u>	<u>\$63,242.57</u>	<u>\$71,870.46</u>
Monthly Loss/ Gain	\$11,902.77	\$15,130.33	\$8,364.63	(\$844.14)	\$12,309.93	\$1,820.62	\$597.55
Year To Date	11,902.77	27,033.10	35,397.73	34,553.59	46,863.52	48,684.14	49,281.69

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

***Play Groups:** Monday: 8:45-9:55 0- 5 year olds. Tuesday: 9:00-10:30 with weekly Library time 0-5 year olds. Wednesday: 8:45-9:55 4 & 5 year olds. Thursday: 9:00-10:30 with monthly gym time, 0-5 year olds. Friday: 8:45-10:00 with weekly Library time 4 & 5 year olds.

The focus for the 0-5 groups this month is "Hopping into Spring" and Rainbow colors and music mania. 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. They also went on a tour and looked at the different kindergarten classrooms and school procedures. The playgroup so far in their 31 bags and gifts fundraiser has earned \$140 so far.

Playgroup Attendance: January – 81
February – 93
March - 163

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, mom to mom sale,
- *Lenawee Great Start Newsletter, April community events.
- *Early Childhood Parents make the difference! April newsletter.
- *Early Childhood Parenting made fun! Workshop that Madison is hosting Feb. 26th, March 5th, 12th, 19th & 26th. The Feb. 26th workshop was canceled due to bad weather and was rescheduled for April 2nd. We ended another great parenting workshop.
- *Free community events in Lenawee and at the U of M Natural Science Library.
- *Scholastic Book Orders
- *31 fundraiser
- *Weekly updates of playgroup information
- *Kindergarten Round-up
- * Preschool Camps
- *Early Childhood Educational Series
- *Allergy & Asthma Today Magazine
- *Book Swaps- Playgroup students all receive a free book
- *ABC's Make-it-take-it Literacy workshop at the Porter center where our parents made books for their child.
- * Reading, math, science extra activities and resources for parents during the parent teacher conferences.
- *Parent involvement survey for parents during conferences to fill out.

***Donations:** .A tote full of new shoes, clothes, jackets, books, snow pants, etc.

***Meetings:** Monthly Lenawee's Child meeting at LISD
Work group Coalition with Lenawee Great Start Meeting
PATT meetings and Mom to Mom sale for April 27th from 8 am until 2 pm
Love and Logic parent training workshop
PM parent teacher conferences

***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.

*We had a donation of 3 Love and Logic Books and CD-set from a parent and telling time puzzle game for the lending library.

***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 8th grade Boston trip, Playgroup Easter fun, Science Olympiad pictures, Cub Scouts Blue and Gold Banquet pictures, 6th grade "March Madness" homework competition, 1st grade and 3rd grade music program, the HS play, Talent show, Mom to Mom sale, and Big Boy Reading to classrooms for reading month.

***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 article were submitted for the book swap.

Tricia Moyer-Fowler

Parent Educator

Madison Elementary

Athletic Director's Report
Kris Isom
4/15/13

I am recommending that we hire Jamie Weible as our Varsity Competitive Cheer Coach. Jamie filled in this past season when we were in a major need of a coach. Jamie did an excellent job with the girl's and proved that she was very capable of doing the job. Jamie is a teacher in the elementary, which is a plus for a coach. We are very lucky to have Jamie and I am glad she wants to continue coaching our young ladies.



NEOLA of MICHIGAN

LOCAL TEMPLATES

Volume 27, Number 2
March 2013

OVERVIEW AND COMMENTS

All production related materials and questions should be directed to the Coshocton Office at 632 Main Street, Coshocton, Ohio 43812 (phone 800-407-5815, fax 740-622-2557). Billing questions should be directed to the Stow Office at 3914 Clock Pointe Trail, Suite 103, Stow, Ohio 44224 (phone 330-926-0514, fax 330-926-0525).

Please do not retype NEOLA materials before returning them for processing. We prefer to have the original materials returned after you have marked them indicating which changes and additions you choose to have/not have for your District.

If a District chooses not to adopt a policy or administrative guideline, the District is still obligated to follow applicable Federal and State laws relating to that issue.

The proposed new, revised, and replacement policies, administrative guidelines and forms included in this update have been thoughtfully prepared and reviewed by NEOLA's legal counsel for statutory compliance. If you make changes, or substitute in its entirety policies or other materials of your own drafting, those materials should be reviewed by your legal counsel to verify compliance.

If a policy or guideline is marked as a revision, the changes have been marked in bold (to add material) and crossed out (to delete material). As you review a revised policy or guideline, you may choose to accept one, many or all of the changes provided. If a policy or guideline is marked as a replacement, that means there have been enough changes made that justify a complete, clean replacement copy. As you review a replacement policy or guideline, you should also check the materials you have in your current policy or guideline to see if there is some specific wording you want included in the replacement policy. If so, a copy of any wording to be added and where it should be inserted should be forwarded with the replacement policy or guideline when it is returned to the Coshocton office for processing.



NEOLA of MICHIGAN

LOCAL TEMPLATES

Policies that are to be deleted from the policy manual require Board action to rescind the policy.

Your NEOLA Associate will contact you in the near future to schedule an appointment to review this update and ensure you are current on this and previous updates.

If you are not an administrative guidelines client, you did not receive those materials in this packet. Contact your Associate for more information about becoming an administrative guidelines client.

Processing Update Materials

If you will be making changes to these Update documents electronically, use Microsoft Word's "Track Changes" tool to mark the NEOLA materials indicating which of the proposed revisions and additions you choose to include or not include for your District, or to make additional edits, before returning them electronically for processing. Be sure to leave the "track changes" and marked up version as the one you submit to the production office in Coshocton, Ohio.

District-Specific Material

If the District chooses, during any step of the Update process, to incorporate District-specific material into a new policy or guideline that has been proposed or to insert District-specific material into a current policy or guideline for which revisions have been proposed in an update issued by NEOLA, then the District agrees to hold NEOLA harmless for those District-specific edits and acknowledges that NEOLA's warranty for legal challenges to that District-specific language in that policy or guideline will not be in effect. In addition, NEOLA retains ownership of the text from the original policy template that remains in a policy to which District-specific material has been added. District-specific materials include the following:

- A. Materials from the District's existing materials that the District requests be incorporated during the drafting process;
- B. New materials that the District develops in their entirety and exclusive of NEOLA; and
- C. Revisions or deletions that substantively depart from NEOLA's templates.



NEOLA of MICHIGAN

LOCAL TEMPLATES

Further, NEOLA does not recommend the use or incorporation of District-specific materials. NEOLA will, at the request of the District, incorporate District-specific materials into the licensed materials, with the implicit understanding that the District bears all risks associated with the District's decision to request that such District-specific materials be incorporated. NEOLA reserves the right to, but is not obligated to, advise the District to seek its own legal review of District-specific materials.

Notice Regarding Legal Accuracy

NEOLA is vigilant in providing policy language to clients that has been vetted for legal accuracy by Michigan legal counsel. Should any question arise as to the legal compliance or accuracy of NEOLA materials, it is our expectation that NEOLA's counsel will have the opportunity to assist in the resolution of such a claim. Please notify the NEOLA corporate office if an issue arises in which such a review or assistance is necessary.

Policies in this update have been reviewed by Varnum, LLP (Grand Rapids, MI) for consistency with Federal and State law.



NEOLA of MICHIGAN

LOCAL TEMPLATES

Special Update – November 2012 **Best Practice Incentive – FY 2012-13**

The Michigan Department of Education (MDE) issued a guidance memorandum in August 2012 regarding the Governor's enactment under Section 22f of the State School Aid Act, 2012 PA 201. In order to apply for funds under this section, the District must submit a resolution to the Department certifying District compliance with the identified best practice requirements. Several of these requirements may be met by having policy and procedures (administrative guidelines) in place. Policy compliance issues are as follows:

- A. Monitor individual pupil academic growth in each subject area at least twice during the school fiscal year using competency based online assessments.

Policy/AG 2623 – Student Assessment (Revised)

- B. Support opportunities for all pupils to receive postsecondary credit while attending **secondary** **school**.

Policy/AG 2271 – Post Secondary (Dual) Enrollment Options Program (Revised)

- C. Offer online instructional programs or blended learning opportunities to all eligible pupils.

Policy 2370.01 – Virtual Learning (New)

- A. Provide physical education consistent with the 2003 State Board policy on quality physical education, or provide health education consistent with the 2004 State Board policy on comprehensive health education.

Policy 2280 – Physical Education (New)

Policy 2417 – Comprehensive Health Education (New)

These policy materials were released in early November 2012.



NEOLA of MICHIGAN

LOCAL TEMPLATES

Addendum

This addendum was published as a result of questions raised by one of NEOLA's clients regarding certain aspects of the latest update.

Specifically, questions were raised about Policies 1422, 3122 and 4122 with regard to the optional language set forth in the parenthetical statement with regard to the protected category of "sex", and with regard to the recommendation that a similar statement regarding non-discrimination be added to collective bargaining agreements.

An additional concern was raised about the provision in the second set of options in new Policy 7530.02 that an employee's final compensation be withheld pending written confirmation that all district records maintained on the employee's personal communication device (PCD) have been transferred back to the District and removed from the employee's PCD.

Revised policies in this Addendum to the Volume 27 Number 1 Update include:

Policy 1422 – Nondiscrimination and Equal Employment Opportunity

Policy 3122 – Nondiscrimination and Equal Employment Opportunity

Policy 4122 – Nondiscrimination and Equal Employment Opportunity

Legal Alert

Included with this update are two legal alerts printed on green paper. These legal alerts include:

1. Medical Marihuana and Drug-Free Schools;
2. Flag/Pledge Alert.



EOLA of MICHIGAN

LOCAL TEMPLATES

BYLAWS AND POLICIES

Bylaw 0122 – Board Powers (Revised)

M.C.L. Section 380.1032 was repealed when portions of school law dealing with school elections were recodified and aligned with other state election laws. As a result, the reference to that section should have been deleted. The updated election law reference (M.C.L. 168.312) is already in the policy. The outdated reference has been deleted and the language rearranged to eliminate the redundancy with the provision at the end of this section of the policy. Two new items have been added to the list of the actions that are prohibited subjects of collective bargaining. The first, letter W, is effective March 28, 2013, resulting from the Right to Work (Freedom of Choice) legislation which prohibits any agreement to require employees to pay union dues or agency/representation fees. Letter X relates to the notification to parents (effective for the 2015-2016 school year) that their child's teacher has been rated ineffective two years in a row.

These revisions reflect the current state of the law and should be adopted to maintain accurate policies.

Bylaw 0144.3 – Conflict of Interest (Revised)

This revision is provided because of new state legislation, PA 606 of 2012, which expands the types of situations which create a conflict of interest for board members, including situations involving family members.

These revisions reflect the current state of the law and should be adopted to maintain accurate policies.

Policy 2270 – Religion in the Curriculum (Revised)

This revision is provided as a clarification of First Amendment protections and includes a specific reference to related Policy/Administrative Guideline 8800.

This policy revision is recommended, but not required.



NEOLA of MICHIGAN

LOCAL TEMPLATES

Policy 2370.01 – On-Line/Blended Learning Program (Revised)

This correction is provided to the recently-released “Best Practices Incentive” policies in order to match program options with student eligibility, as defined in statute.

If this policy is adopted for “Best Practice Incentive”, this revision should be adopted in order to reflect requirements for incentive funding.

Policy 4162 – Controlled Substance and Alcohol Policy for Commercial Motor Vehicle (CMV) Drivers (Revised)

This policy has been updated to reflect the current regulations for compliance for drivers of commercial vehicles as defined by the U.S. Department of Transportation.

These revisions reflect the current state of the law and should be adopted to maintain accurate policies.

Policy 5112 – Entrance Age (Revised)

This policy has been updated to reflect the recent legislative changes to birthdate for admission to kindergarten.

These revisions reflect the current state of the law and must be adopted to maintain accurate policies.

Policy 5113.01 – Schools of Choice (Intra-District) (Revised)

This policy has been update along with other Schools of Choice policies to reflect that there is no longer a state statute specifying intra-district choice procedure.

These revisions reflect the current state of the law and should be adopted to maintain accurate policies. While, this policy is not required at the present time, No Child Left Behind school choice requirements, Policy 5113.02, are still required.



NEOLA of MICHIGAN

LOCAL TEMPLATES

Policy 5340.01 – Concussions and Athletic Activities (New)

This new policy reflects the requirements of recently enacted legislation (P.A. 342-343 of 2012). The statute imposes certain requirements on sponsors of athletic activities.

This policy reflects the current state of the law and should be adopted to maintain accurate policies.

Policy 5515.01 - Safe Operation of Motorized Utility Vehicles by Students (New)

This new policy is provided, at the request of clients, due to the growing use of motorized utility vehicles for school activity purposes. This policy provides an option to require insurance coverage by the student and attempts to limit liability of the District for accidents and injury caused by the student. There is no guarantee, however, that the District can effectively transfer this liability. Therefore, the policy does include a provision to assure that the student drivers can be covered under the District's liability insurance.

This policy is recommended, but not required.

Policy 5610 – Emergency Removal, Suspension, and Expulsion of Nondisabled Students (Revised)

This policy has been updated to reflect the recent Resolution from the Michigan Department of Education regarding suspension and expulsion as a last resort, except as required by statute. Other updates were included with the revision.

This policy update is recommended but not required.

Policy 5610.01 – Expulsions/Suspensions – Required by Statute (Revised)

This policy has been revised to help clarify the various mandatory suspension/expulsion requirements.

This policy update is recommended but not required.



EOLA of MICHIGAN

LOCAL TEMPLATES

Policy 6550 – Travel Payment & Reimbursement (New)

This policy has been provided in response to client questions raised in response to audit inquiries and to assist with changes in the Internal Revenue Service (IRS) Publication 463 dealing with Travel Expense Reimbursement.

This policy is recommended by not required.

Policy 7540.07 – Personal Internet Account Privacy - Students (New)

Policy 7540.08 – Personal Internet Account Privacy – Staff (New)

These new policies are provided as a result of passage of the Michigan Internet Privacy Information Act, P. A. 478 of 2012, prohibiting employers and educational institutions from requiring employees or students to provide access to personal internet accounts.

These policies reflect the current state of the law and should be adopted in order to maintain accurate policies.

Policy 8800 - Religious/Patriotic Ceremonies and Observances (Revised)

Revisions in this policy are in response to legislative changes (P. A. 320-321 of 2012), effective with the start of the 2013-2014 school year. See Legal Alert in this Update package.

This policy reflects the current state of the law and should be adopted in order to maintain accurate policies.

ADMINISTRATIVE GUIDELINES

AG 2270 – Religion in the Curriculum (Revised)

See note on Policy 2270.

AG 4162A – Alcohol and Controlled Substance Testing (Revised)

See note on Policy 4162.



NEOLA of MICHIGAN

LOCAL TEMPLATES

AG 4162B – Handling of Test Results, Record Retention, and Confidentiality (Revised)

See note on Policy 4162.

AG 5113 – Admission of Students Participating Under Schools of Choice (Revised)

See note on Policy 5113.01.

AG 5340.01 – Concussions and Athletic Activities (New)

See note on Policy 5340.01.

AG 5515.01 – Safe Operation of Motorized Utility Vehicles by Students (New)

See note on Policy 5515.01.

AG 6550 – Travel Payment & Reimbursement (New)

See note on Policy 6550.

AG 8330 – Student Records (Revised)

This guideline reflects the most recent revisions to the Family Educational Rights and Privacy Act (S. 3472).

FORMS

Form 8330 F9 – Annual Notification to Parents Regarding Student Records and Specific Events/Activities (Revised)

See note on AG 8330.



NEOLA of MICHIGAN

LOCAL TEMPLATES

COMMENTS

Electronic Access to Management Documents

If you are interested in finding out more about NEOLA's system for producing the District's policies, guidelines, and forms as well as other documents such as handbooks and negotiated agreements on the Internet, ask your NEOLA representative for a demonstration in your office. All that is required is that you have a computer and access to the Internet.

Reviewing Board Minutes

A feature of your subscription to the Update Service is the review of your District's Board minutes to identify action that results in new policy or revision to existing policy. If such action has been taken and copies of the related materials have not been submitted to the Coshocton Office, the District will be contacted and additional information regarding the action will be requested. Please take advantage of this valuable service by sending copies of your Board minutes to the Coshocton Office for review.



NEOLA of MICHIGAN

LOCAL TEMPLATES

BOARD OF EDUCATION
_____ **SCHOOL DISTRICT**

BYLAWS
0120/page 1 of 7

REVISED BYLAW 0122 - VOL. 27, NO. 2

POWERS AND PHILOSOPHY

0121 Authority

The supervision of this District shall be conducted by the Board of Education, hereinafter sometimes referred to as the "Board", which is constituted and is governed by the laws of the State of Michigan.

M.C.L. 380.1201 et seq.

0122 Board Powers

The District shall operate as a General Powers School District. As such it has all of the rights, powers, and duties expressly stated in statute; may exercise a power implied or incident to any power expressly stated in statute; and, except as provided by law, may exercise a power incidental or appropriate to the performance of any function related to the operation of the District in the interests of public elementary and secondary education in the District, including, but not limited to, all of the following:

- A. Educating Students. In addition to educating students in grades K-12, this function may include operation of preschool, lifelong education, adult education, community education, training, enrichment, and recreation programs for other persons.
- B. Providing for the safety and welfare of students while at school or at a school-sponsored activity or while enroute to or from school or a school-sponsored activity.
- C. Acquiring, constructing, maintaining, repairing, renovating, disposing of, or conveying school property, facilities, equipment, technology, or furnishings.



NEOLA of MICHIGAN

LOCAL TEMPLATES

BOARD OF EDUCATION

SCHOOL DISTRICT

BYLAWS

0120/page 2 of 7

D. Hiring, contracting for, scheduling, supervising, or terminating employees, independent contractors, and others to carry out District powers.

☐ ~~The District shall indemnify its employees.~~

E. Receiving, accounting for, investing, or expending District money; borrowing money and pledging District funds for repayment; and qualifying for State-School Aid and other public or private money from local, regional, State, or Federal sources.

The District may enter into agreements or cooperative arrangements with other entities, public or private, or join organizations as part of performing the functions of the School District.

The District is a body corporate and shall be governed by a school board. An act of this Board is not valid unless approved, at a meeting of the Board, by a majority vote of the members lawfully serving on the Board.

~~The Board may submit a measure, proposition, or question concerning the management of the District or the improvement of the educational process to the electorate in accordance with the procedures described in M.C.L. Section 1032.~~ **The Board may submit to the School electors a question that is within the scope of the powers of the School electors and that the Board considers proper for the management of the School system or the advancement of education in the School District. Upon the adoption of a question by the Board, the Board shall submit the question to the School electors by complying with Michigan election law (M.C.L. 168.312).**

The Board shall adopt bylaws. These bylaws may establish or change Board procedures, the number of Board officers, titles and duties of Board officers, and any other matter related to effective and efficient functioning of the Board.



NEOLA of MICHIGAN

LOCAL TEMPLATES

BOARD OF EDUCATION
_____ **SCHOOL DISTRICT**

BYLAWS
0120/page 3 of 7

The Board has authority, based on statute, to make decisions regarding the following subjects without resort to prior bargaining:

- A. the policyholder of the District's group insurance program
- B. the starting day for the school year and the amount of student contact time to receive full State school aid
- C. the composition of the District's site-based, decision-making groups or school-improvement committees
- D. the decision whether or not to have inter-district and intra-district open-enrollment opportunities
- E. the decision whether or not to permit authorization of Charter Schools (public school academies)
- F. contracting with outside parties for noninstructional support services including the procedures for obtaining a contract, the identity of the outside party, and the impact on individual staff members or a bargaining unit
- G. use of volunteers
- H. decisions regarding the use of experimental or pilot programs including staffing, use of technology, provision of the technology, and the impact on individual staff members or a bargaining unit
- I. compensation or reimbursement of a staff member for monetary penalties imposed on the staff member under M.C.L. 423.201, 202, 206, and 215
- J. any decision regarding the placement of teachers, or the impact of that decision on an individual employee or the bargaining unit



NEOLA of MICHIGAN

LOCAL TEMPLATES

BOARD OF EDUCATION

SCHOOL DISTRICT

BYLAWS

0120/page 4 of 7

- K. decisions about the development, content, standards, procedures, adoption and implementation of policies regarding personnel decisions when conducting a staffing or program reduction or a position elimination for staff covered under the Teacher Tenure Act (M.C.L. 38.71), as well as decisions regarding recall or hiring after any such reduction

This includes the impact of any such decisions on an individual employee or the bargaining unit.
- L. decisions about the development, content, standards, procedures, adoption and implementation of a performance evaluation system under M.C.L. 380.1249 for teachers and administrators
- M. decisions concerning the content of a teacher's or administrator's performance evaluation or the impact of such decision
- N. decisions about the format, timing or number of classroom observations required for evaluation under the Teacher Tenure Act (M.C.L. 38.83a)
- O. decisions concerning the classroom observation of an individual teacher, and the impact of such decision on an individual teacher or the bargaining unit
- P. decisions about the development, content, standards, procedures, adoption and implementation of the method of performance based compensation for teachers and administrators in accordance with M.C.L. 380.1250
- Q. decisions about how performance evaluation is used to determine the performance based compensation for teachers and administrators
- R. decisions concerning the performance based pay of an individual teacher or administrator, or the impact of such decision on such individual or the bargaining unit



NEOLA of MICHIGAN

LOCAL TEMPLATES

BOARD OF EDUCATION

SCHOOL DISTRICT

BYLAWS

0120/page 5 of 7

- S. decisions about the development, content, standards, procedures, adoption and implementation of a policy regarding discipline or discharge for teachers covered under the Teacher Tenure Act (M.C.L. 38.71)
- T. decisions concerning the discipline or discharge of a teacher covered under the Teacher Tenure Act (M.C.L. 38.71), or the impact of such decision on an individual teacher or the bargaining unit
- U. insertion of statutorily required emergency manager language into all collective bargaining agreements
- V. decisions on whether to enter into an intergovernmental agreement to consolidate, to jointly perform or to collaborate on one or more functions or services **[Note: the impact on employees of such decisions remains a mandatory subject of bargaining]**
 - 1. procedures of obtaining a contract for such an agreement to transfer of functions or responsibilities
 - 2. identities of any other parties to such an agreement
- W. **any requirement that would violate section 10(3), M.C.L. 423.210(3), (the requirement not to require union membership or the payment of dues, fees or charitable contributions in lieu of dues).**
- X. decisions about the development, format, content, and procedures of the notification to parents and legal guardians required under M.C.L. 380.1249a (the requirement to make the notifications is effective with the 2015-2016 school year)



NEOLA of MICHIGAN

LOCAL TEMPLATES

BOARD OF EDUCATION **SCHOOL DISTRICT**

BYLAWS
0120/page 6 of 7

~~The Board may submit to the School electors a question that is within the scope of the powers of the School electors and that the Board considers proper for the management of the School system or the advancement of education in the School District. Upon the adoption of a question by the Board, the Board shall submit the question to the School electors by complying with Michigan election law (M.C.L. 168.312).~~

~~M.C.L. 380.1032, 380.11a, 380.1131 et seq.,
M.C.L. 423.201, 202, 206, and 215
M.C.L. 168.301 et seq.~~

0123

Philosophy of the Board

A Board of Education is a legal entity for providing a system of public education within a geographic area of the State of Michigan. The system was created by, and is governed by, State statutes. Members of a Board are chosen by citizens to represent them and the State in the governance of the local schools.

The Board has the dual responsibility for implementing statutory requirements pertaining to public education and for meeting the desires of residents. While the Board has an obligation to determine and assess citizen desires, it is understood that when the voters elect delegates to represent them in the conduct of specified educational programs, they, at the same time, are endowed with the authority to exercise their best judgment in determining policies, making decisions, and approving procedures for carrying out the responsibility.

The Board declares and, thereby, reaffirms its intent to:

- A. Maintain two-way communications with citizens of the District. The Board shall keep them informed of the progress and problems of the School District, and the citizens shall be urged to bring their aspirations and concerns about the District to the attention of this body.
- B. Establish policies and make decisions on the basis of declared educational philosophy and goals.



NEOLA of MICHIGAN

LOCAL TEMPLATES

BOARD OF EDUCATION
_____ **SCHOOL DISTRICT**

BYLAWS
0120/page 7 of 7

- C. Act as a truly representative body for citizens in all matters related to programs and operations. The Board recognizes that ultimate responsibility for public education rests with the State, but the Board of Education has been assigned specific authority through statute, and the Board shall not relinquish or fail to exercise that authority.

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NEOLA of MICHIGAN

LOCAL TEMPLATES

BOARD OF EDUCATION

SCHOOL DISTRICT

BYLAWS

0140/page 12 of 19

REVISED BYLAW 0144.3 - VOL. 27, NO. 2

0144.3

Conflict of Interest

Board members shall perform their official duties in a manner free from conflict of interest. To this end:

- A. No Board member shall use his/her position as a Board member to benefit either himself/herself or any other individual or agency apart from the total interest of the School District.
- B. When a member of the Board determines that the possibility of a personal interest conflict exists, s/he should, prior to the matter being considered, disclose his/her interest (such disclosure shall become a matter of record in the minutes of the Board), and thereafter shall abstain from participation in both the discussion of the matter and the vote thereon.
- C. **A member of the Board is presumed to have a conflict of interest if the member or his/her family member has a financial interest, or a competing financial interest, in the contract or other financial transaction or is an employee of the School District, intermediate school district, or public school academy.**

Having a child in the District does not alone constitute a conflict of interest or financial interest in a contract or other financial transaction of the School District.



NEOLA of MICHIGAN

LOCAL TEMPLATES

BOARD OF EDUCATION

SCHOOL DISTRICT

BYLAWS

0140/page 13 of 19

“Family member” means a person’s spouse or spouse’s sibling or child; a person’s sibling or sibling’s spouse or child; a person’s child or child’s spouse; or a person’s parent or parent’s spouse, and includes these relationships as created by adoption or marriage.

- 1. A Board member is not considered to have a financial interest in any of the following instances:**
 - a. A contract or other financial transaction between the School District and any of the following:**
 - 1) A corporation in which the individual is a stockholder owning 1% or less of the total stock outstanding in any class if the stock is not listed on a stock exchange or owning stock that has a present market value of \$25,000.00 or less if the stock is listed on a stock exchange.**
 - 2) A corporation in which a trust, if the individual is a beneficiary under the trust, owns 1% or less of the total stock outstanding in any class if the stock is not listed on a stock exchange or owns stock that has a present market value of \$25,000.00 or less if the stock is listed on a stock exchange.**
 - 3) A professional limited liability company organized pursuant to the Michigan limited liability company act, if the individual is an employee but not a member of the company.**



NEOLA of MICHIGAN

LOCAL TEMPLATES

BOARD OF EDUCATION

SCHOOL DISTRICT

BYLAWS

0140/page 14 of 19

- b. A contract or other financial transaction between the School District and any of the following:
 - 1) A corporation in which the individual is not a director, officer, or employee.
 - 2) A firm, partnership, or other unincorporated association, in which the individual is not a partner, member, or employee.
 - 3) A corporation or firm that has an indebtedness owed to the individual.
- c. A contract between the School District and the intermediate school district.
- d. A contract awarded to the lowest qualified bidder, upon receipt of sealed bids pursuant to a published notice for bids if the notice does not bar, except as authorized by law, any qualified person, firm, corporation, or trust from bidding. This does not apply to any amendments or renegotiations of a contract or to additional payments under the contract that were not authorized by the contract at the time of award.



NEOLA of MICHIGAN

LOCAL TEMPLATES

BOARD OF EDUCATION

SCHOOL DISTRICT

BYLAWS

0140/page 15 of 19

If the ~~pecuniary~~**financial** interest pertains to a proposed contract with the District, the following requirements must be met:

1. The Board member shall disclose the ~~pecuniary~~**financial** interest in the contract to the Board with such disclosure made a part of the official Board minutes. If his/her direct pecuniary interest amounts to \$250 or more or five percent (5%) or more of the contract cost to the District, the Board member shall make the disclosure in one of two (2) ways:
 - a. In writing, to the Board president (or if the member is the Board president, to the Board secretary) at least seven (7) days prior to the meeting at which the vote on the contract will be taken. The disclosure shall be made public in the same manner as the Board's notices of its public meetings. (See Bylaw 0165.)
 - b. By announcement at a meeting at least seven (7) days prior to the meeting at which a vote on the contract is to be taken. The Board member must use this method of disclosure if his/her pecuniary interest amounts to \$5000 or more.
2. Any contract in which there is a conflict of interest as defined by this bylaw and the related statute (M.C.L. ~~15.321 et seq.~~**380.1203**) must be approved by a **majority** vote of ~~not less than two-thirds (2/3's)~~ of the full Board without the vote of any Board member with a ~~pecuniary~~**financial** interest.

However, if a majority of the members of the Board are required to abstain from voting on a contract or other financial transaction due to a financial interest, then for the purposes of that contract or other financial transaction, the members who are not required to abstain constitute a quorum of the board and only a majority of those members eligible to vote is required for approval of the contract or financial transaction.



NEOLA of MICHIGAN

LOCAL TEMPLATES

BOARD OF EDUCATION

SCHOOL DISTRICT

BYLAWS

0140/page 16 of 19

3. The official minutes of the Board disclose the name of each party involved in the contract, the nature of the ~~pecuniary~~ **financial** interest, and the terms of the contract including the duration, financial consideration between the parties, facilities or services of the District included in the contract, and the nature and degree of assignment of District staff needed to fulfill the contract.

4. A Board member with a ~~pecuniary~~ **financial** interest in a contract may participate in discussion and, **but may not** vote on the contract. ~~to the extent that the Board member's participation is required by law, or two-thirds (2/3's) of the members are not eligible to vote and his/her vote is needed to constitute a quorum, providing the pecuniary interest is less than \$250 and five percent (5%) of the contract cost to the District and the Board member files a sworn affidavit to that effect with the Board. Such affidavit is to be made a part of the official minutes of the Board.~~

~~M~~ Board members shall not accept any money, goods, or services with a value in excess of the amount established annually by the State Department of Education (\$44 within any one (1) month period as of December 31, 2004) from any person who does business or seeks to do business of any kind with the District.

~~N~~ A Board member may be appointed to serve as a volunteer coach or supervisor of a student extra-curricular activity if all of the following conditions are present:

1. the Board member receives no compensation for service as a volunteer coach or supervisor;
2. the Board member abstains from voting on issues before the Board concerning the program during the period of time s/he serves as a volunteer coach or supervisor;



NEOLA of MICHIGAN

LOCAL TEMPLATES

BOARD OF EDUCATION

SCHOOL DISTRICT

BYLAWS

0140/page 17 of 19

3. there is no other qualified applicant available to fill a vacant position; and
4. the appointing authority has received the results of a criminal history check and criminal records check from the Michigan State Police or the Federal Bureau of Investigation for the Board member.

M.C.L. 15.183, 15.323, **380.1203**



NEOLA of MICHIGAN

LOCAL TEMPLATES

BOARD OF EDUCATION
_____ **SCHOOL DISTRICT**

PROGRAM
2270/page 1 of 2

REVISED POLICY - VOL. 27, NO. 2

RELIGION IN THE CURRICULUM

Based on the First Amendment protection against the establishment of religion in the schools, no Board employee will promote religion in the classroom or in the District's curriculum, or compel or pressure any student to participate in devotional exercises. Displays of a religious character must conform with Policy 8800 (-) and AG 8800 A-D. Instructional activities shall not be permitted to advance or inhibit any particular religion or religion generally.

~~The Board of Education believes that an understanding of religions~~ **An understanding of religions** and their effects on civilization is essential to the thorough education of young people and to their appreciation of a pluralistic society. To that end, curriculum

() ~~shall be~~ developed to include,

Ø may include,

as appropriate to the various ages and attainments of the students, instruction about the religions of the world.

The Board acknowledges the degree to which a religious consciousness has permeated the arts, literature, music, and issues of morality. The instructional and resource materials approved for use in the ~~District~~ **District's** schools frequently contain religious references or concern moral issues that have traditionally been the focus of religious concern. That such materials may be religious in nature shall not, by itself, bar their use by the District. The Board directs that professional staff members employing such materials be neutral in their approach and avoid using them to advance or inhibit religion in any way.

The Board recognizes that religious traditions vary in their perceptions and doctrines regarding the natural world and its processes. The curriculum is chosen for its place in the education of the District's students, not for its conformity to religious principles. Students should receive unbiased instruction in the schools, so they may privately accept or reject the knowledge thus gained, in accordance with their own religious tenets.



NEOLA of MICHIGAN

LOCAL TEMPLATES

BOARD OF EDUCATION

SCHOOL DISTRICT

PROGRAM

2270/page 2 of 2

Accordingly, no student shall be exempted from attendance in a required course of study on the grounds that the instruction therein interferes with the free exercise of his/her religion. **However, if after careful, personal review of the program's lessons and/or materials, a parent indicates to the school that either the content or activities conflict with his/her religious beliefs or value system, the school will honor a written request for his/her child to be excused from ~~(-) a particular class period~~ (X) particular class periods for specified reasons. The student will be provided with alternate learning activities during the times of such parent requested absence.**

No classroom teacher shall be prohibited from providing reasonable periods of time for activities of a moral, philosophical, or patriotic theme. No student shall be required to participate in such activities if they are contrary to the religious convictions of the student or his/her parents or guardians.

The Board acknowledges that it may not adopt any policy or rule respecting or promoting an establishment of religion or prohibiting any student from the free, individual, and voluntary exercise or expression of the student's religious beliefs. However, such exercise or expression may be limited to lunch periods or other noninstructional time periods when students are free to associate.

~~The Superintendent shall prepare administrative guidelines which ensure that students are not influenced to accept a particular religious belief or point of view.~~

See References:

Policy 8800

AG 8800 A-D

M.C.L. 380. 4282**1187**

U.S. Constitutional Amendment 1

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LOCAL TEMPLATES

BOARD OF EDUCATION
_____ **SCHOOL DISTRICT**

PROGRAM
2370.01/page 1 of 2

REVISED POLICY - VOL. 27, NO. 2

[NOTE: This policy is provided to address Best Practice Incentive for Fiscal Year 2012-13.]

ON-LINE/BLENDED LEARNING PROGRAM

The District shall provide eligible students ~~within its boundaries~~ the option of participating in on-line or blended learning courses. Such a program takes place in an interactive learning environment created through technology. The student and teacher may be separated from each other by time and/or space, or may interact before, during, and/or after the regular school day.

The purpose of the program is to make instruction available to District students using online and distance education technology in both traditional and nontraditional classroom settings.

The District shall offer a program for students in

☐ ~~K-12.~~

☒ Grades ~~9~~6-12.

☐ ~~Grades _____.~~

The District may offer a full time or part time program for grade 9-12 students enrolled in dropout prevention, academic intervention, core courses to meet graduation requirements, or dual enrollment programs.

The District may contract other providers of such programming as:

☐ ~~a provider approved by the Department of Education _____;~~

☐ _____ **[another school district];**

☐ _____ **[a Michigan State University].**

☐ _____

☒ AUTHORIZED BY THE SUPERINTENDENT



NEOLA of MICHIGAN

LOCAL TEMPLATES

BOARD OF EDUCATION
_____ **SCHOOL DISTRICT**

PROGRAM
2370.01/page 2 of 2

Student Eligibility

Students eligible for the District on-line/blended learning program must meet at least one of the following conditions:

- A. The student has spent the prior school year in attendance at a public school in this State and was enrolled and reported by a public school district.
- B. The student is a dependent child of a member of the United States Armed Forces who was transferred within the last twelve (12) months to Michigan from another state or foreign country pursuant to the parent's permanent change of station orders.

Access and Availability

The District shall provide access to enroll and participate in the available courses available and shall award credit, as may be appropriate, for successful completion. Access shall be available to eligible students during or after the school day and during summer school enrollment. ~~The District will provide two or fewer courses per semester in Grades K-5 and one or more courses per semester in Grades 6-12. If students are taking more than two courses per semester, the guidance found in the Pupil Accounting Manual 5-0-B shall be followed and seat time waivers obtained.~~



The District will provide two or fewer courses per semester in Grades K-5 and one or more courses per semester in Grades 6-12. If students are taking more than two courses per semester, the guidance found in the Pupil Accounting Manual 5-0-B shall be followed and seat time waivers obtained.

M.C.L. 388.1622f(2)(f)

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LOCAL TEMPLATES

BOARD OF EDUCATION
_____ **SCHOOL DISTRICT**

SUPPORT STAFF
4162/page 1 of 6

REVISED POLICY - VOL. 27, NO. 2

DRUG-CONTROLLED SUBSTANCE AND ALCOHOL TESTING POLICY FOR **OF COMMERCIAL MOTOR VEHICLE (CMV) DRIVERS CDL LICENSE** **HOLDERS**

Purpose

The Board of Education believes that the safety of students while being transported to and from school or school activities is of utmost importance and is the primary responsibility of the driver of the school vehicle. To fulfill such a responsibility, each driver, as well as others who perform safety-sensitive functions with District vehicles, must be mentally and physically alert at all times while on duty. ~~To that end, the Board has established this policy and others related to employees' health and well-being.~~

To that end, the Board has established this policy, which includes an alcohol and controlled substances testing program. The Board expects all Drivers to comply with Board Policy 4122.01 on Drug Free Workplace which prohibits the possession, use, sale, or distribution of alcohol and any controlled substance on school property at all times.

Further, the Board concurs with the Federal requirement that all Drivers should be free of any influence of alcohol or controlled substance while on duty. Therefore, participation in the alcohol and controlled substances testing program is a condition of employment for all Drivers.

Covered Employees

This policy covers all commercial driver's license (CDL) holders and regular and substitute bus drivers as well as other staff who operate, inspect, service and condition a commercial motor vehicle (CMV) while on duty, regardless of whether they are required to hold a CDL.



This policy also covers other staff members who drive students in or inspect, service, and condition non-CMV District vehicles.



NEOLA of MICHIGAN

LOCAL TEMPLATES

BOARD OF EDUCATION

SCHOOL DISTRICT

SUPPORT STAFF
4162/page 2 of 6

Definitions

For purposes of this policy and the guidelines associated with the policy, the following definitions shall apply.

- A. The term ***alcohol*** means the intoxicating agent in beverage alcohol, ethyl alcohol or other low molecular weight alcohols, including methyl or isopropyl alcohol. This term is a volume breath expressed in terms of grams of alcohol per 210 liters of breath as indicated by an evidential breath test as described herein. ~~illegal drug means drugs and controlled substances, the possession or use of which is unlawful, pursuant to Federal, State, and local laws and regulations.~~
- B. The term ***controlled substance*** includes any illegal drug, **the possession or use of which is unlawful pursuant to Federal, State and local laws and regulations**, and any drug that is being used illegally, such as a prescription drug that was not legally obtained or not used for its intended purposes or in its prescribed quantity. The term does not include any legally-obtained prescription drug used for its intended purpose in its prescribed quantity unless such use would impair the individual's ability to safely perform safety-sensitive functions. **This term includes, but is not limited to, marijuana metabolites, cocaine metabolites, amphetamines, opiate metabolites, phencyclidine (PCP).**
- C. The term ***controlled substance abuse*** includes excessive use of alcohol as well as prescribed drugs not being used for prescribed purposes, in a prescribed manner, or in the prescribed quantity.
- D. The term ***safety-sensitive functions*** includes **waiting to be dispatched, inspecting equipment, servicing, driving, loading or unloading District vehicles, as well as repairing, obtaining assistance, or remaining in attendance upon a disabled District vehicle. This term further includes any period in which an individual is actually performing, ready to perform, or immediately available to perform any safety-sensitive function.** ~~all tasks associated with the operation and maintenance of District vehicles.~~



NEOLA of MICHIGAN

LOCAL TEMPLATES

BOARD OF EDUCATION
SCHOOL DISTRICT

SUPPORT STAFF
4162/page 3 of 6

E. ~~The term *CDL license holder* means all~~ **The term *CDL license holder* means all *Driver* CDL holders and regular and substitute bus drivers who operate a commercial motor vehicle while on duty, as well as other staff members who operate, inspect, service and condition a commercial motor vehicle (CMV) while on duty, regardless of whether they are required to hold a CDL.** ~~regular and substitute bus drivers, other staff members who may drive students in District vehicles or inspect, repair, and maintain District vehicles.~~

This policy also covers other staff members who drive students in or inspect, service, and condition non-CMV District vehicles.

F. The term *while on duty* means all time from the time the CDL license holder ~~holder~~ **Driver** begins to work or is required to be in readiness for work until the time s/he is relieved from work and all responsibility for performing work.

Procedures

~~The Board expects all CDL license holders to comply with Board Policy 4122.01 on Drug Free Schools which prohibits the possession, use, sale, or distribution of alcohol and any controlled substance on school property at all times. Further, the Board concurs with the Federal requirement that all CDL license holders should be free of any influence of alcohol or controlled substance while on duty.~~

~~The Board directs the~~ **The Superintendent to shall** establish a drug and alcohol testing program whereby each **Driver** regular and substitute bus driver, as well as any other staff member who holds a CDL license, is tested for the presence of alcohol in his/ **or** her system as well as for the presence of the following controlled substances:

- A. Marijuana
- B. Cocaine
- C. Opiates
- D. Amphetamines
- E. Phencyclidine (PCP)



NEOLA of MICHIGAN

LOCAL TEMPLATES

BOARD OF EDUCATION
_____ **SCHOOL DISTRICT**

SUPPORT STAFF
4162/page 4 of 6

Option #1

The ~~drug~~ **alcohol and controlled substances** tests are to be conducted in accordance with Federal and State regulations a.) prior to employment (**Controlled Substances Only**), b.) **reasonable suspicion** ~~for reasonable cause~~, c.) upon return to duty after any alcohol or drug rehabilitation, d.) after any accident, e.) on a random basis, and f.) on a follow-up basis.

Option #2

~~The drug tests are to be conducted in accordance with Federal and State regulations a.) prior to employment, b.) for reasonable cause, c.) upon return to duty after any alcohol or drug rehabilitation, d.) after any accident, e.) on a random basis, and f.) on a follow-up basis.~~

~~Candidates shall also be tested for the presence of alcohol in their system prior to employment.~~

Any staff member who tests positive **as defined in the guidelines** shall be:

- ~~A.)~~ **immediately** prohibited from driving any **District vehicle or conducting a safety sensitive function** ~~school vehicle~~;
- ~~B.)~~ **evaluated by a substance abuse professional**;
- ~~B.)~~ ~~subject to discipline, up to and including discharge, in accordance with District guidelines and the terms of any applicable collective bargaining agreements~~;
- ~~(-)~~ ~~referred to the District's Employee Assistance Program~~;
- ~~B.)~~ **provided information regarding drug/alcohol counseling; or referred to the District's Employee Assistance Program**;
- ~~B.)~~ **subject to discipline, up to and including discharge, in accordance with District guidelines and the terms of any applicable collective bargaining agreements.**



NEOLA of MICHIGAN

LOCAL TEMPLATES

BOARD OF EDUCATION

SCHOOL DISTRICT

SUPPORT STAFF

4162/page 5 of 6

No staff member who has tested positive for alcohol or a controlled substance may be returned to a safety sensitive position without having been evaluated by a qualified substance abuse professional (SAP), completed any required treatment program, and passed a retest. Return to a safety sensitive position is solely at the District's discretion.

Prior to the beginning of the testing program, the District shall provide a **training for all employees, including Drivers and their supervisors**, ~~drug-free awareness program which will inform each CDL license holder about:~~

- A. the dangers of illegal drug use and controlled substance and alcohol abuse;
- B. **indicators of probable alcohol misuse and controlled substance abuse;**
- B.C. Board Policy 4122.01 - Drug-Free Workplace, Policy 4161 - Unrequested Leaves of Absence/Fitness for Duty, Policy 4170 - Substance Abuse, and Policy 4170.01 - Employee Assistance Program;
- C.D. the sanctions that may be imposed for violations of Policy 4122.01.

The Superintendent shall arrange for **periodic retraining of supervisors and the required amount of training for appropriate staff members as necessary. The Superintendent shall provide a copy of this policy and testing guidelines to all Drivers and will include available resources to assist employees with problems related to the use of alcohol and controlled substances.** ~~in drug recognition, in the procedures for testing, and in the proper assistance of staff members who are subject to the effects of substance abuse.~~



NEOLA of MICHIGAN

LOCAL TEMPLATES

BOARD OF EDUCATION

SCHOOL DISTRICT

SUPPORT STAFF

4162/page 6 of 6

The Superintendent shall submit, for Board approval, a contract with a certified laboratory to provide the following services:

- A. testing of all first and second test urine samples
- B. clear and consistent communication with the District's Medical Review Officer (MRO)
- C. methodology and procedures for conducting random tests for controlled substances and alcohol
- D. preparation and submission of all required reports to the District, the MRO, and to Federal and State governments

The Superintendent shall also select the agency or persons who will conduct the alcohol ~~brethalizer~~ **breathalyzer** tests, the District's MRO, and the drug collection site(s) in accordance with the requirements of the law.

49 C.F.R. 382.101 et. seq.

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EOLA of MICHIGAN

LOCAL TEMPLATES

BOARD OF EDUCATION

SCHOOL DISTRICT

STUDENTS
5112/page 1 of 3

REVISED POLICY - VOL. 27, NO. 2

ENTRANCE AGE

The Board of Education shall establish student entrance age requirements which are consistent with Michigan Law and sound educational practice and which ensure equitable treatment.

A child who turns 6 years of age before December 1 must be enrolled on the first school day of the school year in which the child's sixth birthday occurs, and a child who turns 6 years of age on or after December 1 must be enrolled on the first school day of the school year following the school year in which the child's sixth birthday occurs.

() Prekindergarten

A child is eligible for entrance into the District's prekindergarten program if s/he attains the age of four (4) on or before December 1st of the year in which s/he applies for entrance and has not yet attained the age at which s/he will be admitted to kindergarten. Children attending prekindergarten shall be charged tuition in accordance with Board policy.

() **No Kindergarten Offered by the District**

A child who is a resident of the District and is at least 5 years of age on the first day of enrollment of the school year may attend school in the District if no kindergarten program is offered.

B. Kindergarten

~~A child is eligible for entrance into kindergarten if s/he attains the age of five (5) on or before December 1st of the year in which s/he applies for entrance and meets residence requirements.~~ **A child who is resident of the District and at least 5 years of age on or before November 1st of 2013, October 1st of 2014, or September 1, 2015 or any school year of enrollment thereafter is eligible for entrance to the kindergarten program for that school year.** The child may not be placed in an alternative program without permission of the parent.

~~(+) A child who attains the age of five (5) on or before March 1st may be enrolled in the second semester kindergarten program.~~



NEOLA of MICHIGAN

LOCAL TEMPLATES

BOARD OF EDUCATION

SCHOOL DISTRICT

STUDENTS
5112/page 2 of 3

C. Early Entrance

Upon written request by the parent or guardian, a child who is resident but not yet five (5) years of age on or before the specified eligibility date for the applicable school year will be admitted to kindergarten under the following circumstances:

1. the child will have attained the age of five (5) by December 31st of the school year of enrollment; and ??
2. the parent or guardian provides written notice to the District by June 1 prior to the school year of enrollment of intent to enroll the child; or
3. the parent or guardian ~~notifies~~ provides written notice to the District by August 1st prior to the school year of enrollment of intent to enroll the child, if the child became resident in the District after June 1st.

The District may make a recommendation to the parent or guardian that the child is not ready to start kindergarten due to age or other factors, but the decision whether to enroll the child will remain with the parent or guardian.

~~Upon written request by the parent, a student who is not five (5) years of age on or before December 1st may be admitted to kindergarten under the following conditions:~~

- ~~(+) the child will have attained the age of five (5) by December 31st of the current school year~~
- ~~(+) the child's enrollment will not create overcrowding in the classroom~~
- ~~(+) payment of tuition~~
- ~~(+) the request for enrollment is supported by evidence from qualified, nondistrict authorities verifying that the child has the emotional, mental, and physical maturity to assure a high probability of success in the classroom. District personnel may administer such tests as deemed necessary~~



EOLA of MICHIGAN

LOCAL TEMPLATES

BOARD OF EDUCATION

SCHOOL DISTRICT

STUDENTS

5112/page 3 of 3

(+) ~~The Board will also admit to kindergarten any child who has not attained the age of five (5) by December 1st but has been properly enrolled in an approved public or private school kindergarten before transferring to this District.~~

(+) ~~A tuition fee may be charged.~~

D. Preschool Disabled

Readiness and compensatory education programs may be provided for disadvantaged children of preschool age, if they have been certified in accordance with the rules of the State and are not part of a district's special education program.

Such programs may not be contracted for with nonpublic organizations or institutions nor with nonlicensed public institutions.

M.C.L.A. 380.1147, 380.1561

| A.C. Rule 340.1754



NEOLA of MICHIGAN

LOCAL TEMPLATES

BOARD OF EDUCATION
_____ **SCHOOL DISTRICT**

STUDENTS
5113.01/page 1 of 1

REVISED POLICY - VOL. 27, NO. 2

SCHOOLS OF CHOICE

(Intra-District)

Option #1

The Board of Education supports the concept established in the 1991 School Aid Act of providing parents with the choice of which () elementary () middle () high school their child may attend in the District.

The Superintendent shall, in cooperation with the appropriate committee, submit a plan to the Board each year for its review and approval. The plan is to specify the conditions under which a student may enroll in a school other than the one in his/her attendance area as well as the arrangements for transportation.

Option #2

~~The Board of Education shall seek an exemption to establish a schools of choice program by means of the procedure called for in statute.~~

See also, Policy 5113.02 - School Choice Options Provided by the No Child Left Behind Act

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LOCAL TEMPLATES

BOARD OF EDUCATION

SCHOOL DISTRICT

STUDENTS

5340.01/page 1 of 1

NEW POLICY - VOL. 27, NO. 2

CONCUSSIONS AND ATHLETIC ACTIVITIES

To provide for the safety of student athletes, all athletic programs of the District shall comply either with the concussion protocols of the Michigan High School Athletic Association, or the protocols set forth in AG 5340.01, which shall meet all the requirements of state law and Department of Community Health guidelines regarding concussion awareness training and protection for youth athletes. The District shall comply with whichever standards are more protective.

M.C.L. 333.9155 -- 333.9156

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LOCAL TEMPLATES

BOARD OF EDUCATION

_____ **SCHOOL DISTRICT**

STUDENTS

5515.01/page 1 of 2

NEW POLICY - VOL. 27, NO. 2

SAFE OPERATION OF MOTORIZED UTILITY VEHICLES
BY STUDENTS

OPTION #1

- ☐ Because of the clear and present danger of accident, the Board of Education prohibits the use of motorized utility vehicles by students on school grounds or for school activity purposes.

OR

OPTION #2

- ☒ Motorized utility vehicles may be used
- ☒ on school property
 - ☒ and/or in conjunction with approved school activities
- only if operated for the approved purpose
- ☒ and in accordance with AG 5515.01.

All operators must be at least sixteen (16) years of age, licensed to drive a motor vehicle in the State of Michigan

- ☒ and have adequate liability insurance.
 - ☒ Prior written permission by the student operator's parent/guardian
 - ~~☐ and release of liability~~
- is required.



NEOLA of MICHIGAN
LOCAL TEMPLATES

BOARD OF EDUCATION
_____**SCHOOL DISTRICT**

STUDENTS
5515.01/page 2 of 2

All operators must be approved in advance by

~~()~~ the Superintendent,

~~OR~~

~~(X)~~ the BUILDING PRINCIPAL,

and must be accepted in the District's liability insurance program. ?

~~()~~ Student operators shall only operate utility vehicles at the direction and under the supervision of the approved teacher/activity sponsor/coach.

Operators shall participate in basic safety training for operation of motorized utility vehicles, as prescribed in the administrative guidelines, prior to operating any such vehicle(s). Individuals authorized to operate such utility vehicles may not allow anyone else to use the vehicle (e.g., other students, relatives, friends, etc.). The utility vehicle may only be used for the specific activity and function that has been assigned.



NEOLA of MICHIGAN

LOCAL TEMPLATES

BOARD OF EDUCATION
SCHOOL DISTRICT

STUDENTS
5610/page 1 of 3

REVISED POLICY - VOL. 27, NO. 2

EMERGENCY REMOVAL, SUSPENSION, AND EXPULSION OF **NONDISABLED STUDENTS**

A student may be removed from the classroom, suspended or expelled for persistent disobedience or gross misconduct. A student may not be expelled or excluded from the regular school program based on pregnancy status.

[] In recognition of the negative impact on a student's education, the Board encourages the District's administrators to view suspensions, particularly those over ten (10) days, and permanent expulsions as discipline of last resort, except where these disciplines are required by law (Policy 5610.01). Alternatives to avoid or to improve undesirable behaviors should be explored when possible prior to implementing or requesting a suspension or expulsion.

The Board of Education recognizes that exclusion from the educational programs of the District, whether by suspension or expulsion, is the most severe sanction that can be imposed on a student in this District and one that cannot be imposed without due process since exclusion deprives a child of the right to an education. The Board also recognizes that it may be necessary for a teacher to remove a student from class for conduct which is disruptive to the learning environment, and that such removals are not subject to a prior hearing, provided said removal is for a period of less than twenty-four (24) hours. However, if an emergency removal may result in a suspension, then due process must be ensured.

For purposes of this policy, "suspension" shall be the ~~either~~ short-term (not more than ten (10) days) or long-term suspension ☒ (for more than ten (10) days but less than permanent expulsion) of a student from a regular District program.

For purposes of this policy, unless otherwise defined in Federal and/or State law and Policy 5610.01, "expulsion" shall be the permanent exclusion of a student from the schools of this District. Students who are expelled permanently may petition for reinstatement under the provisions stipulated in Policy 5610.01.

[CHOOSE OPTION #1, OPTION #2, OR OPTION #3]

☒ **Option #1 [Probably current policy]**

The Superintendent may recommend to the Board a long-term suspension or that a student be expelled. *THE SUPERINTENDENT IS AUTHORIZED TO SUSPEND A STUDENT THROUGH THE DATE OF THE NEXT REGULARLY SCHEDULED BOARD MEETING.*
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NEOLA of MICHIGAN

LOCAL TEMPLATES

BOARD OF EDUCATION
_____ **SCHOOL DISTRICT**

STUDENTS
5610/page 2 of 3

OR

☐ **Option #2**

The Superintendent may act as the hearing officer. The Board may suspend a student for a period longer than ten (10) days or expel a student. An appeal may be made to the () Board () the appropriate court of law **if there is a claimed violation of substantive or procedural due process rights..**

OR

☐ **Option #3**

The Superintendent may suspend a student for a period longer than ten (10) days or expel a student. The Board shall act on any appeal to the decision.

[END OF OPTIONS]

In all cases resulting in short-term suspension, long-term suspension, or expulsion, appropriate due process rights described in Policy 5611 must be observed. The ADMINISTRATION shall check to make sure the student is not classified as disabled under Section 504.

No student, otherwise eligible for attendance, shall be excluded from a District program unless that student has substantially interfered with the maintenance of good order and/or the educational environment, or unless it is necessary to protect that student's or other students' physical or emotional safety and well-being.

A student may be removed from a class, subject, or activity for one (1) day by his/her teacher for certain conduct as specified in the Code of Conduct, or the student may be given a short-term suspension by the Superintendent or the BUILDING ADMINISTRATION. A student so removed ~~() will () will not~~ ^{may} be allowed to attend other classes taught by other teachers during the term of the one (1) day removal. A student removed from the same class for ten (10) days will receive a due process hearing for each suspension beyond ten (10) days, consistent with required due process for long-term suspensions. The Board designates the Superintendent as its representative at any hearings regarding the appeal of a suspension.



NEOLA of MICHIGAN

LOCAL TEMPLATES

BOARD OF EDUCATION
_____ **SCHOOL DISTRICT**

STUDENTS
5610/page 3 of 3

The Superintendent shall develop administrative guidelines to implement this policy which shall include:

- ☒ strategies for providing special assistance to students who are in danger of being expelled and are not achieving the academic outcomes of the District's core curriculum;
- ☒ promulgation of standards of behavior to all students in accordance with Board policy on student discipline;
- ☒ procedures that ensure due process;
- ☒ provision for make-up work at home, when appropriate.

M.C.L. 380.1301, 380.1309, 380.1311
20 U.S.C. 3351

**State Board of Education, Resolution to Address School Discipline Issues
Impacting Student Outcomes, Adopted June 12, 2012**

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NEOLA of MICHIGAN

LOCAL TEMPLATES

BOARD OF EDUCATION
_____ **SCHOOL DISTRICT**

STUDENTS
5610.01/page 1 of 7

REVISED POLICY - VOL. 27, NO. 2

PERMANENT-EXPULSIONS/SUSPENSIONS - REQUIRED BY STATUTE

The Board of Education is continually concerned about the safety and welfare of District students and staff and, therefore, will not tolerate behavior that creates an unsafe environment-or, a threat to safety **or undue disruption of the educational environment.**

Weapons, Arson, Criminal Sexual Conduct

In compliance with State and Federal law, the Board ~~(Superintendent)~~ shall expel any student who possesses a dangerous weapon in a weapon-free school zone **in violation of State law** or commits either arson or criminal sexual conduct in a District building or on District property, including school buses and other school transportation.

For purposes of this policy, a dangerous weapon is defined as "a firearm, dagger, dirk, stiletto, knife with a blade over three (3) inches in length, pocket knife opened by a mechanical device, iron bar, or brass knuckles" or other devices designed to or likely to inflict bodily harm, including, but not limited to, air guns and explosive devices. The term "firearm" is defined as: a) any weapon (including a starter gun) which will or is designed to or may readily be converted to expel a projectile by the action of the explosive; b) the frame or receiver of any such weapon; c) any firearm muffler or firearm silencer; or d) any destructive device. Such term does not include an antique firearm.



NEOLA of MICHIGAN

LOCAL TEMPLATES

BOARD OF EDUCATION
_____ **SCHOOL DISTRICT**

STUDENTS
5610.01/page 2 of 7

The Board ~~(Superintendent)~~ need not expel for possession of a dangerous weapon if the student can establish to the satisfaction of the Board ~~(Superintendent)~~ that:

- A. the object or instrument was not possessed for use as a weapon, or for direct or indirect delivery to another person for use as a weapon;
- B. the weapon was not knowingly possessed;
- C. the student did not know or have reason to know that the object or instrument possessed constituted a dangerous weapon;
- D. the weapon was possessed at the suggestion, request, or direction of, or with the express permission of a District administrator or the police.

The above exceptions will not apply to student misconduct involving sexual conduct or arson.

Physical and Verbal Assault

The Board shall permanently expel a student in grade six or above if that student commits physical assault at school against a District employee, volunteer, or contractor. ~~Physical assault is defined as "intentionally causing or attempting to cause physical harm to another through force or violence."~~

The Board shall suspend or expel a student in grade six or above for up to 180 school days if the student commits physical assault at school against another student. ~~The Board shall suspend or expel a student in grade six or above for a period of time as determined at the Board's discretion if the student commits verbal assault at school against a District employee, volunteer, or contractor or makes a bomb threat or similar threat directed at a school building, property, or a school-related activity. Verbal assault is a communicated intent to inflict physical or other harm on another person, with a present intent and ability to act on the threat.~~



NEOLA of MICHIGAN

LOCAL TEMPLATES

BOARD OF EDUCATION
_____ **SCHOOL DISTRICT**

STUDENTS
5610.01/page 3 of 7

Physical assault is defined as "intentionally causing or attempting to cause physical harm to another through force or violence."

The Board shall suspend or expel a student in grade six or above and may discipline, suspend or expel a student in grade five and below for a period of time as determined at the Board's discretion if the student commits verbal assault at school against a District employee, volunteer, or contractor or makes a bomb threat or similar threat directed at school building, property, or at a school-related activity.

Verbal assault is a communicated intent to inflict physical or other harm on another person, with a present intent and ability to act on the threat.

"At school" means in a classroom, elsewhere on school premises, on a school bus or other school-related vehicle, or at a school-sponsored activity or event whether or not it is held on school premises.

Alternative Services

~~The student may be enrolled, in lieu of expulsion, in the () District's Alternative Education Program () or Evening High School upon the Superintendent's recommendation. Students enrolled in a program operated for expelled students shall be physically separated at all times during the school day from the general student population. An expelled or suspended student may be enrolled in the () District's Alternative Education Program () or Evening High School upon the Superintendent's recommendation () and Board approval.~~ Students who are expelled for dangerous weapons, arson, criminal sexual conduct or assault upon an employee, volunteer or contractor and are enrolled in a program operated for expelled students shall be physically separated at all times during the school day from the general student population.

The District may provide appropriate instructional services at home for an expelled student who is not placed in an Alternative Education Program. The type of instructional services provided shall be similar to that provided to homebound or hospitalized students and shall be contracted for in the same manner.

Disabled students under IDEA or Section 504 shall be expelled only in accordance with Board Policy 5605 and Federal due process rights appropriate to these students.



NEOLA of MICHIGAN

LOCAL TEMPLATES

BOARD OF EDUCATION

SCHOOL DISTRICT

STUDENTS

5610.01/page 4 of 7

~~The Superintendent shall ensure that~~ **For expulsions for dangerous weapons, arson, criminal sexual conduct or assault upon an employee, volunteer or contractor, the Superintendent shall provide that** the expulsion is duly noted in the student's record and that the student has been referred to the Department of Human Services or Mental Health Department within three (3) school days after the expulsion and the parents have been informed of the referral. Furthermore, the Superintendent shall ensure that, if a student who is expelled is below the age of sixteen (16), then notification of the expulsion shall be given to the Juvenile Division of the Probate Court. In compliance with Federal law, the Superintendent shall also refer any student, regardless of age, expelled for possession of a dangerous weapon to the criminal justice or juvenile delinquency system serving the District. ~~In addition, the Superintendent shall ensure that a copy of this policy and Policy 5610 is sent to the State Department of Education as well as a description of the circumstances surrounding the expulsion of a student for possessing a () firearm () weapon in a weapon-free school zone together with the name of the school, the number of students so expelled, and the types of () firearms () weapons that were brought into the weapon-free school zone and other reasons listed in Policy 8400.~~

A student who has been expelled under this policy **for dangerous weapons, arson, criminal sexual conduct or assault upon an employee, volunteer or contractor** may apply for reinstatement in accordance with the following guidelines:

- A. If the student is in grade 5 or below at the time of the expulsion and was expelled for possessing a firearm or threatening another person with a dangerous weapon, the parents, legal guardian, the adult student, or the emancipated minor may submit a request for reinstatement after sixty (60) school days from the date of expulsion, but the student may not be reinstated before ninety (90) school days from the expulsion date.
- B. If the student is in grade 5 or below at the time of the expulsion and was expelled for a reason other than possessing a firearm or threatening another person with a dangerous weapon, the parents, legal guardian, the adult student, or the emancipated minor may submit a request for reinstatement at any time, but the student may not be reinstated before ten (10) school days from the expulsion date.



NEOLA of MICHIGAN

LOCAL TEMPLATES

BOARD OF EDUCATION
SCHOOL DISTRICT

STUDENTS
5610.01/page 5 of 7

- C. If the student is in grade 6 or above at the time of the expulsion, the parents, legal guardian, the adult student, or the emancipated minor may submit a request for reinstatement after 150 school days from the date of the expulsion, but the student may not be reinstated before 180 school days from the expulsion date.
- D. The parent, adult student, or emancipated minor shall submit the request for reinstatement to the Superintendent on District Form 5610.01 F1.
- E. The Superintendent shall, within ten (10) school days after receiving the form, submit the request, together with any other information s/he deems pertinent to the requested reinstatement, to a Board-appointed committee consisting of two (2) Board members, a District administrator, a teacher, and a parent of a District student.
- F. The committee shall, within ten (10) school days after being appointed, review all pertinent information, and submit its recommendation to the Board. The recommendation may be for unconditional reinstatement, conditional reinstatement, or non-reinstatement, based on the committee's consideration of:
 - 1. the extent to which reinstatement would create a risk of harm to students or school personnel;
 - 2. the extent to which reinstatement would create a risk of District or individual liability for the Board or District personnel;
 - 3. the age and maturity of the student;
 - 4. the student's school record before the expulsion incident;
 - 5. the student's attitude concerning the expulsion incident;
 - 6. the student's behavior since the expulsion and the prospects for remediation;



NEOLA of MICHIGAN

LOCAL TEMPLATES

BOARD OF EDUCATION

SCHOOL DISTRICT

STUDENTS

5610.01/page 6 of 7

7. if the request was filed by a parent, the degree of cooperation and support the parent has provided and will provide if the student is reinstated, including, but not limited to the parent's receptiveness toward possible conditions placed on the reinstatement. Such conditions may, as an example, include a written agreement by the student and/or a parent who filed the reinstatement request to:
- a. abide by a behavior contract which may involve the student, his/her parents, and an outside agency;
 - b. participate in an anger management program or other counseling activities;
 - c. cooperate in processing and discussing periodic progress reviews;
 - d. meet other conditions deemed appropriate by the committee;
 - e. accept the consequences for not fulfilling the agreed-upon conditions.

The committee may also allow the parent, adult student, or emancipated minor to propose conditions as part of the request for reinstatement.

The Board shall make its decision no later than the next regular Board meeting following the committee's submission of its recommendations. The Board's decision shall be final and not subject to appeal.

In the event a student who has been permanently expelled from another school district requests admission to this District, the Board shall, in making its decision,

X

follow the same procedure it has established in paragraph A-F above for the reinstatement of a District student.

() rely upon the recommendation of the Superintendent.



NEOLA of MICHIGAN

LOCAL TEMPLATES

BOARD OF EDUCATION

_____ **SCHOOL DISTRICT**

STUDENTS

5610.01/page 7 of 7

Students expelled for reasons other than dangerous weapons, arson, criminal sexual conduct or assault upon an employee, volunteer or contractor may also petition the Board for reinstatement. The Board may, at its discretion, consider the petition (X) in accordance with the procedures set forth above (X) or upon any standards and with any procedures it determines appropriate under the circumstances.

The Superintendent shall ensure that Board policies and District guidelines regarding a student's rights to due process are adhered to when dealing with a possible **suspension or** expulsion under this policy.

| M.C.L. ~~380.1308~~, 380.1310, ~~380.1310a~~, 380.1311, 380.1311a

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LOCAL TEMPLATES

BOARD OF EDUCATION

SCHOOL DISTRICT

FINANCES
6550/page 1 of 1

NEW POLICY - VOL. 27, NO. 2

TRAVEL PAYMENT & REIMBURSEMENT

Travel expenses incurred for official business travel on behalf of the Board of Education shall be limited to those expenses necessarily incurred by the employee in the performance of a public purpose authorized, in advance, in accordance with administrative guidelines.

Payment and reimbursement rates for per diem meals, lodging, and mileage shall be approved by the ~~Board~~^{SUPERINTENDENT} annually. The Board shall establish mileage rates ~~(+)~~ in accordance with ~~(M)~~ not exceeding the Federal IRS prescribed mileage rate.

Employees are expected to exercise the same care incurring travel expenses that a prudent person would exercise if traveling on personal business and expending personal funds. Unauthorized costs and additional expenses incurred for personal preference or convenience will not be reimbursed.

Unauthorized expenses include but are not limited to alcohol, movies, fines for traffic violations, and the entertainment/meals/lodging of spouses or guests.

All travel shall comply with the travel procedures and rates established in the administrative guidelines.

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EOLA of MICHIGAN
LOCAL TEMPLATES

BOARD OF EDUCATION

SCHOOL DISTRICT

PROPERTY
7540.07/page 1 of 2

NEW POLICY - VOL. 27, NO. 2

PERSONAL INTERNET ACCOUNT PRIVACY - STUDENTS

The District will not:

- A. request a student or prospective student to grant access to, allow observation of, or disclose information that allows access to or observation of the student's or prospective student's personal internet account.
- B. expel, discipline, fail to admit, or otherwise penalize a student or prospective student for failure to grant access to, allow observation of, or disclose information that allows access to or observation of the student's or prospective student's personal internet account.

The following definitions shall be used for this policy:

- A. "Access information" means user name, password, login information, or other security information that protects access to a personal internet account.
- B. "Personal internet account" means an account created via a bounded system established by an internet-based service that requires a user to input or store access information via an electronic device to view, create, utilize, or edit the user's account information, profile, display, communications, or stored data.
- C. The District may:
 - 1. request or require a student to disclose access information to gain access to or operate any of the following:
 - a. An electronic communications device paid for in whole or in part by the District.
 - b. An account or service provided by the District that is either obtained by virtue of the student's admission to the educational institution or used by the student for educational purposes.



EOLE of MICHIGAN
LOCAL TEMPLATES

BOARD OF EDUCATION

SCHOOL DISTRICT

PROPERTY

7540.07/page 2 of 2

2. view, access or utilize information about a student or applicant that can be obtained without any required access information or that is available in the public domain.

Michigan Internet Privacy Information Act, PA 478 of 2012
M.C.L. 37.271 et. seq.



NEOLA of MICHIGAN

LOCAL TEMPLATES

BOARD OF EDUCATION

SCHOOL DISTRICT

PROPERTY

7540.08/page 1 of 2

NEW POLICY - VOL. 27, NO. 2

PERSONAL INTERNET ACCOUNT PRIVACY - STAFF

The District will not:

- A. request an employee or an applicant for employment to grant access to, allow observation of, or disclose information that allows access to or observation of the employee's or applicant's personal internet account.
- b. discharge, discipline, fail to hire, or otherwise penalize an employee or applicant for employment for failure to grant access to, allow observation of, or disclose information that allows access to or observation of the employee's or applicant's personal internet account.

The following definitions shall be used for this policy:

- A. "Access information" means user name, password, login information, or other security information that protects access to a personal internet account.
- B. "Personal internet account" means an account created via a bounded system established by an internet-based service that requires a user to input or store access information via an electronic device to view, create, utilize, or edit the user's account information, profile, display, communications, or stored data.
- C. The District may:
 - 1. request or require an employee to disclose access information to the District to gain access to or operate any of the following:
 - a. An electronic communications device paid for in whole or in part by the employer.
 - b. An account or service provided by the employer, obtained by virtue of the employee's employment relationship with the employer, or used for the district's business purposes.



EOLA of MICHIGAN

LOCAL TEMPLATES

BOARD OF EDUCATION

SCHOOL DISTRICT

PROPERTY

7540.08/page 2 of 2

2. discipline or discharge an employee for transferring the proprietary or confidential information or financial data to an employee's personal internet account without the District's authorization.
3. conduct an investigation or require an employee to cooperate in an investigation in any of the following circumstances:
 - a. If there is specific information about activity on the employee's personal internet account, for the purpose of ensuring compliance with applicable laws, regulatory requirements, or prohibitions against work-related employee misconduct.
 - b. If the District has specific information about an unauthorized transfer of the District's proprietary information, confidential information, or financial data to an employee's personal internet account.
4. restrict or prohibit an employee's access to certain websites while using an electronic communications device paid for in whole or in part by the District or while using the District's network or resources, in accordance with State and Federal law.
5. monitor, review, or access electronic data stored on an electronic communications device paid for in whole or in part by the employer, or traveling through or stored on an District's network, in accordance with State and Federal law.
6. screen employees or applicants prior to hiring or to monitor or retain employee communications that is established under Federal law or by a self-regulatory organization, as defined in section 3(a)(26) of the securities and exchange act of 1934, 15 USC 78c(a)(26).
7. view, access or utilize information about an employee or applicant that can be obtained without any required access information or that is available in the public domain.



NEOLA of MICHIGAN

LOCAL TEMPLATES

BOARD OF EDUCATION
_____ **SCHOOL DISTRICT**

OPERATIONS
8800/page 1 of 2

REVISED POLICY - VOL. 27, NO. 2

RELIGIOUS/PATRIOTIC CEREMONIES AND OBSERVANCES

Decisions of the United States Supreme Court have made it clear that it is not the province of a public school to advance or inhibit religious beliefs or practices. Under the First and Fourteenth Amendments to the Constitution, this remains the inviolate province of the individual and the church of his/her choice. The rights of any minority, no matter how small, must be protected. No matter how well intended, either official or unofficial sponsorship of religiously-oriented activities by the school are offensive to some and tend to supplant activities which should be the exclusive province of individual religious groups, churches, private organizations, or the family.

District staff members shall not use prayer, religious readings, or religious symbols as a devotional exercise or in an act of worship or celebration. The District shall not function as a disseminating agent for any person or outside agency for any religious or anti-religious document, book, or article. Distribution of such materials on District property by any party shall be in accordance with Policy 7510 - Use of School Facilities and AG 7510A - Use of District Facilities and Policy 9700 - Relations with Special Interest Groups.

The Board acknowledges that it is prohibited from adopting any policy or rule respecting or promoting an establishment of religion or prohibiting any person from the free, individual, and voluntary exercise or expression of the individual's/person's religious beliefs. However, such exercise or expression may be limited to lunch periods or other non-instructional time periods when individuals are free to associate.

Observance of religious holidays through devotional exercises or acts of worship is also prohibited. Acknowledgement of, explanation of, and teaching about religious holidays of various religions is encouraged. Celebration activities involving nonreligious decorations and use of secular works are permitted, but it is the responsibility of all faculty members to ensure that such activities are strictly voluntary, do not place an atmosphere of social compulsion or ostracism on minority groups or individuals, and do not interfere with the regular school program.

- ☐ The Board shall not conduct or sanction a baccalaureate service in conjunction with graduation ceremonies.
- ☐ The Board shall not include religious invocations, benedictions, or formal prayer at any school-sponsored event.



NEOLA of MICHIGAN

LOCAL TEMPLATES

BOARD OF EDUCATION
_____ **SCHOOL DISTRICT**

OPERATIONS
8800/page 2 of 2

~~The flag of the United States shall be raised above each school and/or at other appropriate places during all school sessions, weather permitting. The flag shall be raised before the opening of school and taken down at its close every day.~~

~~Professional staff members are authorized to lead students in the Pledge of Allegiance at an appropriate time each school day. However, no student shall be compelled to participate in the reciting of the Pledge. The Superintendent shall develop administrative guidelines which ensure that any staff member who conducts this activity does it at an appropriate time, in an appropriate manner, and with due regard to the need to protect the rights and the privacy of a nonparticipating student.~~

The United States Flag and Pledge of Allegiance

The flag of the United States shall be raised above each public school building operated by the District at all times during school hours, weather permitting. This flag shall measure at least 4 feet 2 inches by 8 feet. A United States flag shall also be displayed in every classroom or other instructional site in which students recite the Pledge of Allegiance.

All students in attendance at school will be provided an opportunity to recite the Pledge each day that school is in session. However, no student shall be compelled to recite the Pledge of Allegiance. No student shall be penalized for failure to participate in the Pledge and the professional staff shall protect any such students from bullying as a result of their not participating in the Pledge.

The building principal or administrator shall be responsible for determining the appropriate time and manner for reciting the Pledge, with due regard to the need to protect the rights and the privacy of a nonparticipating student.

~~M.C.L.A. 380.1347, 380.1347a, 380.1565
20 U.S.C. 4071 et seq.~~

~~Gregoire vs. Centennial School District 907 F2d 1366, (3rd Circuit, 1990)~~

~~Lee vs. Weisman, 112 S. Ct 2649, 120 L. Ed. 2d 467 (1992)~~