

MADISON SCHOOL DISTRICT
BOARD OF EDUCATION
REGULAR MEETING
DECEMBER 15, 2014
6:00 P.M. – Board Room

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 - A. **1420** SCHOOL ADMINISTRATOR EVALUATION (ADMINISTRATION)
 - B. **2370.01** ON-LINE/BLENDED LEARNING PROGRAM (PROGRAM)
 - C. **3220** PROFESSIONAL STAFF EVALUATION (PROFESSIONAL STAFF)
 - D. **5830** STUDENT FUND-RAISING (STUDENTS)
 - E. **7540.02** DISTRICT WEB PAGE (PROPERTY)
 - F. **7540.03** STUDENT EDUCATION TECHNOLOGY ACCEPTABLE USE AND SAFETY (PROPERTY)
 - G. **7540.04** STAFF EDUCATION TECHNOLOGY ACCEPTABLE USE AND SAFETY (PROPERTY)

- H. **1420** SCHOOL ADMINISTRATOR EVALUATION (ADMINISTRATION)
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- O. **8325** RECEIPT LEGAL DOCUMENTS (OPERATIONS)
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- S. **8510** WELLNESS (OPERATIONS)
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- U. **9211** DISTRICT SUPPORT ORGANIZATIONS (RELATIONS)
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MADISON SCHOOL DISTRICT
BOARD OF EDUCATION
517-263-0741
REGULAR MEETING
DECEMBER 15, 2014
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**** AGENDA ****

- I. CONSENT AGENDA
 - A. APPROVAL OF MINUTES
 - B. ACCEPTANCE OF REPORTS
 - C. APPROVAL OF BILLS/REIMBURSEMENT OF EXPENSES
- II. PERFORMANCE-BASED COMPENSATION
- III. NEOLA BOARD POLICY REVIEW – SECOND READING
- IV. WAGE ADJUSTMENT FOR SECRETARIAL AND PARAPROFESSIONAL STAFF
- V. FMLA/DISABILITY LEAVE FOR MIDDLE SCHOOL TEACHER CONNIE HAYES
- VI. FMLA/DISABILITY LEAVE FOR MIDDLE SCHOOL TEACHER SIMONNE MILDENSTEIN
- VII. FMLA/DISABILITY LEAVE FOR ELEMENTARY SCHOOL TEACHER KRISTI DUDAS
- VIII. CROSWELL OPERA HOUSE LEASE AGREEMENT
- IX. ADVERTISING (MADISON INDOOR ATHLETIC FACILITY)
- X. 2014-2015 TEACHER EVALUATION INSTRUMENT
- XI. 2015 8TH GRADE TRIP
- XII. STUDENT DISCIPLINE HEARING

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MADISON SCHOOL DISTRICT
DETAIL REVENUE STATUS REPORT

PAGE NUMBER: 1
REVSTA31

SELECTION CRITERIA: orgn.fund='11'
ACCOUNTING PERIOD: 5/15

SORTED BY: FUND,DEPARTMENT,FUNCTION,ACCOUNT
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 0111 CURR TAX ADRIAN CIT	694,494.00	.00	.00	339,473.53	355,020.47
11-0111-000-0000-00000-0001 0112 CURR TAX MADISON TW	1,139,900.00	3,922.69	.00	616,266.95	523,633.05
11-0111-000-0000-00000-0001 0113 CURR TAX PALMYRA TW	59,011.00	122.21	.00	34,182.77	24,828.23
11-0111-000-0000-00000-0001 0114 CURR TAX ADRIAN TWP	21,321.00	.00	.00	51,239.81	-29,918.81
11-0111-000-0000-00000-0001 0116 CURR TAX OTHER TAXE	.00	.00	.00	.00	.00
TOTAL DEPARTMENT - CURRENT TAX REVENUE	1,914,726.00	4,044.90	.00	1,041,163.06	873,562.94
11-0119-000-0000-00000-0002 0119 INT ON DELINQUENT T	12,000.00	3,618.93	.00	5,614.61	6,385.39
11-0131-000-0000-00000-0002 0131 TUITION PARENT PAY	16,500.00	3,258.00	.00	5,271.00	11,229.00
11-0151-000-0000-00000-0002 0151 INTEREST ON INVESTM	10,000.00	-47,152.48	.00	2,836.47	7,163.53
11-0171-000-0000-00000-0002 0171 ADMISSIONS ADMISSIO	103,500.00	.00	.00	.00	103,500.00
11-0173-000-0000-00000-0002 0173 EXTRA TRIP SURCHARG	.00	.00	.00	.00	.00
11-0181-000-0000-00000-0002 0181 LATCH KEY PARENT PA	33,000.00	1,650.00	.00	9,155.90	23,844.10
11-0191-000-0000-00000-0002 0191 RENTAL SCHOOL RENTA	8,400.00	.00	.00	.00	8,400.00
11-0199-000-0000-00000-0002 0199 MISC - USF MISC	31,000.00	.00	.00	4,181.22	26,818.78
TOTAL DEPARTMENT - OTHER LOCAL REVENUE	214,400.00	-38,625.55	.00	27,059.20	187,340.80
11-0311-000-0000-00000-0003 0010 STATE AID MEMBERSHI	9,761,845.00	881,652.94	.00	1,751,259.23	8,010,585.77
11-0311-000-0000-00000-0003 0207 STATE AID MEMBERSHI	78,800.00	9,897.16	.00	24,204.13	54,595.87
11-0311-000-0000-00000-0003 0208 STATE AID MEMBERSHI	688,542.00	174,701.02	.00	174,701.02	513,840.98
11-0312-000-0000-00000-0003 0020 AR SEC 31A AT-RISK	555,000.00	47,438.07	.00	94,815.60	460,184.40
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	2,261.25	.00	4,522.50	-4,522.50
11-0312-000-0000-00000-0003 0120 AR SEC 31A SPEC ED	415,000.00	39,254.80	.00	78,509.61	336,490.39
11-0312-000-0000-00000-0003 0210 AR SEC 31A TECHNOLO	15,760.00	.00	.00	3,118.00	12,642.00
11-0312-000-0000-00000-0003 0211 AR SEC 31A PRINCIPA	.00	.00	.00	.00	.00
11-0312-000-0000-00000-0003 0313 AR SEC 31A STATE AI	.00	.00	.00	333,765.00	-333,765.00
TOTAL DEPARTMENT - STATE REVENUE CATEGORICA	11,514,947.00	1,155,205.24	.00	2,464,895.09	9,050,051.91
11-0412-000-0000-00000-0004 0240 STAB ARRA EDU JOBS	.00	.00	.00	.00	.00
11-0414-000-0000-00000-0004 0140 SPS REV TITLE I	270,000.00	.00	.00	.00	270,000.00
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 0210 SPS REV TECHNOLOGY	.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	43,682.00	.00	.00	.00	43,682.00
11-0414-000-0000-00000-0004 0768 SPS REV RURAL	26,000.00	.00	.00	.00	26,000.00
11-0417-000-0000-00000-0004 0060 RESTR REV DRUG FREE	.00	.00	.00	.00	.00
11-0417-000-0000-00000-0004 0160 RESTR REV TRANSITIO	.00	.00	.00	.00	.00
11-0417-000-0000-00000-0004 0199 RESTR REV MISC	.00	.00	.00	.00	.00
11-0417-000-0000-00000-0004 0220 RESTR REV PARENT ED	.00	.00	.00	.00	.00
11-0417-000-0000-00000-0004 0416 RESTR REV MEDICAID	5,500.00	.00	.00	.00	5,500.00
11-0419-000-0000-00000-0004 0419 MISC - FED SPEC ED	.00	.00	.00	.00	.00
TOTAL DEPARTMENT - FEDERAL REVENUE	345,182.00	.00	.00	.00	345,182.00
11-0511-000-0000-00000-0005 0511 SPEC ED TUITION	60,500.00	47,780.00	.00	.00	60,500.00
11-0519-000-0000-00000-0005 0122 LISD SPEC ED LISD S	675,000.00	.00	.00	.00	675,000.00
11-0519-000-0000-00000-0005 0199 LISD SPEC ED MISC	152,951.00	.00	.00	11,500.00	141,451.00
11-0519-000-0000-00000-0005 0220 LISD SPEC ED PARENT	8,000.00	.00	.00	2,296.28	5,703.72

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ORGANIZATION / ACCOUNT / TITLE	BUDGET	PERIOD RECEIPTS	RECEIVABLES	YEAR TO DATE REVENUE	BALANCE
11-0519-000-0000-00000-0005 0303 Lisd Spec Ed Career	.00	.00	.00	.00	.00
11-0519-000-0000-00000-0005 0340 Lisd Spec Ed Michig	213,146.00	36,933.46	.00	36,933.46	176,212.54
11-0519-000-0000-00000-0005 0416 Lisd Spec Ed Medica	.00	.00	.00	.00	.00
11-0541-000-0000-00000-0005 0541 Insurance Dividends	15,000.00	.00	.00	.00	15,000.00
11-0593-000-0000-00000-0005 0593 Sale School Propert	200.00	.00	.00	.00	200.00
TOTAL DEPARTMENT - INCOMING TRANSFERS	1,124,797.00	84,713.46	.00	50,729.74	1,074,067.26
TOTAL FUND - GENERAL FUND	15,114,052.00	1,205,338.05	.00	3,583,847.09	11,530,204.91
TOTAL REPORT	15,114,052.00	1,205,338.05	.00	3,583,847.09	11,530,204.91

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MADISON SCHOOL DISTRICT
DETAIL EXPENDITURE STATUS REPORT

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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	22.03	.00	87.42	-87.42
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	22.03	.00	87.42	-87.42
11-1118-000-0340-02315-0010 1226 EL.PRE SUPERVISION	9,341.00	718.50	.00	3,951.75	5,389.25
11-1118-000-0340-02315-0010 1240 EL.PRE SALARY TEACH	82,012.00	6,362.22	.00	22,267.77	59,744.23
11-1118-000-0340-02315-0010 1630 EL.PRE SALARY AIDE	34,124.00	5,361.99	.00	11,876.39	22,247.61
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 2130 EL.PRE EMPLOYEE INS	32,251.00	4.82	.00	4,054.03	28,196.97
11-1118-000-0340-02315-0010 2820 EL.PRE EMPLOYEE RET	34,065.00	4,176.01	.00	10,367.24	23,697.76
11-1118-000-0340-02315-0010 2830 EL.PRE EMPLOYER SOC	10,200.00	979.16	.00	2,984.33	7,215.67
11-1118-000-0340-02315-0010 2840 EL.PRE WORKMANS COM	200.00	.00	.00	99.00	101.00
11-1118-000-0340-02315-0010 2920 EL.PRE CASH IN LIEU	586.00	490.92	.00	1,585.41	-999.41
11-1118-000-0340-02315-0010 3110 EL.PRE PURCHASED SE	300.00	.00	.00	.00	300.00
11-1118-000-0340-02315-0010 3220 EL.PRE WKSHOPS/CONF	400.00	.00	.00	.00	400.00
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	2,500.00	470.41	.00	1,450.65	1,049.35
11-1118-000-0340-02315-0010 5140 EL.PRE TRANSPORTATI	4,400.00	.00	.00	.00	4,400.00
11-1118-000-0340-02315-0010 5990 EL.PRE MISC. SUPPLI	300.00	.00	.00	34.28	265.72
11-1118-000-0340-02315-0010 6410 EL.PRE NEW EQUIP/FU	3,000.00	41.00	.00	6,388.50	-3,388.50
11-1118-000-0340-02315-0010 7410 EL.PRE DUES/CHAUFFE	.00	.00	.00	66.00	-66.00
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	3,334.00	256.46	.00	897.61	2,436.39
11-1216-000-0340-02315-0010 2820 EL.SOCWRK EMPLOYEE	.00	66.12	.00	227.61	-227.61
11-1216-000-0340-02315-0010 2830 EL.SOCWRK EMPLOYER	.00	19.76	.00	69.95	-69.95
11-1216-000-0340-02315-0010 2920 EL.SOCWRK CASH IN L	293.00	22.54	.00	78.89	214.11
11-1271-000-0340-02315-0010 1610 EL.TRANS SALARY VEH	3,880.00	.00	.00	.00	3,880.00
11-1271-000-0340-02315-0010 2820 EL.TRANS EMPLOYEE R	.00	.00	.00	.00	.00
11-1271-000-0340-02315-0010 2830 EL.TRANS EMPLOYER S	.00	.00	.00	.00	.00
TOTAL DEPARTMENT - PRE-SCHOOL INSTRUCTION	221,186.00	18,969.91	.00	66,399.41	154,786.59
11-1111-000-0000-02315-0011 1240 EL.REG SALARY TEACH	2,458,901.00	200,905.82	.00	710,303.24	1,748,597.76
11-1111-000-0000-02315-0011 1870 EL.REG SALARY-SUBST	500.00	.00	.00	.00	500.00
11-1111-000-0000-02315-0011 2130 EL.REG EMPLOYEE INS	544,884.00	.00	.00	130,857.02	414,026.98
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	760,970.00	92,009.19	.00	220,685.10	540,284.90
11-1111-000-0000-02315-0011 2830 EL.REG EMPLOYER SOC	192,483.00	15,305.11	.00	53,731.31	138,751.69
11-1111-000-0000-02315-0011 2840 EL.REG WORKMANS COM	5,135.00	.00	.00	4,666.00	469.00
11-1111-000-0000-02315-0011 2850 EL.REG UNEMPLOYMENT	500.00	.00	.00	.00	500.00
11-1111-000-0000-02315-0011 2920 EL.REG CASH IN LIEU	52,722.00	3,622.98	.00	13,572.66	39,149.34
11-1111-000-0000-02315-0011 2990 EL.REG SICK DAY REI	4,000.00	.00	.00	.00	4,000.00
11-1111-000-0000-02315-0011 3110 EL.REG PURCHASED SE	33,000.00	6,000.43	.00	8,516.66	24,483.34

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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
11-1111-000-0000-02315-0011 3112 EL.REG PURCH NWEA	10,850.00	.00	.00	9,762.70	1,087.30
11-1111-000-0000-02315-0011 3130 EL.REG NURSING	29,078.00	.00	.00	.00	29,078.00
11-1111-000-0000-02315-0011 3220 EL.REG WKSHOPS/CONF	1,000.00	.00	.00	355.67	644.33
11-1111-000-0000-02315-0011 4120 EL.REG REPAIRS/MAIN	300.00	.00	.00	.00	300.00
11-1111-000-0000-02315-0011 4220 EL.REG CONTRACT SER	8,600.00	847.15	.00	2,955.61	5,644.39
11-1111-000-0000-02315-0011 5110 EL.REG TEACHING SUP	34,000.00	5,262.83	2,324.22	38,033.68	-6,357.90
11-1111-000-0000-02315-0011 5119 EL.REG MIBLSI	.00	.00	.00	.00	.00
11-1111-000-0000-02315-0011 5210 EL.REG TEXTBOOKS	40,000.00	259.20	.00	33,164.42	6,835.58
11-1111-000-0000-02315-0011 5990 EL.REG MISC. SUPPLI	2,000.00	-405.51	.00	4,575.32	-2,575.32
11-1111-000-0000-02315-0011 6410 EL.REG NEW EQUIP/FU	20,250.00	2,088.79	1,422.39	22,334.80	-3,507.19
11-1111-000-0000-02315-0011 7410 EL.REG DUES/CHAUFFE	600.00	.00	.00	650.00	-50.00
11-1111-000-0000-02315-0011 8220 EL.REG PAYMT TO ANO	8,000.00	1,557.17	.00	3,116.48	4,883.52
11-1213-000-0000-02315-0011 3130 EL.REG.NURSE NURSIN	.00	5,743.82	.00	14,355.87	-14,355.87
11-1259-000-0000-02315-0011 3990 EL.BUS STUDENT INS	5,875.00	.00	.00	5,766.00	109.00
TOTAL DEPARTMENT - ELEMENTARY INSTRUCTION	4,213,648.00	333,196.98	3,746.61	1,277,402.54	2,932,498.85
11-1113-000-0000-02316-0012 1240 HS.REG SALARY TEACH	1,432,616.00	112,287.88	.00	397,617.11	1,034,998.89
11-1113-000-0000-02316-0012 1242 HS.REG ISSI	.00	.00	.00	1,576.15	-1,576.15
11-1113-000-0000-02316-0012 1243 HS.REG PLTW	.00	.00	.00	.00	.00
11-1113-000-0000-02316-0012 1870 HS.REG SALARY-SUBST	240.00	175.00	.00	375.00	-135.00
11-1113-000-0000-02316-0012 2130 HS.REG EMPLOYEE INS	345,753.00	224.59	.00	85,834.07	259,918.93
11-1113-000-0000-02316-0012 2210 HS.REG EARLY RETIRE	.00	.00	.00	.00	.00
11-1113-000-0000-02316-0012 2820 HS.REG EMPLOYEE RET	498,547.00	50,547.49	.00	122,624.84	375,922.16
11-1113-000-0000-02316-0012 2830 HS.REG EMPLOYER SOC	110,431.00	8,517.88	.00	29,966.93	80,464.07
11-1113-000-0000-02316-0012 2840 HS.REG WORKMANS COM	3,625.00	.00	.00	.00	3,625.00
11-1113-000-0000-02316-0012 2850 HS.REG UNEMPLOYMENT	.00	.00	.00	.00	.00
11-1113-000-0000-02316-0012 2920 HS.REG CASH IN LIEU	4,727.00	1,008.52	.00	3,529.82	1,197.18
11-1113-000-0000-02316-0012 2990 HS.REG SICK DAY REI	6,400.00	.00	.00	.00	6,400.00
11-1113-000-0000-02316-0012 3110 HS.REG PURCHASED SE	23,000.00	3,652.13	.00	4,879.80	18,120.20
11-1113-000-0000-02316-0012 3112 HS.REG PURCH NWEA	3,000.00	.00	.00	3,292.80	-292.80
11-1113-000-0000-02316-0012 3220 HS.REG WKSHOPS/CONF	1,600.00	.00	.00	.00	1,600.00
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	23,000.00	.00	.00	5,565.00	17,435.00
11-1113-000-0000-02316-0012 4120 HS.REG REPAIRS/MAIN	400.00	.00	.00	.00	400.00
11-1113-000-0000-02316-0012 4220 HS.REG CONTRACT SER	6,700.00	610.91	.00	1,500.45	5,199.55
11-1113-000-0000-02316-0012 5110 HS.REG TEACHING SUP	21,000.00	405.85	704.90	17,137.35	3,157.75
11-1113-000-0000-02316-0012 5121 HS.REG PLTW	5,000.00	-128.40	397.68	3,624.74	977.58
11-1113-000-0000-02316-0012 5122 HS.REG CAREER PREP	7,000.00	41.00	-41.00	73.00	6,968.00
11-1113-000-0000-02316-0012 5123 HS.REG ISSI	12,388.00	.00	.00	4,125.00	8,263.00
11-1113-000-0000-02316-0012 5130 HS.REG GRADUATION E	1,650.00	677.59	.00	819.95	830.05
11-1113-000-0000-02316-0012 5210 HS.REG TEXTBOOKS	21,000.00	92.87	.00	3,025.56	17,974.44
11-1113-000-0000-02316-0012 5211 HS.REG 20/20 VIRTUA	.00	.00	.00	8,250.00	-8,250.00
11-1113-000-0000-02316-0012 5990 HS.REG MISC. SUPPLI	3,000.00	-726.75	.00	1,961.62	1,038.38
11-1113-000-0696-02316-0012 5990 HS.REG.DRUG MISC. S	.00	.00	.00	.00	.00
11-1113-000-0000-02316-0012 6410 HS.REG NEW EQUIP/FU	4,375.00	323.38	1,195.10	10,790.32	-7,610.42

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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 6450 HS.REG MUSIC INST N	8,000.00	160.00	.00	865.00	7,135.00
11-1113-000-0000-02316-0012 7410 HS.REG DUES/CHAUFFE	1,200.00	67.44	.00	717.44	482.56
11-1113-000-0000-02316-0012 8210 HS.REG PREP ACADEMY	23,000.00	.00	.00	.00	23,000.00
11-1113-000-0000-02316-0012 8220 HS.REG PAYMT TO ANO	6,500.00	1,557.18	.00	3,116.49	3,383.51
11-1213-000-0000-02316-0012 3130 HS.NURSE NURSING	5,350.00	964.50	.00	2,316.51	3,033.49
11-1259-000-0000-02316-0012 3990 HS.BUS STUDENT INS	3,577.00	.00	.00	3,504.37	72.63
TOTAL DEPARTMENT - H.S. BASIC INSTRUCT	2,583,079.00	180,459.06	2,256.68	717,089.32	1,863,733.00
11-1112-000-0000-07262-0013 1240 MS.REG SALARY TEACH	1,008,999.00	77,008.96	.00	262,194.82	746,804.18
11-1112-000-0000-07262-0013 1242 MS.REG ISSI	.00	565.24	.00	1,869.64	-1,869.64
11-1112-000-0000-07262-0013 1243 MS.REG PLTW	.00	.00	.00	1,000.00	-1,000.00
11-1112-000-0000-07262-0013 1870 MS.REG SALARY-SUBST	.00	229.00	.00	229.00	-229.00
11-1112-000-0000-07262-0013 2130 MS.REG EMPLOYEE INS	195,334.00	157.21	.00	52,356.43	142,977.57
11-1112-000-0000-07262-0013 2820 MS.REG EMPLOYEE RET	317,683.00	35,603.14	.00	83,244.99	234,438.01
11-1112-000-0000-07262-0013 2830 MS.REG EMPLOYER SOC	79,659.00	5,985.25	.00	20,337.27	59,321.73
11-1112-000-0000-07262-0013 2840 MS.REG WORKMANS COM	2,523.00	.00	.00	.00	2,523.00
11-1112-000-0000-07262-0013 2850 MS.REG UNEMPLOYMENT	.00	.00	.00	.00	.00
11-1112-000-0000-07262-0013 2920 MS.REG CASH IN LIEU	.00	2,918.34	.00	10,214.19	-10,214.19
11-1112-000-0000-07262-0013 2990 MS.REG SICK DAY REI	32,290.00	.00	.00	.00	32,290.00
11-1112-000-0000-07262-0013 3110 MS.REG PURCHASED SE	19,000.00	1,866.07	.00	2,871.59	16,128.41
11-1112-000-0000-07262-0013 3112 MS.REG PURCH NWEA	4,500.00	.00	.00	5,488.00	-988.00
11-1112-000-0000-07262-0013 3220 MS.REG WKSHOPS/CONF	800.00	.00	.00	25.00	775.00
11-1112-000-0000-07262-0013 3228 MS.REG PLTW TRAVEL	.00	.00	.00	.00	.00
11-1112-000-0000-07262-0013 4120 MS.REG REPAIRS/MAIN	500.00	.00	.00	.00	500.00
11-1112-000-0000-07262-0013 4220 MS.REG CONTRACT SER	4,600.00	298.12	.00	1,788.72	2,811.28
11-1112-000-0000-07262-0013 5110 MS.REG TEACHING SUP	17,700.00	102.94	66.73	7,457.86	10,175.41
11-1112-000-0000-07262-0013 5119 MS.REG MIBLSI	.00	.00	.00	.00	.00
11-1112-000-0000-07262-0013 5121 MS.REG PLTW	2,000.00	.00	1,886.09	1,464.00	-1,350.09
11-1112-000-0000-07262-0013 5122 MS.REG CAREER PREP	.00	.00	939.19	238.27	-1,177.46
11-1112-000-0000-07262-0013 5123 MS.REG ISSI	12,388.00	.00	.00	.00	12,388.00
11-1112-000-0000-07262-0013 5210 MS.REG TEXTBOOKS	21,300.00	38.50	.00	11,338.33	9,961.67
11-1112-000-0000-07262-0013 5990 MS.REG MISC. SUPPLI	250.00	146.36	.00	889.86	-639.86
11-1112-000-0000-07262-0013 6410 MS.REG NEW EQUIP/FU	11,375.00	909.00	1,274.11	8,573.36	1,527.53
11-1112-000-0000-07262-0013 6450 MS.REG MUSIC INST N	2,400.00	150.00	.00	2,027.44	372.56
11-1112-000-0000-07262-0013 7410 MS.REG DUES/CHAUFFE	1,100.00	67.43	.00	717.43	382.57
11-1112-000-0000-07262-0013 8220 MS.REG PAYMT TO ANO	6,400.00	1,557.17	.00	3,116.49	3,283.51
11-1213-000-0000-07262-0013 3130 MS.NURSE NURSING	5,350.00	964.53	.00	2,316.54	3,033.46
11-1259-000-0000-07262-0013 3990 MS. BUS STUDENT INS	3,342.00	.00	.00	3,293.18	48.82
TOTAL DEPARTMENT - M.S. BASIC INSTRUCT	1,749,493.00	128,567.26	4,166.12	483,052.41	1,262,274.47
11-1113-000-0375-02316-0015 1240 HS.REG.DRIVER SALAR	6,500.00	.00	.00	3,844.23	2,655.77
11-1113-000-0375-02316-0015 2820 HS.REG.DRIVER EMPLO	1,977.00	94.20	.00	1,047.20	929.80
11-1113-000-0375-02316-0015 2830 HS.REG.DRIVER EMPLO	497.00	.00	.00	281.97	215.03
11-1113-000-0375-02316-0015 4120 HS.REG.DRIVER REPAI	400.00	.00	.00	.00	400.00

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FUND - 11 - GENERAL FUND

ORGANIZATION / ACCOUNT / TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE
11-1113-000-0375-02316-0015 5110 HS.REG.DRIVER TEACH	200.00	.00	.00	.00	200.00
TOTAL DEPARTMENT - DRIVERS EDUCATION	9,574.00	94.20	.00	5,173.40	4,400.60
11-1122-194-0202-02315-0016 1240 EL.SPEC.RES SALARY	662,501.00	52,304.60	.00	185,275.40	477,225.60
11-1122-194-0202-02316-0016 1240 HS.SPEC.RES SALARY	.00	.00	.00	.00	.00
11-1122-194-0202-07262-0016 1240 MS.SPEC.RES SALARY	.00	.00	.00	.00	.00
11-1122-193-0202-02315-0016 1632 EL.SPEC.AI	42,609.00	3,841.00	.00	9,960.87	32,648.13
11-1122-110-0202-02315-0016 1634 EL.SPEC.EMI AIDE-MC	59,234.00	3,541.23	.00	12,533.81	46,700.19
11-1122-110-0202-02316-0016 1636 HS.SPEC.EMI AIDE -	35,636.00	2,321.59	.00	6,430.60	29,205.40
11-1122-196-0202-02316-0016 1638 HS.SPEC.LRE LRE AID	57,080.00	5,296.27	.00	14,241.27	42,838.73
11-1122-194-0202-02315-0016 2130 EL.SPEC.RES EMPLOYE	184,489.00	1,303.79	.00	52,385.49	132,103.51
11-1122-194-0202-02315-0016 2210 EL.SPEC.RES EARLY R	.00	.00	.00	.00	.00
11-1122-193-0202-02315-0016 2820 EL.SPEC.AI EMPLOYEE	.00	1,008.92	.00	2,604.22	-2,604.22
11-1122-110-0202-02315-0016 2820 EL.SPEC.EMI EMPLOYE	.00	911.04	.00	3,188.86	-3,188.86
11-1122-194-0202-02315-0016 2820 EL.SPEC.RES EMPLOYE	263,202.00	26,748.75	.00	60,228.24	202,973.76
11-1122-110-0202-02316-0016 2820 HS.SPEC.EMI EMPLOYE	.00	598.50	.00	1,640.37	-1,640.37
11-1122-196-0202-02316-0016 2820 HS.SPEC.LRE EMPLOYE	.00	1,066.31	.00	2,857.42	-2,857.42
11-1122-194-0202-02316-0016 2820 HS.SPEC.RES EMPLOYE	.00	.00	.00	.00	.00
11-1122-194-0202-07262-0016 2820 MS.SPEC.RES EMPLOYE	.00	.00	.00	.00	.00
11-1122-193-0202-02315-0016 2830 EL.SPEC.AI EMPLOYER	.00	293.85	.00	762.03	-762.03
11-1122-110-0202-02315-0016 2830 EL.SPEC.EMI EMPLOYE	.00	270.90	.00	958.83	-958.83
11-1122-194-0202-02315-0016 2830 EL.SPEC.RES EMPLOYE	65,625.00	3,909.95	.00	13,779.29	51,845.71
11-1122-110-0202-02316-0016 2830 HS.SPEC.EMI EMPLOYE	.00	177.59	.00	491.93	-491.93
11-1122-196-0202-02316-0016 2830 HS.SPEC.LRE EMPLOYE	.00	405.16	.00	1,089.44	-1,089.44
11-1122-194-0202-02316-0016 2830 HS.SPEC.RES EMPLOYE	.00	.00	.00	.00	.00
11-1122-194-0202-07262-0016 2830 MS.SPEC.RES EMPLOYE	.00	.00	.00	.00	.00
11-1122-194-0202-02315-0016 2840 EL.SPEC.RES WORKMAN	1,637.00	.00	.00	1,287.00	350.00
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	780.00	.00	.00	.00	780.00
11-1122-194-0202-02315-0016 3110 EL.SPEC.RES PURCHAS	8,000.00	1,279.58	.00	12,034.20	-4,034.20
11-1122-194-0202-02315-0016 3113 EL.SPEC.RES HAVILAN	39,000.00	.00	.00	.00	39,000.00
11-1122-194-0202-02316-0016 3221 HS.SPEC.RES TRAVEL	1,400.00	.00	.00	.00	1,400.00
11-1122-194-0202-02315-0016 3222 EL.SPEC.RES TRAVEL	600.00	.00	.00	.00	600.00
11-1122-110-0202-02315-0016 3224 EL.SPEC.EMI TRAVEL	200.00	.00	.00	.00	200.00
11-1122-110-0202-02316-0016 3226 HS.SPEC.EMI TRAVEL	200.00	.00	.00	.00	200.00
11-1122-194-0202-02315-0016 4220 EL.SPEC.RES CONTRAC	700.00	36.37	.00	125.79	574.21
11-1122-170-0202-07262-0016 5110 HS.SPEC.VI TEACHING	.00	.00	.00	.00	.00
11-1122-194-0202-02316-0016 5111 HS.SPEC.RES SUPPLIE	2,800.00	293.58	.00	1,609.71	1,190.29
11-1122-194-0202-02315-0016 5112 EL.SPEC.RES SUPPLIE	1,200.00	.00	.00	1,034.29	165.71
11-1122-110-0202-02315-0016 5114 EL.SPEC.EMI SUPPLIE	400.00	.00	.00	141.53	258.47
11-1122-110-0202-02316-0016 5116 HS.SPEC.EMI SUPPLIE	400.00	.00	.00	1,039.09	-639.09
11-1122-194-0202-02316-0016 5991 HS.SPEC.RES MISC HS	1,400.00	27.46	.00	27.46	1,372.54
11-1122-194-0202-02315-0016 5992 EL.SPEC.RES MISC EL	600.00	.00	.00	100.00	500.00
11-1122-110-0202-02315-0016 5994 EL.SPEC.EMI MISC MC	200.00	.00	.00	100.00	100.00
11-1122-110-0202-02316-0016 5996 HS.SPEC.EMI MISC SE	200.00	.00	.00	.00	200.00

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FUND - 11 - GENERAL FUND

ORGANIZATION / ACCOUNT / TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE
11-1122-194-0202-02316-0016 6421 HS.SPEC.RES FURN/EQ	1,400.00	.00	.00	.00	1,400.00
11-1122-194-0202-02315-0016 6422 EL.SPEC.RES FURN/EQ	600.00	.00	.00	.00	600.00
11-1122-110-0202-02315-0016 6424 EL.SPEC.EMI FURN/EQ	200.00	.00	.00	.00	200.00
11-1122-110-0202-02316-0016 6426 HS.SPEC.EMI FURN/EQ	200.00	.00	.00	.00	200.00
TOTAL DEPARTMENT - SPECIAL EDUCATION	1,432,493.00	105,636.44	.00	385,927.14	1,046,565.86
11-1125-000-0601-02315-0017 1240 EL.COMP.TTL 1 SALAR	.00	.00	.00	.00	.00
11-1125-000-0601-02316-0017 1240 HS.COMP.TTL 1 SALAR	3,071.00	.00	.00	.00	3,071.00
11-1125-000-0601-02315-0017 1241 EL.COMP.TTL 1 SALAR	.00	.00	.00	.00	.00
11-1125-000-0601-02315-0017 1250 EL.COMP.TTL 1 INSTR	56,258.00	4,327.56	.00	23,801.58	32,456.42
11-1125-000-0601-02315-0017 1630 EL.COMP.TTL 1 SALAR	48,263.00	4,977.81	.00	12,318.33	35,944.67
11-1125-000-0601-02315-0017 1637 EL.COMP.TTL 1 AIDE	41,167.00	2,893.52	.00	10,127.32	31,039.68
11-1125-000-0601-02315-0017 2130 EL.COMP.TTL 1 EMPLO	2,992.00	116.92	.00	486.00	2,506.00
11-1125-000-0601-02315-0017 2820 EL.COMP.TTL 1 EMPLO	58,672.00	6,352.88	.00	15,020.12	43,651.88
11-1125-000-0601-02316-0017 2820 HS.COMP.TTL 1 EMPLO	.00	.00	.00	.00	.00
11-1125-000-0601-02315-0017 2830 EL.COMP.TTL 1 EMPLO	14,206.00	960.80	.00	3,689.69	10,516.31
11-1125-000-0601-02316-0017 2830 HS.COMP.TTL 1 EMPLO	.00	.00	.00	.00	.00
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	6,590.00	360.50	.00	1,982.75	4,607.25
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	.00	.00	.00	.00	.00
11-1125-000-0601-02316-0017 5110 HS.COMP.TTL 1 TEACH	300.00	.00	.00	.00	300.00
11-1125-000-0601-02315-0017 6410 EL.COMP.TTL 1 NEW E	500.00	.00	.00	.00	500.00
11-1125-000-0601-02315-0017 8220 EL.COMP.TTL 1 PAYMT	.00	.00	.00	.00	.00
11-1212-000-0601-02315-0017 1220 EL.COUN.TTL 1 SALAR	16,670.00	1,282.28	.00	4,391.14	12,278.86
11-1212-000-0601-02315-0017 2130 EL.COUN.TTL 1 EMPLO	.00	.00	.00	.00	.00
11-1212-000-0601-02315-0017 2820 EL.COUN.TTL 1 EMPLO	.00	330.58	.00	1,113.97	-1,113.97
11-1212-000-0601-02315-0017 2830 EL.COUN.TTL 1 EMPLO	.00	98.82	.00	326.95	-326.95
11-1212-000-0601-02315-0017 2920 EL.COUN.TTL 1 CASH	.00	112.66	.00	394.31	-394.31
11-1213-000-0601-02315-0017 3130 EL.NURSE.TTL 1 NURS	.00	.00	.00	.00	.00
11-1226-000-0601-02315-0017 1160 EL.DIR.TTL 1 SALARY	13,843.00	1,064.82	.00	5,924.11	7,918.89
11-1226-000-0601-02315-0017 2130 EL.DIR.TTL 1 EMPLOY	.00	7.16	.00	122.56	-122.56
11-1226-000-0601-02315-0017 2820 EL.DIR.TTL 1 EMPLOY	.00	274.50	.00	1,472.86	-1,472.86
11-1226-000-0601-02315-0017 2830 EL.DIR.TTL 1 EMPLOY	.00	83.18	.00	457.92	-457.92
11-1226-000-0601-02315-0017 2920 EL.DIR.TTL 1 CASH I	.00	33.80	.00	118.30	-118.30
11-1231-000-0601-02315-0017 3180 EL.BOE.TTL 1 AUDIT	1,000.00	900.00	.00	900.00	100.00
TOTAL DEPARTMENT - TITLE I	263,532.00	24,177.79	.00	82,647.91	180,884.09
11-1125-000-0306-02315-0018 1220 EL.COMP.AR SALARY C	16,670.00	1,282.28	.00	4,487.98	12,182.02
11-1125-000-0306-07262-0018 1220 MS.COMP.AR SALARY C	64,073.00	4,928.66	.00	17,250.31	46,822.69
11-1125-000-0306-02315-0018 1240 EL.COMP.AR SALARY T	35,463.00	2,758.74	.00	10,521.86	24,941.14
11-1125-000-0306-02316-0018 1240 HS.COMP.AR SALARY T	35,463.00	.00	.00	.00	35,463.00
11-1125-000-0306-02315-0018 1250 EL.COMP.AR INSTR SP	14,065.00	1,081.90	.00	5,950.45	8,114.55

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FUND - 11 - GENERAL FUND

ORGANIZATION / ACCOUNT / TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE
11-1125-000-0306-02315-0018 1290 EL.COMP.AR OTHER PR	48,871.00	3,759.28	.00	20,676.04	28,194.96
11-1125-000-0306-02316-0018 1290 HS.COMP.AR OTHER PR	51,000.00	3,846.16	.00	21,153.88	29,846.12
11-1125-000-0306-02315-0018 1630 EL.COMP.AR SALARY A	157,281.00	10,200.55	.00	28,929.66	128,351.34
11-1125-000-0306-02315-0018 1631 EL.COMP.AR TUTOR	7,400.00	558.11	.00	852.68	6,547.32
11-1125-000-0306-02316-0018 1631 HS.COMP.AR TUTOR	7,818.00	609.77	.00	1,570.94	6,247.06
11-1125-000-0306-07262-0018 1631 MS.COMP.AR TUTOR	9,167.00	1,264.50	.00	2,948.51	6,218.49
11-1125-000-0306-02315-0018 1637 EL.COMP.AR AIDE - S	.00	.00	.00	.00	.00
11-1125-000-0306-07262-0018 1637 MS.COMP.AR AIDE - S	.00	2,103.66	.00	5,948.19	-5,948.19
11-1125-000-0306-02315-0018 1870 EL.COMP.AR SALARY-S	.00	.00	.00	.00	.00
11-1125-000-0306-02315-0018 2130 EL.COMP.AR EMPLOYEE	46,971.00	181.28	.00	3,903.35	43,067.65
11-1125-000-0306-02315-0018 2820 EL.COMP.AR EMPLOYEE	123,279.00	11,307.88	.00	24,353.12	98,925.88
11-1125-000-0306-02316-0018 2820 HS.COMP.AR EMPLOYEE	.00	1,152.34	.00	5,730.50	-5,730.50
11-1125-000-0306-07262-0018 2820 MS.COMP.AR EMPLOYEE	.00	2,028.21	.00	6,462.82	-6,462.82
11-1125-000-0306-02315-0018 2830 EL.COMP.AR EMPLOYER	31,118.00	1,509.12	.00	5,483.89	25,634.11
11-1125-000-0306-02316-0018 2830 HS.COMP.AR EMPLOYER	.00	377.23	.00	1,890.43	-1,890.43
11-1125-000-0306-07262-0018 2830 MS.COMP.AR EMPLOYER	.00	632.04	.00	1,993.33	-1,993.33
11-1125-000-0306-02315-0018 2840 EL.COMP.AR WORKMANS	350.00	.00	.00	350.00	.00
11-1125-000-0306-02315-0018 2920 EL.COMP.AR CASH IN	2,637.00	202.78	.00	889.97	1,747.03
11-1125-000-0306-02316-0018 2920 HS.COMP.AR CASH IN	5,858.00	488.16	.00	2,196.72	3,661.28
11-1125-000-0306-02315-0018 3220 EL.COMP.AR WKSHOPS/	.00	.00	.00	.00	.00
11-1125-000-0306-07262-0018 3220 MS.COMP.AR WKSHOPS/	.00	.00	.00	.00	.00
11-1125-000-0306-02315-0018 3227 EL.COMP.AR TRAVE &	.00	.00	.00	.00	.00
11-1125-000-0306-02315-0018 5110 EL.COMP.AR TEACHING	.00	.00	.00	.00	.00
11-1125-000-0306-02315-0018 5117 EL.COMP.AR TEACHING	1,000.00	.00	.00	.00	1,000.00
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	.00	.00	.00	.00	.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
11-1213-000-0306-02315-0018 3130 EL.NURSE.AR NURSING	.00	.00	.00	.00	.00
TOTAL DEPARTMENT - AT RISK	658,484.00	50,272.65	.00	173,544.63	484,939.37
11-1221-000-0764-02315-0019 1240 EL.TITLE II A SALAR	.00	.00	.00	6,239.38	-6,239.38
11-1221-000-0764-02316-0019 1240 HS.TITLE II A SALAR	.00	.00	.00	652.20	-652.20
11-1221-000-0764-07262-0019 1240 MS.TITLE II A SALAR	.00	.00	.00	.00	.00
11-1221-000-0764-02315-0019 2820 EL.TITLE II A EMPLO	.00	.00	.00	1,541.47	-1,541.47
11-1221-000-0764-02316-0019 2820 HS.TITLE II A EMPLO	.00	.00	.00	161.67	-161.67
11-1221-000-0764-07262-0019 2820 MS.TITLE II A EMPLO	.00	.00	.00	.00	.00
11-1221-000-0764-02315-0019 2830 EL.TITLE II A EMPLO	.00	.00	.00	466.09	-466.09
11-1221-000-0764-02316-0019 2830 HS.TITLE II A EMPLO	.00	.00	.00	47.77	-47.77
11-1221-000-0764-07262-0019 2830 MS.TITLE II A EMPLO	.00	.00	.00	.00	.00
11-1221-000-0764-02315-0019 3120 EL.TITLE II A EMPLO	43,682.00	565.65	.00	8,896.40	34,785.60
11-1221-000-0764-02316-0019 3120 HS.TITLE II A EMPLO	.00	849.00	.00	1,098.60	-1,098.60
11-1221-000-0764-07262-0019 3120 MS.TITLE II A EMPLO	.00	849.00	.00	3,111.14	-3,111.14
11-1221-000-0764-02315-0019 5110 EL.TITLE II A TEACH	.00	.00	.00	.00	.00
11-1221-000-0764-02316-0019 5990 HS.TITLE II A MISC.	.00	.00	.00	.00	.00

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FUND - 11 - GENERAL FUND

ORGANIZATION / ACCOUNT / TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE
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
TOTAL DEPARTMENT - TITLE II TEACHER TRAININ	43,682.00	2,263.65	.00	22,214.72	21,467.28
11-1125-000-0341-02315-0020 1240 EL.COMP.SS SALARY T	3,200.00	.00	.00	2,608.80	591.20
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	1,139.00	.00	.00	646.73	492.27
11-1125-000-0341-02315-0020 2830 EL.COMP.SS EMPLOYER	352.00	.00	.00	196.82	155.18
11-1125-000-0341-02315-0020 2840 EL.COMP.SS WORKMANS	.00	.00	.00	.00	.00
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 1160 EL.DIR.SS SALARY SC	.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 2830 EL.DIR.SS EMPLOYER	.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	1,400.00	.00	.00	1,308.51	91.49
11-1271-000-0341-02315-0020 2820 EL.TRANS.SS EMPLOYE	.00	.00	.00	324.38	-324.38
11-1271-000-0341-02315-0020 2830 EL.TRANS.SS EMPLOYE	.00	.00	.00	100.10	-100.10
TOTAL DEPARTMENT - SUMMER SCHOOL	6,491.00	.00	.00	5,185.34	1,305.66
11-1125-000-0307-02315-0021 1630 EL.COMP.BILING SALA	3,892.00	542.87	.00	1,564.13	2,327.87
11-1125-000-0307-07262-0021 1630 MS.COMP.BILING SALA	.00	.00	.00	.00	.00
11-1125-000-0307-02315-0021 2130 EL.COMP.BILING EMPL	.00	.00	.00	.00	.00
11-1125-000-0307-02315-0021 2820 EL.COMP.BILING EMPL	1,085.00	148.04	.00	417.51	667.49
11-1125-000-0307-07262-0021 2820 MS.COMP.BILING EMPL	.00	.00	.00	.00	.00
11-1125-000-0307-02315-0021 2830 EL.COMP.BILING EMPL	298.00	41.53	.00	119.67	178.33
11-1125-000-0307-07262-0021 2830 MS.COMP.BILING EMPL	.00	.00	.00	.00	.00
11-1125-000-0307-02315-0021 3220 EL.COMP.BILING WKSH	.00	.00	.00	.00	.00
11-1125-000-0307-02315-0021 5110 EL.COMP.BILING TEAC	.00	.00	.00	.00	.00
TOTAL DEPARTMENT - BILINGUAL	5,275.00	732.44	.00	2,101.31	3,173.69
11-1125-000-0768-02315-0022 1290 EL.TITLE.VI OTHER P	20,363.00	1,566.36	.00	8,614.98	11,748.02
11-1125-000-0768-02315-0022 2130 EL.TITLE.VI EMPLOYE	.00	59.46	.00	92.11	-92.11
11-1125-000-0768-02315-0022 2820 EL.TITLE.VI EMPLOYE	11,650.00	403.80	.00	2,166.65	9,483.35
11-1125-000-0768-02315-0022 2830 EL.TITLE.VI EMPLOYE	.00	119.82	.00	659.01	-659.01
TOTAL DEPARTMENT - TITLE VI RURAL	32,013.00	2,149.44	.00	11,532.75	20,480.25
11-1212-000-0000-02315-0025 1220 EL.COUN SALARY COUN	32,641.00	2,308.06	.00	7,903.93	24,737.07
11-1212-000-0000-02316-0025 1220 HS.COUN SALARY COUN	5,858.00	5,126.76	.00	28,197.18	-22,339.18
11-1212-000-0000-07262-0025 1220 MS.COUN SALARY COUN	.00	547.64	.00	1,916.75	-1,916.75

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FUND - 11 - GENERAL FUND

ORGANIZATION / ACCOUNT / TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE
11-1212-000-0000-02316-0025 1620 HS.COUN SALARY-SECR	35,896.00	2,762.74	.00	10,069.21	25,826.79
11-1212-000-0000-02315-0025 2130 EL.COUN EMPLOYEE IN	1,000.00	.00	.00	469.62	530.38
11-1212-000-0000-02316-0025 2130 HS.COUN EMPLOYEE IN	9,147.00	450.51	.00	2,227.45	6,919.55
11-1212-000-0000-07262-0025 2130 MS.COUN EMPLOYEE IN	.00	.00	.00	.00	.00
11-1212-000-0000-02315-0025 2820 EL.COUN EMPLOYEE RE	17,064.00	3,185.66	.00	4,595.70	12,468.30
11-1212-000-0000-02316-0025 2820 HS.COUN EMPLOYEE RE	29,686.00	1,863.40	.00	8,956.42	20,729.58
11-1212-000-0000-07262-0025 2820 MS.COUN EMPLOYEE RE	.00	141.18	.00	486.02	-486.02
11-1212-000-0000-02315-0025 2830 EL.COUN EMPLOYER SO	2,497.00	177.90	.00	588.57	1,908.43
11-1212-000-0000-02316-0025 2830 HS.COUN EMPLOYER SO	8,837.00	617.72	.00	2,980.36	5,856.64
11-1212-000-0000-07262-0025 2830 MS.COUN EMPLOYER SO	.00	41.76	.00	145.94	-145.94
11-1212-000-0000-02315-0025 2920 EL.COUN CASH IN LIE	2,636.00	202.76	.00	709.66	1,926.34
11-1212-000-0000-02316-0025 2920 HS.COUN CASH IN LIE	5,858.00	452.28	.00	2,465.94	3,392.06
11-1212-000-0000-02316-0025 2990 HS.COUN SICK DAY RE	.00	.00	.00	.00	.00
11-1212-000-0000-02315-0025 3220 EL.COUN WKSHOPS/CON	100.00	.00	.00	.00	100.00
11-1212-000-0000-02316-0025 3220 HS.COUN WKSHOPS/CON	100.00	.00	.00	90.00	10.00
11-1212-000-0000-02315-0025 5120 EL.COUN TESTING SUP	500.00	.00	12.50	472.50	15.00
11-1212-000-0000-02316-0025 5120 HS.COUN TESTING SUP	200.00	39.99	.00	39.99	160.01
11-1212-000-0000-02316-0025 5910 HS.COUN OFFICE SUPP	500.00	93.11	.00	254.79	245.21
11-1212-000-0000-02316-0025 6410 HS.COUN NEW EQUIP/F	.00	.00	.00	.00	.00
11-1219-000-0000-02315-0025 1660 EL.NOON SAL SUPVR-I	21,400.00	4,991.39	.00	20,339.86	1,060.14
11-1219-000-0000-02316-0025 1660 HS.NOON SAL SUPVR-I	2,200.00	988.00	.00	2,617.25	-417.25
11-1219-000-0000-02315-0025 2820 EL.NOON EMPLOYEE RE	5,888.00	1,302.65	.00	5,256.59	631.41
11-1219-000-0000-02316-0025 2820 HS.NOON EMPLOYEE RE	565.00	254.70	.00	668.28	-103.28
11-1219-000-0000-02315-0025 2830 EL.NOON EMPLOYER SO	1,637.00	381.80	.00	1,555.93	81.07
11-1219-000-0000-02316-0025 2830 HS.NOON EMPLOYER SO	168.00	73.33	.00	194.36	-26.36
11-1221-000-0000-02315-0025 5110 EL.INSERT TEACHING S	.00	.00	.00	.00	.00
11-1221-000-0000-02316-0025 5110 HS.INSERT TEACHING S	.00	.00	.00	.00	.00
TOTAL DEPARTMENT - SUPPORT SERVICES PUPIL	184,378.00	26,003.34	12.50	103,202.30	81,163.20
11-1222-000-0000-02316-0026 1230 HS.LIB SALARY LIBRA	18,000.00	1,403.86	.00	1,306.87	16,693.13
11-1222-000-0000-02315-0026 1630 EL.LIB SALARY AIDE	26,723.00	2,293.37	.00	7,244.61	19,478.39
11-1222-000-0000-02316-0026 1630 HS.LIB SALARY AIDE	7,430.00	1,144.56	.00	3,057.18	4,372.82
11-1222-000-0000-02315-0026 2130 EL.LIB EMPLOYEE INS	.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 2210 HS.LIB EARLY RETIRE	.00	.00	.00	.00	.00
11-1222-000-0000-02315-0026 2820 EL.LIB EMPLOYEE RET	6,911.00	615.29	.00	1,948.15	4,962.85
11-1222-000-0000-02316-0026 2820 HS.LIB EMPLOYEE RET	10,447.00	1,518.75	.00	2,423.01	8,023.99
11-1222-000-0000-02315-0026 2830 EL.LIB EMPLOYER SOC	2,044.00	175.45	.00	554.24	1,489.76
11-1222-000-0000-02316-0026 2830 HS.LIB EMPLOYER SOC	2,169.00	212.19	.00	427.73	1,741.27
11-1222-000-0000-02316-0026 2920 HS.LIB CASH IN LIEU	2,929.00	225.32	.00	1,226.53	1,702.47
11-1222-000-0000-02315-0026 3220 EL.LIB WKSHOPS/CONF	.00	.00	.00	.00	.00
11-1222-000-0000-02316-0026 3220 HS.LIB WKSHOPS/CONF	150.00	.00	.00	.00	150.00
11-1222-000-0000-02315-0026 4120 EL.LIB REPAIRS/MAIN	200.00	.00	.00	.00	200.00
11-1222-000-0000-02316-0026 4120 HS.LIB REPAIRS/MAIN	450.00	.00	.00	.00	450.00
11-1222-000-0000-02315-0026 5310 EL.LIB LIBRARY BOOK	750.00	.00	.00	195.40	554.60

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FUND - 11 - GENERAL FUND

ORGANIZATION / ACCOUNT / TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE
11-1222-000-0000-02316-0026 5310 HS.LIB LIBRARY BOOK	1,500.00	.00	366.00	423.87	710.13
11-1222-000-0000-02315-0026 5990 EL.LIB MISC. SUPPLI	900.00	104.41	134.73	517.16	248.11
11-1222-000-0000-02316-0026 5990 HS.LIB MISC. SUPPLI	600.00	55.47	.00	368.44	231.56
11-1222-000-0000-02315-0026 6410 EL.LIB NEW EQUIP/FU	400.00	.00	332.50	1,842.95	-1,775.45
11-1222-000-0000-02316-0026 6410 HS.LIB NEW EQUIP/FU	1,400.00	.00	332.50	1,842.95	-775.45
11-1222-000-0000-02316-0026 8220 HS.LIB PAYMT TO ANO	4,500.00	.00	.00	.00	4,500.00
TOTAL DEPARTMENT - LIBRARY	87,503.00	7,748.67	1,165.73	23,379.09	62,958.18
11-1293-000-0000-02316-0027 1560 ATHLETIC COACH SALA	109,260.00	7,577.63	.00	32,571.88	76,688.12
11-1293-000-0000-02316-0027 2820 ATHLETIC EMPLOYEE R	41,929.00	3,640.71	.00	9,938.53	31,990.47
11-1293-000-0000-02316-0027 2830 ATHLETIC EMPLOYER S	.00	567.62	.00	2,424.00	-2,424.00
11-1293-000-0000-02316-0027 3110 ATHLETIC PURCHASED	125,000.00	6,326.87	.00	31,541.98	93,458.02
11-1293-000-0000-02316-0027 5110 ATHLETIC TEACHING S	79,000.00	.00	.00	.00	79,000.00
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/	3,000.00	.00	.00	.00	3,000.00
TOTAL DEPARTMENT - ATHLETIC	358,189.00	18,112.83	.00	76,476.39	281,712.61
11-1231-000-0000-00000-0028 3180 BUSINESS OFFICE AUD	15,502.00	15,575.00	.00	15,575.00	-73.00
11-1232-000-0000-00000-0028 1110 SUPER SALARY SUPERI	92,401.00	10,029.04	.00	57,816.13	34,584.87
11-1232-000-0000-00000-0028 1390 SUPER SALARY-ADMIN.	43,595.00	3,038.00	.00	16,709.01	26,885.99
11-1232-000-0000-00000-0028 1620 SUPER SALARY-SECR	33,565.00	2,723.20	.00	14,977.60	18,587.40
11-1232-000-0000-00000-0028 2130 SUPER EMPLOYEE INSU	91,702.00	4,935.33	.00	31,140.89	60,561.11
11-1232-000-0000-00000-0028 2820 SUPER EMPLOYEE RETI	97,335.00	10,095.60	.00	26,928.87	70,406.13
11-1232-000-0000-00000-0028 2830 SUPER EMPLOYER SOCI	28,046.00	1,220.84	.00	7,386.73	20,659.27
11-1232-000-0000-00000-0028 2920 SUPER CASH IN LIEU	4,101.00	315.44	.00	1,734.91	2,366.09
11-1232-000-0000-00000-0028 2990 SUPER SICK DAY REIM	90.00	.00	.00	.00	90.00
11-1232-000-0000-00000-0028 3170 SUPER LEGAL SERVICE	6,000.00	500.81	.00	1,478.47	4,521.53
11-1232-000-0000-00000-0028 3190 SUPER UNEMPLOYMENT	3,000.00	240.00	.00	1,440.00	1,560.00
11-1232-000-0000-00000-0028 3191 SUPER BOARD EXPENSE	2,900.00	2,900.00	.00	2,900.00	.00
11-1232-000-0000-00000-0028 3220 SUPER WKSHOPS/CONF	4,000.00	1,535.32	.00	2,438.60	1,561.40
11-1232-000-0000-00000-0028 4220 SUPER CONTRACT SERV	5,000.00	1,224.53	.00	1,944.72	3,055.28
11-1232-000-0000-00000-0028 4910 SUPER SALARY ELECTI	1,700.00	.00	.00	.00	1,700.00
11-1232-000-0000-00000-0028 5910 SUPER OFFICE SUPPLI	1,700.00	580.51	.00	980.80	719.20
11-1232-000-0000-00000-0028 5990 SUPER MISC. SUPPLIE	3,000.00	-1,004.38	.00	1,275.96	1,724.04
11-1232-000-0000-00000-0028 6410 SUPER NEW EQUIP/FUR	3,500.00	.00	.00	2,434.71	1,065.29
11-1232-000-0000-00000-0028 7410 SUPER DUES/CHAUFFEU	7,000.00	577.00	.00	3,176.25	3,823.75
11-1232-000-0000-00000-0028 8220 SUPER PAYMT TO ANOT	2,200.00	.00	.00	2,553.50	-353.50
11-1252-000-0000-00000-0028 1310 ACCT SALARY-ACCOUNT	136,698.00	7,448.92	.00	40,969.05	95,728.95
11-1252-000-0000-00000-0028 2820 ACCT EMPLOYEE RETIR	.00	1,920.34	.00	10,303.71	-10,303.71
11-1252-000-0000-00000-0028 2830 ACCT EMPLOYER SOCIA	.00	568.10	.00	3,135.47	-3,135.47
11-1252-000-0000-00000-0028 2920 ACCT CASH IN LIEU O	1,757.00	135.18	.00	743.50	1,013.50
11-1257-000-0000-00000-0028 3610 PRINT PRINTING/BIND	3,000.00	.00	.00	1,371.12	1,628.88
11-1259-000-0000-00000-0028 7210 BUSINESS INTEREST S	.00	.00	.00	.00	.00
11-1259-000-0000-00000-0028 7610 BUSINESS TAXES ABAT	105,000.00	.00	.00	39,724.32	65,275.68

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FUND - 11 - GENERAL FUND

ORGANIZATION / ACCOUNT / TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE
11-1289-000-0000-00000-0028 1590 TECH SALARY OTHER T	60,260.00	4,718.31	.00	26,812.37	33,447.63
11-1289-000-0000-00000-0028 2820 TECH EMPLOYEE RETIR	.00	1,171.20	.00	6,284.17	-6,284.17
11-1289-000-0000-00000-0028 2830 TECH EMPLOYER SOCIA	.00	348.46	.00	1,988.71	-1,988.71
TOTAL DEPARTMENT - GENERAL ADMIN/BUSINESS	753,052.00	70,796.75	.00	324,224.57	428,827.43
11-1241-000-0000-02315-0029 1150 EL.PRIN SALARY SCH.	178,300.00	13,354.12	.00	74,191.18	104,108.82
11-1241-000-0000-02316-0029 1150 HS.PRIN SALARY SCH.	175,468.00	12,829.54	.00	70,562.47	104,905.53
11-1241-000-0000-07262-0029 1150 MS.PRIN SALARY SCH.	159,255.00	12,555.92	.00	69,057.56	90,197.44
11-1241-000-0000-02315-0029 1620 EL.PRIN SALARY-SECR	63,245.00	4,152.98	.00	14,535.43	48,709.57
11-1241-000-0000-02316-0029 1620 HS.PRIN SALARY-SECR	46,283.00	3,091.54	.00	9,944.57	36,338.43
11-1241-000-0000-07262-0029 1620 MS.PRIN SALARY-SECR	34,473.00	2,626.02	.00	9,191.07	25,281.93
11-1241-000-0000-02315-0029 2130 EL.PRIN EMPLOYEE IN	49,386.00	3,584.09	.00	15,313.70	34,072.30
11-1241-000-0000-02316-0029 2130 HS.PRIN EMPLOYEE IN	20,076.00	975.48	.00	3,902.33	16,173.67
11-1241-000-0000-07262-0029 2130 MS.PRIN EMPLOYEE IN	30,164.00	2,480.76	.00	11,286.39	18,877.61
11-1241-000-0000-02315-0029 2210 EL.PRIN EARLY RETIR	.00	.00	.00	.00	.00
11-1241-000-0000-02316-0029 2210 HS.PRIN EARLY RETIR	.00	.00	.00	.00	.00
11-1241-000-0000-02315-0029 2820 EL.PRIN EMPLOYEE RE	70,320.00	8,188.54	.00	25,885.10	44,434.90
11-1241-000-0000-02316-0029 2820 HS.PRIN EMPLOYEE RE	62,938.00	7,260.97	.00	23,646.63	39,291.37
11-1241-000-0000-07262-0029 2820 MS.PRIN EMPLOYEE RE	57,745.00	6,794.18	.00	22,295.04	35,449.96
11-1241-000-0000-02315-0029 2830 EL.PRIN EMPLOYER SO	18,478.00	1,335.92	.00	6,789.17	11,688.83
11-1241-000-0000-02316-0029 2830 HS.PRIN EMPLOYER SO	16,964.00	1,240.44	.00	6,345.50	10,618.50
11-1241-000-0000-07262-0029 2830 MS.PRIN EMPLOYER SO	14,820.00	1,139.51	.00	5,876.55	8,943.45
11-1241-000-0000-02315-0029 2840 EL.PRIN WORKMANS CO	.00	.00	.00	391.00	-391.00
11-1241-000-0000-02316-0029 2840 HS.PRIN WORKMANS CO	.00	.00	.00	391.00	-391.00
11-1241-000-0000-07262-0029 2840 MS.PRIN WORKMANS CO	.00	.00	.00	.00	.00
11-1241-000-0000-02315-0029 2850 EL.PRIN UNEMPLOYMEN	386.00	.00	.00	.00	386.00
11-1241-000-0000-07262-0029 2850 MS.PRIN UNEMPLOYMEN	386.00	.00	.00	.00	386.00
11-1241-000-0000-02315-0029 2920 EL.PRIN CASH IN LIE	.00	371.76	.00	1,301.16	-1,301.16
11-1241-000-0000-02316-0029 2920 HS.PRIN CASH IN LIE	.00	901.24	.00	4,931.40	-4,931.40
11-1241-000-0000-07262-0029 2920 MS.PRIN CASH IN LIE	.00	.00	.00	.00	.00
11-1241-000-0000-02315-0029 2990 EL.PRIN SICK DAY RE	3,150.00	.00	.00	.00	3,150.00
11-1241-000-0000-02316-0029 2990 HS.PRIN SICK DAY RE	.00	.00	.00	.00	.00
11-1241-000-0000-07262-0029 2990 MS.PRIN SICK DAY RE	.00	.00	.00	.00	.00
11-1241-000-0000-02315-0029 3220 EL.PRIN WKSHOPS/CON	400.00	.00	.00	.00	400.00
11-1241-000-0000-02316-0029 3220 HS.PRIN WKSHOPS/CON	100.00	.00	.00	16.00	84.00
11-1241-000-0000-07262-0029 3220 MS.PRIN WKSHOPS/CON	100.00	.00	.00	.00	100.00
11-1241-000-0000-02315-0029 4120 EL.PRIN REPAIRS/MAI	200.00	.00	.00	.00	200.00
11-1241-000-0000-02316-0029 4120 HS.PRIN REPAIRS/MAI	200.00	.00	.00	.00	200.00
11-1241-000-0000-07262-0029 4120 MS.PRIN REPAIRS/MAI	200.00	.00	.00	.00	200.00
11-1241-000-0000-02315-0029 5910 EL.PRIN OFFICE SUPP	2,500.00	445.87	-219.05	1,352.68	1,366.37
11-1241-000-0000-02316-0029 5910 HS.PRIN OFFICE SUPP	1,800.00	118.50	.00	755.30	1,044.70
11-1241-000-0000-07262-0029 5910 MS.PRIN OFFICE SUPP	1,800.00	610.53	.00	1,108.27	691.73
11-1241-000-0000-02315-0029 5990 EL.PRIN MISC. SUPPL	600.00	34.97	.00	281.01	318.99
11-1241-000-0000-02316-0029 5990 HS.PRIN MISC. SUPPL	400.00	192.15	.00	302.55	97.45
11-1241-000-0000-07262-0029 5990 MS.PRIN MISC. SUPPL	600.00	18.97	.00	178.22	421.78

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FUND - 11 - GENERAL FUND

ORGANIZATION / ACCOUNT / TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE
11-1241-000-0000-02315-0029 6410 EL.PRIN NEW EQUIP/F	400.00	.00	.00	127.76	272.24
11-1241-000-0000-02316-0029 6410 HS.PRIN NEW EQUIP/F	400.00	.00	.00	.00	400.00
11-1241-000-0000-07262-0029 6410 MS.PRIN NEW EQUIP/F	400.00	.00	.00	.00	400.00
11-1241-000-0000-02315-0029 7410 EL.PRIN DUES/CHAUFF	100.00	.00	.00	1,110.00	-1,010.00
11-1241-000-0000-02316-0029 7410 HS.PRIN DUES/CHAUFF	100.00	.00	.00	330.00	-230.00
11-1241-000-0000-07262-0029 7410 MS.PRIN DUES/CHAUFF	300.00	.00	.00	.00	300.00
TOTAL DEPARTMENT - SCHOOL ADMIN - PRINCIPAL	1,012,437.00	84,304.00	-219.05	381,399.04	631,257.01
11-1351-000-0822-02315-0030 1630 EL.LATCH SALARY AID	20,025.00	2,591.48	.00	9,287.87	10,737.13
11-1351-000-0822-02315-0030 2820 EL.LATCH EMPLOYEE R	15,028.00	966.40	.00	2,471.08	12,556.92
11-1351-000-0822-02315-0030 2830 EL.LATCH EMPLOYER S	3,818.00	198.24	.00	710.55	3,107.45
11-1351-000-0822-02315-0030 5110 EL.LATCH TEACHING S	550.00	.00	.00	100.00	450.00
11-1391-000-0822-02315-0030 1160 EL.PARED SALARY SCH	29,890.00	2,488.00	.00	10,068.63	19,821.37
11-1391-000-0822-02315-0030 2820 EL.PARED EMPLOYEE R	.00	1,096.58	.00	3,000.45	-3,000.45
11-1391-000-0822-02315-0030 2830 EL.PARED EMPLOYER S	.00	190.34	.00	770.28	-770.28
11-1391-000-0822-02315-0030 3220 EL.PARED WKSHOPS/CO	.00	.00	.00	.00	.00
11-1391-000-0822-02315-0030 5110 EL.PARED TEACHING S	400.00	.00	.00	195.95	204.05
11-1391-000-0822-02315-0030 6410 EL.PARED NEW EQUIP/	400.00	.00	.00	.00	400.00
TOTAL DEPARTMENT - COMMUNITY SERVICES	70,111.00	7,531.04	.00	26,604.81	43,506.19
11-1261-000-0000-00000-0031 1170 OPER SALARY SUPVR-I	35,347.00	2,500.00	.00	13,750.02	21,596.98
11-1261-000-0000-00000-0031 1550 OPER SALARY - MAINT	68,746.00	6,003.20	.00	29,945.84	38,800.16
11-1261-000-0000-00000-0031 1640 OPER SALARY CUSTODI	237,227.00	18,568.40	.00	91,318.56	145,908.44
11-1261-000-0000-00000-0031 1960 OPER OVERTIME OPERA	2,200.00	266.82	.00	437.49	1,762.51
11-1261-000-0000-00000-0031 2130 OPER EMPLOYEE INSUR	100,271.00	6,307.29	.00	25,986.97	74,284.03
11-1261-000-0000-00000-0031 2820 OPER EMPLOYEE RETIR	105,981.00	12,522.70	.00	40,035.67	65,945.33
11-1261-000-0000-00000-0031 2830 OPER EMPLOYER SOCIA	26,601.00	2,068.60	.00	10,266.51	16,334.49
11-1261-000-0000-00000-0031 2840 OPER WORKMANS COMPE	11,236.00	1,448.00	.00	2,965.00	8,271.00
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	7,129.00	548.40	.00	3,016.18	4,112.82
11-1261-000-0000-00000-0031 2990 OPER SICK DAY REIMB	2,300.00	.00	.00	.00	2,300.00
11-1261-000-0000-00000-0031 3220 OPER WKSHOPS/CONF I	200.00	.00	.00	.00	200.00
11-1261-000-0000-00000-0031 3410 OPER TELEPHONE	8,000.00	408.41	.00	4,365.69	3,634.31
11-1261-000-0000-00000-0031 3830 OPER WATER AND SEWA	11,500.00	1,581.92	.00	3,557.80	7,942.20
11-1261-000-0000-00000-0031 3840 OPER WASTE AND TRAS	3,300.00	-2,151.40	.00	1,203.38	2,096.62
11-1261-000-0000-00000-0031 3910 OPER INSURANCE LIAB	56,564.00	54,225.00	.00	54,225.00	2,339.00
11-1261-000-0000-00000-0031 3911 OPER BOILER INSURAN	4,572.00	4,004.00	.00	4,004.00	568.00
11-1261-000-0000-00000-0031 4110 OPER FURN EQPT REPA	47,500.00	531.00	.00	5,171.39	42,328.61
11-1261-000-0000-00000-0031 4120 OPER REPAIRS/MAINT	12,000.00	.00	.00	1,208.91	10,791.09
11-1261-000-0000-00000-0031 4220 OPER CONTRACT SERV	7,000.00	1,396.20	.00	3,973.47	3,026.53
11-1261-000-0000-00000-0031 5510 OPER HEATING GAS	92,000.00	6,670.01	.00	10,105.84	81,894.16
11-1261-000-0000-00000-0031 5520 OPER ELECTRICITY	151,200.00	12,574.58	.00	51,215.49	99,984.51
11-1261-000-0000-00000-0031 5910 OPER OFFICE SUPPLIE	150.00	.00	.00	17.46	132.54
11-1261-000-0000-00000-0031 5980 OPER MAINTENANCE SU	32,000.00	2,432.42	.00	15,819.65	16,180.35

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FUND - 11 - GENERAL FUND

ORGANIZATION / ACCOUNT / TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE
11-1261-000-0000-00000-0031 5981 OPER BOILER TREATME	.00	354.00	.00	354.00	-354.00
11-1261-000-0000-00000-0031 5990 OPER MISC. SUPPLIES	24,000.00	5,331.14	.00	13,133.77	10,866.23
11-1455-000-0000-00000-0031 6220 AQUIS FURN/EQUIP BL	100,000.00	2,386.48	-79.00	15,625.84	84,453.16
11-1455-000-0000-00000-0031 6221 AQUIS FURN/EQUIP GR	50,000.00	.00	.00	2,000.00	48,000.00
TOTAL DEPARTMENT - OPERATION-MAINTENANCE	1,197,024.00	139,977.17	-79.00	403,703.93	793,399.07
11-1391-000-0000-02316-0032 1160 PAC SALARY SCH. DIR	20,847.00	1,403.84	.00	7,644.26	13,202.74
11-1391-000-0000-02316-0032 2130 PAC EMPLOYEE INSURA	.00	.00	.00	.00	.00
11-1391-000-0000-02316-0032 2820 PAC EMPLOYEE RETIRE	5,620.00	614.87	.00	2,357.29	3,262.71
11-1391-000-0000-02316-0032 2830 PAC EMPLOYER SOCIAL	1,595.00	124.62	.00	678.55	916.45
11-1391-000-0000-02316-0032 2920 PAC CASH IN LIEU OF	.00	225.30	.00	1,226.46	-1,226.46
11-1391-000-0000-02316-0032 3110 PAC PURCHASED SERVI	3,600.00	.00	.00	.00	3,600.00
11-1391-000-0000-02316-0032 5110 PAC TEACHING SUPPLY	2,000.00	.00	.00	.00	2,000.00
11-1391-000-0000-02316-0032 5990 PAC MISC. SUPPLIES/	.00	3.65	.00	48.07	-48.07
11-1391-000-0000-02316-0032 6410 PAC NEW EQUIP/FURN	700.00	41.97	.00	41.97	658.03
TOTAL DEPARTMENT - PAC	34,362.00	2,414.25	.00	11,996.60	22,365.40
11-1271-000-0000-00000-0033 1170 TRANS SALARY SUPVR-	35,347.00	2,500.00	.00	13,749.98	21,597.02
11-1271-000-0000-00000-0033 1550 TRANS SALARY - MAIN	9,662.00	.00	.00	.00	9,662.00
11-1271-000-0000-00000-0033 1610 TRANS SALARY VEHICL	114,957.00	12,386.58	.00	34,948.69	80,008.31
11-1271-000-0000-00000-0033 1611 TRANS SALARY-EXTRA	22,000.00	983.00	.00	4,681.55	17,318.45
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	6,200.00	900.68	.00	2,975.39	3,224.61
11-1271-000-0000-00000-0033 2130 TRANS EMPLOYEE INSU	900.00	18.40	.00	193.99	706.01
11-1271-000-0000-00000-0033 2820 TRANS EMPLOYEE RETI	59,315.00	7,253.72	.00	17,626.09	41,688.91
11-1271-000-0000-00000-0033 2830 TRANS EMPLOYER SOCI	14,521.00	1,297.15	.00	4,388.24	10,132.76
11-1271-000-0000-00000-0033 2840 TRANS WORKMANS COMP	3,300.00	.00	.00	2,227.00	1,073.00
11-1271-000-0000-00000-0033 2920 TRANS CASH IN LIEU	2,929.00	225.30	.00	1,239.17	1,689.83
11-1271-000-0000-00000-0033 2990 TRANS SICK DAY REIM	850.00	.00	.00	.00	850.00
11-1271-000-0000-00000-0033 3192 TRANS PHYSICALS	1,500.00	82.00	.00	853.60	646.40
11-1271-000-0000-00000-0033 3220 TRANS WKSHOPS/CONF	300.00	.00	.00	.00	300.00
11-1271-000-0000-00000-0033 3930 TRANS TRANSPORTATIO	10,398.00	9,064.00	.00	8,613.00	1,785.00
11-1271-000-0000-00000-0033 4130 TRANS BUS MECHANIC	9,000.00	1,602.00	.00	4,587.54	4,412.46
11-1271-000-0000-00000-0033 4230 TRANS CONTRACTED SE	750.00	80.00	.00	785.00	-35.00
11-1271-000-0000-00000-0033 5510 TRANS HEATING GAS	.00	.00	.00	.00	.00
11-1271-000-0000-00000-0033 5710 TRANS GASOLINE, OIL	60,852.00	1,131.45	.00	14,876.95	45,975.05
11-1271-000-0000-00000-0033 5720 TRANS TIRES,TUBES A	3,000.00	.00	.00	768.02	2,231.98
11-1271-000-0000-00000-0033 5730 TRANS VEHICLE REPAI	18,000.00	5,615.72	.00	8,512.98	9,487.02
11-1271-000-0000-00000-0033 5910 TRANS OFFICE SUPPLI	200.00	.00	.00	.00	200.00
11-1271-000-0000-00000-0033 5990 TRANS MISC. SUPPLIE	700.00	739.70	.00	739.70	-39.70
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	90,000.00	.00	.00	.00	90,000.00
11-1271-000-0000-00000-0033 7410 TRANS DUES/CHAUFFEU	300.00	.00	.00	.00	300.00
TOTAL DEPARTMENT - TRANSPORTATION	466,631.00	43,879.70	.00	121,766.89	344,864.11

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FUND - 11 - GENERAL FUND

ORGANIZATION / ACCOUNT / TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE
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	15,382,637.00	1,247,309.60	11,049.59	4,705,111.92	10,666,475.49
TOTAL REPORT	15,382,637.00	1,247,309.60	11,049.59	4,705,111.92	10,666,475.49

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19353	9101	12/15/14	1800 ADRIAN AREA CHAMBER OF	7410	MEMBERSHIP 2015	252.00
19354	9101	12/15/14	3250 ADRIAN MECHANICAL SERVICE	4220	#26 CHATTERING	1,345.20
19354	9101	12/15/14	3250 ADRIAN MECHANICAL SERVICE	5980	RTU #4	119.00
		TOTAL CHECK				1,464.20
19355	9101	12/15/14	6870 AMERICAN OFFICE SOLUTIONS	4220	C1851 HS COPIER	51.77
19355	9101	12/15/14	6870 AMERICAN OFFICE SOLUTIONS	4220	C1851 HS COPIER	1.06
		TOTAL CHECK				52.83
19356	9101	12/15/14	6891 APPERSON	5110	100 Q A-E WT-F (STD BUBBL	144.00
19356	9101	12/15/14	6891 APPERSON	5110	ESTIMATED SHIPPING/HANDLI	62.42
19356	9101	12/15/14	6891 APPERSON	5110	ITEM ANALYSIS 200 RESPON	30.00
		TOTAL CHECK				236.42
19357	9101	12/15/14	12965 BLACK SWAMP EQUIP.	5980	SOD CUTTER EL BB FIEL	57.63
19358	9101	12/15/14	18204 CAROLINA BIOLOGICAL SU	5110	143734 TERMITES, WORKERS	17.75
19358	9101	12/15/14	18204 CAROLINA BIOLOGICAL SU	5110	ESTIMATED SHIPPING/HANDLI	19.95
		TOTAL CHECK				37.70
19359	9101	12/15/14	16240 CDW GOVERNMENT, INC.	6220	1055143 EDGE 4GB KIT PC2-	46.00
19359	9101	12/15/14	16240 CDW GOVERNMENT, INC.	6410	2631324 BELKIN WIRED ERGO	195.00
19359	9101	12/15/14	16240 CDW GOVERNMENT, INC.	6410	2631324 BELKIN WIRED ERGO	195.00
19359	9101	12/15/14	16240 CDW GOVERNMENT, INC.	6410	2631324 BELKIN WIRED ERGO	390.00
19359	9101	12/15/14	16240 CDW GOVERNMENT, INC.	6410	2700300 SONY DVD PLAYER W	41.00
19359	9101	12/15/14	16240 CDW GOVERNMENT, INC.	6410	2700300 SONY DVD PLAYER W	41.00
19359	9101	12/15/14	16240 CDW GOVERNMENT, INC.	6410	2921190 LG 8X USB EXT DVD	54.00
19359	9101	12/15/14	16240 CDW GOVERNMENT, INC.	6220	2994882 STARTECH HDMI TO	40.00
19359	9101	12/15/14	16240 CDW GOVERNMENT, INC.	6220	2743187 HP 300GB 6G SAS	880.00
19359	9101	12/15/14	16240 CDW GOVERNMENT, INC.	6220	3466972 HP DL380 GEN9 E5	3,320.00
19359	9101	12/15/14	16240 CDW GOVERNMENT, INC.	6220	1192712 EPSON PROJECTOR L	79.00
19359	9101	12/15/14	16240 CDW GOVERNMENT, INC.	6410	1192712 EPSON PROJECTOR L	79.00
19359	9101	12/15/14	16240 CDW GOVERNMENT, INC.	5122	2700300 SONY DVD PLAYER W	41.00
19359	9101	12/15/14	16240 CDW GOVERNMENT, INC.	6410	2700300 SONY DVD PLAYER W	41.00
		TOTAL CHECK				5,442.00
19360	9101	12/15/14	19180 CENTRAL MICHIGAN PAPER	5110	147206: 81203/GOLDENROD:	112.20
19360	9101	12/15/14	19180 CENTRAL MICHIGAN PAPER	5110	8.5 X 11 10 M 20# WHITE S	4,440.00
		TOTAL CHECK				4,552.20
19361	9101	12/15/14	25200 CUTTING EDGE ENGRAVING	5980	NAMEPLATE	7.75
19362	9101	12/15/14	25950 DANA PINK	3191	14.15 STIPEND	400.00
19363	9101	12/15/14	26591 DECKER EQUIPMENT	6410	B960A ALUMINUM FRAME CORK	199.62
19363	9101	12/15/14	26591 DECKER EQUIPMENT	6410	B964A ALUMINUM FRAME CORK	295.76
19363	9101	12/15/14	26591 DECKER EQUIPMENT	6410	ESTIMATED SHIPPING/HANDLI	74.31
19363	9101	12/15/14	26591 DECKER EQUIPMENT	5980	LOCK FOR LOCKERS	41.75
		TOTAL CHECK				611.44
19364	9101	12/15/14	27385 DEMCO, INC.	5990	ESTIMATED SHIPPING/HANDLI	7.95
19364	9101	12/15/14	27385 DEMCO, INC.	5990	WL12439330 APPLE PIE SCEN	11.88
19364	9101	12/15/14	27385 DEMCO, INC.	5990	WL12439340 GINGERBREAD SC	11.88
19364	9101	12/15/14	27385 DEMCO, INC.	5990	WL13578240 DEWEY SEE IT J	11.88
19364	9101	12/15/14	27385 DEMCO, INC.	5990	WL13637210 BE BRIGHT AND	11.88

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19364	9101	12/15/14	27385 DEMCO, INC.	5990	P12188530 DEMCO CIRCEXTE	36.42
19364	9101	12/15/14	27385 DEMCO, INC.	5990	P12813520 ULTRA-AGGRESSIV	34.48
19364	9101	12/15/14	27385 DEMCO, INC.	5990	P12817850 ULTRA-AGGRESSIV	14.78
19364	9101	12/15/14	27385 DEMCO, INC.	5990	P13612120 ULTRA-AGRESSIVE	18.73
		TOTAL CHECK				159.88
19365	9101	12/15/14	28171 DISCOUNT SCHOOL SUPPLY	5110	TBSAN ORALINE KIDS' TOOTH	131.98
19366	9101	12/15/14	25965 DRAKE, WATTERS, & ASSOCIA	3180	FY 2014 AUDIT	15,575.00
19366	9101	12/15/14	25965 DRAKE, WATTERS, & ASSOCIA	3180	FY 2014 AUDIT	900.00
		TOTAL CHECK				16,475.00
19367	9101	12/15/14	28600 DRAMATIC PUBLISHING CO	5110	ESTIMATED SHIPPING/HANDLI	13.68
19367	9101	12/15/14	28600 DRAMATIC PUBLISHING CO	5110	P52 THE PINK PANTHER STRI	179.00
19367	9101	12/15/14	28600 DRAMATIC PUBLISHING CO	5110	Q83 THE PINK PANTHER STRI	25.00
19367	9101	12/15/14	28600 DRAMATIC PUBLISHING CO	5110	ROYALTY RATE	75.00
		TOTAL CHECK				292.68
19368	9101	12/15/14	35580 FRAME'S PEST CONTROL, INC	4220	PEST CONTROL MONTHLY	51.00
19369	9101	12/15/14	35916 FREDERICK PAUL & ASSOC.,	3190	MONTHLY UNEMPLOY	240.00
19370	9101	12/15/14	41491 H & H REPAIR	5730	SWITCH/STARTER BUS 6	1,022.92
19371	9101	12/15/14	42853 HEATHER YEAGER	5110	ART SUPPLIES	23.99
19372	9101	12/15/14	44608 HILLS AUTO & TRUCK REPAIR	5730	WRECKER BUS #2	156.00
19373	9101	12/15/14	45140 HOEKSTRA TRUCK EQUIPMENT	5730	SURGE TANK	167.57
19374	9101	12/15/14	46743 HUBBARD AUTO CENTER-ADRIA	5710	DSL ECH FL 2.5	77.94
19374	9101	12/15/14	46743 HUBBARD AUTO CENTER-ADRIA	5980	MINI LAMP, SCORE BRD	5.90
		TOTAL CHECK				83.84
19375	9101	12/15/14	90103 JERRY ISOM	6220	DOORS	178.00
19376	9101	12/15/14	50582 JOSTENS, INC.	5130	DIPLOMAS	677.59
19377	9101	12/15/14	86098 KATIE MCGORMLEY	5121	PLTW FUEL	98.05
19377	9101	12/15/14	86098 KATIE MCGORMLEY	5121	PLTW PARKING	51.00
		TOTAL CHECK				149.05
19378	9101	12/15/14	23405 KEITH DERBYSHIRE	4220	PIANO TUNING	25.00
19378	9101	12/15/14	23405 KEITH DERBYSHIRE	6450	PIANO TUNING	25.00
19378	9101	12/15/14	23405 KEITH DERBYSHIRE	6450	PIANO TUNING	25.00
		TOTAL CHECK				75.00
19379	9101	12/15/14	53315 LAKESHORE LEARNING MATERI	5110	CAREERS PUZZLE SET ITEM #	119.99
19379	9101	12/15/14	53315 LAKESHORE LEARNING MATERI	5110	CHILDREN OF THE WORLD PUZ	79.99
19379	9101	12/15/14	53315 LAKESHORE LEARNING MATERI	5110	LET'S TALK! DOCTOR COMMUN	14.99
19379	9101	12/15/14	53315 LAKESHORE LEARNING MATERI	5110	PILOT COSTUME ITEM #LC803	39.99
19379	9101	12/15/14	53315 LAKESHORE LEARNING MATERI	5110	WASHABLE BABY DOLLS-COMPL	69.99
		TOTAL CHECK				324.95
19380	9101	12/15/14	55432 LENAWEE INTERMEDIATE SCHO	8220	QUART CAP FEE	259.53
19380	9101	12/15/14	55432 LENAWEE INTERMEDIATE SCHO	8220	QUART CAP FEE	259.53

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19380	9101	12/15/14	55432 LENAWEE INTERMEDIATE SCHO	8220	QUART CAP FEE	259.53
19380	9101	12/15/14	55432 LENAWEE INTERMEDIATE SCHO	7410	LCASB DUES 14.15	200.00
19380	9101	12/15/14	55432 LENAWEE INTERMEDIATE SCHO	3220	LCASB ANNUAL DINNER	110.32
19380	9101	12/15/14	55432 LENAWEE INTERMEDIATE SCHO	5910	W2, 1099 TAX FORMS	33.67
19380	9101	12/15/14	55432 LENAWEE INTERMEDIATE SCHO	8220	TECH SERV OCT-DEC 14	1,297.64
19380	9101	12/15/14	55432 LENAWEE INTERMEDIATE SCHO	8220	TECH SERV OCT-DEC 14	1,297.64
19380	9101	12/15/14	55432 LENAWEE INTERMEDIATE SCHO	8220	TECH SERV OCT-DEC 14	1,297.65
19380	9101	12/15/14	55432 LENAWEE INTERMEDIATE SCHO	4130	BUS 2, 6, 9, 10 LABOR	1,602.00
19380	9101	12/15/14	55432 LENAWEE INTERMEDIATE SCHO	5730	BUS 2, 6, 9, 10 PARTS	3,239.96
19380	9101	12/15/14	55432 LENAWEE INTERMEDIATE SCHO	5730	BUS 2, 6, 9, 10 SHOP	162.00
			TOTAL CHECK			10,019.47
19381	9101	12/15/14	58416 MADISON SCHOOL ACTIVITY F	5990	BOOK COVERS	12.84
19381	9101	12/15/14	58416 MADISON SCHOOL ACTIVITY F	5990	BOOK COVERS	19.66
			TOTAL CHECK			32.50
19382	9101	12/15/14	60035 MAPLE CITY GLASS INC.	5980	SHOW CASE	446.59
19383	9101	12/15/14	69680 MARK SWINEHART	3191	14.15 STIPEND	400.00
19384	9101	12/15/14	31330 MARTIN EHINGER	3191	14.15 STIPEND	500.00
19385	9101	12/15/14	62156 MASA	3220	CONFERENCE OCTOBER 21 IN	1,000.00
19386	9101	12/15/14	81852 MASB-SEG PROPERTY CASUALT	3911	BOILER INSURANCE	4,004.00
19386	9101	12/15/14	81852 MASB-SEG PROPERTY CASUALT	3930	FLEET INSURANCE	9,064.00
19386	9101	12/15/14	81852 MASB-SEG PROPERTY CASUALT	3910	PROPERTY & LIABILITY	53,985.00
			TOTAL CHECK			67,053.00
19387	9101	12/15/14	62320 MEMSPA	3120	B ANSCHUETZ LEVERAGE	849.00
19387	9101	12/15/14	62320 MEMSPA	3120	K THOMAS LEVERAGE	849.00
			TOTAL CHECK			1,698.00
19388	9101	12/15/14	62321 MERCY MEMORIAL HOSPITAL	3192	DRIVER PHYSICAL	82.00
19389	9101	12/15/14	65597 MJ AUTODETAILING	4230	TRAVERSE DETAILING	80.00
19390	9101	12/15/14	65599 MOBYMAX	5110	ESTIMATED SHIPPING/HANDLI	9.95
19390	9101	12/15/14	65599 MOBYMAX	5110	MOBY MAX TABLET	69.00
			TOTAL CHECK			78.95
19391	9101	12/15/14	64120 MSBOA	6450	2015 BAND FEST HS	135.00
19391	9101	12/15/14	64120 MSBOA	6450	MS BAND FEST	125.00
			TOTAL CHECK			260.00
19392	9101	12/15/14	64126 MSPRA	7410	RENEW 14.15 PR	125.00
19393	9101	12/15/14	65990 MT BUSINESS TECHNOLOGIES,	5990	COPIER STAPLES	160.00
19393	9101	12/15/14	65990 MT BUSINESS TECHNOLOGIES,	4220	U3537 HS. COPIER	39.80
19393	9101	12/15/14	65990 MT BUSINESS TECHNOLOGIES,	4220	U3537 HS. COPIER	.82
19393	9101	12/15/14	65990 MT BUSINESS TECHNOLOGIES,	4220	U3952 HS COPIER	7.23
19393	9101	12/15/14	65990 MT BUSINESS TECHNOLOGIES,	4220	U3952 HS COPIER	354.01
19393	9101	12/15/14	65990 MT BUSINESS TECHNOLOGIES,	4220	U4532 CENTRAL OFFICE	48.85
19393	9101	12/15/14	65990 MT BUSINESS TECHNOLOGIES,	4220	U4532 CENTRAL OFFICE	1.00
19393	9101	12/15/14	65990 MT BUSINESS TECHNOLOGIES,	4220	U2350 EL COPIER	8.10
19393	9101	12/15/14	65990 MT BUSINESS TECHNOLOGIES,	4220	U2350 EL COPIER	396.83

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19393	9101	12/15/14	65990 MT BUSINESS TECHNOLOGIES,	4220	W8440 HS COPIER	165.33
19393	9101	12/15/14	65990 MT BUSINESS TECHNOLOGIES,	4220	W8440 HS COPIER	3.40
			TOTAL CHECK			1,185.37
19394	9101	12/15/14	66401 NANCY ROBACK	3191	14.15 STIPEND	400.00
19395	9101	12/15/14	66573 NATASHA MANCHESTER	3191	14.15 STIPEND	400.00
19396	9101	12/15/14	68780 NEOLA, INC.	4220	ADMINISTRATIVE GUIDE	57.47
19396	9101	12/15/14	68780 NEOLA, INC.	4220	POLICY UPDATES/ADMIN	1,118.21
			TOTAL CHECK			1,175.68
19397	9101	12/15/14	94650 NICHOLS	5990	TISSUE, CLEANER, GLOV	1,976.43
19397	9101	12/15/14	94650 NICHOLS	5990	TOWEL, TISSUE, LINER	2,520.36
19397	9101	12/15/14	94650 NICHOLS	5980	CASTER ASSBLY.	188.90
19397	9101	12/15/14	94650 NICHOLS	5990	VAC MOTOR, SIDE HOSE	834.35
			TOTAL CHECK			5,520.04
19398	9101	12/15/14	69403 OCCUHEALTH	3130	EL NURSE OCT	2,491.11
19398	9101	12/15/14	69403 OCCUHEALTH	3130	HS NURSE OCT	415.18
19398	9101	12/15/14	69403 OCCUHEALTH	3130	MS NURSE OCT	415.19
19398	9101	12/15/14	69403 OCCUHEALTH	3130	RN COVERAGE - SUB	304.38
19398	9101	12/15/14	69403 OCCUHEALTH	3130	RN COVERAGE - SUB	50.73
19398	9101	12/15/14	69403 OCCUHEALTH	3130	RN COVERAGE - SUB	50.73
19398	9101	12/15/14	69403 OCCUHEALTH	3130	EL NURSE NOV	2,939.67
19398	9101	12/15/14	69403 OCCUHEALTH	3130	HS NURSE NOV	489.94
19398	9101	12/15/14	69403 OCCUHEALTH	3130	MS NURSE NOV	489.95
			TOTAL CHECK			7,646.88
19399	9101	12/15/14	69401 OFFICE DEPOT, INC	5910	142687 TONER FOR COLOR LA	171.74
19399	9101	12/15/14	69401 OFFICE DEPOT, INC	5910	TAX ON PO 150307	10.30
19399	9101	12/15/14	69401 OFFICE DEPOT, INC	5910	TAX REFUND PO 150307	-10.30
19399	9101	12/15/14	69401 OFFICE DEPOT, INC	5110	142631HP TONER 64X FOR LA	198.01
			TOTAL CHECK			369.75
19400	9101	12/15/14	72220 PERFORMANCE AUTO OF ADRIA	5730	HALOGENS	12.98
19400	9101	12/15/14	72220 PERFORMANCE AUTO OF ADRIA	5710	UNIV A/F GAL	85.74
19400	9101	12/15/14	72220 PERFORMANCE AUTO OF ADRIA	5980	OIL FILTER, OIL	41.82
			TOTAL CHECK			140.54
19401	9101	12/15/14	72336 PERRY PRO TECH	4220	A5986 EL COPIER	212.66
19401	9101	12/15/14	72336 PERRY PRO TECH	4220	A5986 EL COPIER	4.34
19401	9101	12/15/14	72336 PERRY PRO TECH	4220	B2150/B2151 MS COPIER	6.08
19401	9101	12/15/14	72336 PERRY PRO TECH	4220	B2150/B2151 MS COPIER	298.12
19401	9101	12/15/14	72336 PERRY PRO TECH	4220	A5986 EL COPIER	212.66
19401	9101	12/15/14	72336 PERRY PRO TECH	4220	A5986 EL COPIER	4.34
			TOTAL CHECK			738.20
19402	9101	12/15/14	73988 PRO MED UNIFORM	5990	EMB LOGO FRONT LEFT - SEE	77.00
19402	9101	12/15/14	73988 PRO MED UNIFORM	5990	EMB NAMES FRONT RIGHT - S	66.00
19402	9101	12/15/14	73988 PRO MED UNIFORM	5990	TRI-3600 ROAYL 2XL JACKET	56.70
19402	9101	12/15/14	73988 PRO MED UNIFORM	5990	TRI-3600 ROAYL XL TALL JA	56.70
19402	9101	12/15/14	73988 PRO MED UNIFORM	5990	TRI-3600 ROYAL 5XL JACKET	58.50
19402	9101	12/15/14	73988 PRO MED UNIFORM	5990	TRI-3600 ROYAL LARGE JACK	53.10
19402	9101	12/15/14	73988 PRO MED UNIFORM	5990	TRI-3600 ROYAL XL JACKET	212.40
19402	9101	12/15/14	73988 PRO MED UNIFORM	5990	TRI-3600 ROYAL-MEDIUM JAC	159.30

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TOTAL CHECK						739.70	
19403	9101	12/15/14	74940	QUILL CORPORATION	5910	#10 CUSTOM 1-COLOR ENVELO	45.87
19403	9101	12/15/14	74940	QUILL CORPORATION	5910	#10 CUSTOM 1-COLOR ENVELO	118.50
19403	9101	12/15/14	74940	QUILL CORPORATION	5910	#10 CUSTOM 1-COLOR ENVELO	118.50
19403	9101	12/15/14	74940	QUILL CORPORATION	5910	#10 CUSTOM 1-COLOR ENVELO	118.50
19403	9101	12/15/14	74940	QUILL CORPORATION	5910	#10 CUSTOM 1-COLOR ENVELO	188.88
19403	9101	12/15/14	74940	QUILL CORPORATION	5910	141056 NIMH RECHARGEABLE	14.52
19403	9101	12/15/14	74940	QUILL CORPORATION	5910	141253 KRAFT ENVELOPE, CL	11.88
19403	9101	12/15/14	74940	QUILL CORPORATION	5910	141462 MARKER, PERMANENT	5.56
19403	9101	12/15/14	74940	QUILL CORPORATION	5910	901-IN20105 PRE-INK STAMP	4.09
TOTAL CHECK						626.30	
19404	9101	12/15/14	50595	JULIE RAMOS	3191	14.15 STIPEND	400.00
19405	9101	12/15/14	77448	RUBEN VILLEGAS	3191	14.15 STIPEND	400.00
19406	9101	12/15/14	78064	SAFETY SYSTEMS INC	4110	QUARTERLY MONITOR	531.00
19407	9101	12/15/14	81702	SECREST WARDLE	3170	ADAIR LEGAL AID	39.81
19408	9101	12/15/14	81745	SEHI COMPUTER PRODUCTS	6410	PD-CSP-CS-P3 FRONTROW PRO	993.10
19409	9101	12/15/14	81844	SERVICE LAMP CORP	5980	LIGHTS	248.90
19409	9101	12/15/14	81844	SERVICE LAMP CORP	5980	FL7T8 741 LAMPS	102.50
19409	9101	12/15/14	81844	SERVICE LAMP CORP	5980	LIGHTS	150.00
19409	9101	12/15/14	81844	SERVICE LAMP CORP	5980	MH400 12 PK LAMPS	52.05
19409	9101	12/15/14	81844	SERVICE LAMP CORP	5980	INCORRECT ITEM	-37.70
TOTAL CHECK						515.75	
19410	9101	12/15/14	81850	SET-SEG	3910	TRAVEL INS. 14.15	240.00
19411	9101	12/15/14	85485	STAFFORD BUILDING PRODUCT	5980	SHOWER STALLS	714.00
19411	9101	12/15/14	85485	STAFFORD BUILDING PRODUCT	6410	SHOWER STALLS	714.00
19411	9101	12/15/14	85485	STAFFORD BUILDING PRODUCT	6220	SHOWER STALLS	714.00
19411	9101	12/15/14	85485	STAFFORD BUILDING PRODUCT	6220	ATHL BLDG DOORS	513.00
19411	9101	12/15/14	85485	STAFFORD BUILDING PRODUCT	5980	TRIM, LOCKSETS, HANDL	504.00
TOTAL CHECK						3,159.00	
19412	9101	12/15/14	85610	STAPLES CREDIT PLAN	5990	SAFETY GLASSES	3.65
19413	9101	12/15/14	89052	THRUN LAW FIRM, P.C.	3170	LEGAL AID	336.00
19413	9101	12/15/14	89052	THRUN LAW FIRM, P.C.	3170	AUDIT LETTER	125.00
TOTAL CHECK						461.00	
19414	9101	12/15/14	90470	TRANSPORTATION ACCESSORIE	5730	MIC, BEAM, BREAKER	165.27
19414	9101	12/15/14	90470	TRANSPORTATION ACCESSORIE	5730	MOTOR KIT, BULB, PUMP	495.70
19414	9101	12/15/14	90470	TRANSPORTATION ACCESSORIE	5730	CLUTCH, SEALANT	193.32
TOTAL CHECK						854.29	
19415	9101	12/15/14	91508	ULINE	5910	COLORLED BUS TAGS	10.35
19415	9101	12/15/14	91508	ULINE	5910	S-5544 4 3/4" X 2 3/8" #5	24.00
19415	9101	12/15/14	91508	ULINE	5910	S-5544 4 3/4" X 2 3/8" #5	24.00
19415	9101	12/15/14	91508	ULINE	5910	S-5544 4 3/4" X 2 3/8" #5	24.00
19415	9101	12/15/14	91508	ULINE	5910	S-5544 4 3/4" X 2 3/8" #5	24.00
19415	9101	12/15/14	91508	ULINE	5910	S-5544 4 3/4" X 2 3/8" #5	24.00

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19415	9101	12/15/14	91508 ULINE	5910	S-5544 4 3/4" X 2 3/8" #5	24.00
19415	9101	12/15/14	91508 ULINE	5910	S-5544 4 3/4" X 2 3/8" #5	24.00
19415	9101	12/15/14	91508 ULINE	5910	S-921 12" STRING	15.00
TOTAL CHECK						193.35
19416	9101	12/15/14	95435 WILLIAM V. MACGILL & CO.	5990	9060 3/4" X 3" MACGILL FL	15.99
19416	9101	12/15/14	95435 WILLIAM V. MACGILL & CO.	5990	9060 3/4" X 3" MACGILL FL	16.00
19416	9101	12/15/14	95435 WILLIAM V. MACGILL & CO.	5990	9060 3/4" X 3" MACGILL FL	31.99
19416	9101	12/15/14	95435 WILLIAM V. MACGILL & CO.	5990	FREIGHT PO 150306	2.98
19416	9101	12/15/14	95435 WILLIAM V. MACGILL & CO.	5990	FREIGHT PO 150306	2.98
19416	9101	12/15/14	95435 WILLIAM V. MACGILL & CO.	5990	FREIGHT PO 150306	2.99
TOTAL CHECK						72.93
19417	9101	12/15/14	31350 ELLEN YOUNG	3130	NURSE SUPPLIES	8.65
19417	9101	12/15/14	31350 ELLEN YOUNG	3130	NURSE SUPPLIES	8.66
19417	9101	12/15/14	31350 ELLEN YOUNG	3130	NURSE SUPPLIES	8.66
TOTAL CHECK						25.97
19418	9101	12/15/14	97780 ZINKAN ENTERPRISES INCORP	5981	BOILER TREATMENT	354.00
TOTAL FUND						142,285.44
TOTAL REPORT						142,285.44

Madison School District
Board of Education
Rescheduled Regular Meeting – Board Room
November 10, 2014 – 6:00 p.m.

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

Members Absent: Dana Pink

Other Guests: Ryan Rowe, Kristin Thomas, Brad Anschuetz, Nate Pechaitis, Linda Kaufman, Jill Hogle, Jill Myers, Tanya Rahman, Jennifer Morin, and Randy Purvis (Drake, Watters & Associates PLLC)

A note of appreciation was shared from the family of Mary Reetz for flowers sent in memory of her mother Mary Bennett who recently passed.

A motion was made by Nancy Roback, and supported by Mark Swinehart, that the minutes of the October 20, 2014 regular and closed sessions meetings be approved and that the list of monthly statements totaling \$28,547.94 for the General Fund be approved for payment.

Ayes 6

Nays 0

Motion Carried

CPA Randy Purvis of Drake, Watters, & Associates PLLC presented and reviewed the audit for fiscal year 2013-2014.

Following the presentation of the fiscal year 2013-14 audit, a motion was made by Julie Ramos, and supported by Mark Swinehart, that the audit be accepted as presented by Drake, Watters, & Associates PLLC.

Ayes 6

Nays 0

Motion Carried

After the Board conducted a second reading of NEOLA policies, a motion was made by Nancy Roback, and supported by Mark Swinehart, that the following policies be adopted: **0144.3** Conflict of Interest (Bylaws), **1400** Job Descriptions (Administration), **1630.01** Family and Medical Leaves of Absence “FMLA” (Administration), **1662** Anti-Harassment (Administration), **2431.01** Managing Heat and Humidity in Interscholastic Athletic Programs (Program), **3362** Anti-Harassment (Professional Staff), **3430.01** Family and Medical Leaves of Absence “FMLA” (Professional Staff), **4162** Controlled Substance and Alcohol Policy for Commercial Motor Vehicle “CMV” Drivers (Support Staff), **4362** Anti-Harassment (Support Staff), **4430.01** Family And Medical Leaves of Absence “FMLA” (Support Staff), **5517.01** Bullying and Other Aggressive Behavior Toward Students (Students), **6107** Authorization to Accept and Distribute Electronic Records and To Use Electronic Signatures (Finances), **6420** Conflict of Interest – Legal Counsel, Advisors, or Consultants (Finances), **6470** Payment of Claims (Finances), **6520** Payroll Deductions (Finances), **8120** Iran Economic Sanctions Act Compliance (Operations), **8142** Criminal History Record Check (Operations), **8390** Animals on District Property (Operations), **8405** Environmental Health and Safety Issues (Operations), **8510** Wellness (Operations), and **9160** Public Attendance at School Events (Relations).

Ayes 6

Nays 0

Motion Carried

The Board conducted a first reading of the following NEOLA policies: **1420** School Administrator Evaluation (Administration), **2370.01** On-Line Blended Learning Program (Program), **3220** Professional Staff Evaluation (Professional Staff), **5830** Student Fund-Raising (Students), **7540.02** District Web Page (Property), **7540.03** Student Education Technology Acceptable Use and Safety (Property), **7540.04** Staff Education Technology Acceptable Use and Safety (Property), **8325** Receipt Legal Documents (Operations), **8330** Student Records (Operations), **8451** Pediculosis (Head Lice) (Operations), **8500** Food Services (Operations), **8510** Wellness (Operations), **8540** Vending Machines

(Operations), **9211** District Support Organizations (Relations), and **9800** High School Diplomas to World War II, Korean Conflict, and Vietnam Era Veterans (Relations).

A motion was made by Kyle Ehinger, and supported by Julie Ramos, that a FMLA/disability/maternity leave be approved for High School Principal Kristin Thomas and that she be allowed to use accumulated sick leave for the period of time that her doctor verifies she is disabled.

Ayes 6

Nays 0

Motion Carried

A motion was made by Mark Swinehart, and supported by Nancy Roback, that a FMLA/disability leave be approved for High School Teacher Shannon Blackerby and that she be allowed to use accumulated sick leave for the period of time that her doctor verified she is disabled.

Ayes 6

Nays 0

Motion Carried

Re-elected Board Members Mark Swinehart and Ruben Villegas accepted their office of membership and took their constitutional oath of office with Superintendent Ryan Rowe. Documentation was signed, notarized, and forwarded to the clerks of Lenawee County and the Charter Township of Madison.

**RESOLUTION AUTHORIZING SELF-REPORT TO THE
SECURITIES AND EXCHANGE COMMISSION UNDER THE
MUNICIPALITIES CONTINUING DISCLOSURE COOPERATION INITIATIVE**

The following preamble and resolution were offered by Member Ramos and supported by Member Swinehart:

WHEREAS:

1. Rule 15c2-12 of the Securities and Exchange Act of 1934 (the "Rule") prohibits underwriters from purchasing or selling a municipal security unless the issuer has undertaken to provide continuing disclosure about itself and the security; and
2. The Rule also requires that any final official statement describing a municipal security contain a statement describing any instance in the past five years in which the issuer failed to comply with any previous continuing disclosure agreements; and
3. In the final official statement for its 2011 School Building and Site Bonds (General Obligation – Unlimited Tax), dated June 27, 2011, the School District may have made a misstatement or omitted information regarding its compliance with a previous continuing disclosure agreement; and
4. The Enforcement Division of the U.S. Securities and Exchange Commission (the "SEC") has released a Municipalities Continuing Disclosure Cooperation Initiative, as modified on July 31, 2014 (the "MCDC Initiative"), providing issuers the opportunity to self-report by December 1, 2014 any misstatements or omissions that they may have made in official statements regarding their prior compliance with continuing disclosure agreements in return for more lenient settlement terms in any subsequent SEC enforcement action related thereto; and
5. The Board has reviewed the MCDC Initiative release and believes that it is in the best interest of the School District to self-report to the SEC's Enforcement Division (the "Division") the misstatements or omissions that the School District may have made regarding its compliance with a previous continuing disclosure agreement.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. On behalf of the School District, the Superintendent of the School District is hereby authorized and directed to complete and file the MUNICIPALITIES CONTINUING DISCLOSURE COOPERATION INITIATIVE QUESTIONNAIRE FOR SELF-REPORTING ENTITIES attached hereto as Exhibit A (the "Questionnaire"), with the Division by December 1, 2014, which filing shall be subject to the SEC's routine uses listed in SEC Form 1662.

2. The Board understands that, by filing the Questionnaire with the Division, the Division will recommend that the SEC accepts a settlement with the School District (a) pursuant to which the School District will be required to consent to a cease and desist order issued by the SEC and (b) in which the School District will not have to admit or deny any SEC findings, nor pay any civil penalties.

3. The Board also understands that, by filing the Questionnaire with the Division, the School District will be required to: (a) establish policies, procedures and training regarding compliance with continuing disclosure obligations; (b) comply with existing continuing disclosure agreements, including updating past delinquent filings within 180 days; (c) cooperate with any subsequent investigation by the Division, including the roles of individuals and/or other parties involved; (d) disclose the settlement of an SEC enforcement action and the related cease and desist order in any official statement of the School District within the next five years; and (e) provide the SEC with a compliance certification regarding its continuing disclosure obligations within one year.

4. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same are hereby rescinded.

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

0 Nays: Members

Resolution declared adopted.

Secretary, Board of Education

The undersigned duly qualified and acting Secretary of the Board of Education of Madison School District, Lenawee County, Michigan, hereby certifies that the foregoing constitutes a true and complete copy of a resolution adopted by the Board at a regular meeting held on November 10, 2014, the original of which is part of the Board's minutes. The undersigned further certifies that notice of the meeting was given to the public pursuant to the provisions of the "Open Meetings Act" (Act 267, Public Acts of Michigan, 1976, as amended).

Secretary, Board of Education

A motion was made by Julie Ramos, and supported by Nancy Roback, that the Board adjourn to closed session at 6:52 p.m. to discuss upcoming contract negotiations with the Madison Education Association.

Ayes 6

Nays 0

Motion Carried

Following discussion, a motion was made by Nancy Roback, and supported by Julie Ramos, the Board return to open session at 7:32 p.m.

Ayes 6

Nays 0

Motion Carried

A motion to adjourn the meeting was made by Nancy Roback, and supported by Julie Ramos, at 7:33 p.m.

Ayes 6

Nays 0

Motion Carried

Respectfully submitted,

Secretary, Board of Education

Superintendent's Report

December 15, 2014

I. Holiday Season (Information Item)

I would like to express my sincere appreciation for the recent contributions made by teachers, support staff, parents, and community members. Food donated to families during Thanksgiving, items purchased for students, volunteerism to assist those in need, and encouraging remarks communicated to those encountering challenges were all observed throughout the past few months. I am honored to be part of the Madison Family and thank you for all you do to serve youth here at Madison. I hope you enjoy a remarkable holiday season.

II. Performance-based Compensation for 2014-15 (Action Item)

I was asked at the beginning of this school year if teachers could be informed of the amount of Board-approved Performance-Based Compensation for the 2014-15 school year. I apologize for the delay but wanted to ensure that, especially in this time of financial instability with school funding, we are fiscally responsible and, at the same time, appropriately compensate staff for their efforts. The Board has committed to the following performance-based compensation for this school year:

Any teacher who is rated effective or highly effective on their individual teacher evaluation will receive a \$500.00 performance-based stipend at the end of this school year. At this time the amount earned would be a one-time payment. The potential to have this amount added to the teacher's base salary for next year is an item which has to be negotiated as part of the Madison EA Master Agreement. As a reminder, the current contract language and a Letter of Agreement provided every teacher that was effective or highly effective a \$1,000.00 increase in salary for the 2014-15 school year. I recommend the Board approve this amount of performance-based compensation.

III. Second Reading and Approval of Proposed NEOLA Board Policies (Action Item)

At your November meeting we had a first reading on numerous new and updated NEOLA policies. The proposed policies are included in this packet for further consideration and hopefully adoption. I recommend the Board approve the policies as presented.

IV. Wage Adjustment for Secretarial and Paraprofessional Staff (Action Item)

Secretaries and paraprofessionals at Madison last received a wage adjustment June 2013. Secretaries at that time received a 1.5% increase and paraprofessionals received a 2.25% raise. In June 2013, prior to the wage adjustment, Paraprofessionals at Step 1 were earning \$8.39 and the wage increase brought the amount for employees at Step 1 to \$8.58. As you may remember this was the same time that paraprofessional hours were cut from 40 to 29 due to Obamacare.

Currently there are six (6) secretaries and forty-seven (47) paraprofessionals employed at Madison. I recommend the Board approve a 1% wage adjustment for secretarial employees and paraprofessionals with the adjustment made beginning with the December 19th payroll.

V. FMLA/Disability – Connie Hayes (Action Item)

Connie Hayes has requested October 6, 16, 23, 30 and November 6-7, 10-14, and 17-21 as FMLA/Disability Leave Days. I recommend the Board approve this FMLA/Disability request.

VI. FMLA/Disability – Simonne Mildenstein (Action Item)

Simonne Mildenstein has requested December 23, 24, and 25 as FMLA/Disability Leave Days. I recommend the Board approve this FMLA/Disability request.

VII. FMLA/Disability – Kristi Dudas (Action Item)

Kristi Dudas has requested November 10th as a FMLA/Disability Leave Day. I recommend the Board approve this FMLA/Disability request.

VIII. Croswell Opera House Lease Agreement (Action Item)

Although all details are not yet finalized, I want to update you about the exciting opportunity the District has to partner with the Croswell Opera House. As was discussed last month, the Croswell will be closed for extensive renovations next year. Following discussions with music, band, and choir staff at Madison, Rebecca and I met with Jere Righter and Ashley Brainerd to review specific dates within the

calendar, aspects of the facility, and specific technical requirements required to produce the holiday show.

I am pleased to announce that, if the Board approves this agreement, the Croswell's season will conclude with "Handel's Messiah Rocks" hosted by the District in the Performing Arts Center. Jere describes this performance as a version of the famous performance if Handel were to have written it in the 21st century. The show is filled with high energy music produced by a full size band, audience participation, and a choir. Local church and school choirs, including Madison's, may be invited to participate with select shows. Performances are tentatively planned for November 28 & 29 and December 4, 5 & 6. Matinee performances will most likely occur at 2:30 pm each Sunday. 7:30 pm evening performances will mostly likely take place Friday and Saturday nights.

There are numerous benefits to this partnership. Students may have the chance to assist with various aspects of the performance, the lease agreement will include much needed revenue and resources for the District, and individuals throughout the region will have the opportunity to enjoy one of Madison's treasures. I recommend the Board approve the lease agreement in principle.

IX. Legislative Update (Information Item)

As I write this report there is anticipation that the legislature will vote on key education legislation in the coming days. This "lame duck" period may produce bills that may not even receive a committee hearing. Legislation being debated this week includes road funding, early warning systems, administrator and teacher evaluations and a new state evaluation system that uses letter grades.

Most of these potential actions will cost school districts money, either as expenses related to reporting practices or with a decrease in funding. This, combined with continued decrease in enrollment, will significantly affect operations here at Madison. We will continue to look at decreasing operational costs while maintaining quality programming and educational opportunities offered to students.

As a related side note, I have been informed that the Legislative Breakfast scheduled for December 18th has been canceled due to a scheduling conflict with Legislators and will be rescheduled for January. Both Houses have scheduled December 18th as their last day of session before the Holiday Break.

X. Advertising – Madison Indoor Athletic Facility (Action Item)

The Indoor Athletic Facility is getting very close to being inspected for occupancy. A lot of work has been accomplished by employees and volunteers. A ribbon cutting ceremony will occur once occupancy is attained and the building is available for use. Details regarding this event will be communicated as plans are confirmed.

There are two areas within the Facility where I believe individual and corporate sponsorships can provide revenue and recognize those who are committed to improving and maintaining this facility at Madison. There is ample opportunity for corporate sponsorship banners, perhaps 50, within the 80 x 60 main area of the building. There is also an area within the lobby where two sponsorship signs can be placed for individuals or businesses to place their name as a supporter of Madison Athletics. Pricing for the sponsorship banners and sponsorship plaques placed on the two signs will be detailed through a flyer to be communicated to the community.

I am bringing this to your attention as Madison has a Board Policy - 9700.01 regarding Advertising and Commercial Activities. The policy outlines appropriate and inappropriate use of advertising or promoting of commercial products or services to students and parents in the schools. I want you to be aware of the expectations outlined within this policy as approval is sought to move forward with this initiative. I recommend the Board approve this sponsorship fundraising request.

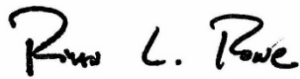
XI. 2014-15 Teacher Evaluation Instrument (Action Item)

In the past few years our Great Start Readiness Program (GSRP) has used student language and literacy achievement data (alliteration, rhyming, picture naming) from Get It, Got It, Go! (GGG) as the student growth portion of the teacher evaluation document. The GGG assessment that we have been using is very dated. In 2012 an updated version was developed and included assessments that are similar to AIMSweb tests of early literacy which are currently used in the early elementary. In order to continue assessing students with the GGG tool we would need to invest in the new assessment kit. In researching these changes for our Madison program, the GSRP teachers and I do not believe purchasing the updated GGG tool kit is necessary. We believe that AIMSweb assessments would provide a clear picture of students and their academic progress in both literacy and mathematics and aligns with the assessments in the early elementary grades. Students were universally screened at the beginning of the 2014-15 school year with AIMSweb letter naming fluency (LNF), letter sound fluency (LSF), and oral counting fluency (OCF). Linda and I recommend to the Madison Board of

Education that this modification is made to the student growth portion of the 2014-15 Teacher Evaluation document, replacing Get It, Got It, Go with these three AIMSweb measures.

XII. Student Disciplinary Hearing (Action Item)

A student discipline hearing has been scheduled for this meeting. The student has been suspended since December 9th pending your review of this matter. I expect that the parent of the student will request the hearing to be held in closed session.

A handwritten signature in black ink, reading "Ryan L. Rowe". The signature is written in a cursive style with a large, stylized "R" at the beginning.

Ryan Rowe, Superintendent

- I. Sylvia Sotelo has taken the lead on establishing a giving tree for Christmas. The staff (k-12) identified twenty-one families to support for the holidays. The majority of these families are actually elementary students. Sylvia made contact with the parent(s) and had them complete a survey that identifies gifts for each member of the family. These gifts are written on tags to be found hanging on the tree located in the MS office. All members of the Madison community are welcome to support this project.
- II. The MS Music programs, both Orchestra and Choir, performed a concert for the public this past Tuesday. I was really impressed with the support each of these programs received. The PAC was filled with family and friends. It is nice to see students supported like this. The Band program will perform on Tuesday, 16 December, at 7 pm.
- III. Report cards were issued for the first trimester. Too many of our students do not give their final examinations the attention they deserve. To promote the importance of studying hard for exams and the idea of giving your best effort, these qualities were the focus of our latest Forum Friday. There were 225 out of 372 students that qualified for our last Forum Friday because they gave their best effort on all exams. This effort included the preparation leading up to the exam.
- IV. Mrs. Jill Brandeberry created an opportunity for 4th and 5th graders to participate in an 'Hour of Code'. Some 50 plus elementary students participated. Eighth grade students in her computer classes volunteered to lead instruction for the elementary students. We are really proud of the leadership and initiative that these students exhibited throughout this project. A similar 'Hour of Code' is planned for middle level students. Mrs. Brandeberry also facilitated the opportunity for students in her sixth grade classes to attend the State of Michigan's Technology Student Showcase in Lansing. Pictured below to the left is Keegan Miller instructing an elementary student. To the right, students Davion Wheeler, Carly Anschuetz, Paulina Graham, and Tyler Houghteling pose with Senator Bruce Caswell at the Technology Showcase.



- V. A meeting for all 7th grade students and their parents interested in next year's D.C. trip was held this past Wednesday, 10 December. This will be the first trip moved from the spring to the fall to accommodate the new state assessment program. We were able to secure the same price quotes for next year's trip in October that we received for this year's trip to Washington D.C. in March. We are asking for Board approval of this trip per the District Policy Manual. A packet outlining specifics of the trip is included for your review.
- VI. There were 138 out of 367 students (6th = 44, 7th = 50, 8th = 40) that earned VIP status for the first trimester. This represents 38% of the student body. This number consistently comes in year-after-year between 31% - 34%, so this trimester's number is pleasantly high. On the flip side, 47 out of 367 students (13%) earned at least one failing grade for the trimester.
- VII. The eighth grade students took the EXPLORE test on 10 December. The EXPLORE test is part of the ACT readiness program. This is the first year the eighth grade students have taken the EXPLORE test in December, instead of the spring. Taking this "high stakes" practice test earlier will assist the counseling departments with helping students choose appropriate high school coursework. Such coursework should match the student's career interests comprised from the assessment's inventory. Furthermore, coursework should include interventions in the areas the student is deficient or below benchmark. Students will take the PLAN test their freshman and sophomore years to gain further practice before taking the ACT their junior year. As an eighth grade team of teachers, we will go over the test results with the students showing them every question, every one of their individual answers, and the correct answer to each question.
- VIII. The annual Tech Center trip was scheduled for 11 December for Madison eighth grade students. This trip allows our students the chance to understand the opportunities availed to them when they are juniors and seniors. This knowledge and vision assists students with creating a four year plan for high school. For the first year, students will also visit the Center for a Sustainable Future located on Tipton Highway.
- IX. Mrs. Deanna Garno, Student Council Advisor, worked with the Student Council to determine the upcoming Merit Trip. The Student Council has always decided what we do for a Merit Trip. Madison Middle School will visit Adrian College's Arrington Ice Arena. A rousing 235 out of 367 students qualified for the first trimester Merit Trip.
- X. I would like to wish all of our Madison families a Merry Christmas and a wonderful new year. This school year has been an exciting and rewarding year thus far. The year 2015 will have its share of challenges, but we are blessed to tackle these challenges as part of such a wonderful team.

Madison Elementary Board Report
December 15, 2014
Nate Pechaitis, Upper Elementary Principal
Linda Kaufman, Early Elementary Principal

I. BSY Initial Academic Data:

One of the primary reasons we offered the Balanced School Year (BSY) option was that our research showed that students who have a shorter summer break experience less learning loss than those who experience the traditional Michigan school year. On average, the traditional student decreased in literacy by three percentile points. For example, if a student scored in the 53rd percentile in reading in the spring of last year, they came in this fall and scored in the 50th percentile. The average BSY student gained approximately one percentile point. For example, if a student scored in the 53rd percentile in the spring of last year, they scored at the 54th percentile in August this school year. On average, students in the BSY did not experience a learning loss, whereas students in the TSY experienced a slight learning loss.

II. BSY Fall Survey Results:

During the fall BSY conferences, parents were surveyed for feedback about their experiences and for the input that will assist as we begin planning for next year.

Number of Respondents	105	100%
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Enrollment Plans

Plan to re-enroll in BSY	95	90.5%
Undecided	4	3.8%
Do NOT plan to re-enroll	6	5.7%
Reason: 5 th grade status	3	2.9%

Summer Vacation Preference

4 weeks	14	13.3%
5 weeks	13	12.3%
6 weeks	68	64.8%
5 or 6 weeks	3	2.9%

Undecided/Unanswered	7	6.7%
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Are there conflicts with the County Fair?

Yes	7	6.7%
No	97	92.4%
Undecided/Unanswered	1	.95%

Will you continue without Academic Enrichment Opportunities?

Yes	96	91.4%
No	8	7.6%
Undecided/Unanswered	2	1.2%

Likes

Shorter, More Frequent Breaks	47	44.8%
Academic Progress/Retention of Information	39	37.1%
Teacher	5	4.8%
Everything	8	7.6%
Other	3	2.9%
Not Answered	14	13.3%

Areas of Improvement

Continue to Middle School	8	7.6%
Reduce Intercession Tuition	8	7.6%

Reduce Number of Half Days	6	5.7%
Transportation Concerns	4	3.8%
Breaks/Scheduling Concerns	7	6.7%
Communication/Calendar Announcements	5	4.8%
No Concerns	25	24%
Other	6	5.7%
Not Answered	39	37%

III. School Improvement Updates:

- a. Science Fair – The Elementary School Improvement Team (SIT), with input from grade level teams, has chosen Thursday, March 26th as our school-wide Science Fair day. The team is “Engineers Designing Solutions.”
- b. Understanding by Design (UbD) Units – As an elementary school, our teachers have already completed 17 UbD units this school year! The focus of the professional development continues to be on the development of these units.
- c. Parent Involvement – On Tuesday, Nov. 4th, the elementary school improvement team members led parents in a carousel activity to gain their ideas and insights with our parent involvement plan. At our November SIT meeting, the team reviewed the information that was generated from the Elementary Parent Involvement evening.

IV. Parent Teacher Conferences:

We had 86% attendance at the first trimester balanced school year conferences and 92% attendance for the traditional school year conferences. Teachers reviewed report cards, academic assessment progress, and the parent/teacher/student compact. We know that when families, school, and students work together on common goals, students meet with greater success. We continue to focus on developing our working relationships so that students have every advantage to be successful with their learning in the days and years ahead.

V. December Holiday Events:

Dec. 2 – Kindergarten Christmas Music Program
 Dec. 5 – Fifth Grade Christmas Music Program
 Dec. 9 – 5th- 8th Orchestra and Choir Program
 Dec. 12 – MYAC Lock-In
 Dec. 13 – PATT Donuts with Santa
 Dec. 16 – Elementary and Middle School Band Concert at 7:00 (PAC)

Madison Lenawee's Child/Family Resource Room
Board Report, December 2014
Tricia Moyer-Fowler, Parent Educator

***Play Groups:**

Monday – Thursday 8:45-10:30 a.m.

The focus for the 0-5 groups this month includes class expectations, procedures, and themes “Santa workshop, Ornaments, Mittens for Me and Gingerbread and Gumdrops with holiday celebrations“. Counting, sorting, alphabet, patterns and sequencing are mixed through all of these themes.

Kindergarten Readiness is on Fridays for 4 & 5 year olds from 9:00 to 10:30 a.m. starting September 13th.

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

Playgroup Attendance: November -118 December – 63

Family Contacts:

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

- *Lenawee Great Start Newsletter, December Community events
- *Early Childhood “Parents make the Difference!” newsletters
- *Free community events in Lenawee and at the U of M Natural Science Library
- *Weekly updates of playgroup information
- *Reading, math, and science extra activities and resources for parents for holiday breaks and after school activities
- *School schedule for playgroup
- *Lending Library is offered and a few families have participated
- *Assisted families in need of transportation for attending playgroup and provided home visits
- *Orientation with parents and child(ren) to tour the playgroup classroom and show what the program offers
- *Provision of Early Childhood Educational Series Handouts
- *Local extracurricular activities and opportunities in the community
- *Love and Logic – Early Childhood parenting made fun! The workshop had a huge response with 20 people attending.
- *Connecting parents to resources we have and those resources in the community.

***Donations:** More clothing, toys and books!

***Meetings:** Monthly Lenawee Child’s meeting at LISD and summer camp planning.
 PATT meeting

Professional Development
Meetings to get home visits going for early-on interventions
MYAC meetings
Love and Logic Workshops
Home Visits

***Resource Room:**

*Book Swap is available throughout the year. All books have been leveled with AR and points marked on them.

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

*Materials to help students become proficient in areas that they are struggling in to give them some extra resources for at home.

***Trojan Talk and Monthly Newsletter: Lending Library, Madison Playgroup, Kindergarten readiness class and Book Swap.**

2013/14	June	July	Aug	Sept	Oct	Nov
<u>Revenue</u>						
Breakfast	\$382.60	\$0.00	\$0.00	\$883.90	\$1,332.30	\$1,090.20
Lunch & Ala Cart	\$3,337.95	\$267.50	\$49.60	\$16,406.72	\$14,690.85	\$11,620.68
Juice Machine	\$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
Interest & Rebates	\$21.88	\$2.75	\$1.76	\$1.70	\$0.21	\$0.00
Lunch & Breakfast Reimb	\$25,588.02	\$3,133.61	\$13,339.07	\$71,489.19	\$78,779.39	\$55,778.08
<u>Total</u>	<u>\$29,330.45</u>	<u>\$3,403.86</u>	<u>\$13,390.43</u>	<u>\$88,781.51</u>	<u>\$94,802.75</u>	<u>\$68,488.96</u>
<u>Expenses</u>						
Payroll	\$15,131.25	\$2,788.26	\$3,387.97	\$13,500.03	\$16,560.36	\$17,195.16
Retirement	\$3,594.00	\$574.90	\$732.57	3,109.85	\$3,858.45	\$3,459.42
F.I.C.A.	\$1,157.54	\$213.30	\$259.18	1032.75	\$1,268.43	\$1,315.43
Health Ins.	\$400.00	\$400.00	\$400.00	\$400.00	\$400.00	\$400.00
Food	\$19,593.50	\$1,998.86	\$8,242.27	\$31,814.76	\$60,469.56	\$43,716.40
Uniforms	\$0.00	\$500.00	\$735.00	\$0.00	\$0.00	\$0.00
Utilities	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Equipment/ Capital outlay	\$55,117.45	\$35,504.21	\$32,619.50	\$100,893.37	\$13,425.89	\$482.54
Supplies	\$2,472.75	\$0.00	\$392.64	\$3,024.81	\$4,711.07	\$2,900.36
Sales Tax	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$80.33
Repairs	\$0.00	\$67.25	\$0.00	\$0.00	\$718.92	\$0.00
Misc./Dues/Fees/Indirect	\$1,313.52	\$561.89	\$500.00	\$554.95	\$87.95	\$443.96
Juice	0		\$0.00	\$0.00	\$0.00	\$0.00
<u>Total</u>	<u>\$98,780.01</u>	<u>\$42,608.67</u>	<u>\$47,269.13</u>	<u>\$154,330.52</u>	<u>\$101,500.63</u>	<u>\$69,993.60</u>
Monthly Loss/ Gain	(\$69,449.56)	-\$39,204.81	\$33,878.70	-\$65,549.01	-\$6,697.88	-\$1,504.64
Year To Date	1,528.89	-\$37,675.92	\$71,554.62	-\$137,103.63	-\$143,801.51	\$145,306.15

Athletic Board Report
December 2014
Kris Isom

Winter Coaches are as follows:

Boys Basketball:

Varsity Head Coach- Jeff Webster, Assistant- Nick Whiteley, Volunteer Assistant- Rick Johnston

JV head Coach- Bill Wilharms, Volunteer Assistants- Keith Covey and Trevor Van Valkenburg

8th grade coach- Josh Powers and volunteer assistant, Eric Schmidt (student teacher)

7th grade coach- Wade Perry

Girls Basketball:

Head Varsity Coach- Rick McNeil, Assistant- Curtis Zubke

JV Head Coach- Carrie Zubke

8th grade- Kris Isom

7th grade Mindy Jordan

Wrestling:

Head Varsity coach: Scott Hall, Assistant- Nate Hall, Junior High- Jordan Duckett

Competitive Cheer:

Head Coach- Emily Gafford, JV-Sara Kope, Junior High-Megan Petticrew

Bowling:

Head Coach: Renee Ramirez, volunteer assistant-Scott Newcomb

Fall Financial Report for 2014 season

Gate Receipts:

Varsity Football-

1. Southfield Christian	\$1,511.00
2. Morenci	\$2,966.00
3. Britton-Deerfield	\$1,559.00
4. Whitmore Lake (HC)	\$2,735.00
Total Receipts=	\$8,771.00

JV Football-

1. Onsted	\$720
2. Clinton	\$471
3. Sand Creek	\$428
4. Whiteford	\$401
5. Summerfield	\$300
Total Receipts=	\$2,320.00

JV-Varsity Volleyball-

1 JV Quad	\$246
2. Whitmore Lake	\$256
3. Sand Creek	\$362
4. Whiteford	\$362
5. Clinton	\$330
6. JV Tournament	\$1,000
Total Gate receipts=	\$2,556.00

Junior High Volleyball-

1. Clinton	\$304
2. Morenci	\$326
3. Summerfield	\$156
4. Whitmore Lake	\$224
5. Sand Creek	\$272
6. Whiteford	\$223
Total Gate Receipts=	\$1,505

Junior High Football-

1. Clinton	\$504
2. Sand Creek	\$253
3. Whiteford	\$268
4. Summerfield	\$310
Total Gate Receipts=	\$1,335.00

Income:

1. Gate Receipts	\$16,487.00
2. Discount Card Sales	\$13,170.00
3. Program Ad's	\$1,065.00
4. Spirit wear sales	\$1,077.00
5. Girls Basketball Fundraiser	\$1,000.00
6. Booster's payment for football helmets	\$1,500.00
7. Season Passes	\$500.00

Total Income	\$34,799.00
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Expenses:

1. Cross country Entry Fees	\$555.00
2. Volleyball Entry Fees	\$1,760.00
3. Girls golf Entry Fees	\$1,110.00
4. Tri- County Dues	\$750.00
5. Volleyball officials	\$1,380.00
6. Football officials	\$3,085.00
7. Cross Country Starters	\$110.00
8. Medical Supplies/Trainer	\$1,020.00
9. Coaches Meetings, meals, shirts	\$1,600.00
10. Volleyball net and pole repair	\$450.00
11. Ticket taker/workers	\$600.00
12. Football Helmets	\$4,620.00
13. Football reconditioning	\$2,223.00
14. Half the cost of cheer mats	\$2,496.00

15. Required pole vault padding	\$570.00
16. Spirit wear	\$1,200
17. Misc Supplies	\$975.00
18. State Track meet	\$250.00
19. Flowers	\$425.00
20. Gatorade Supplies	\$255.00

Total Expenses for the Fall Season	\$25,434.00
---	--------------------

Total Profit for the 2014 Fall Season	\$9,365.00
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MADISON SCHOOL DISTRICT

2013/14 YEARLY REPORT OF STUDENT TRANSPORTATION

**STARTING
ENDING**

**JUNE 15, 2013
JUNE 12, 2014**

INCLUDES:

**BUS ROUTES
FIELD TRIPS
SPORTS TRIPS
BUS MAINTENANCE
BUS DRIVER TRAINING
SUMMER PROGRAMS**

**COPIES: BOARD OF EDUCATION
SUPERINTENDENT
PRINCIPALS
ATHLETIC DIRECTOR**

BUS USE

DAILY ROUTES		AT 180 DAYS		60,930	
Bus#	Miles	MILEAGE	#students	TRANSPORTED	
RT 1					
RT 2	54.0	9,720.0			130
RT 3	58.0	10,440.0			102
RT 4	44.0	7,920.0			111
RT 6	32.0	5,760.0			114
RT7	50.0	9,000.0			112
RT1	9.0	1,620.0	take home only	80.0	
RT 10	21.0	3,780.0			125
4 YR OLDS	23.0 X 160	3,680.0	8.0		12
AM-PM TECH	32.0 + 3 OJT	5,760.0			122
Homeless		1,000.0			10
4:30 BUS	15.0 150 TRIPS	2,250.0	* 1 BUS		18
STUDENT TOTAL					944
STUDENTS TO SCHOOLS					856

	MILEAGE	COST	
FIELD TRIPS			6,461
HIGH SCH.	2487.5	7,761.2	
MIDDLE SCH.	1421.0	4,448.8	
ELEM	2552.5	9,610.3	

SPORTS TRIPS			8,867
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FOOTBALL	812.0	3,103.9
GIRLS BSKBALL	962.5	2,932.3
WRESTLING	766.0	2,480.5
BOYS BSKBALL	934.0	2,999.7
VOLBALL	1349.0	4,199.5
TRACK	1290.0	5,667.3
BASE AND SOFT BALL	905.0	3,432.4
BOWLING	58.0	260.6
GOLF	VANS	0.0
CHEER	962.5	2,932.3
CROSS CTRY	828.0	2,794.1

MAINT. AND TRAINING	1,091
SUMMER PROGRAMS	600

TOTAL MILEAGE	77,949
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2013-14	TOTAL MILEAGE	77,949
2012-13	TOTAL MILEAGE	77,412
2011-12	TOTAL MILEAGE	79,255
2010-11	TOTAL MILEAGE	77,092
2009-10	TOTAL MILEAGE	74,872
2008-09	TOTAL MILEAGE	81,411
2007-08	TOTAL MILEAGE	91,268
2006-07	TOTAL MILEAGE	87,552
2005-06	TOTAL MILEAGE	85,808
2004-05	TOTAL MILEAGE	77,376
2003-04	TOTAL MILEAGE	74,921

2013 / 2014

SUMMER SCHOOL BUS

	BUS#	DAYS	COST	MILES A DAY
\$1,086.00	1		\$1.81 A MILE	20
\$1,266.30	DRIVER		\$42.21 A DAY	3HRS A DAY
			30 DAYS	
\$2,352.30	TOTAL			

MADSION	SCHOOL	FLEET INFO			
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BUS #	YEAR	ODOMETER READING	SEATING	MODEL	FUEL
-------	------	------------------	---------	-------	------

6/12/2014

1	2011	31,990	84	THOMAS	D	
2	2003	116,029	84	THOMAS	D	
3	2007	82,669	84	THOMAS	D	
4	2001	37,941	84	THOMAS	D	ADD 84,496
5	2012	14,430	75	BLUEBIRD	D	CHAIR LIFT
6	2005	5,561	84	THOMAS	D	ADD 69,647
7	2009	62,466	84	THOMAS	D	
8 NEW	2014	5,737	84	THOMAS	D	
9 NEW	2013	14,513	84	THOMAS	D	
10	1999	18,188	84	THOMAS	D	ADD 104,713

DRIVERS ED CARS	MILEAGE 6/8/2013	MILEAGE 6/12/2014	DRIVEN MILES
2009 CHEVY TRAVERSE	37,335	56,133	18,798
CHEVY VAN	102,987	118,094	15,107
		TOTAL USE	33,905

TOTAL HOURS
TOTAL

2014/2015

BALANCED SCHOOL YEAR

	BUS#	DAYS	COST	MILES A DAY
\$724.00	1	20	\$1.81 A MILE	20
\$612.00	DRIVER	20	\$30.62 A DAY	
\$1,336.00	TOTAL			TOTAL
\$724.00	7	20	\$1.81 A MILE	20
\$612.00	DRIVER	20	\$30.62 A DAY	
\$1,336.00	TOTAL			TOTAL
\$724.00	10	20	\$1.81 A MILE	20
\$612.00	DRIVER	20	\$30.62 A DAY	
\$1,336.00	TOTAL			TOTAL

EARLY RELEASE

\$108.00	3	BUSSES	22-Oct
\$91.86	3	DRIVERS	5-Nov
\$199.86		TOTAL	6-Nov
\$1,399.02	TOTAL ;199.86 X 7 =		13-Nov
			21-Nov
\$1,336.00	BUS #1		4-Dec
\$1,336.00	BUS#7		22-Jan
\$1,336.00	BUS#10		
\$1,399.02	EARLY RELEASE		
\$5,407.02	TOTAL		



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LOCAL TEMPLATES

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_____ **SCHOOL DISTRICT**

ADMINISTRATION
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REVISED POLICY - VOL. 29, NO. 1

SCHOOL ADMINISTRATOR EVALUATION

The Board of Education, through the powers derived from the School Code and other relevant statutes, is responsible for the employment and discharge of all personnel. To carry out this responsibility, with the involvement of school administrators, it delegates to the Superintendent, the function of establishing and implementing a rigorous, transparent, and fair performance evaluation system that does all of the following:

- A. evaluates the school administrator's job performance at least annually **in a year-end evaluation**, while providing timely and constructive feedback

The Board shall perform the superintendent's evaluation; the superintendent or designee shall perform all other administrators' evaluations.

- B. establishes clear approaches to measuring student growth and provides school administrators with relevant data on student growth
- C. evaluates a school administrator's job performance, using multiple rating categories that take into account data on student growth as a significant factor **in the evaluation in accordance with state law (recommend at least twenty-five percent (25%))**

For these purposes, student growth shall be measured by national, State, or local assessments and other objective criteria. **During the 2014-2015 school years, student growth shall be measured using the state and alternative assessments as prescribed by the Revised School Code.**

- D. uses the evaluations, at a minimum, to inform decisions regarding all of the following:
 - 1. the effectiveness of school administrators, so that they are given ample opportunities for improvement
 - 2. promotion, retention, and development of school administrators, including providing relevant coaching, instruction support, or professional development



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LOCAL TEMPLATES

BOARD OF EDUCATION
SCHOOL DISTRICT

ADMINISTRATION
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3. whether to grant full certification, to school administrators using rigorous standards and streamlined, transparent, and fair procedures
4. removing ineffective school administrators after they have had ample opportunities to improve, and providing that these decisions are made using rigorous standards and streamlined, transparent, and fair procedures

The evaluation program shall aim at the early identification of specific areas in which the individual administrator needs help so that appropriate assistance may be provided or arranged for. A supervisor offering suggestions for improvement to an administrator shall not release that professional staff member from the responsibility to improve. If an administrator, after receiving a reasonable degree of assistance, fails to perform his/her assigned responsibilities in a satisfactory manner, dismissal, or non-renewal procedures may be invoked. In such an instance, all relevant evaluation documents may be used in the proceedings.

Evaluations shall be conducted of each administrator as stipulated in the revised School Code, the employment contract, the Superintendent's administrative guidelines and as directed by the Michigan Department of Education. An administrator shall be given a copy of any documents relating to his/her performance which are to be placed in the personnel file.

The evaluation procedure set forth above in this policy shall be in effect as of September 1, 2011, unless there is a collective bargaining agreement in place as of January 4, 2010 **July 19, 2011**, which would prevent implementation of this procedure. In that case, the procedure must be in place and become effective upon the expiration of the bargaining agreement.

~~Evaluation of school principals, as required by the Michigan Department of Education, shall continue to be conducted for principals who are in place through the 2010-2011 school year. At the end of that school year, the superintendent shall report the "Effectiveness Label" from the last evaluation in the form and manner as directed by the Department.~~



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ADMINISTRATION
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This policy shall not deprive an administrator of any rights provided by State law or any contractual rights consistent with State law.

M.C.L. 380.1249

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BOARD OF EDUCATION
_____ **SCHOOL DISTRICT**

PROGRAM
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REVISED POLICY - VOL. 29, NO. 1

ON-LINE/BLENDED LEARNING PROGRAM

The District shall provide eligible students the option of participating in on-line or blended learning courses. The purpose of the program is to make instruction available to eligible students using on-line and distance education technology in both traditional and nontraditional classroom settings. The District must make all eligible students and their parents or guardians aware of this program.

A. Definitions

1. **On-Line Learning** - Means a course of study that is capable of generating a credit or a grade, that is provided in an interactive internet-connected learning environment, in which students and their teachers are separated by time or location, or both, and in which the teacher is responsible for determining appropriate instructional methods for each student, diagnosing learning needs, assessing student learning, prescribing intervention strategies, reporting outcomes, and evaluating the effects of instruction and support strategies.
2. **Blended Learning** - A hybrid instructional delivery model where students are provided content, instruction, and assessment in part at the classroom, with a teacher, and in part through internet-connected learning environments with some degree of student control over time, location, and pace of instruction.



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BOARD OF EDUCATION
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PROGRAM
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B. Program Eligibility

The District shall offer a program for students in:

- ☐ K-12.
- ☒ Grades 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.

C. Student Eligibility

1. 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.
2. Only students enrolled in grades ~~5-6~~ to 12 are eligible to enroll in an On-Line Learning course. Students in grades ~~K-4~~ **K-5** are only eligible to participate in Blended Learning Courses.



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PROGRAM

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D. Course Availability and Access

1. The District shall provide access to enroll and participate in the available courses 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 at least one of the following:
 - ☒ On-line Learning, pursuant to the requirements set forth in Pupil Accounting Manual 5-O-D.
 - ~~☐ Virtual Learning, pursuant to the requirements set forth in Pupil Accounting Manual 5-O-A.~~
 - ~~☐ Independent Study, pursuant to the requirements set forth in Pupil Accounting Manual 5-O-A.~~
2. The District shall enroll an eligible student in up to two (2) on-line courses as requested by the student during an academic term, semester, or trimester. Consent from the student's parent or legal guardian must be obtained for students under the age of eighteen (18).
3. The District will provide two (2) or fewer courses per semester in Grades K-4~~K-5~~ and one (1) or more courses per semester in Grades ~~5~~6-12. If students are taking more than two (2) courses per semester, the guidance found in the Pupil Accounting Manual 5-O-B shall be followed and seat time waivers obtained.
4. An eligible student may enroll in an on-line course published in the District on-line course syllabus, as described in section 8 below, or the statewide catalog of on-line courses maintained by the Michigan virtual university.



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BOARD OF EDUCATION
_____**SCHOOL DISTRICT**

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5. The District may deny a student enrollment in an on-line course if any of the following apply, as determined by the District:
- a. The student has previously gained the credits provided from the completion of the on-line course.
 - b. The on-line course is not capable of generating academic credit.
 - c. The on-line course is inconsistent with the remaining graduation requirements or career interests of the student.
 - d. The student does not possess the prerequisite knowledge and skills to be successful in the on-line course or has demonstrated failure in previous on-line coursework in the same subject.
 - e. The on-line course is of insufficient quality or rigor. If the District denies a student enrollment for this reason, the District shall make a reasonable effort to assist the student to find an alternative course in the same or a similar subject that is of acceptable rigor and quality.
 - f. If a student is denied enrollment in an on-line course by the District, the student may appeal the denial by submitting a letter to the SUPERINTENDENT. The appeal must include the reason provided by the District for not enrolling the student and the reason why the student is claiming that the enrollment should be approved.

The SUPERINTENDENT shall respond to the appeal within five (5) days after it is received. If the SUPERINTENDENT determines that the denial of enrollment does not meet one (1) or more of the reasons specified in subsection 4(E)i.-vi., the District shall allow the student to enroll in the on-line course.



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6. An on-line learning student shall have the same rights and access to technology in his/her District's school facilities as all other students enrolled in that District.
7. If a student successfully completes an on-line course, as determined by the District, the District shall grant appropriate academic credit for completion of the course and shall count that credit toward completion of graduation and subject area requirements. A student's school record and transcript shall identify the on-line course title as it appears in the on-line course syllabus.
8. The enrollment of a student in one (1) or more on-line courses shall not result in a student being counted as more than 1.0 full-time equivalent student under this act.

E. **Nonresident Applicants**

1. The District shall determine whether or not it has capacity to accept applications for enrollment from nonresident applicants in on-line courses and may use that limit as the reason for refusal to enroll an applicant.
2. If the number of nonresident applicants eligible for acceptance in an on-line course does not exceed the capacity of the District to provide the on-line course, the District shall accept for enrollment all of the nonresident applicants eligible for acceptance.
3. If the number of nonresident applicants exceeds the District's capacity to provide the on-line course, the District shall use a random draw system.



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_____ **SCHOOL DISTRICT**

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F. Requirements Specific to On-Line Learning Courses

To offer an on-line course, the District must:

1. Provide the Michigan virtual university with the course syllabus in a form and method prescribed by the Michigan virtual university for inclusion in a statewide on-line course catalog.
2. Provide on its publicly accessible website a link to the course syllabi for all of the on-line courses offered by the District, as described in section 8, and a link to the statewide catalog of on-line courses maintained by the Michigan virtual university.
3. Offer the on-line course on an open entry and exit method, or aligned to a semester, trimester, or accelerated academic term format.

G. On-line Course Syllabus

The District must publish an on-line course syllabus for each on-line course offered. The on-line course syllabus must include:

1. State academic standards addressed in an on-line course.
2. On-line course content outline.
3. On-line course required assessments.
4. On-line course prerequisites.
5. Expectations for actual teacher contact time with the on-line learning student and other student-to-teacher communications.
6. Academic support available to the on-line learning student.



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7. On-line course learning outcomes and objectives.
8. Name of the institution or organization providing the on-line instructor.
9. Number of eligible nonresident students that will be accepted by the District in the on-line course.
10. Results of the on-line course quality review using the guidelines and model review process published by the Michigan virtual university.

M.C.L. 388.1621f, 388.1622f

Michigan Department of Education Guidance on Best Practices as Defined in

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PROFESSIONAL STAFF
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REVISED POLICY - VOL. 29, NO. 1

PROFESSIONAL STAFF EVALUATION

The Board of Education, through the powers derived from the School Code and other relevant statutes, is responsible for the employment and discharge of all personnel. To carry out this responsibility, with involvement of professional staff, it delegates to the Superintendent the function of establishing and implementing a rigorous, transparent, and fair performance evaluation system that does all of the following:

- A. evaluates the employee's job performance at least annually in a year-end evaluation, while providing timely and constructive feedback

Teachers rated highly effective on three (3) consecutive year-end evaluations may be evaluated every other year, at the District's discretion.

- B. establishes clear approaches to measuring student growth and provides professional staff with relevant data on student growth

Commencing with the 2015-16 school year, the year end evaluation of student growth shall be based on the most recent three (3) consecutive school years of student growth data, or all available student growth data if less than three (3) years is available.

- C. evaluates an employee's job performance, ~~using multiple rating categories~~ **of highly effective, effective, minimally effective and ineffective, that** ~~which~~ take into account data on student growth as a significant factor **in the evaluation in accordance with State law (recommend that it be no less than twenty-five percent (25%))**

For these purposes, student growth shall be measured by national, State, or local assessments and other objective criteria. Student growth shall be measured using the State and alternative assessments as prescribed by the Section 1249 (M.C.L. 380.1249).



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PROFESSIONAL STAFF
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- D. uses the evaluations, at a minimum, to inform decisions regarding all of the following:
1. the effectiveness of employees, so that they are given ample opportunities for improvement
 2. promotion, retention, and development of employees, including providing relevant coaching, instruction support, or professional development
 3. whether to grant tenure or full certification, or both, to employees, using rigorous standards and streamlined, transparent, and fair procedures
 4. removing ineffective tenured and untenured employees after they have had ample opportunities to improve, and providing that these decisions are made using rigorous standards and streamlined, transparent, and fair procedures

Commencing with the 2015-16 school year:

- E. provides a mid-year progress report for every ☒ certificated [end of option] teacher who is in the first year of probation or has received a rating of minimally effective or ineffective on the last year-end evaluation

This mid-year report shall not take replace the annual year-end evaluation. The mid-year report shall:

1. be based, at least in part, on student achievement;
2. be aligned with the teacher's individualized development plan;
3. include specific performance goals and any recommended training for the remainder of the school year, as well as written improvement plan developed in consultation with the teacher that incorporates the goals and training;



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PROFESSIONAL STAFF
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- F. includes classroom observations in accordance with the following:**
- 1. must include review of the lesson plan, state curriculum standards being taught and student engagement in the lesson;**
 - 2. must include multiple observations unless the teacher has received an effective or higher rating on the last two (2) year-end evaluations;**
 - 3. observations need not be for an entire class period.**

The staff evaluation program shall aim at the early identification of specific areas in which the individual professional staff member needs help so that appropriate assistance may be provided or arranged for. A supervisor offering suggestions for improvement to a professional staff member shall not release that professional staff member from the responsibility to improve. If a professional staff member, after receiving a reasonable degree of assistance, fails to perform his/her assigned responsibilities in a satisfactory manner, dismissal, or non-renewal procedures may be invoked. **A teacher rated as "ineffective" on three (3) consecutive year-end evaluations must be dismissed from employment as a teacher with the District.** In such an instance, all relevant evaluation documents may be used in the proceedings.

Evaluations shall be conducted of each professional staff member as stipulated in the Teacher Tenure Act, the revised School Code, a negotiated agreement or contract, the Superintendent's administrative guidelines and as directed by the Michigan Department of Education. A professional staff member shall be given a copy of any documents relating to his/her performance which are to be placed in the personnel file.



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_____ **SCHOOL DISTRICT**

PROFESSIONAL STAFF
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The evaluation procedure set forth above in this policy shall be in effect as of September 1, 2011, unless there is a collective bargaining agreement in place as of ~~January 4, 2010,~~ **July 19, 2011**, which would prevent implementation of this procedure. In that case, the procedure must be in place and become effective upon the expiration of the bargaining agreement.

This policy shall not deprive a professional staff member of any rights provided by State law or contractual rights consistent with State law.

M.C.L. 380.1249 (as amended)

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BOARD OF EDUCATION
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STUDENTS
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REVISED POLICY - VOL. 29, NO. 1

STUDENT FUND-RAISING

The Board of Education acknowledges that the solicitation of funds from students must be limited since compulsory attendance laws make the student a captive donor and may also disrupt the program of the schools.

For purposes of this policy "student fund-raising" shall include the solicitation and collection of money from students for any purpose and shall include the collection of money in exchange for tickets, papers, or any other goods or services for approved student activities. **"Student fund-raising" also includes giving away goods or services, but suggesting a monetary donation.**

The Board will permit student fund-raising by students in school, on school property, or at any school-sponsored event only when the profit therefrom is to be used for school purposes or for an activity connected with the schools.

Fund raising by approved school organizations, ~~those~~ whose funds are managed by the District, may be permitted in school by the principal. Such fund-raising off school grounds may be permitted by the Superintendent. **For any fund-raisers, including those operated by student clubs and organizations, parent groups, or boosters clubs, that involve the sale of food items and/or beverages to students that will be consumed on the school campus (any area of property under the jurisdiction of the school that is accessible to students during the school day) during the school day (the period from the midnight before, to thirty (30) minutes after the end of the official school day), the food items and/or beverages to be sold shall comply with the current USDA Dietary Guidelines for Americans and the USDA Smart Snacks in School nutrition standards, and also be consistent with requirements set forth in Policy 8500 -Food Services.**

Fund-raising by students on behalf of school-related organizations whose funds are not managed by the District may be permitted on school grounds by the Superintendent.

All other fund-raising shall be done in accordance with Board Policy 9700.



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LOCAL TEMPLATES

BOARD OF EDUCATION
_____ **SCHOOL DISTRICT**

STUDENTS
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The Superintendent shall establish administrative guidelines for the solicitation of funds which shall:

- A. specify the times and places in which funds may be collected;
- B. describe permitted methods of solicitation which do not place undue pressure on students;
- C. limit the kind and amount of advertising for solicitation;
- D. ensure proper distribution or liquidation of monies remaining in a student activity account when the organization is defunct or disbanded;
- E. limit the number of fund-raising events.

The Superintendent shall distribute this policy and the guidelines which implement it to each organization granted permission to solicit funds.

| **7 C.F.R. Parts 210 and 220**

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LOCAL TEMPLATES

BOARD OF EDUCATION

SCHOOL DISTRICT

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REVISED POLICY - VOL. 29, NO. 1

DISTRICT WEB PAGE

The Board of Education authorizes the creation of websites by employees and students of the School District to be published on the World Wide Web. The creation of websites by students must be done under the supervision of a professional staff member. These websites must reflect the professional image of the District, its employees, and students. The content of all pages must be consistent with the Board's Mission Statement and is subject to prior approval of the Superintendent or designee.

The purpose of such websites is to educate, inform, and communicate. The following criteria should be used to guide the development of such websites:

A. Educate

Content provided in the website should be suitable for and usable by students and teachers to support the curriculum and the Board's Objectives as listed in the Board's Strategic Plan.

B. Inform

Content may inform the community about the school, teachers, students, or departments, including information about curriculum, events, class projects, student activities, and departmental policies.

C. Communicate

Content may provide an avenue to communicate with the community.

The information contained on the website should reflect and support the Board's Mission Statement, Educational Philosophy, and the School Improvement Process.

When the content includes a photograph or information relating to a student, the Board will abide by the provisions of Policy 8330 - Student Records.



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BOARD OF EDUCATION

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All links included on the pages must also meet the above criteria and comply with State and Federal law (e.g. copyright laws, Children's Internet Protection Act, **ADA**, **Children's Online Privacy Protection Act (COPPA)**). **Nothing in this paragraph shall prevent the District from linking the Board's web site to (1) recognized news/media outlets (e.g., local newspapers' web sites, local television stations' web sites) or (2) to web sites that are developed and hosted by outside commercial vendors pursuant to a contract with the Board. The Board recognizes that such third party web sites may contain age appropriate advertisements that are consistent with the requirements of Policy 9700.01, AG 9700B, and State and Federal law.**

Under no circumstances is a website to be used for commercial purposes, advertising, political lobbying, or to provide financial gains for any individual. **Included in this prohibition is the fact no web pages contained on the District's web site may: (1) include statements or other items that support or oppose a candidate for public office, the investigation, prosecution or recall of a public official, or passage of a tax levy or bond issue; (2) link to a web site of another organization if the other web site includes such a message; or (3) communicate information that supports or opposes any labor organization or any action by, on behalf of, or against any labor organization.**

- [] Under no circumstances is a staff member-created web page/site, including personal web pages/sites, to be used to post student progress reports, grades, class assignments, or any other similar class-related material. The Board maintains its own web site (e.g., _____ [Progressbook]) that employees are required to use for the purpose of conveying information to students and/or parents.**
- [] Staff members are prohibited from requiring students to go to the staff member's personal web pages/sites (including, but not limited to, their Facebook or MySpace pages) to check grades, obtain class assignments and/or class-related materials, and/or to turn in assignments.**
- [] If a staff member creates a web page/site related to his/her class, it must be hosted on the Board's server.**



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SCHOOL DISTRICT

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[]

~~Unless the web page/site contains student personally identifiable information, Board web sites that are created by students and/or staff members that are posted on the Internet should not be password protected or otherwise contain restricted access features, whereby only employees, student(s), or other limited groups of people can access the site. Community members, parents, employees, staff, students, and other web site users will generally be given full access to the sites created pursuant to this policy.~~

Pages should reflect an understanding that both internal and external audiences will be viewing the information.

School websites must be located on Board-affiliated servers.

The Superintendent shall prepare administrative guidelines defining the standards permissible for web-site use.

The Board retains all proprietary rights related to the design of websites and/or pages that are hosted on the Board's servers, absent written agreement to the contrary.

Students who want their class work to be displayed on the Board's website must have written parent permission and expressly license its display without cost to the Board.

Prior written parental permission is necessary for a student to be identified by name on the Board's website.



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REVISED POLICY - VOL. 29, NO. 1

STUDENT NETWORK AND INTERNET EDUCATION TECHNOLOGY **ACCEPTABLE USE AND SAFETY**

Technology has fundamentally altered the ways in which information is accessed, communicated, and transferred in society. As a result, educators are continually adapting their means and methods of instruction, and the way they approach student learning, to incorporate the vast, diverse, and unique resources available through the Internet. The Board provides Education Technology so that students can acquire the skills and knowledge to learn effectively and live productively in a digital world. The Board of Education provides students with access to the Internet for limited educational purposes only and utilizes online educational services to enhance the instruction delivered to its students. The District's Internet system does not serve as a public access service or a public forum, and the Board imposes reasonable restrictions on its use consistent with its limited educational purpose.

This policy and its related administrative guidelines and the Student Code of Conduct govern students' use of the District's computers, laptops, tablets, personal communication devices (as defined by Policy 5136), network, and Internet connection and online educational services ("Education Technology" or "Ed-Tech"). The due process rights of all users will be respected in the event there is a suspicion of inappropriate use of the Education Technology. Users have no right or expectation to privacy when using the Ed-Tech (including, but not limited to, privacy in the content of their personal files, e-mails, and records of their online activity while on the network and Internet). Advances in telecommunications and other related technologies have fundamentally altered the ways in which information is accessed, communicated, and transferred in society. Such changes are driving the need for educators to adapt their means and methods of instruction, and the way they approach student learning, to harness and utilize the vast, diverse, and unique resources available on the Internet. The Board of Education is pleased to provide Internet services to its students. The Board encourages students to utilize the Internet in order to promote educational excellence in our schools by providing them with the opportunity to develop the resource sharing, innovation, and communication skills and tools which will be essential to life and work in the 21st century. The instructional use of the Internet will be guided by the Board's policy on Instructional Materials.



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~~The District's Internet system has not been established as a public access service or a public forum. The Board has the right to place restrictions on its use to assure that use of the District's Internet system is in accord with its limited educational purpose. Student use of the District's computers, network, and Internet services (Network) will be governed by this policy and the related administrative guidelines, and the Student Code of Conduct. The due process rights of all users will be respected in the event there is a suspicion of inappropriate use of the Network. Users have no right or expectation to privacy when using the Network including, but not limited to, privacy in the content of their personal files, e-mails, and records of their online activity while on the Network.~~

[NOTE: Choose this option if Policy 7542 authorizes student to bring their own personal communication devices and use them to connect to Education Technology.]

☒

This policy and its related administrative guidelines and the Student Code of Conduct also govern students' use of their personal communication devices (that is, according to Policy 5136, computers, laptops, tablets, e-readers, cellular/mobile telephones, smartphones, and any other web-enabled device), when connected to the District's network, the District's Internet connection, and online educational services ("Education Technology" or "Ed-Tech"). The due process rights of all users will be respected in the event there is a suspicion of inappropriate use of the Education Technology. Users have no right or expectation to privacy when using the Ed-Tech (including, but not limited to, privacy in the content of their personal files, e-mails, and records of their online activity while on the network and Internet).

~~The Internet is global information and communication network that provides students and staff with access to up-to-date, highly relevant information that will enhance their learning and the education process. Further, the Internet provides students and staff with the opportunity to communicate with other people from throughout the world. Access to such an incredible quantity of information and resources brings with it, however, certain unique challenges and responsibilities.~~



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First, and foremost, the Board may not be able to technologically limit access, to services through the Board's Internet connection, **its Educational Technology** to only those services and resources that have been authorized for the purpose of instruction, study and research related to the curriculum. Unlike in the past when educators and community members had the opportunity to review and screen materials to assess their appropriateness for supporting and enriching the curriculum according to adopted guidelines and reasonable selection criteria (taking into account the varied instructional needs, learning styles, abilities, and developmental levels of the students who would be exposed to them), access to the Internet, because it serves as a gateway to any publicly available file server in the world, will open classrooms and students to electronic information resources which have not **that may not have** been screened by educators for use by students of various ages.

Pursuant to Federal law, the Board has implemented technology protection measures which **protect against (e.g., filter or block) access to visual displays/depictions/materials that are obscene, constitute child pornography, and/or are harmful to minors, as defined by the Children's Internet Protection Act. At the discretion of the Board or the Superintendent, the technology protection measures may be configured to protect against access to other material considered inappropriate for students to access.** ~~block/filter Internet access to visual displays that are obscene, child pornography or harmful to minors.~~ The Board **also** utilizes software and/or hardware to monitor online activity of students to restrict access to child pornography and other material that is obscene, objectionable, inappropriate and/or harmful to minors. **The Superintendent or DIRECTOR OF TECHNOLOGY may temporarily or permanently unblock access to websites or online education services containing appropriate material, if access to such sites has been inappropriately blocked by the technology protection measures. The determination of whether material is appropriate or inappropriate shall be based on the content of the material and the intended use of the material, not on the protection actions of the technology protection measures.** ~~Nevertheless, parents/guardians are advised that a determined user may be able to gain access to services on the Internet that the Board has not authorized for educational purposes. In fact, it is impossible to guarantee students will not gain access through the Internet to information and communications that they and/or their parents/guardians may find inappropriate, offensive, objectionable or controversial. Parents/Guardians assume risks by consenting to allow their child to participate in the use of the Internet. Parents/Guardians of minors are responsible for setting and conveying the standards that their children should follow when using the Internet. The Board supports and respects each family's right to decide whether to apply for independent student access to the Internet.~~



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Parents/guardians are advised that a determined user may be able to gain access to services on the Internet that the Board has not authorized for educational purposes. In fact, it is impossible to guarantee students will not gain access through the Internet to information and communications that they and/or their parents/guardians may find inappropriate, offensive, objectionable or controversial. Parents/Guardians assume risks by consenting to allow their child to participate in the use of the Internet. Parents/Guardians of minors are responsible for setting and conveying the standards that their children should follow when using Education Technology. The Board supports and respects each family's right to decide whether to apply for independent student access to the Education Technology.

The technology protection measures may not be disabled at any time that students may be using the ~~Network~~ **Education Technology**, if such disabling will cease to protect against access to materials that are prohibited under the Children's Internet Protection Act. Any student who attempts to disable the technology protection measures will be subject to discipline.

Pursuant to Federal law, students shall receive education about the following:

- A. safety and security while using e-mail, chat rooms, social media, and other forms of direct electronic communications
- B. the dangers inherent with the online disclosure of personally identifiable information
- C. the consequences of unauthorized access (e.g., "hacking") cyberbullying and other unlawful or inappropriate activities by students online, and
- D. unauthorized disclosure, use, and dissemination of personal information regarding minors

Staff members shall provide instruction for their students regarding the appropriate use of technology and online safety and security as specified above. Furthermore, staff members will monitor the online activities of students while at school.



Monitoring may include, but is not necessarily limited to, visual observations of online activities during class sessions; or use of specific monitoring tools to review browser history and network, server, and computer logs.



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Building principals are responsible for providing training so that Internet users under their supervision are knowledgeable about this policy and its accompanying guidelines. The Board expects that staff members will provide guidance and instruction to students in the appropriate use of the—Internet **Education Technology**. Such training shall include, but not be limited to, education concerning appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms, and cyberbullying awareness and response. All Internet users (and their parents if they are minors) are required to sign a written agreement to abide by the terms and conditions of this policy and its accompanying guidelines.

~~[[Students will be assigned a school email account that they are required to utilize for all school-related electronic communications, including those to staff members and individuals and/or organizations outside the District with whom they are communicating for school-related projects and assignments. Further, as directed and authorized by their teachers, they shall use their school-assigned email account when signing-up/registering for access to various online educational services, including mobile applications/apps that will be utilized by the student for educational purposes.~~

Students and staff members are responsible for good behavior on the Board's computers/network and the Internet just as they are in classrooms, school hallways, and other school premises and school sponsored events. Communications on the Internet are often public in nature. General school rules for behavior and communication apply. The Board does not sanction any use of the Internet **Education Technology** that is not authorized by or conducted strictly in compliance with this policy and its accompanying guidelines.

[NOTE: If language about social media is added to Policy 7540, it is recommended that this language be added to this policy.]

✓

Students shall not access social media for personal use from the District's network

(✓)

, but shall be permitted to access social media for educational use in accordance with their teacher's approved plan for such use.



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Users who disregard this policy and its accompanying guidelines may have their use privileges suspended or revoked, and disciplinary action taken against them. Users ~~granted access to the Internet through the Board's computers assume personal responsibility and liability, both civil and criminal, for uses of the Internet~~ **of the Board's Education Technology are personally liable, both civilly and criminally, for uses of the Education Technology** not authorized by this Board policy and its accompanying guidelines.

The Board designates the Superintendent and *Building Principals* as the administrators responsible for initiating, implementing, and enforcing this policy and its accompanying guidelines as they apply to the use of the ~~Network~~ **District's Education Technology** and the Internet for instructional purposes.

P.L. 106-554, Children's Internet Protection Act of 2000

P.L. 110-385, Title II, Protecting Children in the 21st Century Act

18 U.S.C. 1460

18 U.S.C. 2246

18 U.S.C. 2256

20 U.S.C. 6777, 9134 (2003)

20 U.S.C. 6801 et seq., Part F, Elementary and Secondary Education Act of 1965, as amended (2003)

47 U.S.C. 254(h), (1), Communications Act of 1934, as amended (2003)

47 C.F.R. 54.520

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STAFF NETWORK AND INTERNET EDUCATION TECHNOLOGY
ACCEPTABLE USE AND SAFETY

Technology has fundamentally altered the ways in which information is accessed, communicated, and transferred in society. As a result, educators are continually adapting their means and methods of instruction, and the way they approach student learning, to incorporate the vast, diverse, and unique resources available through the Internet. The Board of Education provides staff with access to the Internet for limited educational purposes only and utilizes online educational services to enhance the instruction delivered to its students and to facilitate the staff's work. The District's Internet system does not serve as a public access service or a public forum, and the Board imposes reasonable restrictions on its use consistent with its limited educational purpose.

This policy and its related administrative guidelines and any applicable employment contracts and collective bargaining agreements govern the staffs' use of the District's computers, laptops, tablets, personal communication devices (as defined by Policy 7530.02), network and Internet connection and online educational services ("Education Technology" or "Ed-Tech"). The due process rights of all users will be respected in the event there is a suspicion of inappropriate use of the Education Technology. Users have no right or expectation to privacy when using the Ed-Tech (including, but not limited to, privacy in the content of their personal files, e-mails, and records of their online activity while on the network and Internet). Advances in telecommunications and other related technologies have fundamentally altered the ways in which information is accessed, communicated, and transferred in society. Such changes are driving the need for educators to adapt their means and methods of instruction, and the way they approach student learning, to harness and utilize the vast, diverse, and unique resources available on the Internet. The Board of Education is pleased to provide Internet service to its staff. The Board encourages staff to utilize the Internet in order to promote educational excellence in our schools by providing them with the opportunity to develop the resource sharing, innovation, and communication skills and tools which will be essential to life and work in the 21st century. The Board encourages the faculty to develop the appropriate skills necessary to effectively access, analyze, evaluate, and utilize these resources. The instructional use of the Internet will be guided by the Board's policy on Instructional Materials.



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~~The District's Internet system has not been established as a public access service or a public forum. The Board has the right to place restrictions on its use to assure that use of the District's Internet system is in accord with its limited educational purpose. Staff use of the District's computers, network, and Internet services (Network) will be governed by this policy and the related administrative guidelines, and any applicable employment contracts and collective bargaining agreements. The due process rights of all users will be respected in the event there is a suspicion of inappropriate use of the Network. Users have no right or expectation to privacy when using the Network including, but not limited to, privacy in the content of their personal files, e-mails, and records of their online activity while on the Network.~~

Staff are expected to utilize Education Technology in order to promote educational excellence in our schools by providing students with the opportunity to develop the resource sharing, innovation, and communication skills and tools that are essential to both life and work. The Board encourages the faculty to develop the appropriate skills necessary to effectively access, analyze, evaluate, and utilize these resources in enriching educational activities. The instructional use of the Internet and online educational services will be guided by the Board's policy on Instructional Materials.

~~The Internet is a global information and communication network that provides an incredible opportunity to bring previously unimaginable~~**brings incredible** ~~education and information resources to our students. The Internet connects computers and users in the District with computers and users worldwide. Through the Internet, students and staff can access up to date, highly relevant information that will enhance their learning and the education process. Further, the Internet~~**Education Technology** ~~provides students and staff with the opportunity to communicate with other people from throughout the world. Access to such an incredible quantity of information and resources brings with it, however, certain unique challenges and responsibilities.~~



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First, and foremost, the Board may not be able to technologically limit access to services ~~through the Board's Internet connection~~ **its Education Technology** to only those services and resources that have been authorized for the purpose of instruction, study and research related to the curriculum. Unlike in the past when educators and community members had the opportunity to review and screen materials to assess their appropriateness for supporting and enriching the curriculum according to adopted guidelines and reasonable selection criteria (taking into account the varied instructional needs, learning styles, abilities, and developmental levels of the students who would be exposed to them), access to the Internet, because it serves as a gateway to any publicly available file server in the world, ~~will opens~~ classrooms and students to electronic information resources ~~which have not~~ **that may not have** been screened by educators for use by students of various ages.

Pursuant to Federal law, the Board has implemented technology protection measures, which protect against (e.g., filter or block) access to visual displays/depictions/materials that are obscene, constitute child pornography, and/or are harmful to minors, as defined by the Children's Internet Protection Act. At the discretion of the Board or Superintendent, the technology protection measures may also be configured to protect against access to other material considered inappropriate for students to access. ~~Pursuant to Federal law, the Board has implemented technology protection measures which block/filter Internet access to visual displays that are obscene, child pornography or harmful to minors. The Board utilizes software and/or hardware to monitor online activity of staff members to restrict access to child pornography and other material that is obscene, objectionable, inappropriate and/or harmful to minors.~~



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The technology protection measures may not be disabled at any time that students may be using the ~~Network~~ **Education Technology**, if such disabling will cease to protect against access to materials that are prohibited under the Children's Internet Protection Act. Any staff member who attempts to disable the technology protection measures will be subject to disciplinary action, up to and including termination.

~~[-]~~ **The Superintendent or DIRECTOR OF TECHNOLOGY may temporarily or permanently unblock access to websites containing appropriate material, if access to such sites has been inappropriately blocked by the technology protection measures. The determination of whether material is appropriate or inappropriate shall be based on the content of the material and the intended use of the material, not on the protection actions of the technology protection measures. (✓) The Superintendent or DIRECTOR OF TECHNOLOGY may also disable the technology protection measures to enable access for bona fide research or other lawful purposes.** ~~The Superintendent or _____ may disable the technology protection measure to enable access for bona fide research or other lawful purposes.~~

PER THE
BUILDING
PRINCIPALS
APPROVAL

Staff members will participate in professional development programs in accordance with the provisions of law and this policy. Training shall include:

- A. the safety and security of students while using e-mail, chat rooms, social media and other forms of direct electronic communications;
- B. the inherent danger of students disclosing personally identifiable information online;
- C. the consequences of unauthorized access (e.g., "hacking"), cyberbullying and other unlawful or inappropriate activities by students or staff online; and
- D. unauthorized disclosure, use, and dissemination of personal information regarding minors.



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Furthermore, staff members shall provide instruction for their students regarding the appropriate use of technology and online safety and security as specified above, and staff members will monitor students' online activities while at school.

☒ Monitoring may include, but is not necessarily limited to, visual observations of online activities during class sessions; or use of specific monitoring tools to review browser history and network, server, and computer logs.

The disclosure of personally identifiable information about students online is prohibited.

Building principals are responsible for providing training so that Internet users under their supervision are knowledgeable about this policy and its accompanying guidelines. The Board expects that staff members will provide guidance and instruction to students in the appropriate use of the ~~Internet~~ **Education Technology**. Such training shall include, but not be limited to, education concerning appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms, and cyberbullying awareness and response. All Internet users are required to sign a written agreement to abide by the terms and conditions of this policy and its accompanying guidelines.

☒ Staff will be assigned a school email address that they are required to utilize for all school-related electronic communications, including those to students and their parents and other staff members.

☒ With prior approval from the Superintendent ~~or _____~~, staff may direct students who have been issued school-assigned email accounts to use those accounts when signing-up/registering for access to various online educational services, including mobile applications/apps that will be utilized by the students for educational purposes under the teacher's supervision.

Staff members are responsible for good behavior ~~on Board's computers/network and the Internet~~ **when using the Board's Education Technology** just as they are in classrooms, school hallways, and other school premises and school sponsored events. Communications on the Internet are often public in nature.



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[NOTE: If language about social media is added to Policy 7540, choose the appropriate option to match that language]

☒ Staff members shall not access social media for personal use on the District's network, and shall access social media for educational use only after submitting a plan for that educational use and securing the Principal's approval of that plan in advance.

☐ ~~Staff members shall not access social media from the District's network for either personal or educational use.~~

General school rules for behavior and communication apply. The Board does not sanction any use of the Internet that is not authorized by or conducted strictly in compliance with this policy and its accompanying guidelines. Users who disregard this policy and its accompanying guidelines may have their use privileges suspended or revoked, and disciplinary action taken against them. ~~Users granted access to the Internet through the Board's computers assume personal responsibility and liability, both civil and criminal, for uses of the Internet~~ **of the Board's Technology are personally responsible and liable, both civilly and criminally, for uses of the Education Technology** not authorized by this policy and its accompanying guidelines.

[Option]

☒ Social Media Use

An employee's personal or private use of social media, such as Facebook, Twitter, MySpace, blogs, etc., may have unintended consequences. While the Board respects its employees' First Amendment rights, those rights do not include permission to post inflammatory comments that could compromise the District's mission, undermine staff relationships, or cause a substantial disruption to the school environment. This warning includes staff members' online conduct that occurs off school property including from the employee's private computer. Postings to social media should be done in a manner sensitive to the staff member's professional responsibilities.

In addition, Federal and State confidentiality laws forbid schools and their employees from using or disclosing student education records without parental consent. See Policy 8330. Education records include a wide variety of information; posting personally identifiable information about students is not permitted. Staff members who violate State and Federal confidentiality laws or privacy laws related to the disclosure of confidential employee information may be disciplined.



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Staff members retain rights of communication for collective bargaining purposes and union organizational activities.

The Board designates the Superintendent and BUILDING PRINCIPALS as the administrators responsible for initiating, implementing, and enforcing this policy and its accompanying guidelines as they apply to the use of the ~~Network and the Internet for instructional purposes~~ **District's Education Technology**.

P.L. 106-554, Children's Internet Protection Act of 2000

P.L. 110-385, Title II, Protecting Children in the 21st Century Act

18 U.S.C. 1460

18 U.S.C. 2246

18 U.S.C. 2256

20 U.S.C. 6777, 9134 (2003)

20 U.S.C. 6801 et seq., Part F, Elementary and Secondary Education Act of 1965, as amended (2003)

47 U.S.C. 254(h), (1), Communications Act of 1934, as amended (2003)

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RECEIPT LEGAL DOCUMENTS

Service of Process on the Board of Education

In suits against the Board, only the Board President or Superintendent accepts service on behalf of the Board.

Service of Legal Documents on Board Employees

Board employees may be served with legal documents (1) requesting not only public records (such as employees' personnel files), but also student education records and other documents and electronically stored information maintained by the District, or (2) directing them to testify at a deposition or hearing concerning issues that fall within the employees' employment responsibilities.

An employee served with legal documents in his/her official capacity as a Board employee shall immediately provide copies of those legal documents to his/her Principal or site administrator.

☒ The Principal or site administrator shall immediately furnish copies to

☒ the Superintendent

☐ ~~the Board attorney,~~

☐ ~~the staff attorney,~~

and shall follow his/her directives.

Generally, confidential personnel records, student records, or personal observations or opinions about student behavior/academic performance do not have to be disclosed. The law makes an exception for a subpoena or court order.



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Board policy requires the Principal or a site administrator to release only the documents specifically identified in the subpoena or order. In circumstances where, in responding to a subpoena or order, information is developed or summarized from the student's education records, a copy of that information and a statement of the purpose for which it was prepared shall be filed in the student's cumulative folder.

☒ If doing so is in the Board's best interest, the Principal or site administrator or Board attorney shall accompany the employee to the deposition or hearing.

Actions Against the Board

In actions against the Board, it is not unusual for Board employees to be served with subpoenas and/or called as witnesses. Board legal counsel and the Superintendent will assist Board employees in these matters.

Independent Legal Counsel

This policy does not prohibit Board employees from consulting with their own independent legal counsel, but they are prohibited from discussing or releasing student personally identifiable information to a third party except as expressly authorized by Board Policy (Policy 8330).

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STUDENT RECORDS

In order to provide appropriate educational services and programming, the Board of Education must collect, retain, and use information about individual students. Simultaneously, the Board recognizes the need to safeguard student's privacy and restrict access to student's personally identifiable information.

Student "personally identifiable information" ("PII") includes, but is not limited to: the student's name; the name of the student's parent or other family members; the address of the student or student's family; a personal identifier, such as the student's social security number, student number, or biometric record; other indirect identifiers, such as the student's date of birth, place of birth, and mother's maiden name; other information that, alone or in combination, is linked or linkable to a specific student that would allow a reasonable person in the school community, who does not have personal knowledge of the relevant circumstances, to identify the student with reasonable certainty; or information requested by a person who the District reasonably believes knows the identity of the student to whom the education record relates.

The Board of Education is responsible for maintaining records of all students attending schools in this District. Only records mandated by the State or Federal government and/or necessary and relevant to the function of the School District or specifically permitted by this Board will be compiled by Board employees. The Board hereby authorizes collection of the following student records, in addition to the membership record required by law:

- (4) observations and ratings of individual students by professional staff members acting within their sphere of competency
- (4) samples of student work



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- (4) ✓ information obtained from professionally acceptable standard instruments of measurement such as:
 - (14) ✓ interest inventories and aptitude tests,
 - (14) ✓ vocational preference inventories,
 - (14) ✓ achievement tests,
 - (14) ✓ standardized intelligence tests,
- () _____
- (4) ✓ authenticated information provided by a parent or eligible student concerning achievements and other school activities which the parent or student wants to make a part of the record
- (4) ✓ verified reports of serious or recurrent behavior patterns
- (4) ✓ rank in class and academic honors earned
- (4) ✓ psychological tests
- (4) ✓ attendance records
- (4) ✓ health records
- (4) ✓ custodial arrangements

In all cases, permitted, narrative information in student records shall be objectively-based on the personal observation or knowledge of the originator.

Student records shall be available only to students and their parents, eligible students, and designated school officials who have a legitimate educational interest in the information, or to other individuals or organizations as permitted by law. The term "parents" includes legal guardians or other persons standing in loco parentis (such as a grandparent or stepparent with whom the child lives, or a person who is legally responsible for the welfare of the child). The term "eligible student" refers to a student who is eighteen (18) years of age or older or a student of any age who is enrolled in a postsecondary institution.



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In situations in which a student has both a custodial and a noncustodial parent, both shall have access to the student's educational records unless stipulated otherwise by court order. In the case of eligible students, parents will be allowed access to the records without the student's consent, provided the student is considered a dependent under section 152 of the Internal Revenue Code.

A school official is a person employed by the Board as an administrator, supervisor, teacher/instructor (including substitutes), or support staff member (including health or medical staff and law enforcement unit personnel); **and** a person serving on the Board. **The Board further designates the following individuals and entities as "school officials" for the purpose of FERPA:** ~~a person or company with whom the Board has contracted to perform a special task (such as an attorney, auditor, or medical consultant); a contractor, consultant, volunteer or other party to whom the Board has outsourced a service otherwise performed by Board employees (e.g. a therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his/her tasks (including volunteers).~~

- A. **persons or companies with whom the Board has contracted to perform a specific task (such as an attorney, auditor, insurance representative, or medical consultant);**
- B. **contractors, consultants, volunteers or other parties to whom the Board has outsourced a service or function otherwise performed by the Board employees (e.g. a therapist, authorized information technology (IT) staff, and approved online educational service providers).**

The above-identified outside parties must (a) perform institutional services or functions for which the Board would otherwise use its employees, (b) be under the direct control of the Board with respect to the use and maintenance of education records, and (c) be subject to the requirements of 34 C.F.R. 99.33(a) governing the use and re-disclosure of PII from education records.

Finally, a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his/her tasks (including volunteers) is also considered a "school official" for purposes of FERPA provided s/he meets the above-referenced criteria applicable to other outside parties.



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"Legitimate educational interest" shall be defined as a "direct or delegated responsibility for helping the student achieve one (1) or more of the educational goals of the District" or if the record is necessary in order for the school official to perform an administrative, supervisory or instructional task or to perform a service or benefit for the student or the student's family. The Board directs that reasonable and appropriate methods (including but not limited to physical and/or technological access controls) are utilized to control access to student records and to make certain that school officials obtain access to only those education records in which they have legitimate educational interest.

The Board authorizes the administration to:

- A. forward student records, including any suspension and expulsion action against the student, on request to a school or school district in which a student of this District seeks or intends to enroll upon condition that the student's parents be notified of the transfer, receive a copy of the record if desired, and have an opportunity for a hearing to challenge the content of the record;
- B. provide "personally-identifiable" information to appropriate parties, including parents of an eligible student, whose knowledge of the information is necessary to protect the health or safety of the student or other individuals, if there is an articulable and significant threat to the health or safety of a student or other individuals, considering the totality of the circumstances;
- C. report a crime committed by a child with or without a disability to appropriate authorities and, with respect to reporting a crime committed by a student with a disability, to transmit copies of the student's special education records and disciplinary records including any suspension and expulsion action against the student to the authorities and school officials for their consideration;
- D. release de-identified records and information in accordance with Federal regulations;



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- E. disclose personally identifiable information from education records, without consent, to organizations conducting studies "for, or on behalf of" the District for purposes of developing, validating or administering predictive tests, administering student aid programs, or improving instruction;

Information disclosed under this exception must be protected so that students and parents cannot be personally identified by anyone other than representative of the organization conducting the study, and must be destroyed when no longer needed for the study. In order to release information under this provision, the District will enter into a written agreement with the recipient organization that specifies the purpose of the study. (See Form 8330 F14.) **Further, the following personally identifiable information will not be disclosed to any entity: a student or his/her family member's social security number(s); religion; political party affiliation; voting history; or biometric information.**

[NOTE: Districts without AGs should include the following paragraph] This written agreement must include: (1) specification of the purpose, scope, duration of the study, and the information to be disclosed; (2) a statement requiring the organization to use the personally identifiable information only to meet the purpose of the study; (3) a statement requiring the organization to prohibit personal identification of parents and students by anyone other than a representative of the organization with legitimate interests; and (4) a requirement that the organization destroy all personally identifiable information when it is no longer needed for the study, along with a specific time period in which the information must be destroyed. [END OF OPTION]



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While the disclosure of personally identifiable information (other than social security numbers, religion, political party affiliation, voting record, or biometric information) is allowed under this exception, it is recommended that de-identified information be used whenever possible. This reduces the risk of unauthorized disclosure.

~~While the disclosure of personally identifiable information without consent is allowed under this exception, it is recommended that whenever possible the administration either release de-identified information or remove the students' names and social security identification numbers to reduce the risk of unauthorized disclosure of personally identifiable information.~~

- F. disclose personally identifiable information from education records without consent, to authorized representatives of the Comptroller General, the Attorney General, and the Secretary of Education, as well as state and local educational authorities. The disclosed records must be used to audit or evaluate a federal or state supported education program, or to enforce or comply with Federal requirements related to those education programs. A written agreement between the parties is required under this exception. (See Form 8330 F16)

[NOTE: the following sentence should be selected by districts with AGs] The District will verify that the authorized representative complies with FERPA regulations.

- G. request each person or party requesting access to a student's record to abide by the Federal regulations concerning the disclosure of information.

The Board will comply with a legitimate request for access to a student's records within a reasonable period of time but not more than forty-five (45) days after receiving the request or within such shorter period as may be applicable to students with disabilities. Upon the request of the viewer, a record shall be reproduced, unless said record is copyrighted, and the viewer may be charged a fee equivalent to the cost of handling and reproduction. Based upon reasonable requests, viewers of education records will receive explanation and interpretation of the records.



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The Board shall maintain a record of those persons to whom information about a student has been disclosed. Such disclosure records will indicate the student, person viewing the record, information disclosed, date of disclosure, and date parental/eligible student consent was obtained (if required).

Only "directory information" regarding a student shall be released to any person or party, other than the student or his/her parent, without the written consent of the parent; or, if the student is an eligible student, the written consent of the student, except those persons or parties stipulated by the Board policy and administrative guidelines and/or those specified in the law.

The Board shall exempt from disclosure directory information, as requested for the purpose of surveys, marketing, or solicitation, unless the Board determines that the use is consistent with the educational mission of the Board and beneficial to the affected students. The Board may take steps to ensure that directory information disclosed shall not be used, rented, or sold for the purpose of surveys, marketing, or solicitations. Before disclosing the directory information, the Board may require the requester to execute an affidavit stating that directory information provided shall not be used, rented, or sold for the purpose of surveys, marketing, or solicitation.



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DIRECTORY INFORMATION

Each year the Superintendent shall provide public notice to students and their parents of the District's intent to make available, upon request, certain information known as "directory information." The Board designates as student "directory information":

- ☒ a student's name;
- ☐ ~~address,~~
- ☐ ~~telephone number,~~
- ☐ ~~date and place of birth,~~
- ☐ ~~major field of study;~~
- ☒ participation in officially recognized activities and sports;
- ☒ height and weight, if member of an athletic team;
- ☒ height if member of an athletic team;
- ☒ weight, if member of an athletic team which requires disclosure to participate;
- ☐ ~~dates of attendance;~~
- ☒ date of graduation;
- ☒ awards received;
- ☒ honor rolls;
- ☒ scholarships;
- ☐ ~~telephone numbers for inclusion in school or PTO directories;~~
- ☒ school photographs or videos of students participating in school activities, events or programs;
- ☐ _____



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[The following option should be selected if the Board assigns school email accounts to students per Policy 7540.03. *This option is provided to address potential confidentiality issues presented by Policy 7540.03 and is supported by Federal FERPA regulation 34 C.F.R. 99.37(d).]

☒ The Board designates school-assigned e-mail accounts as "directory information" for the limited purpose of facilitating students' registration for access to various online educational services, including mobile applications/apps that will be utilized by the student for educational purposes (✓) and for inclusion in internal e-mail address books. School-assigned e-mail accounts shall not be released as directory information beyond this/these limited purpose(s) and to any person or entity but the specific online educational service provider and internal users of the District's Education Technology.

~~Parents and eligible students may refuse to allow the District to disclose any or all of such "directory information" upon written notification to the District within _____ days after receipt of the District's public notice.~~

Armed Forces Recruiting

The Board shall provide United States Armed Forces recruiters with at least the same access to the high school campus and to student directory information (names, addresses, and telephone listings of secondary students) as is provided to other entities offering educational or employment opportunities to those students. "Armed forces of the United States" means the armed forces of the United States and their reserve components and the United States Coast Guard.

If a student or the parent or legal guardian of a student submits a signed, written request to the Board that indicates that the student or the parent or legal guardian does not want the student's directory information to be accessible to official recruiting representatives, then the officials of the school shall not allow that access to the student's directory information. The Board shall ensure that students and parents and guardians are notified of the provisions of the opportunity to deny release of directory information.

Public notice shall be given regarding the right to refuse disclosure of any or all "directory information" including to the armed forces of the United States and the service academies of the armed forces of the United States.



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A fee, not to exceed the actual costs incurred by the high school, for copying and mailing student directory information under this section, may be charged an official recruiting representative.

Directory information received under armed services authorization request shall be used only to provide information to students concerning educational and career opportunities available in the armed forces of the United States or the service academies of the armed forces of the United States. An official recruiting representative who receives student directory information under this section shall not release that information to a person who is not involved in recruiting students for the armed forces of the United States or the service academies of the armed forces of the United States.

Annually the Board will notify male students age eighteen (18) or older that they are required to register for the selective service.

Requests to the District records officer shall be presented on a standardized form developed by the armed forces of the United States requesting access to a high school campus and a time for the access. Requests should bear the signature of the ranking recruiting officer of the armed service making the request.

Whenever consent of the parent(s)/eligible student is required for the inspection and/or release of a student's education records or for the release of "directory information", either parent may provide such consent unless stipulated otherwise by court order. If the student is under the guardianship of an institution, the Superintendent shall appoint a person who has no conflicting interest to provide such written consent.

The Board may disclose "directory information" on former students without student or parental consent, unless the parent or eligible student previously submitted a request that such information not be disclosed without their prior written consent.



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CHOOSE OPTION #1 OR OPTION #2 (Be sure the choice here is the same choice made on AG 8330 and Policy 2416)

Option #1

The Board shall not permit the collection, disclosure, or use of personal information collected from students for the purpose of marketing or for selling that information (or otherwise providing that information to others for that purpose).

Option #2

The Board shall permit the collection, disclosure, or use of personal information collected from students for the purpose of marketing or for selling that information (or otherwise providing that information to others for that purpose).

[If the Board allows such collection, etc. this policy must include arrangements to protect student privacy in the event of such collection, etc.]

The parent of a student or an eligible student has the right to inspect upon request any instrument used in the collection of personal information before the instrument is administered or distributed to a student. Personal information for this section is defined as individually identifiable information including a student or parent's first and last name, a home or other physical address (including street name and the name of the city or town), a telephone number, or a Social Security identification number. In order to review the instrument, the parent or eligible students, must submit a written request to the building principal at least _____ work days before the scheduled date of the activity. The instrument will be provided to the parent within _____ business days of the principal receiving the request.

The Superintendent shall directly notify the parent(s) of a student and eligible students, at least annually at the beginning of the school year, of the specific or approximate dates during the school year when such activities are scheduled or expected to be scheduled.



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This section does not apply to the collection, disclosure or use of personal information collected from students from the exclusive purpose of developing, evaluating, or providing educational products or service for, or to, students or educational institutions, such as the following:

- A. college or other postsecondary education recruitment, or military recruitment;
- B. book clubs, magazines, and programs providing access to low-cost literary products;
- C. curriculum and instructional materials used by elementary and secondary schools;
- D. tests and assessments used by elementary and secondary schools to provide cognitive, evaluative, diagnostic, clinical, aptitude, or achievement information about students (or to generate other statistically useful data for the purpose of securing such tests and assessments) and the subsequent analysis and public release of the aggregate data from such tests and assessments;
- E. the sale by students of products or services to raise funds for school-related or education-related activities; and
- F. student recognition programs.

[NOTE: END OF OPTION #2]



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The Board may establish online access for the parents or the eligible student to the student's confidential academic and attendance record. To authorize such access, the parents or the eligible student must sign a release (see Form 8330 F10). This release shall remind the parents or eligible student that the account and confidential information about the student is only as secure as they keep their account information. Neither the District nor its employees will be held responsible for any breach of this policy by the parent/eligible student or any unauthorized party.

The Superintendent shall prepare administrative guidelines to ensure that students and parents are adequately informed each year regarding their rights to:

- A. inspect and review the student's education records;
- B. request amendments if the record is inaccurate, misleading, or otherwise in violation of the student's rights;
- C. consent to disclosures of personally-identifiable information contained in the student's education records, except to unauthorized disclosures allowed by the law;
- D. challenge the Board's noncompliance with a parent's request to amend the records through a hearing;
- E. file a complaint with the United States Department of Education;
- F. obtain a copy of the Board's policy and administrative guidelines on student records.

~~The Superintendent shall also develop procedural guidelines for:~~

- ~~() the proper storage and retention of records including a list of the type and location of records;~~
- ~~() informing Board employees of the Federal and State laws concerning student records.~~

The Board authorizes the use of the microfilm process or electromagnetic processes of reproduction for the recording, filing, maintaining, and preserving of records.



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No liability shall attach to any member, officer, or employee of this District specifically as a consequence of permitting access or furnishing student records in accordance with this policy and regulations.

Any entity receiving personally identifiable information pursuant to a study, audit, evaluation or enforcement/compliance activity must comply with all FERPA regulations. Further, such an entity must enter into a written contract with the Board of Education delineating its responsibilities in safeguarding the disclosed information. Specifically, the entity must demonstrate the existence of a sound data security plan or data stewardship program, and must also provide assurances that the personally identifiable information will not be redisclosed without prior authorization from the Board. Further, the entity conducting the study, audit, evaluation or enforcement/compliance activity is required to destroy the disclosed information once it is no longer needed or when the timeframe for the activity has ended, as specified in its written agreement with the Board of Education. See Form 8330 F14 and Form 8330 F16 for additional contract requirements.

M.C.L. 380.1135

Letter, April 6, 2004 Jeremy Hughes, Deputy Supt. Department of Education

34 C.F.R. Part 99, 2002

Section 444 of subpart of part C of the General Education Provisions Act

Title IV of Public Law 90-247

20 U.S.C., Section 1232f through 1232i (FERPA)

20 U.S.C. 1400 et seq., Individuals with Disabilities Education Improvement Act

20 U.S.C. 7165(b)

26 U.S.C. 152

20 U.S.C. 7908

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REVISED POLICY - VOL. 29, NO. 1

FOOD SERVICES

The Board of Education shall provide cafeteria facilities in all school facilities where space and facilities permit, and will provide food service for the purchase and consumption of lunch for all students.

☒ The Board shall also provide a breakfast program in accordance with procedures established by the Department of Education.

~~☐ The Board shall provide a public hearing annually for all parents prior to determining whether or not it will provide a breakfast program for all students. If it chooses not to provide such a program, the Board shall make available the reasons for its decision.~~

The food-service program shall comply with Federal and State regulations pertaining to the selection, preparation, delivery, consumption, and disposal of food and beverages, **including but not limited to the current USDA Dietary Guidelines for Americans and the USDA Smart Snacks in School nutrition standards**, as well as to the fiscal management of the program. In addition, as required by law, a food safety program based on the principles of the Hazard Analysis and Critical Control Point (HACCP) system shall be implemented with the intent of preventing food-borne illnesses. For added safety and security, access to the facility and the food stored and prepared therein shall be limited to food service staff and other authorized persons.

Substitutions to the standard meal requirements shall be made, at no additional charge, for students who are certified by a licensed physician to have a disability which restricts his/her diet, in accordance with the criteria set forth in 7 CFR 15(b)(3). To qualify for such substitutions the medical certification must identify:

- A. the student's disability and the major life activity affected by the disability;
- B. an explanation of why the disability affects the students diet; and
- C. the food(s) to be omitted from the student's diet, and the food or choice of foods that must be substituted (e.g., caloric modifications or use of liquid nutritive formula).



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✓

On a case by case basis, substitutions to the standard meal requirements may be made, at no additional charge, for students who are not "disabled persons", but have a signed statement from a qualified medical authority that the student cannot consume certain food items due to medical or other special dietary needs. To qualify for such consideration and substitutions the medical statement must identify:

- A. the medical or dietary need that restricts the student's diet; and
- B. the food(s) to be omitted from the student's diet and the food(s) or choice of foods that may be substituted.

For non-disabled students who need a nutritional equivalent milk substitute, only a signed request by a parent or guardian is required.

Lunches sold by the school may be purchased by students and staff members and community residents in accordance with the administrative guidelines established by the Superintendent.

The operation and supervision of the food-service program shall be the responsibility of the Food Service Director and the _____. Food services shall be operated on a self-supporting basis with revenue from students, staff, Federal reimbursement, and surplus food. The Board shall assist the program by furnishing available space, initial major equipment, and utensils. Maintenance and replacement of equipment is the responsibility of the program.

A periodic review of the food-service accounts shall be made by the BUSINESS MANAGER. Any surplus funds from the National School Lunch Program shall be used to reduce the cost of the service to students or to purchase cafeteria equipment. Surplus funds from a-la-carte foods purchased using funds from the nonprofit food service account must accrue to the nonprofit food service account.



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The Superintendent shall establish administrative guidelines for the conduct of the school lunch program that shall include provisions for:

- () the maintenance of sanitary, neat premises free from fire and health hazards;
- () the preparation and consumption of food;
- () the purchase of foods and supplies in accordance with law;
- () complying with food holds and recalls in accordance with USDA regulations;
- () the accounting and deposition of food-service funds;
- () the safekeeping and storage of food and food equipment.

No foods or beverages, other than those associated with the District's food-service program, are to be sold during food-service hours. The District shall serve only nutritious food as determined by the Food Service Department **in compliance with the current USDA Dietary Guidelines for Americans and the USDA Smart Snacks in School nutrition guidelines.** ~~and shall not purchase with food service funds and shall not serve, in any food service area during meal serving hours, carbonated beverages, water ices, chewing gum, hard candy (including breath mints and cough drops), jellies and gums, marshmallow candies, fondant (creamy sugar candy), licorice, spun candy and candy coated popcorn.~~ Foods and beverages unassociated with the food-service program **must comply with the current USDA Dietary Guidelines for Americans and the USDA Smart Snacks in School nutrition guidelines,** and may be vended in accordance with Board Policy 8540.

M.C.L. 380.1272, 1272a, 1272d et seq.
7 CFR 210, 215, 220, 240
42 U.S.C. 1760



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REVISED POLICY - VOL. 29, NO. 1

WELLNESS

As required by law, the Board of Education establishes the following wellness policy for the MADISON School District.

The Board recognizes that good nutrition and regular physical activity affect the health and well-being of the District's students. Furthermore, research concludes that there is a positive correlation between a student's health and well-being and his/her ability to learn. Moreover, schools can play an important role in the developmental process by which students establish their health and nutrition habits by providing nutritious meals and snacks through the schools' meal programs, by supporting the development of good eating habits, and by promoting increased physical activity both in and out of school.

The Board, however, believes this effort to support the students' development of healthy behaviors and habits with regard to eating and exercise cannot be accomplished by the schools alone. It will be necessary for not only the staff, but also parents and the public at large to be involved in a community-wide effort to promote, support, and model such healthy behaviors and habits.

The Board sets the following goals in an effort to enable students to establish good health and nutrition habits:

A. With regard to nutrition education, the District shall:

[Select one or more of the following:]

- ☒ Nutrition education shall be included in the Health curriculum so that instruction is sequential and standards-based and provides students with the knowledge, attitudes, and skills necessary to lead healthy lives.
- ☐ Nutrition education shall be included in the sequential, comprehensive Health curriculum in accordance with the curriculum standards and benchmarks established by the State.
- ☐ Nutrition education shall be integrated into other subject areas of the curriculum, when appropriate, to complement, but not replace, the standards and benchmarks for health education.



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- () Nutrition education standards and benchmarks shall be age-appropriate and culturally relevant.
- () The standards and benchmarks for nutrition education shall be behavior focused.
- () Nutrition education shall include enjoyable, developmentally appropriate and culturally relevant participatory activities, such as contests, promotions, taste testing, and others.
- () Nutrition education shall include opportunities for appropriate student projects related to nutrition, involving, when possible, community agencies and organizations.
- () Nutrition education shall extend beyond the classroom by engaging and involving the school's food service staff.
- () Nutrition education posters, such as the Food Pyramid Guide, will be displayed in the cafeteria.
- () The school cafeteria shall serve as a learning lab by allowing students to apply the knowledge, attitudes, and skills taught in the classroom when making choices at mealtime.
- () Nutrition education shall extend beyond the school by engaging and involving families and the community.
- () Nutrition education shall reinforce lifelong balance by emphasizing the link between caloric intake (eating) and exercise in ways that are age-appropriate.
- () Nutrition education benchmarks and standards include a focus on media literacy as it relates to food marketing strategies.
- () Nutrition education standards and benchmarks promote the benefits of a balanced diet that includes fruits, vegetables, whole grain products, and low-fat and fat-free dairy products.



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() Staff responsible for providing instruction in nutrition education shall regularly participate in professional development activities designed to better enable them to teach the benchmarks and standards.

() Instruction related to the standards and benchmarks for nutrition education shall be provided by highly qualified teachers.

() The District shall provide information to parents that is designed to encourage them to reinforce at home the standards and benchmarks being taught in the classroom.

() other: _____

() other: _____

() other: _____

() other: _____



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B. With regard to physical activity, the District shall:

[It is recommended that one (1) or more of the following be selected from both categories:]

1. Physical Education

☒ A sequential, comprehensive physical education program shall be provided for students in K-12 in accordance with the standards and benchmarks established by the State.

☐ All students in grades ____ - ____, including those with disabilities, special health care needs and in alternative educational settings (to the extent consistent with the students' IEPs), shall receive instruction in physical education for _____ (____) minutes ☐ **daily** ☐ _____ **days per week** for the entire school year.

☐ All students, including those with disabilities, special health care needs and in alternative educational settings (to the extent consistent with the students' IEPs), shall receive instruction in physical education for _____ (____) minutes ☐ **per day** ☐ _____ **days per week** for at least _____ semesters in grades ____ - 12.

☐ All students in grades K-12, including those with disabilities, special health care needs and in alternative educational settings (to the extent consistent with the students' IEPs), shall receive daily physical education for the entire school year, for 150 minutes per week for K- ____ students and 225 minutes per week for students in grades ____ - 12.

☐ The physical education curriculum shall provide sequential instruction related to the knowledge, attitudes, and skills necessary to participate in lifelong, health-enhancing physical activity.



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- () Physical education classes shall provide students with opportunities to learn, practice, and be assessed on developmentally appropriate knowledge, attitudes and skills necessary to engage in lifelong, health-enhancing physical activity.
- () The sequential, comprehensive physical education curriculum shall stress the importance of remaining physically active for life.
- () The sequential, comprehensive physical education curriculum shall provide students with opportunities to learn, practice, and be assessed on developmentally appropriate knowledge, attitudes, and skills necessary to engage in lifelong, health-enhancing physical activity.
- () Planned instruction in physical education shall be sufficient for students to achieve a proficient level with regard to the standards and benchmarks established by the State.
- () The K-12 program shall include instruction in physical education as well as opportunities to participate in competitive and non-competitive team sports to encourage lifelong physical activity.
- () Planned instruction in physical education shall require students to be engaged in moderate to vigorous physical activity for at least fifty percent (50%) of scheduled class time.
- () Properly certificated, highly qualified teachers shall provide all instruction in physical education.
- () All physical education classes shall have a student/teacher ratio comparable to the student/teacher ratio in other curricular areas.
- () Planned instruction in physical education shall teach cooperation, fair play, and responsible participation.



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- () Planned instruction in physical education shall meet the needs of all students, including those who are not athletically gifted.
- () Planned instruction in physical education shall be presented in an environment free of embarrassment, humiliation, shaming, taunting, or harassment of any kind.
- () Planned instruction in physical education shall include cooperative as well as competitive games.
- () Planned instruction in physical education shall take into account gender and cultural differences.
- () Planned instruction in physical education shall promote participation in physical activity outside the regular school day.
- () other: _____

_____.
- () other: _____

_____.
- () other: _____

_____.

2. Physical Activity

- (✓) Physical activity ~~() shall~~ (✓) ~~should~~ not be employed as a form of discipline or punishment.



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- () Physical activity and movement shall be integrated, when possible, across the curricula and throughout the school day.
- () Schools shall encourage families to provide physical activity outside the regular school day, such as outdoor play at home, participation in sports sponsored by community agencies or organizations, and in lifelong physical activities like bowling, swimming, or tennis.
- () All students in grades K- ____ shall be provided with a daily recess period at least ____ (____) minutes in duration. Recess shall not be used as a reward or punishment.
- () The school shall provide information to families to encourage and assist them in their efforts to incorporate physical activity into their children's daily lives.
- () The school shall encourage families and community organizations to institute programs that support physical activity of all sorts.
- () The school shall provide students in grades ____ - ____ with the opportunity to use physical activity in which they participate outside the regular school day (other than organized interscholastic athletics) to satisfy curricular requirements.
- () All students in grades ____ - ____ shall have the opportunity to participate in extracurricular activities and intramural programs that emphasize physical activity.
- () All students in grades ____ -12 shall have the opportunity to participate in interscholastic sports programs.



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() Schools shall offer a wide range of physical activities outside the regular school day that meet the needs, interests, and abilities of all students, including males, females, students with disabilities, and students with special healthcare needs.

() In addition to planned physical education, the school shall provide age-appropriate physical activities (e.g., recess during the school day, intramurals and clubs before and after school, and interscholastic sports) that meet the needs of all students, including males, females, students with disabilities, and students with special healthcare needs.

() All after-school programs shall provide developmentally appropriate physical activity for the students who participate.

() Schools shall discourage extended periods of student inactivity, defined as two (2) hours or more without some physical activity.

() other: _____

_____.

() other: _____

_____.

() other: _____

_____.



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→ b.

With regard to other school-based activities the District shall:

[Select one or more of the following:]

- ☒ The schools shall provide at least (25) minutes daily for students to eat.
- ☒ The schools shall schedule mealtimes so there is minimum disruption by bus schedules, recess, and other special programs or events.
- ☐ The school shall provide attractive, clean environments in which the students eat.
- ☐ Students at _____ **[insert name(s) of building(s)]** are not permitted to have drinks in the classroom.
- ☐ Students at _____ **[insert name(s) of building(s)]** are permitted to have bottled water only in the classroom.
- ☐ Activities, such as tutoring or club meetings, shall not be scheduled during mealtimes, unless students may eat during those meetings.
- ☐ Schools () **may** () **shall** limit the number of celebrations involving serving food during the school day to no more than _____ () party(ies) per class per month.
- ☐ Students, parents, and other community members shall have access to, and be encouraged to use, the school's outdoor physical activity facilities outside the normal school day.
- ☐ An organized wellness program shall be available to all staff.
- ☐ The schools () **shall** () **may** use environmentally friendly practices, such as the use of locally grown foods and non-disposable tableware and dishes.



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- () The schools () **shall** () **may** provide opportunities for staff, parents, and other community members to model healthy eating habits by dining with students in the school dining areas.
- () The schools () **shall** () **may** demonstrate support for the health of all students by hosting health clinics and screenings and encouraging parents to enroll their eligible children in Medicaid or in other children's health insurance programs for which they may qualify.
- () Schools in our system utilize electronic identification and payment systems, therefore, eliminating any stigma or identification of students eligible to receive free and/or reduced meals.
- () Students are discouraged from sharing their foods or beverages with one another during meal times, given concerns about allergies and other restrictions on some students' diets.
- () other: _____
_____.
- () other: _____
_____.

D. With regard to nutrition promotion, the District shall:

- ✓ encourage students to increase their consumption of healthful foods during the school day;
- ✓ create an environment that reinforces the development of healthy eating habits, including offering the following healthy foods **that comply with the USDA Dietary Guidelines for Americans and the USDA Smart Snacks in School nutrition standards:**
 - () a variety of fresh produce to include those prepared without added fats, sugars, refined sugars, and sodium



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- () a variety of vegetables daily to include specific subgroups as defined by dark green, red/orange, legumes, and starchy
- () whole grain products - half of all grains need to be whole grain-rich upon initial implementation and all grains must be whole grain-rich within two (2) years of implementation
- () fluid milk that is fat-free (unflavored and flavored) and low-fat (unflavored)
- () meals designed to meet specific calorie ranges for age/grade groups
- () eliminate trans-fat from school meals
- () require students to select a fruit or vegetable as part of a complete reimbursable meal
- () designate wellness champions at each school that will promote resources through the District's website for wellness for students, families, and the community
- () provide opportunities for students to develop the knowledge and skills for consuming healthful foods
- () The District nutrition department will promote and encourage Farm to School efforts in order to provide the healthy foods identified above.



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☒ By the _____ school year, all ~~All~~ foods and beverages sold to **students** as fund raisers outside of the school meals program during the regular and extended school day **for consumption on the school campus** shall meet the USDA Competitive Food regulations, and the Alliance for A Healthier Generation's Competitive Foods and Beverages Guidelines, **and the USDA Smart Snacks in School nutrition standards.**

() Rewarding children in the classroom should not involve candy and other foods that can undermine children's diets and health and reinforce unhealthy eating habits. A wide variety of alternative rewards can be used to provide positive reinforcement for children's behavior and academic performance.

() Promotions/Partnerships:

() Through partnership with _____ **[insert local running organization]** each school has the opportunity to earn _____ mileage or running club.

() Through USTA partnerships, each K-12 school has the opportunity to receive more than _____ **[insert dollar amount]** worth of equipment to teach and implement tennis appropriate to grade level in the curriculum.

() Through community partnerships, the elementary schools will receive training and equipment to implement _____ **[insert name of a golf program; e.g., First Tee Golf]** into the curriculum.

() Through grants from _____ **[insert source of grants]** and local businesses, each elementary school has the opportunity to implement _____ **[insert name of local bike safety program]**.

() _____

() _____



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Furthermore, with the objectives of enhancing student health and well being, and reducing childhood obesity, the following guidelines are established:

A. In accordance with Policy 8500, entitled Food Service, the food service program shall comply with Federal and State regulations pertaining to the selection, preparation, consumption, and disposal of food and beverages, **including but not limited to the USDA Dietary Guidelines for Americans and the USDA Smart Snacks in School nutrition standards**, as well as to the fiscal management of the program.

B. As set forth in Policy 8531, entitled Free and Reduced Price Meals, the guidelines for reimbursable school meals are not less restrictive than the guidelines issued by the U.S. Department of Agriculture (USDA).

The sale of foods of minimal nutritional value in the food service area during the lunch period is prohibited.

C. **The sale of foods and beverages to students that do not meet the USDA Dietary Guidelines for Americans and the USDA Smart Snacks in School nutrition standards to be consumed on the school campus during the school day is prohibited.**

D. **All food items and beverages available for sale to students for consumption on the school campus (any area of property under the jurisdiction of the school that is accessible to students during the school day) between midnight and thirty (30) minutes after the close of the regular school day shall comply with the current USDA Dietary Guidelines for Americans and the USDA Smart Snacks in School nutrition standards, including, but not limited to, competitive foods that are available to students a la carte or as entrees in the dining area (except entree items that were offered on the National School Lunch Program (NSLP) or School Breakfast Program (SBP) menu on the day of and the day after they are offered on the NSLP or SBP menu), as well as food items and beverages from vending machines, from school stores, or as fund-raisers, including those operated by student clubs and organizations, parent groups, or boosters clubs.**



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[It is recommended that one (1) or more of the following be selected:

- ☒ The food service program will strive to be financially self-supporting; however, if it is necessary to subsidize the operation, it will not be through the sale of foods with minimal nutritious value.
- ☐ The food service program will provide all students affordable access to the varied and nutritious foods they need to be healthy and to learn well.
- ☐ All foods available on campus during the school day shall comply with the current USDA Dietary Guidelines for Americans, including competitive foods that are available to students a la carte in the dining area, as classroom snacks, from vending machines, for classroom parties, or at holiday celebrations.
- ☐ ~~All foods available to students in the dining area during school food service hours shall comply with the current USDA Dietary Guidelines for Americans, including competitive foods available to student a la carte or from vending machines.~~
- ☐ ~~Beginning with _____ school year, all foods available to students on campus during the school day and outside school food service hours shall comply with the current USDA Dietary Guidelines for Americans, including foods available to students as classroom snacks, from vending machines for fund raisers, for classroom parties, or at holiday celebrations.~~



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- () All foods available on campus at any time shall comply with the current USDA Dietary Guidelines for Americans, including competitive foods that are available to students a la carte in the dining area, as well as foods that are served as classroom snacks, from vending machines, for fund raisers, for classroom parties, at holiday celebrations, at concession stands, or at any school-related event.
- () The school food service program () **may** () **shall** involve
 - () students,
 - () parents,
 - () staff,
 - () school officialsin the selection of competitive food items to be sold in the schools.
- () Nutrition information for competitive foods available during the school day shall be readily available near the point of purchase.
- () All foods available to students in District programs, other than the food service program, shall be served with consideration for promoting student health and well-being.
- ~~(+) Any food items sold () **on campus** as a fund-raiser shall meet the current USDA Dietary Guidelines for Americans.~~
- () The school shall prepare and distribute to staff, parents, and after-school program personnel a list of snack items that comply with the current USDA Dietary Guidelines for Americans **and the USDA Smart Snacks in School nutrition standards.**
- () Each classroom party held during the school day may include no more than one (1) food or beverage that does not meet the current USDA Dietary Guidelines for Americans.
- () The food service program shall be administered by a qualified nutrition professional.



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- (✓) The food service program shall be administered by a director who is properly qualified, certificated, licensed, or credentialed, according to current professional standards.
- ~~() All food service personnel shall receive pre-service training in food service operations.~~
- ~~() Continuing professional development shall be provided for all staff of the food service program.~~
- ~~() other: _____~~
- ~~() other: _____~~

The Board designates the (✓) Superintendent, () _____ (as the individual(s) charged with operational responsibility for verifying that the District meets the goals established in this policy.

The Superintendent shall appoint a District wellness committee that includes parents, students, representatives of the school food authority, educational staff (including physical education teachers), school health professionals, members of the public and school administrators to oversee development, implementation, evaluation and periodic update of the wellness policy. The Wellness Committee shall be an ad hoc committee with members recruited and chosen annually.

The Wellness Committee shall be responsible for:

- A. assessment of the current school environment;
- B. review of the District's wellness policy;
- C. presentation of the wellness policy to the school board for approval;



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- D. measurement of the implementation of the policy;
- E. recommendation for the revision of the policy, as necessary.

Before the end of each school year the Wellness Committee shall recommend to the Superintendent any revisions to the policy it deems necessary.

The Superintendent shall report annually to the Board on the progress of the Wellness Committee and on its evaluation of policy implementation and areas for improvement, including status of compliance by individual schools and progress made in attaining goals of policy.

The Superintendent is also responsible for informing the public, including parents, students and community members, on the content and implementation of this policy. In order to inform the public, the Superintendent shall:

- ~~() distribute information at the beginning of the school year to families of school children;~~
- ~~() include information in the student handbook;~~
- ~~() **[include other methods of informing the public]** _____;~~

~~and~~ post the policy on the District's website, including the Wellness Committee's assessment of the implementation of the policy.

42 U.S.C. 1751, Sec. 204

42 U.S.C. 1771

7 C.F.R. Parts 210 and 220



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REVISED POLICY - VOL. 29, NO. 1

VENDING MACHINES

The Board of Education recognizes that vending machines can produce revenues which are useful to augment programs and services to students and staff. It will, therefore, authorize their use in District facilities providing that the following conditions are satisfied.

- () The installation, servicing, stocking, and maintenance of each machine is contracted for with a reputable supplier of vending machines and their products.
- () The District's share of the revenues is managed by the District in accordance with relevant Board policies and administrative guidelines.
- () No products are vended which would conflict with or contradict information or procedures contained in the District's educational programs on health and nutrition.
- () No food or beverages are to be sold or distributed which will compete with the District's food-service program.
- (+) ~~Food and beverages sold in vending machines must meet USDA National School Nutrition Standards.~~

(✓) **Food items and beverages available for sale to students in vending machines for consumption on the school campus (any area of property under the jurisdiction of the school that is accessible to students during the school day) during the school day (the period from the midnight before, to thirty (30) minutes after the end of the official school day) shall comply with the current USDA Dietary Guidelines for Americans and the USDA Smart Snacks in School nutrition standards.**



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The Superintendent shall develop and implement administrative guidelines which
| will ~~ensure~~**require that** these conditions are adhered to on a continuing basis.

42 U.S.C. 1779

| **7 C.F.R. Parts 210 and 220**

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REVISED POLICY - VOL. 29, NO. 1

DISTRICT SUPPORT ORGANIZATIONS

☒ The Board of Education appreciates the efforts of all organizations whose objectives are to enhance the educational experiences of District students, to help meet educational needs of students, and/or provide extra educational benefits not provided for, at the time, by the Board.

District support organizations are defined as any non-profit entity, group, or other organization formed and operating for the purpose of supporting District programs ☒ **and approved by the Board.** These programs may be educational to parents and/or children.

☒ The Board shall offer the opportunity for any authorized school support entity to receive coverage under the District's liability insurance program to protect the entity against claims resulting from damage or injury resulting from any act or omission of any school-support entity. The entity shall pay for such coverage upon written notification from the SUPERINTENDENT

The District name shall not be used to promote the interests of any school support organization without the approval of the Board.

The Board recognizes that parent-teacher organizations and other school-related community organizations are channels through which school personnel, parents, and other citizens may discuss educational concerns, problems and needs and work together toward solutions.

Each volunteer organization shall work within the appropriate school setting and in cooperation with the principal and other staff members.

The following rules and procedures shall govern the working relationships between the Board, administration, and any District support organization:

☒ In addition to parents, membership should be made available to District staff and members of the community.

☒ It shall be the responsibility of each District support organization to monitor its activities to assure compliance with Board policy.



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- ☒ Each District support organization will submit its bylaws to the CENTRAL office for review and approval.
- ☒ Each District support organization is encouraged to set goals that are consistent with those of the particular programs, activities or athletics being supported as articulated by the coach/advisor and/or athletic director of such program, activity or athletic event, to avoid duplication of effort and to maximize the benefit to the organization or group.
- ☐ The activities of the District support organizations shall not involve the use of public funds and the District shall not assume responsibility for any purchases made on behalf of any support organization governed by this policy. The School District tax identification number shall not be used for District support organization purchases.
- ☐ The time, date, purpose, location and conduct of all fund-raisers on District property shall have prior approval of the _____. District support organizations are encouraged to communicate their preferred activity dates to the _____ as soon as possible as consideration for dates and facilities will be given on a first come, first served basis.
- ☐ Each District support organization must abide by the policies and guidelines established for the use of District facilities and grounds. Projects that require any modification or alteration to District property must be pre-approved by the _____.



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All food items and beverages available for sale to students that will be consumed on the school campus (any area of property under the jurisdiction of the school that is accessible to students during the school day) during the school day (the period from the midnight before, to thirty (30) minutes after the end of the official school day) as fund-raisers, including items sold by student clubs and organizations, parent groups, or booster clubs, shall comply with the current USDA Dietary Guidelines for Americans and the USDA Smart Snacks in School nutrition standards. Fund-raisers also include giving away goods or services, but suggesting a monetary donation. All activities must be approved by the principal, in advance. If approved, fund-raisers that involve the sale of food items or beverages to students on campus must be consistent with regulations established in Policy 8500, Food Services.

- () Proceeds from District support organization fund-raisers shall not be commingled with a student activity or other Board accounts. Board employees who commingle such proceeds with a student activity or other Board account shall be subject to discipline.
- () The Superintendent will work with staff to develop administrative guidelines that require each District support organization's fund-raising activities be in compliance with Board policies and that the funds generated by such fund-raising activities and donated to the District are used for school-related projects that have the approval of the Superintendent and principal.



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- () District support organizations are encouraged to obtain 501(c)(3) status so that community members may properly take tax deductions for donations to the organization.
- () School employees and school volunteers may not be compensated in any manner by District support organizations for their work on behalf of the District.
- () Donations from District support organizations must be made in accordance with Board Policy 7230 and any accompanying guidelines.
- () The _____ shall ensure that the Board receives an annual accounting of each group's receipts and expenditures by no later than _____ of each year.
- () The _____ shall arrange to meet annually with District approved support organization treasurer to inform the organization of District accounting practices regarding support organizations.

7 C.F.R. Parts 210 and 220

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REVISED POLICY - VOL. 29, NO. 1

**HIGH SCHOOL DIPLOMAS TO WORLD WAR II,
~~AND KOREAN CONFLICT,~~ AND VIETNAM ERA VETERANS**

The Board of Education recognizes the service provided to the country and the individual sacrifices made by veterans of World War II, ~~and the Korean Conflict,~~ **and the Vietnam Era.**

Since many of these veterans left high school in order to fight for their country, the Board wishes to recognize their efforts by awarding a high school diploma to qualified military veterans in accordance with Public Act 181 of 2001, ~~and Public Act 203 of 2003,~~ **and Public Act 55 of 2014.**

The Board authorizes the Superintendent to accept applications and documentation on the forms provided by the Department of Military and Veteran Affairs, Veterans Affairs Directorate. The Board will satisfy itself that the intent of the law has been met and the Board may then authorize the awarding of the high school diploma.

M.C.L. 35.341

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