

MADISON SCHOOL DISTRICT  
BOARD OF EDUCATION  
REGULAR MEETING  
MAY 18, 2015  
**6:05 PM – Board Room**

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MADISON SCHOOL DISTRICT  
BOARD OF EDUCATION  
517-263-0741  
SPECIAL MEETING  
MAY18, 2015  
**6:00 PM – Board Room**

**\*\* AGENDA \*\***

- I. LISD BIENNIAL ELECTION OF SCHOOL BOARD MEMBERS RESOLUTION  
CONSIDERATION

MADISON SCHOOL DISTRICT  
BOARD OF EDUCATION  
517-263-0741  
REGULAR MEETING  
MAY18, 2015  
**6:00 PM – Board Room**

**\*\* AGENDA \*\***

- I. CONSENT AGENDA
  - A. APPROVAL OF REGULAR AND CLOSED SESSION MINUTES
  - B. ACCEPTANCE OF REPORTS
  - C. APPROVAL OF BILLS/REIMBURSEMENT OF EXPENSES
- II. LISD BIENNIAL ELECTION OF SCHOOL BOARD MEMBERS RESOLUTION
- III. 2015-2016 LISD BUDGET RESOLUTION
- IV. STRATEGIC FIVE-TEN YEAR FACILITIES MAINTENANCE PLAN
- V. DISTRICT-SPONSORED TRIPS
- VI. GIRLS GOLF
- VII. RECONDITIONING OF EXISTING RUNNING TRACK SURFACE AT MADISON  
HIGH SCHOOL
- VIII. NEOLA BOARD POLICY REVIEW - FIRST READING

Madison School District  
Board of Education  
Regular Meeting – Board Room  
April 20, 2015 – 6:00 p.m.

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

Members Absent: None

Other Guests: Ryan Rowe, Kristin Thomas, Brad Anschuetz, Nate Pechaitis, Jill Myers, Jill Hogle, Tanya Rahman

Superintendent Ryan Rowe shared a note of gratitude from Kelly Whelan, a high school math teacher, who recently resigned her position at Madison.

A motion was made by Nancy Roback, and supported by Julie Ramos that the minutes of the March 16, 2015 regular meeting be approved as amended; that the minutes of the March 16, 2015 closed session minutes be approved; that the minutes of the March 31, 2015 special meeting be approved; and that the list of monthly statements totaling \$64,175.08 for the General Fund be approved for payment.

Ayes 7

Nays 0

Motion Carried

### **Best Practices Incentive School Board Resolution**

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

WHEREAS, Section 22f of the State School Aid Act provides \$50 per pupil one-time grants to districts that satisfy at least 7 of 9 best practices criteria not later than June 1, 2015 [MCL 388.1622f].

WHEREAS, the board of education of Madison School District desires to receive the \$50 per pupil incentive payment.

WHEREAS, the Madison School District has satisfied at least 7 of 9 best practices criteria.

WHEREAS, eligibility for the incentive payment is contingent upon adopting a resolution that states the district has complied with the following 7 of 9 best practice criteria.

Now, therefore, be it resolved as follows:

1. The board of education of Madison School District certifies that the district has complied with the following requirements:
  - a) The district is the designated policy holder for medical benefit plan(s) pursuant to Section 22f(1)(a).
  - b) The district has obtained a competitive bid on non-instructional services pursuant to Section 22f(1)(b).
    - o Health insurance services were competitively bid for 2014-15.
  - c) The district accepts applications for enrollment by non-resident applicants under Section 105 or 105c (MCL 388.1705) pursuant to Section 22f(1)(c). A Public School Academy is considered to have met this requirement.

**Motion Carried**

A motion to adjourn the meeting was made by Julie Ramos, and supported by Nancy Roback, at 7:01 p.m.

Ayes 7

Nays 0

Motion Carried

Respectfully submitted,

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Secretary, Board of Education

SPI  
DATE: 05/14/2015  
TIME: 20:13:47

MADISON SCHOOL DISTRICT  
DETAIL REVENUE STATUS REPORT

PAGE NUMBER: 1  
REVSTA31

SELECTION CRITERIA: orgn.fund='11'  
ACCOUNTING PERIOD: 10/15

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	71,770.82	.00	654,593.40	39,900.60
11-0111-000-0000-00000-0001 0112 CURR TAX MADISON TW	1,139,900.00	-194,921.48	.00	1,089,008.24	50,891.76
11-0111-000-0000-00000-0001 0113 CURR TAX PALMYRA TW	59,011.00	-13,228.29	.00	57,258.85	1,752.15
11-0111-000-0000-00000-0001 0114 CURR TAX ADRIAN TWP	21,321.00	-116,184.92	.00	20,768.13	552.87
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	-252,563.87	.00	1,821,628.62	93,097.38
11-0119-000-0000-00000-0002 0119 INT ON DELINQUENT T	12,000.00	-996.56	.00	9,745.44	2,254.56
11-0131-000-0000-00000-0002 0131 TUITION PARENT PAY	16,500.00	.00	.00	17,750.45	-1,250.45
11-0151-000-0000-00000-0002 0151 INTEREST ON INVESTM	10,000.00	55.77	.00	4,218.35	5,781.65
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	1,790.00	.00	14,557.00	18,443.00
11-0191-000-0000-00000-0002 0191 RENTAL SCHOOL RENTA	8,400.00	200.00	.00	200.00	8,200.00
11-0199-000-0000-00000-0002 0195 MISC MISC CAFE	24,000.00	.00	.00	.00	24,000.00
11-0199-000-0000-00000-0002 0199 MISC MISC	7,000.00	161.97	.00	7,806.95	-806.95
TOTAL DEPARTMENT - OTHER LOCAL REVENUE	214,400.00	1,211.18	.00	54,278.19	160,121.81
11-0311-000-0000-00000-0003 0010 STATE AID MEMBERSHI	9,761,845.00	860,909.91	.00	6,152,649.23	3,609,195.77
11-0311-000-0000-00000-0003 0207 STATE AID MEMBERSHI	78,800.00	9,811.00	.00	73,752.69	5,047.31
11-0311-000-0000-00000-0003 0208 STATE AID MEMBERSHI	688,542.00	76,784.82	.00	558,625.80	129,916.20
11-0312-000-0000-00000-0003 0020 AR SEC 31A AT-RISK	555,000.00	47,105.69	.00	329,739.86	225,260.14
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	15,828.76	-15,828.76
11-0312-000-0000-00000-0003 0120 AR SEC 31A SPEC ED	415,000.00	38,413.67	.00	268,895.69	146,104.31
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	301,571.00	-301,571.00
11-0317-000-0000-00000-0003 0210 REST ANOTHER SCHOOL	2,757.00	.00	.00	2,756.81	.19
TOTAL DEPARTMENT - STATE REVENUE CATEGORICA	11,517,704.00	1,035,286.34	.00	7,706,937.84	3,810,766.16
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	2,952.18	2,547.82
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	2,952.18	342,229.82
11-0511-000-0000-00000-0005 0511 SPEC ED TUITION	60,500.00	.00	.00	.00	60,500.00
11-0519-000-0000-00000-0005 0122 LISD SPEC ED LISD S	675,000.00	.00	.00	559,467.24	115,532.76



SPI  
DATE: 05/14/2015  
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MADISON SCHOOL DISTRICT  
DETAIL REVENUE STATUS REPORT

PAGE NUMBER: 2  
REVSTA31

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PAGE BREAKS ON: FUND

ORGANIZATION / ACCOUNT / TITLE	BUDGET	PERIOD RECEIPTS	RECEIVABLES	YEAR TO DATE REVENUE	BALANCE
11-0519-000-0000-00000-0005 0196 LISD SPEC ED INNOVA	23,000.00	.00	.00	11,500.00	11,500.00
11-0519-000-0000-00000-0005 0197 LISD SPEC ED PLTW	78,872.00	.00	.00	.00	78,872.00
11-0519-000-0000-00000-0005 0198 LISD SPEC ED CAREER	7,000.00	.00	.00	.00	7,000.00
11-0519-000-0000-00000-0005 0199 LISD SPEC ED MISC	44,079.00	.00	.00	22,016.63	22,062.37
11-0519-000-0000-00000-0005 0220 LISD SPEC ED PARENT	8,000.00	.00	.00	6,296.28	1,703.72
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	.00	.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	49,047.85	.00	50,947.85	-35,947.85
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	49,047.85	.00	687,161.46	437,635.54
TOTAL FUND - GENERAL FUND	15,116,809.00	832,981.50	.00	10,272,958.29	4,843,850.71
TOTAL REPORT	15,116,809.00	832,981.50	.00	10,272,958.29	4,843,850.71

SPI  
DATE: 05/14/2015  
TIME: 20:15:25

MADISON SCHOOL DISTRICT  
DETAIL EXPENDITURE STATUS REPORT

PAGE NUMBER: 1  
EXPSTall

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PAGE BREAKS ON: FUND

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	132.18	-132.18
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	132.18	-132.18
11-1118-000-0340-02315-0010 1226 EL.PRE SUPERVISION	9,341.00	718.50	.00	7,903.50	1,437.50
11-1118-000-0340-02315-0010 1240 EL.PRE SALARY TEACH	82,012.00	6,362.22	.00	57,607.82	24,404.18
11-1118-000-0340-02315-0010 1630 EL.PRE SALARY AIDE	34,124.00	4,571.71	.00	37,940.59	-3,816.59
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	1,327.48	.00	11,547.32	20,703.68
11-1118-000-0340-02315-0010 2820 EL.PRE EMPLOYEE RET	34,065.00	3,976.65	.00	29,348.84	4,716.16
11-1118-000-0340-02315-0010 2830 EL.PRE EMPLOYER SOC	10,200.00	918.70	.00	8,138.76	2,061.24
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	4,285.47	-3,699.47
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	18.00	139.00	174.00	87.00
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	.00	12.49	1,922.33	565.18
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	185.79	114.21
11-1118-000-0340-02315-0010 6410 EL.PRE NEW EQUIP/FU	3,000.00	.00	.00	6,532.45	-3,532.45
11-1118-000-0340-02315-0010 7410 EL.PRE DUES/CHAUFFE	.00	.00	.00	191.00	-191.00
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	2,308.14	1,025.86
11-1216-000-0340-02315-0010 2820 EL.SOCWRK EMPLOYEE	.00	66.12	.00	591.27	-591.27
11-1216-000-0340-02315-0010 2830 EL.SOCWRK EMPLOYER	.00	19.76	.00	178.68	-178.68
11-1216-000-0340-02315-0010 2920 EL.SOCWRK CASH IN L	293.00	22.54	.00	202.86	90.14
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	18,749.06	151.49	169,157.82	51,876.69
11-1111-000-0000-02315-0011 1240 EL.REG SALARY TEACH	2,458,901.00	197,719.48	.00	1,798,239.52	660,661.48
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	44,077.88	.00	388,509.72	156,374.28
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	91,170.78	.00	608,081.69	152,888.31
11-1111-000-0000-02315-0011 2830 EL.REG EMPLOYER SOC	192,483.00	15,092.80	.00	137,017.59	55,465.41
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	4,180.88	.00	38,520.15	14,201.85
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	1,300.33	.00	20,721.84	12,278.16

SPI  
DATE: 05/14/2015  
TIME: 20:15:25

MADISON SCHOOL DISTRICT  
DETAIL EXPENDITURE STATUS REPORT

PAGE NUMBER: 2  
EXPSTall

SELECTION CRITERIA: orgn.fund='11'  
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PAGE BREAKS ON: FUND

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	295.00	705.00
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	581.84	.00	7,551.99	1,048.01
11-1111-000-0000-02315-0011 5110 EL.REG TEACHING SUP	34,000.00	.00	1,212.75	39,390.61	-6,603.36
11-1111-000-0000-02315-0011 5119 EL.REG MIBLSI	.00	.00	.00	.00	.00
11-1111-000-0000-02315-0011 5123 EL.REG ISSI	.00	.00	.00	.00	.00
11-1111-000-0000-02315-0011 5210 EL.REG TEXTBOOKS	40,000.00	52.00	.00	33,346.49	6,653.51
11-1111-000-0000-02315-0011 5990 EL.REG MISC. SUPPLI	2,000.00	.00	.00	4,691.63	-2,691.63
11-1111-000-0000-02315-0011 6410 EL.REG NEW EQUIP/FU	20,250.00	77.95	1,971.05	42,505.22	-24,226.27
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	.00	.00	4,687.82	3,312.18
11-1213-000-0000-02315-0011 3130 EL.REG.NURSE NURSIN	.00	2,627.28	.00	27,700.53	-27,700.53
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	356,881.22	3,183.80	3,172,104.50	1,038,359.70
11-1113-000-0000-02316-0012 1240 HS.REG SALARY TEACH	1,432,616.00	112,467.86	.00	1,017,477.44	415,138.56
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	925.00	.00	1,450.00	-1,210.00
11-1113-000-0000-02316-0012 2130 HS.REG EMPLOYEE INS	345,753.00	27,636.44	.00	246,372.89	99,380.11
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	50,768.13	.00	338,764.20	159,782.80
11-1113-000-0000-02316-0012 2830 HS.REG EMPLOYER SOC	110,431.00	8,611.38	.00	76,722.74	33,708.26
11-1113-000-0000-02316-0012 2840 HS.REG WORKMANS COM	3,625.00	.00	.00	2,742.00	883.00
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	1,101.51	.00	4,706.47	20.53
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	968.58	.00	14,731.89	8,268.11
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	45.00	1,555.00
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	13,265.00	9,735.00
11-1113-000-0000-02316-0012 4120 HS.REG REPAIRS/MAIN	400.00	242.28	-242.28	242.28	400.00
11-1113-000-0000-02316-0012 4220 HS.REG CONTRACT SER	6,700.00	420.93	.00	4,045.76	2,654.24
11-1113-000-0000-02316-0012 5110 HS.REG TEACHING SUP	21,000.00	-574.61	207.19	22,971.84	-2,179.03
11-1113-000-0000-02316-0012 5121 HS.REG PLTW	5,000.00	1,447.55	1,183.34	5,213.98	-1,397.32
11-1113-000-0000-02316-0012 5122 HS.REG CAREER PREP	7,000.00	1,706.00	.00	6,000.97	999.03
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	.00	.00	1,218.90	431.10
11-1113-000-0000-02316-0012 5210 HS.REG TEXTBOOKS	21,000.00	-1,706.00	.00	1,589.61	19,410.39
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	.00	.00	5,427.06	-2,427.06
11-1113-000-0696-02316-0012 5990 HS.REG.DRUG MISC. S	.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
11-1113-000-0000-02316-0012 6410 HS.REG NEW EQUIP/FU	4,375.00	77.95	827.05	15,715.31	-12,167.36
11-1113-000-0000-02316-0012 6450 HS.REG MUSIC INST N	8,000.00	.00	.00	1,899.98	6,100.02
11-1113-000-0000-02316-0012 7410 HS.REG DUES/CHAUFFE	1,200.00	.00	.00	812.44	387.56
11-1113-000-0000-02316-0012 8210 HS.REG PREP ACADEMY	23,000.00	7,942.00	.00	19,574.69	3,425.31
11-1113-000-0000-02316-0012 8220 HS.REG PAYMT TO ANO	6,500.00	.00	.00	4,687.83	1,812.17
11-1213-000-0000-02316-0012 3130 HS.NURSE NURSING	5,350.00	437.88	.00	4,540.60	809.40
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	212,472.88	1,975.30	1,830,967.20	750,136.50
11-1112-000-0000-07262-0013 1240 MS.REG SALARY TEACH	1,008,999.00	77,008.96	.00	686,952.10	322,046.90
11-1112-000-0000-07262-0013 1242 MS.REG ISSI	.00	.00	.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	75.00	.00	394.00	-394.00
11-1112-000-0000-07262-0013 2130 MS.REG EMPLOYEE INS	195,334.00	17,909.70	.00	153,930.52	41,403.48
11-1112-000-0000-07262-0013 2820 MS.REG EMPLOYEE RET	317,683.00	35,415.32	.00	234,265.59	83,417.41
11-1112-000-0000-07262-0013 2830 MS.REG EMPLOYER SOC	79,659.00	5,944.20	.00	53,099.86	26,559.14
11-1112-000-0000-07262-0013 2840 MS.REG WORKMANS COM	2,523.00	.00	.00	1,950.00	573.00
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	26,265.06	-26,265.06
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	.00	.00	8,564.96	10,435.04
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	35.00	.00	60.00	740.00
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	5,107.74	-507.74
11-1112-000-0000-07262-0013 5110 MS.REG TEACHING SUP	17,700.00	.00	2,028.16	10,639.50	5,032.34
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	28.82	9,024.08	-7,052.90
11-1112-000-0000-07262-0013 5122 MS.REG CAREER PREP	.00	.00	.00	1,177.46	-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	89.01	366.32	11,949.04	8,984.64
11-1112-000-0000-07262-0013 5990 MS.REG MISC. SUPPLI	250.00	.00	.00	2,955.30	-2,705.30
11-1112-000-0000-07262-0013 6410 MS.REG NEW EQUIP/FU	11,375.00	521.00	873.00	13,604.37	-3,102.37
11-1112-000-0000-07262-0013 6450 MS.REG MUSIC INST N	2,400.00	.00	.00	2,027.44	372.56
11-1112-000-0000-07262-0013 7410 MS.REG DUES/CHAUFFE	1,100.00	.00	.00	797.43	302.57
11-1112-000-0000-07262-0013 8220 MS.REG PAYMT TO ANO	6,400.00	.00	.00	4,687.83	1,712.17
11-1213-000-0000-07262-0013 3130 MS.NURSE NURSING	5,350.00	437.88	.00	4,540.67	809.33
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	140,652.53	3,296.30	1,243,643.77	502,552.93
11-1113-000-0375-02316-0015 1240 HS.REG.DRIVER SALAR	6,500.00	.00	.00	4,083.87	2,416.13
11-1113-000-0375-02316-0015 2820 HS.REG.DRIVER EMPLO	1,977.00	94.20	.00	1,359.57	617.43
11-1113-000-0375-02316-0015 2830 HS.REG.DRIVER EMPLO	497.00	.00	.00	300.15	196.85

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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 4120 HS.REG.DRIVER REPAI	400.00	.00	.00	.00	400.00
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	5,743.59	3,830.41
11-1122-194-0202-02315-0016 1240 EL.SPEC.RES SALARY	662,501.00	52,072.60	.00	471,952.77	190,548.23
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 AIDE-AI	42,609.00	2,983.26	.00	26,828.71	15,780.29
11-1122-110-0202-02315-0016 1634 EL.SPEC.EMI AIDE-MC	59,234.00	2,753.78	.00	28,447.33	30,786.67
11-1122-110-0202-02316-0016 1636 HS.SPEC.EMI AIDE -	35,636.00	2,300.84	.00	18,408.41	17,227.59
11-1122-196-0202-02316-0016 1638 HS.SPEC.LRE LRE AID	57,080.00	3,989.41	.00	39,703.19	17,376.81
11-1122-194-0202-02315-0016 2130 EL.SPEC.RES EMPLOYE	184,489.00	15,706.47	.00	143,873.19	40,615.81
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	780.87	.00	7,035.08	-7,035.08
11-1122-110-0202-02315-0016 2820 EL.SPEC.EMI EMPLOYE	.00	708.59	.00	7,283.06	-7,283.06
11-1122-194-0202-02315-0016 2820 EL.SPEC.RES EMPLOYE	263,202.00	26,689.00	.00	169,419.96	93,782.04
11-1122-110-0202-02316-0016 2820 HS.SPEC.EMI EMPLOYE	.00	593.15	.00	4,728.25	-4,728.25
11-1122-196-0202-02316-0016 2820 HS.SPEC.LRE EMPLOYE	.00	806.44	.00	8,146.73	-8,146.73
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	228.21	.00	2,052.44	-2,052.44
11-1122-110-0202-02315-0016 2830 EL.SPEC.EMI EMPLOYE	.00	210.65	.00	2,176.19	-2,176.19
11-1122-194-0202-02315-0016 2830 EL.SPEC.RES EMPLOYE	65,625.00	3,870.32	.00	35,015.01	30,609.99
11-1122-110-0202-02316-0016 2830 HS.SPEC.EMI EMPLOYE	.00	176.02	.00	1,408.26	-1,408.26
11-1122-196-0202-02316-0016 2830 HS.SPEC.LRE EMPLOYE	.00	305.18	.00	3,037.26	-3,037.26
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	.00	.00	13,740.32	-5,740.32
11-1122-194-0202-02315-0016 3113 EL.SPEC.RES HAVILAN	39,000.00	.00	.00	-992.00	39,992.00
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	27.35	.00	338.82	361.18
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	9.09	.00	1,618.80	1,181.20
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	219.48	180.52
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	.00	.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

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FUND - 11 - GENERAL FUND

ORGANIZATION / ACCOUNT / TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE
11-1122-110-0202-02316-0016 5996 HS.SPEC.EMI MISC SE	200.00	.00	.00	.00	200.00
11-1122-194-0202-02316-0016 6421 HS.SPEC.RES FURN/EQ	1,400.00	.00	.00	58.30	1,341.70
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	114,211.23	.00	988,087.40	444,405.60
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	47,603.16	8,654.84
11-1125-000-0601-02315-0017 1630 EL.COMP.TTL 1 SALAR	48,263.00	3,880.39	.00	30,334.02	17,928.98
11-1125-000-0601-02315-0017 1637 EL.COMP.TTL 1 AIDE	41,167.00	2,893.52	.00	26,171.18	14,995.82
11-1125-000-0601-02315-0017 2130 EL.COMP.TTL 1 EMPLO	2,992.00	117.04	.00	2,935.10	56.90
11-1125-000-0601-02315-0017 2820 EL.COMP.TTL 1 EMPLO	58,672.00	6,060.49	.00	38,540.64	20,131.36
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	876.87	.00	8,267.86	5,938.14
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	3,965.50	2,624.50
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	500.00	.00	.00	.00	500.00
11-1125-000-0601-02316-0017 5110 HS.COMP.TTL 1 TEACH	300.00	.00	.00	220.78	79.22
11-1125-000-0601-02315-0017 6410 EL.COMP.TTL 1 NEW E	.00	.00	.00	.00	.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	11,443.68	5,226.32
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	2,932.16	-2,932.16
11-1212-000-0601-02315-0017 2830 EL.COUN.TTL 1 EMPLO	.00	98.82	.00	870.74	-870.74
11-1212-000-0601-02315-0017 2920 EL.COUN.TTL 1 CASH	.00	112.66	.00	1,013.94	-1,013.94
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	11,780.62	2,062.38
11-1226-000-0601-02315-0017 2130 EL.DIR.TTL 1 EMPLOY	.00	7.16	.00	173.22	-173.22
11-1226-000-0601-02315-0017 2820 EL.DIR.TTL 1 EMPLOY	.00	274.50	.00	2,982.61	-2,982.61
11-1226-000-0601-02315-0017 2830 EL.DIR.TTL 1 EMPLOY	.00	83.42	.00	916.80	-916.80
11-1226-000-0601-02315-0017 2920 EL.DIR.TTL 1 CASH I	.00	33.80	.00	304.20	-304.20
11-1231-000-0601-02315-0017 3180 EL.BOE.TTL 1 AUDIT	1,000.00	.00	.00	900.00	100.00
TOTAL DEPARTMENT - TITLE I	263,532.00	21,804.41	.00	191,356.21	72,175.79
11-1125-000-0306-02315-0018 1220 EL.COMP.AR SALARY C	16,670.00	1,282.28	.00	11,540.52	5,129.48
11-1125-000-0306-07262-0018 1220 MS.COMP.AR SALARY C	64,073.00	4,928.66	.00	44,357.94	19,715.06
11-1125-000-0306-02315-0018 1240 EL.COMP.AR SALARY T	35,463.00	.00	.00	1,025.40	34,437.60
11-1125-000-0306-02316-0018 1240 HS.COMP.AR SALARY T	35,463.00	.00	.00	.00	35,463.00

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FUND - 11 - GENERAL FUND

ORGANIZATION / ACCOUNT / TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE
11-1125-000-0306-07262-0018 1240 MS.COMP.AR SALARY T	35,463.00	2,727.88	.00	24,499.80	10,963.20
11-1125-000-0306-02315-0018 1250 EL.COMP.AR INSTR SP	14,065.00	1,081.90	.00	11,900.90	2,164.10
11-1125-000-0306-02315-0018 1290 EL.COMP.AR OTHER PR	48,871.00	3,759.28	.00	41,352.08	7,518.92
11-1125-000-0306-02316-0018 1290 HS.COMP.AR OTHER PR	51,000.00	3,846.16	.00	42,307.76	8,692.24
11-1125-000-0306-02315-0018 1630 EL.COMP.AR SALARY A	157,281.00	9,631.96	.00	76,859.05	80,421.95
11-1125-000-0306-02315-0018 1631 EL.COMP.AR TUTOR	7,400.00	.00	.00	2,356.44	5,043.56
11-1125-000-0306-02316-0018 1631 HS.COMP.AR TUTOR	7,818.00	428.92	.00	4,790.43	3,027.57
11-1125-000-0306-07262-0018 1631 MS.COMP.AR TUTOR	9,167.00	709.26	.00	8,345.40	821.60
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	1,818.52	.00	17,236.09	-17,236.09
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	1,483.66	.00	14,327.31	32,643.69
11-1125-000-0306-02315-0018 2820 EL.COMP.AR EMPLOYEE	123,279.00	10,303.42	.00	60,010.46	63,268.54
11-1125-000-0306-02316-0018 2820 HS.COMP.AR EMPLOYEE	.00	1,103.27	.00	12,031.06	-12,031.06
11-1125-000-0306-07262-0018 2820 MS.COMP.AR EMPLOYEE	.00	2,576.18	.00	23,518.31	-23,518.31
11-1125-000-0306-02315-0018 2830 EL.COMP.AR EMPLOYER	31,118.00	1,212.91	.00	11,153.92	19,964.08
11-1125-000-0306-02316-0018 2830 HS.COMP.AR EMPLOYER	.00	363.85	.00	3,956.20	-3,956.20
11-1125-000-0306-07262-0018 2830 MS.COMP.AR EMPLOYER	.00	777.07	.00	7,206.16	-7,206.16
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	2,005.26	631.74
11-1125-000-0306-02316-0018 2920 HS.COMP.AR CASH IN	5,858.00	488.16	.00	4,881.60	976.40
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	693,947.00	48,726.12	.00	426,012.09	267,934.91
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	176.09	.00	22,659.68	21,022.32
11-1221-000-0764-02316-0019 3120 HS.TITLE II A EMPLO	.00	303.33	.00	4,335.95	-4,335.95
11-1221-000-0764-07262-0019 3120 MS.TITLE II A EMPLO	.00	183.33	.00	4,645.47	-4,645.47

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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 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
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	662.75	.00	40,749.68	2,932.32
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	737.88	.00	4,164.51	-272.51
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	201.22	.00	1,126.62	-41.62
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	56.44	.00	318.57	-20.57
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	995.54	.00	5,609.70	-334.70
11-1125-000-0768-02315-0022 1290 EL.TITLE.VI OTHER P	20,363.00	1,566.36	.00	17,229.96	3,133.04
11-1125-000-0768-02315-0022 2130 EL.TITLE.VI EMPLOYE	.00	10.85	.00	669.96	-669.96
11-1125-000-0768-02315-0022 2820 EL.TITLE.VI EMPLOYE	11,650.00	403.80	.00	4,387.55	7,262.45
11-1125-000-0768-02315-0022 2830 EL.TITLE.VI EMPLOYE	.00	119.82	.00	1,318.02	-1,318.02
TOTAL DEPARTMENT - TITLE VI RURAL	32,013.00	2,100.83	.00	23,605.49	8,407.51
11-11212-000-0000-02315-0025 1220 EL.COUN SALARY COUN	32,641.00	2,308.06	.00	20,598.26	12,042.74



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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 1220 HS.COUN SALARY COUN	5,858.00	5,126.76	.00	56,394.36	-50,536.36
11-1212-000-0000-07262-0025 1220 MS.COUN SALARY COUN	.00	547.64	.00	4,928.77	-4,928.77
11-1212-000-0000-02316-0025 1620 HS.COUN SALARY-SECR	35,896.00	2,473.36	.00	25,302.97	10,593.03
11-1212-000-0000-02315-0025 2130 EL.COUN EMPLOYEE IN	1,000.00	161.18	.00	1,352.20	-352.20
11-1212-000-0000-02316-0025 2130 HS.COUN EMPLOYEE IN	9,147.00	450.20	.00	6,575.27	2,571.73
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	3,185.68	.00	14,759.59	2,304.41
11-1212-000-0000-02316-0025 2820 HS.COUN EMPLOYEE RE	29,686.00	1,863.40	.00	19,275.48	10,410.52
11-1212-000-0000-07262-0025 2820 MS.COUN EMPLOYEE RE	.00	141.18	.00	1,262.51	-1,262.51
11-1212-000-0000-02315-0025 2830 EL.COUN EMPLOYER SO	2,497.00	177.90	.00	1,567.50	929.50
11-1212-000-0000-02316-0025 2830 HS.COUN EMPLOYER SO	8,837.00	598.88	.00	6,396.60	2,440.40
11-1212-000-0000-07262-0025 2830 MS.COUN EMPLOYER SO	.00	41.76	.00	375.69	-375.69
11-1212-000-0000-02315-0025 2920 EL.COUN CASH IN LIE	2,636.00	202.76	.00	1,824.84	811.16
11-1212-000-0000-02316-0025 2920 HS.COUN CASH IN LIE	5,858.00	452.28	.00	4,953.48	904.52
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	.00	472.50	27.50
11-1212-000-0000-02316-0025 5120 HS.COUN TESTING SUP	200.00	.00	.00	39.99	160.01
11-1212-000-0000-02316-0025 5910 HS.COUN OFFICE SUPP	500.00	10.28	.00	386.75	113.25
11-1212-000-0000-02316-0025 6410 HS.COUN NEW EQUIP/F	.00	.00	.00	885.10	-885.10
11-1219-000-0000-02315-0025 1660 EL.NOON SAL SUPVR-I	21,400.00	4,168.75	.00	47,745.63	-26,345.63
11-1219-000-0000-02316-0025 1660 HS.NOON SAL SUPVR-I	2,200.00	703.00	.00	6,683.25	-4,483.25
11-1219-000-0000-02315-0025 2820 EL.NOON EMPLOYEE RE	5,888.00	1,090.62	.00	12,425.50	-6,537.50
11-1219-000-0000-02316-0025 2820 HS.NOON EMPLOYEE RE	565.00	181.24	.00	1,716.56	-1,151.56
11-1219-000-0000-02315-0025 2830 EL.NOON EMPLOYER SO	1,637.00	318.89	.00	3,652.47	-2,015.47
11-1219-000-0000-02316-0025 2830 HS.NOON EMPLOYER SO	168.00	52.40	.00	497.59	-329.59
11-1221-000-0000-02315-0025 5110 EL.INSER TEACHING S	.00	.00	.00	.00	.00
11-1221-000-0000-02316-0025 5110 HS.INSER TEACHING S	.00	.00	.00	.00	.00
TOTAL DEPARTMENT - SUPPORT SERVICES PUPIL	184,378.00	24,256.22	.00	240,162.86	-55,784.86
11-1222-000-0000-02316-0026 1230 HS.LIB SALARY LIBRA	18,000.00	1,403.86	.00	12,634.74	5,365.26
11-1222-000-0000-02315-0026 1630 EL.LIB SALARY AIDE	26,723.00	2,326.98	.00	19,684.08	7,038.92
11-1222-000-0000-02316-0026 1630 HS.LIB SALARY AIDE	7,430.00	1,363.90	.00	8,890.18	-1,460.18
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	623.95	.00	5,287.34	1,623.66
11-1222-000-0000-02316-0026 2820 HS.LIB EMPLOYEE RET	10,447.00	1,559.17	.00	8,953.62	1,493.38
11-1222-000-0000-02315-0026 2830 EL.LIB EMPLOYER SOC	2,044.00	178.02	.00	1,505.88	538.12
11-1222-000-0000-02316-0026 2830 HS.LIB EMPLOYER SOC	2,169.00	228.97	.00	1,801.87	367.13
11-1222-000-0000-02316-0026 2920 HS.LIB CASH IN LIEU	2,929.00	225.32	.00	2,027.88	901.12
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

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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	18.84	.00	751.26	-1.26
11-1222-000-0000-02316-0026 5310 HS.LIB LIBRARY BOOK	1,500.00	.00	366.00	30.88	1,103.12
11-1222-000-0000-02315-0026 5990 EL.LIB MISC. SUPPLI	900.00	130.93	190.65	967.29	-257.94
11-1222-000-0000-02316-0026 5990 HS.LIB MISC. SUPPLI	600.00	.00	.00	437.20	162.80
11-1222-000-0000-02315-0026 6410 EL.LIB NEW EQUIP/FU	400.00	.00	332.50	1,911.19	-1,843.69
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	1,232.88	3,267.12
TOTAL DEPARTMENT - LIBRARY	87,503.00	8,059.94	1,221.65	67,959.24	18,322.11
11-1293-000-0000-02316-0027 1560 ATHLETIC COACH SALA	109,260.00	7,882.21	.00	71,051.91	38,208.09
11-1293-000-0000-02316-0027 2820 ATHLETIC EMPLOYEE R	41,929.00	3,722.11	.00	24,348.68	17,580.32
11-1293-000-0000-02316-0027 2830 ATHLETIC EMPLOYER S	.00	590.27	.00	5,303.78	-5,303.78
11-1293-000-0000-02316-0027 3110 ATHLETIC PURCHASED	125,000.00	.00	.00	72,497.95	52,502.05
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	12,194.59	.00	173,202.32	184,986.68
11-1231-000-0000-00000-0028 3180 BUSINESS OFFICE AUD	15,502.00	.00	.00	17,070.00	-1,568.00
11-1232-000-0000-00000-0028 1110 SUPER SALARY SUPERI	92,401.00	7,020.32	.00	80,130.12	12,270.88
11-1232-000-0000-00000-0028 1390 SUPER SALARY-ADMIN.	43,595.00	3,038.00	.00	33,418.01	10,176.99
11-1232-000-0000-00000-0028 1620 SUPER SALARY-SECR	33,565.00	2,773.72	.00	28,557.80	5,007.20
11-1232-000-0000-00000-0028 2130 SUPER EMPLOYEE INSU	91,702.00	5,035.13	.00	61,720.39	29,981.61
11-1232-000-0000-00000-0028 2820 SUPER EMPLOYEE RETI	97,335.00	9,397.44	.00	56,646.97	40,688.03
11-1232-000-0000-00000-0028 2830 SUPER EMPLOYER SOCI	28,046.00	997.28	.00	11,266.15	16,779.85
11-1232-000-0000-00000-0028 2920 SUPER CASH IN LIEU	4,101.00	315.44	.00	3,469.83	631.17
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	3,990.50	.00	12,899.04	-6,899.04
11-1232-000-0000-00000-0028 3190 SUPER UNEMPLOYMENT	3,000.00	480.00	.00	2,640.00	360.00
11-1232-000-0000-00000-0028 3191 SUPER BOARD EXPENSE	2,900.00	.00	.00	2,900.00	.00
11-1232-000-0000-00000-0028 3220 SUPER WKSHOPS/CONF	4,000.00	634.95	.00	4,715.47	-715.47
11-1232-000-0000-00000-0028 4220 SUPER CONTRACT SERV	5,000.00	39.50	.00	3,253.13	1,746.87
11-1232-000-0000-00000-0028 4910 SUPER SALARY ELECTI	1,700.00	.00	.00	65.00	1,635.00
11-1232-000-0000-00000-0028 5910 SUPER OFFICE SUPPLI	1,700.00	.00	.00	2,162.10	-462.10
11-1232-000-0000-00000-0028 5990 SUPER MISC. SUPPLIE	3,000.00	75.91	.00	2,261.72	738.28
11-1232-000-0000-00000-0028 6410 SUPER NEW EQUIP/FUR	3,500.00	.00	.00	2,987.89	512.11
11-1232-000-0000-00000-0028 7410 SUPER DUES/CHAUFFEU	7,000.00	2,909.00	.00	6,163.25	836.75
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	10,457.64	.00	114,783.84	21,914.16
11-1252-000-0000-00000-0028 2820 ACCT EMPLOYEE RETIR	.00	2,631.54	.00	28,593.16	-28,593.16
11-1252-000-0000-00000-0028 2830 ACCT EMPLOYER SOCIA	.00	803.28	.00	8,694.83	-8,694.83
11-1252-000-0000-00000-0028 2920 ACCT CASH IN LIEU O	1,757.00	135.18	.00	1,486.99	270.01
11-1257-000-0000-00000-0028 3610 PRINT PRINTING/BIND	3,000.00	.00	.00	1,373.97	1,626.03

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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
11-1259-000-0000-00000-0028 7210 BUSINESS INTEREST S	.00	.00	.00	.00	.00
11-1259-000-0000-00000-0028 7610 BUSINESS TAXES ABAT	105,000.00	34,152.89	.00	74,288.38	30,711.62
11-1289-000-0000-00000-0028 1590 TECH SALARY OTHER T	60,260.00	4,765.17	.00	52,549.12	7,710.88
11-1289-000-0000-00000-0028 2820 TECH EMPLOYEE RETIR	.00	1,171.20	.00	12,725.77	-12,725.77
11-1289-000-0000-00000-0028 2830 TECH EMPLOYER SOCIA	.00	356.03	.00	3,911.08	-3,911.08
TOTAL DEPARTMENT - GENERAL ADMIN/BUSINESS	753,052.00	91,180.12	.00	633,287.51	119,764.49
11-1241-000-0000-02315-0029 1150 EL.PRIN SALARY SCH.	178,300.00	13,354.12	.00	146,895.32	31,404.68
11-1241-000-0000-02316-0029 1150 HS.PRIN SALARY SCH.	175,468.00	12,829.54	.00	141,124.94	34,343.06
11-1241-000-0000-07262-0029 1150 MS.PRIN SALARY SCH.	159,255.00	12,555.92	.00	138,115.12	21,139.88
11-1241-000-0000-02315-0029 1620 EL.PRIN SALARY-SECR	63,245.00	4,152.98	.00	37,919.70	25,325.30
11-1241-000-0000-02316-0029 1620 HS.PRIN SALARY-SECR	46,283.00	3,091.54	.00	27,349.94	18,933.06
11-1241-000-0000-07262-0029 1620 MS.PRIN SALARY-SECR	34,473.00	2,175.40	.00	19,851.45	14,621.55
11-1241-000-0000-02315-0029 2130 EL.PRIN EMPLOYEE IN	49,386.00	4,206.39	.00	39,986.72	9,399.28
11-1241-000-0000-02316-0029 2130 HS.PRIN EMPLOYEE IN	20,076.00	1,576.66	.00	12,060.03	8,015.97
11-1241-000-0000-07262-0029 2130 MS.PRIN EMPLOYEE IN	30,164.00	2,420.56	.00	28,552.08	1,611.92
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	8,188.56	.00	60,624.77	9,695.23
11-1241-000-0000-02316-0029 2820 HS.PRIN EMPLOYEE RE	62,938.00	7,260.98	.00	54,721.29	8,216.71
11-1241-000-0000-07262-0029 2820 MS.PRIN EMPLOYEE RE	57,745.00	6,794.20	.00	51,223.76	6,521.24
11-1241-000-0000-02315-0029 2830 EL.PRIN EMPLOYER SO	18,478.00	1,344.72	.00	14,229.34	4,248.66
11-1241-000-0000-02316-0029 2830 HS.PRIN EMPLOYER SO	16,964.00	1,243.26	.00	13,214.69	3,749.31
11-1241-000-0000-07262-0029 2830 MS.PRIN EMPLOYER SO	14,820.00	1,145.96	.00	12,201.50	2,618.50
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	4,089.36	-4,089.36
11-1241-000-0000-02316-0029 2920 HS.PRIN CASH IN LIE	.00	901.24	.00	9,888.22	-9,888.22
11-1241-000-0000-07262-0029 2920 MS.PRIN CASH IN LIE	.00	450.62	.00	4,055.58	-4,055.58
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	335.00	-235.00
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	296.24	.00	2,579.95	-79.95
11-1241-000-0000-02316-0029 5910 HS.PRIN OFFICE SUPP	1,800.00	20.00	.00	1,412.30	387.70
11-1241-000-0000-07262-0029 5910 MS.PRIN OFFICE SUPP	1,800.00	20.00	.00	2,431.67	-631.67
11-1241-000-0000-02315-0029 5990 EL.PRIN MISC. SUPPL	600.00	-48.92	49.95	693.01	-142.96

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FUND - 11 - GENERAL FUND

ORGANIZATION / ACCOUNT / TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE
11-1241-000-0000-02316-0029 5990 HS.PRIN MISC. SUPPL	400.00	.00	50.06	781.75	-431.81
11-1241-000-0000-07262-0029 5990 MS.PRIN MISC. SUPPL	600.00	98.65	49.94	547.32	2.74
11-1241-000-0000-02315-0029 6410 EL.PRIN NEW EQUIP/F	400.00	.00	.00	172.66	227.34
11-1241-000-0000-02316-0029 6410 HS.PRIN NEW EQUIP/F	400.00	.00	.00	229.99	170.01
11-1241-000-0000-07262-0029 6410 MS.PRIN NEW EQUIP/F	400.00	.00	.00	74.73	325.27
11-1241-000-0000-02315-0029 7410 EL.PRIN DUES/CHAUFF	100.00	.00	.00	.00	100.00
11-1241-000-0000-02316-0029 7410 HS.PRIN DUES/CHAUFF	100.00	.00	.00	.00	100.00
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	84,450.38	149.95	826,144.19	186,142.86
11-1351-000-0822-02315-0030 1630 EL.LATCH SALARY AID	20,025.00	1,820.97	.00	22,116.49	-2,091.49
11-1351-000-0822-02315-0030 2820 EL.LATCH EMPLOYEE R	15,028.00	770.10	.00	6,346.27	8,681.73
11-1351-000-0822-02315-0030 2830 EL.LATCH EMPLOYER S	3,818.00	139.31	.00	1,691.98	2,126.02
11-1351-000-0822-02315-0030 5110 EL.LATCH TEACHING S	550.00	100.61	.00	200.61	349.39
11-1391-000-0822-02315-0030 1160 EL.PARED SALARY SCH	29,890.00	2,348.05	.00	23,068.43	6,821.57
11-1391-000-0822-02315-0030 2820 EL.PARED EMPLOYEE R	.00	1,060.50	.00	7,562.58	-7,562.58
11-1391-000-0822-02315-0030 2830 EL.PARED EMPLOYER S	.00	179.63	.00	1,764.80	-1,764.80
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	16.00	.00	264.21	135.79
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	6,435.17	.00	63,015.37	7,095.63
11-1261-000-0000-00000-0031 1170 OPER SALARY SUPVR-I	35,347.00	2,500.00	.00	27,500.02	7,846.98
11-1261-000-0000-00000-0031 1550 OPER SALARY - MAINT	68,746.00	6,263.20	.00	63,223.44	5,522.56
11-1261-000-0000-00000-0031 1640 OPER SALARY CUSTODI	237,227.00	18,062.72	.00	191,928.18	45,298.82
11-1261-000-0000-00000-0031 1960 OPER OVERTIME OPERA	2,200.00	168.94	.00	1,867.58	332.42
11-1261-000-0000-00000-0031 2130 OPER EMPLOYEE INSUR	100,271.00	7,073.51	.00	68,424.30	31,846.70
11-1261-000-0000-00000-0031 2820 OPER EMPLOYEE RETIR	105,981.00	12,432.56	.00	93,265.16	12,715.84
11-1261-000-0000-00000-0031 2830 OPER EMPLOYER SOCIA	26,601.00	2,061.44	.00	21,652.23	4,948.77
11-1261-000-0000-00000-0031 2840 OPER WORKMANS COMPE	11,236.00	.00	.00	9,201.00	2,035.00
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	6,032.38	1,096.62
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	319.96	.00	5,120.41	2,879.59
11-1261-000-0000-00000-0031 3830 OPER WATER AND SEWA	11,500.00	1,046.62	.00	8,708.06	2,791.94
11-1261-000-0000-00000-0031 3840 OPER WASTE AND TRAS	3,300.00	820.60	.00	4,968.38	-1,668.38
11-1261-000-0000-00000-0031 3910 OPER INSURANCE LIAB	56,564.00	.00	.00	54,225.00	2,339.00
11-1261-000-0000-00000-0031 3911 OPER BOILER INSURAN	4,572.00	.00	.00	4,004.00	568.00
11-1261-000-0000-00000-0031 4110 OPER FURN EQPT REPA	47,500.00	53.95	.00	10,290.53	37,209.47
11-1261-000-0000-00000-0031 4120 OPER REPAIRS/MAINT	12,000.00	729.99	.00	3,004.05	8,995.95
11-1261-000-0000-00000-0031 4220 OPER CONTRACT SERV	7,000.00	411.00	.00	7,607.87	-607.87
11-1261-000-0000-00000-0031 5510 OPER HEATING GAS	92,000.00	31,535.15	.00	104,201.10	-12,201.10
11-1261-000-0000-00000-0031 5520 OPER ELECTRICITY	151,200.00	24,058.37	.00	116,165.68	35,034.32

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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 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	-402.15	.00	22,700.52	9,299.48
11-1261-000-0000-00000-0031 5981 OPER BOILER TREATME	.00	.00	.00	354.00	-354.00
11-1261-000-0000-00000-0031 5990 OPER MISC. SUPPLIES	24,000.00	4,252.41	.00	25,442.40	-1,442.40
11-1455-000-0000-00000-0031 6220 AQUIS FURN/EQUIP BL	100,000.00	764.00	-64.00	18,446.83	81,617.17
11-1455-000-0000-00000-0031 6221 AQUIS FURN/EQUIP GR	50,000.00	.00	.00	2,611.44	47,388.56
TOTAL DEPARTMENT - OPERATION-MAINTENANCE	1,197,024.00	112,700.67	-64.00	870,962.02	326,125.98
11-1391-000-0000-02316-0032 1160 PAC SALARY SCH. DIR	20,847.00	1,403.84	.00	12,634.56	8,212.44
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	614.88	.00	4,429.14	1,190.86
11-1391-000-0000-02316-0032 2830 PAC EMPLOYER SOCIAL	1,595.00	124.62	.00	1,121.55	473.45
11-1391-000-0000-02316-0032 2920 PAC CASH IN LIEU OF	.00	225.30	.00	2,027.70	-2,027.70
11-1391-000-0000-02316-0032 3110 PAC PURCHASED SERVI	3,600.00	.00	.00	785.00	2,815.00
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	.00	.00	1,541.80	-1,541.80
11-1391-000-0000-02316-0032 6410 PAC NEW EQUIP/FURN	700.00	.00	.00	41.97	658.03
TOTAL DEPARTMENT - PAC	34,362.00	2,368.64	.00	22,581.72	11,780.28
11-1271-000-0000-00000-0033 1170 TRANS SALARY SUPVR-	35,347.00	2,500.00	.00	27,499.98	7,847.02
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	9,490.94	.00	93,214.21	21,742.79
11-1271-000-0000-00000-0033 1611 TRANS SALARY-EXTRA	22,000.00	1,898.83	.00	12,936.61	9,063.39
11-1271-000-0000-00000-0033 1620 TRANS SALARY-SECR	1,650.00	.00	.00	1,650.00	.00
11-1271-000-0000-00000-0033 1630 TRANS SALARY AIDE	6,200.00	550.43	.00	6,967.26	-767.26
11-1271-000-0000-00000-0033 2130 TRANS EMPLOYEE INSU	900.00	138.80	.00	480.44	419.56
11-1271-000-0000-00000-0033 2820 TRANS EMPLOYEE RETI	59,315.00	6,657.15	.00	47,838.05	11,476.95
11-1271-000-0000-00000-0033 2830 TRANS EMPLOYER SOCI	14,521.00	1,118.86	.00	11,038.42	3,482.58
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	2,478.32	450.68
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	.00	.00	1,199.60	300.40
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	.00	.00	8,613.00	1,785.00
11-1271-000-0000-00000-0033 4130 TRANS BUS MECHANIC	9,000.00	.00	.00	8,509.24	490.76
11-1271-000-0000-00000-0033 4230 TRANS CONTRACTED SE	750.00	.00	.00	1,185.00	-435.00
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	133.06	.00	33,976.41	26,875.59
11-1271-000-0000-00000-0033 5720 TRANS TIRES,TUBES A	3,000.00	.00	.00	1,847.97	1,152.03
11-1271-000-0000-00000-0033 5730 TRANS VEHICLE REPAI	18,000.00	430.67	.00	19,524.42	-1,524.42
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	.00	.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

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FUND - 11 - GENERAL FUND

ORGANIZATION / ACCOUNT / TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE
11-1271-000-0000-00000-0033 7410 TRANS DUES/CHAUFFEU	300.00	22.00	.00	97.00	203.00
TOTAL DEPARTMENT - TRANSPORTATION	466,631.00	23,166.04	.00	282,022.63	184,608.37
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	15,418,100.00	1,282,184.57	9,914.49	11,281,692.83	4,126,492.68
TOTAL REPORT	15,418,100.00	1,282,184.57	9,914.49	11,281,692.83	4,126,492.68

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FUND - 11 - GENERAL FUND

CHECK NUMBER	CASH ACCT	DATE ISSUED	-----VENDOR-----	ACCT	-----DESCRIPTION-----	AMOUNT
19876	9101	05/18/15	6870 AMERICAN OFFICE SOLUTIONS	4220	C1851 HS COPIER	1.03
19876	9101	05/18/15	6870 AMERICAN OFFICE SOLUTIONS	4220	C1851 HS COPIER	50.56
		TOTAL CHECK				51.59
19877	9101	05/18/15	8099 ARTHUR BUDD	5990	UNIFORM ALLOWANCE	48.73
19878	9101	05/18/15	18204 CAROLINA BIOLOGICAL SU	5121	FREIGHT ON 150402	95.70
19878	9101	05/18/15	18204 CAROLINA BIOLOGICAL SU	5121	ITEM NO. 154740	287.90
19878	9101	05/18/15	18204 CAROLINA BIOLOGICAL SU	5121	ITEM NO. 173837	154.95
19878	9101	05/18/15	18204 CAROLINA BIOLOGICAL SU	5121	ITEM NO. 211944	9.95
19878	9101	05/18/15	18204 CAROLINA BIOLOGICAL SU	5121	ITEM NO. 214619	150.00
19878	9101	05/18/15	18204 CAROLINA BIOLOGICAL SU	5121	ITEM NO. 214805	44.95
19878	9101	05/18/15	18204 CAROLINA BIOLOGICAL SU	5121	ITEM NO. 706226A	163.00
19878	9101	05/18/15	18204 CAROLINA BIOLOGICAL SU	5121	ITEM NO. 706337A	163.00
19878	9101	05/18/15	18204 CAROLINA BIOLOGICAL SU	5121	ITEM NO. 821045	30.95
19878	9101	05/18/15	18204 CAROLINA BIOLOGICAL SU	5121	ITEM NO. 228573	75.00
19878	9101	05/18/15	18204 CAROLINA BIOLOGICAL SU	5121	ITEM NO. 228902	32.25
19878	9101	05/18/15	18204 CAROLINA BIOLOGICAL SU	5110	203526 - ATP MUSCLE KIT	111.95
19878	9101	05/18/15	18204 CAROLINA BIOLOGICAL SU	5110	ESTIMATED SHIPPING/HANDLI	26.36
19878	9101	05/18/15	18204 CAROLINA BIOLOGICAL SU	5121	ITEM NO. 173850	81.90
		TOTAL CHECK				1,427.86
19879	9101	05/18/15	16240 CDW GOVERNMENT, INC.	6410	3605212 EPSON PL 97H PROJ	489.00
19879	9101	05/18/15	16240 CDW GOVERNMENT, INC.	6410	1192712 EPSON PROJECTOR L	77.95
19879	9101	05/18/15	16240 CDW GOVERNMENT, INC.	6410	1248644 EPSON REMOTE CONT	32.00
19879	9101	05/18/15	16240 CDW GOVERNMENT, INC.	6220	1248644 EPSON REMOTE CONT	64.00
19879	9101	05/18/15	16240 CDW GOVERNMENT, INC.	6410	1192712 EPSON PROJECTOR L	77.95
		TOTAL CHECK				740.90
19880	9101	05/18/15	25420 CUTLER DICKERSON CO	5980	SEED FOR MS FIELD	42.50
19880	9101	05/18/15	25420 CUTLER DICKERSON CO	5980	FB FIELD, BB/SB	145.00
		TOTAL CHECK				187.50
19881	9101	05/18/15	26591 DECKER EQUIPMENT	4110	LOCKERS, BATHROOM DOO	53.95
19882	9101	05/18/15	27385 DEMCO, INC.	5990	P12187330 - DEMCO CIRCEXT	79.42
19883	9101	05/18/15	30880 EDVOTEK	5121	KIT #118 FH CHOLESTEROL D	158.00
19884	9101	05/18/15	35580 FRAME'S PEST CONTROL, INC	4220	MONTHLY PEST CONTROL	51.00
19885	9101	05/18/15	26100 DAVID HARSH	5990	UNIFORM ALLOWANCE	53.95
19885	9101	05/18/15	26100 DAVID HARSH	5990	UNIFORM ALLOWANCE	128.97
		TOTAL CHECK				182.92
19886	9101	05/18/15	46743 HUBBARD AUTO CENTER-ADRIA	5710	DSL EXH FL 2.5G	77.94
19887	9101	05/18/15	47396 IMPREST FUND	5980	AJ BRADY LIMESTONE	50.00
19887	9101	05/18/15	47396 IMPREST FUND	7410	D OPSAL ROTARY DUES	330.00
19887	9101	05/18/15	47396 IMPREST FUND	6220	LISD SHED PURCHASE	700.00
19887	9101	05/18/15	47396 IMPREST FUND	3220	MSCA ORDER	47.95
		TOTAL CHECK				1,127.95
19888	9101	05/18/15	90103 JERRY ISOM	4120	15' SPRAYER	350.00
19889	9101	05/18/15	43294 JUDY CONRAD	5990	UNIFORM ALLOWANCE	35.00

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MADISON SCHOOL DISTRICT  
CHECK REGISTER

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FUND - 11 - GENERAL FUND

CHECK NUMBER	CASH ACCT	DATE ISSUED	-----VENDOR-----	ACCT	-----DESCRIPTION-----	AMOUNT
19890	9101	05/18/15	54776 LENAWEЕ COUNTY TREASURER	7610	MD0-114-1225-00	12,464.35
19890	9101	05/18/15	54776 LENAWEЕ COUNTY TREASURER	7610	MD0114150000	21,688.54
			TOTAL CHECK			34,152.89
19891	9101	05/18/15	54806 LENAWEЕ DISTRICT LIBRARY	0191	RENTAL DEPOSIT REFUND	100.00
19892	9101	05/18/15	51605 LISA SEGUR	3220	PARKING CONFERENCE	18.00
19892	9101	05/18/15	51605 LISA SEGUR	5710	FUEL	50.00
			TOTAL CHECK			68.00
19893	9101	05/18/15	55432 LENAWEЕ INTERMEDIATE SCHO	3220	C HUBBARD PD CPR/1ST	35.00
19893	9101	05/18/15	55432 LENAWEЕ INTERMEDIATE SCHO	8210	JAN 23 - JUNE 4 PREP	7,942.00
			TOTAL CHECK			7,977.00
19894	9101	05/18/15	60898 MASB	3220	FOIA WEBINAR PD	50.00
19895	9101	05/18/15	64126 MSPRA	3220	R ROWE FINANCE WKSHOP	65.00
19895	9101	05/18/15	64126 MSPRA	3120	R SCHWAN MEMBER14.15	108.33
19895	9101	05/18/15	64126 MSPRA	3120	R SCHWAN MEMBER14.15	108.33
19895	9101	05/18/15	64126 MSPRA	3120	R SCHWAN MEMBER14.15	108.34
			TOTAL CHECK			390.00
19896	9101	05/18/15	65990 MT BUSINESS TECHNOLOGIES,	4220	U3537 HS COPIER	28.24
19896	9101	05/18/15	65990 MT BUSINESS TECHNOLOGIES,	4220	U3537 HS COPIER	.58
19896	9101	05/18/15	65990 MT BUSINESS TECHNOLOGIES,	4220	U3952 HS COPIER	200.92
19896	9101	05/18/15	65990 MT BUSINESS TECHNOLOGIES,	4220	U3952 HS COPIER	4.10
19896	9101	05/18/15	65990 MT BUSINESS TECHNOLOGIES,	4220	U4532 CO COPIER	39.50
19896	9101	05/18/15	65990 MT BUSINESS TECHNOLOGIES,	4220	U4532 CO COPIER	.81
19896	9101	05/18/15	65990 MT BUSINESS TECHNOLOGIES,	4220	U2350 ELEM COPIER	342.72
19896	9101	05/18/15	65990 MT BUSINESS TECHNOLOGIES,	4220	U2350 ELEM COPIER	6.99
19896	9101	05/18/15	65990 MT BUSINESS TECHNOLOGIES,	4220	W8440 HS COPIER	141.21
19896	9101	05/18/15	65990 MT BUSINESS TECHNOLOGIES,	4220	W8440 HS COPIER	2.88
			TOTAL CHECK			767.95
19897	9101	05/18/15	65993 MUNETRIX	7410	LEVEL 3 PREMIUM EDIT	2,579.00
19898	9101	05/18/15	94650 NICHOLS	5990	CLEANERS, TISSUES	3,209.76
19898	9101	05/18/15	94650 NICHOLS	5990	VAC PARTS	359.34
19898	9101	05/18/15	94650 NICHOLS	5990	CONTACT HOLDER	74.52
19898	9101	05/18/15	94650 NICHOLS	5990	VAC PARTS	342.14
			TOTAL CHECK			3,985.76
19899	9101	05/18/15	69403 OCCUHEALTH	3130	EL NURSE	2,627.28
19899	9101	05/18/15	69403 OCCUHEALTH	3130	HS NURSE	437.88
19899	9101	05/18/15	69403 OCCUHEALTH	3130	MS NURSE	437.88
			TOTAL CHECK			3,503.04
19900	9101	05/18/15	69505 ONSTED COMMUNITY SCHOOLS	3220	MASA CONF LODGING 50%	147.00
19901	9101	05/18/15	72220 PERFORMANCE AUTO OF ADRIA	5710	FLEET SUPPLIES	5.12
19902	9101	05/18/15	72336 PERRY PRO TECH	4220	B2150, B2151 MS COPY	6.08
19902	9101	05/18/15	72336 PERRY PRO TECH	4220	B2150, B2151 MS COPY	298.12
19902	9101	05/18/15	72336 PERRY PRO TECH	4220	A5986 EL COPIER	4.88
19902	9101	05/18/15	72336 PERRY PRO TECH	4220	A5986 EL COPIER	239.12



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MADISON SCHOOL DISTRICT  
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ACCOUNTING PERIOD: 11/15

FUND - 11 - GENERAL FUND

CHECK NUMBER	CASH ACCT	DATE ISSUED	-----VENDOR-----	ACCT	-----DESCRIPTION-----	AMOUNT
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		TOTAL CHECK				652.80
19903	9101	05/18/15	74940 QUILL CORPORATION	5111	901-1266433EFO INSTEN® 24	9.01
19903	9101	05/18/15	74940 QUILL CORPORATION	5111	901-1266433EFO INSTEN® 24	-9.01
19903	9101	05/18/15	74940 QUILL CORPORATION	5111	151034 BATTERIES, GENERAL	4.68
19903	9101	05/18/15	74940 QUILL CORPORATION	5111	151035 BATTERIES, GENERAL	4.41
		TOTAL CHECK				9.09
19904	9101	05/18/15	76026 REEVES, INC	4220	2ND Q SPRINKLER PM	360.00
19905	9101	05/18/15	75960 RENAISSANCE LEARNING, INC	5210	SR SERVICE ADD ON	52.00
19906	9101	05/18/15	77905 S.R. WIERCKZ	3190	APRIL 2015 UNEMPLOY	240.00
19906	9101	05/18/15	77905 S.R. WIERCKZ	3190	MAY 2015 UNEMPLOY	240.00
		TOTAL CHECK				480.00
19907	9101	05/18/15	80193 SCHOOL NURSE SUPPLY INC	5990	SURETEMP PROBE	52.95
19907	9101	05/18/15	80193 SCHOOL NURSE SUPPLY INC	5910	SURETEMP PROBE	20.00
19907	9101	05/18/15	80193 SCHOOL NURSE SUPPLY INC	5910	SURETEMP PROBE	20.00
		TOTAL CHECK				92.95
19908	9101	05/18/15	85611 STAPLES BUSINESS ADVANTAG	5990	HANDSET CORD	1.62
19908	9101	05/18/15	85611 STAPLES BUSINESS ADVANTAG	5990	HANDSET CORDS STOCK	6.47
		TOTAL CHECK				8.09
19909	9101	05/18/15	86104 STRATOS MICROSYSTEMS	4120	LAPTOP DISPLAY FOR DELL L	177.28
19909	9101	05/18/15	86104 STRATOS MICROSYSTEMS	4120	ONE HOUR AT \$65/HR	65.00
		TOTAL CHECK				242.28
19910	9101	05/18/15	89052 THRUN LAW FIRM, P.C.	3170	LEGAL AID	3,990.50
19911	9101	05/18/15	90470 TRANSPORTATION ACCESSORIE	5730	LIGHTS.LAMPS	156.04
19911	9101	05/18/15	90470 TRANSPORTATION ACCESSORIE	5730	SEAT COVERS	274.63
		TOTAL CHECK				430.67
TOTAL FUND						64,616.90
TOTAL REPORT						64,616.90

Superintendent's Report  
May 18, 2014

**First Meeting:**

**LISD Biennial Election of School Board Members (Information Item)**

The Board shall consider a Resolution of the Madison Board of Education for the LISD Biennial Election of School Board Members.

**Second Meeting:**

**LISD Biennial Election of School Board Members Resolution (Action Item)**

The Resolution includes the designation of a member as its representative and an alternate member to serve on the 2015 electoral body responsible for electing members to the LISD Board of Education. Furthermore, consideration shall be given to candidates running for two available seats on the Board. The representative is directed to vote for the candidates at a meeting of electoral body to elect LISD Board Members June 1, 2015, 5:30 p.m. at the LISD ESC. The Resolution also authorizes and directs the secretary to file the Resolution with the secretary of the LISD Board of Education. I recommend the Board appoint a representative to vote for the two candidates determined by the Board.

**2015 – 2016 LISD Budget Resolution (Action Item)**

Kyle and I attended the February 19<sup>th</sup> LISD budget planning session. A follow up budget meeting at the LISD occurred April 23<sup>rd</sup>. By law each of the constituent local school boards is required to pass a resolution either supporting or rejecting the LISD budget. Local board action is required, however, the Board's vote is only advisory. I recommend the Board pass the Resolution in support of the LISD 2015-16 budget. LISD and local superintendents continue to work towards ways in which LISD funds can be utilized to support educational opportunities for students throughout Lenawee County.

**First Reading – NEOLA Policies (Information Item)**

It is the time of year to consider several revisions to the District's Board Policies. I recently met with NEOLA representative Paul Palka to review the proposed changes. The modifications are provided to you as a first reading.

**Strategic Five – Ten Year Facilities Maintenance Plan (Action Item)**

At this time Jerry and I are asking the Board's approval to seek bids from professional entities/organizations qualified to facilitate an assessment/evaluation of current facilities and assist with the development of a comprehensive and strategic Five to Ten Year Facilities Maintenance Plan.

After meeting with two firms to gauge the scope and sequence of this process we are recommending, at this time, the District seek bids to evaluate quotes/bids to contract professional assistance to assess existing school facilities and structural resources located on campus. Bids would include the process to identify critical needs in order to construct a 5-10 year facilities maintenance plan. The ultimate outcome is to allocate available resources to improve facilities in order to improve and sustain a safe, secure, and structurally sound campus for students, staff, and community members to educate and learn. The existing school building is 280,000 square feet (attached A). 78,700 square feet was built between 1957 and 1994 (attached B). Specific areas to evaluate would include:

- Envelope of entire school
- Athletic track
- Parking lots
- Rubber roofing
- HVAC systems/units
- Fire alarm system
- Electrical system
- Trane System
- Plumbing
- Interior finishes (ceilings, wall treatment, and flooring)
- Doors/Hardware
- ADA (handicapped accessibility)
- Exterior/interior lighting
- Access to main entrances (ex. key, key fob, swipe card, buzzer)

Outcomes would include:

- Conduct comprehensive assessment of facility
- Speak with superintendent, building principals, representatives from the school board, Director of Facilities, Maintenance staff, and select individuals as needed to assist with assessment
- Establish a prioritized list of repairs, replacement, improvement tasks
- Document tasks through an electronic format that can be manipulated/updated based on opportunities/needs
- Provide approximate cost associated with each task, including cost of inflation
- Communicate options for repairs, replacements, and/or improvements, if necessary
- Spend one day with stakeholders at the annual School Board and Stakeholder Workshop in the fall to review and provide input based on the prioritized list
- Establish a 5-10 year strategic facilities/maintenance plan
- Discuss opportunities to accomplish tasks based on current finances/budget
- Meet with Superintendent and Director of Facilities to review accomplished tasks at the end of each year

Concentrated efforts for capital improvement may occur within the 78,700 square feet of the building built between 1957 - 1994, however an evaluation to some degree will occur throughout the entire system.

Based on the description and specifications above Jerry and I recommend approval to seek bids for the Board's consideration at the June Board of Education meeting.

### **Athletic Training Services (Information Item)**

Kris and I have reviewed two (2) bids to provide athletic training services at Madison School District. After careful review the District will engage in a two-year agreement with Accelerated Rehabilitation Centers, LTD. In addition to routine athletic services and coverage, staff will meet with coaches and parents to provide insight, training, and guidance, offer physicals with some financing remaining with the District, First Aid/CPR training, will offer the opportunity for specific athletic and health related clinics, participate with a pilot student concussion screening program, and assist with aspects of Madison's Crisis Response processes and procedures.

### **2014-15 Revised Budget (Information Item)**

Jen will spend time at the Board meeting presenting the latest update to the 2014-15 budget. Although a few modifications remain it appears that the District will end the year with a deficit of approximately \$150,000.

### **2015-16 Projected Budget (Information Item)**

MASB recently sent news that the Senate passed SB134 with a 24-14 vote, the 2015-16 School Aid, Higher Education, and Community College budget. The bill includes aspects of the Governor's proposal, including the third-grade reading initiative and \$100M increase for At-Risk funding.

The Senate budget calls for increases of between \$50 and \$100 per pupil with the lowest funded districts receiving the maximum using the 2x formula. The Executive budget provides an across the board increase of \$75 per pupil.

The Senate changed the pupil membership count to 85% fall/15% prior-year spring.

MASB states, now that both houses have passed their respective budgets they will go to conference committee to negotiate differences based on the numbers agreed upon by leadership after the Friday, May 15<sup>th</sup> Revenue Consensus Estimating conference.

Numerous aspects of the proposed budget: elimination of Performance Funding, reduction of Best Practices Funding, decreasing enrollment, 2x formula for per pupil funding, and proposed change from a 90%/10% to an 85%/15% blended count each decrease funding for Madison Schools. It is very likely we will receive less funding than we did for this 2014-15 school year with expenses continuing to rise. We will need to make some very deliberate and intentional decisions regarding budget, while maintaining the exemplary programming the Madison family has come to expect. It appears that things are going to get much worse before they improve.

A preliminary 2015-16 budget is including in this packet for your approval. Jen has tried her best but I assure you that the budget you will review at your June meeting will have significant changes.

### **Madison F.A.N., Mary Anschuetz, and the Madison Youth Athletic Council (MYAC) (Information Item)**

After a one-year hiatus the Madison F.A.N Celebration occurred again Saturday, May 9<sup>th</sup> at the Lenawee County Fairgrounds. The F.A.N. Committee consisting of Conni Lundy, Judy Mann, Barb Denig, Chad Fowler, and Brad Anschuetz did an outstanding job of planning and facilitating the event. I would personally like to thank Ruben and the Los Hermanos Villegas Band. What an exceptional talent we have serving the Madison Board. All proceeds will go towards paying off the loan used to complete the Madison Indoor Athletic Complex.

I would also like to thank Mary Anschuetz who facilitated the Super Fan Shootout competition to benefit the F.A.N. loan as well. Students had an excellent time with this event, attained some fantastic prizes, and raised money to benefit a great cause.

Finally, I want to express sincere appreciation to the Madison Youth Athletic Council. The leadership of Robert Burciaga, Jeff Grof, Scott VanEtten, Kristi Douglas, Michael Dopp, and Eric Dopp have provided numerous opportunities for students to participate with athletic activities with their peers here at Madison. In addition to facilitating athletic opportunities MYAC has donated close to \$10,000 in their first year of operating a school-sponsored organization. They have provided a sponsorship banner in the Facility, purchased equipment for athletic teams, facilitated improvements to the youth baseball dugouts, provided funds for the installation of a backstop and fence in front of the dugouts, purchased a storage shed, and at their last meeting approved finances to complete the fence which will extend from the dugouts around the entire outfield.

I cannot, during this very tough time of budget restraints for public schools, thank these organizations and individuals enough for their leadership and contributions as volunteers to provide opportunities for students. On behalf of the entire District and the students we serve, I thank you.

### **District-Sponsored Trips (Action Item)**

In accordance with Madison Board Policy 2340 – Field and Other District-Sponsored Trips, the following trips are planned for students at Madison and require Board approval:

#### Boys Golf

Tuesday, May 19<sup>th</sup> prior to the District Golf Tournament in Gross Ile, MI

#### Boys and Girls Track

Friday, May 22<sup>nd</sup> prior to MITCA Team State Meet in Shepherd, MI

Friday, May 29<sup>th</sup> prior to MHSAA Individual State Meet in Comstock Park, MI

I recommend the Board approve these three District-sponsored trips.

### **Girls Golf (Action Item)**

In accordance with Madison Board Policy 2431.01 – Interscholastic Athletics Defined as Club or Varsity Sport, the following recommendation from Kris Isom to offer Girls Golf as a Varsity Sport for 2015-16 meets criteria set forth with this Policy.

According to Coach Thompson the following number of students were present at the meeting which occurred last week. 9<sup>th</sup>: 2, 10<sup>th</sup>: 3, 11<sup>th</sup>: 5, 12<sup>th</sup>: 7 for a total of 17. There were 6 total students in 2013 and 8 in 2014. Coach has communicated ways in which he will offer camps and clinics to sustain an appropriate number of student-athletes across the four grade levels to support “varsity” status.

Per the Policy, this sport - along with all other sports - is reviewed annually to determine compliance with the guidelines and standards established by Madison Schools. Determining factors, most notably sustained level of participation through 9<sup>th</sup> through 12<sup>th</sup> grades, will be considered as a recommendation and decision is made to whether or not “varsity” status is achieved.

I recommend the Board approve Girls Golf as a Varsity Sport for the 2015-16 school year.

### **Good News (Information Item)**

#### Recognition by U.S. News and World Report

For the third year in a row, Madison High School is recognized as one of the leading public high schools in the state and in the country, earning U.S. News & World Report’s National Ranking of a Bronze Medal for 2015. Madison High School also earned a Bronze Medal ranking in 2014 and a Silver Medal ranking in 2013.

The rankings were determined by information gathered by U.S. News & World Report and American Institutes for Research and are based on student performance on college-readiness, proficiency test scores and the performance of the district’s least-advantaged students in comparison to the state average. Madison’s reading and math proficiency scores continue to remain near the state averages. Michigan has 608 school districts, 10 schools of which were named Gold Medal winners, 68 were recognized as Silver Medal winners and 167 earned bronze medals in 2015.

#### Published Article in MASA Leader

The MASA Leader recently published an article authored by Rebecca Schwan regarding Madison Elementary School’s Balanced School Year (BSY) program. The MASA Leader is a publication of the Michigan Association of School Administrators

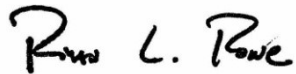
and is published and distributed to school leaders three times per school year. The article is featured in the spring issue of the MASA Leader magazine. The publication featured the stories of districts who are "Leading Change in a Time of Change" and setting the standard for the future of education in Michigan schools.

The article, entitled "Balanced School Year Shows Early Gains for Madison Elementary School," can be read online at:

[www.apogeepublications.com/emags/MASA\\_spring2015](http://www.apogeepublications.com/emags/MASA_spring2015)

### **Reconditioning of Existing Running Track Surface at Madison High School (Action Item)**

The District received two (2) quotes for reconditioning the existing track surface. Kris and I are carefully reviewing the bids. Based on this review a recommendation may be provided to the Board for approval.

A handwritten signature in black ink that reads "Ryan L. Rowe". The signature is written in a cursive, flowing style.

Ryan Rowe

Board Report  
Brad Anschuetz  
Madison Middle School  
May 18, 2015

- I. The month of May brought the Madison Family both joy and sorrow. Trevor and Kathryn Van Valkenburg welcomed their second son, Dominic Richard, into their life. Mr. Chris Dubbs took over for Mrs. Van Valkenburg's classes. He has a mathematics and finance degree from Adrian College.

Our condolences were extended to Mindy Jordan and her family the last few weeks as they laid her mother-in-law, grandma, and sister-in-law's father to rest. Our well wishes also go out to Mr. Vernier and Mr. Rowe who celebrated the life of their aunt and grandfather this past week.

- II. Our 6<sup>th</sup> and 7<sup>th</sup> grade Quiz Bowl teams placed third and first respectively this past week. Congratulations to Coach Amanda Harsh and the 7<sup>th</sup> grade team.

**6<sup>th</sup> Grade Quiz Bowl Team for Madison:** Makenzie Francoeur, Gopher Warwick, Noah Andrew, Carly Anschuetz, Polly Graham, Alison Cramer

**7<sup>th</sup> Grade Quiz Bowl Team for Madison:** Dylan Baggett, Ethan Gray, Bradyn Hinman, Logan Janke, Makenzie Liberi, Lauren Perez, Makenna Sharp, Coached by Mrs. Amanda Harsh

- III. The NWEA testing window for Madison Middle School is in full swing. With the NWEA assessment tool we will test reading comprehension, science, and mathematics aptitude. The students have done well to use the tool for goal setting purposes and taking ownership of their learning. As a faculty, we pay a great deal of attention to these scores. It is nice to see the growth in students to validate all the hours of hard work. For the students that show little to no growth we need to intervene and catch the problem before it compounds. Along with the state assessments, these scores determine 34% of the rubric associated with the teacher evaluation tool.

We are officially done assessing 7<sup>th</sup> and 8<sup>th</sup> grade students with the new M-Step program. Our students and faculty have adjusted well to this new demand. As a building administrator, it is clear to me a lot of time and resources are allocated to make sure this testing goes well. A total of sixteen days of testing are needed to assess our student body.

- IV. Our sixth grade team will host the fifth grade students on May 14<sup>th</sup>. These future sixth grade students will run through a mock schedule, meet their teachers for next year, and learn about being a middle school student. The current sixth grade students will go back to visit their teachers from last year during this time. An Open House is scheduled on September 1<sup>st</sup> for all students and their families.



- V. On Wednesday, May 6<sup>th</sup>, 20 of our 8<sup>th</sup> grade students attended the Pay-Back for Education program. Each student was paired with a business in the community that matches their career pathway interests. The students spent a day with their business partner learning about the inner workings of the career.
- VI. You would be very proud of our students and the way they carried themselves on the Washington D.C. trip. There are always some students whose conduct goes above and beyond your expectations. This is an experience that will rank high on the list of lifetime highlights for many of our students. The exposure and experiences gained by this trip will broaden our students' worldly perspective. As you know, students with more worldly experiences make better readers because they have more familiarity from which to relate to the text they are reading. Exposure to humanities is something a lot of our students need desperately.

I am very thankful for everyone on our staff for making this opportunity possible. Some staff gave up time with their family to chaperone and endure the 12 hour bus ride (one way). Some staff absorbed the 53 students that did not attend the trip and kept the continuum of learning moving forward in a manner that made those students feel appreciated as well. Many staff volunteered their time to fundraise in order to diminish the cost of the trip for our students. It certainly takes a team effort to make this opportunity available to our students. A special thank you to Mrs. Matthews for shouldering the leadership responsibilities for this trip and the stress that comes with the commitment.

- VII. Mrs. Judy Mann, Mrs. Danyelle Matthews, Mrs. Deanna Garno and a number of our faculty organized a "staff vs. students" basketball game to support a student's fight against cancer. The event raised \$1,000+ for this member of the Madison Family.
- VIII. Mr. Rex Vernier organized the fall and spring roadside clean-up. The spring clean-up took place on May 13<sup>th</sup>.
- IX. Mrs. Renee Forche and Mrs. Abby Hacker are leading a total of eleven young ladies in the "Girls on Track" program. Madison is the only school district in Lenawee County to host this program for middle school students. Of these eleven, five are returning runners. This is one student's eighth year!

On May 4<sup>th</sup>, the young ladies ran a "mock" or practice 5K with Mr. Ryan Rowe. I understand Mr. Rowe was sporting a pink wig and angel wings, leading forty eight elementary girls as well as our middle school runners. This serves as an opportunity for the runners to really get a feel for the distance of 3.1 miles. It's quite different than running laps in the school.

This past Sunday, May 17<sup>th</sup>, will be the actual 5K at the University of Michigan (North Campus Research Complex, 2800 Plymouth Road.) This is the first year they will be hosting the run. The race begins at 9:00 a.m. and does not end until every participant has crossed the finish line.

- X. We will be hosting a June Jubilee on June 5<sup>th</sup> instead of May Madness. This change was made to accommodate the M-Step testing. As a faculty we will decide if next year's "team building" day should be held in the fall or remain in June.

May 19<sup>th</sup> ..... Band Concert @ 7 pm

May 27<sup>th</sup> ..... 7<sup>th</sup> & 8<sup>th</sup> grade Cedar Point trip

May 28<sup>th</sup> ..... 7<sup>th</sup> & 8<sup>th</sup> grade Cedar Point trip rain date

May 29<sup>th</sup> ..... 6<sup>th</sup> grade Cedar Point trip

June 2<sup>nd</sup> ..... MS Honors Assembly in HS gym @ 1:00 p.m.

June 2<sup>nd</sup> ..... Orchestra Concert

June 3<sup>rd</sup> ..... 6<sup>th</sup> grade Cedar Point trip rain date

June 4<sup>th</sup> ..... 2<sup>nd</sup> Block Exam, and then regular day, locker clean out during Forum

June 5<sup>th</sup> ..... June Jubilee

June 8<sup>th</sup> ..... 1<sup>st</sup> and 3<sup>rd</sup> hour exams - dismiss at 10:40

June 9<sup>th</sup> ..... 4<sup>th</sup> and 6<sup>th</sup> hour exams - dismiss at 10:40

June 10<sup>th</sup> ..... 5<sup>th</sup> and 7<sup>th</sup> hour exams - dismiss at 10:40

**Projected 2015 Kindergarten Enrollment:** As of May 13<sup>th</sup>, we have distributed 145 registration packets to interested families. These registrations include students in both kindergarten and the Young Fives program. Last year at this time we had distributed 148 registration packets.

- **Transitions to Kindergarten:** This past month we have been working to assist our upcoming kindergarten students and their families as they transition to their beginning grade school experience. Similar to last year, we held an evening for parents to learn about the kindergarten experience, “A Day in the Life of Kindergarten.” This evening event, was planned and led by the Great Start Readiness Teachers, Young Fives Teachers and Kindergarten Teachers. Parents were provided the opportunity to learn about the days ahead for their children. Parents began the evening by reminiscing and sharing some of their own kindergarten memories with one another before their “school day” began. Teachers led small groups of parents to their classroom so that parents could see the environment and learn about a typical school day for their child. They learned about both kindergarten and Young 5s experiences. They experienced a brief kindergarten level evidence-based literacy instruction (EBLI) lesson. Additionally, parents visited the Café and specials classrooms. In their feedback for the evening, parents shared that this was a very worthwhile event and the information shared will help them to assist their children as they prepare for the school year ahead. They particularly liked having the opportunity to have time to have their questions answered.
- **Transitions to 5<sup>th</sup> Grade:** On Thursday, May 14<sup>th</sup>, our 5<sup>th</sup> graders were hosted by the 6<sup>th</sup> grade teachers to do a rotation through the 6<sup>th</sup> grade classes they will have next year. Each teacher gave a 12 minute presentation about what they will experience as middle school students next year. They also communicated their expectations and gave them some early suggestions as to how they could prepare and be successful in middle school. In the meantime, the 6<sup>th</sup> graders visited their former 5<sup>th</sup> grade teachers for a reunion and celebration. They had discussions about how 5<sup>th</sup> grade prepared them for 6<sup>th</sup> grade, and how their 5<sup>th</sup> grade experience could have better prepared them.

**May School Events:** the days and evenings have been very busy in the elementary with all of our family events!

- **Cinco de Mayo:** Madison Troupe de Niños Pequeños shared traditional folk dancing at our Cinco de Mayo assembly this month. These students have worked very hard and we appreciate their talent. Thank you to Mrs. Ybarra for leading the troupe and for all the parents who helped out. Our dancers were: Desteney Paul, Melena Villegas-Amador, Miguel Villegas-Amador, Jeyna Byers, Julissa Cabrera, Maya Casanova, Zealyn Ford, Madyson Fowler, J’Lenn

Garcia, K'Le Garcia, Aneceo Gauna, Elliana Gutierrez, Lylah Gutierrez, Leia Ku, Natalie Ku, Alex Perez, Amiah Thompson, and Alex Trejo.

- **Recycled Fashion Show:** On Earth Day, April 22<sup>nd</sup>, we had our annual Recycled Fashion Show in the Performing Arts Center. Thank you to Mr. Richard SanMiguel for helping students with ideas and in planning their recycled attire. And thank you to Mrs. Erin Pifer who was the master of ceremonies for the night.
- **Talent Show:** Every year our Talent Shows just seem to get better and better! We can't wait to see what wonderful talent our students showcase at the Elementary Talent Show on Thursday, May 14<sup>th</sup>! Thank you to our talented Madison students who practiced their skills and will be entertaining us, to Mrs. Erin Pifer planning and leading the program, to the teachers who assisted with auditions, and to the families who supported the talents of their children!
- **Earth Club:** The Earth Club has big plans for our outdoor learning lab this spring! Plants are already sprouting in our outdoor learning lab. The club plans to weed, mulch, and plant before the end of the school year. The "rainbow garden" will be filled with flowers too. The Earth Club will also be hosting Roadside Clean-up this month.
- **Pennies for Patients:** The Elementary School Student Council led the Pennies for Patients change collection again this year for the fourth consecutive year. The funds collected during the three-week period, benefit The Leukemia & Lymphoma Society. Every class keeps a box into which students deposit spare change. The class who collects the most earns a class pizza party. This year, Student council surpassed last year's earnings. This year, our students collected \$2,230.06 to contribute to The Leukemia & Lymphoma Society. This is particularly special to us considering the impact Leukemia has had on a couple of our students.
- **Girls on the Run (GOTR):** As the GOTR season comes to an end, we wanted to express how proud we are of the girls who participated this season. This is a terrific program that is led by Dina Payne, Tracey Brackelman, Kristen Metevia, Jeanelle Wonders and Erin Pifer. Meeting twice a week for ten weeks, they teach life skills through fun, engaging lessons that celebrate the joy of movement. The 24-lesson curriculum includes three parts: understanding ourselves, valuing relationships and teamwork and understanding how we connect with and shape the world at large. Over the course of the program, girls will develop and improve **competence**, feel **confidence** in who they are, develop strength of **character**, respond to others and oneself with **care** and **compassion**, create positive **connections** with peers and adults, and make a meaningful **contribution** to community and society. At each season's conclusion, the girls and their running buddies complete a 5k running event. This year's 5k was yesterday (Sunday, May 17<sup>th</sup>) at 9am in Ann Arbor at the University of Michigan North Campus Research Center. 49 3<sup>rd</sup>-5<sup>th</sup> grade girls participated this year. Completing a 5k gives the girls a tangible sense of achievement as well as a framework for setting and achieving life goals. The results are the same—making the seemingly impossible, possible. Thanks to a great season, our program has grown from 9 participants just two years ago to 49 this year.

**\*Play Groups:** Summer Camp will be on Tuesdays at Madison July 21, 28, August 4 & 11. It filled up in 2 days.  
Monday – Thursday 8:45-10:30am

The focus for the 0-5 groups this month includes class expectations, procedures, and themes "Our friend the Earth, zoo & rainforest animals, puppets and me, up & away, mom's, dad's, " integrated with these skills counting, sorting, alphabet, patterns and sequencing are mixed through all of these themes.

Kindergarten Readiness is on Friday for 4 & 5 year olds from 9:00 to 10:30 am.

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: March 201, April 273 and May 98 in 9 times. April was an increase of 164% from last year.

**Family Contacts:**

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

- \*Lenawee Great Start Newsletter, 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 after school activities
- \*School schedule for playgroup
- \*Assisted families in need of transportation for attending playgroup and provided home visits on a regular basis
- \*Provision of Early Childhood Educational Series Handouts
- \*Local extracurricular activities and opportunities in the community
- \*Connecting parents to resources we have and those resources in the community.
- \*Love and Logic last workshop here this spring- April 16-May 14<sup>th</sup>. We have had 6-12 kids and 24 adults.
- \*Craft Night

**\*Donations:** More shoes, clothes, backpacks, supplies and crafts from parents and staff.

**\*Meetings:** Monthly Lenawee Child's meeting at LISD and summer camp planning.  
PATT meeting  
Professional Development  
MYAC meetings  
Home Visits  
Love and Logic workshops

**\*Resource Room:**

- \*Book Swap is available throughout the year.
- \*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: Love and Logic Workshop; Carnival, Lending Library, Madison Playgroup, Clothes donations, Kindergarten readiness class and Book Swap.**

Cafeteria Report  
Julie Taylor

2014/15	Sept	Oct	Nov	Dec	Jan	Feb	March	April
<b><u>Revenue</u></b>								
Breakfast	\$883.90	\$1,332.30	\$1,090.20	\$807.20	\$930.30	\$1,003.80	\$1,154.30	\$893.00
Lunch & Ala Cart	\$16,406.72	\$14,690.85	\$11,620.68	\$7,640.17	\$13,075.66	\$12,056.36	\$12,945.77	\$11,091.99
Juice Machine	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
State Matching Funds	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Interest & Rebates	\$1.70	\$0.21	\$0.00	\$0.00	\$0.00	\$52.16	\$0.00	\$73.74
Lunch & Breakfast Reimb	\$71,489.19	\$78,779.39	\$57,908.58	\$51,524.01	\$60,264.07	\$53,850.51	\$71,677.16	\$55,019.77
<b><u>Total</u></b>	<b><u>\$88,781.51</u></b>	<b><u>\$94,802.75</u></b>	<b><u>\$70,619.46</u></b>	<b><u>\$59,971.38</u></b>	<b><u>\$74,270.03</u></b>	<b><u>\$66,962.83</u></b>	<b><u>\$85,777.23</u></b>	<b><u>\$67,078.50</u></b>
<b><u>Expenses</u></b>								
Payroll	\$13,500.03	\$16,560.36	\$17,195.16	\$16,133.91	\$20,157.49	\$15,957.50	\$16,557.74	\$13,720.79
Retirement	3,109.85	\$3,858.45	\$3,459.42	\$3,836.13	\$4,765.19	\$3,792.98	\$3,939.80	\$3,245.88
F.I.C.A.	1032.75	\$1,268.43	\$1,315.43	\$1,234.24	\$1,542.05	\$1,220.75	\$1,266.67	\$1,049.64
Food	\$31,814.76	\$60,469.56	\$43,716.40	\$36,134.35	\$27,240.39	\$33,957.72	\$43,703.29	\$29,219.32
Uniforms	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Utilities	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Equipment/ Capital outlay	\$100,893.37	\$13,425.89	\$482.54	-\$31,771.63	\$32.94	\$0.00	\$411.67	\$47.16
Supplies	\$3,024.81	\$4,711.07	\$2,900.36	\$2,273.36	\$1,920.57	\$2,232.30	\$2,726.09	\$2,953.18
Sales Tax	\$0.00	\$0.00	\$80.33	\$0.00	\$41.34	\$36.69	\$71.77	\$39.18
Repairs	\$0.00	\$718.92	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Misc./Dues/Fees/Indirect	\$554.95	\$87.95	\$443.96	\$21,220.63	\$137.73	\$1,271.97	\$2,303.47	\$144.44
Juice	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b><u>Total</u></b>	<b><u>\$153,930.52</u></b>	<b><u>\$101,100.63</u></b>	<b><u>\$69,593.60</u></b>	<b><u>\$49,060.99</u></b>	<b><u>\$55,837.70</u></b>	<b><u>\$58,469.91</u></b>	<b><u>\$70,980.50</u></b>	<b><u>\$50,419.59</u></b>
Monthly Loss/ Gain	<b><u>-\$65,149.01</u></b>	<b><u>-\$6,297.88</u></b>	<b><u>\$1,025.86</u></b>	<b><u>\$10,910.39</u></b>	<b><u>\$18,432.33</u></b>	<b><u>\$8,492.92</u></b>	<b><u>\$14,796.73</u></b>	<b><u>\$16,658.91</u></b>
Year To Date	<b><u>-\$135,903.63</u></b>	<b><u>-\$142,201.51</u></b>	<b><u>-\$141,175.65</u></b>	<b><u>-\$130,265.26</u></b>	<b><u>-\$111,832.93</u></b>	<b><u>-\$103,340.01</u></b>	<b><u>-\$88,543.28</u></b>	<b><u>-\$71,884.37</u></b>



**NOTICE OF BIENNIAL ELECTION  
OF THE  
LENAWEE INTERMEDIATE SCHOOL DISTRICT  
BOARD OF EDUCATION  
TO BE HELD ON MONDAY, JUNE 1, 2015**

DATE: May 4, 2015


TO: Secretaries of the Constituent School Boards

FROM: Victor Hogue, Lenawee Intermediate School District  
Board of Education Secretary

RE: Meeting of Electoral Body to Elect LISD Board Members

In accordance with Section 380.614(2) of the Revised School Code, you are hereby notified that the biennial election of the Lenawee Intermediate School District Board by an electoral body composed of one (1) person designated by each of the LISD's constituent districts will be held:

Monday  
June 1, 2015  
5:30 p.m.  
Community Room  
LISD Education Service Center  
4107 N. Adrian Highway  
Adrian, Michigan 49221

  
\_\_\_\_\_  
Victor Hogue, Secretary  
LISD Board of Education

Official Candidate Listing  
for the L.I.S.D. Board

Election Date: June 1, 2015

Candidates:

Carrie A. Dillon  
Morenci, MI 49256

Linda K. Hamann  
Palmyra, MI 49268

James L. Hartley  
Clayton, MI 49235

John A. Lark  
Adrian, MI 49221



## **John Lark, D.D.S.**

My name is John Lark D.D.S., and I am a candidate for the office of LISD board of education trustee. I have served on this board since 2007.

I have been a resident of Lenawee County since 1989, when I began practicing dentistry in the City of Adrian. I am married to Claudia who graduated from Morenci schools and Adrian College. We have two children that are graduates of Onsted Community Schools. We still reside in the Onsted school district.

It is my desire to continue my service to the LISD as a trustee. As a member of the LISD board, I will continue to assist in policy planning that will serve the local school districts of Lenawee County in as fair and equitable manner as possible. First and foremost in my thoughts is doing what is best for the students of Lenawee County, whether that student participates in a LISD program or strictly a local school district. I understand that strong local school districts are crucial to student success.

I am proud to have been on the board of the LISD over the years to see innovative programs come to fruition, as well as the many support services the LISD offers to the local districts.

I appreciate your support,

John Lark D.D.S.

## **Carrie A. Dillon**

My name is Carrie A. Dillon, I have resided in Morenci for the last 30 years and have one son, who graduated in 2007 from Morenci Area Schools. I have a Bachelor of Science degree in Sociology/Psychology from Eastern Michigan University (2002) and a Masters of Arts degree in Counseling from Spring Arbor University (2004) and I am employed with the State of Michigan as a senior Analyst within the Unemployment Insurance Agency.

I started volunteering in the school district when my son started school in 1994 and I continue to do so today. When a vacant position was posted for the Morenci School Board, I placed a letter of interest to the school and it was in September 2005 that I was appointed to serve the Morenci School District and have been re-elected twice to remain on the Morenci Area School Board. I have had the opportunity to attend many school events throughout the county and have been excited to witness the great learning each school district makes possible for each student of Lenawee County.

I wish for all local school boards to know that I have no personal agenda and if elected to serve on the Lenawee County School Board, I would dedicate my time and energy to work with all to make sure that all our students in Lenawee County receive the best Public education possible and that we continue to serve each local district. I will continue to serve Morenci Area Schools and the Board in the same capacity and recognize the time and energy needed to do so. In all honesty, I truly enjoy watching students learn and have a passion for education!!!

# JAMES (JIM) L. HARTLEY

6750 Beecher Rd      Clayton, MI      49235  
517.263.7152 • jimh@gmail.com

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## EDUCATION

### **Specialist's Degree • Educational Leadership**

Eastern Michigan University      1976

### **Master's Degree • Educational Leadership**

Eastern Michigan University      1972

### **Bachelor of Science • Business Administration/Marketing**

University of Detroit      1969

## WORK EXPERIENCE

### **Superintendent of Schools • 1976-2014**

*Madison School District    Adrian, MI*

- Worked productively and successfully with an elected Board of Education for 38 years
- Providing a highly respected educational program for 1,550+ students while successfully maintaining balanced budgets and managing the district's personnel and financial resources.

### **Assistant High School Principal/Athletic Director • 1972-1976**

*Madison School District*

### **Teacher (High School Business Education) • 1969-1972**

*Madison School District*

## COMMUNITY INVOLVEMENT

### **2015 Lenawee United Way Campaign Co-Chair**

### **Charter Member and Charter President of the Gleaner Madison Arbor**

### **Adrian Morning Rotary • 2000-present**

- Charter member
- President, 2011-12 and 2012-13

### **City of Adrian Student Town Committee • 2010-present**

### **Lenawee Great Start Board • 2008-2012**

### **The American Cancer Society • 1996-2012**

- Relay for Life committee member (2005-2007)

### **St. Mary of Good Council Catholic Church • 1973-present**

- Parish council 2004-10; President 2005-10

## PAST CONTRIBUTIONS

### **Lenawee County Education Foundation – Ex Officio Board member**

### **Lenawee Communities in Schools - Board member**

### **United Way Allocation Committee**

### **Lenawee County Superintendents' Association – President**

### **Michigan Association of School Administrators Region VIII – President**

## PERSONAL

Married to Deanna (42 years); Daughter, Carrie

## **LINDA K. HAMANN**

### **LISD School Board Candidate**

Personal	J. C. Hamann, Gail (student at Eastern Michigan University) and Curtis (serving in the US Air Force)
Employment	Self-employed freelance paralegal since 1994 and paralegal with two law firms from 1981 to 1994
Education	Blissfield High School, 1977 University of Toledo, Legal Assisting Technology , 1982 University of Toledo, B.A., 1993
Community Involvement:	<ul style="list-style-type: none"><li>- Blissfield School Board Member from 2003 to 2011, served three years as Treasurer and served as the LISD board representative for five years</li><li>- Blissfield Foundation for Educational Excellence, honorary member from 2005 to 2010, school board representative from 2010 to 2012, President from 2012 to the present</li><li>-North Central Accreditation school improvement committee</li><li>- Citizens for School Improvement committee</li><li>- Blissfield Community Schools Professional Counsel</li><li>- Blissfield Community Schools Strategic Plan Committee</li><li>- Blissfield Band Booster president from 2004 to 2012</li><li>- Chairperson for Blissfield High School After Prom, 2008 to 2010</li><li>- Toledo Bar Association, associate member serving on Probate and Elder Law Committee</li></ul>

**RESOLUTION OF THE \_\_\_\_\_ BOARD OF EDUCATION**

WHEREAS, the biennial election of the Board of the Lenawee Intermediate School District will be held on Monday, June 1, 2015, at a meeting of representatives from constituent school boards.

WHEREAS, Section 614(2) of the Revised School Code requires a constituent school board to designate its representative and identify the intermediate school board candidate the Board supports for each position to be filled on the Board by a resolution adopted not earlier than 21 days prior to the date of the election, [*Note- May 11, 2015 is the earliest date that a constituent school board may designative its representative and identify the candidate(s) that the Board supports*] and

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

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

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The Board designates \_\_\_\_\_ as its representative to serve on the 2015 electoral body responsible for electing members to the Lenawee Intermediate School District Board of Education and \_\_\_\_\_ as alternate representative in the event the designated representative is unable to attend.
2. The Board supports candidate(s) \_\_\_\_\_ [insert candidate names equal to the number of vacancies] for a position on the Lenawee Intermediate School District Board of Education for a term of six years.
3. The Board directs its representative \_\_\_\_\_ to vote for candidate(s) \_\_\_\_\_ [insert candidate names equal to the number of vacancies] at least on the first ballot taken at the June 1, 2015, election.
4. The Board authorizes and directs its secretary to file this resolution with the secretary of the Lenawee Intermediate School District Board of Education.

Ayes: Members

Nays: Members

Resolved this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

Signature:

\_\_\_\_\_  
Secretary, Board of Education



# 2015-2016 BUDGET REVIEW WITH LOCAL DISTRICTS

**April 23, 2015**

# AGENDA

- ❖ 2015-2016 Budget Timelines
- ❖ LISD Trends and Budget Assumptions
- ❖ Summary of Proposed LISD Budget and Budget Changes
- ❖ District Collaboration
- ❖ Questions & Comments

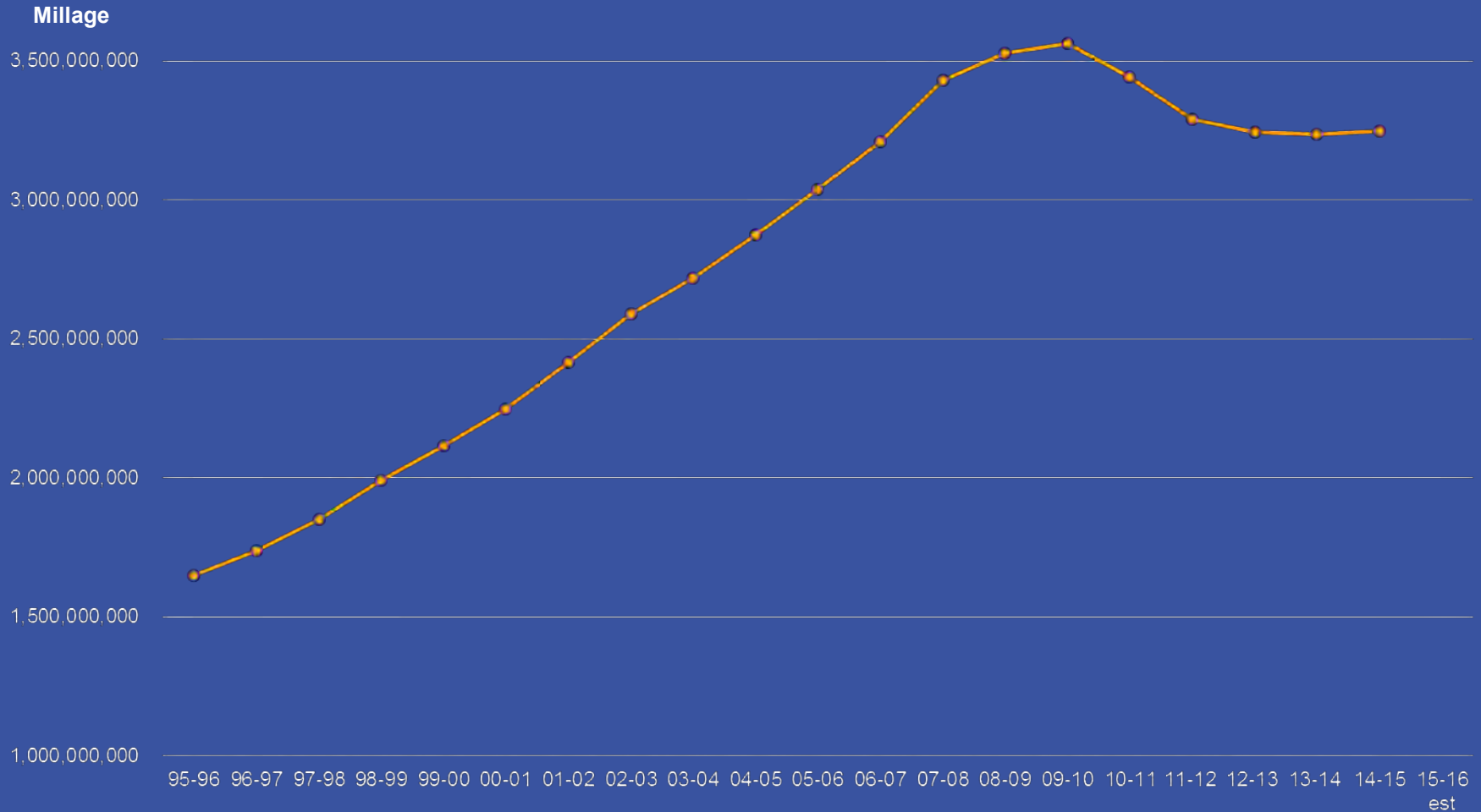
# 2015-2016 BUDGET TIMELINE

1. Department budget worksheets to Leadership Team for distribution to staff; Projections on needs and rationale.	January 6, 2015
2. 2015-2016 worksheets forwarded to Business Office	February 6, 2015
3. Preliminary Budget Review with local boards (6:00 p.m.)	February 19, 2015
4. Budget formats completed (by Business Office) and first committee meeting (Superintendent and Leadership Team). Leadership Team to have rough draft of budget memos and activity center explanations.	March 3 & 4, 2015
5. Review by Lenawee County Superintendents' Association Committees	March 25 & 31, 2015
6. Review by LISD Board of Education at regular Board meeting	April 13, 2015
7. Budget Review with Local Board Representatives	April 23, 2015
8. Deadline for local district boards of education to pass a resolution on LISD 2015-2016 budget and submit it to the LISD Superintendent's office.	May 31, 2015
9. Publish notice of public hearing in <i>Daily Telegram</i> (after LISD Board adoption of resolution)	June 2, 2015
10. 2015-2016 Budget to LISD Board for formal adoption; FY15 tax levy approved by LISD Board of Education.	June 25, 2015



# REVENUES

## LISD TAXABLE VALUE GROWTH RATE



### Revenues

- 2015-16 Taxable Value ↑ 1% (estimated)

# BUDGET PLANNING GUIDING PRINCIPLES

- ❖ Continue to improve quality of student programs
- ❖ Expand services to students
- ❖ Continue support for local districts
- ❖ Promote collaborative efforts with/between local districts
- ❖ Continue to support strategic plan initiatives

# TRENDS & BUDGET ASSUMPTIONS

- ❖ 1% increase in taxable value
- ❖ All potential LISD salary increases are tied to performance
  - Proposed 1% salary increase for non-union staff
  - Union staff pay increase tied to formula
- ❖ Hard caps in place for health insurance plans
- ❖ Allowance for Affordable Care Act legislation
- ❖ Michigan Public School Employee Retirement System (MPERS) rate relief from state

# REDUCTIONS & SAVINGS

- ❖ Adjust staffing levels based on student population and need
- ❖ All vacant positions are evaluated thoroughly
- ❖ All 260-day administrative, salaried, and hourly positions continue at 5-20 day reduced schedules in 2015-16; new staff hired with these reduced schedules
- ❖ Continue county-wide health insurance consortium efforts
- ❖ Green building practices to reduce future energy costs
- ❖ Operational efficiency initiatives for buildings and grounds



# GENERAL SERVICES FUND

## STATEMENT OF 2015-2016 PROJECTED REVENUE, EXPENDITURES & FUND EQUITIES

Projected Revenue	\$9,107,787
Projected Expenditures	<u>9,536,823</u>
Revenue Over (Under) Expenditures	(429,036)
Projected 07/01/15 Fund Equity	3,790,518
Projected Fund Equity 06/30/16	<u>\$3,361,482</u>
% of Expenditures	35.2%



# GENERAL SERVICES PROGRAMS & SERVICES

- ❖ Expand support for curriculum, instruction, and assessment at the county level
  - Increase Curriculum Consultant support by .7 FTE
  - DataDirector, eSchool support, Science A-Z
- ❖ Continue to provide professional development at little/no cost to local districts
  - Eliminated \$7 per student PD/CEMaT fee in 2010-2011
- ❖ Fund the Innovative Secondary Schools Initiative (ISSI) at the same level for new collaborative projects (\$250,000)
- ❖ Support new teachers through targeted professional development



# GENERAL SERVICES

## PROGRAMS & SERVICES

- ❖ Maintain commitment for Supporting All Learners with Technology Tools (SALTT)
- ❖ Continue opportunities for county students through JC/LISD Academy: *A Regional Middle College*
  - 18 graduates with 885 accumulated college credits
- ❖ Continue LISD PREP Academy
  - Increase dual enrollment opportunities at JC & LISD TECH Center
  - 242 graduates since 1994
- ❖ Enhance county-wide STEM activities
  - Engineering is Elementary (EiE)
  - Targeted teacher science PD series
  - After school STEM Clubs

# GENERAL SERVICES

## PROGRAMS & SERVICES

- ❖ Explore professional development for educators on teaching online courses
- ❖ Expand math and science professional development through additional grant opportunities
  - CEIM 2 (\$1,019,028)
  - CEIM 3 (\$1,180,000)
- ❖ Expand Great Start Readiness opportunities for preschoolers
- ❖ Truancy Prevention Specialist with a focus on linking students and families to the resources they need to achieve regular attendance





# SPECIAL EDUCATION FUND

## STATEMENT OF 2015-2016 PROJECTED REVENUE, EXPENDITURES, & FUND EQUITIES

Projected Revenue	\$25,052,198
Projected Expenditures	<u>25,689,845</u>
<b>Revenue Over (Under) Expenditures</b>	(637,647)
Projected 07/01/15 Total Fund Equity	6,060,931
Projected 06/30/16 Total Fund Equity	5,423,284
<b>Restricted for Future Local District Reimbursement</b>	4,139,521
<b>06/30/16 Projected Fund Equity</b>	<u>\$1,283,763</u>
<b>% of Expenditures</b>	<u>5.0%</u>



# **SPECIAL EDUCATION PROGRAMS & SERVICES**

- ❖ Develop and implement capacity building plan addressing specialized instruction**
- ❖ Provide MTSS technical assistance as requested**
- ❖ Expand Assistive Technology offerings**
- ❖ Support Great Start Readiness inclusive preschools**
- ❖ Continue with Head Start partnership**



# **SPECIAL EDUCATION PROGRAMS & SERVICES**

- ❖ Hold focus discussions during transitions from preschool to kindergarten**
- ❖ Continue Early On/Special Education preschool services for students birth to age 5**
- ❖ Provide a continuum of supports for students birth to age 8**
- ❖ Expand local capacity to support students with autism**

# **SPECIAL EDUCATION PROGRAMS & SERVICES**

- ❖ **Continue utilizing the Centralized Evaluation Team (CET) model for identifying students with autism**
- ❖ **Explore expansion of transition services for students aged 16 – 26**
  - **Youth in Transition**
  - **ATSS/WSS**
- ❖ **County-wide focus group for teachers of the cognitively impaired**



# 2015-2016 SPECIAL EDUCATION REIMBURSEMENT TO LOCAL DISTRICTS

Projected special education payments to local districts for  
reimbursement of 2015-2016 special education costs:

ACT 18	\$5,800,000
Medicaid Outreach	32,000
School-Based Services	292,500
<b>Total Projected Payments</b>	<b>\$6,124,500</b>

The Special Education budget also provides over \$8,000,000 to provide hearing impaired, interpreter, occupational/physical therapy, psychology, speech language pathology, visually impaired and other support services to local district students. It also provides \$1.65 million for county-wide special education student transportation.



# CAREER TECHNICAL EDUCATION

## STATEMENT OF PROJECTED REVENUE, EXPENDITURES, & FUND EQUITIES

Projected Revenue	\$10,688,341
Projected Expenditures	<u>11,027,375</u>
Revenue Over (Under) Expenditures	(339,034)
Projected 07/01/15 Fund Equity	3,406,854
06/30/16 Projected Fund Equity	3,067,820
% of Expenditures	<u>27.8%</u>



# CAREER TECHNICAL EDUCATION PROGRAMS & SERVICES

- ❖ Broaden LISD TECH Center CTE programs to press beyond general high school graduation requirements
- ❖ Increased opportunities through “College Now”
  - \$ 371,963 tuition support since 2012
- ❖ Provide 25 CTE programs for over 900 students
- ❖ Continue support of transition services for students aged 16 – 26
  - Project SEARCH: ProMedica Bixby
- ❖ Continue reimbursement at actual cost for local district transportation to the LISD TECH Center
- ❖ \$1.6 million allocated for expansion of Welding and Advanced Manufacturing from Capital Projects



# CAREER TECHNICAL EDUCATION PROGRAMS & SERVICES

- ❖ Continue student support
  - Special Populations Coordinator
  - Job Placement Coordinator
  - Instructional Coach
- ❖ Provide LISD TECH Center programs as single semester/trimester, evening, weekend, summer high school, and dual enrollment options
- ❖ Study feasibility of new programs for 2016-2017 and 2017-2018
  - Cosmetology, Physical Therapy, expansion of dental programs, as well as a broad range of health care career opportunities
- ❖ Provide Career Exploration Camps for students aged 2-17 years
  - Expand PLTW camps held in local districts
- ❖ Provide K-16 career planning to assist all Lenawee County students with career exploration





# 2015-2016 CAREER TECHNICAL EDUCATION REIMBURSEMENT TO LOCAL DISTRICTS

❖ Projected Career Technical Education payments to local districts for reimbursement of 2015-2016 CTE costs is \$1,115,000. This amount includes:

- Support for local district CTE programming
  - SMCSI
- Career prep grants
- CTE counseling
- Career camps
- Project Lead The Way
  - Classroom support
  - Teacher reimbursement (Adrian and Madison)
  - PLTW participation fees reimbursement
- Student transportation

# GENERAL SERVICES, SPECIAL EDUCATION & CTE FUNDS: 2015-2016 PROJECTED REVENUE, EXPENDITURES, & FUND EQUITIES

	<b>General Services</b>	<b>Special Education</b>	<b>Career Technical Education</b>	<b>Total</b>
<b>Projected Revenue</b>	\$ 9,107,787	\$ 25,052,198	\$ 10,688,341	\$ 44,848,326
<b>Projected Expenditures</b>	9,536,823	25,689,845	11,027,375	46,254,043
<b>Revenue Over (Under) Expenditures</b>	(429,036)	(637,647)	(339,034)	(1,405,717)
<b>07/01/15 Projected Fund Equity</b>	3,790,518	6,060,931	3,406,854	13,258,303
<b>Projected 06/30/16 Fund Equity</b>	3,361,482	5,423,284	3,067,820	11,852,586
<b>Less: Future Local District Reimbursements</b>		4,139,521		4,139,521
<b>06/30/15 Projected Fund Equity: Nonspendable &amp; Unrestricted</b>	3,361,482			3,361,482
<b>Nonspendable &amp; Restricted</b>		1,283,763	3,067,820	4,351,583
<b>% of Expenditures</b>	35.2%	5.0%	27.8%	16.7%

# CAPITAL PROJECTS FUNDS: 2015-2016 PROJECTED REVENUE, EXPENDITURES, & FUND EQUITIES

	General Services	Special Education	Career Technical Education	Total
<b>7/01/15 Beginning Fund Equity per Current Budget Adopted 12/01/2014</b>	\$ 2,684,015	\$ 2,642,333	\$ 3,792,136	\$ 9,118,484
<b>Projected Revenue</b>				
Earnings on Investments	40,000	40,000	80,000	160,000
Royalties	-	-	10,000	10,000
Technology Capital Fees	85,500	-	-	85,500
Cooperative Services Fund	-	13,761	-	13,761
Transfers from Other Funds	-	79,272	100,000	179,272
<b>Total Projected Revenue</b>	<b>\$ 125,500</b>	<b>\$ 133,033</b>	<b>\$ 190,000</b>	<b>\$ 448,533</b>
<b>Amount Available to Appropriate</b>	<b>\$ 2,809,515</b>	<b>\$ 2,775,366</b>	<b>\$ 3,982,136</b>	<b>\$ 9,567,017</b>
<b>Total Projected Expenditures</b>	<b>\$ 475,219</b>	<b>\$ 950,533</b>	<b>\$ 2,349,334</b>	<b>\$ 3,775,086</b>
<b>Revenue Over/(Under) Expenditures</b>	<b>\$ (349,719)</b>	<b>\$ (817,500)</b>	<b>\$ (2,159,334)</b>	<b>\$ (3,326,553)</b>
<b>Projected 06/30/16 Fund Balances Assigned for Capital Projects</b>	<b>\$ 2,334,296</b>	<b>\$ 1,824,833</b>	<b>\$ 1,632,802</b>	<b>\$ 5,791,931</b>



# DRAFT - GENERAL SERVICES

## 5-YEAR PROJECTED BUDGET

4/23/2015

GENERAL SERVICES		A AUDITED 2013-14	B FIRST REV 2014-15	C PROJ. 2015-16	D PROJ. 2016-17	E PROJ. 2017-18	F PROJ. 2018-19	G PROJ. 2019-20
a	LOCAL				1.01	1.015	1.015	1.020
b	TAXABLE VALUE			1.01	1.01	1.02	1.02	1.02
c	STATE UNDESIGNATED				1.00	1.00	1.03	1.03
d	STATE DESIGNATED				1.00	1.00	1.00	1.00
e	FEDERAL				1.00	1.00	1.00	1.00
f	SALARIES				1.015	1.015	1.020	1.020
g	INSURANCE				1.02	1.02	1.02	1.02
h	RETIREMENT RATE				0.2567	0.2567	0.2567	0.2567
i	PURCHASED SRVS/OTHER				1.02	1.02	1.02	1.02
1	PROPERTY TAX REVENUE		845,673	854,130	862,671	879,925	897,523	915,474
2	OTHER LOCAL REVENUE		661,336	628,042	634,322	643,837	653,495	673,100
3	MIDDLE COLLEGE		343,440	453,600	590,000	590,000	590,000	590,000
4	LISD PREP ACADEMY		137,504	138,874	138,874	138,874	138,874	138,874
5	UNDESIGNATED STATE AID		965,147	960,000	960,000	960,000	988,800	988,800
6	STATE DESIGNATED		2,163,874	2,197,652	2,197,652	2,197,652	2,197,652	2,197,652
7	FEDERAL GRANTS		924,438	1,104,029	1,104,029	1,104,029	1,104,029	1,104,029
8	SERVICE FEES & TRANSFERS IN		2,750,056	2,771,460	2,826,889	2,883,427	2,941,096	2,999,917
9	TOTAL REVENUE	\$8,030,933	\$8,791,468	\$9,107,787	\$9,314,438	\$9,397,744	\$9,511,469	\$9,607,846
EXPENDITURES:								
10	SALARIES		2,551,343	2,674,285	2,714,399	2,755,115	2,810,218	2,866,422
11	CASH IN LIEU/OTHER F/B		128,386	126,599	129,131	131,714	134,348	137,035
12	INSURANCE		326,169	388,240	396,005	403,925	412,003	420,243
13	RETIREMENT		658,821	696,997	696,786	707,238	721,383	735,811
14	EMPLOYER SOC SEC		202,195	212,307	207,652	210,766	214,982	219,281
15	PURCHASED SRVS/OTHER		1,008,207	864,961	882,260	899,905	917,904	936,262
16	MIDDLE COLLEGE		482,427	583,609	500,000	520,000	590,000	590,000
17	LISD PREP ACADEMY		389,113	381,144	381,144	381,144	381,144	381,144
18	STATE GRANTS		2,163,874	2,197,652	2,197,652	2,197,652	2,197,652	2,197,652
19	FEDERAL GRANTS		924,438	1,104,029	1,104,029	1,104,029	1,104,029	1,104,029
20	LOCAL DISTRICT INNOVATIONS (ISSI)		259,274	250,000	250,000	250,000	250,000	250,000
21	CAPITAL PROJECTS/LISD TECH FEES		58,000	57,000	56,500	56,000	56,000	56,000
22	TOTAL EXPENSES	7,893,842	9,152,247	9,536,823	9,515,558	9,617,489	9,789,662	9,893,879
23	REVENUE +/- (EXPENSES)	137,091	(360,779)	(429,036)	(201,120)	(219,745)	(278,193)	(286,033)
24	GS FUND EQUITY B/O/Y	4,014,206	4,151,297	3,790,518	3,361,482	3,160,362	2,940,617	2,662,424
25	GS FUND EQUITY E/O/Y	4,151,297	3,790,518	3,361,482	3,160,362	2,940,617	2,662,424	2,376,391

# DRAFT - GENERAL SERVICES CAPITAL PROJECTS

## 5-YEAR PROJECTED BUDGET

Assumptions

	4/23/2015	A	B	C	D	E	F	G
		AUDITED	FIRST REV	PROJ.	PROJ.	PROJ.	PROJ.	PROJ.
	GENERAL SERVICES	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20
27	<b>GENERAL SERVICES CAPITAL PROJECTS</b>							
28	Transfers, Sales, Interest Income		40,000	40,000	40,000	40,000	40,000	40,000
29	Local District Tech Capital Fees		29,000	28,500	28,000	28,000	28,000	28,000
30	LISD Technology Capital Fees		58,000	57,000	56,000	56,000	56,000	56,000
31	<b>TOTAL REVENUE</b>	281,789	127,000	125,500	124,000	124,000	124,000	124,000
32	<b>CAPITAL PROJECTS</b>		349,000	475,219	150,000	150,000	150,000	150,000
33	SWH ONGOING MAINTENANCE		0	0	73,807	73,807	73,807	73,807
34	<b>TOTAL EXPENSES</b>	197,760	349,000	475,219	223,807	223,807	223,807	223,807
35	Excess Revenue (Approp.)	84,029	(222,000)	(349,719)	(99,807)	(99,807)	(99,807)	(99,807)
36	Assigned Fund Equity B/O/Y	2,821,985	2,906,014	2,684,014	2,334,295	2,234,488	2,134,681	2,034,874
37	Designated for Technology	697,832	784,832	870,333	954,333	1,038,333	1,122,333	1,206,333
38	Other Assigned CAP PROJ E/O/Y	2,208,182	1,899,182	1,463,962	1,280,155	1,096,348	912,541	728,734

# DRAFT – SPECIAL EDUCATION 5-YEAR PROJECTED BUDGET

4/23/2015

**SPECIAL EDUCATION  
FIVE-YEAR PROJECTIONS**

A	B	C	D	E	F	G
ACTUAL	First Rev	PROJ.	PROJ.	PROJ.	PROJ.	PROJ.
2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20

a	ASSUMPTIONS	LOCAL			1.01	1.015	1.015	1.020
b		COUNTY/TAXABLE VALUE		1.01	1.01	1.02	1.02	1.02
c		STATE/OTHER FEDERAL			1.00	1.00	1.00	1.00
d		FEDERAL FLOW-THRU			1.00	1.00	1.00	1.00
e		SALARIES			1.015	1.015	1.020	1.020
f		INSURANCE			1.02	1.02	1.02	1.02
g		RETIREMENT			0.2567	0.2567	0.2567	0.2567
h		PUR SRVS/O&M/OTHER			1.02	1.02	1.02	1.02
1		MEDICAID & OTHER LOCAL REVENUE	229,555	262,063	264,684	268,654	272,684	278,137
2		LOCAL PROPERTY TAX REVENUE	13,442,033	13,677,453	13,814,228	14,090,512	14,372,322	14,659,769
3		Haviland Program	450,000	450,000	450,000	450,000	450,000	450,000
4		STATE AID	5,322,635	5,446,195	5,446,195	5,446,195	5,446,195	5,446,195
5		MEDICAID	840,000	790,000	790,000	790,000	790,000	790,000
6		FEDERAL IDEA FLOW-THRU	3,846,033	4,077,508	4,077,508	4,077,508	4,077,508	4,077,508
7		OTHER FEDERAL GRANTS	410,633	348,979	348,979	348,979	348,979	348,979
8		INCOMING TRANSFERS	9,299	0	0	0	0	0
9		TOTAL REVENUE:	\$24,339,536	\$24,550,188	\$25,052,198	\$25,191,593	\$25,471,848	\$25,757,688
		EXPENDITURES:						
10		SALARIES	9,142,113	8,804,206	8,936,269	9,070,313	9,251,719	9,436,754
11		CASH IN LIEU/OTHER	291,245	303,215	309,279	315,465	321,774	328,210
12		INSURANCE	1,697,344	1,577,953	1,609,512	1,641,702	1,674,536	1,708,027
13		RETIREMENT	2,799,239	2,305,009	2,293,940	2,328,349	2,374,916	2,422,415
14		EMPLOYER SOC SEC	717,832	694,519	707,284	718,012	732,372	747,020
15		WORKERS COMP	37,264	20,131	20,534	20,944	21,363	21,790
16		PUR SRVS/O&M/OTHER	446,957	2,128,682	2,171,256	2,214,681	2,258,974	2,304,154
17		TRANSPORTATION	1,805,383	1,652,811	1,685,867	1,719,585	1,753,976	1,789,056
18		HAVILAND PROGRAM	450,000	450,000	450,000	450,000	450,000	450,000
19		GS CHARGEBACK	1,565,657	1,570,819	1,602,235	1,634,280	1,666,966	1,700,305
20		EQUIPMENT	58,000	58,000	58,000	58,000	58,000	58,000
21		LOCAL DISTRICT REIMBURSEMENT	6,464,000	6,124,500	5,885,000	5,675,000	5,500,000	5,500,000
22		TOTAL EXPENDITURES	24,491,708	25,475,034	25,689,845	25,729,399	25,846,784	26,065,060
23		REV +/- EXP	(152,172)	(924,846)	(637,647)	(537,806)	(374,936)	(415,613)
24		FUTURE LOCAL DISTRICT REIMB.	5,761,022	4,787,021	4,139,521	3,600,000	3,218,000	2,465,000
25		PRIOR YEAR	7,137,947	6,985,774	6,060,928	5,423,281	4,885,475	4,203,167
26		FUND BALANCE	6,985,774	6,060,928	5,423,281	4,885,475	4,510,539	4,203,167
27		% FUND BAL	5.00%	5.0%	5.00%	5.00%	5.00%	5.00%

420316772.93%  
**3,787,555**

# DRAFT – SPECIAL EDUCATION CAPITAL PROJECTS 5-YEAR PROJECTED BUDGET

4/23/2015 SPECIAL EDUCATION FIVE-YEAR PROJECTIONS		A ACTUAL 2013-14	B First Rev 2014-15	C PROJ. 2015-16	D PROJ. 2016-17	E PROJ. 2017-18	F PROJ. 2018-19	G PROJ. 2019-20
<b>SPECIAL ED CAPITAL PROJECTS</b>								
28	REVENUE (transfers+interest)	140,657	129,054	133,033	130,000	130,000	130,000	130,000
29	FEDERAL GRANTS	26,835	0	0	0	0	0	0
30	TOTAL REVENUE	167,492	129,054	133,033	130,000	130,000	130,000	130,000
31	FACILITIES EXPENSES	281,839	360,900	730,533	300,000	300,000	300,000	300,000
32	BUS/VEHICLE FLEET	104,086	70,000	220,000	110,000	110,000	110,000	110,000
33	TOTAL EXPENSES	385,925	430,900	950,533	410,000	410,000	410,000	410,000
34	Excess Revenue (Approp.)	(218,433)	(301,846)	(817,500)	(280,000)	(280,000)	(280,000)	(280,000)
35	CAPITAL PROJECTS F/E B/O/Y	3,162,611	2,944,178	2,642,332	1,824,832	1,544,832	1,264,832	984,832
36	CAPITAL PROJECTS F/E E/O/Y	2,944,178	2,642,332	1,824,832	1,544,832	1,264,832	984,832	704,832

# 5-YEAR PROJECTED BUDGET

**ASSUMPTIONS**

4/23/2015	A	B	C	D	E	F	G	H
CTE FIVE-YEAR PROJECTIONS		AUDITED 2013-14	1st Revision 2014-15	PROJ. 2015-16	PROJ. 2016-17	PROJ. 2017-18	PROJ. 2018-19	PROJ. 2019-20
a	LOCAL				1.01	1.015	1.015	1.020
b	TAXABLE VALUE			1.01	1.01	1.02	1.02	1.02
c	SALARIES				1.015	1.015	1.02	1.02
d	INSURANCE				1.02	1.02	1.02	1.02
e	RETIREMENT				0.2567	0.2567	0.2567	0.2567
f	PUR SRVS/OTHER				1.02	1.02	1.02	1.02
g	EQUIPMENT				1.00	1.00	1.00	1.00
1	<b>REVENUE:</b>							
2	OTHER LOCAL	\$292,965	\$261,275	\$238,000	\$240,380	\$243,986	\$247,645	\$252,598
3	PROPERTY TAXES	9,527,804	9,631,670	9,727,986	9,825,266	10,021,771	10,222,207	10,426,651
4	STATE	504,100	518,740	518,622	518,622	518,622	518,622	518,622
5	FEDERAL	184,145	203,733	203,733	203,733	203,733	203,733	203,733
6	<b>TOTAL REVENUE:</b>	<b>\$10,509,014</b>	<b>\$10,615,418</b>	<b>\$10,688,341</b>	<b>\$10,788,001</b>	<b>\$10,988,112</b>	<b>\$11,192,207</b>	<b>\$11,401,604</b>
7	<b>EXPENSES:</b>							
8	SALARIES	3,173,278	3,697,188	3,714,912	3,770,636	3,827,195	3,903,739	3,981,814
9	Cash in Lieu/Other F/B	149,818	177,043	179,173	182,756	186,412	190,140	193,943
10	INSURANCE	543,202	657,412	697,554	711,505	725,735	740,250	755,055
11	RETIREMENT	928,009	930,817	951,395	967,922	982,441	1,002,090	1,022,132
12	EMPLOYER SOC SEC	246,430	293,054	297,875	302,434	307,041	313,182	319,445
13	PUR SRVS/OTHER	1,360,025	2,506,819	1,862,877	1,900,135	1,938,137	1,976,900	2,016,438
14	STUDENT ACTIVITIES	102,116	100,169	115,000	115,000	115,000	115,000	115,000
15	COLLEGE NOW-TUITION-639	130,219	140,020	150,000	150,000	175,000	175,000	175,000
16	CAREER PREP -625	536,214	611,041	463,718	472,992	482,452	492,101	501,943
17	GS Chargeback-650	847,619	997,097	1,012,953	1,033,212	1,053,876	1,074,954	1,096,453
18	EQUIPMENT-639	442,709	250,000	250,000	250,000	250,000	250,000	250,000
19	To CAPITAL PROJECTS	2,000,000	2,000,000	100,000	100,000	100,000	100,000	100,000
20	Career Camps-623	82,978	83,788	116,917	119,255	121,640	124,073	126,555
21	Local District CTE Reimbursements	555,549	1,000,067	1,115,000	1,115,000	1,125,393	1,146,269	1,189,404
22	TOTAL EXPENSES	\$11,098,166	\$13,444,515	\$11,027,374	\$11,190,848	\$11,390,323	\$11,603,698	\$11,843,181
23	REVENUE +/- (EXPENSES)	(589,152)	(2,829,097)	(339,033)	(402,847)	(402,211)	(411,491)	(441,577)
24	FUND EQUITY BEGINNING OF YEAF	6,825,104	6,235,952	3,406,855	3,067,822	2,664,975	2,262,763	1,851,273
25	FUND EQUITY END OF YEAR	6,235,952	3,406,855	3,067,822	2,664,975	2,262,763	1,851,273	1,409,696
26	% FUND BAL	56.19%	25.34%	27.82%	23.81%	19.87%	15.95%	11.90%





# DRAFT — CTE CAPITAL PROJECTS

## 5-YEAR PROJECTED BUDGET

4/23/2015		A	B	C	D	E	F	G	H
CTE FIVE-YEAR PROJECTIONS			AUDITED 2013-14	Revision 2014-15	PROJ. 2015-16	PROJ. 2016-17	PROJ. 2017-18	PROJ. 2018-19	PROJ. 2019-20
<b>CTE CAPITAL PROJECTS</b>									
ASSUMPTIONS	A	Revenue & Transfers In		\$2,092,000	\$190,000	\$150,000	\$150,000	\$150,000	\$150,000
	B	Various Cap Proj. Expenses		27,500	10,000	30,000	30,000	30,000	30,000
	C	Center for Sustainable Future		15,211	17,500				
	D	LISD TECH Center Main Building		3,098,865	1,757,000				
	E	LISD TECH Center East Building		6,000				500,000	
	F	South Campus			76,500				
	G	Mecatronics & Computer Programming			350,000				
	H	Network Electronics			138,334				0
	I	TOTAL CAPITAL PROJECT EXPENSE	0	\$3,147,576	\$2,349,334	\$30,000	\$30,000	\$530,000	\$30,000
	J	Excess Revenue (Approp.)	0	(1,055,576)	(2,159,334)	120,000	120,000	(380,000)	120,000
	K	FUND EQUITY B/O/Y		4,847,712	3,792,136	1,632,802	1,752,802	1,872,802	1,492,802
	L	FUND EQUITY E/O/Y	4,847,712	3,792,136	1,632,802	1,752,802	1,872,802	1,492,802	1,612,802



# CONTINUED COLLABORATIVE SERVICES

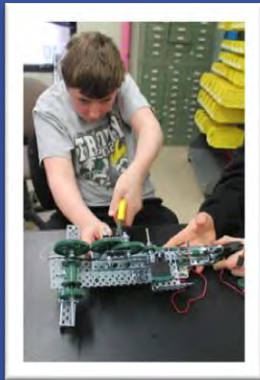
- ❖ LISD TECH Center
- ❖ Special Education Programs
- ❖ Special Education Itinerants
- ❖ Special Education Transportation
- ❖ Career Prep Services
- ❖ Lenawee PREP Academy
- ❖ Professional Development
- ❖ CEMaT
- ❖ Grant Writing Assistance
- ❖ Advertising Efforts
- ❖ College Now / Dual Enrollment
- ❖ Curriculum Consultants
- ❖ DataDirector
- ❖ PLTW labs and teachers
- ❖ Innovative Secondary Schools Initiative (ISSI) Grants
- ❖ LISD TV
- ❖ JC/LISD Middle College
- ❖ Substitute Teacher Staffing
- ❖ Tech Consortium Software & Support
- ❖ Pupil Accounting
- ❖ Truancy Prevention
- ❖ STEM Services & Camps
- ❖ Transition Services
- ❖ Bus Maintenance & Repair
- ❖ Health Insurance Consortium
- ❖ Business Office Services
- ❖ Facilities & Maintenance Services
- ❖ Technology Services
- ❖ Lenawee Cradle to Career Initiative



# OPPORTUNITIES FOR FUTURE COLLABORATION

- ❖ Regionalized Student Transportation
- ❖ Increased Student Opportunities at LISD TECH Center
- ❖ Food Services
- ❖ Business Office Services
- ❖ Human Resources
- ❖ Privatization of Support Services
- ❖ Shared Teaching Staff
- ❖ Distance Learning
- ❖ Facilities & Maintenance Services
- ❖ County-wide Health Insurance Consortium Expansion
- ❖ Shared Programs & Services between Districts
- ❖ County-wide Virtual School
- ❖ Magnet Programs/Schools
- ❖ District Consolidation
- ❖ Student Achievement Initiatives
- ❖ Alternative Education Programs

# COMMENTS? QUESTIONS?



Addison    Adrian    Blissfield    Britton    Deerfield    Clinton  
Hudson    Madison    Morenci    Onsted    Sand Creek    Tecumseh

**Support for Budget**  
**ISD BUDGET RESOLUTION**

\_\_\_\_\_ (the "District").

A \_\_\_\_\_ meeting of the board of education of the District was held in the \_\_\_\_\_ in the district, on the day of \_\_\_\_\_, 2015, at \_\_\_\_\_ o'clock \_\_.m.

The meeting was called to order by \_\_\_\_\_, President.

Present: Members

Absent: Members

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

**WHEREAS:**

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

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

1. The board of education has reviewed the proposed intermediate school district budget in accordance with Section 624 of the Revised School Code, as amended, and by the adoption of this resolution, expresses its support for the proposed intermediate school district budget.
2. The secretary of the board of education or his/her designee shall forward a copy of this resolution to the intermediate school board or its superintendent no later than June 1, 2015.
3. All resolutions and parts of resolutions insofar as they conflict with the procedures of this resolution be and the same are hereby rescinded.

Ayes: Members

Nays: Members

Resolution declared adopted.

\_\_\_\_\_  
Secretary, Board of Education

The undersigned duly qualified and acting Secretary of the Board of Education of the \_\_\_\_\_ School District, Michigan, hereby certifies that the foregoing is a true and complete copy of the a resolution adopted by the Board of Education at a \_\_\_\_\_ meeting held on \_\_\_\_\_, 2015, the original of which resolution is a part of the Board's minutes, and further certifies that notice of the meeting was given to the public under the Open Meetings Act, 1976 PA 267, as amended.

\_\_\_\_\_  
Secretary, Board of Education

## INTERSCHOLASTIC ATHLETICS DEFINED AS CLUB OR VARSITY SPORT

### Varsity Sports

A "varsity" sport is defined as an athletic program operated under the direct supervision of the Athletic Director and funded, under normal conditions, from a subsidy from the Board.

### Requirements to Achieve "Varsity" Status

In order to achieve "varsity" status, an athletic program must meet the following requirements:

- A. must have demonstrated adequate student interest;
- B. must have adequate and appropriate competition for the given sport, defined as the interscholastic opponents within two (2) adjacent counties;
- C. must comply with M.H.S.A.A. and the Madison Schools' rules and regulations.

### Periodic Review

All "club" and "varsity" sports will be reviewed annually to determine compliance with the above guidelines and other standards as established by the school system. The level of participation including the number of participants and availability of competition should be the major determinants for achieving and/or retaining "varsity" status for individual sport offerings. Other factors to consider are cost, safety, risk, and minority representation.



# EOLA of MICHIGAN

## LOCAL TEMPLATES

**BOARD OF EDUCATION**  
\_\_\_\_\_ **SCHOOL DISTRICT**

ADMINISTRATION  
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**REVISED POLICY - VOL. 29, NO. 2**

**EVALUATION OF THE SUPERINTENDENT**

The Board of Education believes it is essential that it evaluate the Superintendent's performance periodically in order to assist both the Board and the Superintendent in the proper discharge of their responsibilities and to enable the Board to provide the District with the best possible leadership. **To carry out this responsibility, the Board will evaluate the Superintendent utilizing a rigorous, transparent, and fair performance evaluation system that does all of the following:**

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

**A Superintendent 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 the Superintendent with relevant data on student growth.**

- C. **Evaluates the Superintendent's job performance as highly effective, effective, minimally effective or ineffective, using multiple rating categories that take into account data on student growth as a significant factor in the evaluation in accordance with State law.**

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



# **EOLA of MICHIGAN**

## **LOCAL TEMPLATES**

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**ADMINISTRATION**

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- D. Uses the evaluations, at a minimum, to inform decisions regarding all of the following:**
  - 1. The effectiveness of the Superintendent, so that s/he is given ample opportunities for improvement.**
  - 2. Promotion, retention, and development of school administrators, including providing relevant coaching, instruction support, or professional development.**
  - 3. Whether to grant full certification, to school administrators using rigorous standards and streamlined, transparent, and fair procedures.**
  - 4. Removing an ineffective Superintendent after s/he has had ample opportunities to improve, and providing that these decisions are made using rigorous standards and streamlined, transparent, and fair procedures.**
- E. The portion of the annual year-end evaluation that is not based on student growth and assessment data shall be based on at least the following for the entire District:**
  - 1. The Superintendent's training and proficiency in conducting teacher performance evaluations if s/he does so or his/her designee's proficiency and training if the Superintendent designates such duties.**
  - 2. The progress made by the school or District in meeting the goals established in the school/District improvement plan.**
  - 3. Student attendance.**
  - 4. Student, parent and teacher feedback and other information considered pertinent by the Board.**





# EOLA of MICHIGAN

## LOCAL TEMPLATES

**BOARD OF EDUCATION**  
\_\_\_\_\_ **SCHOOL DISTRICT**

**ADMINISTRATION**  
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~~**OPTIONAL**~~

~~The Board's evaluation shall also include an assessment of the:~~

~~( ) progress toward the educational goals of the District;~~

~~( ) working relationship between the Board and the Superintendent;~~

~~( ) Board's own effectiveness in providing direction to the Superintendent.~~

~~Such assessments will be based on defined quality expectations developed by the Board for each criteria being assessed. [END OF OPTIONAL LANGUAGE]~~

The evaluation system shall ensure that if the Superintendent is rated as minimally effective or ineffective, the person(s) conducting the evaluation shall develop and require the Superintendent to implement an improvement plan to correct the deficiencies. The improvement plan shall recommend professional development opportunities and other measures designed to improve the rating of the Superintendent on his/her next annual year-end evaluation. A Superintendent rated as "ineffective" on three (3) consecutive year-end evaluations must be dismissed from employment with the District.

The evaluation program shall aim at the early identification of specific areas in which the Superintendent needs help so that appropriate assistance may be provided or arranged for. The Board shall not release the Superintendent from the responsibility to improve. If the Superintendent, 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.

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



# EOLA of MICHIGAN

## LOCAL TEMPLATES

**BOARD OF EDUCATION**  
\_\_\_\_\_ **SCHOOL DISTRICT**

ADMINISTRATION  
1240/page 4 of 5

The Board shall

☐ \_\_\_\_\_ annually, no later than \_\_\_\_\_

☐ \_\_\_\_\_ periodically, but not less than every \_\_\_\_\_

~~evaluate the performance of the Superintendent. (See Policy 1110) Such evaluation shall include an assessment of:~~

☐ ~~the progress toward the educational goals of the District;~~

☐ ~~the working relationship between the Board and the Superintendent;~~

☐ ~~the Board's own effectiveness in providing direction to the Superintendent.~~

~~Such assessments will be based on defined quality expectations developed by the Board for each criteria being assessed.~~

The Board

☐ \_\_\_\_\_ and the Superintendent, jointly,

~~shall, at the outset of each evaluation, determine the method by which the evaluation shall be conducted. Such method may include:~~

☐ ~~the Superintendent's own self analysis of the current status of the District;~~

☐ ~~the active participation of each Board member;~~

☐ ~~a recommendation from a Board committee;~~



# NEOLA of MICHIGAN

## LOCAL TEMPLATES

### BOARD OF EDUCATION SCHOOL DISTRICT

ADMINISTRATION  
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~~{ } a compilation of assessments~~

~~( ) on a prepared standard form~~

~~by individual Board members, which shall then be reviewed jointly  
by the Board and Superintendent;~~

~~{ } evaluation interviews between the Board and Superintendent during  
which no other business is discussed;~~

~~{ } the Superintendent's assessment of Board efficiency and  
effectiveness.~~

As an outcome of the evaluation of the Superintendent's performance, the Board should be prepared to judge the advisability of retention of the Superintendent and be prepared better to:

- ~~( ) determine the Superintendent's salary;~~
- ~~( ) identify strengths and weaknesses in the operation of the District and determine means by which weaknesses can be reduced and strengths are maintained;~~
- ~~( ) establish specific objectives, the achievement of which will advance the District toward its goals;~~
- ~~( ) improve its own performance as the public body ultimately charged with the educational responsibility of this District.~~



# EOLA of MICHIGAN

## LOCAL TEMPLATES

**BOARD OF EDUCATION**  
**SCHOOL DISTRICT**

ADMINISTRATION  
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**REVISED POLICY - VOL. 29, NO. 2**

**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. Administrators 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 school administrators with relevant data on student growth.

- ✓ C. Evaluates <sup>EFFECTIVE</sup> a school administrator's job performance **as highly effective, minimally effective or ineffective**, 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.



# EOLA of MICHIGAN

## LOCAL TEMPLATES

### BOARD OF EDUCATION

### SCHOOL DISTRICT

ADMINISTRATION

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- 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.
  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.
- E. **The portion of the annual year-end evaluation that is not based on student growth and assessment data shall be based on at least the following for the each school in which the school administrator works as an administrator:**
1. **The school administrators' training and proficiency in conducting teacher performance evaluations if s/he does so or his/her designee's proficiency and training if the administrator designates such duties.**
  2. **The progress made by the school or District in meeting the goals established in the school/District improvement plan.**
  3. **Student attendance.**
  4. **Student, parent and teacher feedback and other information considered pertinent by the Board.**



# NEOLA of MICHIGAN

## LOCAL TEMPLATES

**BOARD OF EDUCATION**  
\_\_\_\_\_ **SCHOOL DISTRICT**

ADMINISTRATION  
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**The evaluation system shall ensure that if the administrator is rated as minimally effective or ineffective, the person(s) conducting the evaluation shall develop and require the school administrator to implement an improvement plan to correct the deficiencies. The improvement plan shall recommend professional development opportunities and other measures designed to improve the rating of the administrator on his/her next annual year-end evaluation. An administrator rated as "ineffective" on three (3) consecutive year-end evaluations must be dismissed from employment with the District.**

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 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 an administrator of any rights provided by State law or any contractual rights consistent with State law.

M.C.L. 380.1249



# EOLA of MICHIGAN

## LOCAL TEMPLATES

**BOARD OF EDUCATION**  
\_\_\_\_\_ **SCHOOL DISTRICT**

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**REVISED POLICY - VOL. 29, NO. 2**

SECTION 504/ADA

PROHIBITION AGAINST DISCRIMINATION BASED ON DISABILITY

Pursuant to Section 504 of the Rehabilitation Act of 1973 ("Section 504"), the Americans with Disabilities Act of 1990, as amended ("ADA") and the implementing regulations (collectively "Section 504/ADA"), no otherwise qualified individual with a disability shall, solely by reason of his/her disability, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance. The Board of Education does not discriminate in admission or access to, or participation or treatment in its programs or activities. As such, the Board's policies and practices will not discriminate against students with disabilities and will make accessible to qualified individuals with disabilities its facilities, programs, and activities. No discrimination will be knowingly permitted against any individual with a disability on the sole basis of that disability in any of the programs, activities, policies, and/or practices in the District.

"An individual with a disability" means a person who has, had a record of, or is regarded as having, a physical or mental impairment that substantially limits one or more major life activities. Major life activities are functions such as caring for one's self, performing manual tasks, walking, seeing, hearing, eating, sleeping, standing, lifting, bending, speaking, breathing, learning, reading, concentrating, thinking, communicating, and working.

Major life activities also include the operation of a major bodily function, including, but not limited to, functions of the immune system, normal cell growth, digestive, bowel, bladder, neurological, brain, respiratory, circulatory, endocrine, and reproductive functions.

An impairment that is episodic in nature or in remission is considered a disability if it would substantially limit a major life activity when active.



# **EOLA of MICHIGAN**

## **LOCAL TEMPLATES**

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The determination of whether an impairment substantially limits a major life activity must be made without regard to the ameliorative effects of mitigating measures such as medication, medical supplies, equipment or appliances, low-vision devices (not including ordinary eyeglasses or contact lenses), prosthetics (including limbs and devices), hearing aids and cochlear implants or other implantable hearing devices, mobility devices, oxygen therapy equipment or supplies, assistive technology, reasonable accommodations or auxiliary aids or services, or learned behavioral or adaptive neurological modifications.

With respect to public preschool, elementary and secondary educational services, a qualified person with a disability means a disabled person:

- A. who is of an age during which nondisabled persons are provided educational services;
- B. who is of any age during which it is mandatory under Michigan law to provide educational services to disabled persons; or
- C. to whom the State is required to provide a free appropriate public education pursuant to the Individuals with Disabilities Education Improvement Act (IDEIA).

With respect to vocational education services, a qualified person with a disability means a disabled person who meets the academic and technical standards requisite to admission or participation in the vocational program or activity.





# EOLA of MICHIGAN

## LOCAL TEMPLATES

BOARD OF EDUCATION

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### Compliance Officer(s)

The Board designates the following individual(s) to serve as the District's 504 Compliance Officer(s)/ADA Coordinator(s) (hereinafter referred to as the "District Compliance Officer(s)").

[NOTE: School Districts may want to consider appointing both a male and a female District Compliance Officer in order to provide complainants with the option to report their concerns to an individual of the gender with which they feel most comfortable. Additionally, by appointing two (2) District Compliance Officers, there should always be a Compliance Officer available to investigate a claim that pertains to the other Compliance Officer.]

RYAN ROWE

(Name)

SUPERINTENDENT

(School District Title)

517-263-0741

(Telephone Number)

3498 TREAT HIGHWAY, ADRIAN, MI 49221

(Office Address)

ryan.rowe@madisonk12.us

(E-mail Address)

KRISTIN THOMAS

(Name)

HIGH SCHOOL PRINCIPAL

(School District Title)

517-263-0741

(Telephone Number)

3498 TREAT HIGHWAY, ADRIAN, MI 49221

(Office Address)

KRISTIN.THOMAS@MADISONK12.US

(E-mail Address)



# EOLA of MICHIGAN

## LOCAL TEMPLATES

**BOARD OF EDUCATION**  
\_\_\_\_\_ **SCHOOL DISTRICT**

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The name(s), title(s), and contact information of this/these individual(s) will be published annually:

- ☐ in the parent/student and staff handbooks.
- ☐ in the School District Annual Report to the public.
- ☒ on the School District's web site.
- ☐ on each individual school's web site.
- ☐ in the School District's calendar.
- ☐ \_\_\_\_\_.

Building Principals shall serve as Building Section 504/ADA Compliance Officer(s) ("Building Compliance Officers").

The District Compliance Officer(s) ~~is~~ **(are)** responsible for coordinating the District's efforts to comply with and fulfill its responsibilities under Section 504 and Title II of the ADA. A copy of Section 504 and the ADA, including copies of the implementing regulations, may be obtained from the District Compliance Officer(s).



# EOLA of MICHIGAN

## LOCAL TEMPLATES

**BOARD OF EDUCATION**  
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The District Compliance Officer(s) will oversee the investigation of any complaints of discrimination based on disability, which may be filed pursuant to the Board's adopted internal complaint procedure, and will attempt to resolve such complaints.

The Board will provide for the prompt and equitable resolution of complaints alleging violations of Section 504/ADA. See below. The Board will further establish and implement a system of procedural safeguards in accordance with Section 504, including the right to an impartial due process hearing. See AG 2260.01B.

### **Training**

The District Compliance Officer(s) will also oversee the training of employees in the District so that all employees understand their rights and responsibilities under Section 504 and the ADA, and are informed of the Board's policies, administrative guidelines and practices with respect to fully implementing and complying with the requirements of Section 504/ADA.

The Board will provide in-service training and consultation to staff responsible for the education of persons with disabilities, as necessary and appropriate.

### **Facilities**

No qualified person with a disability will, because the District's facilities are inaccessible to or unusable by persons with disabilities, be denied the benefits of, be excluded from participation in, or otherwise be subjected to discrimination under any program or activity to which Section 504/ADA applies.

For facilities constructed or altered after June 3, 1977, the District will comply with applicable accessibility standards. For those existing facilities constructed prior to June 3, 1977, the District is committed to operating its programs and activities so that they are readily accessible to persons with disabilities. This includes, but is not limited to, providing accommodations to parents with disabilities who desire access to their child's educational program or meetings pertinent thereto. Programs and activities will be designed and scheduled so that the location and nature of the facility or area will not deny a student with a disability the opportunity to participate on the same basis as students without disabilities.



# EOLA of MICHIGAN

## LOCAL TEMPLATES

### BOARD OF EDUCATION

SCHOOL DISTRICT

PROGRAM

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### Education

The Board is committed to identifying, evaluating, and providing a free appropriate public education (FAPE) to students within its jurisdiction who have a physical or mental impairment that substantially limits one or more major life activities, regardless of the nature or severity of their disabilities.

An appropriate education may include regular or special education and related aids and services to accommodate the unique needs of students with disabilities. For disabled students who are not eligible for specially designed instruction under the IDEA, the special education and related aids and services (including accommodations/modifications/interventions) they need in order to have their needs met as adequately as the needs of nondisabled students are met, shall be delineated, along with their placement, in a Section 504 Plan (Form 2260.01A F13). Parents/guardians/custodians ("parents") are invited and encouraged to participate fully in the evaluation process and development of a Section 504 Plan.

The Board is committed to educating (or providing for the education of) each qualified person with a disability who resides within the District with persons who are not disabled to the maximum extent appropriate. Generally, the District will place a person with a disability in the regular educational environment unless it is demonstrated that the education of the person in the regular environment, even with the use of supplementary aids and services cannot be achieved satisfactorily. If the District places a person in a setting other than the regular educational environment, it shall take into account the proximity of the alternate setting to the person's home.

The District will provide non-academic extracurricular services and activities in such a manner as is necessary to afford qualified persons with disabilities an equal opportunity for participation in such services and activities. Non-academic and extracurricular services and activities may include counseling services, physical recreational athletics, transportation, health services, recreational activities, special interests groups or clubs sponsored by the District, referrals to agencies that provide assistance to persons with disabilities, and employment of students. In providing or arranging for the provision of meals and recess periods, and non-academic and extracurricular services and activities, including those listed above, the District will verify that persons with disabilities participate with persons without disabilities in such services and activities to the maximum extent appropriate.



# EOLA of MICHIGAN

## LOCAL TEMPLATES

**BOARD OF EDUCATION**  
\_\_\_\_\_ **SCHOOL DISTRICT**

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### **Notice**

Notice of the Board's policy on nondiscrimination in education practices and the identity of the District's Compliance Officer(s) will be posted throughout the District, and published in the District's recruitment statements or general information publications.

### **Complaint Procedures**

If a person believes that s/he has been discriminated against on the basis of his/her disability, the person may utilize the following complaint procedures as a means of reaching, at the lowest possible administrative level, a prompt and equitable resolution of the matter.

In accordance with Section 504 of the Rehabilitation Act of 1973 and its implementing regulations ("Section 504"), parents and students will be notified of their right to file an internal complaint regarding an alleged violation, misinterpretation or misapplication of Section 504. In addition, students and their parents will be notified of their right to file a complaint with the U.S. Department of Education's Office for Civil Rights. Finally, students and parents will be advised of their right to request a due process hearing before an Impartial Hearing Officer (IHO) regarding the identification, evaluation or educational placement of persons with disabilities, **including the right to participation by the student's parents or guardian and representation of counsel**, and their right to examine relevant education records.

Internal complaints and requests for due process hearings must be put in writing and must identify the specific circumstances or areas of dispute that have given rise to the complaint or the request for a hearing, and offer possible solutions to the dispute. The complaint or request for due process hearing must be filed with a District Compliance Officer within specified time limits. The District's Compliance Officer is available to assist individuals in filing a complaint or request.



# **EOLA of MICHIGAN**

## **LOCAL TEMPLATES**

**BOARD OF EDUCATION**  
\_\_\_\_\_ **SCHOOL DISTRICT**

**PROGRAM**  
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### Internal Complaint Procedures

An internal complaint may be filed by a student and/or parent. A student and/or parent may initiate the internal complaint procedure when s/he/they believe that a violation, misapplication or misinterpretation of Section 504 has occurred. Additionally, the following procedure may be used for any disagreement with respect to actions regarding the identification, evaluation, or educational program or placement of students who are identified as disabled or believed to be disabled pursuant to Section 504, and are not eligible under the IDEIA, except in the case of disciplinary actions where the provisions of the Student Code of Conduct apply. Use of the internal complaint procedure is not a prerequisite to the pursuit of other remedies, including the filing of a complaint with the U.S. Department of Education's Office for Civil Rights or requesting a due process hearing.

- Step 1**                      Investigation by the Building Compliance Officer: A student or parent may initiate an investigation by filing a written internal complaint with the Building Compliance Officer. The complaint should fully describe the circumstances giving rise to the dispute and how the child is adversely affected. The complaint must be filed as soon as possible, but not longer than thirty (30) calendar days after disclosure of the facts giving rise to the complaint. The Building Compliance Officer shall conduct an impartial investigation of the complaint. As part of the investigation, the Building Compliance Officer shall permit the complainant to present witnesses and other evidence in support of the complaint. The investigation shall be completed within fifteen (15) school days of the written complaint being filed. The Building Compliance Officer will notify the complainant in writing of his/her decision.
- Step 2**                      Appeal to the District Compliance Officer: If the complaint is not resolved satisfactorily at Step 1, the student or parent may appeal the Building Compliance Officer's decision in writing to the District Compliance Officer. The appeal must be made within five (5) school days following receipt of the Building Compliance Officer's decision. The District Compliance Officer will review the case, may conduct an informal hearing, and will notify all parties in writing of his/her decision within ten (10) school days of receiving the appeal.



# **EOLA of MICHIGAN**

## **LOCAL TEMPLATES**

**BOARD OF EDUCATION**  
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Step 3                      If the complaint is not resolved satisfactorily at Step 2, the student or parent may request a due process hearing, provided the complaint involves an issue related to the identification, evaluation, or placement of the student.

If it is determined that the Complainant was subjected to unlawful discrimination, the Building and District COs must identify what corrective action will be taken to stop, remedy, and prevent the recurrence of the discrimination/retaliation. The corrective action should be reasonable, timely, age-appropriate and effective, and tailored to the specific situation.

### OCR Complaint

At any time, if a student or parent believes that s/he has been subjected to discrimination based upon his/her disability in violation of Section 504 or the ADA, the individual may file a complaint with the U.S. Department of Education's Office for Civil Rights ("OCR"). The OCR can be reached at:

U.S. Department of Education  
Office for Civil Rights  
Cleveland Office  
1350 Euclid Avenue, Suite 325  
Cleveland, Ohio 44115  
(216) 522-4970  
FAX: (216) 522-2573  
TDD: (216) 522-4944  
E-mail: [OCR.Cleveland@ed.gov](mailto:OCR.Cleveland@ed.gov)  
Web: <http://www.ed.gov/ocr>

Except in extraordinary circumstances, the OCR does not review the result of individual placement and other educational decisions, so long as the District complies with the "process" requirements of Subpart D of Section 504.



# NEOLA of MICHIGAN

## LOCAL TEMPLATES

**BOARD OF EDUCATION**  
\_\_\_\_\_ **SCHOOL DISTRICT**

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### Retaliation

Retaliation against a person who makes a report or files a complaint alleging unlawful discrimination, or participates as a witness in an investigation, is prohibited. Specifically, the Board will not retaliate against, coerce, intimidate, threaten or interfere with any individual because the person opposed any act or practice made unlawful by Section 504 or the ADA, or because that individual made a charge, testified, assisted or participated in any manner in an investigation, proceeding, or hearing under those laws, or because that individual exercised, enjoyed, aided or encouraged any other person in the exercise or enjoyment of any right granted or protected by those laws.

29 U.S.C. 794, Section 504 Rehabilitation Act of 1973, as amended

34 C.F.R. Part 104

42 U.S.C. 12101 et seq., Americans with Disabilities Act of 1990, as amended

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# EOLA of MICHIGAN

## LOCAL TEMPLATES

**BOARD OF EDUCATION**  
\_\_\_\_\_ **SCHOOL DISTRICT**

PROFESSIONAL STAFF  
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### **REVISED POLICY - VOL. 29, NO. 2**

#### **EMPLOYMENT OF PROFESSIONAL STAFF**

The Board of Education recognizes that it is vital to the successful operation of the District that positions created by the Board be filled with highly-qualified and competent personnel. **Further, pursuant to the Administrative Rules Governing the Certification of Michigan Teachers, the Board requires that anyone employed as a professional staff member with instructional responsibilities in an elementary or secondary school in this District hold a certificate, permit, or vocational authorization valid for the positions to which s/he is assigned, and that the individual meets the established criteria to be highly qualified in his/her assignment.**

The Board shall approve the employment, and also, when not covered by the terms of a negotiated, collectively-bargained agreement, fix the compensation, and establish the term of employment for each professional staff member employed by the Board.

Individuals employed in the following categories shall be considered members of the professional staff:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

All professional staff are subject to a criminal history record check. See Policy 3121.

☒ Such approval shall be given only to those candidates for employment recommended by the Superintendent.

☐ Such approval shall be given only to those candidates for employment chosen by the Board from a group selected by the Superintendent.

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# EOLA of MICHIGAN

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☒ When any recommended candidate has been rejected by the Board, the Superintendent shall make a substitute recommendation.

☒ All applications for employment shall be referred to the SUPERINTENDENT.

Relatives of Board members may be employed by the Board, provided the Board member does not participate in any way in the discussion or vote on the employment when a conflict of interest is involved.

☒ Relatives of staff members may be employed by the Board, provided the staff member being employed is not placed in a position in which s/he would be supervised directly by the relative staff member.

☐ ~~The Board will not employ (but may reemploy) the~~

~~( ) children, siblings, spouse, parents, in-laws, or bona fide dependents (IRS criteria) of a Board member.~~

~~( ) children, siblings, spouse, parents, in-laws, or bona fide dependents (IRS criteria) of a regular full-time professional staff member.~~

☒ ~~Applications for employment will not be accepted from any current District Board member. If a Board member wishes to apply for a position, his/her resignation must be accepted by the Board prior to submitting an application.~~

☐ ~~The Board may employ administrators, without provision for tenure, by means of a written contract for a term not to exceed three (3) years.~~

☒ Any professional staff member's intentional misstatement of fact or omission material to his/her qualifications for employment or the determination of salary shall be considered by this Board to constitute grounds for dismissal.

☒ The temporary employment of professional staff members prior to approval by the Board is authorized when their employment is required to maintain continuity in the educational program. Employment shall be recommended to the Board at the next regular meeting.



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~~[ ] A person who is employed as an administrator is not required to have a school administrator's certificate issued by the Department of Education but must confirm that s/he has met or is in the process of fulfilling the educational requirements for school administrators established by the State Board of Education.~~

[ ] No candidate for employment to the professional staff as a nonadministrator shall receive recommendation for such employment without having proffered visual evidence of proper certification or that application for such certification is in process, except under the following circumstances:

- A. The Superintendent may employ noncertificated, nonendorsed teachers to teach, in grades 9-12, a course in computer science, foreign language, mathematics, biology, chemistry, engineering, physics, robotics, or any other course approved by the State Board, providing they meet all of the conditions established by law and by the Superintendent.
- B. The Superintendent may also employ a teacher without a valid teaching certificate **as a substitute teacher, on a day-to-day basis**, if the person has at least ninety (90) semester hours of college credit from a college or university **or for a full school year if the person has at least a bachelor's or higher degree from a college or university, and has met all other conditions established by law and by the Superintendent.**
- C. The Superintendent may hire an individual who does not hold a valid teaching certificate to serve in a counseling, social worker or speech pathologist role provided s/he meets all the requirements established by law. Policy 3120 and Policy 3121 shall apply with respect to that individual in the same manner required for employing a person with a teaching certificate.

Prior to hiring an applicant, the Superintendent shall obtain from the applicant a signed Consent to Obtain Records (Form 3120 F2) and shall obtain from the applicant's current or immediately-previous employer any records, including the applicant's personnel file relating to unprofessional conduct in which the applicant engaged. Any such records are to be reviewed prior to a recommendation for employment and may be disclosed to those individuals directly involved in evaluating the applicant's qualifications.



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The Superintendent shall prepare administrative guidelines for the recruitment and selection of all professional staff.

### **REQUIREMENTS FOR TITLE I TEACHERS HIGHLY QUALIFIED STATUS**

~~All teachers hired for a Title I supported program must be "highly qualified."~~ Pursuant to State law, **"Highly Qualified" means:**

~~"Highly Qualified" means:~~

- A. full State certification as a teacher or passed State teacher licensing exam and holds current license to teach; certification or license requirements may not be waived on emergency, temporary, or provisional basis;
- B. for elementary teachers new to the profession, this also requires:
  - 1. at least a bachelor's degree;
  - 2. passing a rigorous State test on subject knowledge and teaching skills in reading, writing, math, and other areas of elementary curriculum (State certification test may suffice);
- C. for secondary or middle school teachers new to the profession this also requires:
  - 1. at least a bachelor's degree, and
  - 2. passing a rigorous State test in each of the subject areas s/he will teach (State certification test may suffice), or
  - 3. for each academic subject taught, having an academic major, course work equivalent to an undergraduate major, a graduate degree, or advanced certification or credentialing;



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- D. for elementary, middle, or secondary school teachers with prior experience, this also requires:
1. at least a bachelor's degree, and
  2. meets standards for new teachers (above), or
  3. demonstrates competence in all academic subjects s/he teaches based on a uniform State standard of evaluation (standard for academic subject matter and teaching skills set by the State).

### **REQUIREMENTS FOR TEACHERS IN DISTRICT RECEIVING TITLE I FUNDING**

**All teachers hired for a Title I supported program or a core subject area must be "highly qualified."**

~~All~~ **As a condition of employment, all newly-hired teachers in a Title I supported program or in core subject areas** teachers (as defined in the No Child Left Behind Act) in a District receiving Title I funds shall be **required to submit documentation that they are "highly qualified"** as described above. ~~The District must have a plan and show annual progress towards meeting these teacher qualification requirements.~~

**As designated by Federal law, core subject areas shall include the following: English, reading or language arts, science (which includes physics, chemistry, biology, earth science, and physical science), mathematics, arts (which includes instrumental music, vocal music, visual arts, dance, and drama/theater), foreign languages, government and civics, history, economics and geography.**



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**The Superintendent shall prepare a plan that will result in all teachers who are employed in professional staff positions with instructional responsibilities in Title I supported programs and/or core subject areas to be highly qualified by a date specific, and the Superintendent shall show annual progress towards meeting these teacher qualification requirements.**

M.C.L. 380.1229 – 1231, 380.1233, 380.1237, 380.1531d, 380.623

20 U.S.C. 6319 & 7801

**R 390.1105**

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### **REVISED POLICY - VOL. 29, NO. 2**

#### **STAFF DISCIPLINE**

Whenever it becomes necessary to discipline a member of the staff, the Board of Education directs the Superintendent to **shall** utilize: ~~related procedures described in the current negotiated agreement, if applicable. All matters that could involve teacher discharge or suspension of fifteen (15) days or more without pay from the District must be dealt with in accordance with the Teacher Tenure Act.~~

(☒) **related procedures described in the current negotiated agreement, if applicable.**

( ) **the following principles and procedures.**

**A teacher may only be discharged, demoted or otherwise disciplined for a reason that is not arbitrary or capricious. In all instances, discipline, discharge and demotion shall occur in accordance with the statutory requirements under the Teacher Tenure Act and the Revised School Code.**

**The teacher shall be provided with oral or written notice of the issue or incident being investigated by the**

( ) **appropriate administrator.**

( ) **Superintendent.**

**The administrator/Superintendent shall conduct an investigation of any alleged act or omission by a teacher that could result in disciplinary action. The investigation shall include, at a minimum, interviews of appropriate persons and a meeting with the subject teacher and, if requested or if required by the bargaining agreement, his/her designated representative (either another employee or a union representative if part of a bargaining unit). The teacher shall be advised of the alleged act or omissions and provided an opportunity to respond to the complaint. Prior notice of this meeting shall be provided to the teacher for any discipline that will result in a suspension or loss of pay. The meeting shall not proceed without the teacher's designated representative; however, the meeting shall not be unduly delayed to secure the attendance of the teacher's preferred representative. The District may substitute another representative from the union to timely process the investigation.**



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After completion of the investigation, if discipline is to be imposed, the teacher shall receive written notice of the discipline and this notice shall also be placed in the teacher's file.

Discipline can include, but is not limited to:

- A. written warning;
- B. written reprimand;
- C. suspension (paid or unpaid);
- D. discharge.

The District does not have to apply discipline in a progressive manner, but, rather, may impose discipline consistent with seriousness of the teacher's conduct, as determined by the District. Additionally, nothing in this policy limits the District's right to take other appropriate action, such as placing a teacher on administrative leave during the pendency of an investigation or issuing a counseling memorandum, which is considered instructional, not disciplinary.

☒ If it appears that disciplinary action beyond written reprimand may be necessary, the administrator should contact the Superintendent to discuss the disciplinary action that is to be taken.

☒ [only applicable if original investigation conducted by another administrator] Any disciplinary action that is not subject to Board review as described below may be submitted to the Superintendent for review within five (5) work days of the teacher's receipt of the written confirmation. The Superintendent is not required to conduct an independent investigation. S/He shall meet with the administrator who issued the discipline and with the teacher and his/her designated representative, if requested. The Superintendent may affirm, revise or reject any disciplinary action taken against a teacher and his/her decision is final.





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☒ **The administrator's decision to impose any disciplinary action that is not subject to Board review, as described below, is final:**

- A. discharge of a tenured or probationary teacher;**
- B. demotion of a tenured teacher (which includes suspension for fifteen (15) or more consecutive days without pay or a reduction in compensation by more than equivalent of thirty (30) days compensation in one (1) school year);**
- C. non-renewal of a probationary teacher;**
- D. discharge, demotion or non-renewal of an administrator.**

~~Using due process procedures, the Superintendent shall conduct an investigation, as appropriate to the situation, including providing the employee with reasonable notice and the opportunity to respond. If it appears that disciplinary action beyond verbal reprimand may be necessary, s/he should~~

~~(+) contact the school attorney to~~

~~determine the disciplinary action that should be taken and so inform the Board President who shall determine whether or not a report should be made to the Board in open session, unless a closed session is requested by the staff member.~~

~~A suspension without pay may be invoked. The length of the suspension will be at the discretion of the Superintendent according to the severity of the violation. The Board~~

~~(+) strongly recommends~~

~~(+) requires~~

~~that before such suspension is invoked the Superintendent contact the school attorney.~~



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~~The Board requires that all disciplinary actions involving loss of pay and/or suspension be submitted to the Board for review~~

~~(+) prior to the action being taken.~~

~~(+) as soon as possible after the action has been taken.~~

~~The Superintendent should ascertain whether or not the staff member wishes such a report to be made in a closed session of the Board.~~

~~M.C.L. 38.74, et seq.~~

**M.C.L. 38.101 et seq., 38.74, 380.1230d, 380.1535a**

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**REVISED POLICY - VOL. 29, NO. 2**

**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, ~~multiple~~ **using** rating categories of highly effective, effective, minimally effective and ineffective, 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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- 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 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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- 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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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 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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**REVISED POLICY - VOL. 29, NO. 2**

**EMPLOYMENT OF SUPPORT STAFF**

The Board of Education recognizes that it is vital to the successful operation of the District that positions created by the Board be filled with qualified and competent support staff.

The Board shall approve the employment, and also, when not covered by the terms of a negotiated, collectively-bargained agreement, fix the compensation, and establish the term of employment for each support staff member employed by this District.

Individuals employed in the following categories shall be considered members of the support staff:

LEAVE AS IS

✓

All support staff are subject to a criminal history record check. See Policy 4121.

- ☒ Such approval shall be given only to those candidates for employment recommended by the Superintendent.
- ☐ Such approval shall be given only to those candidates for employment chosen by the Board from a group selected by the Superintendent.
- ☒ When any recommended candidate has been rejected by the Board, the Superintendent shall make a substitute recommendation.
- ☐ All applications for employment shall be referred to the \_\_\_\_\_.



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Relatives of Board members may be employed by the Board, provided the Board member does not participate in any way in the discussion or vote on the employment when conflict of interest is involved.

☒ Relatives of staff members may be employed by the Board, provided the staff member being employed is not placed in a position in which s/he would be supervised directly by the relative staff member.

☒ ~~The Board will not employ (but may reemploy) the~~

~~( ) children, siblings, spouse, parents, in-laws, or bona fide dependents (IRS criteria) of a Board member.~~

~~( ) children, siblings, spouse, parents, in-laws, or bona fide dependents (IRS criteria) of a regular full-time support staff member.~~

☒ Applications for employment will not be accepted from any current District Board member. If a Board member wishes to apply for a position, his/her resignation must be accepted by the Board prior to submitting an application.

☒ Any support staff member's intentional misstatement of fact material to his/her qualifications for employment or the determination of salary shall be considered by this Board to constitute grounds for dismissal.

Staff hired to serve as an athletic trainer must be properly licensed by the State or otherwise legally authorized to engage in the practice of athletic training. Staff is prohibited from engaging in the practice of athletic training unless licensed and shall not offer to provide any service(s) that s/he was not qualified to perform by education, training, or experience or otherwise prohibited by law from performing.

☒ ~~Staff hired to coach an interscholastic team/sport must have first aid and safety training as required by State statute. Certification of this requirement must come from the Red Cross or an equivalent agency.~~





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**LEAVE AS IS**

Prior to hiring an applicant, the Superintendent shall obtain from the applicant a signed Consent to Obtain Records (Form 4120 F2) and shall obtain from the applicant's current or immediately-previous employer any records, including the applicant's personnel file relating to unprofessional conduct in which the applicant engaged.

Any such records are to be reviewed prior to a recommendation for employment and may be disclosed to those individuals directly involved in evaluating the applicant's qualifications.

The employment of support staff members prior to approval by the Board is authorized when their employment is required to maintain continuity in District operations. Employment shall be recommended to the Board at the next regular meeting.

When appropriate, no candidate for employment as a support staff member shall receive recommendation for such employment without having proffered visual evidence of proper certification, when appropriate, or that application for such certification is in process.

The Superintendent shall prepare procedures for the recruitment and selection of all support staff.

### **REQUIREMENTS FOR TITLE I PARAPROFESSIONALS**

All paraprofessionals hired for a Title I supported program must have a secondary school diploma or its recognized equivalent and one of the following:

- A. Completed two (2) years study at an institution of higher education; or
- B. Obtained at least an associates degree; or
- C. Met a rigorous standard of quality and demonstrate through formal State or local academic assessment:
  1. knowledge of and the ability to assist in instructing, reading, writing, and mathematics; or



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2. knowledge of and the ability to assist in instructing, reading readiness, writing readiness, and mathematics readiness, as appropriate.

Exceptions – These requirements do not apply to a paraprofessional:

- A. who is proficient in English and a second language and serves as a translator primarily to enhance the participation of children in Title I programs; or
- B. whose duties consist solely of conducting parental involvement activities.

Paraprofessional duties – Paraprofessionals working for a Title I supported program may be assigned to:

- A. provide one-on-one tutoring for eligible students during times when the teacher would not otherwise be instructing the student;
- ~~B. assist with classroom management, such as organizing instructional and other materials;~~
- ~~C.~~ **B.** provide **instructional** assistance in a computer laboratory;
- ~~D.~~ **C.** provide **instructional** support in a library or media center;
- ~~E. conduct parental involvement activities;~~
- ~~F. act as a translator;~~



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|        **G.D.** provide instructional services to students, if working under the direct supervision of a teacher;

|        **H.E.** perform limited duties beyond classroom instruction or that do not benefit program participants, so long as those duties are also assigned to non-Title I paraprofessionals. Title I paraprofessionals may not be assigned to more of these duties, proportional to their total work time, than the amount assigned to similar non-Title I paraprofessionals in the same school.

M.C.L. 37.2101 et seq., 333.17901, 380.1230 et seq.  
20 U.S.C. 6319

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**REVISED POLICY - VOL. 29, NO. 2**

**ENTRANCE AGE**

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

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

A. Prekindergarten

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

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

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

B. Kindergarten

A child who is resident of the District and at least five (5) years of age on or before October 1st of 2014, or September 1st, 2015 or any **of the** school year of enrollment thereafter is eligible for entrance to the kindergarten program for that school year. The child may not be placed in an alternative program without permission of the parent.



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C. Early Entrance

~~Upon written request by the parent or guardian, a~~ **A** child who is a resident, **or is eligible to enroll and be counted in membership under the State school of choice provisions (M.C.L. 388.1705 & 1705c)**, but not yet five (5) years of age on or before the specified eligibility date **September 1st** for the applicable school year will be admitted to kindergarten under the following circumstances:

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

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

The District must allow early entry by nonresident Schools of Choice students, provided the parent/guardian notifies the District by the applicable notification date above (C. 2. or 3.) of the intent to participate in the early enrollment option and timely applies for and is selected under the District's Schools of Choice program.

The District shall notify the Department of Education by December 31st of each school year of the number of students enrolled under the Early Entrance exception for that school year.

- [✓] The District may allow Early Entrance for students who do not meet the eligibility requirements stated above, however such students will not qualify for state aid and therefore shall be charged tuition in accordance with Board policy.



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( ) Preschool Children with Disabilities

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

All such programs must comply with any applicable State and Federal requirements, such as least restrictive environment.

✓ Preschool - Disadvantaged Children

Readiness and compensatory education programs may be provided for disadvantaged children of preschool age, if they have been certified in accordance with the rules and requirements of the State, such as the Great Start Readiness Program.

All such programs must comply with any applicable State and Federal requirements.

| M.C.L. 380.1147, 380.1561, 388.1606, **388.1705 & 17-05c**

IDEA, Part B; 34 CFR Part 300

Dear Colleague Letter, Feb. 29, 2012, U.S.D.O.E., Office of Special Education and Rehabilitative Services

A.C. Rule 340.1754



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### **REVISED POLICY - VOL. 29, NO. 2**

#### **FOREIGN AND FOREIGN-EXCHANGE STUDENTS**

The Board of Education recognizes the positive cultural benefits to the students, staff, and the community in meeting students from other countries and in having foreign **exchange visitor** students as members of the student body of this District's **high school(s)**.

~~The Board will permit the admission of foreign students and foreign exchange students (from recognized and approved student exchange programs) who are residing in this District. All nonresident students in both categories shall be eligible for admission on the same basis as other nonresident students.~~

#### **Exchange Visitor Program (EVP) for Nonimmigrant Students with J-1 Visas**

The Board authorizes the Superintendent to consider a request to admit an exchange visitor student who meets the United States Department of State (USDOS) requirements and applies for admission through a sponsoring organization, and determine whether or not that student should be accepted.

In accordance with Federal law, an exchange visitor student will be selected and sponsored by an organization that has been approved by the USDOS. The Board, pursuant to Federal law, requires the sponsoring agency to secure prior written acceptance of the Superintendent for the placement of an exchange visitor student

(✓) in the District high school.

~~( ) in a District high school.~~

After written acceptance of school placement is secured, the sponsoring agency should issue the certificate of eligibility for J-1 Visas to the exchange visitor student who meets the criteria established in Federal law for participation in an EVP.

Pursuant to Federal law the sponsoring agency is also responsible for selecting a host family who resides in the District for each exchange visitor student.



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Lastly, pursuant to Federal law, a sponsoring agency can place no more than five (5) exchange visitor students

☒ in the District high school.

☐ ~~in a District high school.~~

[NOTE: The following section is optional. If appropriate, include the following language that will permit a sponsor to place more than five (5) exchange visitor students.]

☒ However, with Board approval, the Superintendent may request, in writing, the placement of more than five (5) students from a sponsoring agency

[Choose one of the following two (2) options to complete the sentence above.]

☒ in the high school.

☐ ~~in a specific high school.~~

[END OF OPTION]

[NOTE: The following section is optional]

☒ Student and Exchange Visitor Program for Nonimmigrant Students with F-1 Visas

The Board authorizes the District to petition for approval to provide a Student and Exchange Visitor Program (SEVP). As an authorized SEVP provider, the District will issue the certificate of eligibility to nonimmigrant students who complete the application process successfully, which will enable them to apply for an F-1 Visa.





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**Participation by nonimmigrant students in this program will be consistent with Federal law that requires the following:**

- A. the student possess sufficient English language proficiency to participate in the high school curriculum**
- B. the student's participation does not exceed an academic year**
- C. the student pays to the Board the full amount of tuition prior to the commencement of the academic term of attendance**
- D. the student otherwise maintains his/her lawful temporary immigration status**

**[END OF OPTIONAL SECTION]**

### **Other Nonimmigrant Students**

**This policy does not apply to nonimmigrant students with citizenship in countries other than the United States who are not participating in an approved exchange visitor program at a District school**

- (c) or who are not sponsored by the District so they can attend a school in the District as participants in the student and exchange visitor program (SEVP) on a valid F-1 visa.**

**All other nonimmigrant students with citizenship in countries other than the United States who seek to enroll in the District's schools are subject to State law and the District's policies regarding enrollment and, if applicable, tuition.**

**8 C.F.R. 214 et seq.**  
**8 U.S.C. 1101 (Immigration Reform and Control Act)**  
**M.C.L. 380.1147**  
**1985 O.A.G. 6316**  
**Plyer v Doe, 457 U.S. 202 (1982)**



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**REVISED POLICY - VOL. 29, NO. 2**

**IMMUNIZATION**

[ ] The Board of Education believes that immunization is one of the most cost-effective measures to protect children from vaccine-preventable diseases. Accordingly, the Board requires that all students be properly immunized at the time of registration or not later than the first day of school pursuant to the provisions of the ~~State Health Department~~ **of Health and Human Services (DHHS)** regulations.

Students must meet the immunization requirements set by State for attendance at school in order to enroll or attend.

Students who do not meet the immunization requirements on the opening day of school shall be admitted by the Superintendent in accordance with District administrative procedures. Transfer students shall not be admitted without proof of immunization as required by the State.

There are three (3) circumstances in which a required vaccine may be waived or delayed:

- A. A valid medical contraindication exists to receiving the vaccine. The child's physician must certify the contraindication on Form 5320 F2.
- B. The parents hold religious or philosophical beliefs against receiving a vaccination. **Any parent/guardian/in loco parentis who wants to claim a nonmedical waiver will need to receive education regarding the benefits of vaccination and the risks of disease from a county health department before obtaining the certified nonmedical waiver form through the Local Health Department.** ~~The parents must submit Form 5320 F3 before a waiver is granted.~~
- C. The child has received at least one (1) dose of each immunizing agent and the next dose(s) are not due yet.



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When the District provides information on immunizations, infectious disease, medications, or other school health issues to parents and guardians of students in at least grades 6, 9, and 12, the Board shall include information about meningococcal meningitis and, the vaccine for meningococcal meningitis and about human papillomavirus and the vaccine for human papillomavirus. The information shall include at least the causes and symptoms of meningococcal meningitis and how it is spread and the risks associated with human papillomavirus. In addition, the information shall include sources where parents/guardian may obtain additional information about both diseases and where they may obtain meningococcal meningitis and/or human papillomavirus vaccination of a child.

M.C.L. 333.9201 et seq., 380.1177, 380.1177a  
A.C. 325.176

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**REVISED POLICY - VOL. 29, NO. 2**

**STUDENT SUICIDE**

The Board of Education recognizes that depression and self-destruction are problems of increasing severity among children and adolescents. A student who suffers the psychological disability of depression cannot benefit fully from the educational program of the schools, and a student who has attempted self-destruction poses a danger both to himself/herself and to other students.

All school personnel should be alert to the student who exhibits signs of unusual depression or who threatens or attempts suicide. Any such signs or the report of such signs from another student or staff member should be taken with the utmost seriousness.

**District staff shall receive professional development training in the risk factors, warning signs for suicide and depression and about the protective factors that help prevent suicide, as well as the available resources regarding youth suicide awareness and prevention. ~~(-) Such training shall include the warnings signs of non-suicidal self-injurious behaviors.~~**

**Additional professional development training in suicide risk assessment and intervention shall be provided to counselors, psychologists, and school nurses.**

The Superintendent shall develop and implement administrative guidelines whereby members of the professional staff understand how to use an intervention procedure which includes the following:

Step 1 - Stabilization

Step 2 - Assessment of the Risk

Step 3 - Use of Appropriate Risk Procedure

Step 4 - Communication with Appropriate Parties

Step 5 - Follow-up



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~~[ ] The Superintendent shall implement instruction for students on the dangers of depression and suicide through age appropriate programs. Such instruction shall focus on:~~

- ~~A. awareness of the risks and warning signs;~~
- ~~B. access to appropriate prevention services;~~
- ~~C. prevention of suicidal behaviors among students.~~

Parents/Guardians shall be notified of any suicide prevention instruction provided their children at a **using the communication method used for regular communication with parents in that** particular building.

Throughout any intervention, it is essential that Board policies and District guidelines regarding confidentiality be observed at all times.

| M.C.L. 380.1171 (**Chase Edwards Law**)  
Kelson v City of Springfield, 767 F2d 651 (9th Cir. 1985)

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**REVISED POLICY - VOL. 29, NO. 2**

**GRADUATION REQUIREMENTS**

It shall be the policy of the Board of Education to acknowledge each student's successful completion of the instructional program or a personal curriculum appropriate to the achievement of District goals and objectives as well as personal proficiency, by the awarding of a diploma at graduation ceremonies.

**The Board shall annually notify each of its students and a parent or legal guardian of each of its students that all students are entitled to a personal curriculum. The annual notice shall include an explanation of what a personal curriculum is and state that if a personal curriculum is requested, the public school or public school academy will grant that request. The District shall provide this annual notice to parent and legal guardians by sending a written notice to each student's home or by including the notice in a newsletter, student handbook, or similar communication that is sent to a student's home, and also shall post the notice on the District website.**

The Board shall award a regular high school diploma to every student enrolled in this District who meets the requirements of graduation established by this Board, the Michigan Department of Education (MDE), and as provided by State law.

Credit may be earned by:

- A. traditional course work;
- B. demonstrating mastery of subject area content expectations or guidelines for the credit;
- C. related course work in which content standards are embedded;
- D. non-traditional course work;
- E. independent teacher-guided study;
- F. testing out;
- G. dual enrollment;
- H. advanced placement courses;



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- I. international baccalaureate or other "early college" programs; or
- ~~J. on-line class.~~
- J. Michigan Department of Education (MDE)-approved formal career and technical (CTE) program or curriculum.**
- K. on-line class**

☒ Students shall successfully complete an on-line course or learning experience OR shall have the on-line learning experience incorporated into each of the required credits of the Michigan Merit Curriculum.

**[NOTE: Must select unless the District has required each teacher of each course that provides the required credits of the Michigan merit curriculum to integrate an on-line experience into the course.]**

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

Special education students who properly complete the programs specified in their I.E.P., or in a personal curriculum, and meet the requirements for a high school diploma, and have received the recommendation of the I.E.P.C. may participate in graduation activities as recommended by the student's I.E.P.C. Reasonable accommodation shall be made for students with disabilities, as defined under State or Federal law, to assist them in taking any required tests or assessments for graduation.

For State-mandated curriculum requirements, a student shall be granted credit toward graduation if s/he successfully completes the subject area content expectations or guidelines developed by the department that apply to the credit. A student may also receive credit if s/he earns a qualifying score, as determined by the State on the assessments developed or selected for the subject area by the State or the student earns a qualifying score, as determined by the District on one or more assessments developed or selected by the School District that measure a student's understanding of the subject area content expectations or guidelines that apply to the credit. For subject areas and courses in which a final examination is used as the assessment for successful attainment of the subject area content, a grade of C+ or better is required.



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The Board shall grant credit toward high school graduation for any student who successfully completes, prior to entering high school, a State-mandated curriculum requirement, provided s/he completes the same content requirements as the high school subject area, and the student has demonstrated the same level of proficiency on the material as required of the high school students.

For elective courses, which are not State-mandated curriculum requirements, the Board shall grant credit to any high school student who is not enrolled in the course, but has exhibited a reasonable level of knowledge of the subject matter of the course by achieving C+ or better in the final exam for the course, or, if there is no final exam, through the basic assessment used for the course, which may consist of a portfolio, paper, project, presentation or other established means.

Such credit ~~shall~~ **shall not** be counted toward the required number of credits needed for graduation. Mastery credits shall be counted toward any subject area requirement and any course sequence requirement. Once mastery credit is earned in a subject area, a student may not receive further credit for a lower sequence course in the same subject area. *STUDENTS ARE NOT PERMITTED TO RETAKE A COURSE IN WHICH HE/SHE HAS PREVIOUSLY EARNED CREDIT AND RECEIVED A GRADE*

A high school student shall be granted credit in any foreign language not offered by the District providing the student meets the competency criteria established by the Superintendent. *OF C OR HIGH SCHOOL*

**The career and technical education credits may include work-based learning by a student working at a business or other work setting with appropriate oversight by the District over the student's experience and learning in the work setting in which the work-based learning occurs.**





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Commencement exercises will include only those students who have successfully completed requirements as certified by the high school principal. No student who has completed the requirements for graduation shall be denied a diploma as a disciplinary measure. A student may be denied participation in the ceremony of graduation, however, when personal conduct so warrants.

M.C.L. 380.1166, 380.1278a(1), 380.1278a(2), 380.1278a(4)(c), 380.1279b  
20 U.S.C. 1400 et seq.  
20 U.S.C. 1401 et seq.  
29 U.S.C. 794  
42 U.S.C. 12131 et seq.

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**REVISED POLICY - VOL. 29, NO. 2**

**BULLYING AND OTHER AGGRESSIVE BEHAVIOR TOWARD**  
**STUDENTS**

It is the policy of the District to provide a safe and nurturing educational environment for all of its students.

This policy protects all students from bullying/aggressive behavior regardless of the subject matter or motivation for such impermissible behavior.

Bullying or other aggressive behavior toward a student, whether by other students, staff, or third parties, including Board members, parents, guests, contractors, vendors, and volunteers, is strictly prohibited. This prohibition includes written, physical, verbal, and psychological abuse, including hazing, gestures, comments, threats, or actions to a student, which cause or threaten to cause bodily harm, reasonable fear for personal safety or personal degradation.

Demonstration of appropriate behavior, treating others with civility and respect, and refusing to tolerate harassment or bullying is expected of administrators, faculty, staff, and volunteers to provide positive examples for student behavior.

This policy applies to all "at school" activities in the District, including activities on school property, in a school vehicle, and those occurring off school property, if the student or employee is at any school-sponsored, school-approved or school-related activity or function, such as field trips or athletic events where students are under the school's control, or where an employee is engaged in school business. Misconduct occurring outside of school may also be disciplined if it interferes with the school environment.

**Notification**

Notice of this policy will be **annually** circulated to and posted in conspicuous locations in all school buildings and departments within the District and discussed with students, as well as incorporated into the teacher, student, and parent/guardian handbooks. State and Federal rights posters on discrimination and harassment shall also be posted at each building. All new hires will be required to review and sign off on this policy and the related complaint procedure.



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Parents or legal guardians of the alleged victim(s), as well as of the alleged aggressor(s), shall be promptly notified of any complaint or investigation as well as the results of the investigation to the extent consistent with student confidentiality requirements. A record of the time and form of notice or attempts at notice shall be kept in the investigation file.

To the extent appropriate and/or legally permitted, **confidentiality** will be maintained during the investigation process. However, a proper investigation will, in some circumstances, require the disclosure of names and allegations. Further, the appropriate authorities may be notified, depending on the nature of the complaint and/or the results of the investigation.

### **Reporting**

**No later than May 30, 2015, the District shall submit to the Department of Education a copy of this Policy.**

**The District shall report incidents of bullying to the Department of Education on an annual basis according to the form and procedures established by the Department of Education.**

**Should this Policy be amended or otherwise modified, the District shall submit a copy of the amended or modified Policy to the Department of Education no later than thirty (30) days after adopting the modification.**

### **Implementation**

The Superintendent is responsible to implement this policy, and may develop further guidelines, not inconsistent with this policy.

This policy is not intended to and should not be interpreted to interfere with legitimate free speech rights of any individual. However, the District reserves the right and responsibility to maintain a safe environment for students, conducive to learning and other legitimate objectives of the school program.



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### **Procedure**

Any student who believes s/he has been or is the victim of bullying, hazing, or other aggressive behavior should immediately report the situation to the Principal or assistant principal. The student may also report concerns to a teacher or counselor who will be responsible for notifying the appropriate administrator or Board official. Complaints against the building principal should be filed with the Superintendent. Complaints against the Superintendent should be filed with the Board President.

A student may also submit a report or complaint to any of the above designated individuals through email, voicemail, regular mail or by leaving a sealed note addressed to the individual at that person's office or desk. The student may submit a report or complaint anonymously, but this may affect the ability to fully investigate the matter, when the complaining student is not available to provide additional information during the course of the investigation.

The identity of a student who reports bullying, hazing or aggressive behavior, as well as those students who provide information during an investigation will remain confidential to the extent possible and to the extent allowable by law. Only school personnel directly involved in the investigation of the complaint or responsible for remedying any violations will be provided access to the identity of the complaining student(s) and student witnesses, and then only to the extent necessary to effectively deal with the situation.

The identity of the student who files the report or complaint will not be voluntarily shared with the alleged perpetrator(s) or the witnesses unless the student (and his/her parent/guardian) give written permission to do so. Any investigation report will likewise not be voluntarily produced with the names of the reporting student(s) or witnesses. However, under certain circumstances, the District may be required by law to disclose the report and/or the student(s) names. Also, under certain circumstances, the identity of the reporting student may become obvious even without disclosure by school personnel.

Every student is encouraged, and every staff member is required, to report any situation that they believe to be aggressive behavior directed toward a student. Reports shall be made to those identified above. **While reports** may be made anonymously, ~~but~~ formal disciplinary action may not be taken solely on the basis of an anonymous report **without other corroborating evidence**.



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The Principal (or other **designated** administrator ~~as designated~~) shall promptly investigate and document all complaints about bullying, aggressive or other behavior that may violate this policy. The investigation must be completed as promptly as the circumstances permit

~~(1) and should be completed within three (3) school days~~

after a report or complaint is made.

If the investigation finds an instance of bullying or aggressive behavior has occurred, it will result in prompt and appropriate remedial action. This may include up to expulsion for students, up to discharge for employees, exclusion for parents, guests, volunteers and contractors, and removal from any official position and/or a request to resign for Board members. Individuals may also be referred to law enforcement or other appropriate officials.

If, during an investigation of a reported act of harassment, intimidation and/or bullying/cyberbullying, the Principal or appropriate administrator believes that the reported misconduct may have created a hostile learning environment and may have constituted unlawful discriminatory harassment based on a Protected Class, the Principal will report the act of bullying and/or harassment to one of the Anti-Harassment Compliance Officers so that it may be investigated in accordance with the procedures set forth in Policy 5517 - Anti-Harassment.

The individual responsible for conducting the investigation shall document all reported incidents and report all verified incidents of bullying, aggressive or other prohibited behavior, as well as any remedial action taken, including disciplinary actions and referrals, to the Superintendent. The Superintendent shall submit a compiled report to the Board on an annual basis.

### **Non-Retaliation/False Reports**

Retaliation or false allegations against any person who reports, is thought to have reported, files a complaint, participates in an investigation or inquiry concerning allegations of bullying or aggressive behavior (as a witness or otherwise), or is the target of the bullying or aggressive behavior being investigated, is prohibited and will not be tolerated. Such retaliation shall be considered a serious violation of Board policy, independent of whether a complaint of bullying is substantiated. Suspected retaliation should be reported in the same manner as bullying/aggressive behavior.



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Making intentionally false reports about bullying/aggressive behavior for the purpose of getting someone in trouble is similarly prohibited and will not be tolerated. Retaliation and intentionally false reports may result in disciplinary action as indicated above.

**Prevention/Training [OPTIONAL]**

[ ] The Superintendent shall establish

( ) a Bullying Prevention Task Force.

( ) a program or other initiatives involving school staff, students, clubs or other student groups, administrators, volunteers, parents, law enforcement, community members, and other stakeholders, aimed at the prevention of bullying or other aggressive behavior.

[ ] The District shall provide, and all administrators, school employees, contracted employees and volunteers who have significant contact with students shall undertake

( ) annual

**OR**

( ) \_\_\_\_\_ **[insert frequency]**

training on preventing, identifying, responding to, and reporting incidents of bullying and other aggressive behavior.

[ ] The District shall provide, and all students shall undertake, annual training on preventing, identifying, responding to, and reporting incidents of bullying, cyber bullying and other aggressive behavior.



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[ ] The District shall provide and all parents or legal guardians

( ) shall

**OR**

( ) shall be offered the opportunity to

undertake annual training on preventing, identifying, responding to, and reporting incidents of bullying, cyber bullying and other aggressive behavior.

**[END OF OPTIONS]**

### **Definitions**

The following definitions are provided for guidance only. If a student or other individual believes there has been bullying, hazing, harassment or other aggressive behavior, regardless of whether it fits a particular definition, s/he should report it immediately and allow the administration to determine the appropriate course of action.

**"Aggressive behavior"** is defined as inappropriate conduct that is repeated enough, or serious enough, to negatively impact a student's educational, physical, or emotional well-being. Such behavior includes, for example, bullying, hazing, stalking, intimidation, menacing, coercion, name-calling, taunting, making threats, and hitting/pushing/shoving.

**"At School"** is defined as in a classroom, elsewhere on school premises, on a school bus or other school-related vehicle, or at a school-sponsored activity or event whether or not it is held on school premises. It also includes conduct using a telecommunications access device or telecommunications service provider that occurs off school premises if either owned by or under the control of the District.



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**"Bullying"** is defined as any **written, verbal, or physical acts, including cyber bullying (i.e. any electronic communication, including, but not limited to electronically transmitted acts, such as** ~~gesture or written, verbal, graphic, or physical act (including electronically transmitted acts—i.e. internet, telephone or cell phone, personal digital assistant (PDA), or wireless hand held device)~~ that, without regard to its subject matter or motivating animus, is intended or that a reasonable person would know is likely to harm one (1) or more students either directly or indirectly by doing any of the following:

- A. substantially interfering with educational opportunities, benefits, or programs of one (1) or more students;
- B. adversely affecting the ability of a student to participate in or benefit from the school district's educational programs or activities by placing the student in reasonable fear of physical harm or by causing substantial emotional distress;
- C. having an actual and substantial detrimental effect on a student's physical or mental health; and/or
- D. causing substantial disruption in, or substantial interference with, the orderly operation of the school.

Bullying can be physical, verbal, psychological, or a combination of all three. Some examples of bullying are:

- A. Physical – hitting, kicking, spitting, pushing, pulling; taking and/or damaging personal belongings or extorting money, blocking or impeding student movement, unwelcome physical contact.
- B. Verbal – taunting, malicious teasing, insulting, name calling, making threats.
- C. Psychological – spreading rumors, manipulating social relationships, coercion, or engaging in social exclusion/shunning, extortion, or intimidation. This may occur in a number of different ways, including but not limited to notes, emails, social media postings, and graffiti.





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**"Harassment"** includes, but is not limited to, any act which subjects an individual or group to unwanted, abusive behavior of a nonverbal, verbal, written or physical nature, often on the basis of age, race, religion, color, national origin, marital status or disability, but may also include sexual orientation, physical characteristics (e.g., height, weight, complexion), cultural background, socioeconomic status, or geographic location (e.g., from rival school, different state, rural area, city, etc.).

**"Intimidation/Menacing"** includes, but is not limited to, any threat or act intended to: place a person in fear of physical injury or offensive physical contact; to substantially damage or interfere with person's property; or to intentionally interfere with or block a person's movement without good reason.

**"Staff"** includes all school employees and Board members.

**"Third parties"** include, but are not limited to, coaches, school volunteers, parents, school visitors, service contractors, vendors, or others engaged in District business, and others not directly subject to school control at inter-district or intra-district athletic competitions or other school events.

For further definition and instances that could possibly be construed as:

Harassment, see Policy 5517;

Hazing, see Policy 5516.

| M.C.L. 380.1310B (Matt's Safe School Law, PA 241 of 2011), **PA 478 of 2014**  
Policies on Bullying, Michigan State Board of Education  
Model Anti-Bullying Policy, Michigan State Board of Education



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**REVISED POLICY - VOL. 29, NO. 2**

**ANIMALS ON DISTRICT PROPERTY**

**Introduction**

The Board of Education recognizes that there are many occasions when animals are present on District property and many reasons for those animals' presence. Animals are commonly utilized by teachers during classroom presentations and are often housed in classrooms and other locations on campus. Additionally, employees, students, parents, vendors, and other members of the public may be accompanied at school by a service or therapy animal in accordance with Federal and State law and this policy.

This policy applies to all animals on District property, including service animals.

**Definitions**

- A. **"Animal"**: includes every vertebrate other than a human.
- B. **"Service animal"**: pursuant to 28 C.F.R. Section 35.104, "means any dog that is individually trained to do work or perform tasks for the benefit of an individual with a disability, including a physical, sensory, psychiatric, intellectual, or other mental disability. Other species of animals, whether wild or domestic, trained or untrained, are not service animals for the purposes of this definition. The work or tasks performed by a service animal must be directly related to the individual's disability. Examples of work or tasks include, but are not limited to, assisting individuals who are blind or have low vision with navigation and other tasks, alerting individuals who are deaf or hard of hearing to the presence of people or sounds, providing non-violent protection or rescue work, pulling a wheelchair, assisting an individual during a seizure, alerting individuals to the presence of allergens, retrieving items such as medicine or the telephone, providing physical support and assistance with balance and stability to individuals with mobility disabilities, and helping persons with psychiatric and neurological disabilities by preventing or interrupting impulsive or destructive behaviors. The crime deterrent effects of an animal's presence and the provision of emotional support, well-being, comfort, or companionship do not constitute work or tasks for the purposes of this definition."



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The Americans with Disabilities Act (ADA) also defines a miniature horse as an animal that can serve as a service animal, so long as the miniature horse has been individually trained to do work or perform tasks for the benefit of the individual with a disability. To better determine whether the Board must allow for the use of a miniature horse or make modifications to buildings, the Board should refer to Section 35.136 (c) through (i) of the ADA.

### **OPTION 1**

**[NOTE: The following section should be included in the policy only if the District intends to require this of any animal brought onto District property for official purposes or on a regular/recurring basis.]**

#### **[ ] Vaccination, Licensing and/or Veterinary Requirements**

**Animals, including service animals, housed on or brought on to District property for any school purpose, such as to conduct random searches for illegal substances or to support classroom activities, or brought on to District property on a regular basis for any purpose, including service animals, must meet every veterinary requirement set forth in State law and County regulation/ordinance, including but not limited to rabies vaccination or other inoculations required to be properly licensed.**

#### **[END OF OPTION 1]**

#### **Non-Service Animals in Schools and Elsewhere on District Property**

Animals permitted in schools and elsewhere on District property shall be limited to those necessary to support specific curriculum-related projects and activities, those that provide assistance to a student or staff member **due to a disability (e.g., who has a seizure disorder)**, those that provide a reasonable accommodation to a student in accordance with a Section 504 Plan, or those that serve as service animals as required by Federal and State law.



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Taking into consideration that some animals can cause or exacerbate allergic reactions, spread bacterial infections, or cause damage and create a hazard if they escape from confinement, the Principal may permit **non-service** animals to be present in classrooms to support curriculum-related projects and activities only under the following conditions:

- A. the staff member seeking approval to have an **non-service** animal in his/her classroom shall:
  - 1. provide a current satisfactory health certificate or report of examination from a veterinarian for the animal;
  - 2. take precautions deemed necessary to protect the health and safety of students and other staff;
  - 3. ensure that the animal is treated humanely, keeping it in a healthy condition and in appropriate housing (e.g., a cage or tank) that is properly cleaned and maintained; and,
  - 4. keep the surrounding areas in a clean and sanitary condition at all times;
- B. other staff members and parents of students in areas potentially affected by animals have been notified in writing and adjustments have been made to accommodate verified health-related or other concerns.

Except where required by law, the presence of an **non-service** animal shall be disallowed if documented health concerns of a student or staff member cannot be accommodated.



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### Service Animals for Students

**A service animal is permitted to accompany a student with a disability to whom the animal is assigned anywhere on the school campus where students are permitted to be.**~~The student's need for and use of the service animal must be documented in the student's individual education plan (IEP) or Section 504 Plan.~~

A service animal is the personal property of the student and/or parents. The Board does not assume responsibility for training, daily care, or healthcare ( ) or supervision of service animals. The Board does not assume responsibility for personal injury or property damage arising out of or relating to the presence or use of service animals on District property or at District-sponsored events.

~~A service animal that meets the definition set forth in the ADA and this policy shall be under the control of its handler. A service animal shall have a harness, leash, or other tether, unless either the handler is unable because of a disability to use a harness, leash, or other tether, or the use of a harness, leash, or other tether would interfere with the service animal's safe, effective performance of work or tasks, in which case the service animal must be otherwise under the handler's control (e.g., voice control, signals, or other effective means), or under the control of a handler other than the student.~~  
**A service animal that meets the definitions set forth in the ADA and this policy shall be under the control of the student with a disability, or a separate handler if the student is unable to control the animal. A service animal shall have a harness, leash, or other tether, unless either the student with a disability is unable because of a disability to use a harness, leash, or other tether, or the use of a harness, leash, or other tether would interfere with the service animal's safe, effective performance of work or tasks, in which case the service animal must be otherwise under the student's control (e.g., voice control, signals, or other effective means), or under the control of a handler other than the student.**

**If the student with a disability is unable to control the service animal and another person serves as the animal's handler, that individual shall be treated as a volunteer and, as such, will be subject to Policy 4120.09.**



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### **Required Documentation**

The following documentation is required prior to a service animal being allowed at school or other Board property:

- A. Current IEP or Section 504 Plan that includes a provision regarding the use of a service animal.
- B. Current satisfactory health certificate or report of examination from a veterinarian for the service animal as required by this policy for all animals that are regularly present on District property.
- C. Criminal background check for the handler, if the handler is not the student, in the same manner as required of vendors, individuals, or other entities under contract with the Board.

The Principal is responsible for determining whether the required documentation has been provided for the student's service animal. When the required documentation has been provided, the service animal will be permitted to accompany the student with a disability anywhere on the school campus where students are permitted to be.

### **Removing and/or Excluding a Student's Service Animal**

In instances when a service animal has demonstrated that it is not under the control of the student or its handler, the Principal is also responsible for documenting such behavior and for determining if and when the service animal is to be removed and/or excluded from school property. **If a service animal demonstrates that it is not under the control of the student or its handler, the Principal is responsible for documenting such behavior and for determining if and when the service animal is to be removed and/or excluded from school property.**

In instances when the service animal has demonstrated that it is not sufficiently housebroken, the Principal shall document such behavior and determine whether the service animal is to be removed and/or excluded from school property. **Similarly, in instances when the service animal has demonstrated that it is not housebroken, the Principal shall document such behavior and determine whether the service animal is to be removed and/or excluded from school property.**



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The Principal shall notify the Superintendent when a service animal is removed and/or excluded, and, immediately subsequent to such notification, document the reasons for the removal and/or exclusion.

The Principal's decision to remove and/or exclude a service animal from school property may be appealed in accordance with the complaint procedure set forth in **Policy 2260 - Nondiscrimination and Access to Equal Educational Opportunity**. ~~AG 2260.01B - Section 504/ADA - Complaint and Due Process Procedures.~~

The procedures set forth in **Policy 2260 - Nondiscrimination and Access to Equal Educational Opportunity** ~~AG 2260B - Complaint Procedures for Nondiscrimination and Equal Educational Opportunity/Access~~ are not intended to **do not** interfere with the rights of a student and his/her parents or an eligible student to pursue a complaint with the United States Department of Education's Office for Civil Rights or the Department of Justice.

### **Eligibility of a Student's Service Animal for Transportation**

~~In some cases, as identified on the student's IEP or Section 504 Plan, there may be a need for a student with a disability and his/her accompanying service dog to access School District transportation. There may also be a need for the service animal's handler, if the handler is someone other than the student, to also access School District transportation.~~ **A student with a disability shall be permitted to access School District transportation with his/her service animal. There may also be a need for the service animal's handler, if the handler is someone other than the student, to also access School District transportation.**



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**When** ~~Before~~ a service animal is **going** permitted to ride on a school bus or other Board-owned or leased vehicle, the student and his/her parents, or eligible student, and the handler, if s/he is someone other than the student, shall ~~comply with the following:~~

- A. The ~~( )~~ Principal ~~( )~~ Transportation Supervisor ~~( )~~ \_\_\_\_\_ shall meet with the student and his/her parents, or eligible student, and the handler, if s/he is someone other than the student, and the driver and bus assistant, if any. The student and his/her parents, or eligible student, and the handler, if s/he is someone other than the student, is responsible for providing information to the driver and bus assistant, if any, regarding critical commands needed for daily interaction and emergency/evacuation. **meet with the (x) Principal ( ) Transportation Supervisor ( )** \_\_\_\_\_ to discuss critical commands needed for daily interaction and emergency/evacuation, and to determine whether the service animal should be secured on bus/vehicle with a tether or harness.
- B. ~~The Principal shall make arrangements for the student and his/her parents, or eligible student, and the handler, if s/he is someone other than the student, to provide an orientation for students who will be riding the bus/vehicle with the service animal regarding the animal's functions and how students should interact with the animal.~~ **At the discretion of the (x) Principal ( ) Transportation Supervisor ( )** \_\_\_\_\_ an orientation will take place for students and staff who will be riding the bus/vehicle with the service animal regarding the animal's functions and how students should interact with the animal.
- C. ~~The service animal must participate in bus evacuation drills with the student.~~

The service animal shall board the bus by the steps with the student, not a lift, unless the student uses the lift to enter and exit the bus. **The service animal must participate in bus evacuation drills with the student.**

While the bus/vehicle is in motion, the service animal shall remain positioned on the floor, at the student's feet. ~~A representative of the Transportation Office will meet with the student and his/her parents, or eligible student, and the handler, if s/he is someone other than the student, to determine whether the service animal should be secured on the bus/vehicle with a tether or harness.~~





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Situations that would cause cessation of transportation privileges for the service animal include:

- LEAVE AS IS**
- A. the student, or handler, is unable to control the service animal's behavior, which poses a threat to the health or safety of others; or
  - B. the service animal urinates or defecates on the bus.

The student and his/her parents shall be informed of behaviors that could result in cessation of transportation privileges for the service animal, in writing, prior to the first day of transportation.

If it is necessary to suspend transportation privileges for the service animal for any of the above reasons, the decision may be appealed to the

- ☒ ~~( ) Transportation Supervisor.~~
- ☒ ~~( ) Principal.~~
- ☒ ~~( ) SUPERINTENDENT.~~

Although transportation may be suspended for the service animal, it remains the District's responsibility to transport the student. Furthermore, unless the behavior that resulted in the service animal's removal from the bus is also documented during the school day, the service animal may still accompany the student in school.

### **Service Animals for Employees**

In accordance with Policy 1623, Policy 3123, and Policy 4123 - Section 504/ADA Prohibition Against Disability Discrimination in Employment, the Board provides qualified individuals with disabilities with **reasonable** accommodation(s). An employee with a disability may request authorization to use a service animal while on duty as such an accommodation. **The request will be handled in accordance with the ADA mandated interactive process.** ~~As required of all animals under this policy, an employee with a disability who utilizes a service animal as an accommodation must provide a current satisfactory health certificate or report of examination from a veterinarian for the animal.~~



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### **Service Animals for Parents, Vendors, Visitors, and Others**

Individuals with disabilities who are accompanied by their service animals are permitted access to all areas of the District's facilities where members of the public, as participants in services, programs or activities, as vendors, or as invitees, are permitted to go. Individuals who will access any area of the District's facilities with their service animals should notify the Principal that their service animal will accompany them during their visit.

~~As required of all animals under this policy, an individual with a disability who has a service animal will be required to provide a current satisfactory health certificate or report of examination from a veterinarian for the animal if they will visit an area of the District's facilities on a regular basis.~~

An individual with a disability who attends a school event will be permitted to be accompanied by his/her service animal in accordance with Policy 9160 - Public Attendance at School Events. ~~If the individual with a disability will attend a regularly scheduled series of events with his/her service animal, the individual with disabilities will be required to provide a current satisfactory health certificate or report of examination from a veterinarian for the animal, which is required for all animals by this policy.~~

28 C.F.R. 35.104

Section 504 of the Rehabilitation Act of 1973, as amended (Section 504)

The Americans with Disabilities Act, as amended (ADA)

The Individuals with Disabilities Education Improvement Act (IDEIA)

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**REVISED POLICY - VOL. 29, NO. 2**

**SCHOOL SAFETY INFORMATION**

The Board of Education is committed to maintaining a safe school environment. The Board believes that school crime and violence are multifaceted problems which need to be addressed in a manner that utilizes the best resources and coordinated efforts of School District personnel, law enforcement agencies, and families. The Board further believes that school administrators and local law enforcement officials must work together to provide for the safety and welfare of students while they are at school or a school-sponsored activity or while enroute to or from school, or a school-sponsored activity. The Board also believes that the first step in addressing school crime and violence is to assess the extent and nature of the problem(s) **or threat**, and then plan and implement strategies that promote school safety and minimize the likelihood of school crime and violence.

Michigan law establishes a "Student Safety Zone" that extends 1,000 feet from the boundary of any school property in relation to weapons, drugs and registered sex offenders. Individuals are prohibited from engaging in these activities at any time on District property, within the Student Safety Zone, or at any District-related event.

The District will work with local officials in arranging signage defining the 1,000 foot boundary.

[ ] The Superintendent shall take the necessary steps so that an individual eighteen (18) years of age or older who is a registered sex offender, and resides, works, or loiters in violation of the Student Safety Zone, is prosecuted to the fullest extent of the law.

Annually, the \_\_\_\_\_ shall convene a meeting for the purpose of reviewing the provisions of the *School Safety Information Policy Agreement*, and making modifications as deemed necessary and proper; discussing additional training that might be needed; and, discussing any other such related matters as may be deemed to be necessary by the participants. Participants in this meeting shall include the Superintendent, members of the Board, the County Prosecutor or his/her designee, and representatives from the local law enforcement ( ) **agency** ( ) **agencies**. The following may also be invited to participate in the meeting:

( ) Chief Judge of Circuit and/or District Courts or his/her designee, including a representative of the family division;



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- ( ) representative from the Intermediate School District (ISD);
- ( ) representative(s) from the local child protection agency;
- ( ) building administrators;
- ( ) teachers;
- ( ) parents;
- ( ) students ( ) in grades \_\_\_ through \_\_\_;
- ( ) Fire Marshall or his/her designee;
- ( ) representative(s) from emergency medical services;
- ( ) representative(s) from county emergency management service agency;
- ( ) School Resource Officer;
- ( ) representatives from other school districts within  
\_\_\_\_\_ [county/ISD];
- ( ) (Other) \_\_\_\_\_ .

The Superintendent shall make a report to the Board about this annual review and recommend the approval and adoption of any proposed revisions or additions.

### District Contact Person

Furthermore, in accordance with state law, the Board hereby designates the SUPERINTENDENT as the District contact person who shall receive information from law enforcement officials, prosecutors and the court officials. The District contact person shall notify the principal of the school of attendance of a student about whom information is received from law enforcement officials, prosecutors, or court officials within twenty-four (24) hours of the receipt of that information. The principal shall, in turn, notify the building staff members who s/he determines have a need to know the information that has been received within twenty-four (24) hours of receipt of that information.



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The District contact person shall notify the appropriate law enforcement officials when an adult or a student commits any offense listed as a reportable incident in the *School Safety Information Policy Agreement*. Reporting such information is subject to Section 444 of subpart 4 of part C of the General Education Provisions Act, Title IV of Public Law 90-247, 20 U.S.C. 1232g., commonly referred to as the Family Educational Rights and Privacy Act of 1974.

If a student is involved in an incident that is reported to law enforcement officials pursuant to the District's *School Safety Information Policy Agreement*, then, upon request by school officials, the student's parent or legal guardian shall execute any waivers or consents necessary to allow school officials access to school, court, or other pertinent records of the student concerning the incident and action taken as a result of the incident.

### Required Reporting

The Superintendent shall submit a report at least annually to the Superintendent of Public Instruction, in the form prescribed by the Superintendent of Public Instruction, stating the number of students expelled from the District during the preceding school year and the reason for the expulsion.

The Superintendent shall submit a report at least annually to the Superintendent of Public Instruction, in the form prescribed by the Superintendent of Public Instruction, stating the incidents of crime occurring at school. At least annually, a copy of the most recent report of incidents of crime shall be made available to the parent or legal guardian of each student enrolled in the District. This report will include at least crimes involving:

- A. physical violence;
- B. gang related acts;
- C. illegal possession of a controlled substance, controlled substance analogue or other intoxicant;
- D. trespassing;
- E. property crimes, including but not limited to theft and vandalism, including an estimate of the cost to the District resulting from the property crime.



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Each school building shall collect and keep current on a weekly basis the information required from the report of incidents of crime, and must provide that information, within seven (7) days, upon request.

#### Law Enforcement Information Network (LEIN)

The Board authorizes the ☒ **Superintendent** ☐ **principal** ☐ **assistant principal(s)** to request vehicle registration information for suspicious vehicles within 1,000 feet of school property through the Law Enforcement Information Network (LEIN).

#### ☒ **Threat Assessment**

**The primary purpose of a threat assessment is to minimize the risk of targeted violence at school. This policy is designed to be consistent with the process for identifying, assessing, and managing students who may pose a threat as set forth in the joint U.S. Secret Service and U.S. Department of Education publication, *Threat Assessment in Schools: A Guide to Managing Threatening Situations and to Creating Safe School Climates*. The goal of the threat assessment process is to take appropriate preventive or corrective measures to maintain a safe school environment, protect and support potential victims, and provide assistance, as appropriate, to the student being assessed.**

**The threat assessment process is centered upon an analysis of the facts and evidence of behavior in a given situation. The appraisal of risk in a threat assessment focuses on actions, communications, and specific circumstances that might suggest that an individual intends to cause physical harm and is engaged in planning or preparing for that event.**

**The Board of Education authorizes the Superintendent to create building-level, trained threat assessment teams. Each Team shall be headed by the Principal and include a school counselor, school psychologist, instructional personnel, and, where appropriate, the School Resource Officer. At the discretion of the Superintendent, a threat assessment team may serve more than one (1) school when logistics and staff assignments make it feasible.**

**The Team will meet when the Principal learns a student has made a threat of violence or engages in concerning communications or behaviors that suggest the likelihood of a threatening situation.**



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**The Team is empowered to gather information, evaluate facts, and make a determination as to whether a given student poses a threat of violence to a target. If an inquiry indicates that there is a risk of violence in a specific situation, the Team may collaborate with others to develop and implement a written plan to manage or reduce the threat posed by the student in that situation.**

**The Board authorizes the Superintendent to create guidelines for the purpose of:**

- A. identifying team participants by position and role;**
- B. requiring team participants to undergo appropriate training;**
- C. defining the nature and extent of behavior or communication that would trigger a threat assessment and/or action pursuant to a threat assessment;**
- D. defining that types of information that may be gathered during the assessment;**
- E. stating when and how parents/guardians of the student making the threat shall be notified and involved;**
- F. designating the individuals (by position) who would be responsible for gathering and investigating information;**
- G. identifying the steps and procedures to be followed from initiation to conclusion of the threat assessment inquiry or investigation.**

**Board employees, volunteers, and other school community members, including students and parents, shall immediately report to the Superintendent or Principal any expression of intent to harm another person or other statements or behaviors that suggest a student may intend to commit an act of violence.**

**Nothing in this policy overrides or replaces an individual's responsibility to contact 911 in an emergency.**



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**Regardless of threat assessment activities or protocols, disciplinary action and referral to law enforcement shall occur as required by State law and Board policy.**

**Threat assessment team members shall maintain student confidentiality at all times as required by Board Policy 8330 – Student Records, and State and Federal law.**

**[END OF OPTION]**

### **Persistently Dangerous Schools**

The Board recognizes that State and Federal law requires that the District report annually incidents which meet the statutory definition of violent criminal offenses that occur in a school, on school grounds, on a school conveyance, or at a school-sponsored activity. It is further understood that the State Department of Education will then use this data to determine whether or not a school is considered “persistently dangerous” as defined by State policy.

Pursuant to the Board’s stated intent to provide a safe school environment, the school administrators are expected to respond appropriately to any and all violations of the Student Code of Conduct, especially those of a serious, violent nature. In any year where the number of reportable incidents of violent criminal offenses in any school exceed the threshold number established in State policy, the Superintendent shall

- ( ) discuss this at the annual meeting for the purpose of reviewing the School Safety Plan so that a plan of corrective action can be developed and implemented in an effort to reduce the number of these incidents in the subsequent year.
- ( ) convene a meeting of the building administrator, representative(s) of the local law enforcement ( ) **agency** ( ) **agencies**, and any other individuals deemed appropriate for the purpose of developing a plan of corrective action that can be implemented in an effort to reduce the number of these incidents in the subsequent year.





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The Superintendent shall make a report to the Board about this plan of corrective action and shall recommend approval and adoption of it.

In the unexpected event that the number of reportable incidents in three (3) consecutive school years exceeds the statutory threshold and the school is identified as persistently dangerous, students attending the school shall have the choice option as provided in Policy 5113.02 and AG 5113.02.

In addition, the Superintendent shall

- ( ) discuss the school's designation as a persistently dangerous school at the annual meeting for the purpose of reviewing the School Safety Plan so that a plan of corrective action can be developed and implemented in an effort to reduce the number of these incidents in the subsequent year.
  - ( ) convene a meeting of the building administrator, representative(s) of the local law enforcement ( ) **agency** ( ) **agencies**, and any other individuals deemed appropriate for the purpose of developing a plan of corrective action that can be implemented in an effort to reduce the number of these incidents in the subsequent year.
- [ ] If a school in a neighboring district is identified as persistently dangerous and there is not another school in that district, the District will admit students from that school in accordance with Board Policy 5113.02.

### Victims of Violent Crime

The Board further recognizes that, despite the diligent efforts of school administrators and staff to provide a safe school environment, an individual student may be a victim of a violent crime in a school, on school grounds, on a school conveyance, or at a school-sponsored activity. In accordance with Federal and State law the parents of the eligible student shall have the choice options provided by Policy 5113.02 and AG 5113.02.

Title IX, Section 9532 of the No Child Left Behind Act of 2001  
M.C.L. 380.1308 and 380.1310a, 771.2a