

MADISON SCHOOL DISTRICT  
BOARD OF EDUCATION  
REGULAR MEETING  
MAY 21, 2018  
**6:00 PM – Board Room**

**\*\* TABLE OF CONTENTS \*\***

- 1 REGULAR MEETING AGENDA
- 2 MINUTES FROM THE April 16, 2018 BOARD MEETING
- 3 MONTHLY BILLS
- 4 SUPERINTENDENT'S REPORT
- 5 HIGH SCHOOL PRINCIPAL'S REPORT
- 6 MIDDLE SCHOOL PRINCIPAL'S REPORT
- 7 ELEMENTARY PRINCIPAL'S REPORTS
- 8 CAFETERIA REPORT
- 9 NEOLA POLICY REVIEW – SECOND READING
  - 0140 – PUBLIC EXPRESSION OF BOARD MEMBERS – BYLAWS
  - 1421 – CRIMINAL HISTORY RECORD CHECK – ADMINISTRATION
  - 3121 – CRIMINAL HISTORY RECORD CHECK – PROFESSIONAL STAFF
  - 4121 – CRIMINAL HISTORY RECORD CHECK – SUPPORT STAFF
  - 4162 – CONTROLLED SUBSTANCE & ALCOHOL POLICY FOR COMMERCIAL MOTOR VEHICLE (CMV) DRIVERS **AND OTHER EMPLOYEES WHO PERFORM SAFETY SENSITIVE FUNCTIONS** – SUPPORT STAFF
  - 5111 – ELIGIBILITY OF RESIDENT/NONRESIDENT STUDENTS – STUDENTS
  - 7540.02 – WEB ACCESSIBILITY, CONTENT APPS AND SERVICES – PROPERTY
  - 8321 – CRIMINAL JUSTICE INFORMATION SECURITY – OPERATIONS

MADISON SCHOOL DISTRICT  
BOARD OF EDUCATION  
REGULAR MEETING  
MAY 21, 2018  
**6:00 PM – Board Room**

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

- 1) CONSENT AGENDA
  - A. APPROVAL OF MINUTES
  - B. ACCEPTANCE OF REPORTS
  - C. APPROVAL OF BILLS/REIMBURSEMENT OF EXPENSES
- 2) PROPOSED CO-OP BETWEEN WHITMORE LAKE & CHARTER SCHOOL
- 3) AWARD OF BID–ENERGY CONSERVATION CAPITOL IMPROVEMENT PROJECT
- 4) 2018 – 2019 LISD BUDGET RESOLUTION
- 5) NEOLA POLICY REVIEW – SECOND READING  
(0140, 1421, 3121, 4121, 4162, 5111, 7540.02, 8321)
- 6) REQUEST TO MOVE JUNE MEETING DATE

Madison School District  
Board of Education  
Regular Meeting – Board Room  
April 16, 2018 – 6:00 p.m.

Members Present: Tina Claiborne, Natasha Manchester, Eric McDonald, Julie Ramos, Mark Swinehart

Members Absent: Greg Choinski, Ruben Villegas

Other Guests: Ryan Rowe, Kristin Thomas, Brad Anschuetz, Nate Pechaitis, Abby Miller, Jill Hogle, Deb Allen, Laurie Hedy

In board communication, Mr. Rowe shared with the Board that Beth Johnston and Jodi Swinehart each sent a thank you correspondence to the District.

Mr. Rowe reminded the Board of the LISD Budget Review meeting on Thursday, April 19 at 6:00 p.m. at the LISD TECH Center. Julie Ramos will be accompanying him to this event. Additionally, the LISD sent out an invite to all Superintendents and Board Members for the LCASB Legislative Breakfast scheduled for Monday, May 18 from 7:30 – 9:00 a.m. at Morenci High School.

Mr. Rowe extended an invitation to the Board to attend Kindergarten Roundup on Wednesday and MYAC baseball opening day ceremony on Saturday.

A motion was made by Mark Swinehart, and supported by Eric McDonald, that the minutes of the March 19, 2018 regular meeting be approved, and the list of monthly statements totaling \$100,473.16 for the General Fund be approved for payment.

[illegible]

A motion was made by Julie Ramos, and supported by Tina Claiborne, that the Board of Education approve out of town and overnight trips for Spring Athletics, boys golf and boys and girls track, to attend District-sponsored trips.

[illegible]

A motion was made by Mark Swinehart, and supported by Tina Claiborne, that grades Young Fives, K, 1, 2, 3, 4, 5 and 6 be limited to a minimum of 2 students to be accepted through Schools of Choice (SOC) for the 2018-2019 school year and that grades 7, 8, 9, 10, 11 and 12 have open “unlimited” enrollment.

[illegible]

The Board completed a second reading and a motion was made by Tina Claiborne, and supported by Eric McDonald, that the Board adopt the following NEOLA policies: **6111** Internal Controls (Finances), **6112** Cash Management of Grants (Finances), **6114** Cost Principles (Spending Federal Funds Finances), **6116** Time and Effort Reporting (Finances), **7310** Disposition of Surplus Property (Property), **0140** Membership (Bylaws), **1130** Conflict of Interest (Administration) **6325** Procurement (Federal Grants/Funds (Finances), **6550** Travel Payment & Reimbursement (Finances), **7300** Disposition of Real Property (Property), **7450** Property Inventory (Property) **8500** Food Services (Operations), **3110** Conflict of Interest (Support Staff), **4110** Conflict of Interest (Support Staff), **6110** Grant Funds (Finances).

[illegible]

The Board conducted a first reading of NEOLA bylaws and policies: **0140** Public Expression of Board Members (Bylaws), **1421** Criminal History Record Check (Administration), **3121** Criminal History Record Check (Professional Staff), **4121** Criminal History Record Check (Support Staff), **4162** Controlled Substance & Alcohol Policy for Commercial Motor Vehicle (CMV) Drivers **and Other Employees Who Perform Safety Sensitive Functions** – Support Staff, **5111** Eligibility of Resident/Nonresident Students (Students) **7540.02** Web Accessibility, Content Apps & Services (Property), **8321** Criminal Justice Information Security (Operations).

A motion was made by Mark Swinehart, and supported by Natasha Manchester, that a FMLA/Disability/Maternity leave be approved for elementary teacher Tricia Merritt and that she be allowed to use accumulated sick leave for the time that her doctor verifies she is disabled.

Ayes 5

Nays 0

Motion Carried

A motion was made by Eric McDonald, and supported by Julie Ramos, to adjourn the meeting at 6:25 pm.

Ayes 5

Nays 0

Motion Carried

Respectfully submitted,

Secretary, Board of Education

SPI  
DATE: 05/18/2018  
TIME: 09:08:39

MADISON SCHOOL DISTRICT  
DETAIL REVENUE STATUS REPORT

PAGE NUMBER: 1  
REVSTA31

SELECTION CRITERIA: orgn.fund='11'  
ACCOUNTING PERIOD: 10/18

SORTED BY: FUND,DEPARTMENT,FUNCTION,ACCOUNT  
TOTALED 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	738,616.97	82.97	.00	719,151.97	19,465.00
11-0111-000-0000-00000-0001 0112 CURR TAX MADISON TW	1,089,454.46	956.13	.00	1,085,673.84	3,780.62
11-0111-000-0000-00000-0001 0113 CURR TAX PALMYRA TW	59,716.93	.00	.00	58,290.52	1,426.41
11-0111-000-0000-00000-0001 0114 CURR TAX ADRIAN TWP	20,456.62	208.66	.00	17,354.39	3,102.23
11-0111-000-0000-00000-0001 0116 CURR TAX OTHER TAXE	.00	.00	.00	.00	.00
TOTAL DEPARTMENT - CURRENT TAX REVENUE	1,908,244.98	1,247.76	.00	1,880,470.72	27,774.26
11-0119-000-0000-00000-0002 0119 INT ON DELINQUENT T	15,000.00	4.95	.00	9,564.27	5,435.73
11-0131-000-0000-00000-0002 0131 TUITION PARENT PAY	17,105.00	.00	.00	4,581.25	12,523.75
11-0151-000-0000-00000-0002 0151 INTEREST ON INVESTM	15,600.00	.00	.00	23,414.28	-7,814.28
11-0171-000-0000-00000-0002 0171 ADMISSIONS ADMISSIO	110,500.00	.00	.00	.00	110,500.00
11-0173-000-0000-00000-0002 0173 EXTRA TRIP SURCHARG	.00	100.00	.00	100.00	-100.00
11-0181-000-0000-00000-0002 0181 LATCH KEY PARENT PA	52,789.00	.00	.00	67,261.75	-14,472.75
11-0191-000-0000-00000-0002 0191 RENTAL SCHOOL RENTA	19,100.00	.00	.00	500.00	18,600.00
11-0192-000-0000-00000-0002 0192 DONATIONS DONATIONS	.00	.00	.00	.00	.00
11-0199-000-0000-00000-0002 0195 MISC MISC CAFE	.00	.00	.00	.00	.00
11-0199-000-0000-00000-0002 0199 MISC MISC	29,000.00	4,320.00	.00	18,668.10	10,331.90
TOTAL DEPARTMENT - OTHER LOCAL REVENUE	259,094.00	4,424.95	.00	124,089.65	135,004.35
11-0311-000-0000-00000-0003 0010 STATE AID MEMBERSHI	10,275,640.00	966,468.67	.00	6,784,612.65	3,491,027.35
11-0311-000-0000-00000-0003 0207 STATE AID MEMBERSHI	.00	.00	.00	.00	.00
11-0311-000-0000-00000-0003 0208 STATE AID MEMBERSHI	1,167,940.95	30,044.17	.00	130,018.53	1,037,922.42
11-0312-000-0000-00000-0003 0020 RESTRICTED STATE AT	604,171.00	57,822.16	.00	403,607.30	200,563.70
11-0312-000-0000-00000-0003 0100 RESTRICTED STATE ST	.00	.00	.00	.00	.00
11-0312-000-0000-00000-0003 0110 RESTRICTED STATE LU	.00	2,639.90	.00	19,765.01	-19,765.01
11-0312-000-0000-00000-0003 0120 RESTRICTED STATE SP	403,461.00	39,209.01	.00	293,644.85	109,816.15
11-0312-000-0000-00000-0003 0160 RESTRICTED STATE CA	.00	644.91	.00	4,514.41	-4,514.41
11-0312-000-0000-00000-0003 0208 RESTRICTED STATE UA	.00	99,927.68	.00	898,378.42	-898,378.42
11-0312-000-0000-00000-0003 0210 RESTRICTED STATE TE	.00	.00	.00	.00	.00
11-0312-000-0000-00000-0003 0211 RESTRICTED STATE UN	.00	.00	.00	.00	.00
11-0312-000-0000-00000-0003 0313 RESTRICTED STATE ST	.00	.00	.00	.00	.00
11-0312-000-0000-00000-0003 0359 RESTRICTED STATE CO	.00	.00	.00	.00	.00
11-0312-000-0000-00000-0003 0367 RESTRICTED STATE EA	21,000.00	2,328.86	.00	16,302.01	4,697.99
11-0317-000-0000-00000-0003 0210 REST ANOTHER SCHOOL	3,632.00	.00	.00	.00	3,632.00
TOTAL DEPARTMENT - STATE REVENUE CATEGORICA	12,475,844.95	1,199,085.36	.00	8,550,843.18	3,925,001.77
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	326,993.22	.00	.00	.00	326,993.22
11-0414-000-0000-00000-0004 0141 SPS REV TITLE I CAR	20,000.00	.00	.00	.00	20,000.00
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	46,844.00	.00	.00	.00	46,844.00
11-0414-000-0000-00000-0004 0768 SPS REV RURAL	.00	.00	.00	.00	.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 CAREER &	.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 0211 RESTR REV UNREST AN	.00	.00	.00	.00	.00
11-0417-000-0000-00000-0004 0220 RESTR REV PARENT ED	.00	.00	.00	.00	.00

SPI  
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MADISON SCHOOL DISTRICT  
DETAIL REVENUE STATUS REPORT

PAGE NUMBER: 2  
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ORGANIZATION / ACCOUNT / TITLE	BUDGET	PERIOD RECEIPTS	RECEIVABLES	YEAR TO DATE REVENUE	BALANCE
11-0417-000-0000-00000-0004 0416 RESTR REV MEDICAID	2,672.00	.00	.00	2,690.49	-18.49
11-0419-000-0000-00000-0004 0419 MISC - FED SPEC ED	.00	.00	.00	.00	.00
TOTAL DEPARTMENT - FEDERAL REVENUE	396,509.22	.00	.00	2,690.49	393,818.73
11-0511-000-0000-00000-0005 0511 SPEC ED TUITION	41,837.00	.00	.00	.00	41,837.00
11-0519-000-0000-00000-0005 0122 LISD SPEC ED LISD S	701,825.00	.00	.00	592,323.32	109,501.68
11-0519-000-0000-00000-0005 0196 LISD SPEC ED INNOVA	14,771.00	.00	.00	17,000.00	-2,229.00
11-0519-000-0000-00000-0005 0197 LISD SPEC ED PLTW	91,684.46	.00	.00	66,646.96	25,037.50
11-0519-000-0000-00000-0005 0198 LISD SPEC ED CAREER	8,482.00	.00	.00	.00	8,482.00
11-0519-000-0000-00000-0005 0199 LISD SPEC ED MISC	57,969.20	.00	.00	5,062.48	52,906.72
11-0519-000-0000-00000-0005 0220 LISD SPEC ED PARENT	9,220.00	.00	.00	5,842.15	3,377.85
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	213,630.55	.00	.00	60,711.41	152,919.14
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	11,592.00	.00	.00	.00	11,592.00
11-0552-000-0000-00000-0005 0552 ADJ TO PRIOR YRS AC	.00	.00	.00	.00	.00
11-0593-000-0000-00000-0005 0593 SALE SCHOOL PROPERT	.00	.00	.00	.00	.00
11-0625-000-0000-00000-0005 0625 FUND MOD CAFE FUND	24,000.00	.00	.00	.00	24,000.00
TOTAL DEPARTMENT - INCOMING TRANSFERS	1,175,011.21	.00	.00	747,586.32	427,424.89
TOTAL FUND - GENERAL FUND	16,214,704.36	1,204,758.07	.00	11,305,680.36	4,909,024.00
TOTAL REPORT	16,214,704.36	1,204,758.07	.00	11,305,680.36	4,909,024.00

SPI  
DATE: 05/18/2018  
TIME: 09:10:18

MADISON SCHOOL DISTRICT  
DETAIL EXPENDITURE STATUS REPORT

PAGE NUMBER: 1  
EXPSTA11

SELECTION CRITERIA: orgn.fund='11'  
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FUND - 11 - GENERAL FUND

ORGANIZATION / ACCOUNT / TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE
11-2134-000-0000-00000-0000 2130 CAFETERIA EMPLOYEE	.00	48.70	.00	241.93	-241.93
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	48.70	.00	241.93	-241.93
11-1118-000-0340-02315-0010 1226 EL.PRE SUPERVISION	8,941.10	696.08	.00	7,300.84	1,640.26
11-1118-000-0340-02315-0010 1240 EL.PRE SALARY TEACH	112,830.00	9,674.50	.00	82,233.25	30,596.75
11-1118-000-0340-02315-0010 1630 EL.PRE SALARY AIDE	50,872.33	5,565.56	.00	40,893.28	9,979.05
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	29,364.85	.00	.00	21,427.30	7,937.55
11-1118-000-0340-02315-0010 2820 EL.PRE EMPLOYEE RET	44,821.68	4,093.79	.00	33,428.25	11,393.43
11-1118-000-0340-02315-0010 2821 EL.PRE RETIREMT STU	21,934.75	.00	.00	16,740.23	5,194.52
11-1118-000-0340-02315-0010 2830 EL.PRE EMPLOYER SOC	14,294.18	1,155.30	.00	9,238.28	5,055.90
11-1118-000-0340-02315-0010 2840 EL.PRE WORKMANS COM	100.00	.00	.00	89.00	11.00
11-1118-000-0340-02315-0010 2920 EL.PRE CASH IN LIEU	921.30	48.80	.00	512.40	408.90
11-1118-000-0340-02315-0010 2990 EL.PRE SICK DAY REI	1,113.00	.00	.00	.00	1,113.00
11-1118-000-0340-02315-0010 3110 EL.PRE PURCHASED SE	300.00	.00	.00	.00	300.00
11-1118-000-0340-02315-0010 3210 EL.PRE MILEAGE REIM	.00	.00	.00	.00	.00
11-1118-000-0340-02315-0010 3220 EL.PRE WKSHOPS/CONF	250.00	.00	.00	.00	250.00
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	2,000.00	.00	9.18	11,984.14	-9,993.32
11-1118-000-0340-02315-0010 5140 EL.PRE TRANSPORTATI	.00	.00	.00	.00	.00
11-1118-000-0340-02315-0010 5990 EL.PRE MISC. SUPPLI	300.00	250.00	.00	335.27	-35.27
11-1118-000-0340-02315-0010 6410 EL.PRE NEW EQUIP/FU	7,392.00	.00	.00	43,886.48	-36,494.48
11-1118-000-0340-02315-0010 7410 EL.PRE DUES/CHAUFFE	400.00	.00	.00	843.48	-443.48
11-1213-000-0340-02315-0010 3130 EL.NURSE NURSING	.00	193.33	.00	193.33	-193.33
11-1216-000-0340-02315-0010 1440 EL.SOCWRK SALARY PS	3,477.65	263.66	.00	2,241.11	1,236.54
11-1216-000-0340-02315-0010 2820 EL.SOCWRK EMPLOYEE	.00	67.40	.00	571.26	-571.26
11-1216-000-0340-02315-0010 2830 EL.SOCWRK EMPLOYER	.00	21.00	.00	173.73	-173.73
11-1216-000-0340-02315-0010 2920 EL.SOCWRK CASH IN L	.00	24.40	.00	207.40	-207.40
11-1271-000-0340-02315-0010 1610 EL.TRANS SALARY VEH	7,953.75	.00	.00	.00	7,953.75
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	307,266.59	22,053.82	9.18	272,299.03	34,958.38
11-1111-000-0000-02315-0011 1240 EL.REG SALARY TEACH	2,612,440.50	203,217.93	.00	1,720,341.74	892,098.76
11-1111-000-0000-02315-0011 1242 EL.REG ISSI	.00	.00	.00	.00	.00
11-1111-000-0000-02315-0011 1250 EL.REG INSTR SPECIA	.00	.00	.00	.00	.00
11-1111-000-0000-02315-0011 1450 EL.REG SCHOOL NURSE	20,000.00	1,538.46	.00	16,178.83	3,821.17
11-1111-000-0000-02315-0011 1630 EL.REG SALARY AIDE	.00	.00	.00	541.13	-541.13
11-1111-000-0000-02315-0011 1870 EL.REG SALARY-SUBST	1,948.10	.00	.00	1,511.50	436.60
11-1111-000-0000-02315-0011 2130 EL.REG EMPLOYEE INS	500,408.46	1,585.86	.00	320,880.76	179,527.70
11-1111-000-0000-02315-0011 2210 EL.REG EARLY RETIRE	.00	.00	.00	.00	.00

SPI  
DATE: 05/18/2018  
TIME: 09:10:18

MADISON SCHOOL DISTRICT  
DETAIL EXPENDITURE STATUS REPORT

PAGE NUMBER: 2  
EXPSTA11

SELECTION CRITERIA: orgn.fund='11'  
ACCOUNTING PERIOD: 10/18

SORTED BY: FUND,DEPARTMENT,FUNCTION,ACCOUNT  
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FUND - 11 - GENERAL FUND

ORGANIZATION / ACCOUNT / TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE
11-1111-000-0000-02315-0011 2820 EL.REG EMPLOYEE RET	675,030.76	52,742.20	.00	447,332.80	227,697.96
11-1111-000-0000-02315-0011 2821 EL.REG RETIREMT STU	304,462.70	.00	.00	234,443.02	70,019.68
11-1111-000-0000-02315-0011 2830 EL.REG EMPLOYER SOC	209,245.74	15,260.65	.00	125,054.21	84,191.53
11-1111-000-0000-02315-0011 2840 EL.REG WORKMANS COM	4,700.00	.00	.00	1,677.00	3,023.00
11-1111-000-0000-02315-0011 2850 EL.REG UNEMPLOYMENT	1,542.50	.00	.00	.00	1,542.50
11-1111-000-0000-02315-0011 2920 EL.REG CASH IN LIEU	98,444.61	8,589.08	.00	71,279.20	27,165.41
11-1111-000-0000-02315-0011 2990 EL.REG SICK DAY REI	5,625.00	.00	.00	.00	5,625.00
11-1111-000-0000-02315-0011 3110 EL.REG PURCHASED SE	33,400.00	313.46	.00	30,933.61	2,466.39
11-1111-000-0000-02315-0011 3112 EL.REG PURCH NWEA	8,903.00	.00	.00	3,581.33	5,321.67
11-1111-000-0000-02315-0011 3130 EL.REG NURSING	.00	.00	.00	.00	.00
11-1111-000-0000-02315-0011 3220 EL.REG WKSHOPS/CONF	300.00	.00	.00	318.50	-18.50
11-1111-000-0000-02315-0011 3450 EL.REG SOFTWARE	10,000.00	.00	582.00	10,621.66	-1,203.66
11-1111-000-0000-02315-0011 4120 EL.REG REPAIRS/MAIN	500.00	.00	.00	.00	500.00
11-1111-000-0000-02315-0011 4190 EL.REG TECH REPAIRS	100.00	223.44	108.45	2,564.52	-2,572.97
11-1111-000-0000-02315-0011 4220 EL.REG CONTRACT SER	6,900.00	727.28	.00	7,544.55	-644.55
11-1111-000-0000-02315-0011 5110 EL.REG TEACHING SUP	39,400.00	638.24	1,069.89	41,453.38	-3,123.27
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	34,000.00	.00	.00	89,146.59	-55,146.59
11-1111-000-0000-02315-0011 5990 EL.REG MISC. SUPPLI	2,600.00	.00	.00	3,056.15	-456.15
11-1111-000-0000-02315-0011 5997 EL.REG TECH SUPPLIE	500.00	79.00	.00	1,203.82	-703.82
11-1111-000-0000-02315-0011 6410 EL.REG NEW EQUIP/FU	24,750.00	6,252.00	.00	27,317.39	-2,567.39
11-1111-000-0000-02315-0011 6427 EL.REG TECH EQUIPME	9,500.00	3,237.00	.00	65,606.12	-56,106.12
11-1111-000-0000-02315-0011 7410 EL.REG DUES/CHAUFFE	750.00	.00	.00	7,871.94	-7,121.94
11-1111-000-0000-02315-0011 8220 EL.REG PAYMT TO ANO	6,300.00	.00	.00	4,809.79	1,490.21
11-1213-000-0000-02315-0011 3130 EL.REG.NURSE NURSIN	.00	.00	1.76	5,860.72	-5,862.48
11-1259-000-0000-02315-0011 3990 EL.BUS STUDENT INS	6,938.40	.00	.00	6,579.50	358.90
TOTAL DEPARTMENT - ELEMENTARY INSTRUCTION	4,618,689.77	294,404.60	1,762.10	3,247,709.76	1,369,217.91
11-1113-000-0000-02316-0012 1240 HS.REG SALARY TEACH	1,375,287.32	104,013.52	.00	895,044.60	480,242.72
11-1113-000-0000-02316-0012 1242 HS.REG ISSI	1,576.00	.00	.00	.00	1,576.00
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	150.00	.00	.00	1,970.00	-1,820.00
11-1113-000-0000-02316-0012 2130 HS.REG EMPLOYEE INS	339,984.66	322.06	.00	215,247.63	124,737.03
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	354,708.93	26,839.33	.00	231,025.09	123,683.84
11-1113-000-0000-02316-0012 2821 HS.REG RETIREMT STU	175,268.08	.00	.00	134,273.34	40,994.74
11-1113-000-0000-02316-0012 2830 HS.REG EMPLOYER SOC	108,193.90	7,633.99	.00	62,860.79	45,333.11
11-1113-000-0000-02316-0012 2840 HS.REG WORKMANS COM	2,742.00	.00	.00	1,146.00	1,596.00
11-1113-000-0000-02316-0012 2850 HS.REG UNEMPLOYMENT	1,542.50	.00	.00	.12	1,542.38
11-1113-000-0000-02316-0012 2920 HS.REG CASH IN LIEU	28,867.48	2,440.30	.00	19,018.71	9,848.77
11-1113-000-0000-02316-0012 2990 HS.REG SICK DAY REI	7,350.00	.00	.00	.00	7,350.00
11-1113-000-0000-02316-0012 3110 HS.REG PURCHASED SE	12,000.00	313.47	.00	20,924.73	-8,924.73
11-1113-000-0000-02316-0012 3112 HS.REG PURCH NWEA	3,300.00	.00	.00	2,502.02	797.98
11-1113-000-0000-02316-0012 3130 HS.REG NURSING	.00	.00	.00	.00	.00



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DATE: 05/18/2018  
TIME: 09:10:18

MADISON SCHOOL DISTRICT  
DETAIL EXPENDITURE STATUS REPORT

PAGE NUMBER: 3  
EXPSTA11

SELECTION CRITERIA: orgn.fund='11'  
ACCOUNTING PERIOD: 10/18

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

FUND - 11 - GENERAL FUND

ORGANIZATION / ACCOUNT / TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE
11-1113-000-0000-02316-0012 3220 HS.REG WKSHOPS/CONF	100.00	.00	.00	203.33	-103.33
11-1113-000-0000-02316-0012 3450 HS.REG SOFTWARE	1,000.00	.00	407.40	14,497.62	-13,905.02
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	57,986.00	2,275.00	.00	45,001.20	12,984.80
11-1113-000-0000-02316-0012 3990 HS.REG STUDENT INSU	.00	.00	.00	.00	.00
11-1113-000-0000-02316-0012 4120 HS.REG REPAIRS/MAIN	400.00	.00	.00	.00	400.00
11-1113-000-0000-02316-0012 4190 HS.REG TECH REPAIRS	500.00	50.17	.00	1,522.22	-1,022.22
11-1113-000-0000-02316-0012 4220 HS.REG CONTRACT SER	5,100.00	322.92	.00	7,706.58	-2,606.58
11-1113-000-0000-02316-0012 5110 HS.REG TEACHING SUP	15,000.00	1,301.81	899.41	22,265.63	-8,165.04
11-1113-000-0000-02316-0012 5121 HS.REG PLTW	10,000.00	109.19	433.73	9,881.77	-315.50
11-1113-000-0000-02316-0012 5122 HS.REG CAREER PREP	3,000.00	.00	4,108.72	.00	-1,108.72
11-1113-000-0000-02316-0012 5123 HS.REG ISSI	23,000.00	.00	.00	.00	23,000.00
11-1113-000-0000-02316-0012 5130 HS.REG GRADUATION E	2,700.00	350.61	.00	2,589.73	110.27
11-1113-000-0000-02316-0012 5210 HS.REG TEXTBOOKS	7,000.00	.00	.00	6,796.13	203.87
11-1113-000-0000-02316-0012 5211 HS.REG 20/20 VIRTUA	8,250.00	.00	.00	.00	8,250.00
11-1113-000-0000-02316-0012 5990 HS.REG MISC. SUPPLI	4,000.00	.00	.00	2,650.48	1,349.52
11-1113-000-0696-02316-0012 5990 HS.REG.DRUG MISC. S	.00	.00	.00	.00	.00
11-1113-000-0000-02316-0012 5997 HS.REG TECH SUPPLIE	300.00	.00	.00	948.44	-648.44
11-1113-000-0000-02316-0012 6410 HS.REG NEW EQUIP/FU	15,000.00	.00	.00	3,577.08	11,422.92
11-1113-000-0000-02316-0012 6427 HS.REG TECH EQUIPME	15,000.00	824.05	.00	53,169.34	-38,169.34
11-1113-000-0000-02316-0012 6450 HS.REG EQUIP DEPR	2,000.00	269.99	4.00	1,686.73	309.27
11-1113-000-0000-02316-0012 7410 HS.REG DUES/CHAUFFE	1,500.00	.00	.00	1,910.09	-410.09
11-1113-000-0000-02316-0012 8210 HS.REG PREP ACADEMY	19,575.00	.00	.00	.00	19,575.00
11-1113-000-0000-02316-0012 8220 HS.REG PAYMT TO ANO	6,600.00	.00	.00	4,809.80	1,790.20
11-1213-000-0000-02316-0012 3130 HS.NURSE NURSING	.00	193.34	1.76	1,130.33	-1,132.09
11-1259-000-0000-02316-0012 3990 HS.BUS STUDENT INS	3,469.20	.00	.00	3,289.75	179.45
TOTAL DEPARTMENT - H.S. BASIC INSTRUCT	2,612,451.07	147,259.75	5,855.02	1,767,649.28	838,946.77
11-1112-000-0000-07262-0013 1240 MS.REG SALARY TEACH	1,035,138.56	80,968.78	.00	690,539.51	344,599.05
11-1112-000-0000-07262-0013 1242 MS.REG ISSI	1,870.00	.00	.00	.00	1,870.00
11-1112-000-0000-07262-0013 1243 MS.REG PLTW	3,000.00	.00	.00	1,000.00	2,000.00
11-1112-000-0000-07262-0013 1870 MS.REG SALARY-SUBST	400.00	120.00	.00	595.00	-195.00
11-1112-000-0000-07262-0013 2130 MS.REG EMPLOYEE INS	238,760.01	335.04	.00	158,559.89	80,200.12
11-1112-000-0000-07262-0013 2820 MS.REG EMPLOYEE RET	265,999.38	20,816.83	.00	177,878.61	88,120.77
11-1112-000-0000-07262-0013 2821 MS.REG RETIREMT STU	124,891.63	.00	.00	96,624.86	28,266.77
11-1112-000-0000-07262-0013 2830 MS.REG EMPLOYER SOC	82,742.96	6,001.34	.00	49,563.15	33,179.81
11-1112-000-0000-07262-0013 2840 MS.REG WORKMANS COM	1,950.00	.00	.00	830.00	1,120.00
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	41,048.71	2,765.84	.00	23,509.64	17,539.07
11-1112-000-0000-07262-0013 2990 MS.REG SICK DAY REI	3,150.00	.00	.00	.00	3,150.00
11-1112-000-0000-07262-0013 3110 MS.REG PURCHASED SE	11,400.00	313.46	.00	15,395.10	-3,995.10
11-1112-000-0000-07262-0013 3112 MS.REG PURCH NWEA	5,500.00	.00	.00	3,659.15	1,840.85
11-1112-000-0000-07262-0013 3130 MS.REG NURSING	.00	.00	.00	.00	.00
11-1112-000-0000-07262-0013 3220 MS.REG WKSHOPS/CONF	25.00	.00	.00	201.67	-176.67
11-1112-000-0000-07262-0013 3228 MS.REG PLTW TRAVEL	.00	.00	.00	.00	.00

SPI  
DATE: 05/18/2018  
TIME: 09:10:18

MADISON SCHOOL DISTRICT  
DETAIL EXPENDITURE STATUS REPORT

PAGE NUMBER: 4  
EXPSTA11

SELECTION CRITERIA: orgn.fund='11'  
ACCOUNTING PERIOD: 10/18

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

FUND - 11 - GENERAL FUND

ORGANIZATION / ACCOUNT / TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE
11-1112-000-0000-07262-0013 3450 MS.REG SOFTWARE	8,000.00	.00	436.50	7,997.55	-434.05
11-1112-000-0000-07262-0013 3990 MS.REG STUDENT INSU	.00	.00	.00	.00	.00
11-1112-000-0000-07262-0013 4120 MS.REG REPAIRS/MAIN	.00	.00	.00	.00	.00
11-1112-000-0000-07262-0013 4190 MS.REG TECH REPAIRS	1,000.00	313.09	.00	2,094.96	-1,094.96
11-1112-000-0000-07262-0013 4220 MS.REG CONTRACT SER	5,000.00	286.51	.00	3,097.87	1,902.13
11-1112-000-0000-07262-0013 5110 MS.REG TEACHING SUP	13,000.00	462.00	18.97	12,826.59	154.44
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	.00	.00	95.54	7,476.65	-7,572.19
11-1112-000-0000-07262-0013 5122 MS.REG CAREER PREP	1,200.00	.00	.00	.00	1,200.00
11-1112-000-0000-07262-0013 5123 MS.REG ISSI	.00	.00	.00	.00	.00
11-1112-000-0000-07262-0013 5210 MS.REG TEXTBOOKS	5,000.00	756.00	193.20	3,600.80	1,206.00
11-1112-000-0000-07262-0013 5990 MS.REG MISC. SUPPLI	3,000.00	.00	.00	3,378.84	-378.84
11-1112-000-0000-07262-0013 5997 MS.REG TECH SUPPLIE	1,000.00	.00	.00	257.00	743.00
11-1112-000-0000-07262-0013 6410 MS.REG NEW EQUIP/FU	8,000.00	.00	1,532.13	3,577.10	2,890.77
11-1112-000-0000-07262-0013 6427 MS.REG TECH EQUIPME	16,000.00	4,981.00	.00	61,386.18	-45,386.18
11-1112-000-0000-07262-0013 6450 MS.REG EQUIP DEPR	1,600.00	.00	.00	1,580.43	19.57
11-1112-000-0000-07262-0013 7410 MS.REG DUES/CHAUFFE	1,000.00	.00	.00	1,735.09	-735.09
11-1112-000-0000-07262-0013 8220 MS.REG PAYMT TO ANO	6,300.00	.00	.00	4,809.78	1,490.22
11-1213-000-0000-07262-0013 3130 MS.NURSE NURSING	.00	193.33	1.76	1,179.45	-1,181.21
11-1259-000-0000-07262-0013 3990 MS. BUS STUDENT INS	3,469.20	.00	.00	3,289.75	179.45
TOTAL DEPARTMENT - M.S. BASIC INSTRUCT	1,889,445.45	118,313.22	2,278.10	1,336,644.62	550,522.73
11-1113-000-0375-02316-0015 1240 HS.REG.DRIVER SALAR	6,656.00	164.64	.00	3,354.54	3,301.46
11-1113-000-0375-02316-0015 2820 HS.REG.DRIVER EMPLO	1,701.27	42.08	.00	839.80	861.47
11-1113-000-0375-02316-0015 2821 HS.REG.DRIVER RETIR	629.71	.00	.00	552.20	77.51
11-1113-000-0375-02316-0015 2830 HS.REG.DRIVER EMPLO	509.00	11.62	.00	245.75	263.25
11-1113-000-0375-02316-0015 4120 HS.REG.DRIVER REPAI	.00	.00	.00	.00	.00
11-1113-000-0375-02316-0015 5110 HS.REG.DRIVER TEACH	200.00	.00	.00	.00	200.00
TOTAL DEPARTMENT - DRIVERS EDUCATION	9,695.98	218.34	.00	4,992.29	4,703.69
11-1122-194-0202-02315-0016 1240 EL.SPEC.RES SALARY	711,464.20	53,180.82	.00	469,261.58	242,202.62
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	88,485.75	9,904.41	.00	88,896.32	-410.57
11-1122-110-0202-02315-0016 1634 EL.SPEC.EMI AIDE-MC	20,637.90	2,827.31	.00	20,129.23	508.67
11-1122-110-0202-02316-0016 1636 HS.SPEC.EMI AIDE -	32,366.89	2,800.52	.00	21,644.40	10,722.49
11-1122-196-0202-02316-0016 1638 HS.SPEC.LRE LRE AID	99,026.35	8,426.34	.00	88,170.24	10,856.11
11-1122-194-0202-02315-0016 1870 EL.SPEC.RES SALARY-	205.00	.00	.00	150.00	55.00
11-1122-194-0202-02315-0016 2130 EL.SPEC.RES EMPLOYE	182,747.59	2,517.33	.00	119,314.87	63,432.72
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	2,720.67	.00	24,178.76	-24,178.76
11-1122-110-0202-02315-0016 2820 EL.SPEC.EMI EMPLOYEE	.00	796.57	.00	5,534.44	-5,534.44
11-1122-194-0202-02315-0016 2820 EL.SPEC.RES EMPLOYE	237,922.12	13,684.91	.00	120,372.69	117,549.43
11-1122-110-0202-02316-0016 2820 HS.SPEC.EMI EMPLOYE	.00	755.05	.00	5,867.92	-5,867.92

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DATE: 05/18/2018  
TIME: 09:10:18

MADISON SCHOOL DISTRICT  
DETAIL EXPENDITURE STATUS REPORT

PAGE NUMBER: 5  
EXPSTA11

SELECTION CRITERIA: orgn.fund='11'  
ACCOUNTING PERIOD: 10/18

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

FUND - 11 - GENERAL FUND

ORGANIZATION / ACCOUNT / TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE
11-1122-196-0202-02316-0016 2820 HS.SPEC.LRE EMPLOYE	.00	2,371.95	.00	24,536.69	-24,536.69
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
11-1122-194-0202-02315-0016 2821 EL.SPEC.RES RETIREM	107,154.92	.00	.00	88,094.48	19,060.44
11-1122-193-0202-02315-0016 2830 EL.SPEC.AI EMPLOYER	.00	750.88	.00	6,708.42	-6,708.42
11-1122-110-0202-02315-0016 2830 EL.SPEC.EMI EMPLOYE	.00	213.73	.00	1,494.73	-1,494.73
11-1122-194-0202-02315-0016 2830 EL.SPEC.RES EMPLOYE	72,563.04	3,833.32	.00	32,586.54	39,976.50
11-1122-110-0202-02316-0016 2830 HS.SPEC.EMI EMPLOYE	.00	209.83	.00	1,607.23	-1,607.23
11-1122-196-0202-02316-0016 2830 HS.SPEC.LRE EMPLOYE	.00	639.12	.00	6,704.04	-6,704.04
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	1,198.00	.00	.00	567.00	631.00
11-1122-194-0202-02315-0016 2920 EL.SPEC.RES CASH IN	6,142.00	488.06	.00	4,148.51	1,993.49
11-1122-194-0202-02315-0016 2990 EL.SPEC.RES SICK DA	1,550.00	.00	.00	.00	1,550.00
11-1122-194-0202-02315-0016 3110 EL.SPEC.RES PURCHAS	5,300.00	.00	.00	2,590.89	2,709.11
11-1122-194-0202-02315-0016 3113 EL.SPEC.RES HAVILAN	35,264.00	.00	.00	10,075.00	25,189.00
11-1122-194-0202-02316-0016 3221 HS.SPEC.RES TRAVEL	.00	.00	.00	255.00	-255.00
11-1122-194-0202-02315-0016 3222 EL.SPEC.RES TRAVEL	.00	.00	.00	50.00	-50.00
11-1122-110-0202-02315-0016 3224 EL.SPEC.EMI TRAVEL	.00	.00	.00	.00	.00
11-1122-110-0202-02316-0016 3226 HS.SPEC.EMI TRAVEL	.00	.00	.00	.00	.00
11-1122-194-0202-02315-0016 4220 EL.SPEC.RES CONTRAC	375.00	29.17	.00	326.47	48.53
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	650.00	.00	.00	1,012.54	-362.54
11-1122-194-0202-02315-0016 5112 EL.SPEC.RES SUPPLIE	1,350.00	.00	276.54	4,915.51	-3,842.05
11-1122-110-0202-02315-0016 5114 EL.SPEC.EMI SUPPLIE	500.00	.00	.00	198.08	301.92
11-1122-110-0202-02316-0016 5116 HS.SPEC.EMI SUPPLIE	.00	.00	.00	495.78	-495.78
11-1122-194-0202-02316-0016 5991 HS.SPEC.RES MISC HS	25.00	.00	.00	.00	25.00
11-1122-194-0202-02315-0016 5992 EL.SPEC.RES MISC EL	.00	.00	.00	2,779.50	-2,779.50
11-1122-110-0202-02315-0016 5994 EL.SPEC.EMI MISC MC	.00	.00	.00	.00	.00
11-1122-110-0202-02316-0016 5996 HS.SPEC.EMI MISC SE	.00	.00	.00	.00	.00
11-1122-194-0202-02316-0016 6421 HS.SPEC.RES FURN/EQ	.00	.00	.00	.00	.00
11-1122-194-0202-02315-0016 6422 EL.SPEC.RES FURN/EQ	25.00	.00	.00	.00	25.00
11-1122-110-0202-02315-0016 6424 EL.SPEC.EMI FURN/EQ	.00	.00	.00	.00	.00
11-1122-110-0202-02316-0016 6426 HS.SPEC.EMI FURN/EQ	100.00	.00	.00	.00	100.00
11-1122-194-0202-02315-0016 7410 EL.SPEC.RES DUES/CH	.00	.00	.00	82.46	-82.46
TOTAL DEPARTMENT - SPECIAL EDUCATION	1,605,052.76	106,149.99	276.54	1,152,749.32	452,026.90
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	3,374.40	.00	.00	.00	3,374.40
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	.00	.00	.00	.00	.00
11-1125-000-0601-02315-0017 1290 EL.COMP.TTL 1 OTHER	10,415.88	670.18	.00	7,036.89	3,378.99
11-1125-000-0601-02315-0017 1630 EL.COMP.TTL 1 SALAR	49,064.36	8,275.93	.00	62,958.05	-13,893.69
11-1125-000-0601-02315-0017 1637 EL.COMP.TTL 1 AIDE	44,223.60	3,409.18	.00	28,977.95	15,245.65
11-1125-000-0601-02315-0017 2130 EL.COMP.TTL 1 EMPLO	10,026.19	1,557.92	.00	11,525.94	-1,499.75

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DATE: 05/18/2018  
TIME: 09:10:18

MADISON SCHOOL DISTRICT  
DETAIL EXPENDITURE STATUS REPORT

PAGE NUMBER: 6  
EXPSTA11

SELECTION CRITERIA: orgn.fund='11'  
ACCOUNTING PERIOD: 10/18

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

FUND - 11 - GENERAL FUND

ORGANIZATION / ACCOUNT / TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE
11-1125-000-0601-02315-0017 2820 EL.COMP.TTL 1 EMPLO	62,840.87	3,312.16	.00	26,466.57	36,374.30
11-1125-000-0601-02316-0017 2820 HS.COMP.TTL 1 EMPLO	.00	.00	.00	.00	.00
11-1125-000-0601-02315-0017 2821 EL.COMP.TTL 1 RETIR	23,613.96	.00	.00	2,148.87	21,465.09
11-1125-000-0601-02315-0017 2830 EL.COMP.TTL 1 EMPLO	19,061.26	930.90	.00	7,388.80	11,672.46
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	8,721.64	.00	.00	.00	8,721.64
11-1125-000-0601-02315-0017 2990 EL.COMP.TTL 1 SICK	1,125.00	.00	.00	.00	1,125.00
11-1125-000-0601-02315-0017 3220 EL.COMP.TTL 1 WKSHO	300.00	.00	.00	.00	300.00
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	390.00	.00	.00	.00	390.00
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	27,821.20	1,845.66	.00	15,688.07	12,133.13
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	471.76	.00	3,998.47	-3,998.47
11-1212-000-0601-02315-0017 2830 EL.COUN.TTL 1 EMPLO	.00	147.14	.00	1,216.33	-1,216.33
11-1212-000-0601-02315-0017 2920 EL.COUN.TTL 1 CASH	.00	170.82	.00	1,451.98	-1,451.98
11-1213-000-0601-02315-0017 3130 EL.NURSE.TTL 1 NURS	.00	.00	.00	.00	.00
11-1221-000-0601-02315-0017 1250 EL.INST.TTL 1 INSTR	88,558.40	6,750.66	.00	70,881.93	17,676.47
11-1221-000-0601-02315-0017 2130 EL.INST.TTL 1 EMPLO	.00	.00	.00	.00	.00
11-1221-000-0601-02315-0017 2820 EL.INST.TTL 1 EMPLO	.00	1,725.48	.00	17,991.96	-17,991.96
11-1221-000-0601-02315-0017 2830 EL.INST.TTL 1 EMPLO	.00	530.80	.00	5,525.33	-5,525.33
11-1221-000-0601-02315-0017 2920 EL.INST.TTL 1 CASH	.00	390.44	.00	4,099.62	-4,099.62
11-1226-000-0601-02315-0017 1160 EL.DIR.TTL 1 SALARY	19,670.42	1,531.38	.00	16,061.89	3,608.53
11-1226-000-0601-02315-0017 2130 EL.DIR.TTL 1 EMPLOY	.00	.00	.00	.00	.00
11-1226-000-0601-02315-0017 2820 EL.DIR.TTL 1 EMPLOY	.00	391.42	.00	4,077.02	-4,077.02
11-1226-000-0601-02315-0017 2830 EL.DIR.TTL 1 EMPLOY	.00	121.86	.00	1,283.73	-1,283.73
11-1226-000-0601-02315-0017 2920 EL.DIR.TTL 1 CASH I	.00	107.38	.00	1,127.49	-1,127.49
11-1231-000-0601-02315-0017 3180 EL.BOE.TTL 1 AUDIT	900.00	.00	.00	900.00	.00
TOTAL DEPARTMENT - TITLE I	370,607.18	32,341.07	.00	290,806.89	79,800.29
11-1125-000-0306-02315-0018 1220 EL.COMP.AR SALARY C	17,388.25	1,318.32	.00	11,205.74	6,182.51
11-1125-000-0306-07262-0018 1220 MS.COMP.AR SALARY C	66,660.30	5,058.48	.00	42,997.08	23,663.22
11-1125-000-0306-02315-0018 1240 EL.COMP.AR SALARY T	.00	.00	.00	.00	.00
11-1125-000-0306-02316-0018 1240 HS.COMP.AR SALARY T	.00	.00	.00	.00	.00
11-1125-000-0306-07262-0018 1240 MS.COMP.AR SALARY T	37,101.30	2,810.10	.00	23,885.86	13,215.44
11-1125-000-0306-02315-0018 1250 EL.COMP.AR INSTR SP	14,639.60	1,110.74	.00	11,662.77	2,976.83
11-1125-000-0306-02315-0018 1290 EL.COMP.AR OTHER PR	98,458.60	6,831.34	.00	71,689.07	26,769.53
11-1125-000-0306-02316-0018 1290 HS.COMP.AR OTHER PR	52,179.00	3,984.92	.00	41,841.66	10,337.34
11-1125-000-0306-02315-0018 1630 EL.COMP.AR SALARY A	98,245.25	6,578.05	.00	66,138.77	32,106.48
11-1125-000-0306-02315-0018 1631 EL.COMP.AR TUTOR	6,356.96	.00	.00	2,300.46	4,056.50
11-1125-000-0306-02316-0018 1631 HS.COMP.AR TUTOR	4,008.96	457.97	.00	5,021.25	-1,012.29
11-1125-000-0306-07262-0018 1631 MS.COMP.AR TUTOR	9,373.00	570.75	.00	6,114.74	3,258.26

SPI  
DATE: 05/18/2018  
TIME: 09:10:18

MADISON SCHOOL DISTRICT  
DETAIL EXPENDITURE STATUS REPORT

PAGE NUMBER: 7  
EXPSTA11

SELECTION CRITERIA: orgn.fund='11'  
ACCOUNTING PERIOD: 10/18

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

FUND - 11 - GENERAL FUND

ORGANIZATION / ACCOUNT / TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE
11-1125-000-0306-02315-0018 1633 EL.COMP.AR EARLY LI	17,711.84	1,841.82	.00	15,655.47	2,056.37
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	13,505.94	2,019.15	.00	19,277.88	-5,771.94
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	29,654.74	1,504.49	.00	17,070.29	12,584.45
11-1125-000-0306-02315-0018 2820 EL.COMP.AR EMPLOYEE	110,582.65	4,594.17	.00	46,189.77	64,392.88
11-1125-000-0306-02316-0018 2820 HS.COMP.AR EMPLOYEE	.00	1,132.58	.00	11,895.17	-11,895.17
11-1125-000-0306-07262-0018 2820 MS.COMP.AR EMPLOYEE	.00	2,661.85	.00	23,329.90	-23,329.90
11-1125-000-0306-02315-0018 2821 EL.COMP.AR RETIREMT	45,443.76	.00	.00	40,474.42	4,969.34
11-1125-000-0306-02315-0018 2830 EL.COMP.AR EMPLOYER	33,634.64	1,352.83	.00	13,505.74	20,128.90
11-1125-000-0306-02316-0018 2830 HS.COMP.AR EMPLOYER	.00	364.66	.00	3,793.99	-3,793.99
11-1125-000-0306-07262-0018 2830 MS.COMP.AR EMPLOYER	.00	771.80	.00	6,673.61	-6,673.61
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	12,591.10	463.66	.00	4,624.39	7,966.71
11-1125-000-0306-02316-0018 2920 HS.COMP.AR CASH IN	.00	488.06	.00	5,124.63	-5,124.63
11-1125-000-0306-02315-0018 2990 EL.COMP.AR SICK DAY	288.00	.00	.00	.00	288.00
11-1125-000-0306-02315-0018 3220 EL.COMP.AR WKSHOPS/	240.00	.00	.00	.00	240.00
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	.00	.00	.00	.00	.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	668,413.89	45,915.74	.00	490,822.66	177,591.23
11-1221-000-0764-02315-0019 1240 EL.TITLE II A SALAR	10,468.26	.00	.00	2,142.18	8,326.08
11-1221-000-0764-02316-0019 1240 HS.TITLE II A SALAR	5,323.77	.00	.00	4,414.70	909.07
11-1221-000-0764-07262-0019 1240 MS.TITLE II A SALAR	1,597.34	358.40	.00	4,223.36	-2,626.02
11-1221-000-0764-02315-0019 2820 EL.TITLE II A EMPLO	4,494.60	.00	.00	561.56	3,933.04
11-1221-000-0764-02316-0019 2820 HS.TITLE II A EMPLO	.00	.00	.00	1,113.20	-1,113.20
11-1221-000-0764-07262-0019 2820 MS.TITLE II A EMPLO	.00	91.61	.00	1,063.41	-1,063.41
11-1221-000-0764-02315-0019 2830 EL.TITLE II A EMPLO	1,270.00	.00	.00	156.61	1,113.39
11-1221-000-0764-02316-0019 2830 HS.TITLE II A EMPLO	.00	.00	.00	317.48	-317.48
11-1221-000-0764-07262-0019 2830 MS.TITLE II A EMPLO	.00	25.57	.00	306.07	-306.07
11-1221-000-0764-02315-0019 3120 EL.TITLE II A EMPLO	21,059.92	320.07	.00	16,215.44	4,844.48
11-1221-000-0764-02316-0019 3120 HS.TITLE II A EMPLO	2,155.80	.00	.00	1,477.32	678.48
11-1221-000-0764-07262-0019 3120 MS.TITLE II A EMPLO	520.30	120.00	.00	1,984.65	-1,464.35
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	46,889.99	915.65	.00	33,975.98	12,914.01

SPI  
DATE: 05/18/2018  
TIME: 09:10:18

MADISON SCHOOL DISTRICT  
DETAIL EXPENDITURE STATUS REPORT

PAGE NUMBER: 8  
EXPSTA11

SELECTION CRITERIA: orgn.fund='11'  
ACCOUNTING PERIOD: 10/18

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

FUND - 11 - GENERAL FUND

ORGANIZATION / ACCOUNT / TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE
11-1125-000-0341-02315-0020 1240 EL.COMP.SS SALARY T	2,041.00	.00	.00	2,508.80	-467.80
11-1125-000-0341-02315-0020 1630 EL.COMP.SS SALARY A	796.00	.00	.00	282.60	513.40
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	1,056.00	.00	.00	697.02	358.98
11-1125-000-0341-02315-0020 2830 EL.COMP.SS EMPLOYER	299.66	.00	.00	205.11	94.55
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	400.00	.00
11-1271-000-0341-02315-0020 1610 EL.TRANS.SS SALARY	1,250.00	.00	.00	1,175.31	74.69
11-1271-000-0341-02315-0020 2820 EL.TRANS.SS EMPLOYE	.00	.00	.00	297.46	-297.46
11-1271-000-0341-02315-0020 2830 EL.TRANS.SS EMPLOYE	.00	.00	.00	89.91	-89.91
TOTAL DEPARTMENT - SUMMER SCHOOL	5,842.66	.00	.00	5,656.21	186.45
11-1125-000-0307-02315-0021 1630 EL.COMP.BILING SALA	568.80	.00	.00	.00	568.80
11-1125-000-0307-02316-0021 1630 HS.COMP.BILING SALA	5,272.50	.00	.00	.00	5,272.50
11-1125-000-0307-07262-0021 1630 MS.COMP.BILING SALA	5,550.00	760.69	.00	6,381.92	-831.92
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	2,964.86	.00	.00	.00	2,964.86
11-1125-000-0307-02316-0021 2820 HS.COMP.BILING EMPL	.00	.00	.00	.00	.00
11-1125-000-0307-07262-0021 2820 MS.COMP.BILING EMPL	.00	227.91	.00	1,895.39	-1,895.39
11-1125-000-0307-02315-0021 2830 EL.COMP.BILING EMPL	871.43	.00	.00	.00	871.43
11-1125-000-0307-02316-0021 2830 HS.COMP.BILING EMPL	.00	.00	.00	.00	.00
11-1125-000-0307-07262-0021 2830 MS.COMP.BILING EMPL	.00	58.19	.00	488.21	-488.21
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	15,227.59	1,046.79	.00	8,765.52	6,462.07
11-1125-000-0768-02315-0022 1290 EL.TITLE.VI OTHER P	22,106.00	1,675.46	.00	17,592.33	4,513.67
11-1125-000-0768-02315-0022 2130 EL.TITLE.VI EMPLOYE	5,098.48	567.12	.00	3,314.40	1,784.08
11-1125-000-0768-02315-0022 2820 EL.TITLE.VI EMPLOYE	5,650.29	428.26	.00	4,465.53	1,184.76
11-1125-000-0768-02315-0022 2821 EL.TITLE.VI RETIREM	2,413.87	.00	.00	.00	2,413.87
11-1125-000-0768-02315-0022 2830 EL.TITLE.VI EMPLOYE	1,691.11	124.32	.00	1,286.63	404.48
TOTAL DEPARTMENT - TITLE VI RURAL	36,959.75	2,795.16	.00	26,658.89	10,300.86
11-1212-000-0000-02315-0025 1220 EL.COUN SALARY COUN	20,865.90	1,845.66	.00	15,688.12	5,177.78
11-1212-000-0000-02316-0025 1220 HS.COUN SALARY COUN	68,898.00	5,271.00	.00	55,345.50	13,552.50

SPI  
DATE: 05/18/2018  
TIME: 09:10:18

MADISON SCHOOL DISTRICT  
DETAIL EXPENDITURE STATUS REPORT

PAGE NUMBER: 9  
EXPSTA11

SELECTION CRITERIA: orgn.fund='11'  
ACCOUNTING PERIOD: 10/18

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

FUND - 11 - GENERAL FUND

ORGANIZATION / ACCOUNT / TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE
11-1212-000-0000-07262-0025 1220 MS.COUN SALARY COUN	7,406.70	534.10	.00	4,721.59	2,685.11
11-1212-000-0000-02316-0025 1620 HS.COUN SALARY-SECR	37,608.93	2,547.06	.00	24,518.41	13,090.52
11-1212-000-0000-02315-0025 2130 EL.COUN EMPLOYEE IN	669.24	.00	.00	1,264.66	-595.42
11-1212-000-0000-02316-0025 2130 HS.COUN EMPLOYEE IN	8,624.84	1,055.50	.00	6,891.89	1,732.95
11-1212-000-0000-07262-0025 2130 MS.COUN EMPLOYEE IN	719.10	.00	.00	.00	719.10
11-1212-000-0000-02315-0025 2820 EL.COUN EMPLOYEE RE	5,256.64	471.76	.00	3,998.52	1,258.12
11-1212-000-0000-02316-0025 2820 HS.COUN EMPLOYEE RE	25,056.15	1,925.70	.00	18,950.90	6,105.25
11-1212-000-0000-07262-0025 2820 MS.COUN EMPLOYEE RE	1,893.15	142.94	.00	1,216.20	676.95
11-1212-000-0000-02315-0025 2821 EL.COUN RETIREMT ST	21,095.14	.00	.00	15,118.83	5,976.31
11-1212-000-0000-02315-0025 2830 EL.COUN EMPLOYER SO	1,855.21	147.10	.00	1,216.23	638.98
11-1212-000-0000-02316-0025 2830 HS.COUN EMPLOYER SO	9,087.51	607.33	.00	6,123.25	2,964.26
11-1212-000-0000-07262-0025 2830 MS.COUN EMPLOYER SO	612.51	40.96	.00	338.77	273.74
11-1212-000-0000-02315-0025 2920 EL.COUN CASH IN LIE	1,842.60	170.82	.00	1,451.96	390.64
11-1212-000-0000-02316-0025 2920 HS.COUN CASH IN LIE	6,142.00	488.06	.00	5,124.63	1,017.37
11-1212-000-0000-02316-0025 2990 HS.COUN SICK DAY RE	.00	.00	.00	.00	.00
11-1212-000-0000-07262-0025 2990 MS.COUN SICK DAY RE	600.00	.00	.00	.00	600.00
11-1212-000-0000-02315-0025 3220 EL.COUN WKSHOPS/CON	.00	.00	.00	.00	.00
11-1212-000-0000-02316-0025 3220 HS.COUN WKSHOPS/CON	130.00	30.00	.00	618.50	-488.50
11-1212-000-0000-02315-0025 5120 EL.COUN TESTING SUP	960.00	.00	.00	757.00	203.00
11-1212-000-0000-02316-0025 5120 HS.COUN TESTING SUP	1,652.00	.00	.00	1,801.00	-149.00
11-1212-000-0000-02316-0025 5910 HS.COUN OFFICE SUPP	650.00	11.34	19.99	2,401.82	-1,771.81
11-1212-000-0000-02316-0025 6410 HS.COUN NEW EQUIP/F	.00	.00	.00	.00	.00
11-1219-000-0000-02315-0025 1660 EL.NOON SAL SUPVR-I	24,162.00	4,795.54	.00	47,759.69	-23,597.69
11-1219-000-0000-02316-0025 1660 HS.NOON SAL SUPVR-I	4,724.00	836.00	.00	8,037.00	-3,313.00
11-1219-000-0000-02315-0025 2820 EL.NOON EMPLOYEE RE	6,432.00	1,282.99	.00	12,677.30	-6,245.30
11-1219-000-0000-02316-0025 2820 HS.NOON EMPLOYEE RE	1,181.00	213.23	.00	2,061.68	-880.68
11-1219-000-0000-02315-0025 2830 EL.NOON EMPLOYER SO	1,848.00	360.35	.00	3,588.91	-1,740.91
11-1219-000-0000-02316-0025 2830 HS.NOON EMPLOYER SO	361.00	58.39	.00	565.07	-204.07
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	260,333.62	22,835.83	19.99	242,237.43	18,076.20
11-1222-000-0000-02316-0026 1230 HS.LIB SALARY LIBRA	.00	.00	.00	.00	.00
11-1222-000-0000-02315-0026 1630 EL.LIB SALARY AIDE	30,102.00	1,419.74	.00	12,068.45	18,033.55
11-1222-000-0000-02316-0026 1630 HS.LIB SALARY AIDE	21,225.00	1,632.68	.00	17,143.14	4,081.86
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	8,068.78	373.64	.00	3,251.21	4,817.57
11-1222-000-0000-02316-0026 2820 HS.LIB EMPLOYEE RET	5,510.01	489.14	.00	4,940.07	569.94
11-1222-000-0000-02316-0026 2821 HS.LIB RETIREMT STU	4,722.79	.00	.00	4,848.83	-126.04
11-1222-000-0000-02315-0026 2830 EL.LIB EMPLOYER SOC	2,302.80	106.77	.00	894.18	1,408.62
11-1222-000-0000-02316-0026 2830 HS.LIB EMPLOYER SOC	1,976.11	152.90	.00	1,605.45	370.66
11-1222-000-0000-02316-0026 2920 HS.LIB CASH IN LIEU	4,606.50	366.04	.00	3,843.42	763.08
11-1222-000-0000-02315-0026 3220 EL.LIB WKSHOPS/CONF	.00	.00	.00	.00	.00

SPI  
DATE: 05/18/2018  
TIME: 09:10:18

MADISON SCHOOL DISTRICT  
DETAIL EXPENDITURE STATUS REPORT

PAGE NUMBER: 10  
EXPSTA11

SELECTION CRITERIA: orgn.fund='11'  
ACCOUNTING PERIOD: 10/18

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

FUND - 11 - GENERAL FUND

ORGANIZATION / ACCOUNT / TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE
11-1222-000-0000-02316-0026 3220 HS.LIB WKSHOPS/CONF	.00	.00	.00	.00	.00
11-1222-000-0000-02315-0026 4120 EL.LIB REPAIRS/MAIN	.00	.00	.00	.00	.00
11-1222-000-0000-02316-0026 4120 HS.LIB REPAIRS/MAIN	.00	.00	.00	.00	.00
11-1222-000-0000-02315-0026 5310 EL.LIB LIBRARY BOOK	530.00	.00	580.50	1,799.65	-1,850.15
11-1222-000-0000-02316-0026 5310 HS.LIB LIBRARY BOOK	1,400.00	.00	.00	.00	1,400.00
11-1222-000-0000-02315-0026 5990 EL.LIB MISC. SUPPLI	650.00	.00	33.81	1,373.06	-756.87
11-1222-000-0000-02316-0026 5990 HS.LIB MISC. SUPPLI	1,200.00	.00	.00	.00	1,200.00
11-1222-000-0000-02315-0026 6410 EL.LIB NEW EQUIP/FU	1,730.00	.00	25.66	143.97	1,560.37
11-1222-000-0000-02316-0026 6410 HS.LIB NEW EQUIP/FU	350.00	.00	.00	.00	350.00
11-1222-000-0000-02316-0026 8220 HS.LIB PAYMT TO ANO	.00	.00	.00	.00	.00
TOTAL DEPARTMENT - LIBRARY	84,373.99	4,540.91	639.97	51,911.43	31,822.59
11-1293-000-0000-02316-0027 1560 ATHLETIC COACH SALA	142,895.87	12,346.90	.00	105,121.47	37,774.40
11-1293-000-0000-02316-0027 2130 ATHLETIC EMPLOYEE I	.00	400.10	.00	3,441.28	-3,441.28
11-1293-000-0000-02316-0027 2820 ATHLETIC EMPLOYEE R	36,141.50	3,242.52	.00	27,372.31	8,769.19
11-1293-000-0000-02316-0027 2821 ATHLETIC RETIREMT S	14,483.23	.00	.00	11,562.29	2,920.94
11-1293-000-0000-02316-0027 2830 ATHLETIC EMPLOYER S	10,931.53	886.74	.00	7,538.19	3,393.34
11-1293-000-0000-02316-0027 3110 ATHLETIC PURCHASED	99,329.00	.00	.00	40,804.51	58,524.49
11-1293-000-0000-02316-0027 5990 ATHLETIC MISC. SUPP	79,000.00	336.82	.00	829.65	78,170.35
11-1293-000-0000-02316-0027 6410 ATHLETIC NEW EQUIP/	3,500.00	.00	.00	.00	3,500.00
11-1293-000-0000-02316-0027 6420 ATHLETIC FURN/EQUIP	.00	.00	.00	.00	.00
TOTAL DEPARTMENT - ATHLETIC	386,281.13	17,213.08	.00	196,669.70	189,611.43
11-1231-000-0000-00000-0028 3180 BUSINESS OFFICE AUD	7,400.00	.00	.00	12,813.00	-5,413.00
11-1232-000-0000-00000-0028 1110 SUPER SALARY SUPERI	110,768.30	8,466.78	.00	88,901.19	21,867.11
11-1232-000-0000-00000-0028 1390 SUPER SALARY-ADMIN.	41,506.50	3,138.96	.00	32,959.08	8,547.42
11-1232-000-0000-00000-0028 1490 SUPER STAKEHOLDER	7,075.00	544.24	.00	5,714.52	1,360.48
11-1232-000-0000-00000-0028 1620 SUPER SALARY-SECR	36,102.00	2,932.80	.00	43,355.37	-7,253.37
11-1232-000-0000-00000-0028 1999 SUPER MISC	.00	.00	.00	.00	.00
11-1232-000-0000-00000-0028 2130 SUPER EMPLOYEE INSU	76,007.18	12,291.04	.00	78,630.81	-2,623.63
11-1232-000-0000-00000-0028 2820 SUPER EMPLOYEE RETI	107,351.41	3,741.48	.00	42,191.28	65,160.13
11-1232-000-0000-00000-0028 2821 SUPER RETIREMT STUD	45,338.81	.00	.00	39,126.63	6,212.18
11-1232-000-0000-00000-0028 2830 SUPER EMPLOYER SOCI	33,706.37	1,125.80	.00	11,874.40	21,831.97
11-1232-000-0000-00000-0028 2920 SUPER CASH IN LIEU	13,347.09	463.66	.00	7,308.73	6,038.36
11-1232-000-0000-00000-0028 2990 SUPER SICK DAY REIM	1,763.00	.00	.00	.00	1,763.00
11-1232-000-0000-00000-0028 3170 SUPER LEGAL SERVICE	7,000.00	.00	.00	3,268.23	3,731.77
11-1232-000-0000-00000-0028 3190 SUPER UNEMPLOYMENT	2,880.00	240.00	.00	2,640.00	240.00
11-1232-000-0000-00000-0028 3191 SUPER BOARD EXPENSE	2,900.00	.00	.00	2,791.66	108.34
11-1232-000-0000-00000-0028 3220 SUPER WKSHOPS/CONF	4,000.00	197.80	.00	9,463.42	-5,463.42
11-1232-000-0000-00000-0028 3450 SUPER SOFTWARE	1,500.00	.00	29.10	897.09	573.81
11-1232-000-0000-00000-0028 4190 SUPER TECH REPAIRS	2,400.00	.00	.00	.00	2,400.00
11-1232-000-0000-00000-0028 4220 SUPER CONTRACT SERV	3,400.00	50.80	.00	2,455.13	944.87
11-1232-000-0000-00000-0028 4910 SUPER SALARY ELECTI	.00	.00	.00	.00	.00
11-1232-000-0000-00000-0028 5910 SUPER OFFICE SUPPLI	2,500.00	144.86	.00	1,901.77	598.23



SPI  
DATE: 05/18/2018  
TIME: 09:10:18

MADISON SCHOOL DISTRICT  
DETAIL EXPENDITURE STATUS REPORT

PAGE NUMBER: 11  
EXPSTA11

SELECTION CRITERIA: orgn.fund='11'  
ACCOUNTING PERIOD: 10/18

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

FUND - 11 - GENERAL FUND

ORGANIZATION / ACCOUNT / TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE
11-1232-000-0000-00000-0028 5990 SUPER MISC. SUPPLIE	3,000.00	363.37	.00	3,887.90	-887.90
11-1232-000-0000-00000-0028 5997 SUPER TECH SUPPLIES	.00	.00	39.99	380.12	-420.11
11-1232-000-0000-00000-0028 6410 SUPER NEW EQUIP/FUR	500.00	.00	.00	579.23	-79.23
11-1232-000-0000-00000-0028 6427 SUPER TECH EQUIPMEN	500.00	.00	66.99	1,616.66	-1,183.65
11-1232-000-0000-00000-0028 7410 SUPER DUES/CHAUFFEU	9,590.00	110.00	.00	10,648.95	-1,058.95
11-1232-000-0000-00000-0028 8220 SUPER PAYMT TO ANOT	2,600.00	.00	.00	2,457.68	142.32
11-1252-000-0000-00000-0028 1310 ACCT SALARY-ACCOUNT	145,374.20	11,067.28	.00	116,206.44	29,167.76
11-1252-000-0000-00000-0028 2820 ACCT EMPLOYEE RETIR	.00	2,769.82	.00	28,910.34	-28,910.34
11-1252-000-0000-00000-0028 2830 ACCT EMPLOYER SOCIA	.00	810.43	.00	8,022.84	-8,022.84
11-1252-000-0000-00000-0028 2920 ACCT CASH IN LIEU O	.00	146.42	.00	1,537.41	-1,537.41
11-1257-000-0000-00000-0028 3610 PRINT PRINTING/BIND	4,000.00	6,371.06	.00	7,739.58	-3,739.58
11-1259-000-0000-00000-0028 7210 BUSINESS INTEREST S	.00	.00	.00	.00	.00
11-1259-000-0000-00000-0028 7410 BUSINESS DUES/CHAUF	.00	.00	.00	1,607.16	-1,607.16
11-1259-000-0000-00000-0028 7610 BUSINESS TAXES ABAT	80,000.00	.00	.00	8,615.84	71,384.16
11-1289-000-0000-00000-0028 1590 TECH SALARY OTHER T	70,188.90	5,078.18	.00	54,035.09	16,153.81
11-1289-000-0000-00000-0028 2820 TECH EMPLOYEE RETIR	.00	1,248.50	.00	13,018.41	-13,018.41
11-1289-000-0000-00000-0028 2830 TECH EMPLOYER SOCIA	.00	358.39	.00	3,774.58	-3,774.58
11-1289-000-0000-00000-0028 2990 TECH SICK DAY REIMB	1,013.00	.00	.00	-37.50	1,050.50
11-1289-000-0000-00000-0028 3450 TECH SOFTWARE	2,000.00	.00	.00	1,094.95	905.05
11-1289-000-0000-00000-0028 4190 TECH TECH REPAIRS	50.00	50.17	.00	50.17	-.17
11-1289-000-0000-00000-0028 5997 TECH TECH SUPPLIES	700.00	.00	.00	914.11	-214.11
11-1289-000-0000-00000-0028 6427 TECH TECH EQUIPMENT	2,000.00	.00	.00	2,502.61	-502.61
TOTAL DEPARTMENT - GENERAL ADMIN/BUSINESS	828,461.76	61,711.84	136.08	653,854.88	174,470.80
11-1241-000-0000-02315-0029 1150 EL.PRIN SALARY SCH.	115,358.50	9,597.54	.00	100,759.77	14,598.73
11-1241-000-0000-02316-0029 1150 HS.PRIN SALARY SCH.	173,689.20	13,093.02	.00	137,476.71	36,212.49
11-1241-000-0000-07262-0029 1150 MS.PRIN SALARY SCH.	172,160.92	13,017.78	.00	136,686.69	35,474.23
11-1241-000-0000-02315-0029 1620 EL.PRIN SALARY-SECR	58,240.46	6,331.14	.00	44,462.38	13,778.08
11-1241-000-0000-02316-0029 1620 HS.PRIN SALARY-SECR	41,366.00	3,204.10	.00	27,234.85	14,131.15
11-1241-000-0000-07262-0029 1620 MS.PRIN SALARY-SECR	30,066.00	3,092.26	.00	24,723.63	5,342.37
11-1241-000-0000-02315-0029 2130 EL.PRIN EMPLOYEE IN	37,476.16	4,914.75	.00	34,969.89	2,506.27
11-1241-000-0000-02316-0029 2130 HS.PRIN EMPLOYEE IN	17,294.98	2,381.67	.00	18,234.87	-939.89
11-1241-000-0000-07262-0029 2130 MS.PRIN EMPLOYEE IN	41,373.79	4,768.48	.00	36,629.26	4,744.53
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	44,970.34	4,164.40	.00	37,649.22	7,321.12
11-1241-000-0000-02316-0029 2820 HS.PRIN EMPLOYEE RE	54,947.66	4,165.54	.00	41,836.81	13,110.85
11-1241-000-0000-07262-0029 2820 MS.PRIN EMPLOYEE RE	51,789.20	4,057.05	.00	40,183.90	11,605.30
11-1241-000-0000-02315-0029 2821 EL.PRIN RETIREMT ST	29,386.27	.00	.00	16,209.87	13,176.40
11-1241-000-0000-02316-0029 2821 HS.PRIN RETIREMT ST	25,922.88	.00	.00	19,970.26	5,952.62
11-1241-000-0000-07262-0029 2821 MS.PRIN RETIREMT ST	24,453.57	.00	.00	18,832.26	5,621.31
11-1241-000-0000-02315-0029 2830 EL.PRIN EMPLOYER SO	13,915.22	1,225.64	.00	10,759.78	3,155.44
11-1241-000-0000-02316-0029 2830 HS.PRIN EMPLOYER SO	17,511.55	1,214.98	.00	12,144.00	5,367.55
11-1241-000-0000-07262-0029 2830 MS.PRIN EMPLOYER SO	16,123.82	1,200.94	.00	11,861.12	4,262.70
11-1241-000-0000-02315-0029 2840 EL.PRIN WORKMANS CO	354.00	.00	.00	153.00	201.00

SPI  
DATE: 05/18/2018  
TIME: 09:10:18

MADISON SCHOOL DISTRICT  
DETAIL EXPENDITURE STATUS REPORT

PAGE NUMBER: 12  
EXPSTA11

SELECTION CRITERIA: orgn.fund='11'  
ACCOUNTING PERIOD: 10/18

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

FUND - 11 - GENERAL FUND

ORGANIZATION / ACCOUNT / TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE
11-1241-000-0000-02316-0029 2840 HS.PRIN WORKMANS CO	354.00	.00	.00	153.00	201.00
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	.00	.00	.00	.00	.00
11-1241-000-0000-07262-0029 2850 MS.PRIN UNEMPLOYMEN	.00	.00	.00	.00	.00
11-1241-000-0000-02315-0029 2920 EL.PRIN CASH IN LIE	6,633.36	1,069.40	.00	6,551.48	81.88
11-1241-000-0000-02316-0029 2920 HS.PRIN CASH IN LIE	12,284.00	976.12	.00	9,273.14	3,010.86
11-1241-000-0000-07262-0029 2920 MS.PRIN CASH IN LIE	6,142.00	488.06	.00	4,148.51	1,993.49
11-1241-000-0000-02315-0029 2990 EL.PRIN SICK DAY RE	1,688.00	.00	.00	.00	1,688.00
11-1241-000-0000-02316-0029 2990 HS.PRIN SICK DAY RE	1,650.00	.00	.00	.00	1,650.00
11-1241-000-0000-07262-0029 2990 MS.PRIN SICK DAY RE	2,400.00	.00	.00	.00	2,400.00
11-1241-000-0000-02315-0029 3220 EL.PRIN WKSHOPS/CON	.00	.00	.00	.00	.00
11-1241-000-0000-02316-0029 3220 HS.PRIN WKSHOPS/CON	500.00	.00	.00	.00	500.00
11-1241-000-0000-07262-0029 3220 MS.PRIN WKSHOPS/CON	.00	.00	.00	.00	.00
11-1241-000-0000-02315-0029 4120 EL.PRIN REPAIRS/MAI	.00	.00	.00	.00	.00
11-1241-000-0000-02316-0029 4120 HS.PRIN REPAIRS/MAI	.00	.00	.00	.00	.00
11-1241-000-0000-07262-0029 4120 MS.PRIN REPAIRS/MAI	.00	.00	.00	.00	.00
11-1241-000-0000-02315-0029 5910 EL.PRIN OFFICE SUPP	2,500.00	21.99	.00	3,439.78	-939.78
11-1241-000-0000-02316-0029 5910 HS.PRIN OFFICE SUPP	1,200.00	.74	.00	1,417.43	-217.43
11-1241-000-0000-07262-0029 5910 MS.PRIN OFFICE SUPP	1,700.00	.00	.00	2,183.78	-483.78
11-1241-000-0000-02315-0029 5990 EL.PRIN MISC. SUPPL	3,500.00	.00	98.73	3,579.11	-177.84
11-1241-000-0000-02316-0029 5990 HS.PRIN MISC. SUPPL	1,000.00	.00	.00	305.76	694.24
11-1241-000-0000-07262-0029 5990 MS.PRIN MISC. SUPPL	1,000.00	103.59	.00	318.70	681.30
11-1241-000-0000-02315-0029 6410 EL.PRIN NEW EQUIP/F	300.00	.00	129.95	.00	170.05
11-1241-000-0000-02316-0029 6410 HS.PRIN NEW EQUIP/F	110.00	.00	.00	.00	110.00
11-1241-000-0000-07262-0029 6410 MS.PRIN NEW EQUIP/F	200.00	.00	.00	.00	200.00
11-1241-000-0000-02315-0029 7410 EL.PRIN DUES/CHAUFF	.00	.00	.00	400.00	-400.00
11-1241-000-0000-02316-0029 7410 HS.PRIN DUES/CHAUFF	.00	.00	.00	.00	.00
11-1241-000-0000-07262-0029 7410 MS.PRIN DUES/CHAUFF	.00	.00	.00	.00	.00
TOTAL DEPARTMENT - SCHOOL ADMIN - PRINCIPAL	1,009,561.88	79,089.19	228.68	802,548.96	206,784.24
11-1351-000-0822-02315-0030 1630 EL.LATCH SALARY AID	27,690.45	2,496.15	.00	26,544.64	1,145.81
11-1351-000-0822-02315-0030 2820 EL.LATCH EMPLOYEE R	7,145.29	680.17	.00	7,263.06	-117.77
11-1351-000-0822-02315-0030 2821 EL.LATCH RETIREMT S	3,148.53	.00	.00	2,635.54	512.99
11-1351-000-0822-02315-0030 2830 EL.LATCH EMPLOYER S	2,118.32	189.81	.00	2,022.20	96.12
11-1351-000-0822-02315-0030 5110 EL.LATCH TEACHING S	100.00	.00	.00	666.08	-566.08
11-1391-000-0822-02315-0030 1160 EL.PARED SALARY SCH	32,105.20	1,183.00	.00	14,123.02	17,982.18
11-1391-000-0822-02315-0030 2820 EL.PARED EMPLOYEE R	7,950.49	302.38	.00	3,580.70	4,369.79
11-1391-000-0822-02315-0030 2821 EL.PARED RETIREMT S	3,673.28	.00	.00	2,870.17	803.11
11-1391-000-0822-02315-0030 2830 EL.PARED EMPLOYER S	2,379.55	87.78	.00	1,017.78	1,361.77
11-1391-000-0822-02315-0030 3220 EL.PARED WKSHOPS/CO	.00	.00	.00	1,494.00	-1,494.00
11-1391-000-0822-02315-0030 5110 EL.PARED TEACHING S	250.00	.00	46.25	145.80	57.95
11-1391-000-0822-02315-0030 6410 EL.PARED NEW EQUIP/	.00	.00	.00	.00	.00
TOTAL DEPARTMENT - COMMUNITY SERVICES	86,561.11	4,939.29	46.25	62,362.99	24,151.87

SPI  
DATE: 05/18/2018  
TIME: 09:10:18

MADISON SCHOOL DISTRICT  
DETAIL EXPENDITURE STATUS REPORT

PAGE NUMBER: 13  
EXPSTA11

SELECTION CRITERIA: orgn.fund='11'  
ACCOUNTING PERIOD: 10/18

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

FUND - 11 - GENERAL FUND

ORGANIZATION / ACCOUNT / TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE
11-1261-000-0000-00000-0031 1170 OPER SALARY SUPVR-I	34,437.50	2,572.12	.00	27,007.26	7,430.24
11-1261-000-0000-00000-0031 1550 OPER SALARY - MAINT	74,407.92	6,502.00	.00	64,723.60	9,684.32
11-1261-000-0000-00000-0031 1640 OPER SALARY CUSTODI	249,732.81	17,925.22	.00	190,047.53	59,685.28
11-1261-000-0000-00000-0031 1960 OPER OVERTIME OPERA	10,710.23	460.75	.00	6,570.17	4,140.06
11-1261-000-0000-00000-0031 2130 OPER EMPLOYEE INSUR	107,870.18	13,796.33	.00	99,168.91	8,701.27
11-1261-000-0000-00000-0031 2820 OPER EMPLOYEE RETIR	94,386.59	7,166.18	.00	74,102.10	20,284.49
11-1261-000-0000-00000-0031 2821 OPER RETIREMT STUDE	43,554.64	.00	.00	33,714.85	9,839.79
11-1261-000-0000-00000-0031 2830 OPER EMPLOYER SOCIA	28,462.93	1,977.66	.00	20,521.94	7,940.99
11-1261-000-0000-00000-0031 2840 OPER WORKMANS COMPE	7,980.00	.00	.00	6,704.00	1,276.00
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	3,071.00	244.04	.00	2,562.42	508.58
11-1261-000-0000-00000-0031 2990 OPER SICK DAY REIMB	2,175.00	.00	.00	.00	2,175.00
11-1261-000-0000-00000-0031 3220 OPER WKSHOPS/CONF I	.00	.00	.00	.00	.00
11-1261-000-0000-00000-0031 3410 OPER TELEPHONE	10,050.00	1,258.68	.00	8,232.42	1,817.58
11-1261-000-0000-00000-0031 3830 OPER WATER AND SEWA	11,700.00	2,661.32	.00	13,119.90	-1,419.90
11-1261-000-0000-00000-0031 3840 OPER WASTE AND TRAS	3,465.00	1,062.50	.00	9,991.56	-6,526.56
11-1261-000-0000-00000-0031 3910 OPER INSURANCE LIAB	56,849.25	.00	.00	58,413.00	-1,563.75
11-1261-000-0000-00000-0031 3911 OPER BOILER INSURAN	4,240.91	.00	.00	4,246.00	-5.09
11-1261-000-0000-00000-0031 4110 OPER FURN EQPT REPA	20,500.00	1,400.00	.00	2,639.80	17,860.20
11-1261-000-0000-00000-0031 4120 OPER REPAIRS/MAINT	10,000.00	3,343.77	.00	18,277.65	-8,277.65
11-1261-000-0000-00000-0031 4220 OPER CONTRACT SERV	15,000.00	14,868.26	.00	53,822.51	-38,822.51
11-1261-000-0000-00000-0031 5510 OPER HEATING GAS	65,000.00	12,157.29	.00	62,781.05	2,218.95
11-1261-000-0000-00000-0031 5520 OPER ELECTRICITY	150,000.00	16,713.63	.00	121,834.27	28,165.73
11-1261-000-0000-00000-0031 5910 OPER OFFICE SUPPLIE	40.00	.00	.00	1,323.27	-1,283.27
11-1261-000-0000-00000-0031 5980 OPER MAINTENANCE SU	15,000.00	419.91	.00	13,164.15	1,835.85
11-1261-000-0000-00000-0031 5981 OPER BOILER TREATME	.00	.00	.00	.00	.00
11-1261-000-0000-00000-0031 5990 OPER MISC. SUPPLIES	27,000.00	3,121.80	.00	26,043.25	956.75
11-1455-000-0000-00000-0031 6220 AQUIS FURN/EQUIP BL	110,000.00	.00	27,000.00	39,186.48	43,813.52
11-1455-000-0000-00000-0031 6221 AQUIS FURN/EQUIP GR	15,000.00	.00	58,379.20	54,933.51	-98,312.71
TOTAL DEPARTMENT - OPERATION-MAINTENANCE	1,170,633.96	107,651.46	85,379.20	1,013,131.60	72,123.16
11-1391-000-0000-02316-0032 1160 PAC SALARY SCH. DIR	5,000.00	750.00	.00	4,294.80	705.20
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	1,278.00	191.70	.00	1,096.20	181.80
11-1391-000-0000-02316-0032 2821 PAC RETIREMT STUDEN	3,673.28	.00	.00	564.20	3,109.08
11-1391-000-0000-02316-0032 2830 PAC EMPLOYER SOCIAL	382.50	55.66	.00	312.69	69.81
11-1391-000-0000-02316-0032 2920 PAC CASH IN LIEU OF	.00	.00	.00	.00	.00
11-1391-000-0000-02316-0032 3110 PAC PURCHASED SERVI	.00	.00	.00	1,905.10	-1,905.10
11-1391-000-0000-02316-0032 5110 PAC TEACHING SUPPLY	200.00	.00	.00	249.68	-49.68
11-1391-000-0000-02316-0032 5990 PAC MISC. SUPPLIES/	150.00	.00	.00	33.17	116.83
11-1391-000-0000-02316-0032 6410 PAC NEW EQUIP/FURN	3,900.00	.00	.00	.00	3,900.00
TOTAL DEPARTMENT - PAC	14,583.78	997.36	.00	8,455.84	6,127.94
11-1271-000-0000-00000-0033 1170 TRANS SALARY SUPVR-	33,437.50	2,572.12	.00	27,007.26	6,430.24

SPI  
DATE: 05/18/2018  
TIME: 09:10:18

MADISON SCHOOL DISTRICT  
DETAIL EXPENDITURE STATUS REPORT

PAGE NUMBER: 14  
EXPSTA11

SELECTION CRITERIA: orgn.fund='11'  
ACCOUNTING PERIOD: 10/18

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

FUND - 11 - GENERAL FUND

ORGANIZATION / ACCOUNT / TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE
11-1271-000-0000-00000-0033 1550 TRANS SALARY - MAIN	10,062.00	.00	.00	.00	10,062.00
11-1271-000-0000-00000-0033 1610 TRANS SALARY VEHICL	132,046.03	11,975.60	.00	114,612.55	17,433.48
11-1271-000-0000-00000-0033 1611 TRANS SALARY-EXTRA	23,226.62	1,019.22	.00	15,958.78	7,267.84
11-1271-000-0000-00000-0033 1620 TRANS SALARY-SECR	1,650.00	.00	.00	.00	1,650.00
11-1271-000-0000-00000-0033 1630 TRANS SALARY AIDE	4,677.83	711.11	.00	5,053.57	-375.74
11-1271-000-0000-00000-0033 2130 TRANS EMPLOYEE INSU	771.96	38.30	.00	590.39	181.57
11-1271-000-0000-00000-0033 2820 TRANS EMPLOYEE RETI	53,441.11	4,294.56	.00	42,664.12	10,776.99
11-1271-000-0000-00000-0033 2821 TRANS RETIREMT STUD	24,243.67	.00	.00	19,645.59	4,598.08
11-1271-000-0000-00000-0033 2830 TRANS EMPLOYER SOCI	15,970.98	1,240.15	.00	12,287.40	3,683.58
11-1271-000-0000-00000-0033 2840 TRANS WORKMANS COMP	2,232.00	.00	.00	1,579.00	653.00
11-1271-000-0000-00000-0033 2850 TRANS UNEMPLOYMENT	.00	.00	.00	.00	.00
11-1271-000-0000-00000-0033 2920 TRANS CASH IN LIEU	3,071.00	244.02	.00	2,562.21	508.79
11-1271-000-0000-00000-0033 2990 TRANS SICK DAY REIM	600.00	.00	.00	.00	600.00
11-1271-000-0000-00000-0033 3192 TRANS PHYSICALS	1,100.00	187.00	.00	1,056.00	44.00
11-1271-000-0000-00000-0033 3220 TRANS WKSHOPS/CONF	.00	.00	.00	.00	.00
11-1271-000-0000-00000-0033 3930 TRANS TRANSPORTATIO	8,680.00	.00	.00	8,886.00	-206.00
11-1271-000-0000-00000-0033 4130 TRANS BUS MECHANIC	18,000.00	1,182.00	.00	15,125.95	2,874.05
11-1271-000-0000-00000-0033 4230 TRANS CONTRACTED SE	896.00	.00	.00	2,218.13	-1,322.13
11-1271-000-0000-00000-0033 5710 TRANS GASOLINE, OIL	33,000.00	4,763.46	.00	29,481.85	3,518.15
11-1271-000-0000-00000-0033 5720 TRANS TIRES,TUBES A	2,505.00	794.10	.00	4,269.61	-1,764.61
11-1271-000-0000-00000-0033 5730 TRANS VEHICLE REPAI	32,000.00	2,523.73	.00	17,994.38	14,005.62
11-1271-000-0000-00000-0033 5910 TRANS OFFICE SUPPLI	200.00	.00	.00	137.39	62.61
11-1271-000-0000-00000-0033 5990 TRANS MISC. SUPPLIE	5,700.00	.00	.00	530.15	5,169.85
11-1271-000-0000-00000-0033 6410 TRANS NEW EQUIP/FUR	.00	.00	.00	3,730.01	-3,730.01
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	92,000.00	.00	73,500.00	.00	18,500.00
11-1271-000-0000-00000-0033 7410 TRANS DUES/CHAUFFEU	400.00	70.00	.00	2,778.00	-2,378.00
TOTAL DEPARTMENT - TRANSPORTATION	499,911.70	31,615.37	73,500.00	328,168.34	98,243.36
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	16,527,245.61	1,102,057.16	170,131.11	11,998,313.55	4,358,800.95
TOTAL REPORT	16,527,245.61	1,102,057.16	170,131.11	11,998,313.55	4,358,800.95

SPI  
DATE: 05/18/2018  
TIME: 08:28:39

MADISON SCHOOL DISTRICT  
CHECK REGISTER

PAGE NUMBER: 1  
VENCHK11  
ACCOUNTING PERIOD: 11/18

FUND - 11 - GENERAL FUND

CHECK NUMBER	CASH ACCT	DATE ISSUED	-----VENDOR-----	ACCT	-----DESCRIPTION-----	AMOUNT
28999	9101	05/21/18	325 ACP OF LENAWEE INCORPORAT	4220	DISCUS AREA	4,465.00
29000	9101	05/21/18	6870 AMERICAN OFFICE SOLUTIONS	4220	C1851 HS COPIER	1.42
29000	9101	05/21/18	6870 AMERICAN OFFICE SOLUTIONS	4220	C1851 HS COPIER	69.54
		TOTAL CHECK				70.96
29001	9101	05/21/18	8133 AT&T MOBILITY	3410	CELLPHONE	356.51
29002	9101	05/21/18	72220 AUTO VALUE ADRIAN	5710	DSLEXH FL2.5	27.08
29002	9101	05/21/18	72220 AUTO VALUE ADRIAN	5730	HEADLAMP, POWER STEER	24.35
29002	9101	05/21/18	72220 AUTO VALUE ADRIAN	5710	DSLEXH FL2.5	27.08
		TOTAL CHECK				78.51
29003	9101	05/21/18	9100 AVENTRIC TECHNOLOGIES	3130	REPLACE ELECTRODE AED	193.33
29003	9101	05/21/18	9100 AVENTRIC TECHNOLOGIES	3130	REPLACE ELECTRODE AED	193.33
29003	9101	05/21/18	9100 AVENTRIC TECHNOLOGIES	3130	REPLACE ELECTRODE AED	193.34
		TOTAL CHECK				580.00
29004	9101	05/21/18	12965 BLACK SWAMP EQUIP.	4220	PORTABLE TOILETS	161.50
29005	9101	05/21/18	41650 JILL M BRANDEBERRY	3120	CODE TRAINING	120.00
29006	9101	05/21/18	14633 BRINT ELECTRIC	4220	CONCESSION STAND	4,400.00
29007	9101	05/21/18	18204 CAROLINA BIOLOGICAL SU	5121	FREIGHT PO 180041	27.94
29007	9101	05/21/18	18204 CAROLINA BIOLOGICAL SU	5121	ITEM #154745	44.50
29007	9101	05/21/18	18204 CAROLINA BIOLOGICAL SU	5121	ITEM #154755	36.75
		TOTAL CHECK				109.19
29008	9101	05/21/18	21811 CCI SOUTH, INC	4220	SERV DUE TO INS CLAIM	1,816.63
29008	9101	05/21/18	21811 CCI SOUTH, INC	4220	REPLACE INSERTS	119.00
29008	9101	05/21/18	21811 CCI SOUTH, INC	4220	SWITCH INSTALLED	105.00
		TOTAL CHECK				2,040.63
29009	9101	05/21/18	16240 CDW GOVERNMENT, INC.	5997	1192712- PROJECTOR BULB	79.00
29009	9101	05/21/18	16240 CDW GOVERNMENT, INC.	6427	3595609 - POE INJECTOR	175.05
29009	9101	05/21/18	16240 CDW GOVERNMENT, INC.	4190	4143194 - SSD DRIVE	50.17
29009	9101	05/21/18	16240 CDW GOVERNMENT, INC.	4190	4143194 - SSD DRIVE	50.17
29009	9101	05/21/18	16240 CDW GOVERNMENT, INC.	4190	4143194 - SSD DRIVE	50.17
29009	9101	05/21/18	16240 CDW GOVERNMENT, INC.	4190	4143194 - SSD DRIVE	150.51
29009	9101	05/21/18	16240 CDW GOVERNMENT, INC.	6427	4751795 - EPSON PROJECTOR	649.00
29009	9101	05/21/18	16240 CDW GOVERNMENT, INC.	6427	4751795 - EPSON PROJECTOR	649.00
		TOTAL CHECK				1,853.07
29010	9101	05/21/18	19180 CENTRAL MICHIGAN PAPER	5110	BMP8511 BOISE 8.5 X 11 BO	462.00
29010	9101	05/21/18	19180 CENTRAL MICHIGAN PAPER	5110	BMP8511 BOISE 8.5 X 11 BO	462.00
		TOTAL CHECK				924.00
29011	9101	05/21/18	92827 CYNTHIA WALLACE	7410	LICENSE RENEWAL	70.00
29012	9101	05/21/18	25912 LENAWEE MEDIA GROUP	3610	EMPLOYMENT AD	445.00
29013	9101	05/21/18	32220 E.P. PAINTING	4110	PAINT DUGOUTS, SHED	1,400.00
29014	9101	05/21/18	40148 EVIDENCE BASED LITERACY I	3120	EBLI TRAINING	228.07

SPI  
DATE: 05/18/2018  
TIME: 08:28:39

MADISON SCHOOL DISTRICT  
CHECK REGISTER

PAGE NUMBER: 2  
VENCHK11  
ACCOUNTING PERIOD: 11/18

FUND - 11 - GENERAL FUND

CHECK NUMBER	CASH ACCT	DATE ISSUED	-----VENDOR-----	ACCT	-----DESCRIPTION-----	AMOUNT
29015	9101	05/21/18	34937 FOLLETT SCHOOL SOLUTIONS	5210	ISBN:-13: 9780140385724 P	300.00
29015	9101	05/21/18	34937 FOLLETT SCHOOL SOLUTIONS	5210	ISBN-13: 9780544336261 HO	246.00
29015	9101	05/21/18	34937 FOLLETT SCHOOL SOLUTIONS	5210	ISBN-13: RAND 1995 NIGHTJ	210.00
TOTAL CHECK						756.00
29016	9101	05/21/18	35580 FRAME'S PEST CONTROL, INC	4220	MONTHLY PEST CONTROL	51.00
29017	9101	05/21/18	11081 GREG MARTEN	3120	MILEAGE/PARKING	92.00
29018	9101	05/21/18	45140 HOEKSTRA TRUCK EQUIPMENT	5730	UPPER RADIATOR HOSE	45.58
29019	9101	05/21/18	47396 IMPREST FUND	5110	LHOOKER STOOL PAINT	625.40
29020	9101	05/21/18	42250 INSIGNIA GRAPHICS, INC.	3610	CAMPUS SIGNAGE	5,926.06
29021	9101	05/21/18	71668 J W PEPPER OF DETROIT	6450	2294957 I DREAMED A DREAM	65.00
29021	9101	05/21/18	71668 J W PEPPER OF DETROIT	6450	2296655 CALL ME	65.00
29021	9101	05/21/18	71668 J W PEPPER OF DETROIT	6450	2415065 ANY WAY YOU WANT	60.00
29021	9101	05/21/18	71668 J W PEPPER OF DETROIT	6450	2472062 BACK IN BLACK	60.00
29021	9101	05/21/18	71668 J W PEPPER OF DETROIT	6450	ESTIMATED SHIPPING/HANDLI	19.99
TOTAL CHECK						269.99
29022	9101	05/21/18	50582 JOSTENS, INC.	5130	DIPLOMAS	350.61
29023	9101	05/21/18	51540 KIRK J STUBBS MD PLLC	3192	DRIVER EXAM	105.00
29024	9101	05/21/18	55432 LENAWEE INTERMEDIATE SCHO	3110	AESOP 17.18	313.46
29024	9101	05/21/18	55432 LENAWEE INTERMEDIATE SCHO	3110	AESOP 17.18	313.46
29024	9101	05/21/18	55432 LENAWEE INTERMEDIATE SCHO	3110	AESOP 17.18	313.47
29024	9101	05/21/18	55432 LENAWEE INTERMEDIATE SCHO	5990	SHED	250.00
29024	9101	05/21/18	55432 LENAWEE INTERMEDIATE SCHO	5910	YR END TAX FORMS	172.07
29024	9101	05/21/18	55432 LENAWEE INTERMEDIATE SCHO	3220	REACH HIGHER PD	30.00
29024	9101	05/21/18	55432 LENAWEE INTERMEDIATE SCHO	5730	BUS 1, 3, 7	116.85
29024	9101	05/21/18	55432 LENAWEE INTERMEDIATE SCHO	5730	BUS 1, 3, 7	2,336.95
29024	9101	05/21/18	55432 LENAWEE INTERMEDIATE SCHO	4130	BUS 1, 3, 7	1,182.00
TOTAL CHECK						5,028.26
29025	9101	05/21/18	59040 MADISON TOWNSHIP TREASURE	3830	WATER/SEWER	315.83
29025	9101	05/21/18	59040 MADISON TOWNSHIP TREASURE	3830	WATER/SEWER	388.35
29025	9101	05/21/18	59040 MADISON TOWNSHIP TREASURE	3830	WATER/SEWER	626.63
29025	9101	05/21/18	59040 MADISON TOWNSHIP TREASURE	3830	WATER/SEWER	25.75
TOTAL CHECK						1,356.56
29026	9101	05/21/18	57355 MICHIGAN SIGNAL, INC.	4120	CLOCK SYSTEM	1,597.00
29027	9101	05/21/18	64289 MICHIGAN VIRTUAL UNIVERSI	3711	ASL 1B ENROLLMENT FOR ALL	2,275.00
29028	9101	05/21/18	65990 MT BUSINESS TECHNOLOGIES,	6410	K WING COPIER PURCHAS	6,252.00
29028	9101	05/21/18	65990 MT BUSINESS TECHNOLOGIES,	4220	U3867 K WING COPIER	2.94
29028	9101	05/21/18	65990 MT BUSINESS TECHNOLOGIES,	4220	U3867 K WING COPIER	144.39
29028	9101	05/21/18	65990 MT BUSINESS TECHNOLOGIES,	4220	Y8850 HS COPIER	168.03
29028	9101	05/21/18	65990 MT BUSINESS TECHNOLOGIES,	4220	Y8850 HS COPIER	3.43
29028	9101	05/21/18	65990 MT BUSINESS TECHNOLOGIES,	4220	U2350 EL COPIER	7.12
29028	9101	05/21/18	65990 MT BUSINESS TECHNOLOGIES,	4220	U2350 EL COPIER	349.03
29028	9101	05/21/18	65990 MT BUSINESS TECHNOLOGIES,	4220	W8440 HS COPIER	1.71
29028	9101	05/21/18	65990 MT BUSINESS TECHNOLOGIES,	4220	W8440 HS COPIER	83.94

SPI  
DATE: 05/18/2018  
TIME: 08:28:39

MADISON SCHOOL DISTRICT  
CHECK REGISTER

PAGE NUMBER: 3  
VENCHK11  
ACCOUNTING PERIOD: 11/18

FUND - 11 - GENERAL FUND

CHECK NUMBER	CASH ACCT	DATE ISSUED	-----VENDOR-----	ACCT	-----DESCRIPTION-----	AMOUNT
29028	9101	05/21/18	65990 MT BUSINESS TECHNOLOGIES,	4220	Y8137 CENTRAL OFFICE	-34.83
29028	9101	05/21/18	65990 MT BUSINESS TECHNOLOGIES,	4220	Y8137 CO BW COPIES	2.42
29028	9101	05/21/18	65990 MT BUSINESS TECHNOLOGIES,	4220	Y8137 CO COLOR COPIES	83.21
29028	9101	05/21/18	65990 MT BUSINESS TECHNOLOGIES,	4220	Y8137 EL COLOR COPIES	18.31
29028	9101	05/21/18	65990 MT BUSINESS TECHNOLOGIES,	4220	Y8137 ELEM COPIES	1.50
29028	9101	05/21/18	65990 MT BUSINESS TECHNOLOGIES,	4220	Y8137 HS COLOR COPIES	1.41
29028	9101	05/21/18	65990 MT BUSINESS TECHNOLOGIES,	4220	Y8137 MS COLOR COPIES	2.07
29028	9101	05/21/18	65990 MT BUSINESS TECHNOLOGIES,	4220	Y8137 TM COLOR COPIES	.84
29028	9101	05/21/18	65990 MT BUSINESS TECHNOLOGIES,	4220	Y8788 EL COPIER	3.23
29028	9101	05/21/18	65990 MT BUSINESS TECHNOLOGIES,	4220	Y8788 EL COPIER	157.90
29028	9101	05/21/18	65990 MT BUSINESS TECHNOLOGIES,	4220	U3867 K WING COPIER	1.18
29028	9101	05/21/18	65990 MT BUSINESS TECHNOLOGIES,	4220	U3867 K WING COPIER	57.65
	TOTAL CHECK					7,307.48
29029	9101	05/21/18	66420 NASCO	5110	ESTIMATED SHIPPING/HANDLI	19.14
29029	9101	05/21/18	66420 NASCO	5110	SB48458 MINERAL TEST KIT	127.60
	TOTAL CHECK					146.74
29030	9101	05/21/18	90460 NELSON TRANE	4220	RTU 3, VOYAGER	1,568.13
29031	9101	05/21/18	94650 NICHOLS	5980	SOAP DISPENSERS	257.55
29031	9101	05/21/18	94650 NICHOLS	5990	FLOOR FINISH, ROLL LI	2,937.09
29031	9101	05/21/18	94650 NICHOLS	5990	LIQUID SOAP	249.60
	TOTAL CHECK					3,444.24
29032	9101	05/21/18	72336 PERRY PRO TECH	5990	STAPLES FOR I1825 MS	103.59
29032	9101	05/21/18	72336 PERRY PRO TECH	4220	I1825 I1826 MS COPIER	284.44
29032	9101	05/21/18	72336 PERRY PRO TECH	4220	I1825 I1826 MS COPIER	5.80
	TOTAL CHECK					393.83
29033	9101	05/21/18	72652 PETTY CASH	3220	ACCRED TEAM	34.40
29033	9101	05/21/18	72652 PETTY CASH	5910	POSTAGE	11.34
29033	9101	05/21/18	72652 PETTY CASH	5910	POSTAGE	21.99
29033	9101	05/21/18	72652 PETTY CASH	5910	POSTAGE	.74
29033	9101	05/21/18	72652 PETTY CASH	5910	POSTAGE	3.05
	TOTAL CHECK					71.52
29034	9101	05/21/18	62322 PROMEDICA 360HEALTH MONRO	3192	DRIVERS EXAM	82.00
29035	9101	05/21/18	76025 REDLINE EQUIPMENT	4120	TRACTOR REPAIRS	1,746.77
29036	9101	05/21/18	77905 S.R. WIERCKZ	3190	MONTHLY UNEMPLOY SERV	240.00
29037	9101	05/21/18	78064 SAFETY SYSTEMS INC	4220	SERVICE CALL INSURANC	2,182.00
29038	9101	05/21/18	79680 SCHOLASTIC, INC	5110	JUST-RIGHT READERS A-C PA	24.00
29038	9101	05/21/18	79680 SCHOLASTIC, INC	5110	JUST-RIGHT READERS SCHOOL	24.00
	TOTAL CHECK					48.00
29039	9101	05/21/18	80181 SCHOOL SPECIALTY	5110	170140 1563361 STUDENT WE	463.50
29040	9101	05/21/18	81850 SET-SEG	2130	AT RISK	668.88
29040	9101	05/21/18	81850 SET-SEG	2130	ATHLETIC	200.05
29040	9101	05/21/18	81850 SET-SEG	2130	CAFE	24.35
29040	9101	05/21/18	81850 SET-SEG	2130	CENTRAL OFFICE	5,914.00
29040	9101	05/21/18	81850 SET-SEG	2130	ELEM	792.93

SPI  
DATE: 05/18/2018  
TIME: 08:28:39

MADISON SCHOOL DISTRICT  
CHECK REGISTER

PAGE NUMBER: 4  
VENCHK11  
ACCOUNTING PERIOD: 11/18

FUND - 11 - GENERAL FUND

CHECK NUMBER	CASH ACCT	DATE ISSUED	-----VENDOR-----	ACCT	-----DESCRIPTION-----	AMOUNT
29040	9101	05/21/18	81850 SET-SEG	2130	ELEM OFFICE	2,292.33
29040	9101	05/21/18	81850 SET-SEG	2130	HS	161.03
29040	9101	05/21/18	81850 SET-SEG	2130	HS COUNSELING OFFICE	434.83
29040	9101	05/21/18	81850 SET-SEG	2130	HS OFFICE	1,069.13
29040	9101	05/21/18	81850 SET-SEG	2130	MS	167.52
29040	9101	05/21/18	81850 SET-SEG	2130	MS OFFICE	2,468.27
29040	9101	05/21/18	81850 SET-SEG	2130	OPERATIONS	6,781.16
29040	9101	05/21/18	81850 SET-SEG	5990	PROCESSING FEE	181.68
29040	9101	05/21/18	81850 SET-SEG	2130	SPECIAL EDUCATION	1,191.50
29040	9101	05/21/18	81850 SET-SEG	2130	TITLE I	773.65
29040	9101	05/21/18	81850 SET-SEG	2130	TITLE VI	249.02
29040	9101	05/21/18	81850 SET-SEG	2130	TRANSPORTATION	19.15
		TOTAL CHECK				23,389.48
29041	9101	05/21/18	82601 SHRADER TIRE & OIL	5720	NEW TIRES BUS 8	794.10
29042	9101	05/21/18	86104 STRATOS MICROSYSTEMS	4190	LAPTOP REPAIR ML15253	72.93
29042	9101	05/21/18	86104 STRATOS MICROSYSTEMS	4190	LAPTOP REPAIR EL14189	72.93
29042	9101	05/21/18	86104 STRATOS MICROSYSTEMS	4190	LAPTOP REPAIR ML17185	189.99
		TOTAL CHECK				335.85
29043	9101	05/21/18	15905 DAWN OPSAL	3220	MEALS	11.66
29043	9101	05/21/18	15905 DAWN OPSAL	3220	MILEAGE	151.74
		TOTAL CHECK				163.40
29044	9101	05/21/18	85275 VECTOR TECH GROUP	6427	RUCKUS R710 WIRELESS ACCE	2,588.00
29044	9101	05/21/18	85275 VECTOR TECH GROUP	6427	RUCKUS R710 WIRELESS ACCE	2,588.00
		TOTAL CHECK				5,176.00
29045	9101	05/21/18	92381 VSC, INC.	6427	LAPTOP CART MRE-DMDLAP30-	2,393.00
29046	9101	05/21/18	93316 WARDS NATURAL SCIENCE	5110	HOLD OFF- DO NOT ORDER YE	92.37
		TOTAL FUND				85,819.31
		TOTAL REPORT				85,819.31



**Superintendent's Report  
May 21, 2018**

**Oral Report – Superintendent Overview (Information Item)**

I will take time Monday to share the Superintendent District Overview presentation with the Board. This was communicated to the AdvancED External Review Team (ERT) during their recent visit to Madison. I will also provide preliminary feedback offered by the ERT. This was communicated to the Madison Administrative Team prior to their departure following the four-day review at Madison School District. A more comprehensive report will be provided to the District within 45 days.

**Proposed Co-Op between Whitmore Lake and Charter School (Action Item)**

Kris and I received a proposal from Tom DeKeyser, Superintendent - Whitmore Lake Public Schools (WLPS). WLPS is requesting Tri County Conference (TCC) district boards of education approve an athletic cooperative beginning with the 2018-19 school year. The Co-Op agreement would be between WLPS and Livingston Classical Academy (LCA). WLPS is seeking this Co-Op for middle school and sub varsity (JV) sports. You received the proposal in its entirety, within the board packet. Kris will be present at the board meeting to discuss details and answer any questions you may have. Kris and I recommend the board approve the proposed Co-Op for a two-year timeframe (2018-19 and 2019-2020 school years) and for sub-varsity athletics only.

**Award of Bid - Energy Conservation Capitol Improvement Project (Action Item)**

Following a comprehensive review of three (3) viable bids, I recommend the board approve the selection of award of contract to Energy Systems Group, LLC based on its Proposal to Madison School District's February 13, 2018 Request for Proposals for Implementation of the Energy Conservation Capital Improvement Project On a Performance Contracting Basis in Accordance with MCL § 380.1274a. The Resolution offered to the board includes authorization for administration to finalize performance contract and financing agreements associated with the Performance Contracting Project pending legal review and approval.

**2018 – 2019 LISD Budget Resolution (Action Item)**

Julie and I attended the LISD Budget Planning Meeting and LISD Budget Review Meeting. 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. LISD administration and local public school superintendents continue to work towards ways in which LISD funds can be utilized to support educational opportunities for students throughout Lenawee County. I recommend the Board pass the Resolution in support of the LISD 2018 – 19 budget.

**Second Reading – NEOLA Policies (Action Item)**

Last month you had an opportunity to conduct a first reading of modifications to the semi-annual regular updates to various NEOLA policies. This month you have an opportunity to again consider the proposed changes and updates to policies. Unless you have questions, I recommend the Board adopt the policies as presented.

**LISD ISSI Grant Report (Information Item)**

Since August 27, 2014 teachers and administration at Madison have worked diligently to accomplish goals outlined within the District Improvement Plan, specifically work pertaining to implementing the Canvas Learning Management System (LMS) resource here at Madison. The District is very appreciative that the LISD provided, in part, funds to invest over \$5,000 in teacher stipends during the summer of 2017. ISSI funds have been used to pay for, and implement, the Canvas Learning Management System, purchase technology resources to use the LMS, and offer Professional Development “Boot Camps” throughout the summer for successful implementation of this valued resource. Data regarding use by Madison faculty has is presented by Sue Summerford. More detail will be shared regarding aspects of the ISSI Grant for this 2017-18 school year as well as potential changes and plans for the grant, now named Focus Fund, for the 2018-19 school year.

**Request to Move June Meeting Date (Action Item)**

Each year it is requested to move the June meeting date (this year scheduled for June 18th) one week later to June 25th. This is to accommodate the planning and preparation process to present the District’s final 2017-18 budget and the proposed 2018-19 budget for Board review and consideration. I recommend the board approve a change of meeting date to June 25, 2018.

Ryan Rowe, Ph.D.  
Superintendent

Board Report – May 2018  
Kristin Thomas  
HS Principal

I. Student Assessments –

- The 9<sup>th</sup> & 10<sup>th</sup> graders are completing NWEA testing. They take tests in both Reading and Math.
- Our 12<sup>th</sup> graders took the Accuplacer College Placement Tests administered by Jackson College on May 10<sup>th</sup>.
- AP exams in Calculus, English Literature, English Language, Biology, US History, and World History were administered over the past two weeks. Overall, the percentage of students who choose to take these exams is rather large and something that we are quite proud of!
- We are still patiently awaiting PSAT 9, PSAT 10, and SAT scores 😊. Juniors who took the SAT did receive their scores sent directly to them, so we should have the ability to view those scores very soon.

II. National Honor Society – The National Honor Society Induction Ceremony was held on May 4<sup>th</sup> in the Madison Performing Arts Center. This is certainly a highlight of the year for me and I very much appreciate the work that Mr. Madziar, Mrs. Tedora and the NHS officers put in to make this a very nice ceremony and celebration.

III. Prom/After Prom – This year's Junior/Senior prom was held aboard the Michigan Princess on the Grand River in Lansing. Senior class advisor, Kris Isom, did a great job organizing this event. It was an enjoyable evening for those in attendance. Our After Prom committee of parents also deserves a big thanks for all of their efforts in planning/hosting this year's After Prom event. I sincerely appreciate the work of these parents, I only wish there were more parents willing to volunteer.

IV. Teacher Appreciation – May 7<sup>th</sup> – May 11<sup>th</sup> was Teacher Appreciation Week! I cannot say enough about how blessed I am to work with such a group of committed & hard-working people. Our students, parents, and community are fortunate to have these individuals on the Madison staff!

V. Fine Arts Festival – We sent approximately 40 students to this year's Fine Arts Festival at Siena Heights University. Students have the opportunity to learn from experts in a variety of tracks (Creative Writing, Choir, Band, Dance, Art, Drama, & Video/Audio Production) and then put on a performance for the public in the evening.

VI. AP Biology Cadaver Lab – Our AP Biology students visited a cadaver lab this past month at the University of Toledo. Thanks to teacher, Mrs. Sara Jackler for providing this extremely valuable opportunity to our students.

- VII. Jackson College Freshmen Orientation – Mrs. Stelzer took 9 of our seniors who have indicated they plan to attend Jackson College to their freshman orientation. This is a great opportunity for our students and demonstrates the commitment Mrs. Stelzer and Jackson College have in ensuring our student successfully transition from high school to post-secondary.
- VIII. Cultural Experience – Our Spanish 2B students were able to travel to La Feria, a traditional Spanish restaurant in Detroit. The students were currently studying a unit that included food, so this was a great opportunity for them to apply what they were learning in class to an authentic experience.

### **Upcoming Events:**

May 21<sup>st</sup> – Physics and Statistics students attend Physics Day at Cedar Point

May 24<sup>th</sup> – Senior Night, 6:30pm in the PAC

May 30<sup>th</sup> – Health Sciences Trip to the Body Worlds Exhibit

May 31<sup>st</sup> – Spring Sports Banquet

May 31<sup>st</sup> – Honors Assembly for grades 9-11, 1:15pm in the HS Activities Center

June 1<sup>st</sup> – Senior Breakfast, Graduate Walk and Graduation Rehearsal, 8:30am

June 3<sup>rd</sup> – Commencement, 1:00pm HS Activities Center

June 5<sup>th</sup> – HS Cedar Point Trip

June 11<sup>th</sup> – June 13<sup>th</sup> HS Exams, grades 9-11

Board Report  
Brad Anschuetz  
Madison Middle School  
May 21, 2018

- I. From April 12<sup>th</sup> – May 18<sup>th</sup> Madison Middle School students took the Michigan Student Test of Educational Progress (M-STEP), which is aligned to the state's rigorous academic standards. The M-STEP is given online each spring and is designed to gauge how well students are mastering the standards. Students were asked to read complex fiction and non-fiction texts and use evidence from these texts to answer questions, make inferences, and present persuasive arguments. The assessment goes beyond multiple-choice questions for math and science, as well. Students are presented with multi-step problems, conceptual questions, and real-world applications. Not only are students expected to get answers correct but also explain how they arrived at their conclusions.

The chart below outlines the average time a Madison Middle School student took to finish a particular assessment.

Month	Day	Subject	Grade	Average Time to Complete
April	12	Science	8	2 hr 40 min
April	17	Math	8	3 hrs 45 min
April	24	ELA	8	4 hrs 20 min
May	1	Social Studies	8	2 hrs 15 min
May	8	ELA	6	4 hrs 20 min
May	9	ELA	7	4 hrs 20 min
May	15	Math	6	3 hrs 40 min
May	16	Math	7	3 hrs 45 min

- II. The NWEA testing window for Madison Middle School began the last week of March and will conclude at the end of May. This assessment runs concurrently with M-Step, thus the large window needed to strategically fit everything into the calendar. With NWEA 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. It validates all the hours of hard work. For the student that shows little to no growth we need to intervene and address any concern before it compounds. You may also recall that the NWEA assessment tool is 20% of the teacher evaluation.

- III. On Wednesday, May 9<sup>th</sup>, 22 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 spend a day with their business partner learning about the inner workings of the career.
- IV. The 6<sup>th</sup> Grade Quiz Bowl Team Roster for competition included seven students. After several month of practice these students were chosen to compete in the county Quiz Bowl tournament on April 23<sup>rd</sup>, 2018. Those students were Nolan Matthews, Riley Short, Kayleigh Stewart, Jakob Douglas, Donte Lester, Jayden Holly, and Grace Halter. The team represented Madison very well displaying their academic knowledge while qualifying to compete in the finals that will be held at the Lenawee County Fair on July 23<sup>rd</sup>.

A 7<sup>th</sup> & 8<sup>th</sup> grade team consisting of Walker Claiborne, Harley Russell, Israel Lopez, Matson Garza, Evan Cole, and Zach Rasnick competed in the county Quiz Bowl tournament on April 27, 2018. The students answered a myriad of questions about history, literature, science, and current events. They battled valiantly to make it to the final round, which will held at the Lenawee County Fair on July 23<sup>rd</sup>.

- V. Our 6<sup>th</sup>, 7<sup>th</sup>, and 8<sup>th</sup> grade Equations Team Roster included 31 participants. The Madison Middle School Equations Team competed in multiple scrimmages that were held on November 16<sup>th</sup>, January 17<sup>th</sup>, February 15<sup>th</sup>, and February 28<sup>th</sup> in preparation for the Super Tournament which was held on April 16<sup>th</sup>. Equations is “the game of creative mathematics and involves authentic learning experiences and problem solving at the highest levels.” Our team, along with multiple other districts in the county, practiced this creativeness throughout the season. On the day of the Super Tournament, the Madison Equations team competed fiercely and brought home multiple ribbons of recognition, two third place finishes, and on second place award.
- VI. This past week was **teacher appreciation week**. Mrs. Jordan, Mrs. Swinehart, and I enlisted student leaders to deliver an afternoon treat each of the five days to members of our faculty. Our budget was not very big, but there was passion behind the effort. I would put our faculty up against all others with great confidence. There are certainly high expectations for student achievement at Madison and our teachers work very hard to help our students meet these standards.
- VII. The annual Middle School Honors Assembly will be held at 1:15 p.m. on June 1<sup>st</sup> in the HS gymnasium. We will utilize the stage set up for graduation. There are several other events planned for May and June. I will include a calendar that highlights these activities. Please feel free to join us for any of the events.

- VIII. Siena Youth Symphony Orchestra had their final concert of the year on Sunday, April 29th. Several students and staff from our Madison Family are members of the YSO. Violin: Tyler Hopkins, Cody Seegert, Gopher Warwick; Viola: Paulina Graham; Trumpet: Marcie Zeckner; Tuba: Eric Strasshoffer; Cello: Alison Creamer; Contrabass: Harley Russell
- IX. Students in grades 6-8 have a unique opportunity this summer. The SciTECH Day Camp will run from June 18-22, 9:00 a.m. - 3:00 p.m. each day. The SciTECH Summer Camp will include activities such as designing and building sail cars, robotics, 3D printing, and more. Students will gain new skills each day toward a future career in a computer science and environmental engineering field. The cost for each student is \$50 and registration is open until May 26, 2018 or until the first 25 students sign up. This camp will be hosted by Madison Middle School instructors Mrs. Bonnie Dietrich and Mrs. Jill Brandeberry.
- X. Congratulations to Madison Middle School Boy's Track team an an outstanding season. The boy's team went 7-0 during the TCC regular season, took first place at the Sand Creek Invitational and won the TCC League Meet.

The girl's track team finished the regular TCC season at 6-1, with a second place finish at the Sand Creek Invitational (won by Onsted), and second place at the TCC League Meet (won by Sand Creek). The difference between first place and second place at the league meet was one point.

Madison Middle School Track is coached by Mrs. Jen Morin, Mr. Wade Perry, and, Mr. Kyle Cessna.

#### **Schedule of Events for Madison Middle School**

May 18<sup>th</sup>..... Early Dismissal Staff PD  
May 21<sup>st</sup> ..... Band Concert (7:00 p.m.)  
May 22<sup>nd</sup> ..... Orchestra and Choir Concert (7:00 p.m.)  
May 25<sup>th</sup>..... 7<sup>th</sup> & 8<sup>th</sup> grade Cedar Point Trip  
May 28<sup>th</sup>..... Memorial Day  
May 30<sup>th</sup> ..... 6<sup>th</sup> grade Cedar Point Trip  
May 31<sup>st</sup> ..... 5<sup>th</sup>-6<sup>th</sup> Grade Transition Program (1:05 p.m. – 2:35 p.m.)  
May 31<sup>st</sup> ..... Cedar Point Rain Date 7<sup>th</sup> & 8<sup>th</sup>; then 6<sup>th</sup> Grade  
June 1<sup>st</sup>..... MS Honors Assembly (1:15 p.m. - 2:30 p.m.)  
June 4<sup>th</sup> ..... Cedar Point Rain Date 6<sup>th</sup> Grade if needed  
June 11<sup>th</sup>.... Exams 1 & 2  
June 12<sup>th</sup>.... Exams 3 & 4  
June 13<sup>th</sup> .... Exams 5 & 6

## Madison Elementary School Board Report

Abby Miller & Nate Pechaitis

May 2018

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1. Integrated Health in School Improvement Planning (IHSIP) Project: Madison Elementary School was one of 12 schools in the state chosen to receive the IHSIP grant. MDE, MEMPSA, and DHHS have partnered to provide financial and professional support to encourage school districts to adopt health related school improvement goals and implement strategic plans.  
On April 30<sup>th</sup>, a team from the elementary worked with consultants to complete the Healthy School Assessment Tool. The results provided us with suggested best practice actions in the following areas: Health related policies, healthy eating & nutrition, physical activity, social & emotional health, staff wellness, and health education. On Friday, our faculty completed training for the MI Model for Health Curriculum. They also were trained on the ASCD Whole School, Whole Community, Whole Child (WSCC) approach to focus instruction on the health and well-being of every child.  
  
The SIT has begun to establish a health related goal for implementation to begin in the 2018-19 school year. Nutrition, physical activity, and social emotional learning will be the areas of focus.
2. MSTEP: We are nearly finished with our state assessment. As of Friday afternoon, Madison Elementary students in grades 3-5 have completed approximately 1200 assessments. 3<sup>rd</sup> and 4<sup>th</sup> graders participated in the Math and ELA assessments. Each test took just about the entire day to complete. 5<sup>th</sup> graders took the Social Studies and Science assessments in addition to the Math and ELA. Overall, our children gave a great effort, as did the teachers.
3. STARS Mentors Recognition: On Friday, May 18<sup>th</sup> a breakfast was held in honor of our STARS mentors who donate their time to work with our kindergarten students on early literacy activities. Our mentors have had a positive impact in our students' lives. Their service to our students is greatly appreciated.
4. Summer Lit Lab Pop-Up and Book Basket Drive: The Cradle to Career Literacy (Reading by Third) Network has a goal to stop the "summer slide" experienced with elementary students in Lenawee County. This year, EVERY Lenawee county school district, along with the Boys and Girls Club and Habitat for Humanity, will host a free, weekly Summer Lit Lab Pop-Up within their home district to provide free books, science labs, and literacy activities for children. Madison Summer Lit Lab Pop-Up will occur on Tuesdays and Thursdays during the weeks of June 18<sup>th</sup>, June 25<sup>th</sup>, July 9<sup>th</sup>, and July 16<sup>th</sup> from 9:00 a.m. – 11:00 a.m. Goodwill Industries of Southeastern Michigan is one of the sustaining strategic partners in this work. They will supply thousands of pounds of books to the Cradle to Career Literacy Network in order to supply the free little book fairs at the Pop-Ups.

By the end of the Pop-Up series, students who participate will receive 8 free books donated by Goodwill Industries as well as other literacy materials. With the help of Madison's Literacy Youth Advocate, McKenzie Liberi, the elementary is holding a basket drive to collect shoebox size baskets for students to store the free books and literacy materials received from the Pop-Up. New and/or



gently used baskets will be collected in each building office. The basket drive will continue until the end of the school year.

Volunteers are also needed to assist in the science and literacy stations during the Pop-Up Lab sessions. Any individuals interested in volunteering are asked to contact Janet Graham and/or Heidi Miller to sign-up.

2017-18	July &Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April
Revenue									
Breakfast	\$0.00	\$585.00	\$1,212.27	\$929.05	\$445.65	\$1,151.15	\$744.15	\$840.70	\$855.15
Lunch & Ala Cart	\$30.55	\$11,887.80	\$13,396.72	\$5,511.96	\$7,965.55	\$12,467.26	\$11,025.24	\$12,266.38	\$11,439.58
Juice Machine	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
State Matching Funds	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Interest & Rebates	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Lunch & Breakfast Reimb	\$15,248.00	\$62,525.67	\$71,319.74	\$76,329.43	\$43,291.08	\$63,228.09	\$56,507.97	\$66,685.74	\$57,982.11
Total	\$15,278.55	\$74,998.47	\$85,928.73	\$82,770.44	\$51,702.28	\$76,846.50	\$68,277.36	\$79,792.82	\$70,276.84
Expenses									
Payroll	\$6,498.41	\$11,979.92	\$17,603.29	\$18,195.49	\$24,207.06	\$14,053.10	\$14,053.10	\$11,979.92	\$17,573.98
Retirement	\$1,376.59	\$2,717.37	\$3,545.14	\$4,060.23	\$5,741.98	\$3,318.01	\$3,318.98	\$2,717.37	\$4,179.22
F.I.C.A.	\$497.13	\$916.46	\$1,346.65	\$1,307.21	\$1,851.84	\$1,075.06	\$1,075.06	\$1,346.65	\$1,344.41
Aids	\$4,290.00	\$4,290.00	\$4,290.00	\$4,290.00	\$4,290.00	\$4,290.00	\$4,290.00	\$4,290.00	\$4,290.00
Food	\$8,620.23	\$19,654.74	\$48,260.49	\$45,005.54	\$39,247.99	\$24,271.53	\$38,711.13	\$38,938.74	\$35,964.56
Uniforms	\$1,355.00	\$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	\$0.00
Equipment/ Capital outlay	\$14,785.70	\$0.00	\$116.70	\$502.33	\$42.00	\$159.00	\$0.00	\$0.00	\$0.00
Supplies	\$1,511.87	\$3,242.52	\$4,527.71	\$5,133.37	\$4,030.37	\$1,895.03	\$3,781.22	\$2,833.15	\$2,382.12
Sales Tax	\$21.02	\$0.00	\$0.00	\$0.00	\$15.24	\$0.00	\$5.12	\$6.50	\$30.26
Repairs	\$371.00	\$436.69	\$1,024.00	\$0.00	\$157.65	\$4,319.00	\$0.00	\$0.00	\$0.00
Misc./Dues/Fees/Indirect	\$658.37	\$99.65	\$201.17	\$0.00	\$35.75	\$225.15	\$114.85	\$0.00	\$564.95
Juice	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total	\$39,985.32	\$43,337.35	\$80,915.15	\$78,494.17	\$79,619.88	\$53,605.88	\$65,349.46	\$62,112.33	\$66,329.50
Monthly Loss/ Gain	(\$24,706.77)	\$31,661.12	\$5,013.58	\$4,276.27	(\$27,917.60)	\$23,240.62	\$2,927.90	\$17,680.49	\$3,947.34
Year To Date	(\$24,706.77)	\$6,954.35	\$11,967.93	\$16,244.20	(\$11,673.40)	\$11,567.22	\$14,495.12	\$32,175.61	\$36,122.95

# TCC: WLPS Co-Op Proposal

## **Co-Op Request**

Whitmore Lake Public Schools (WLPS) is requesting of all Tri County Conference districts approval of an athletic cooperative beginning with the 2018-19 school year. The Co-Op agreement would be between WLPS and Livingston Classical Academy (LCA). WLPS is seeking this Co-Op for middle school and sub varsity (JV) sports.

## **LCA and Enrollment Impact**

LCA resides within WLPS district boundaries. LCA enrolls approximately 50 students in grades 7-10. There are currently 20 students in LCA's high school, which is serving grades 9 and 10. It is their goal to add grades 11 and 12 in subsequent years if class enrollment meets a benchmark of 10 students.

Combined WLHS and LCA enrollments this year would have been approximately 300. Next year, 2018-19, we expect it to remain at approximately 300.

## **Background**

WLPS has been in a significant enrollment decline pattern for ten years. Our highest enrollment was approximately 1300 in 2005. A continuous decline will bring WLPS to a predicted low mark of 750 in 2019.

WLPS finds itself in an extremely competitive geographic environment relative to Schools of Choice. Surrounding districts include Ann Arbor, Dexter, Brighton, and South Lyon. These districts are highly sought after by area residents. Many of our families are choosing these districts over WLPS. Our market share, or percent of students living within our district boundaries who attend WLPS has been reduced to just 60%.

The ability to offer viable MS and JV programs has been significantly impacted in recent years because of this enrollment decline. No WLPS sport has been spared from the negative impact of such a sharp decline. Even WLHS volleyball, which has been one of the most competitive sports within the TCC, is suffering from too few students at the lower levels. Football, Girls' Basketball, Softball have been without a JV program for years.

I believe that this Co-Op agreement will provide a few added athletes to each program. While adding 4 or 5 athletes to a program seems miniscule and irrelevant, I believe it will benefit student athletes. For example, the addition of just 5 softball players would have allowed WLHS to host a JV team this year. Instead, with only 20 girls trying out, WLHS was forced to host only a varsity team. There will be a group of girls who won't be participating in this sport this spring. This is concerning to me following a winter sports season that had only a 15% female participation rate.

**Why LCA?**

Because of the economic impacts associated with enrollment declines, WLPS began a series of revenue enhancements. One of which was leasing space in its old middle school to LCA. The relationship is entering its third year in 2018-19.

There is very little competition for students between WLPS and LCA. LCA's primary target for enrollment is the homeschool market.

**Benefits to WLPS and TCC Student Athletes**

The primary goal in making this request is to allow more students the opportunity to be student athletes. WLPS will continue to maintain its varsity programs but with frequent cancellation of sub varsity programs, WLPS students miss the opportunity to learn the sport at a level necessary to be competitive.

Far too many "blow outs" are occurring at the hands of schools WLPS should be competitive with in the TCC. This league is strong and demonstrates that strength in MHSAA tournaments. TCC schools often compete for state titles.

While it is rare for WLPS to win league titles the level of competition could certainly be enhanced when TCC schools play WLPS. Better prepared athletes competing against each other makes for an even stronger league.

**TCC By Laws**

It is my understanding that each TCC district has to approve this agreement to Co-Op with LCA. And, further, each Board of Education has to approve it. Specifically, the By-Law I'm referencing is below:

According to the TCC Constitution: Section f, For a school to become a member of the Tri-County Conference, the Board of Directors and the Boards of Education of all but one of the member schools must vote to approve the decision.

In appreciation of your time,  
Tom DeKeyser  
Superintendent of Whitmore Lake Public Schools

**Madison School District  
School Board Meeting, May 21, 2018**

REQUEST FOR APPROVAL TO SELECT THE CONTRACTOR for the Energy Conservation Capitol Improvement Project on a Performance Contracting Basis

Be it Resolved That

The Board of School Trustees:

Approves the Selection of and Award of Contract to Energy Systems Group, LLC Based on its Proposal to Madison School District's February 13, 2018 Request for Proposals for Implementation of the Energy Conservation Capital Improvement Project On a Performance Contracting Basis in Accordance with MCL § 380.1274a.

Authorizes School Administration to Finalize Performance Contract and Financing Agreements Associated with the Performance Contracting Project Pending Legal Review and Approval.

**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 \_\_\_\_\_, 2018, 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, 2018.
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 \_\_\_\_\_, 2018, 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

**Disapproval of 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 \_\_\_\_\_, 2018, 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 board has to the budget.

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

1. The board of education has reviewed the proposed intermediate school district budget and has determined that it disapproves of certain portions of the proposed intermediate school district budget which objections, along with proposed changes, if any, are set forth on Exhibit A attached hereto and incorporated herein by reference.
2. The superintendent is hereby directed to submit a certified copy of this resolution to the intermediate school board and/or to the intermediate school district superintendent with the specific objections and proposed changes that this board has to the budget.
3. All 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 \_\_\_\_\_, 2018, 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



# NEOLA of MICHIGAN

## LOCAL TEMPLATES

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

BYLAWS  
0140/page 8 of 19

**REVISED BYLAW 0143.1 - VOL. 32, NO. 2 - FEBRUARY 2018**

**0143.1      Public Expression of Board Members**

The Board President functions as the official spokesperson for the Board.

From time-to-time, however, individual Board members make public statements on school matters:

- A.     to local media;
- B.     to local officials and/or State officials.

Sometimes the statements imply, or the readers (listeners) infer, that the opinions expressed or statements made are the official positions of the Board. The misunderstandings that can result from these incidents can embarrass both the member and the Board. Therefore, Board members should, when writing or speaking on school matters to the media, legislators, and other officials, make it clear that their views do not necessarily reflect the views of the Board or of their colleagues on the Board.

- A.     This bylaw shall apply to all statements and/or writings by individual Board members not explicitly sanctioned by a majority of its members, except as follows:
  - 1.     correspondence, such as legislative proposals, when the Board member has received official guidance from the Board on the matters discussed in the letter
  - 2.     routine, not for publication, correspondence of the Superintendent and other Board employees
  - 3.     routine "thank you" letters of the Board
  - 4.     statements by Board members on nonschool matters (providing the statements do not identify the author as a member of the Board)
  - 5.     personal statements not intended for publication





# EOLA of MICHIGAN

## LOCAL TEMPLATES

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

**BYLAWS**  
0140/page 9 of 19

- B. Copies of this bylaw shall be sent annually to local media by the Board President.

**[OPTIONAL LANGUAGE]**

- ☒ A Board member's personal or private use of social media may have unintended, negative consequences to the Board member and/or the District, including possible violations of the Open Meetings Act and issues relating to creation of a public record. Postings to social media should be done in a manner sensitive to the Board member's responsibilities, applicable District policies, and legal obligations.

**[END OPTIONAL LANGUAGE]**

0144                    **Operations**

0144.1                **Compensation**

Board members shall receive not more than \$30 per meeting up to a total of not more than fifty-two (52) meetings (including committee meetings) as compensation for their services. Expenses of a Board member shall be reimbursed when incurred in the performance of his/her duties or in the performance of functions authorized by the Board and duly vouchered.

M.C.L. 380.11a, 380.1254

The following guidelines have been established by the Board of Education to ensure appropriate and proper reimbursement of expenses for Board members.

- ☐ Expenses will be reimbursed only for activities authorized by the Board.
- ☐ Reimbursement for mileage will not exceed the current rate established by the Internal Revenue Service.



# NEOLA of MICHIGAN

## LOCAL TEMPLATES

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

ADMINISTRATION  
1421/page 1 of 5

**REVISED POLICY - VOL. 32, NO. 2 - FEBRUARY 2018**

### CRIMINAL HISTORY RECORD CHECK

Before the District hires any employee (full or part-time) or allows any individual under contract to continuously and regularly work in the schools, a criminal history records check shall be conducted in accordance with State law.

"Under contract" shall apply to individuals, as well as owners and employees of entities, who contract directly with the District or with a third party vendor, management company, or similar contracting entity to provide food, custodial, transportation, counseling or administrative services on more than an intermittent or sporadic basis. It shall also apply to individuals or entities providing instructional services to students or related auxiliary services to special education students.

Prior to allowing an individual, who is subject to the criminal history record check requirement, to work in the District, the District shall submit a fingerprint-based check on the individual, using Michigan State Police (MSP) Form RI-030 (7/2012), regardless of whether the individual will work directly for the District or be contracted through a third-party vendor, management company or similar contracting entity ("Private Contractors"). Except as provided below, the report from the MSP must be received, reviewed and approved by the District prior to the individual commencing work.

Such Private Contractors cannot receive or retain criminal history record information ("CHRI").<sup>1</sup> Where the District will contract with a Private Contractor for the services of an individual, the District will notify the Private Contractor(s), after review of the MSP report, whether the individual has been approved to work within the District. The District may not give any details, including the fact that a criminal history check was run. Notice for approval to work in the District should use the Affidavit of Assignment or similar "red light/green light" procedure.



## **EOLA of MICHIGAN**

### **LOCAL TEMPLATES**

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

**ADMINISTRATION**  
1421/page 2 of 5

Should it be necessary to employ a person or contract for a person to maintain continuity of the program prior to receipt of the criminal history report, the Superintendent may contract on a provisional basis until the report is received. Any such provisional hire requires that:

- A. the record check has been requested;
- B. the applicant has signed a disclosure of all convictions and acknowledges that employment may be terminated if there are discrepancies; and
- C. the hiring occurs during the school year or not more than thirty (30) days before the beginning of the school year.

Individuals working in multiple districts may authorize the release of a prior criminal history records check with another district in lieu of an additional check for either direct employment or working regularly and consistently under contract in the schools.

Individuals who previously received a statutorily required criminal background check and who have been continuously employed by a school district, intermediate school district, public school academy or non-public school within the State, with no separation, may have their previous record check sent to the District in lieu of submitting to a new criminal background check. If this method is used, the Superintendent must confirm that the record belongs to that individual and whether there have been any additional convictions by processing the individual's name, sex and date of birth through the Internet Criminal History Access Tool (ICHAT).

"No separation," for purposes of the preceding paragraph, means a lay off or leave of absence of less than twelve (12) months with the same employer; or the employee transfers without a break in service to another school district, intermediate school district, public school academy or non-public school within the State.



# EOLA of MICHIGAN

## LOCAL TEMPLATES

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

ADMINISTRATION  
1421/page 3 of 5

~~All criminal history record check reports received from the State Police or produced by the State Police and received by the District from another proper source, will be maintained in the individual's confidential file, which must be maintained in compliance with Policy 8321 and AG 8321.~~

**All CHRI received from the State Police or produced by the State Police and received by the District from another proper source, will be maintained pursuant to Policy 8321.**

When the District receives a report that shows an individual has been convicted of a listed offense under State statutes or any felony, the Superintendent shall take steps to verify that information using public records, in accordance with the procedures provided by the State Department of Education.

Verified convictions may result in termination of employment or rejection of an application. The District will not hire or continue to employ any individual, either directly or as a contracted employee to work regularly and continuously in the schools, who has been convicted of a "listed" offense as defined in M.C.L. 28.722. The District will not hire or continue to employ any individual, either directly or as a contracted employee to work regularly and continuously in the schools, who has been convicted of any felony unless both the Superintendent and the Board provide written approval.

The District must report as directed by and to the State Department of Education the verified information regarding conviction for any listed offense or conviction for any felony and the action taken by the District with regard to such conviction. Such report shall be filed within sixty (60) days of receipt of the original report of the conviction.



## EOLE of MICHIGAN LOCAL TEMPLATES

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

ADMINISTRATION  
1421/page 4 of 5

The Superintendent shall establish the necessary procedures for obtaining from the Criminal Records Division of the State Police any criminal history on the applicant maintained by the State Police. In addition, the Superintendent shall request the State Police to obtain a criminal history records check from the Federal Bureau of Investigation.

An applicant must

( ) submit, at no expense to the District,

**or**

( ) provide, at the District's expense,

a set of fingerprints, prepared by an entity approved by the Michigan State Police, as part of his/her employment application or as required by State law for continued employment.

### Confidentiality

All information and records obtained from such criminal background inquiries and disclosures are to be considered confidential and shall not be released or disseminated to those who have not been given access to CHRI by the Superintendent. Violation of confidentiality is considered a misdemeanor punishable by a fine up to \$10,000.

Any notification received from the Michigan Department of Education or Michigan State Police regarding District employees with criminal convictions shall be exempt from disclosure under the Freedom of Information Act (FOIA) for the first fifteen (15) days until the accuracy of the information can be verified. Thereafter, only information about felony convictions or misdemeanor convictions involving physical or sexual abuse may be disclosed in reference to a FOIA request.



# NEOLA of MICHIGAN

## LOCAL TEMPLATES

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

ADMINISTRATION  
1421/page 5 of 5

**CHRI**iminal history reports may be released with the written authorization of the individual.

Records may also be released, in accordance with statute, upon the request of a school district, intermediate school district, public school academy or non-public school when the individual is an applicant for employment at such school and there has been no separation from service, as defined in this policy and by statute.

<sup>1</sup> Individuals who submit and receive such criminal history record checks on behalf of the District must be direct employees of the District. Notwithstanding this, Information Technology contractors and vendors may be granted access to CHRI subject to successful completion of a national fingerprint-based criminal history record check as detailed in Policy 8321.

M.C.L. 380.1230 et. seq., 380.1535, 380.1535a, 380.1809, 28.722

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# **EOLA of MICHIGAN**

## **LOCAL TEMPLATES**

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

**PROFESSIONAL STAFF**  
3121/page 1 of 5

**REVISED POLICY - VOL. 32, NO. 2 - FEBRUARY 2018**

### **CRIMINAL HISTORY RECORD CHECK**

Before the District hires any employee (full or part-time) or allows any individual under contract to continuously and regularly work in the schools, a criminal history records check shall be conducted in accordance with State law.

"Under contract" shall apply to individuals, as well as owners and employees of entities, who contract directly with the District or with a third party vendor, management company, or similar contracting entity to provide food, custodial, transportation, counseling or administrative services on more than an intermittent or sporadic basis. It shall also apply to individuals or entities providing instructional services to students or related auxiliary services to special education students.

Prior to allowing an individual, who is subject to the criminal history record check requirement, to work in the District, the District shall submit a fingerprint-based check on the individual, using Michigan State Police (MSP) Form RI-030 (7/2012), regardless of whether the individual will work directly for the District or be contracted through a third-party vendor, management company or similar contracting entity ("Private Contractors"). Except as provided below, the report from the MSP must be received, reviewed and approved by the District prior to the individual commencing work.



# **EOLA of MICHIGAN**

## **LOCAL TEMPLATES**

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

**PROFESSIONAL STAFF**  
**3121/page 2 of 5**

Such Private Contractors cannot receive or retain criminal history record information ("CHRI").<sup>1</sup> Where the District will contract with a Private Contractor for the services of an individual, the District will notify the Private Contractor(s), after review of the MSP report, whether the individual has been approved to work within the District. The District may not give any details, including the fact that a criminal history check was run. Notice for approval to work in the District should use the Affidavit of Assignment or similar "red light/green light" procedure.

Should it be necessary to employ a person or contract for a person to maintain continuity of the program prior to receipt of the criminal history report, the Superintendent may contract on a provisional basis until the report is received. Any such provisional hire requires that:

- A. the record check has been requested;
- B. the applicant has signed a disclosure of all convictions and acknowledges that employment may be terminated if there are discrepancies; and
- C. the hiring occurs during the school year or not more than thirty (30) days before the beginning of the school year.

For substitute teachers or substitute bus drivers currently working in another district, public school academy or non-public school in the State, the Superintendent may use a report received from the State Police by such school to confirm the individual has no criminal history. Absent such confirmation, a criminal history record check shall be performed.

Individuals working in multiple districts may authorize the release of a prior criminal history records check with another district in lieu of an additional check for either direct employment or working regularly and consistently under contract in the schools.





## **EOLA of MICHIGAN**

### **LOCAL TEMPLATES**

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

**PROFESSIONAL STAFF**  
3121/page 3 of 5

Individuals who previously received a statutorily required criminal background check and who have been continuously employed by a school district, intermediate school district, public school academy or non-public school within the State, with no separation, may have their previous record check sent to the District in lieu of submitting to a new criminal background check. If this method is used, the Superintendent must confirm that the record belongs to that individual and whether there have been any additional convictions by processing the individual's name, sex and date of birth through the Internet Criminal History Access Tool (ICHAT).

"No separation," for purposes of the preceding paragraph, means a lay off or leave of absence of less than twelve (12) months with the same employer; or the employee transfers without a break in service to another school district, intermediate school district, public school academy or non-public school within the State.

~~All criminal history record check reports received from the State Police or produced by the State Police and received by the District from another proper source, will be maintained in the individual's confidential file, which must be maintained in compliance with Policy 8321 and AG 8321.~~

**All CHRI received from the State Police, or produced by the State Police and received by the District from another proper source, will be maintained pursuant to Policy 8321.**

When the District receives a report that shows an individual has been convicted of a listed offense under State statutes or any felony, the Superintendent shall take steps to verify that information using public records, in accordance with the procedures provided by the State Department of Education.

Verified convictions may result in termination of employment or rejection of an application. The District will not hire or continue to employ any individual, either directly or as a contracted employee to work regularly and continuously in the schools, who has been convicted of a "listed" offense as defined in M.C.L. 28.722. The District will not hire or continue to employ any individual, either directly or as a contracted employee to work regularly and continuously in the schools, who has been convicted of any felony unless both the Superintendent and the Board provide written approval.



**EOLE of MICHIGAN**  
LOCAL TEMPLATES

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

PROFESSIONAL STAFF  
3121/page 4 of 5

The District must report as directed by and to the State Department of Education the verified information regarding conviction for any listed offense or conviction for any felony and the action taken by the District with regard to such conviction. Such report shall be filed within sixty (60) days of receipt of the original report of the conviction.

The Superintendent shall establish the necessary procedures for obtaining from the Criminal Records Division of the State Police any criminal history on the applicant maintained by the State Police. In addition, the Superintendent shall request the State Police to obtain a criminal history records check from the Federal Bureau of Investigation.

An applicant must

( ) submit, at no expense to the District,

**or**

( ) provide, at the District's expense,

a set of fingerprints, prepared by an entity approved by the Michigan State Police, as part of his/her employment application or as required by State law for continued employment.

Confidentiality

All information and records obtained from such criminal background inquiries and disclosures are to be considered confidential and shall not be released or disseminated to those who have not been given access to CHRI by the Superintendent. Violation of confidentiality is considered a misdemeanor punishable by a fine up to \$10,000.

Any notification received from the Michigan Department of Education or Michigan State Police regarding District employees with criminal convictions shall be exempt from disclosure under the Freedom of Information Act (FOIA) for the first fifteen (15) days until the accuracy of the information can be verified. Thereafter, only information about felony convictions or misdemeanor convictions involving physical or sexual abuse may be disclosed in reference to a FOIA request.



# NEOLA of MICHIGAN

## LOCAL TEMPLATES

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

PROFESSIONAL STAFF  
3121/page 5 of 5

**CHRI**~~iminal history reports~~ may be released with the written authorization of the individual.

Records may also be released, in accordance with statute, upon the request of a school district, intermediate school district, public school academy or non-public school when the individual is an applicant for employment at such school and there has been no separation from service, as defined in this policy and by statute.

<sup>1</sup> Individuals who submit and receive such criminal history record checks on behalf of the District must be direct employees of the District. Notwithstanding this, Information Technology contractors and vendors may be granted access to CHRI subject to successful completion of a national fingerprint-based criminal history record check as detailed in Policy 8321.

M.C.L. 380.1230 et. seq., 380.1535, 380.1535a, 380.1809, 28.722

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## **EOLA of MICHIGAN**

### **LOCAL TEMPLATES**

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

**SUPPORT STAFF**  
4121/page 1 of 5

**REVISED POLICY - VOL. 32, NO. 2 - FEBRUARY 2018**

**CRIMINAL HISTORY RECORD CHECK**

Before the District hires any employee (full or part-time) or allows any individual under contract to continuously and regularly work in the schools, a criminal history records check shall be conducted in accordance with State law.

"Under contract" shall apply to individuals, as well as owners and employees of entities, who contract directly with the District or with a third-party vendor, management company, or similar contracting entity, to provide food, custodial, transportation, counseling or administrative services on more than an intermittent or sporadic basis. It shall also apply to individuals or entities providing instructional services to students or related auxiliary services to special education students.

Prior to allowing an individual, who is subject to the criminal history record check requirement, to work in the District, the District shall submit a fingerprint-based check on the individual, using Michigan State Police (MSP) Form RI-030 (7/2012), regardless of whether the individual will work directly for the District or be contracted through a third-party vendor, management company or similar contracting entity ("Private Contractors"). Except as provided below, the report from the MSP must be received, reviewed and approved by the District prior the individual commencing work.

Such Private Contractor(s) cannot receive or retain criminal history record information ("CHRI").<sup>1</sup> Where the District will contract with a Private Contractor for the services of an individual, the District will notify the Private Contractor(s), after review of the MSP report, whether the individual has been approved to work within the District. The District may not give any details, including the fact that a criminal history check was run. Notice for approval to work in the District should use the Affidavit of Assignment or similar "red light/green light" procedure.



## **EOLA of MICHIGAN**

### **LOCAL TEMPLATES**

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

**SUPPORT STAFF**  
4121/page 2 of 5

Should it be necessary to employ a person or contract for a person to maintain continuity of the program prior to receipt of the criminal history report, the Superintendent may contract on a provisional basis until the report is received. Any such provisional hire requires that:

- A. the record check has been requested;
- B. the applicant has signed a disclosure of all convictions and acknowledges that employment may be terminated if there are discrepancies; and
- C. the hiring occurs during the school year or not more than thirty (30) days before the beginning of the school year.

Such an inquiry shall also be made for regular substitutes who may be employed by the District. A substitute support staff person shall be required to submit to a criminal history records check if they work more than   0   **hours** per week in the schools, on a regular and consistent basis, even if such work is only as needed.

Individuals working in multiple districts may authorize the release of a prior criminal history records check with another district in lieu of an additional check for either direct employment or working regularly and consistently under contract in the schools.

Individuals who previously received a statutorily required criminal background check and who have been continuously employed by a school district, intermediate school district, public school academy or non-public school within the State, with no separation, may have their previous record check sent to the District in lieu of submitting to a new criminal background check. If this method is used, the Superintendent must confirm that the record belongs to that individual and whether there have been any additional convictions by processing the individual's name, sex and date of birth through the Internet Criminal History Access Tool (ICHAT).

"No separation," for purposes of the preceding paragraph, means a lay off or leave of absence of less than twelve (12) months with the same employer; or the employee transfers without a break in service to another school district, intermediate school district, public school academy or non-public school within the State.



## **EOLA of MICHIGAN**

### **LOCAL TEMPLATES**

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

**SUPPORT STAFF**  
**4121/page 3 of 5**

~~All criminal history record check reports received from the State Police or produced by the State Police and received by the District from another proper source, will be maintained in the individual's confidential file, which must be maintained in compliance with Policy 8321 and AG 8321.~~

**All CHRI received from the State Police or produced by the State Police and received by the District from another proper source, will be maintained pursuant to Policy 8321.**

When the District receives a report that shows an individual has been convicted of a listed offense under State statutes or any felony, the Superintendent shall take steps to verify that information using public records, in accordance with the procedures provided by the State Department of Education.

Verified convictions may result in termination of employment or rejection of an application. The District will not hire or continue to employ any individual, either directly or as a contracted employee to work regularly and continuously in the schools, who has been convicted of a "listed" offense as defined in M.C.L. 28.722. The District will not hire or continue to employ any individual, either directly or as a contracted employee to work regularly and continuously in the schools, who has been convicted of any felony unless both the Superintendent and the Board provide written approval.

The District must report as directed by and to the State Department of Education the verified information regarding conviction for any listed offense or conviction for any felony and the action taken by the District with regard to such conviction. Such report shall be filed within sixty (60) days of receipt of the original report of the conviction.

The Superintendent shall establish the necessary procedures for obtaining from the Criminal Records Division of the State Police any criminal history on the applicant maintained by the State Police. In addition, the Superintendent shall request the State Police to obtain a criminal history records check from the Federal Bureau of Investigation.



**EOLE of MICHIGAN**  
LOCAL TEMPLATES

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

**SUPPORT STAFF**  
4121/page 4 of 5

An applicant must

( ) submit, at no expense to the District,

**or**

( ) provide, at the District's expense,

a set of fingerprints, prepared by an entity approved by the Michigan State Police, as part of his/her employment application or as required by State law for continued employment.

**Confidentiality**

All information and records obtained from such inquiries and disclosures are to be considered confidential and shall not be released or disseminated to those who have not been given access to CHRI by the Superintendent. Violation of confidentiality is considered a misdemeanor punishable by a fine up to \$10,000.

Any notification received from the Michigan Department of Education or Michigan State Police regarding District employees with criminal convictions shall be exempt from disclosure under the Freedom of Information Act (FOIA) for the first fifteen (15) days until the accuracy of the information can be verified. Thereafter, only information about felony convictions or misdemeanor convictions involving physical or sexual abuse may be disclosed in reference to a FOIA request.

**CHRI**riminal history reports may be released with the written authorization of the individual.



# NEOLA of MICHIGAN

## LOCAL TEMPLATES

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

SUPPORT STAFF  
4121/page 5 of 5

Records may also be released, in accordance with statute, upon the request of a school district, intermediate school district, public school academy or non-public school when the individual is an applicant for employment at such school and there has been no separation from service, as defined in this policy and by statute.

<sup>1</sup> Individuals who submit and receive such criminal history record checks on behalf of the District must be direct employees of the District. Notwithstanding this, Information Technology contractors and vendors may be granted access to CHRI subject to successful completion of a national fingerprint-based criminal history record check as detailed in Policy 8321.

M.C.L. 380.1230 et seq., 380.1535, 380.1535a, 380.1809, 28.722

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# EOLA of MICHIGAN

## LOCAL TEMPLATES

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

SUPPORT STAFF  
4162/page 1 of 8

**REVISED POLICY - VOL. 32, NO. 2 - FEBRUARY 2018**

**CONTROLLED SUBSTANCE AND ALCOHOL POLICY FOR**  
**COMMERCIAL MOTOR VEHICLE (CMV) DRIVERS AND OTHER**  
**EMPLOYEES WHO PERFORM SAFETY SENSITIVE FUNCTIONS**

Purpose

The Board of Education believes that the safety of students while being transported to and from school or school activities is of utmost importance and is the primary responsibility of the driver of the school vehicle. To fulfill such a responsibility, each driver, as well as others who perform safety-sensitive functions with District vehicles (**collectively "Covered Employees"**), must be mentally and physically alert at all times while on duty.

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

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

Covered Employees

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

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



## EOLA of MICHIGAN LOCAL TEMPLATES

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

SUPPORT STAFF  
4162/page 2 of 8

### Definitions

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

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



# EOLA of MICHIGAN

## LOCAL TEMPLATES

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

SUPPORT STAFF  
4162/page 3 of 8

**E.F.** The term **Covered Employee** means all commercial driver license (CDL) holders and regular and substitute bus drivers as well as other staff who operate, inspect, service and condition a commercial motor vehicle (CMV) while on duty, regardless of whether they are required to hold a CDL. ~~CDL license holder means all Driver CDL holders and regular and substitute bus drivers who operate a commercial motor vehicle while on duty, as well as other staff members who operate, inspect, service and condition a commercial motor vehicle (CMV) while on duty, regardless of whether they are required to hold a CDL.~~

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

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

### Procedures

The Superintendent shall establish a drug and alcohol testing program whereby each ~~Driver~~ **Covered Employee** is tested for the presence of alcohol in his/her system as well as for the presence of the following controlled substances:

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



**EOLA of MICHIGAN**  
LOCAL TEMPLATES

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

SUPPORT STAFF  
4162/page 4 of 8

The alcohol and controlled substances tests are to be conducted in accordance with Federal and State regulations a.) prior to employment (**Controlled Substances Only**), b.) reasonable suspicion, c.) upon return to duty after any alcohol or drug rehabilitation,

**[ ] [OPTION #1]**

- d.) after any accident 1) resulting in human death, 2) where the driver is issued a citation and the accident results in an injury that requires immediate medical attention away from the scene, or 3) where there is disability damage to any motor vehicle that requires towing **[END OF OPTION]**

**[ ] [OPTION #2]**

- d.) after any accident,

**[NOTE: must select one option. Option #1 mirrors the DOT regulations; Option #2 provides a more affirmative approach to drivers who are primarily involved with transporting children.]**

e.) on a random basis, and f.) on a follow-up basis.

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

Any staff member who tests positive as defined in the guidelines shall be **immediately prohibited from driving any District owned and/or operated vehicle or conducting a safety sensitive function:**

- (+) ~~immediately prohibited from driving any District vehicle or conducting a safety sensitive function;~~
- (✓) **and** evaluated by a substance abuse professional;
- (✓) **and** provided information regarding drug/alcohol counseling; or referred to the District's Employee Assistance Program;



**EOLA of MICHIGAN**  
LOCAL TEMPLATES

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

SUPPORT STAFF  
4162/page 5 of 8

- (4) and subject to discipline, up to and including discharge, in accordance with District guidelines and the terms of any applicable collective bargaining agreements.

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

**Furthermore, if during any test the lab determines that an adulterant has been added to the specimen, then:**

- (1) the test will be considered positive and the employee shall be prohibited from driving any school vehicle and be referred to the District's Employee Assistance Program.
- ( ) the employee ~~will be re-tested with an observed collection to prevent the addition of an adulterant to the specimen.~~

**Any staff member who refuses to submit to a test shall be prohibited from performing or continuing to perform his/her safety-sensitive functions (e.g., driving any Board-owned vehicle).**

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

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



**EOLA of MICHIGAN**  
LOCAL TEMPLATES

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

SUPPORT STAFF  
4162/page 6 of 8

- D. the sanctions that may be imposed for violations of Policy 4122.01.

The Superintendent shall arrange for periodic retraining of supervisors and staff members as necessary. The Superintendent shall provide a copy of this policy and testing guidelines to all ~~Drivers~~ **Covered Employees** and will include available resources to assist employees with problems related to the use of alcohol and controlled substances.

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

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

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



**EOLA of MICHIGAN**  
LOCAL TEMPLATES

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

SUPPORT STAFF  
4162/page 7 of 8

**Educational materials explaining the requirements of the Federal regulations and of the Board's policies and procedures to meet the Federal regulations shall be provided to all Covered Employees, including the following:**

- A. the name of the person designated by the Board to answer questions about the materials**
- B. information sufficient to make clear to employees the period of the work day during which they are required to comply with the regulations**
- C. information concerning what conduct is prohibited**
- D. the circumstances under which employees are subject to testing**
- E. the procedures for testing in order to protect the employee and the integrity of the testing process, to safeguard the validity of the test results, and to confirm the results are attributed to the correct employee**
- F. the requirement that staff members must submit to testing as required by the regulations**
- G. an explanation of what constitutes a refusal to be tested and the attendant consequences**
- H. the consequences of testing positive, including the requirements of immediate removal from safety-sensitive functions, and the procedures regarding referral, evaluation, and treatment**
- I. the consequences for a test indicating an alcohol concentration greater than 0.02, and**



**NEOLA of MICHIGAN**  
LOCAL TEMPLATES

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

**SUPPORT STAFF**  
4162/page 8 of 8

- J. information concerning the effects of alcohol and drug misuse on an individual's health, work, and personal life; signs and symptoms of an alcohol problem (the employee's or a co-worker's); and available methods of intervening when a drug or alcohol problem is suspected (including confrontation and how to refer someone to an Employee Assistance Program or to management).**

49 C.F.R. 382.101 et. seq.  
**34 C.F.R. Part 40**

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# EOLA of MICHIGAN

## LOCAL TEMPLATES

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

**STUDENTS**  
5111/page 1 of 3

**REVISED POLICY - VOL. 32, NO. 2 - FEBRUARY 2018**

**ELIGIBILITY OF RESIDENT/NONRESIDENT STUDENTS**

The Board of Education establishes the following policy for determining eligibility to attend the schools of this District.

- A. The Board will educate, tuition-free, students who are legal residents of the District, **regardless of their citizenship or immigration status. The Board shall meaningfully communicate material information about enrollment requirements and procedures with parents, including parents who have limited proficiency in English. Access to information regarding enrollment requirements and procedures shall be available on the District's web site.** Proof of residency will be required for registration in the District. Legal residency means a student is residing with his/her parents, legal guardians, or a resident relative with power of attorney over the student. A student may attend school in this District tuition-free if a parent or legal guardian is a legal resident of the District, regardless of whether the parent or legal guardian has actual custody of the student. Legal residency, when living with a relative, must be based on the need for a suitable home and not for educational purposes.

If the student temporarily resides in another school district but attends school in this District (where one (1) parent resides), it is the obligation of the parents to provide transportation for the student from the home of the nonresident, custodial parent.

- B. The District shall provide a free education to those students who are considered by Federal law to be illegal aliens or considered to be homeless by State established criteria.
- C. A student who is a resident within the District by order of a juvenile or probate court or placed in the District as a ward of the State by an authorized agency shall be admitted tuition-free.
- D. Any student who enrolls in the District under the District's schools of choice program.



# NEOLA of MICHIGAN

## LOCAL TEMPLATES

### BOARD OF EDUCATION

### SCHOOL DISTRICT

### STUDENTS

5111/page 2 of 3

- E. A child who is placed in foster care by a court of competent jurisdiction shall be admitted tuition-free, without regard to residency, to a school within the District, as selected by the State Department of Human Services or the child placing agency responsible for placement of that child.
- ( ) Foreign students, participating in a bona fide, foreign-exchange program and living with a resident host family, will be admitted tuition-free.
- ( ) Students whose parents do not reside within the District, but who present evidence that they will move into the District within a short period of time may enroll in the schools of this District as tuition students for the time not in residence.
- ( ) Twelfth grade students who have begun their work toward graduation from the District's high school and whose parents no longer reside within the District may be permitted to complete their high school education as tuition students.
- ( ) A resident student, otherwise eligible to attend school in the District, may be denied admission if s/he has a record of behavior that the Superintendent believes would constitute a threat to the safety and well-being of staff and other students.
- ( ) A nonresident student placed with the District for educational reasons by a juvenile or probate court order shall be admitted tuition-free.
- ( ) Students enrolled in the special education program of this District whose parents do not reside within the District may attend as tuition students.
- ( ) Nonresidents may be accepted into the District's Adult Education Classes upon payment of the appropriate fees.
- ( ) Nonresident students may be accepted into the District's Summer School Program.



**NEOLA of MICHIGAN**

LOCAL TEMPLATES

**BOARD OF EDUCATION**

**SCHOOL DISTRICT**

**STUDENTS**

5111/page 3 of 3

- ( ) A student who is the child of a person who is employed by the District, including an adopted child or legal ward.

M.C.L. 380.1148, 1401 et seq., 388.1606

Emancipation of Minors Act, Section 4, Subsection 6

Public Law 100-77, Section 721, 42 U.S.C. 11431

Stewart McKinney Homeless Assistance Amendment Act of 1990

PA 203 of 1994, Sec. 163a (1) & (2)

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# **EOLA of MICHIGAN**

## **LOCAL TEMPLATES**

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

PROPERTY  
7540.02/page 1 of 11

### **REPLACEMENT POLICY - VOL. 32, NO. 2 - FEBRUARY 2018**

#### **WEB ACCESSIBILITY, CONTENT, APPS AND SERVICES**

##### **A. Creation of Content for Web Pages/Sites, Apps and Services**

The Board of Education authorizes staff members

*NY* and students

to create content, apps and services (see Bylaw 0100 Definitions) that will be hosted by the Board on its servers or District-affiliated servers and/or published on the Internet.

The content, apps and services must comply with applicable State and Federal laws (e.g., copyright laws, Children's Internet Protection Act (CIPA), Section 504 of the Rehabilitation Act of 1973 (Section 504), Americans with Disabilities Act (ADA), Student Online Personal Protection Act (SOPPA) and Children's Online Privacy Protection Act (COPPA)), and reflect the professional image/brand of the District, its employees, and students. Content, apps and services must be consistent with the Board's Mission Statement and staff-created web content, services and apps are subject to prior review and approval of the Superintendent before being published on the Internet and/or used with students.

#### **[NOTE: CHOOSE ONE, BOTH, OR NONE OF THE FOLLOWING OPTIONS.]**

- ☐ Student-created content, apps and services are subject to Policy 5722 - School-Sponsored Student Publications and Productions.
- ☐ The creation of content, apps and services by students must be done under the supervision of a professional staff member.

#### **[END OF OPTIONS]**



# EOLA of MICHIGAN

## LOCAL TEMPLATES

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

PROPERTY  
7540.02/page 2 of 11

B. Purpose of Content of District Web Pages/Sites, Apps and Services

The purpose of content, apps and services hosted by the Board on its servers or District-affiliated servers is to educate, inform, and communicate. The following criteria shall be used to guide the development of such content, apps and services:

1. **Educate**

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

2. **Inform**

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

3. **Communicate**

Content may communicate information about the plans, policies and operations of the District to members of the public and other persons who may be affected by District matters.

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

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



# EOLA of MICHIGAN

## LOCAL TEMPLATES

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

PROPERTY  
7540.02/page 3 of 11

Under no circumstances is District-created content, apps and services, to be used for commercial purposes, advertising, political lobbying or to provide financial gains for any individual. Included in this prohibition is the fact no web content contained on the District's website may:

1. include statements or other items that support or oppose a candidate for public office, the investigation, prosecution or recall of a public official, or passage of a tax levy or bond issue;
2. link to a website of another organization if the other website includes such a message; or
3. communicate information that supports or opposes any labor organization or any action by, on behalf of, or against any labor organization.

[ ] Under no circumstances is staff member-created content, apps and services, including personal web pages/sites, to be used to post student progress reports, grades, class assignments, or any other similar class-related material. Employees are required to use the Board-specified website, app or service (e.g., \_\_\_\_\_ **[Progressbook]**) for the purpose of conveying information to students and/or parents.

[ ] Staff members are prohibited from requiring students to go to the staff member's personal web pages/sites (including, but not limited to, their Facebook, Instagram, Pinterest pages) to check grades, obtain class assignments and/or class-related materials, and/or to turn in assignments.

[ ] If a staff member creates content, apps and services, related to his/her class, it must be hosted on the Board's server or a District-affiliated server.



# **EOLA of MICHIGAN**

## **LOCAL TEMPLATES**

**BOARD OF EDUCATION**

**SCHOOL DISTRICT**

**PROPERTY**

7540.02/page 4 of 11

- [ ] Unless the content, apps and services contains student personally-identifiable information, Board websites, apps and web services that are created by students and/or staff members that are posted on the Internet should not be password protected or otherwise contain restricted access features, whereby only employees, student(s), or other limited groups of people can access the site. Community members, parents, employees, staff, students, and other website users will generally be given full access to the Board's website(s), apps and web services.

Web content, apps and web services should reflect an understanding that both internal and external audiences will be viewing the information.

School web pages/sites, apps and web services must be located on Board-owned or District-affiliated servers.

The Superintendent shall prepare administrative guidelines defining the rules and standards applicable to the use of the Board's website and the creation of web content, apps and web services by staff ( ) and students.

The Board retains all proprietary rights related to the design of web content, apps and web services that are hosted on Board-owned or District-affiliated servers, absent written agreement to the contrary.

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

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



## EOLA of MICHIGAN

### LOCAL TEMPLATES

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

PROPERTY  
7540.02/page 5 of 11

C. Website Accessibility

The District is committed to providing persons with disabilities an opportunity equal to that of persons without disabilities to participate in the District's programs, benefits, and services, including those delivered through electronic and information technology, except where doing so would impose an undue burden or create a fundamental alteration. The District is further committed to ensuring persons with disabilities are able to acquire the same information, engage in the same interactions, and enjoy the same benefits and services within the same timeframe as persons without a disability, with substantially equivalent ease of use; that they are not excluded from participation in, denied the benefits of, or otherwise subjected to discrimination in any District programs, services, and activities delivered online, as required by Section 504 and Title II of the ADA and their implementing regulations; and that they receive effective communication of the District's programs, services, and activities delivered online.

The District adopts this policy to fulfill this commitment and affirm its intention to comply with the requirements of Section 504 of the Rehabilitation Act of 1973, 29 U.S.C. Section 794, 34 C.F.R. Part 104, and Title II of the Americans With Disabilities Act of 1990, 42 U.S.C. Section 12131 and 28 C.F.R. Part 35 in all respects.

1. **Technical Standards**

The District will adhere to the technical standards of compliance identified at [INSERT link to District website]. The District measures the accessibility of online content and functionality according to the World Wide Web Consortium's Web Content Accessibility Guidelines (WCAG) 2.0 Level AA, and the Web Accessibility Initiative - Accessible Rich Internet Applications Suite (WAI-ARIA 1.1) for web content. ~~( ) [insert another acceptable standard selected by the District]~~

**[DRAFTING NOTE: OCR recommends WCAG 2.0 Level AA.]**





# EOLA of MICHIGAN

## LOCAL TEMPLATES

**BOARD OF EDUCATION**

**SCHOOL DISTRICT**

**PROPERTY**

7540.02/page 6 of 11

### 2. **Web Accessibility Coordinator**

The Board designates its ☒ Section 504/ADA Compliance Coordinator(s) ☒ Technology Director ☒ *STAKEHOLDER COMMUNICATION COORDINATOR* as the District's Web Accessibility Coordinator(s). That individual(s) is responsible for coordinating and implementing this policy.

**[SELECT OPTION #1 OR #2]**

**[OPTION #1]**

☒ See Board Policy 2260.01 for the Section 504/ADA Compliance Coordinator(s)' contact information.

**[OPTION #2]**

☐ The District's Web Accessibility Coordinator(s) can be reached at:

**[INSERT NAME or TITLE, ADDRESS, E-MAIL, PHONE]**

**[END OF OPTIONS]**



# **EOLA of MICHIGAN**

## **LOCAL TEMPLATES**

**BOARD OF EDUCATION**

**SCHOOL DISTRICT**

**PROPERTY**

7540.02/page 7 of 11

### **3. Third Party Content**

Links included on the Board's website(s) or web services and apps that pertain to its programs, benefits and/or services must also meet the above criteria and comply with State and Federal law (e.g. copyright laws, CIPA, Section 504, ADA, SOPPA and COPPA). While the District strives to provide access through its website to online content provided or developed by third parties (including vendors, video-sharing websites, and other sources of online content) that is in an accessible format, that is not always feasible. The District's administrators and staff, however, are aware of this requirement with respect to the selection of online content provided to students. The District's Web Accessibility Coordinator or his/her designees will vet online content available on its website that is related to the District's programs, benefits and/or services for compliance with this criteria for all new content placed on the District's website after adoption of this policy.

Nothing in the preceding paragraph, however, shall prevent the District from including links on the Board's website(s) to:

- a. recognized news/media outlets (e.g., local newspapers' websites, local television stations' websites), or
- b. websites, services and/or apps that are developed and hosted by outside vendors or organizations that are not part of the District's program, benefits, or services.

The Board recognizes that such third party websites may not contain age-appropriate advertisements that are consistent with the requirements of Policy 9700.01, AG 9700B, and State and Federal law.



# EOLA of MICHIGAN

## LOCAL TEMPLATES

**BOARD OF EDUCATION**

**SCHOOL DISTRICT**

PROPERTY

7540.02/page 8 of 11

4. **Regular Audits**

The District, under the direction of the Web Accessibility Coordinator(s) or his/her/their designees, will, at regular intervals, audit the District's online content and measure this content against the technical standards adopted above.

**[OPTION]**

☐ This audit will occur no less than once every two years.

**[END OF OPTION]**

If problems are identified through the audit, such problems will be documented, evaluated, and, if necessary, remediated within a reasonable period of time.

5. **Reporting Concerns or Possible Violations**

If any student, prospective student, employee, guest, or visitor believes that the District has violated the technical standards in its online content, s/he may contact the Web Accessibility Coordinator with any accessibility concerns. S/he may also file a formal complaint utilizing the procedures set out in Board Policies 2260 and 2260.01 relating to Section 504 and Title II.



# EOLA of MICHIGAN

## LOCAL TEMPLATES

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

PROPERTY  
7540.02/page 9 of 11

**D. Instructional Use of Apps and Web Services**

The Board authorizes the use of apps and web services to supplement and enhance learning opportunities for students either in the classroom or for extended learning outside the classroom.

**[SELECT OPTION #1 or #2]**

**[ ] [OPTION #1]**

The Board requires the ( ) Superintendent ( ) \_\_\_\_\_ pre-approve each app and/or web service that a teacher intends to use to supplement and enhance student learning. To be approved, the app and/or web service must have a FERPA-compliant privacy policy, as well as comply with all requirements of the Children's Online Privacy Protection Act (COPPA), Student Online Personal Protection Act (SOPPA) and the Children's Internet Protection Act (CIPA) ( ) and Section 504 and the ADA.

**[END OF OPTION #1]**

**[ ] [OPTION #2]**

A teacher who elects to supplement and enhance student learning through the use of apps and/or web services is responsible for verifying/certifying to the ( ) Superintendent ( ) \_\_\_\_\_ that the app and/or web service has a FERPA-compliant privacy policy, and it complies with all requirements of the Children's Online Privacy Protection Act (COPPA), Student Online Personal Protection Act (SOPPA) and the Children's Internet Protection Act (CIPA) ( ) and Section 504 and the ADA.

**[END OF OPTION #2]**



# EOLA of MICHIGAN

## LOCAL TEMPLATES

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

PROPERTY  
7540.02/page 10 of 11

The Board further requires

- ( ) the use of a Board-issued e-mail address in the login process.
- ( ) prior written parental permission to use a student's personal e-mail address in the login process.

E. Training

The District will provide ( ) annual ( ) periodic training for its employees who are responsible for creating or distributing information with online content so that these employees are aware of this Policy and understand their roles and responsibilities with respect to web design, documents and multimedia content.

F. One-Way Communication Using District Web Content, Apps and Services

The District is authorized to use web pages/sites, apps and services to promote school activities and inform stakeholders and the general public about District news and operations.

Such communications constitute public records that will be archived.

When the Board or Superintendent designates communications distributed via District web pages/sites, apps and web services to be one-way communication, public comments are not solicited or desired, and the web site, app or web service is to be considered a nonpublic forum.

If the District uses an apps and web service that does not allow the District to block or deactivate public comments (e.g., Facebook, which does not allow comments to be turned-off, or Twitter, which does not permit users to disable private messages or mentions/replies), the District's use of that apps and web service will be subject to Policy 7544 - Use of Social Media, unless the District is able to automatically withhold all public comments.



# **NEOLA of MICHIGAN**

## **LOCAL TEMPLATES**

**BOARD OF EDUCATION**

**SCHOOL DISTRICT**

**PROPERTY**

7540.02/page 11 of 11

If unsolicited public comments can be automatically withheld, the District will retain the comments in accordance with its adopted record retention schedule (see AG 8310A – Public Records, and AG 8310E – Record Retention and Disposal), but it will not review or consider those comments.

**[DRAFTING NOTE: Districts are advised to adopt a new category of records that covers such “hidden public comments” on social media. Unless dictated by State law, retention periods established by the district for such unsolicited communications should be limited.]**

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# EOLA of MICHIGAN

## LOCAL TEMPLATES

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

OPERATIONS  
8321/page 1 of 15

**REVISED POLICY - VOL. 32, NO. 2 - FEBRUARY 2018**

**CRIMINAL JUSTICE INFORMATION SECURITY**  
**(NON-CRIMINAL JUSTICE AGENCY)**

The District is required by State law to have the Michigan State Police (MSP) obtain both a State and a Federal Bureau of Investigation (FBI) criminal history record information (CHRI) background check report for all employees of the District and contractors, vendors and their employees who work on a regular and continuous basis in the District. To assure the security, confidentiality, and integrity of the CHRI background check information received from the MSP/FBI, the following standards are established:

A. Sanctions for Non-Compliance

Employees who fail to comply with this policy and any guidelines issued to implement this policy will be subject to discipline for such violations. Discipline will range from counseling and retraining to discharge, based on the nature and severity of the violation. All violations will be recorded in writing, with the corrective action taken. The Superintendent shall review, approve, sign and date all such corrective actions.

B. Local Agency Security Officer (LASO)

The ~~High School Principal~~ \_\_\_\_\_ **[insert designated administrator]** shall be designated as the District's Security Officer ("**LASO**") and shall be responsible for overall implementation of this policy and for data and system security. This shall include:

1. ensuring that personnel security screening procedures are being followed as set forth in this policy;
2. ensuring that approved and appropriate security measures are in place and working as expected;
3. supporting policy compliance and instituting the incident response reporting procedures;



# EOLA of MICHIGAN

## LOCAL TEMPLATES

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

OPERATIONS  
8321/page 2 of 15

4. ensuring that the Michigan State Police are promptly informed of any security incidents involving the abuse or breach of the system and/or access to criminal justice information;
5. to the extent applicable, identifying and documenting how District equipment is connected to the Michigan State Police system;
6. to the extent applicable, identifying who is using the Michigan State Police approved hardware, software and firmware, and ensuring that no unauthorized individuals have access to these items.

**The District's LASO shall be the point of contract for the Michigan State Police and should be the person most knowledgeable about this policy.** The District's LASO shall be designated on the appropriate form as prescribed and maintained by the Michigan State Police. A new form shall be submitted every time a new LASO is designated.

C. Agency User Agreements

The District shall enter into any required User Agreement for Release of CHRI ("User Agreement"), and future amendments, by the Michigan State Police necessary to access the required CHRI on applicants, volunteers, and all other statutorily required individuals, such as contractors and vendors and their employees assigned to the District. The LASO shall be responsible for the District's compliance with the terms of any such User Agreement.





# EOLA of MICHIGAN

## LOCAL TEMPLATES

**BOARD OF EDUCATION**

**SCHOOL DISTRICT**

OPERATIONS

8321/page 3 of 15

D. Personnel Security

All individuals that require access to any criminal justice information shall be subject to the following standards prior to granting of access:

1. Background Checks - A Michigan (or state of residency if other than Michigan) and a national fingerprint-based criminal history record check shall be conducted within thirty (30) days of assignment to a position with direct access to criminal justice information or with direct responsibility to configure and maintain computer systems and networks with direct access to criminal justice information. Background re-checks should be conducted every five (5) years.
  - a. A felony conviction of any kind will disqualify an individual for access to criminal justice information.
  - b. If any other results/records are returned, the individual shall not be granted access until the LASO reviews and determines access is appropriate. This includes, but is not limited to, any record which indicates the individual may be a fugitive or shows arrests without convictions. Such approval shall be recorded in writing, signed, dated and maintained with the individual's file.



# EOLA of MICHIGAN

## LOCAL TEMPLATES

BOARD OF EDUCATION

                     SCHOOL DISTRICT

OPERATIONS

8321/page 4 of 15

- c. If support personnel, contractors or custodial workers need to be in an area where CHRI is maintained or processed, they shall be escorted by or under the supervision of authorized personnel at all times while in those area. Information Technology contractors or vendors will be physically or virtually escorted by authorized personnel anytime said individual have access to facilities, areas, rooms, or an agency's CHRI information system.
2. Subsequent Arrest/Conviction - If an individual granted access to criminal justice information is subsequently arrested and/or convicted, access shall be suspended immediately until the matter is reviewed by the LASO to determine if continued access is appropriate. Such determination shall be recorded in writing, signed, dated and maintained with the individual's file. In the event that the LASO has the arrest/conviction, the Superintendent (if not the designated LASO) shall make the determination. If the Superintendent is also the designated LASO, the determination shall be made by WOM SCHOOL PRINCIPAL **[Insert Designated Administrator]**. Except that, as noted in D(1)(a), individuals with a felony conviction of any kind will have their access indefinitely suspended.



# EOLA of MICHIGAN

## LOCAL TEMPLATES

### BOARD OF EDUCATION

### SCHOOL DISTRICT

### OPERATIONS

8321/page 5 of 15

3. Public Interest Denial - If the LASO determines that access to criminal justice information by any individual would not be in the public interest, access shall be denied whether that person is seeking access or has previously been granted access. Such decision and reasons shall be in writing, signed, dated and maintained in the individual's file.
4. Approval for Access - All requests for access to criminal justice information shall be as specified and approved by the LASO. Any such designee must be a direct employee of the District. The District must maintain a readily accessible list that includes the names of all LASO approved personnel with access to criminal justice information, as well as the reason for providing each individual access. This list shall be made available to Michigan State Police upon request.
5. Termination of Employment/Access - Within twenty-four (24) hours of the termination of employment, all access to criminal justice information shall be terminated immediately for that individual, such as **requiring the individual to return any keys or access cards to buildings, offices, and/or files, or** closing the individual's account and/or blocking access to any systems containing such information at the District.
6. Transfer/Re-assignment - When an individual who has been granted access to criminal justice information has been transferred or re-assigned to other duties, the LASO shall determine whether continued access is necessary and appropriate. If not, s/he shall take such steps as necessary to block further access to such information within the twenty-four (24) hour period immediately following the transfer or reassignment.



# EOLE of MICHIGAN

## LOCAL TEMPLATES

### BOARD OF EDUCATION

### SCHOOL DISTRICT

### OPERATIONS

8321/page 6 of 15

7. Information Technology Contractors and Vendors<sup>1</sup> – Prior to granting access to criminal justice information to an IT contractor or vendor, identification must be verified via a Michigan (or state of residency if other than Michigan) and national fingerprint-based criminal history record check. A felony conviction of any kind, as well as any outstanding arrest warrant, will disqualify an IT contractor or vendor for access to criminal justice information. A contractor or vendor with a criminal record of any other kind may be granted access if the LASO determines the nature or severity of the misdemeanor offense(s) does not warrant disqualification. If any other results/records are returned, the individual shall not be granted access until the LASO reviews and determines access is appropriate.

#### E. Media Protection

Access to digital and physical media in all forms, which contains criminal history background information provided by the Michigan State Police through the statutory record check process, is restricted to authorized individuals only. Only individuals involved in the hiring determination of both District employees and volunteers shall be authorized to access digital and physical media containing CHRI.

1. Media Storage and Access – All digital and physical media shall be stored in a physically secure location or controlled area, such as locked office, locked cabinet or other similarly secure area(s) which can only be accessed by authorized individuals. If such security cannot be reasonably provided, then all digital CHRI background data shall be encrypted. Digital media shall be stored on a District or School server. Storage on a third party server, such as cloud service, is not permitted. Storage of digital media must conform to the requirements in AG 8321.



## EOLA of MICHIGAN

### LOCAL TEMPLATES

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

OPERATIONS  
8321/page 7 of 15

2. Media Transport – Digital and physical media shall only be transported upon sufficient justification approved by the LASO. Digital and physical ~~media~~ **media** shall be protected when being transported outside of a controlled area. Only authorized individuals shall transport the media. Physical media (e.g. printed documents, printed imagery, etc.) shall be transported using a locked container, sealed envelope, or other similarly secure measure. To the extent possible, digital media (e.g., hard drives and removable storage devices such as disks, tapes, flash drives and memory cards) shall be either encrypted and/or be password protected during the transport process. The media shall be directly delivered to the intended person or destination and shall remain in the physical control and custody of the authorized individual at all times during transport. Access shall only be allowed to an authorized individual.



# EOLA of MICHIGAN

## LOCAL TEMPLATES

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

**OPERATIONS**  
8321/page 8 of 15

3. Media Disposal/Sanitization - When the CHRI background check is no longer needed, the media upon which it is stored shall either be destroyed or sanitized. The LASO and the Superintendent shall approve in writing the media to be affected. This record shall be maintained by the LASO **during the individual's active employment plus an additional six (6) for a period of at least five (5) years. [Note: the regulations do not specify a specific period for maintaining this information. This time period is suggested based on the State of Michigan's background information retention schedule and as it will likely cover most statutes of limitation and can be retained in digital format.]**
  - a. Digital Media - Sanitization of the media and deletion of the data shall be accomplished by either overwriting at least three (3) times or by degaussing, prior to disposal or reuse of the media. If the media is inoperable or will not be reused, it shall be destroyed by shredding, cutting, or other suitable method to assure that any data will not be retrievable.
  - b. Physical Media - Disposal of documents, images or other type of physical record of the criminal history information shall be cross-cut shredded or incinerated. Physical security of the documents and their information shall be maintained during the process by authorized individuals. Documents may not be placed in a waste basket or burn bag for unauthorized individuals to later collect and dispose of.

All disposal/sanitization shall be either conducted or witnessed by authorized personnel to assure that there is no misappropriation of, or unauthorized access to, the data to be deleted. Written documentation of the steps taken to sanitize or destroy the media shall be maintained for ten (10) years, and must include the date as well as the signatures of the person(s) performing and/or witnessing the process. (See also, AG 8321.)



# EOLA of MICHIGAN

## LOCAL TEMPLATES

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

OPERATIONS  
8321/page 9 of 15

4. **Personal Mobile Devices** – A personally owned mobile device (mobile phone, tablet, laptop, etc.) shall not be authorized to access, process, store or transmit criminal justice information unless the District has established and documented the specific terms and conditions for personally owned mobile devices.

F. CHRI Background Check Consent and Documentation

All individuals requested to complete a fingerprint-based CHRI background check must have given written consent—properly signed and dated—at time of application and be notified fingerprints will be used to check the criminal history records of the FBI, prior to completing a fingerprint-based CHRI background check. The most current and unaltered Livescan form (RI-030) will satisfy this requirement and must be retained. Individuals subject to a fingerprint-based CHRI background check shall be provided the opportunity to complete or challenge the accuracy of the individual's criminal history record.

Some type of documentation identifying the position for which a fingerprint-based CHRI background check has been obtained must be retained for every CHRI background check conducted, such as the "**Agency User Agreement**" (RI-087), an offer letter, employment agreement, new hire checklist, employment contract, volunteer background check form, etc.



# EOLA of MICHIGAN

## LOCAL TEMPLATES

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

OPERATIONS  
8321/page 10 of 15

G. Controlled Area/Physical Protection

All CHRI obtained from the Michigan State Police pursuant to the statutorily required background checks shall be maintained in a physically secure and controlled area, which shall be a designated office, room, or area. The following security precautions will apply to the controlled area:

1. Limited unauthorized personnel access to the area during times that criminal justice information is being processed or viewed.
2. The controlled area shall be locked at all times when not in use or attended by an authorized individual.
3. Information systems devices (e.g., computer screens) and physical documents, when in use, shall be positioned to prevent unauthorized individuals from being able to access or view them.
4. Encryption shall be used for digital storage of criminal justice information. (See AG 8321)





## EOLA of MICHIGAN

### LOCAL TEMPLATES

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

OPERATIONS  
8321/page 11 of 15

H. Passwords (Standard Authentication)<sup>2</sup>

All authorized individuals with access to computer or systems where processing is conducted or containing criminal justice information must have a unique password to gain access. This password shall not be used for any other account to which the individual has access and shall comply with the following attributes and standards.

1. at least eight (8) characters long on all systems
2. not be a proper name or a word found in the dictionary
3. not be the same as the user identification
4. not be displayed when entered into the system (must use feature to hide password as typed)
5. not be transmitted in the clear outside of the secure location used for criminal justice information storage and retrieval
6. must expire and be changed every ninety (90) days
7. renewed password cannot be the same as any prior ten (10) passwords used (See also, AG 8321)

I. Security Awareness Training

All individuals who are authorized by the District to have access to criminal justice information or to systems which store criminal justice information shall have basic security awareness training within six (6) months of initial assignment/authorization and every two (2) years thereafter. The training shall, to the extent possible, be received through a program approved by the Michigan State Police. A template of the training is provided on the Michigan State Police's website. At a minimum, the training shall comply with the standards established by the U.S. Department of Justice and Federal Bureau of Investigation for Criminal Justice Information Services. (See AG 8321.) A record shall be kept current of all individuals who have completed the security awareness training.



## EOLA of MICHIGAN

### LOCAL TEMPLATES

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

OPERATIONS  
8321/page 12 of 15

J. Secondary Dissemination of Information

If criminal history background information received from the Michigan State Police is released to another authorized agency under the sharing provision designated by The Revised School Code, a log of such releases shall be maintained and kept current indicating:

1. the date of release;
2. record disseminated;
3. method of sharing;
4. agency personnel that shared the CHRI;
5. the agency, and name of the individual at the agency, to which the information was released;
6. whether an authorization was obtained.

A log entry need not be kept if the receiving agency/entity is part of the primary information exchange agreements between the District and the Michigan State Police. A release form consenting to the sharing of CHRI shall be maintained at all relevant times.

If CHRI is received from another District or outside agency, an Internet Criminal History Access Tool (ICHAT) background check shall be performed to ensure the CHRI is based on personal identifying information, including the individual's name, sex, and date of birth, at a minimum.



# EOLE of MICHIGAN

## LOCAL TEMPLATES

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

OPERATIONS  
8321/page 13 of 15

K. Auditing and Accountability

~~The District's information system shall generate audit records for the events listed below. The District shall specify which information system components shall carry out auditing activities.~~

~~The District's information system shall produce, at the application and/or operating system level, audit records containing sufficient information to establish what events occurred, the sources of the events, and the outcomes of the events. In the event the District does not use an automated system, manual recording of activities shall still take place.~~

~~The following events shall be logged:~~

- ~~1. Successful and unsuccessful system log on attempts.~~
- ~~2. Successful and unsuccessful attempts to:~~
  - ~~a. access permission on a user account, file, directory or other system resource;~~
  - ~~b. create permission on a user account, file, directory or other system resource;~~
  - ~~c. write permission on a user account, file, directory or other system resource;~~
  - ~~d. delete permission on a user account, file, directory or other system resource;~~
  - ~~e. change permission on a user account, file, directory or other system resource.~~
- ~~3. Successful and unsuccessful attempts to change account passwords.~~
- ~~4. Successful and unsuccessful actions by privileged accounts.~~



# EOLA of MICHIGAN

## LOCAL TEMPLATES

### BOARD OF EDUCATION

### SCHOOL DISTRICT

### OPERATIONS

8321/page 14 of 15

5. ~~Successful and unsuccessful attempts for users to:~~
- a. ~~access the audit log file;~~
  - b. ~~modify the audit log file;~~
  - c. ~~destroy the audit log file.~~

~~The following content shall be included with every audited event: 1) date and time of the event; 2) the component of the information system (e.g., software component, hardware component) where the event occurred; 3) type of event; 4) user identity; and 5) outcome (success or failure) of the event.~~

~~The District's information system shall provide alerts to the appropriate District officials in the event of an audit processing failure. Audit processing failures include, for example software/hardware errors, failures in the audit capturing mechanisms, and audit storage capacity being reached or exceeded.~~

~~Audit Monitoring, Analysis and Reporting The District shall designate an individual or position to review/analyze information system audit records for indications of inappropriate or unusual activity, to investigate suspicious activity or suspected violations, to report findings to appropriate officials, and to take necessary actions. Audit review/analysis shall be conducted at a minimum once a week, and should be increased if volume indicates an elevated need for audit review.~~

~~Time Stamps The District's information system shall provide time stamps for use in audit record generation. The time stamps shall include the date and time values generated by the internal system clocks in the audit records.~~



# NEOLA of MICHIGAN

## LOCAL TEMPLATES

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

OPERATIONS  
8321/page 15 of 15

~~Protection of Audit Information~~ — The District's information system shall protect audit information and audit tools from modification, deletion and unauthorized access.

~~Audit Record Retention~~ — The District shall retain audit records for at least one (1) year. Once the minimum retention time period has passed, the District may continue to retain audit records until it is determined they are no longer needed for administrative, legal, audit, or other operational purposes.

<sup>1</sup>Non-Information Technology contractors or vendors shall not have access to criminal justice information.

<sup>2</sup>Applicable to districts that maintain CHRI within a digital system of records, such as a digital database, filing system, record keeping software, spreadsheets, etc. Not applicable if CHRI kept solely via e-mail and/or paper copies.

Ref: Criminal Justice Information Services - Security Policy (Version 5.6, 2017),  
U.S. Dept. of Justice and Federal Bureau of Investigation  
Noncriminal Justice Agency Compliance Audit Review, Michigan State  
Police, Criminal Justice Information Center, Audit and Training Section  
Conducting Criminal Background Checks, Michigan State Police, Criminal  
Justice Information Center

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## CANVAS EXECUTIVE BUSINESS REVIEW

### Madison School District (Lenawee)

Thank you for being a valued client as we work together to make teaching and learning easier. Instructure is on a mission to develop great technology that makes people smarter and we couldn't do it without you. This report is a periodic review of your Canvas usage. As partners in teaching and learning, we want to ensure Canvas provides optimal return on your investment and that your faculty and students love it as much as we do

#### Account Summary:

**Go Live Date:**

**Renewal Date:** 6/30/2018

**Contracted Subscription FTE:** 1,425

**Fall FTE:** 1,200

**Spring FTE:** 1,200

**Summer FTE:**

**Support Package:** Standard

#### Courses

Current Courses have a Term, Course, or Section date in the current month. Active Courses for this measure are both current and published. This does not refer to the Course state of Active (as opposed to Concluded or Deleted) reported by Canvas. In addition, active courses have at least one teacher, three students, some kind of content, and a minimum number of page views.

<b>Current Courses</b>	<b>79</b>
<b>Current Published Courses</b>	74
<b>Current Published Courses</b>	94%
<b>Active Courses</b>	61

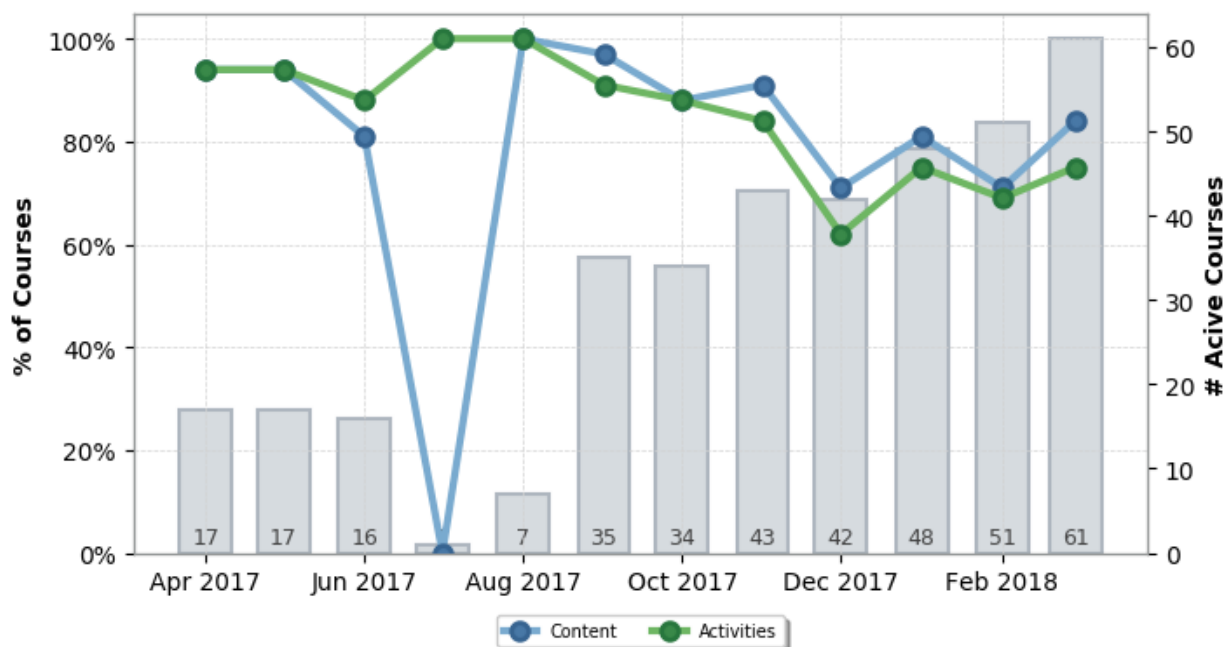
#### Active Course Detail

Syllabus refers to Courses where the editable body of the Syllabus has been customized. Outcomes includes Courses where any Outcome has been imported or created. Courses will be included in the Gradebook percentage if they are providing any grade information to students.

<b>With Content %</b>	<b>84%</b>
<b>Pages</b>	<b>57%</b>
<b>Files</b>	<b>34%</b>
<b>Modules</b>	<b>72%</b>
<b>With Activities</b>	<b>75%</b>
<b>Assignments</b>	<b>66%</b>
<b>Quizzes</b>	<b>49%</b>
<b>Discussions</b>	<b>21%</b>
<b>Syllabus</b>	<b>31%</b>
<b>Outcomes</b>	<b>2%</b>
<b>Gradebook</b>	<b>72%</b>

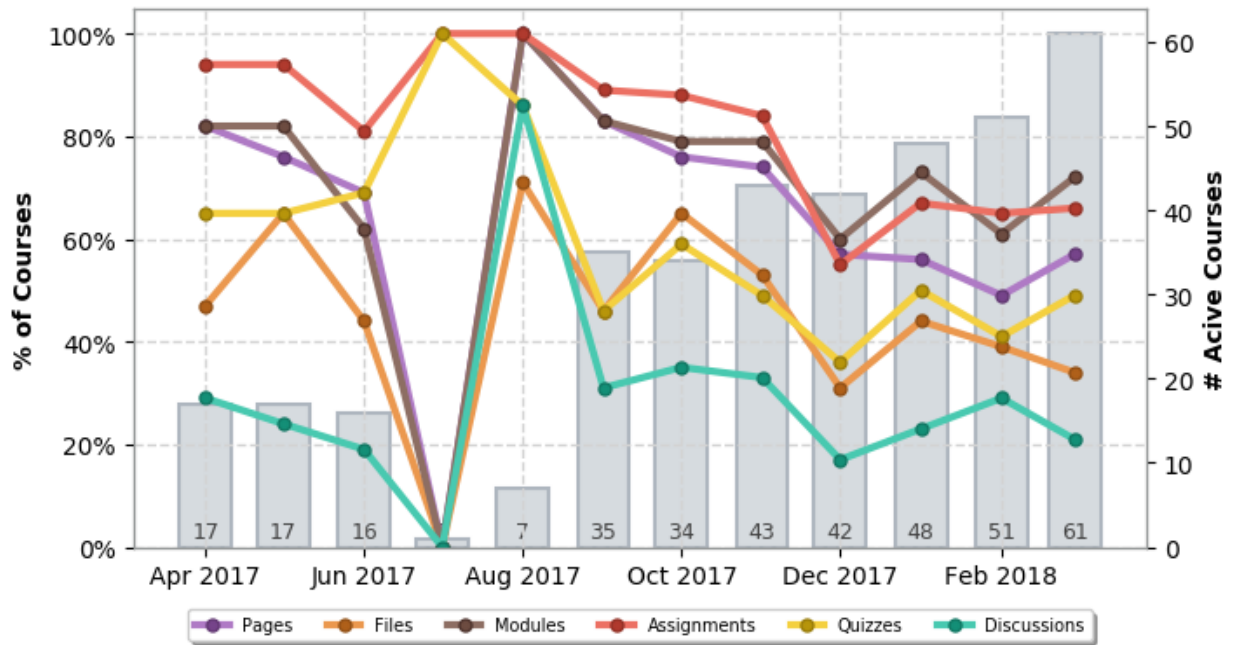
## Courses Over Time

Percent of Active Courses with Content (indicated by the blue line) includes any unique Course that uses Pages, Files, or Modules. Active Courses with Activities (indicated by the green line) include Assignments, Quizzes, or Discussions. Courses only need to contain one Content item or Activity to contribute to this value. Courses that include more than one type of Content item or Activity are only counted once. The pink-shaded background shows the number of Active Courses over time.



## Content & Activity Breakdown

Each Canvas feature percentage describes use in Current, Published, Active Courses.



## Active Users

Usage definitions are customizable to a degree, however, we default to a floor of one session per month. Madison School District (Lenawee) has decided that a user is "Active" if they have 5 or more sessions in Canvas in a 30 day period.

