



Washtenaw Intermediate School District

August 26, 2025 Board of Education Meeting

Regular Meeting

Date and Time

Tuesday August 26, 2025 at 5:00 PM EDT

Location

1819 S. Wagner Rd, Ann Arbor, MI 48106

Agenda

	Purpose	Presenter	Time
I.	Opening Items		5:00 PM
A.	Call the Meeting to Order	President Mary Jane Tramontin	
B.	Roll Call	TJ Greggs	1 m
II.	Approval of the Agenda		5:01 PM
A.	August 26, 2025 Board Agenda Memo		
III.	Communications		

	Purpose	Presenter	Time
IV. Public Participation			
V. Financial Report			5:01 PM
A. July 2025 Financial Report			5 m
VI. Equity, Inclusion, and Social Justice Dialogue			
VII. Consent Agenda			5:06 PM
A. Approval: Minutes			
B. Superintendent's Recommendations 019-25-26 Employment Recommendations			
C. Superintendent's Recommendations 020-25-26 Staff Resignations			5 m
D. Superintendent's Recommendations 021-25-26 Staff Retirements			5 m
E. Superintendent's Recommendations 022-25-26 New PAC Member for Dexter Community Schools			5 m
F. Superintendent's Recommendations 023-25-26 Early Literacy Coaching Contracts with Washtenaw County Schools			5 m
G. Superintendent's Recommendations 24-25-26 FY26 Adolescent and School Health Program Funding			5 m
VIII. New Business			5:31 PM
A. Updated WISD Policy – Second Read			
B. Justice Leaders Collaborative- Professional Learning & Coaching Contract			5 m
C. Ypsilanti Community Schools Shared Services Contract			

	Purpose	Presenter	Time
IX. Other Items of Business			5:36 PM
A. Board of Education Conferences			5 m
X. Board of Education Reports			
XI. Administrative Reports			5:41 PM
A. Superintendent's Report			5 m
XII. Closing Items			5:46 PM
A. Adjourn Meeting	Vote		

Coversheet

August 26, 2025 Board Agenda Memo

Section: II. Approval of the Agenda
Item: A. August 26, 2025 Board Agenda Memo
Purpose:
Submitted by:
Related Material: August 26, 2025 Board Memo.pdf



MEMORANDUM

TO: Board of Education

FROM: Naomi Norman, Superintendent

DATE: August 19, 2025

RE: Regular Board Meeting August 26, 2025

Agenda Item 2: **Approval of the Agenda:** President Tramontin will ask for approval of the agenda.

Agenda Item 3: **Communications:** There are no communications at this time.

Agenda Item 4: **Public Participation:** Members of the public who wish to address the Board may do so at this time.

Agenda Item 5: **Financial Report:**

A. **July 2025 Financial Report:** Associate Superintendent Brian Marcel will review the financial report for July 2025 and will be available to answer questions or provide additional information.

Agenda Item 6: **Equity, Inclusion, and Social Justice Dialogue:** Superintendent Naomi Norman will facilitate the equity, inclusion, and social justice discussion.

Agenda Item 7: **Consent Agenda**

A. **Approval: Minutes:** Approval of the minutes of the August 12, 2025, regular meeting and closed session.

B. **Approval: Superintendent's Recommendations:**

The Superintendent recommends the Board accept the following employment recommendations:

019-25-26 **Employment Recommendations:** Please see the employment recommendations for: Diana Stotler as a Curriculum Specialist. If approved by the board Diana's salary will be \$99,094.00, MA+30 Step 15. All other fringe benefits are set forth in the Unit II contract.

Jenessa Young as an ASD Teacher Assistant. If approved by the board Jenessa's salary will be \$77,490.00 (MA+30, Step 6). All other fringe benefits are set forth in the Unit II contract.

Madison Fisher as a Teacher in room 33 at High Point. If approved by the board Madison's salary will be \$73,955.00, step 4. All other fringe benefits are set forth in the Unit II contract.

The Superintendent recommends the Board accept the following staff resignations:

020-25-26 Staff Resignations: Please see the staff resignations for:

Christa Lindemer, effective September 2, 2025. Christa has been employed with the WISD since January 16, 2020, as a Social Worker.

Jesse Bishop, effective September 1, 2025. Jesse has been employed with the WISD since March 12, 2025, as a Teaching Assistant at Young Adult Red Oak.

Kirstin Vespa, effective August 18, 2025. Kirstin has been employed with the WISD since February 21, 2023, as a Flex Teacher.

Stephanie Smarsik, effective August 18, 2025. Stephanie has been employed with the WISD since May 22, 2023, as a Teaching Assistant at Progress Park.

The Superintendent recommends the Board accept the following staff retirements:

021-25-26 Staff Retirement: Please see the staff retirements for:

Ann Hockenberry, effective August 31, 2025. Ann has been employed with the WISD since April 28, 2001, first as a Teacher at Progress Park and most recently as a Teacher Consultant at Whitmore Lake.

The Superintendent recommends the Board approve the new PAC appointment from Dexter Community Schools:

022-25-26 New PAC Member for Dexter Community Schools: Please see the memo from Executive Director of Special Education Deborah Hester-Washington. Dexter Community Schools has recommended Kevin McClain, a parent, to be appointed to the WISD Parent Advisory Committee (PAC). The terms of office for Kevin McClain will run through July 31, 2026.

023-25-26 Early Literacy Coaching Contracts with Washtenaw County Schools: Please see the memo from Supervisor of Instruction and Achievement Initiatives Amy Olmstead-Brayton. Ann Arbor Public Schools, Chelsea School District, Dexter Community Schools, Lincoln Consolidated School District, Manchester Community Schools, Milan Area Schools, Saline Area Schools, Whitmore Lake Public Schools, and Ypsilanti Community Schools will each provide an early literacy coach (PreK-3) who will join the Washtenaw County Coaching Collaborative (WC3) professional learning network. The coach will support their district's teachers in implementing the Essential Instructional Practices in Early Literacy. The funding source is a Michigan Department of Education Early Literacy Coaching Grant, which aligns with our commitment to high-quality literacy instruction for all. The \$50,000.00 cost covers time for coaching services from the date of contract approval through June 30, 2026.

The Superintendent recommends the Board authorize the administration to approve contracts with Ann Arbor Public Schools, Chelsea School District, Dexter Community Schools, Lincoln Consolidated School District, Manchester Community Schools, Milan Area Schools, Saline Area Schools, Whitmore Lake

Public Schools, and Ypsilanti Community Schools to provide an early literacy coach to each district for the 2025-2026 school year at a cost not to exceed \$50,000.00, as presented.

24-25-26 FY26 Adolescent and School Health Program Funding: Please see the memo from Regional School Health Coordinator Danielle Dros. The purpose of this partnership is to provide funds to local contractors (Regional School Health Coordinators) to enable them to promote comprehensive school health education, with an emphasis on the Michigan Model for Health TM, through recruitment, training, consultation, and collaboration with schools, teachers, and community groups. This partnership also provides funds to local contractors (Regional School Health Coordinators) to enable them to provide outreach services to Medicaid-eligible children, adolescents, and families. The program aims to increase the enrollment of children and adolescents who are eligible for Medicaid coverage and improve the utilization of Medicaid covered preventative services among this population.

The Superintendent recommends the Board authorize the administration to accept FY26 Adolescent and School Health Program funding in the amount of \$105,000.00, as presented.

Recommendation: The Superintendent recommends that the Board of Education approve the minutes and Superintendent's recommendations in the Consent Agenda, as presented. (Roll Call Vote)

Agenda Item 8: New Business:

A. Updated WISD Policies – Second Read: Please see the memo from Supervisor of Human Recourse and Legal Services Becky Mullins. The Policy Committee recommends the adoption of eleven revised policies. A first read of the policies was done during the Board meeting on August 12, 2025, which included highlights of the proposed changes.

Recommendation: Motion that the Board of Education approve the updated WISD policies:

- 1) **PO 1130 – Conflict of Interest**
- 2) **PO 3110 – Conflict of Interest**
- 3) **PO 4110 – Conflict of Interest**
- 4) **PO 6110 – Grant Funds**
- 5) **PO 6111 – Internal Controls**
- 6) **PO 6112 – Cash Management of Grants**
- 7) **PO 6114 – Cost Principles-Spending Federal Dollars**
- 8) **PO 6325 – Procurement-Federal Grant Dollars**
- 9) **PO 6550 – Travel Payment and Reimbursement**
- 10) **PO 7310 – Disposition of Surplus Property**
- 11) **PO 7450 – Property Inventory**

(Roll Call Vote)

B. Justice Leaders Collaborative- Professional Learning & Coaching Contract: Please see the memo from Director of Instruction Dr. Jennifer Banks. Justice Leaders Collaborative will provide a series of workshops, multi-session courses, and coaching hours designed to support staff and districts in developing skills, strategies, and mindsets for creating more equitable and inclusive learning environments. The sessions are designed to provide actionable tools, strengthen understanding and responsiveness, and promote equitable learning environments in alignment with WISD's commitment to dismantling systemic inequities in education. Justice Leaders Collaborative (JLC) to offer, plan, and

facilitate professional learning sessions focused on advancing equity, inclusion, and social justice between September 1, 2025 and June 30, 2026, for a cost not to exceed \$73,500.00. The total contract cost will be paid from Justice Leaders Employee Training & Development Services.

Recommendation: Motion that the Board of Education approve the contract with Justice Leaders Collaborative for a cost not to exceed \$73,500.00, as presented. (Roll Call Vote)

C. Ypsilanti Community Schools Shared Services Contract: Please see the memo from Chief Information Officer Matthew Cook. As part of the shared services project between Ypsilanti Community Schools and Lincoln Consolidated Schools, the districts continue to share technology staff in a combined department. District staff have now been transitioned into WISD staff and shared between the two districts since 2015. The Ypsilanti technology services contract was approved by the Ypsilanti Community School Board on August 18, 2025. The Ypsilanti cost for these services, including salary, benefits, and indirect costs is \$3,349,162.02 over 3 years during service dates of July 1, 2025 through June 30, 2028.

Recommendation: The Administration recommends that the Board of Education approve the contract with Ypsilanti Community Schools for WISD to provide shared services technology support in the amount of \$3,349,162.02, as presented. (Roll Call Vote)

Agenda Item 9: Other Items of Business:

Agenda Item 10: Board of Education Reports:

Agenda Item 11: Administrative Reports:

A. Superintendent's Report: Superintendent Norman will address the board.

Agenda Item 12: Adjournment

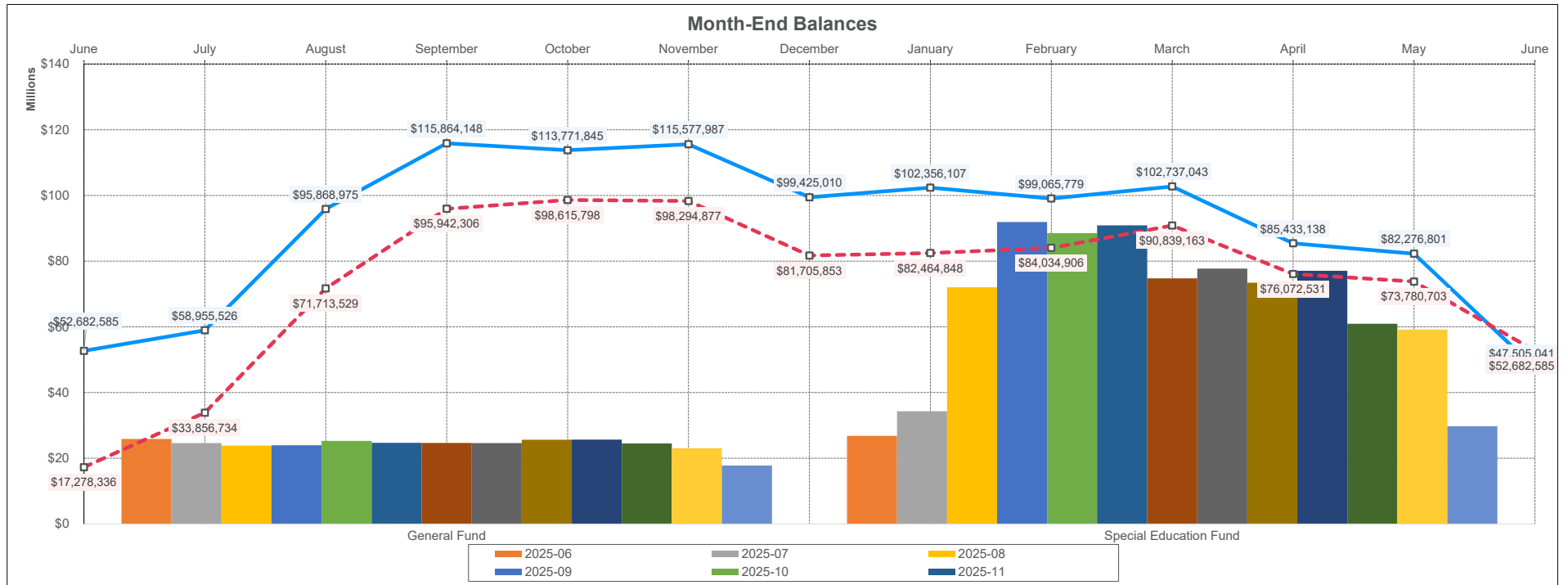
Coversheet

July 2025 Financial Report

Section:	V. Financial Report
Item:	A. July 2025 Financial Report
Purpose:	
Submitted by:	
Related Material:	WISD Graphic Monthly Financial Report Jul 2025.pdf Treasurers Report 073125.pdf

11 General Fund | 22 Special Education Fund

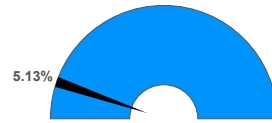
For the Period Ending July 31, 2025



11 General Fund | 22 Special Education Fund

For the Period Ending July 31, 2025

Actual YTD Revenues



Projected YTD Revenues
8.30%

Actual YTD Local Source



Projected YTD Local Sources
7.07%

Actual YTD State Sources



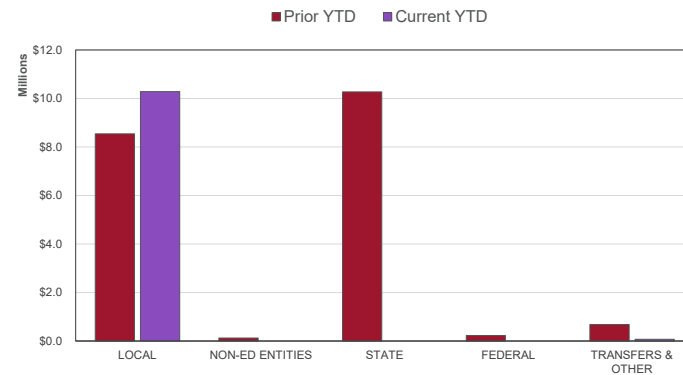
Revenue Analysis

General Fund | Top 10 Revenues by Source YTD

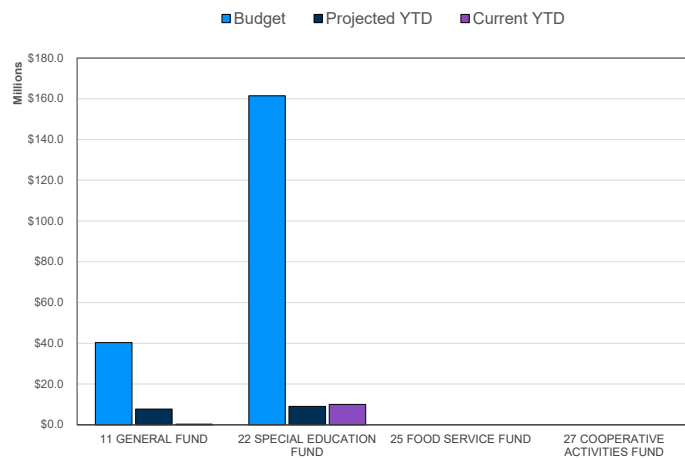
Property Tax Levy	\$180,286
Earnings On Investments And Deposits	\$82,649
Compensation Rec'D In Pmt Of Svc Provided To Other Public School	\$73,419
Miscellaneous Local Revenues	\$4,559
Private Sources (Contributions)	\$1,500
Revenue In Lieu Of Taxes	\$79
Penalties And Interest On Delinquent Taxes	\$3
Revenue From Community Service Activities	\$0

Percent of Total Revenues Year-to-Date 100.17%

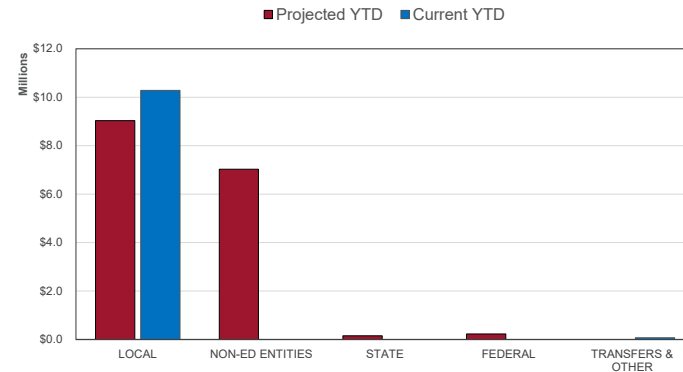
Revenue by Source | Prior YTD vs. Current YTD



Revenues by Fund



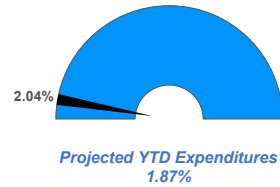
Revenue by Source | Projected YTD vs. Current YTD



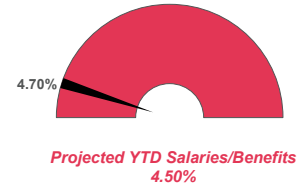
11 General Fund | 22 Special Education Fund

For the Period Ending July 31, 2025

Actual YTD Expenditures



Actual YTD Salaries/Benefits



Actual YTD Purchased Services

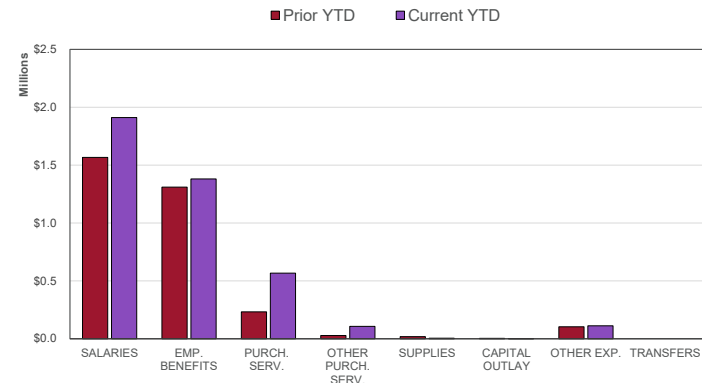


Expenditure Analysis

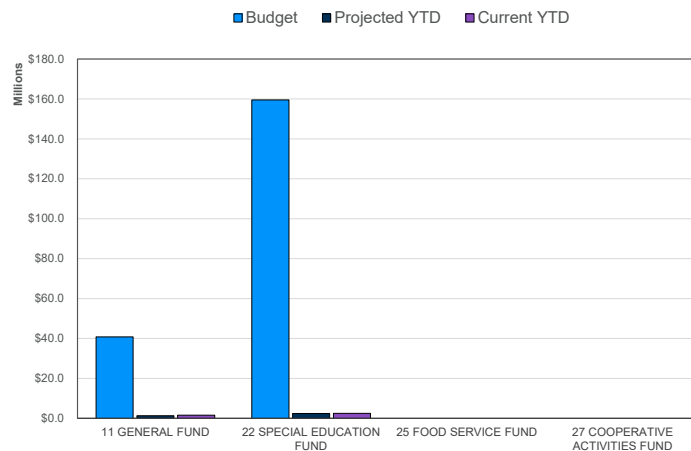
General Fund | Top 10 Expenditures by Program YTD

Improvement Of Instruction	\$397,544
Non-Instr Technology Services	\$316,653
Supervision/direction Of Instr Staff	\$155,669
Social Work Services	\$102,419
Custody And Care Of Children	\$99,781
Executive Administration	\$62,086
Operating Buildings Services	\$61,543
Planning, Research And Evaluation	\$60,740
Guidance Services	\$42,926
Community Activities	\$40,965
Percent of Total Expenditures Year-to-Date	84.20%

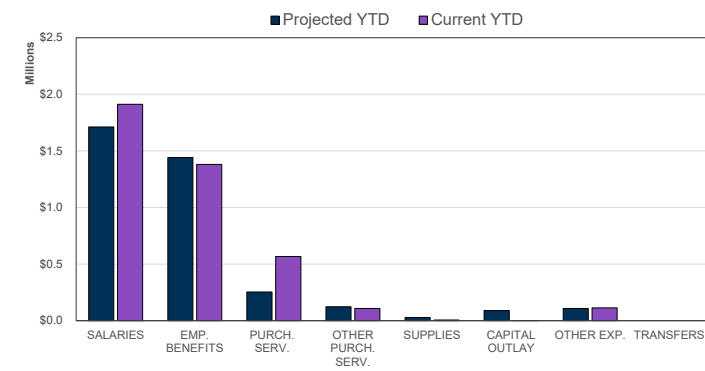
Expenditures by Object | Prior YTD vs. Current YTD



Expenditures by Fund



Expenditures by Object | Projected YTD vs. Current YTD

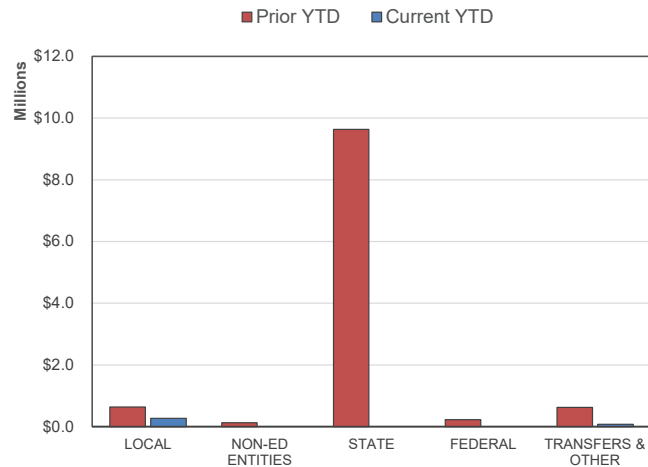


General Fund | Financial Summary

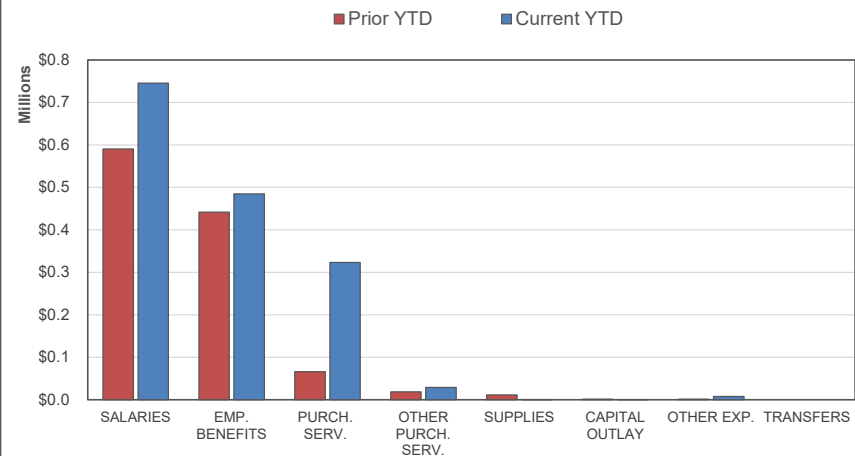
For the Period Ending July 31, 2025

	Prior YTD	Prior Year Total	YTD % of PY Total	Current YTD	Annual Budget	YTD % of Budget
REVENUES						
Local	\$636,044	\$4,335,518	14.67%	\$269,075	\$3,129,834	8.60%
Non-Ed Entities	122,291	1,909,824	6.40%	0	2,808,919	0.00%
State	9,632,614	37,971,215	25.37%	0	21,558,398	0.00%
Federal	225,577	7,829,544	2.88%	0	8,951,188	0.00%
Transfers & Other	621,260	3,466,163	17.92%	72,849	3,891,179	1.87%
TOTAL REVENUE	\$11,237,787	\$55,512,263	20.24%	\$341,924	\$40,339,518	0.85%
EXPENDITURES						
Salaries	\$590,268	\$8,633,523	6.84%	\$745,751	\$9,771,647	7.63%
Employee Benefits	441,556	5,686,638	7.76%	484,850	6,532,818	7.42%
Purchased Services	66,167	4,556,995	1.45%	323,454	6,104,648	5.30%
Other Purchased Services	18,489	460,526	4.01%	29,052	447,447	6.49%
Supplies & Materials	11,359	439,712	2.58%	535	215,428	0.25%
Capital Outlay	1,622	384,309	0.42%	353	315,534	0.11%
Other Expenditures	1,223	885,887	0.14%	7,904	2,564,137	0.31%
Transfers & Other	0	15,518,856	0.00%	0	14,830,000	0.00%
TOTAL EXPENDITURES	\$1,130,684	\$36,566,446	3.09%	\$1,591,900	\$40,781,659	3.90%
SURPLUS / (DEFICIT)	\$10,107,103	\$18,945,817		(\$1,249,976)	(\$442,141)	
ENDING FUND BALANCE		NA			NA	

Revenues by Source | Prior YTD Current YTD



Expenditures by Object: Prior YTD vs. Current YTD

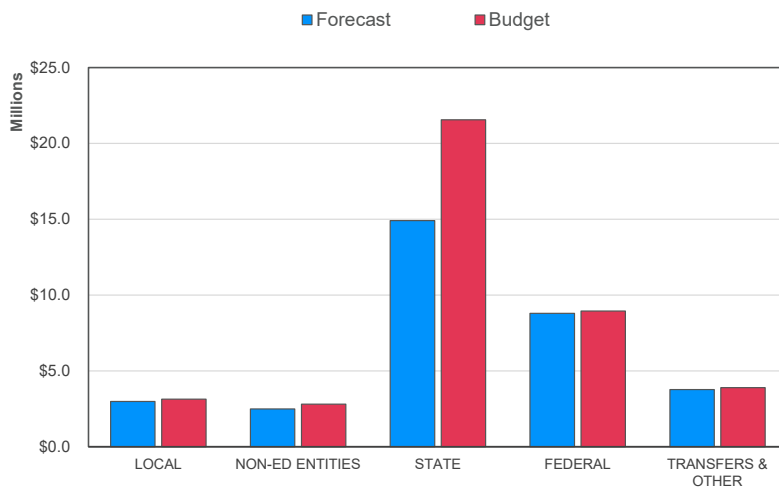


General Fund | Financial Forecast

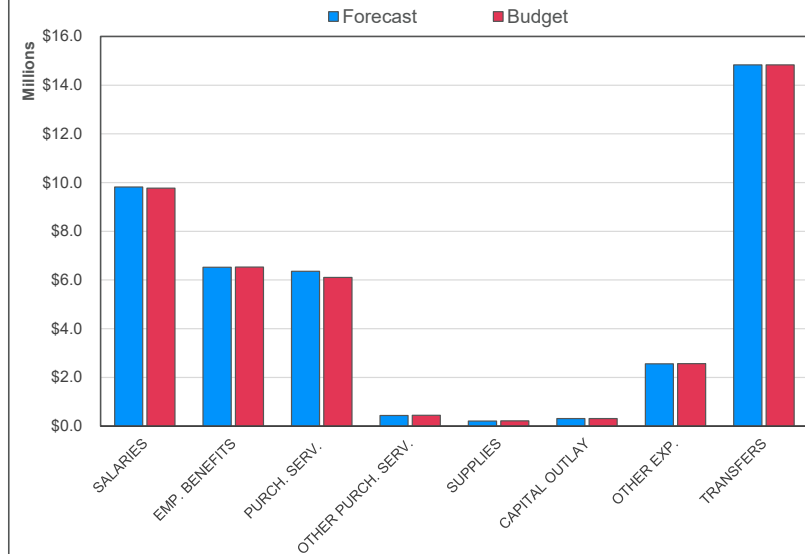
For the Period Ending July 31, 2025

	Prior YTD	Current YTD	Add: Projections	Annual Forecast	Annual Budget	Variance Over / (Under)
REVENUES						
Local	\$636,044	\$269,075	\$2,718,318	\$2,987,393	\$3,129,834	(\$142,441)
Non-Ed Entities	122,291	0	2,486,905	2,486,905	2,808,919	(322,014)
State	9,632,614	0	14,915,360	14,915,360	21,558,398	(6,643,038)
Federal	225,577	0	8,797,937	8,797,937	8,951,188	(153,251)
Transfers & Other	621,260	72,849	3,692,775	3,765,623	3,891,179	(125,556)
TOTAL REVENUE	\$11,237,787	\$341,924	\$32,611,294	\$32,953,218	\$40,339,518	(\$7,386,300)
EXPENDITURES						
Salaries	\$590,268	\$745,751	\$9,076,059	\$9,821,810	\$9,771,647	\$50,163
Employee Benefits	441,556	484,850	6,039,780	6,524,630	6,532,818	(8,188)
Purchased Services	66,167	323,454	6,034,091	6,357,544	6,104,648	252,896
Other Purchased Services	18,489	29,052	410,899	439,951	447,447	(7,496)
Supplies & Materials	11,359	535	210,736	211,271	215,428	(4,157)
Capital Outlay	1,622	353	308,027	308,381	315,534	(7,153)
Other Expenditures	1,223	7,904	2,548,705	2,556,610	2,564,137	(7,527)
Transfers & Other	0	0	14,830,000	14,830,000	14,830,000	0
TOTAL EXPENDITURES	\$1,130,684	\$1,591,900	\$39,458,297	\$41,050,198	\$40,781,659	\$268,539
SURPLUS / (DEFICIT)	\$10,107,103	(\$1,249,976)	(\$6,847,003)	(\$8,096,979)	(\$442,141)	
ENDING FUND BALANCE				NA	NA	NA

Revenues by Source | Forecast vs. Budget



Expenditures by Object | Forecast vs. Budget

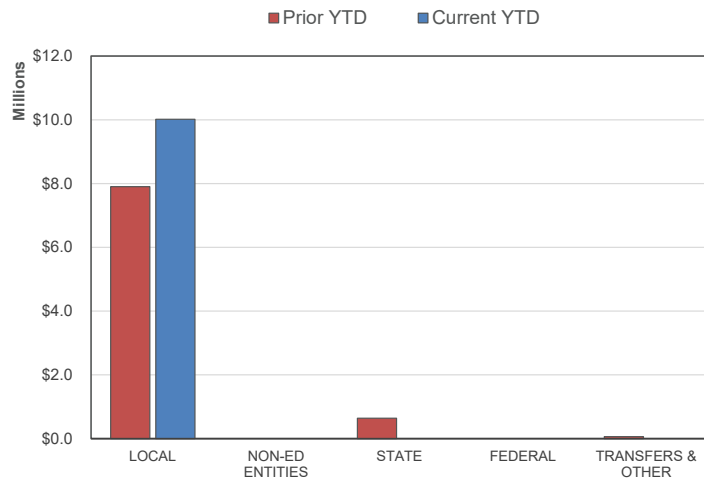


Special Education Fund | Financial Summary

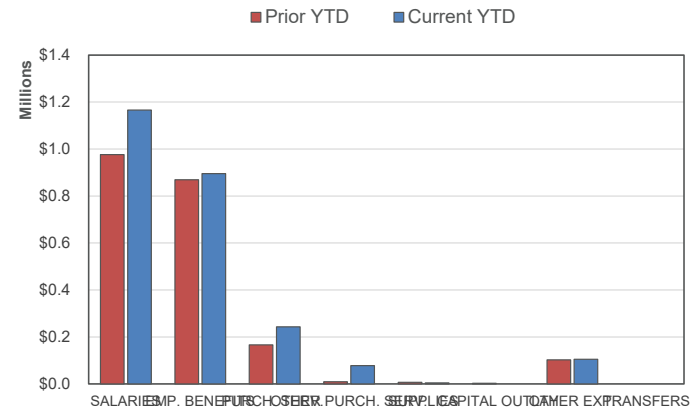
For the Period Ending July 31, 2025

	Prior YTD	Prior Year Total	YTD % of PY Total	Current YTD	Annual Budget	YTD % of Budget
REVENUES						
Local	\$7,903,656	\$120,847,221	6.54%	\$10,014,547	\$124,541,958	8.04%
Non-Ed Entities	0	0		0	0	
State	638,634	21,125,180	3.02%	0	23,409,225	0.00%
Federal	0	10,704,497	0.00%	0	12,918,211	0.00%
Transfers & Other	62,158	320,178	19.41%	0	658,331	0.00%
TOTAL REVENUE	\$8,604,448	\$152,997,076	5.62%	\$10,014,547	\$161,527,725	6.20%
EXPENDITURES						
Salaries	\$976,199	\$26,081,593	3.74%	\$1,165,778	\$32,108,849	3.63%
Employee Benefits	869,072	16,980,677	5.12%	895,427	21,691,258	4.13%
Purchased Services	166,636	4,439,066	3.75%	243,240	5,266,262	4.62%
Other Purchased Services	9,612	1,030,871	0.93%	78,005	1,499,783	5.20%
Supplies & Materials	7,015	616,376	1.14%	4,605	1,014,849	0.45%
Capital Outlay	2,321	388,216	0.60%	0	1,258,289	0.00%
Other Expenditures	102,298	1,327,736	7.70%	104,575	1,799,579	5.81%
Transfers & Other	0	85,674,110	0.00%	0	94,888,856	0.00%
TOTAL EXPENDITURES	\$2,133,152	\$136,538,644	1.56%	\$2,491,629	\$159,527,725	1.56%
SURPLUS / (DEFICIT)	\$6,471,295	\$16,458,432		\$7,522,918	\$2,000,000	
ENDING FUND BALANCE		NA			NA	

Revenues by Source | Prior YTD vs. Current YTD



Expenditures by Object | Prior YTD vs. Current YTD

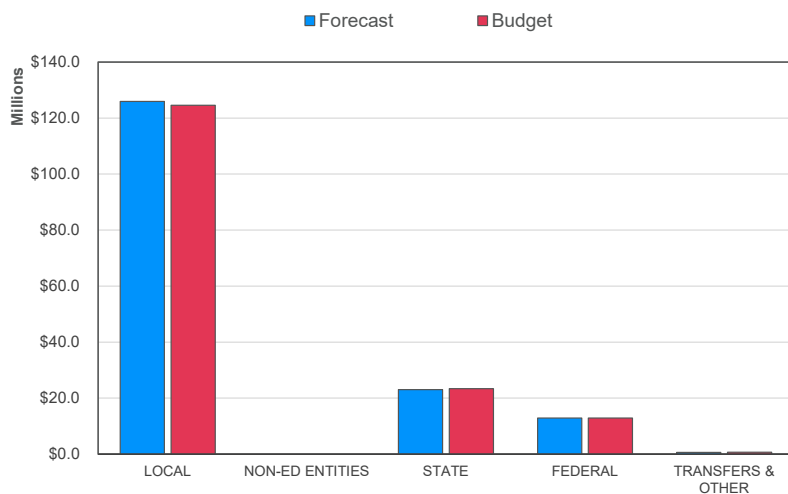


Special Education Fund | Financial Forecast

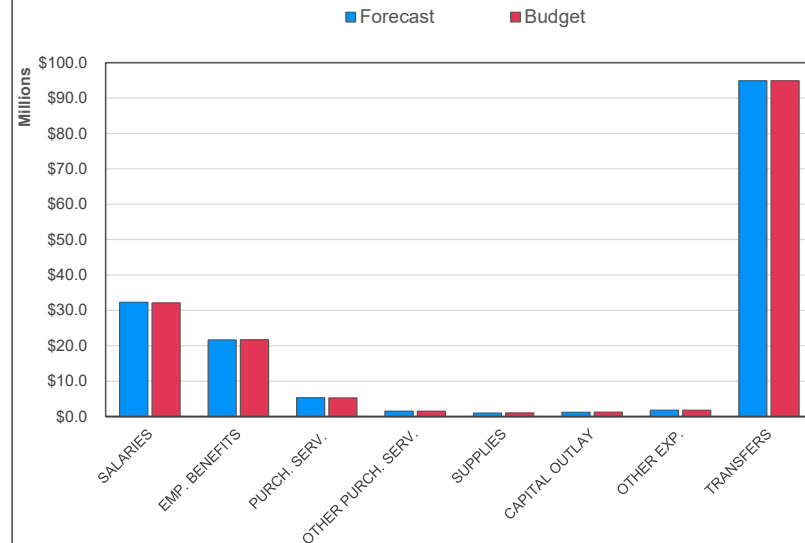
For the Period Ending July 31, 2025

	Prior YTD	Current YTD	Add: Projections	Annual Forecast	Annual Budget	Variance Over / (Under)
REVENUES						
Local	\$7,903,656	\$10,014,547	\$115,921,779	\$125,936,326	\$124,541,958	\$1,394,368
Non-Ed Entities	0	0	0	0	0	0
State	638,634	0	23,026,593	23,026,593	23,409,225	(382,632)
Federal	0	0	12,918,211	12,918,211	12,918,211	0
Transfers & Other	62,158	0	628,003	628,003	658,331	(30,328)
TOTAL REVENUE	\$8,604,448	\$10,014,547	\$152,494,586	\$162,509,132	\$161,527,725	\$981,407
EXPENDITURES						
Salaries	\$976,199	\$1,165,778	\$31,093,604	\$32,259,382	\$32,108,849	\$150,533
Employee Benefits	869,072	895,427	20,742,430	21,637,857	21,691,258	(53,401)
Purchased Services	166,636	243,240	5,083,536	5,326,776	5,266,262	60,514
Other Purchased Services	9,612	78,005	1,414,063	1,492,068	1,499,783	(7,715)
Supplies & Materials	7,015	4,605	991,854	996,459	1,014,849	(18,390)
Capital Outlay	2,321	0	1,176,252	1,176,252	1,258,289	(82,037)
Other Expenditures	102,298	104,575	1,707,472	1,812,047	1,799,579	12,468
Transfers & Other	0	0	94,888,856	94,888,856	94,888,856	0
TOTAL EXPENDITURES	\$2,133,152	\$2,491,629	\$157,098,068	\$159,589,697	\$159,527,725	\$61,972
SURPLUS / (DEFICIT)	\$6,471,295	\$7,522,918	(\$4,603,482)	\$2,919,436	\$2,000,000	
ENDING FUND BALANCE				NA	NA	NA

Revenues by Source | Forecast vs. Budget



Expenditures by Object | Forecast vs. Budget

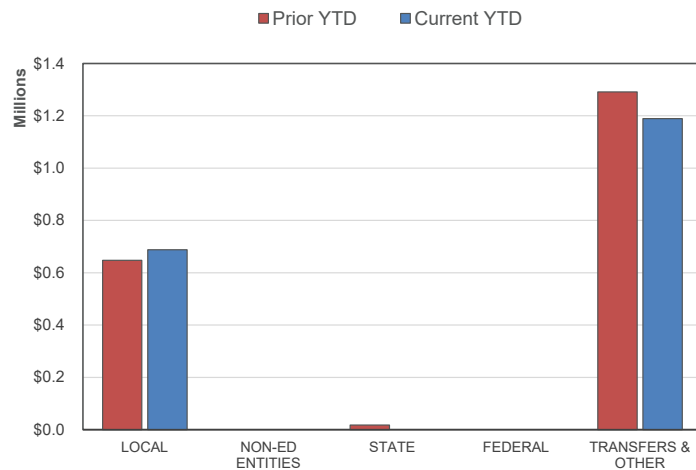


Cooperative Activities Fund | Financial Summary

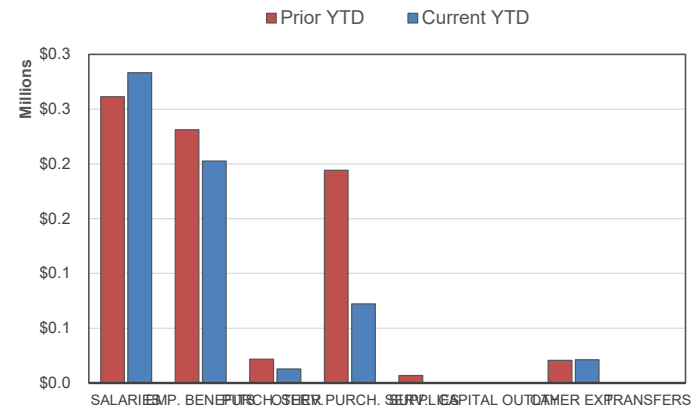
For the Period Ending July 31, 2025

	Prior YTD	Prior Year Total	YTD % of PY Total	Current YTD	Annual Budget	YTD % of Budget
REVENUES						
Local	\$647,264	\$8,675,626	7.46%	\$687,842	\$7,353,107	9.35%
Non-Ed Entities	0	0		0	0	
State	17,258	1,261,205	1.37%	0	1,178,689	0.00%
Federal	0	204,524	0.00%	0	300,000	0.00%
Transfers & Other	1,291,075	17,060,402	7.57%	1,189,250	17,771,096	6.69%
TOTAL REVENUE	\$1,955,596	\$27,201,757	7.19%	\$1,877,092	\$26,602,892	7.06%
EXPENDITURES						
Salaries	\$261,397	\$6,711,680	3.89%	\$283,204	\$7,445,108	3.80%
Employee Benefits	231,160	4,305,136	5.37%	202,709	4,837,209	4.19%
Purchased Services	21,654	1,678,223	1.29%	12,762	2,170,994	0.59%
Other Purchased Services	194,159	631,928	30.72%	72,130	1,209,594	5.96%
Supplies & Materials	6,761	98,409	6.87%	0	341,600	0.00%
Capital Outlay	0	97,797	0.00%	0	156,401	0.00%
Other Expenditures	20,653	259,683	7.95%	21,214	573,970	3.70%
Transfers & Other	0	3,340,718	0.00%	0	7,757,997	0.00%
TOTAL EXPENDITURES	\$735,784	\$17,123,575	4.30%	\$592,020	\$24,492,873	2.42%
SURPLUS / (DEFICIT)	\$1,219,811	\$10,078,181		\$1,285,072	\$2,110,019	
ENDING FUND BALANCE		NA			NA	

Revenues by Source | Prior YTD vs. Current YTD



Expenditures by Object | Prior YTD vs. Current YTD

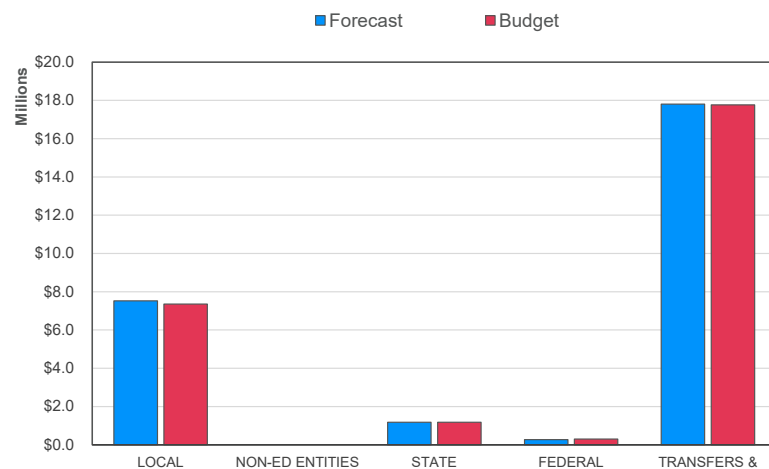


Cooperative Activities Fund | Financial Forecast

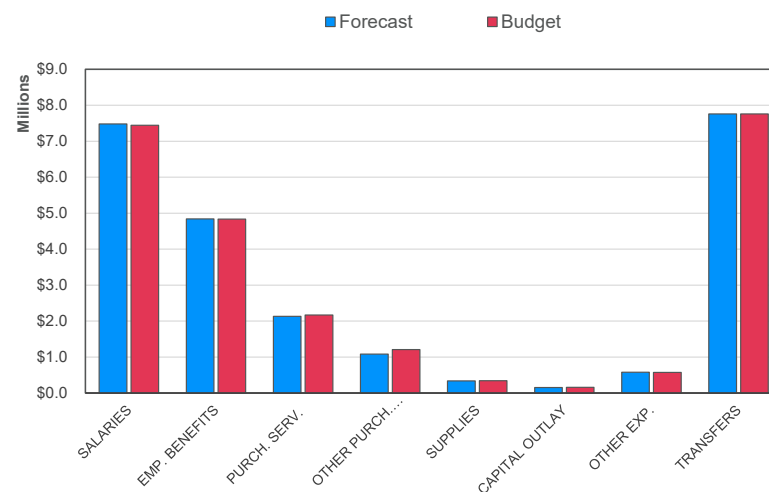
For the Period Ending July 31, 2025

	Prior YTD	Current YTD	Add: Projections	Annual Forecast	Annual Budget	Variance Over / (Under)
REVENUES						
Local	\$647,264	\$687,842	\$6,830,977	\$7,518,819	\$7,353,107	\$165,712
Non-Ed Entities	0	0	0	0	0	0
State	17,258	0	1,176,918	1,176,918	1,178,689	(1,771)
Federal	0	0	268,205	268,205	300,000	(31,795)
Transfers & Other	1,291,075	1,189,250	16,613,733	17,802,983	17,771,096	31,887
TOTAL REVENUE	\$1,955,596	\$1,877,092	\$24,889,832	\$26,766,924	\$26,602,892	\$164,032
EXPENDITURES						
Salaries	\$261,397	\$283,204	\$7,199,531	\$7,482,735	\$7,445,108	\$37,627
Employee Benefits	231,160	202,709	4,635,804	4,838,513	4,837,209	1,304
Purchased Services	21,654	12,762	2,121,802	2,134,564	2,170,994	(36,430)
Other Purchased Services	194,159	72,130	1,010,345	1,082,475	1,209,594	(127,119)
Supplies & Materials	6,761	0	335,232	335,232	341,600	(6,368)
Capital Outlay	0	0	153,550	153,550	156,401	(2,851)
Other Expenditures	20,653	21,214	555,549	576,763	573,970	2,793
Transfers & Other	0	0	7,757,997	7,757,997	7,757,997	0
TOTAL EXPENDITURES	\$735,784	\$592,020	\$23,769,810	\$24,361,829	\$24,492,873	(\$131,044)
SURPLUS / (DEFICIT)	\$1,219,811	\$1,285,072	\$1,120,022	\$2,405,095	\$2,110,019	
ENDING FUND BALANCE						
				NA	NA	NA

Revenues by Source | Forecast vs. Budget



Expenditures by Object | Forecast vs. Budget



Budget Performance Report

**General Education
Summary Budget Report
As of 7/31/25**

		Adopted Budget	Current Month Actual	Actual	Encumbrances	Actual & Encumbrances	Budget - Actual	% Used/Rec'd
Fund	11 - General Fund							
	110 - Taxes Levied	\$2,213,886.00	\$180,288.57	\$180,288.57	\$0.00	\$180,288.57	\$2,033,597.43	8.14%
	120 - Appropriations Received from Local Units of Gov't	\$2,345.00	\$78.53	\$78.53	\$0.00	\$78.53	\$2,266.47	3.35%
	150 - Earnings on Investments and Deposits	\$427,500.00	\$82,648.99	\$82,648.99	\$0.00	\$82,648.99	\$344,851.01	19.33%
	180 - Revenue from Community Service Activities	\$243,955.00	\$0.00	\$0.00	\$0.00	\$0.00	\$243,955.00	0.00%
	190 - Other Local Revenue	\$242,148.00	\$6,059.08	\$6,059.08	\$0.00	\$6,059.08	\$236,088.92	2.50%
	210 - Revenue from Non-Educational Activities	\$3,144,464.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,144,464.00	0.00%
	310 - Grants In Aid	\$21,538,864.00	\$0.00	\$0.00	\$0.00	\$0.00	\$21,538,864.00	0.00%
	320 - State Payments in Lieu of Taxes	\$19,534.00	\$0.00	\$0.00	\$0.00	\$0.00	\$19,534.00	0.00%
	410 - Grant-In-Aid	\$8,615,643.00	\$0.00	\$0.00	\$0.00	\$0.00	\$8,615,643.00	0.00%
	510 - Payments Received from Other Public Schools Within the State	\$3,835,179.00	\$3,255.11	\$3,255.11	\$0.00	\$3,255.11	\$3,831,923.89	0.08%
	620 - Fund Modification - Special Revenue Funds	\$56,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$56,000.00	0.00%
Fund	11 - General Fund Totals	\$40,339,518.00	\$272,330.28	\$272,330.28	\$0.00	\$272,330.28	\$40,067,187.72	0.68%

		Adopted Budget	Current Month Actual	Actual	Encumbrances	Actual & Encumbrances	Budget - Actual	% Used/Rec'd
Fund	11 - General Fund							
	110 - Basic Functions	\$1,879,911.00	\$0.00	\$0.00	\$2,640.00	\$2,640.00	\$1,877,271.00	0.14%
	120 - Added Needs	\$0.00	\$0.00	\$0.00	\$135,416.96	\$135,416.96	(\$135,416.96)	0.00%
	130 - Adult/Continuing Education	\$137,124.00	\$11,093.44	\$11,093.44	\$0.00	\$11,093.44	\$126,030.56	8.09%
	210 - Support Services Pupil	\$2,214,075.00	\$156,326.54	\$156,326.54	\$82,379.00	\$238,705.54	\$1,975,369.46	10.78%
	220 - Support Services Instructional Staff	\$11,803,902.00	\$583,505.26	\$583,505.26	\$315,296.93	\$898,802.19	\$10,905,099.81	7.61%
	230 - Support Services General Administration	\$872,974.00	\$68,650.90	\$68,650.90	\$15,081.68	\$83,732.58	\$789,241.42	9.59%
	240 - Support Service School Administration	\$98,261.00	\$8,488.59	\$8,488.59	\$0.00	\$8,488.59	\$89,772.41	8.64%
	250 - Support Services Business	\$636,941.00	\$36,424.31	\$36,424.31	\$1,627.89	\$38,052.20	\$598,888.80	5.97%
	260 - Operations and Maintenance	\$495,821.00	\$61,896.77	\$61,896.77	\$126,528.96	\$188,425.73	\$307,395.27	38.00%
	270 - Pupil Transportation Services	\$76,462.00	\$5,270.37	\$5,270.37	\$1,900.00	\$7,170.37	\$69,291.63	9.38%
	280 - Support Services Central	\$5,021,245.00	\$479,888.09	\$479,888.09	\$136,394.53	\$616,282.62	\$4,404,962.38	12.27%
	290 - Support Services Other	\$146,998.00	\$12,186.76	\$12,186.76	\$0.00	\$12,186.76	\$134,811.24	8.29%
	310 - Community Services Direction	\$321,466.00	\$27,357.74	\$27,357.74	\$5,157.00	\$32,514.74	\$288,951.26	10.11%
	330 - Community Activities	\$2,723,639.00	\$40,965.42	\$40,965.42	\$7,510.13	\$48,475.55	\$2,675,163.45	1.78%
	350 - Custody and Care of Children	\$1,390,001.00	\$99,781.05	\$99,781.05	\$4,457.24	\$104,238.29	\$1,285,762.71	7.50%
	360 - Welfare Activities	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	390 - Other Community Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	410 - Payments to Other Public Schools Within Michigan	\$12,956,789.00	\$0.00	\$0.00	\$0.00	\$0.00	\$12,956,789.00	0.00%
	440 - Payments to Other Governmental and Not-For-Profit Entities	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	450 - Facilities Acquisition, Construction, and Improvements	\$6,050.00	\$0.00	\$0.00	\$51,073.21	\$51,073.21	(\$45,023.21)	844.19%
	600 - Fund Modifications	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	Expense Totals	\$40,781,659.00	\$1,591,835.24	\$1,591,835.24	\$885,463.53	\$2,477,298.77	\$38,304,360.23	6.07%
Fund	11 - General Fund Totals	(\$442,141.00)	(\$1,319,504.96)	(\$1,319,504.96)	(\$885,463.53)	(\$2,204,968.49)	\$1,762,827.49	



General Fund Activities

Through 07/31/25
Summary Listing

Classification	Annual Budget Amount	MTD Actual Amount	YTD Actual Amount	YTD Encumbrances	Budget Less YTD Actual	% of Budget
Fund Category General Fund						
Fund Type						
Fund 11 - General Fund						
<i>Revenue from Local Sources</i>						
Taxes Levied	2,213,886.00	180,288.57	180,288.57	.00	2,033,597.43	8
Appropriations Received from Local Units of Gov't	2,345.00	78.53	78.53	.00	2,266.47	3
Earnings on Investments and Deposits	427,500.00	82,648.99	82,648.99	.00	344,851.01	19
Revenue from Community Service Activities	243,955.00	.00	.00	.00	243,955.00	0
Other Local Revenue	242,148.00	6,059.08	6,059.08	.00	236,088.92	3
<i>Revenue from Local Sources Totals</i>	<i>\$3,129,834.00</i>	<i>\$269,075.17</i>	<i>\$269,075.17</i>	<i>\$0.00</i>	<i>\$2,860,758.83</i>	<i>9%</i>
Revenues from a Non-Educational Entity or Political Subdivision	2,808,919.00	.00	.00	.00	2,808,919.00	0
<i>Revenue from State Sources</i>						
Grants In Aid	25,788,090.00	.00	.00	.00	25,788,090.00	0
State Payments in Lieu of Taxes	19,534.00	.00	.00	.00	19,534.00	0
<i>Revenue from State Sources Totals</i>	<i>\$25,807,624.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$25,807,624.00</i>	<i>0%</i>
<i>Revenues from Federal Sources</i>						
Grant-In-Aid	9,585,788.00	.00	.00	.00	9,585,788.00	0
<i>Revenues from Federal Sources Totals</i>	<i>\$9,585,788.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$9,585,788.00</i>	<i>0%</i>
<i>Incoming Transfers and Other Transactions</i>						
Payments Received from Other Public Schools Within the State	3,835,179.00	3,255.11	3,255.11	.00	3,831,923.89	0
<i>Incoming Transfers and Other Transactions Totals</i>	<i>\$3,835,179.00</i>	<i>\$3,255.11</i>	<i>\$3,255.11</i>	<i>\$0.00</i>	<i>\$3,831,923.89</i>	<i>0%</i>
<i>Fund Modifications</i>						
Fund Modification - Special Revenue Funds	56,000.00	.00	.00	.00	56,000.00	0
<i>Fund Modifications Totals</i>	<i>\$56,000.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$56,000.00</i>	<i>0%</i>
<i>Salaries</i>						
Administration	3,656,956.00	256,016.21	256,016.21	.00	3,400,939.79	7
Professional Educational	2,754,640.00	170,915.27	170,915.27	.00	2,583,724.73	6
Professional Business	354,438.00	17,595.19	17,595.19	.00	336,842.81	5
Professional Other	1,055,684.00	89,289.09	89,289.09	.00	966,394.91	8
Technical	1,656,457.00	135,509.90	135,509.90	.00	1,520,947.10	8
Operation and Service	761,334.00	49,130.00	49,130.00	.00	712,204.00	6
Special Salary Payments	14,129.00	26,266.66	26,266.66	.00	(12,137.66)	186
Overtime Salaries and Extension of Contract	45,478.00	1,028.71	1,028.71	.00	44,449.29	2
<i>Salaries Totals</i>	<i>\$10,299,116.00</i>	<i>\$745,751.03</i>	<i>\$745,751.03</i>	<i>\$0.00</i>	<i>\$9,553,364.97</i>	<i>7%</i>
<i>Employee Benefits</i>						
Employee Insurance	1,562,928.00	99,529.55	99,529.55	.00	1,463,398.45	6
Mandatory Coverage	4,816,717.00	362,100.29	362,100.29	.00	4,454,616.71	8
Workers Compensation	52,200.00	16,951.74	16,951.74	.00	35,248.26	32
Other Employee Benefits	68,054.00	6,268.44	6,268.44	.00	61,785.56	9
<i>Employee Benefits Totals</i>	<i>\$6,499,899.00</i>	<i>\$484,850.02</i>	<i>\$484,850.02</i>	<i>\$0.00</i>	<i>\$6,015,048.98</i>	<i>7%</i>



General Fund Activities

Through 07/31/25
Summary Listing

Classification	Annual Budget Amount	MTD Actual Amount	YTD Actual Amount	YTD Encumbrances	Budget Less YTD Actual	% of Budget
Fund Category General Fund						
Fund Type						
Fund 11 - General Fund						
<i>Purchased Services</i>						
Professional and Technical Services	7,424,971.00	154,213.63	154,213.63	466,628.29	6,804,129.08	8
Travel Workshops Staff	259,110.00	(784.45)	(784.45)	2,082.27	257,812.18	1
Communication	370,402.00	121,928.34	121,928.34	40,230.85	208,242.81	44
Advertisement	88,420.00	150.00	150.00	.00	88,270.00	0
Printing and Binding	83,530.00	9.81	9.81	1,816.77	81,703.42	2
Utility Service	17,665.00	.00	.00	3,960.00	13,705.00	22
Insurance and Bond Premiums	44,652.00	47,936.65	47,936.65	.00	(3,284.65)	107
Repairs and Maintenance Services	570,156.00	29,052.10	29,052.10	82,616.16	458,487.74	20
Rentals	937,073.00	.00	.00	1,100.00	935,973.00	0
Other Purchased Services	13,500.00	.00	.00	.00	13,500.00	0
<i>Purchased Services Totals</i>	\$9,809,479.00	\$352,506.08	\$352,506.08	\$598,434.34	\$8,858,538.58	10%
<i>Supplies and Materials</i>						
Teaching Testing Supplies and Materials	5,880.00	.00	.00	550.00	5,330.00	9
Periodicals	6,976.00	.00	.00	.00	6,976.00	0
Energy Supplies	83,300.00	.00	.00	43,250.00	40,050.00	52
Transportation Supplies	2,700.00	.00	.00	200.00	2,500.00	7
Other Supplies	305,877.00	535.41	535.41	15,153.85	290,187.74	5
<i>Supplies and Materials Totals</i>	\$404,733.00	\$535.41	\$535.41	\$59,153.85	\$345,043.74	15%
<i>Capital Outlay</i>						
Building and Additions	2,750.00	.00	.00	.00	2,750.00	0
Improvements Other Than Buildings	3,300.00	.00	.00	.00	3,300.00	0
Equipment and Furniture	900,519.00	353.39	353.39	220,454.66	679,710.95	25
<i>Capital Outlay Totals</i>	\$906,569.00	\$353.39	\$353.39	\$220,454.66	\$685,760.95	24%
<i>Other Expenditures</i>						
Dues and Fees	153,556.00	7,839.31	7,839.31	4,780.68	140,936.01	8
Claims and Judgments	2,461.00	.00	.00	.00	2,461.00	0
Taxes Abated and Written Off	5,000.00	.00	.00	.00	5,000.00	0
Miscellaneous Expenditures	2,412,721.00	.00	.00	.00	2,412,721.00	0
<i>Other Expenditures Totals</i>	\$2,573,738.00	\$7,839.31	\$7,839.31	\$4,780.68	\$2,561,118.01	0%
<i>Outgoing Transfers and Other Transactions</i>						
Payments to Other Public School Districts	8,265,156.00	.00	.00	2,640.00	8,262,516.00	0
Sub-Grantee Disbursements	6,986,795.00	.00	.00	.00	6,986,795.00	0
<i>Outgoing Transfers and Other Transactions Totals</i>	\$15,251,951.00	\$0.00	\$0.00	\$2,640.00	\$15,249,311.00	0%
Fund 11 - General Fund Totals						
REVENUE TOTALS	45,223,344.00	272,330.28	272,330.28	.00	44,951,013.72	1%

Through 07/31/25
Summary Listing

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Budget Performance Report

**Special Education
Summary Budget Report
As of 7/31/25**

		Adopted Budget	Current Month Actual	Actual	Encumbrances	Actual & Encumbrances	Budget - Actual	% Used/Rec'd
Fund	22 - Special Education							
	110 - Taxes Levied	\$121,435,619.00	\$9,882,133.31	\$9,882,133.31	\$0.00	\$9,882,133.31	\$111,553,485.69	8.14%
	120 - Appropriations Received from Local Units of Gov't	\$230,423.00	\$4,304.91	\$4,304.91	\$0.00	\$4,304.91	\$226,118.09	1.87%
	130 - Tuition	\$887,916.00	\$0.00	\$0.00	\$0.00	\$0.00	\$887,916.00	0.00%
	150 - Earnings on Investments and Deposits	\$1,740,000.00	\$128,064.91	\$128,064.91	\$0.00	\$128,064.91	\$1,611,935.09	7.36%
	180 - Revenue from Community Service Activities	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,000.00	0.00%
	190 - Other Local Revenue	\$243,000.00	\$43.70	\$43.70	\$0.00	\$43.70	\$242,956.30	0.02%
	310 - Grants In Aid	\$22,258,876.00	\$0.00	\$0.00	\$0.00	\$0.00	\$22,258,876.00	0.00%
	320 - State Payments in Lieu of Taxes	\$1,150,349.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,150,349.00	0.00%
	410 - Grant-In-Aid	\$12,918,211.00	\$0.00	\$0.00	\$0.00	\$0.00	\$12,918,211.00	0.00%
	510 - Payments Received from Other Public Schools Within the State	\$364,331.00	\$0.00	\$0.00	\$0.00	\$0.00	\$364,331.00	0.00%
	620 - Fund Modification - Special Revenue Funds	\$294,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$294,000.00	0.00%
Fund	22 - Special Education Totals	\$161,527,725.00	\$10,014,546.83	\$10,014,546.83	\$0.00	\$10,014,546.83	\$151,513,178.17	6.20%
		Adopted Budget	Current Month Actual	Actual	Encumbrances	Actual & Encumbrances	Budget - Actual	% Used/Rec'd
Fund	22 - Special Education							
	120 - Added Needs	\$21,459,011.00	\$549,822.54	\$549,822.54	\$210,663.35	\$760,485.89	\$20,698,525.11	3.54%
	210 - Support Services Pupil	\$25,115,027.00	\$762,903.35	\$762,903.35	\$55,739.32	\$818,642.67	\$24,296,384.33	3.26%
	220 - Support Services Instructional Staff	\$7,066,919.00	\$376,801.91	\$376,801.91	\$23,594.40	\$400,396.31	\$6,666,522.69	5.67%
	230 - Support Services General Administration	\$377,326.00	\$23,532.20	\$23,532.20	\$5,059.23	\$28,591.43	\$348,734.57	7.58%
	240 - Support Service School Administration	\$353,075.00	\$23,705.75	\$23,705.75	\$1,119.14	\$24,824.89	\$328,250.11	7.03%
	250 - Support Services Business	\$1,803,947.00	\$128,466.16	\$128,466.16	\$9,503.83	\$137,969.99	\$1,665,977.01	7.65%
	260 - Operations and Maintenance	\$2,662,883.00	\$250,648.78	\$250,648.78	\$965,798.87	\$1,216,447.65	\$1,446,435.35	45.68%
	270 - Pupil Transportation Services	\$87,130.00	\$0.00	\$0.00	\$47.58	\$47.58	\$87,082.42	0.05%
	280 - Support Services Central	\$4,241,614.00	\$273,791.79	\$273,791.79	\$163,897.98	\$437,689.77	\$3,803,924.23	10.32%
	290 - Support Services Other	\$25,951.00	\$1,983.90	\$1,983.90	\$0.00	\$1,983.90	\$23,967.10	7.64%
	330 - Community Activities	\$55,622.00	\$3,461.10	\$3,461.10	\$1,114.31	\$4,575.41	\$51,046.59	8.23%
	370 - Non Public School Pupils	\$186,666.00	\$0.00	\$0.00	\$0.00	\$0.00	\$186,666.00	0.00%
	390 - Other Community Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	410 - Payments to Other Public Schools Within Michigan	\$92,242,252.00	\$0.00	\$0.00	\$0.00	\$0.00	\$92,242,252.00	0.00%
	440 - Payments to Other Governmental and Not-For-Profit Entities	\$1,849,938.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,849,938.00	0.00%
	450 - Facilities Acquisition, Construction, and Improvements	\$17,950.00	\$0.00	\$0.00	\$0.00	\$0.00	\$17,950.00	0.00%
	500 - Debt Service Long Term Only	\$1,372,414.00	\$100,380.18	\$100,380.18	\$936,505.88	\$1,036,886.06	\$335,527.94	75.55%
	600 - Fund Modifications	\$610,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$610,000.00	0.00%
Expense Totals		\$159,527,725.00	\$2,495,497.66	\$2,495,497.66	\$2,373,043.89	\$4,868,541.55	\$154,659,183.45	3.05%
Fund	22 - Special Education Totals	\$2,000,000.00	\$7,519,049.17	\$7,519,049.17	(\$2,373,043.89)	\$5,146,005.28	(\$3,146,005.28)	



Special Education Activities

Through 07/31/25
Summary Listing

Classification	Annual Budget Amount	MTD Actual Amount	YTD Actual Amount	YTD Encumbrances	Budget Less YTD Actual	% of Budget
Fund Category Special Revenue						
Fund Type						
Fund 22 - Special Education						
Revenue from Local Sources						
Taxes Levied	121,435,619.00	9,882,133.31	9,882,133.31	.00	111,553,485.69	8
Appropriations Received from Local Units of Gov't	230,423.00	4,304.91	4,304.91	.00	226,118.09	2
Tuition	887,916.00	.00	.00	.00	887,916.00	0
Earnings on Investments and Deposits	1,740,000.00	128,064.91	128,064.91	.00	1,611,935.09	7
Revenue from Community Service Activities	5,000.00	.00	.00	.00	5,000.00	0
Other Local Revenue	243,000.00	43.70	43.70	.00	242,956.30	0
<i>Revenue from Local Sources Totals</i>	\$124,541,958.00	\$10,014,546.83	\$10,014,546.83	\$0.00	\$114,527,411.17	8%
Revenue from State Sources						
Grants In Aid	22,258,876.00	.00	.00	.00	22,258,876.00	0
State Payments in Lieu of Taxes	1,150,349.00	.00	.00	.00	1,150,349.00	0
<i>Revenue from State Sources Totals</i>	\$23,409,225.00	\$0.00	\$0.00	\$0.00	\$23,409,225.00	0%
Revenues from Federal Sources						
Grant-In-Aid	13,019,071.00	.00	.00	.00	13,019,071.00	0
<i>Revenues from Federal Sources Totals</i>	\$13,019,071.00	\$0.00	\$0.00	\$0.00	\$13,019,071.00	0%
Incoming Transfers and Other Transactions						
Payments Received from Other Public Schools Within the State	364,331.00	.00	.00	.00	364,331.00	0
<i>Incoming Transfers and Other Transactions Totals</i>	\$364,331.00	\$0.00	\$0.00	\$0.00	\$364,331.00	0%
Fund Modifications						
Fund Modification - Special Revenue Funds	294,000.00	.00	.00	.00	294,000.00	0
<i>Fund Modifications Totals</i>	\$294,000.00	\$0.00	\$0.00	\$0.00	\$294,000.00	0%
Salaries						
Administration	3,046,210.00	231,596.62	231,596.62	.00	2,814,613.38	8
Professional Educational	13,599,200.00	400,287.61	400,287.61	.00	13,198,912.39	3
Professional Business	746,537.00	52,374.82	52,374.82	.00	694,162.18	7
Professional Other	5,151,279.00	135,338.41	135,338.41	.00	5,015,940.59	3
Technical	878,241.00	66,045.58	66,045.58	.00	812,195.42	8
Operation and Service	7,622,730.00	185,298.80	185,298.80	.00	7,437,431.20	2
Special Salary Payments	88,160.00	93,815.44	93,815.44	.00	(5,655.44)	106
Temporary Salaries	756,438.00	71.18	71.18	.00	756,366.82	0
Overtime Salaries and Extension of Contract	177,402.00	949.53	949.53	.00	176,452.47	1
<i>Salaries Totals</i>	\$32,066,197.00	\$1,165,777.99	\$1,165,777.99	\$0.00	\$30,900,419.01	4%
Employee Benefits						
Employee Insurance	5,607,513.00	336,176.21	336,176.21	.00	5,271,336.79	6
Mandatory Coverage	15,691,820.00	506,397.77	506,397.77	.00	15,185,422.23	3
Workers Compensation	140,874.00	45,748.26	45,748.26	.00	95,125.74	32



Special Education Activities

Through 07/31/25
Summary Listing

Classification	Annual Budget Amount	MTD Actual Amount	YTD Actual Amount	YTD Encumbrances	Budget Less YTD Actual	% of Budget
Fund Category Special Revenue						
Fund Type						
Fund 22 - Special Education						
Employee Benefits						
Other Employee Benefits	222,490.00	10,973.13	10,973.13	.00	211,516.87	5
<i>Employee Benefits Totals</i>	<i>\$21,662,697.00</i>	<i>\$899,295.37</i>	<i>\$899,295.37</i>	<i>\$0.00</i>	<i>\$20,763,401.63</i>	<i>4%</i>
<i>Purchased Services</i>						
Professional and Technical Services	2,889,812.00	46,938.43	46,938.43	261,565.31	2,581,308.26	11
Travel Workshops Staff	754,744.00	549.00	549.00	.00	754,195.00	0
Client Pupil Transportation	90,130.00	.00	.00	47.58	90,082.42	0
Communication	761,423.00	52,748.24	52,748.24	44,121.57	664,553.19	13
Advertisement	18,000.00	850.00	850.00	.00	17,150.00	5
Printing and Binding	110,862.00	24.81	24.81	4,599.77	106,237.42	4
Tuition	457,138.00	.00	.00	.00	457,138.00	0
Utility Service	77,300.00	.00	.00	17,840.00	59,460.00	23
Insurance and Bond Premiums	133,819.00	142,129.35	142,129.35	.00	(8,310.35)	106
Repairs and Maintenance Services	1,396,533.00	78,005.09	78,005.09	698,903.63	619,624.28	56
Rentals	103,250.00	.00	.00	900.00	102,350.00	1
<i>Purchased Services Totals</i>	<i>\$6,793,011.00</i>	<i>\$321,244.92</i>	<i>\$321,244.92</i>	<i>\$1,027,977.86</i>	<i>\$5,443,788.22</i>	<i>20%</i>
<i>Supplies and Materials</i>						
Teaching Testing Supplies and Materials	307,781.00	4,212.99	4,212.99	23,982.99	279,585.02	9
Periodicals	3,727.00	10.46	10.46	.00	3,716.54	0
Energy Supplies	299,000.00	.00	.00	214,750.00	84,250.00	72
Transportation Supplies	2,250.00	.00	.00	1,800.00	450.00	80
Other Supplies	442,036.00	381.08	381.08	84,580.69	357,074.23	19
<i>Supplies and Materials Totals</i>	<i>\$1,054,794.00</i>	<i>\$4,604.53</i>	<i>\$4,604.53</i>	<i>\$325,113.68</i>	<i>\$725,075.79</i>	<i>31%</i>
<i>Capital Outlay</i>						
Building and Additions	15,250.00	.00	.00	.00	15,250.00	0
Improvements Other Than Buildings	2,700.00	.00	.00	.00	2,700.00	0
Equipment and Furniture	1,294,774.00	.00	.00	81,596.24	1,213,177.76	6
<i>Capital Outlay Totals</i>	<i>\$1,312,724.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$81,596.24</i>	<i>\$1,231,127.76</i>	<i>6%</i>
<i>Other Expenditures</i>						
Redemption of Long-term Bonds, Loans and Capital Leases	1,155,271.00	100,380.18	100,380.18	936,505.88	118,384.94	90
Interest on Debt	217,143.00	.00	.00	.00	217,143.00	0
Dues and Fees	63,981.00	4,194.67	4,194.67	1,850.23	57,936.10	9
Claims and Judgments	1,485.00	.00	.00	.00	1,485.00	0
Taxes Abated and Written Off	350,000.00	.00	.00	.00	350,000.00	0
Miscellaneous Expenditures	12,199.00	.00	.00	.00	12,199.00	0
<i>Other Expenditures Totals</i>	<i>\$1,800,079.00</i>	<i>\$104,574.85</i>	<i>\$104,574.85</i>	<i>\$938,356.11</i>	<i>\$757,148.04</i>	<i>58%</i>



Special Education Activities

Through 07/31/25
Summary Listing

Classification	Annual Budget Amount	MTD Actual Amount	YTD Actual Amount	YTD Encumbrances	Budget Less YTD Actual	% of Budget
Fund Category Special Revenue						
Fund Type						
Fund 22 - Special Education						
<i>Outgoing Transfers and Other Transactions</i>						
Fund Modifications	610,000.00	.00	.00	.00	610,000.00	0
Payments to Other Public School Districts	190,654.00	.00	.00	.00	190,654.00	0
Sub-Grantee Disbursements	94,138,476.00	.00	.00	.00	94,138,476.00	0
<i>Outgoing Transfers and Other Transactions Totals</i>	\$94,939,130.00	\$0.00	\$0.00	\$0.00	\$94,939,130.00	0%
Fund 22 - Special Education Totals						
REVENUE TOTALS	161,628,585.00	10,014,546.83	10,014,546.83	.00	151,614,038.17	6%
EXPENSE TOTALS	159,628,632.00	2,495,497.66	2,495,497.66	2,373,043.89	154,760,090.45	3%
Fund 22 - Special Education Net Gain (Loss)	\$1,999,953.00	\$7,519,049.17	\$7,519,049.17	(\$2,373,043.89)	(\$3,146,052.28)	257%
Fund Type Totals						
REVENUE TOTALS	161,628,585.00	10,014,546.83	10,014,546.83	.00	151,614,038.17	6%
EXPENSE TOTALS	159,628,632.00	2,495,497.66	2,495,497.66	2,373,043.89	154,760,090.45	3%
Fund Type Net Gain (Loss)	\$1,999,953.00	\$7,519,049.17	\$7,519,049.17	(\$2,373,043.89)	(\$3,146,052.28)	257%
Fund Category Special Revenue Totals						
REVENUE TOTALS	161,628,585.00	10,014,546.83	10,014,546.83	.00	151,614,038.17	6%
EXPENSE TOTALS	159,628,632.00	2,495,497.66	2,495,497.66	2,373,043.89	154,760,090.45	3%
Fund Category Special Revenue Net Gain (Loss)	\$1,999,953.00	\$7,519,049.17	\$7,519,049.17	(\$2,373,043.89)	(\$3,146,052.28)	257%
Grand Totals						
REVENUE TOTALS	161,628,585.00	10,014,546.83	10,014,546.83	.00	151,614,038.17	6%
EXPENSE TOTALS	159,628,632.00	2,495,497.66	2,495,497.66	2,373,043.89	154,760,090.45	3%
Grand Total Net Gain (Loss)	\$1,999,953.00	\$7,519,049.17	\$7,519,049.17	(\$2,373,043.89)	(\$3,146,052.28)	257%



High Point Kitchen Monthly Report

Fiscal Year to Date 07/31/25

G/L Account Number	Account Description	Location Description	Adopted Budget	Current Month Actual	Encumbrances	Actual	Budget - Actual	% Used/Rec'd
Fund 25 - Food Service Fund								
Account Type Revenue								
Function 0000 - Revenue								
25.0151.0000.000.0000.06147.0000	Earnings on Investments and Deposits	High Point	6,450.00	300.38	.00	300.38	6,149.62	5
25.0162.0000.000.0000.06147.0000	Food Sales to Patrons	High Point	1,500.00	.00	.00	.00	1,500.00	0
25.0164.0000.000.0000.06147.0000	A-La-Carte Sales	High Point	150.00	.00	.00	.00	150.00	0
25.0312.0110.000.2644.06147.0000	Restricted State Aid - Food Service	High Point	56,000.00	.00	.00	.00	56,000.00	0
25.0312.0110.000.2645.06147.0000	Restricted State Aid - Food Service	High Point	21,000.00	.00	.00	.00	21,000.00	0
25.0312.0110.000.2654.06147.0000	Restricted State Aid - Food Service	High Point	86,000.00	.00	.00	.00	86,000.00	0
25.0312.0110.000.2655.06147.0000	Restricted State Aid - Food Service	High Point	41,000.00	.00	.00	.00	41,000.00	0
25.0312.0110.000.3100.06147.0000	Restricted State Aid - Food Service	High Point	1,000.00	.00	.00	.00	1,000.00	0
25.0312.0110.000.3735.06147.0000	Restricted State Aid - Food Service	High Point	2,692.00	.00	.00	.00	2,692.00	0
25.0414.0110.000.8500.06147.0000	Federal Lunch Reimbursement	High Point	67,000.00	.00	.00	.00	67,000.00	0
25.0414.0110.000.8510.06147.0000	Federal Lunch Reimbursement	High Point	137,000.00	.00	.00	.00	137,000.00	0
25.0481.0110.000.7810.00000.0000	USDA Entitlement Commodities	District-Wide	25,000.00	.00	.00	.00	25,000.00	0
Function 0000 - Revenue Totals			\$444,792.00	\$300.38	\$0.00	\$300.38	\$444,491.62	0%
Account Type Revenue Totals			\$444,792.00	\$300.38	\$0.00	\$300.38	\$444,491.62	0%
Account Type Expense								
Function 1297 - Food Services								
25.1297.3190.000.8510.06147.0000	Other Prof & Technical Services	High Point	5,000.00	.00	.00	.00	5,000.00	0
25.1297.3450.000.0000.06147.0000	Software Lic/Agmts Serv	High Point	5,000.00	.00	2,895.00	.00	2,105.00	58
25.1297.5610.000.0000.06147.0000	Food Supplies	High Point	125,000.00	.00	123,000.00	.00	2,000.00	98
25.1297.5650.000.7810.06147.0000	USDA Commod Supp Usage	High Point	25,000.00	.00	.00	.00	25,000.00	0
25.1297.5990.000.0000.06147.0000	Misc. Supp & Matls	High Point	15,000.00	.04	12,007.71	.04	2,992.25	80
25.1297.7410.000.0000.06147.0000	Dues and Fees	High Point	1,000.00	1.63	.00	1.63	998.37	0
25.1297.8221.000.0000.06147.0000	Payments to LEA's - Food Service Wages	High Point	130,000.00	.00	.00	.00	130,000.00	0
25.1297.8222.000.0000.06147.0000	Payments to LEA's - Food Service Benefits	High Point	71,000.00	.00	.00	.00	71,000.00	0
25.1297.8223.000.0000.06147.0000	Payments to LEA's - Food Service Supplies	High Point	2,000.00	.00	.00	.00	2,000.00	0
25.1297.8226.000.0000.06147.0000	Payments to LEA's - Food Service Indirect	High Point	22,000.00	.00	.00	.00	22,000.00	0
25.1297.8227.000.0000.06147.0000	Payments to LEA's - Food Service Mileage	High Point	15,000.00	.00	.00	.00	15,000.00	0
Function 1297 - Food Services Totals			\$416,000.00	\$1.67	\$137,902.71	\$1.67	\$278,095.62	33%
Account Type Expense Totals			\$416,000.00	\$1.67	\$137,902.71	\$1.67	\$278,095.62	33%
Revenue Totals			\$444,792.00	\$300.38	\$0.00	\$300.38	\$444,491.62	0%
Expense Totals			\$416,000.00	\$1.67	\$137,902.71	\$1.67	\$278,095.62	33%
Fund 25 - Food Service Fund Totals			\$28,792.00	\$298.71	(\$137,902.71)	\$298.71	\$166,396.00	
Revenue Totals			\$444,792.00	\$300.38	\$0.00	\$300.38	\$444,491.62	0%
Expense Totals			\$416,000.00	\$1.67	\$137,902.71	\$1.67	\$278,095.62	33%
Grand Totals			\$28,792.00	\$298.71	(\$137,902.71)	\$298.71	\$166,396.00	



Balance Sheet

Through 07/31/25

Detail Listing

Include Rollup Account/Rollup to Object & Suffix

Account	Account Description	Current YTD Balance	Prior Year Total Actual	Net Change	Change %
Fund Category	Capital Projects Fund				
Fund Type					
Fund	41 - Capital Projects - General Educ				
	ASSETS				
2131					
2131.0000	Due From Other Funds	(92,721.63)	(92,721.63)	.00	.00
	2131 - Totals	(\$92,721.63)	(\$92,721.63)	\$0.00	0.00%
2181					
2181.0000	MILAF Short-Term Fund	1,558,827.98	1,559,095.46	(267.48)	(.02)
2181.0003	MILAF - Accounts Payable	2,970.96	2,970.96	.00	.00
	2181 - Totals	\$1,561,798.94	\$1,562,066.42	(\$267.48)	(0.02%)
	ASSETS TOTALS	\$1,469,077.31	\$1,469,344.79	(\$267.48)	(0.02%)
	LIABILITIES AND FUND EQUITY				
	LIABILITIES				
2402					
2402.0000	Accounts Payable	.00	1,909.87	(1,909.87)	(100.00)
	2402 - Totals	\$0.00	\$1,909.87	(\$1,909.87)	(100.00%)
	LIABILITIES TOTALS	\$0.00	\$1,909.87	(\$1,909.87)	(100.00%)
	FUND EQUITY				
2721					
2721.0000	Restricted Fund Balance	1,905,735.10	1,905,735.10	.00	.00
	2721 - Totals	\$1,905,735.10	\$1,905,735.10	\$0.00	0.00%
	FUND EQUITY TOTALS Prior to Current Year Changes	\$1,905,735.10	\$1,905,735.10	\$0.00	0.00%
	Prior Year Fund Equity Adjustment	438,300.18	.00		
	Fund Revenues	(1,642.39)	(29,840.59)		
	Fund Expenses	.00	468,140.77		
	FUND EQUITY TOTALS	\$1,469,077.31	\$1,467,434.92	\$1,642.39	0.11%
	LIABILITIES AND FUND EQUITY TOTALS	\$1,469,077.31	\$1,469,344.79	(\$267.48)	(0.02%)
Fund	41 - Capital Projects - General Educ Totals	\$0.00	\$0.00	\$0.00	+++
Fund Type	Totals	\$0.00	\$0.00	\$0.00	+++
Fund Category	Capital Projects Fund Totals	\$0.00	\$0.00	\$0.00	+++
	Grand Totals	\$0.00	\$0.00	\$0.00	+++



GE Capital Projects Activities

Through 07/31/25
Summary Listing

Classification	Annual Budget Amount	MTD Actual Amount	YTD Actual Amount	YTD Encumbrances	Budget Less YTD Actual	% of Budget
Fund Category Capital Projects Fund						
Fund Type						
Fund 41 - Capital Projects - General Educ						
Revenue from Local Sources						
Earnings on Investments and Deposits	.00	1,642.39	1,642.39	.00	(1,642.39)	+++
Revenue from Local Sources Totals	\$0.00	\$1,642.39	\$1,642.39	\$0.00	(\$1,642.39)	+++
Fund 41 - Capital Projects - General Educ Totals						
REVENUE TOTALS	.00	1,642.39	1,642.39	.00	(1,642.39)	+++
EXPENSE TOTALS	.00	.00	.00	.00	.00	+++
Fund 41 - Capital Projects - General Educ Net Gain (Loss)	\$0.00	\$1,642.39	\$1,642.39	\$0.00	(\$1,642.39)	+++
Fund Type Totals						
REVENUE TOTALS	.00	1,642.39	1,642.39	.00	(1,642.39)	+++
EXPENSE TOTALS	.00	.00	.00	.00	.00	+++
Fund Type Net Gain (Loss)	\$0.00	\$1,642.39	\$1,642.39	\$0.00	(\$1,642.39)	+++
Fund Category Capital Projects Fund Totals						
REVENUE TOTALS	.00	1,642.39	1,642.39	.00	(1,642.39)	+++
EXPENSE TOTALS	.00	.00	.00	.00	.00	+++
Fund Category Capital Projects Fund Net Gain (Loss)	\$0.00	\$1,642.39	\$1,642.39	\$0.00	(\$1,642.39)	+++
Grand Totals						
REVENUE TOTALS	.00	1,642.39	1,642.39	.00	(1,642.39)	+++
EXPENSE TOTALS	.00	.00	.00	.00	.00	+++
Grand Total Net Gain (Loss)	\$0.00	\$1,642.39	\$1,642.39	\$0.00	(\$1,642.39)	+++



Balance Sheet

Through 07/31/25

Detail Listing

Include Rollup Account/Rollup to Object & Suffix

Account	Account Description	Current YTD Balance	Prior Year Total Actual	Net Change	Change %
Fund Category	Capital Projects Fund				
Fund Type					
Fund	42 - Capital Projects - Spec Educ				
	ASSETS				
2131					
2131.0000	Due From Other Funds	4,413.67	4,413.67	.00	.00
	2131 - Totals	\$4,413.67	\$4,413.67	\$0.00	0.00%
2181					
2181.0000	MILAF Short-Term Fund	631,781.54	629,989.99	1,791.55	.28
2181.0001	MILAF Max Fund	4,154,235.88	4,139,143.91	15,091.97	.36
	2181 - Totals	\$4,786,017.42	\$4,769,133.90	\$16,883.52	0.35%
	ASSETS TOTALS	\$4,790,431.09	\$4,773,547.57	\$16,883.52	0.35%
	LIABILITIES AND FUND EQUITY				
	LIABILITIES				
2402					
2402.0000	Accounts Payable	5,250.18	9,637.12	(4,386.94)	(45.52)
	2402 - Totals	\$5,250.18	\$9,637.12	(\$4,386.94)	(45.52%)
	LIABILITIES TOTALS	\$5,250.18	\$9,637.12	(\$4,386.94)	(45.52%)
	FUND EQUITY				
2721					
2721.0000	Restricted Fund Balance	4,425,520.87	4,425,520.87	.00	.00
	2721 - Totals	\$4,425,520.87	\$4,425,520.87	\$0.00	0.00%
	FUND EQUITY TOTALS Prior to Current Year Changes	\$4,425,520.87	\$4,425,520.87	\$0.00	0.00%
	Prior Year Fund Equity Adjustment	(338,389.58)	.00		
	Fund Revenues	(21,270.46)	(768,367.23)		
	Fund Expenses	.00	429,977.65		
	FUND EQUITY TOTALS	\$4,785,180.91	\$4,763,910.45	\$21,270.46	0.45%
	LIABILITIES AND FUND EQUITY TOTALS	\$4,790,431.09	\$4,773,547.57	\$16,883.52	0.35%
Fund	42 - Capital Projects - Spec Educ Totals	\$0.00	\$0.00	\$0.00	+++
Fund Type	Totals	\$0.00	\$0.00	\$0.00	+++
Fund Category	Capital Projects Fund Totals	\$0.00	\$0.00	\$0.00	+++
	Grand Totals	\$0.00	\$0.00	\$0.00	+++



SE Capital Projects Activities

Through 07/31/25
Summary Listing

Classification	Annual Budget Amount	MTD Actual Amount	YTD Actual Amount	YTD Encumbrances	Budget Less YTD Actual	% of Budget
Fund Category Capital Projects Fund						
Fund Type						
Fund 42 - Capital Projects - Spec Educ						
Revenue from Local Sources						
Earnings on Investments and Deposits	.00	21,270.46	21,270.46	.00	(21,270.46)	+++
Revenue from Local Sources Totals	\$0.00	\$21,270.46	\$21,270.46	\$0.00	(\$21,270.46)	+++
Fund 42 - Capital Projects - Spec Educ Totals						
REVENUE TOTALS	.00	21,270.46	21,270.46	.00	(21,270.46)	+++
EXPENSE TOTALS	.00	.00	.00	.00	.00	+++
Fund 42 - Capital Projects - Spec Educ Net Gain (Loss)	\$0.00	\$21,270.46	\$21,270.46	\$0.00	(\$21,270.46)	+++
Fund Type Totals						
REVENUE TOTALS	.00	21,270.46	21,270.46	.00	(21,270.46)	+++
EXPENSE TOTALS	.00	.00	.00	.00	.00	+++
Fund Type Net Gain (Loss)	\$0.00	\$21,270.46	\$21,270.46	\$0.00	(\$21,270.46)	+++
Fund Category Capital Projects Fund Totals						
REVENUE TOTALS	.00	21,270.46	21,270.46	.00	(21,270.46)	+++
EXPENSE TOTALS	.00	.00	.00	.00	.00	+++
Fund Category Capital Projects Fund Net Gain (Loss)	\$0.00	\$21,270.46	\$21,270.46	\$0.00	(\$21,270.46)	+++
Grand Totals						
REVENUE TOTALS	.00	21,270.46	21,270.46	.00	(21,270.46)	+++
EXPENSE TOTALS	.00	.00	.00	.00	.00	+++
Grand Total Net Gain (Loss)	\$0.00	\$21,270.46	\$21,270.46	\$0.00	(\$21,270.46)	+++



Balance Sheet

Through 07/31/25

Detail Listing

Include Rollup Account/Rollup to Object & Suffix

Account	Account Description	Current YTD Balance	Prior Year Total Actual	Net Change	Change %
Fund Category	Capital Projects Fund				
Fund Type					
Fund	43 - Capital Projects 2019 Bond Fund				
	ASSETS				
2131					
2131.0000	Due From Other Funds	(64,527.09)	139,193.34	(203,720.43)	(146.36)
	2131 - Totals	(\$64,527.09)	\$139,193.34	(\$203,720.43)	(146.36%)
2161					
2161.0000	Interest Receivable on Investments and Deposits	3,912.33	3,912.33	.00	.00
	2161 - Totals	\$3,912.33	\$3,912.33	\$0.00	0.00%
2181					
2181.0000	MILAF Short-Term Fund	864,918.86	658,201.02	206,717.84	31.41
2181.0001	MILAF Max Fund	4,652,948.14	4,636,044.39	16,903.75	.36
	2181 - Totals	\$5,517,867.00	\$5,294,245.41	\$223,621.59	4.22%
2191					
2191.0000	Deposits	(47,000.00)	(47,000.00)	.00	.00
	2191 - Totals	(\$47,000.00)	(\$47,000.00)	\$0.00	0.00%
	ASSETS TOTALS	\$5,410,252.24	\$5,390,351.08	\$19,901.16	0.37%
	FUND EQUITY				
2721					
2721.0000	Restricted Fund Balance	5,669,488.72	5,669,488.72	.00	.00
	2721 - Totals	\$5,669,488.72	\$5,669,488.72	\$0.00	0.00%
	FUND EQUITY TOTALS Prior to Current Year Changes	\$5,669,488.72	\$5,669,488.72	\$0.00	0.00%
	Prior Year Fund Equity Adjustment	279,137.64	.00		
	Fund Revenues	(19,901.16)	(344,319.73)		
	Fund Expenses	.00	623,457.37		
	FUND EQUITY TOTALS	\$5,410,252.24	\$5,390,351.08	\$19,901.16	0.37%
	LIABILITIES AND FUND EQUITY TOTALS	\$5,410,252.24	\$5,390,351.08	\$19,901.16	0.37%
Fund	43 - Capital Projects 2019 Bond Fund Totals	\$0.00	\$0.00	\$0.00	+++
Fund Type	Totals	\$0.00	\$0.00	\$0.00	+++
Fund Category	Capital Projects Fund Totals	\$0.00	\$0.00	\$0.00	+++
	Grand Totals	\$0.00	\$0.00	\$0.00	+++



2019 Bond Capital Projects Activities

Through 07/31/25
Summary Listing

Classification	Annual Budget Amount	MTD Actual Amount	YTD Actual Amount	Budget Less YTD Actual	% of Budget
Fund Category Capital Projects Fund					
Fund Type					
Fund 43 - Capital Projects 2019 Bond Fund					
Revenue from Local Sources					
Earnings on Investments and Deposits	.00	19,901.16	19,901.16	(19,901.16)	+++
Revenue from Local Sources Totals	\$0.00	\$19,901.16	\$19,901.16	(\$19,901.16)	+++
Fund 43 - Capital Projects 2019 Bond Fund Totals					
REVENUE TOTALS	.00	19,901.16	19,901.16	(19,901.16)	+++
EXPENSE TOTALS	.00	.00	.00	.00	+++
Fund 43 - Capital Projects 2019 Bond Fund Net Gain (Loss)	\$0.00	\$19,901.16	\$19,901.16	(\$19,901.16)	+++
Fund Type Totals					
REVENUE TOTALS	.00	19,901.16	19,901.16	(19,901.16)	+++
EXPENSE TOTALS	.00	.00	.00	.00	+++
Fund Type Net Gain (Loss)	\$0.00	\$19,901.16	\$19,901.16	(\$19,901.16)	+++
Fund Category Capital Projects Fund Totals					
REVENUE TOTALS	.00	19,901.16	19,901.16	(19,901.16)	+++
EXPENSE TOTALS	.00	.00	.00	.00	+++
Fund Category Capital Projects Fund Net Gain (Loss)	\$0.00	\$19,901.16	\$19,901.16	(\$19,901.16)	+++
Grand Totals					
REVENUE TOTALS	.00	19,901.16	19,901.16	(19,901.16)	+++
EXPENSE TOTALS	.00	.00	.00	.00	+++
Grand Total Net Gain (Loss)	\$0.00	\$19,901.16	\$19,901.16	(\$19,901.16)	+++



HP Construction Fund

Fiscal Year to Date 07/31/25

G/L Account Number	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Actual	Encumbrances	Actual	Budget - Actual	% Used/Rec'd
Fund 43 - Capital Projects 2019 Bond Fund									
Account Type Revenue									
Function 0000 - Revenue									
43.0151.0000.000.0000.00000.0000	Earnings on Investments and Deposits	.00	.00	.00	19,901.16	.00	19,901.16	(19,901.16)	+++
43.0153.0000.000.0000.00000.0000	Gain or Loss on Sale of Investment Forfeiture	.00	.00	.00	.00	.00	.00	.00	+++
43.0419.0000.000.0000.00000.0000	Other Revenue - Federal Sources	.00	.00	.00	.00	.00	.00	.00	+++
43.0591.0000.000.0000.00000.0000	Proceeds from issuance of bonds	.00	.00	.00	.00	.00	.00	.00	+++
Function 0000 - Revenue Totals		\$0.00	\$0.00	\$0.00	\$19,901.16	\$0.00	\$19,901.16	(\$19,901.16)	+++
Account Type Revenue Totals		\$0.00	\$0.00	\$0.00	\$19,901.16	\$0.00	\$19,901.16	(\$19,901.16)	+++
Account Type Expense									
Function 1122 - Special Education									
43.1122.6410.000.0000.06147.0000	Capital-New Equip >\$5000	.00	.00	.00	.00	.00	.00	.00	+++
43.1122.6420.000.0000.06147.0000	Capital-New Equip <\$5000	.00	.00	.00	.00	.00	.00	.00	+++
Function 1122 - Special Education Totals		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++
Function 1231 - Board of Education									
43.1231.3170.000.0000.06147.0000	Legal Services	.00	.00	.00	.00	.00	.00	.00	+++
43.1231.3180.000.0000.06147.0000	Audit Services	.00	.00	.00	.00	.00	.00	.00	+++
Function 1231 - Board of Education Totals		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++
Function 1252 - Fiscal Services									
43.1252.7410.000.0000.06147.0000	Dues and Fees	.00	.00	.00	.00	.00	.00	.00	+++
Function 1252 - Fiscal Services Totals		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++
Function 1259 - Other Business Services									
43.1259.7310.000.0000.06147.0000	Other Bond Issuance Costs	.00	.00	.00	.00	.00	.00	.00	+++
Function 1259 - Other Business Services Totals		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++
Function 1261 - Operating Buildings Services									
43.1261.6410.000.0000.06147.0000	Capital-New Equip >\$5000	.00	.00	.00	.00	.00	.00	.00	+++
43.1261.6420.000.0000.06147.0000	Capital-New Equip <\$5000	.00	.00	.00	.00	.00	.00	.00	+++
Function 1261 - Operating Buildings Services Totals		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++
Function 1266 - Security Services									
43.1266.6410.000.0000.06147.0000	Capital-New Equip >\$5000	.00	.00	.00	.00	.00	.00	.00	+++
Function 1266 - Security Services Totals		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++
Function 1284 - Non-Instr Technology Services									
43.1284.3190.000.0000.06147.0000	Other Prof & Technical Services	.00	.00	.00	.00	.00	.00	.00	+++
43.1284.6410.000.0000.06147.0000	Capital-New Equip >\$5000	.00	.00	.00	.00	.00	.00	.00	+++
43.1284.6720.000.0000.06147.0000	Capital-Educ Media - Initial - Depreciable	.00	.00	.00	.00	.00	.00	.00	+++
Function 1284 - Non-Instr Technology Services Totals		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++
Function 1452 - Site Improvement Services									
43.1452.6310.000.0000.06147.0000	Capital-Improv Other Than Bldgs - Depreciable	.00	.00	.00	.00	.00	.00	.00	+++
Function 1452 - Site Improvement Services Totals		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++
Function 1453 - Architect & Engineering Serv									
43.1453.3190.000.0000.06147.0000	Other Prof & Technical Services	.00	.00	.00	.00	.00	.00	.00	+++
Function 1453 - Architect & Engineering Serv Totals		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++
Function 1456 - Building Improvement Services									
43.1456.3190.000.0000.06147.0000	Other Prof & Technical Services	.00	.00	.00	.00	.00	.00	.00	+++
43.1456.6220.000.0000.06147.0000	Capital-Non-Prop Exp for Bldgs. and Alter by Contractors	.00	.00	.00	.00	.00	.00	.00	+++
43.1456.6410.000.0000.06147.0000	Capital-New Equip >\$5000	.00	.00	.00	.00	.00	.00	.00	+++
Function 1456 - Building Improvement Services Totals		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++



HP Construction Fund

Fiscal Year to Date 07/31/25

G/L Account Number	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Actual	Encumbrances	Actual	Budget - Actual	% Used/Rec'd
Function 1459 - Other Facil Acquis and Construction Serv									
43.1459.3170.000.0000.06147.0000	Legal Services	.00	.00	.00	.00	.00	.00	.00	+++
43.1459.3190.000.0000.06147.0000	Other Prof & Technical Services	.00	.00	.00	.00	.00	.00	.00	+++
43.1459.7310.000.0000.06147.0000	Other Bond Issuance Costs	.00	.00	.00	.00	.00	.00	.00	+++
Function 1459 - Other Facil Acquis and Construction Serv Totals		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++
Function 1622 - Fund Modif to Special Ed Fund									
43.1622.8110.000.0000.06147.0000	Fund Modifications	.00	.00	.00	.00	.00	.00	.00	+++
Function 1622 - Fund Modif to Special Ed Fund Totals		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++
Function 1642 - Fund Modif to SE Cap Proj									
43.1642.8110.000.0000.06147.0000	Fund Modifications	.00	.00	.00	.00	.00	.00	.00	+++
Function 1642 - Fund Modif to SE Cap Proj Totals		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++
Account Type									
Expense Totals		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++
Revenue Totals		\$0.00	\$0.00	\$0.00	\$19,901.16	\$0.00	\$19,901.16	(\$19,901.16)	+++
Expense Totals		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++
Fund 43 - Capital Projects 2019 Bond Fund Totals		\$0.00	\$0.00	\$0.00	\$19,901.16	\$0.00	\$19,901.16	(\$19,901.16)	
Revenue Totals		\$0.00	\$0.00	\$0.00	\$19,901.16	\$0.00	\$19,901.16	(\$19,901.16)	+++
Expense Totals		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++
Grand Totals		\$0.00	\$0.00	\$0.00	\$19,901.16	\$0.00	\$19,901.16	(\$19,901.16)	



Balance Sheet

Through 07/31/25

Detail Listing

Include Rollup Account/Rollup to Object & Suffix

Account	Account Description	Current YTD Balance	Prior Year Total Actual	Net Change	Change %
Fund Category	Capital Projects Fund				
Fund Type					
Fund	47 - Capital Projects - WEOC				
	ASSETS				
2131					
2131.0000	Due From Other Funds	(68.68)	(68.68)	.00	.00
	2131 - Totals	(\$68.68)	(\$68.68)	\$0.00	0.00%
2181					
2181.0000	MILAF Short-Term Fund	29,848.55	29,848.55	.00	.00
	2181 - Totals	\$29,848.55	\$29,848.55	\$0.00	0.00%
	ASSETS TOTALS	\$29,779.87	\$29,779.87	\$0.00	0.00%
	Prior Year Fund Equity Adjustment	(29,779.87)	.00		
	Fund Revenues	.00	(50,000.00)		
	Fund Expenses	.00	20,220.13		
	FUND EQUITY TOTALS	\$29,779.87	\$29,779.87	\$0.00	0.00%
	LIABILITIES AND FUND EQUITY TOTALS	\$29,779.87	\$29,779.87	\$0.00	0.00%
Fund	47 - Capital Projects - WEOC Totals	\$0.00	\$0.00	\$0.00	+++
Fund Type	Totals	\$0.00	\$0.00	\$0.00	+++
Fund Category	Capital Projects Fund Totals	\$0.00	\$0.00	\$0.00	+++
	Grand Totals	\$0.00	\$0.00	\$0.00	+++



WEOC Capital Projects Activities

Through 07/31/25
Summary Listing

Classification	Annual Budget Amount	MTD Actual Amount	YTD Actual Amount	YTD Encumbrances	Budget Less YTD Actual	% of Budget
Grand Totals						
REVENUE TOTALS						+++
EXPENSE TOTALS						+++
Grand Total Net Gain (Loss)						+++



Balance Sheet

Through 07/31/25

Detail Listing

Include Rollup Account/Rollup to Object & Suffix

Account	Account Description	Current YTD Balance	Prior Year Total Actual	Net Change	Change %
Fund Category	Internal Service				
Fund Type					
Fund	81 - Internal Service Fund				
	ASSETS				
2101					
2101.0005	CASH- SELF INSURED	2,171,411.07	2,170,816.11	594.96	.03
	2101 - Totals	\$2,171,411.07	\$2,170,816.11	\$594.96	0.03%
2121					
2121.0000	Accounts Receivable	98,343.25	98,166.73	176.52	.18
	2121 - Totals	\$98,343.25	\$98,166.73	\$176.52	0.18%
2131					
2131.0000	Due From Other Funds	(1,126,855.02)	(1,060,584.75)	(66,270.27)	(6.25)
	2131 - Totals	(\$1,126,855.02)	(\$1,060,584.75)	(\$66,270.27)	(6.25%)
	ASSETS TOTALS	\$1,142,899.30	\$1,208,398.09	(\$65,498.79)	(5.42%)
	LIABILITIES AND FUND EQUITY				
	LIABILITIES				
2402					
2402.0000	Accounts Payable	842,669.69	842,669.69	.00	.00
	2402 - Totals	\$842,669.69	\$842,669.69	\$0.00	0.00%
	LIABILITIES TOTALS	\$842,669.69	\$842,669.69	\$0.00	0.00%
	FUND EQUITY				
2771					
2771.0000	Unreserved Retained Earnings-MED	382,746.82	382,746.82	.00	.00
2771.0001	Unreserved Retained Earnings-DEN	165,121.32	165,121.32	.00	.00
2771.0002	Unreserved Retained Earnings-VIS	29,627.79	29,627.79	.00	.00
	2771 - Totals	\$577,495.93	\$577,495.93	\$0.00	0.00%
	FUND EQUITY TOTALS Prior to Current Year Changes	\$577,495.93	\$577,495.93	\$0.00	0.00%
	Prior Year Fund Equity Adjustment	21,117.50	.00		
	Fund Revenues	(555,358.19)	(6,565,420.66)		
	Fund Expenses	620,856.98	6,586,538.16		
	FUND EQUITY TOTALS	\$490,879.64	\$556,378.43	(\$65,498.79)	(11.77%)
	LIABILITIES AND FUND EQUITY TOTALS	\$1,333,549.33	\$1,399,048.12	(\$65,498.79)	(4.68%)
Fund	81 - Internal Service Fund Totals	(\$190,650.03)	(\$190,650.03)	\$0.00	0.00%
Fund Type	Totals	(\$190,650.03)	(\$190,650.03)	\$0.00	0.00%
Fund Category	Internal Service Totals	(\$190,650.03)	(\$190,650.03)	\$0.00	0.00%
	Grand Totals	(\$190,650.03)	(\$190,650.03)	\$0.00	0.00%



Internal Service Fund Activities

Through 07/31/25
Summary Listing

Classification	Annual Budget Amount	MTD Actual Amount	YTD Actual Amount	YTD Encumbrances	Budget Less YTD Actual	% of Budget
Fund Category Internal Service						
Fund Type						
Fund 81 - Internal Service Fund						
Revenue from Local Sources						
Other Local Revenue	.00	550,120.63	550,120.63	.00	(550,120.63)	+++
Revenue from Local Sources Totals	\$0.00	\$550,120.63	\$550,120.63	\$0.00	(\$550,120.63)	+++
Incoming Transfers and Other Transactions						
Other Financing Sources	.00	5,237.56	5,237.56	.00	(5,237.56)	+++
Incoming Transfers and Other Transactions Totals	\$0.00	\$5,237.56	\$5,237.56	\$0.00	(\$5,237.56)	+++
Employee Benefits						
Employee Insurance	.00	620,856.98	620,856.98	.00	(620,856.98)	+++
Employee Benefits Totals	\$0.00	\$620,856.98	\$620,856.98	\$0.00	(\$620,856.98)	+++
Fund 81 - Internal Service Fund Totals						
REVENUE TOTALS	.00	555,358.19	555,358.19	.00	(555,358.19)	+++
EXPENSE TOTALS	.00	620,856.98	620,856.98	.00	(620,856.98)	+++
Fund 81 - Internal Service Fund Net Gain (Loss)	\$0.00	(\$65,498.79)	(\$65,498.79)	\$0.00	\$65,498.79	+++
Fund Type Totals						
REVENUE TOTALS	.00	555,358.19	555,358.19	.00	(555,358.19)	+++
EXPENSE TOTALS	.00	620,856.98	620,856.98	.00	(620,856.98)	+++
Fund Type Net Gain (Loss)	\$0.00	(\$65,498.79)	(\$65,498.79)	\$0.00	\$65,498.79	+++
Fund Category Internal Service Totals						
REVENUE TOTALS	.00	555,358.19	555,358.19	.00	(555,358.19)	+++
EXPENSE TOTALS	.00	620,856.98	620,856.98	.00	(620,856.98)	+++
Fund Category Internal Service Net Gain (Loss)	\$0.00	(\$65,498.79)	(\$65,498.79)	\$0.00	\$65,498.79	+++
Grand Totals						
REVENUE TOTALS	.00	555,358.19	555,358.19	.00	(555,358.19)	+++
EXPENSE TOTALS	.00	620,856.98	620,856.98	.00	(620,856.98)	+++
Grand Total Net Gain (Loss)	\$0.00	(\$65,498.79)	(\$65,498.79)	\$0.00	\$65,498.79	+++



Cooperative Activities (Summary)

Fiscal Year to Date 07/31/25

Function Code	Adopted Budget	Current Month Actual	Encumbrances	Actual	Budget - Actual	% Used/Rec'd
Fund 27 - Cooperative Activities Fund						
Program 000 - Unassigned						
Account Type Revenue						
Function 0000 - Revenue	1,007,094.00	.00	.00	.00	1,003,408.00	0
Account Type Revenue Totals	\$1,007,094.00	\$0.00	\$0.00	\$0.00	\$1,003,408.00	0%
Account Type Expense						
Function 1112 - Middle/Junior High	.00	.00	.00	.00	.00	0
Function 1113 - High School	.00	.00	.00	.00	.00	0
Function 1216 - Social Work Services	.00	.00	.00	.00	.00	0
Function 1226 - SupervisionDirection of Instr Staff	779,857.00	30,795.54	.00	30,795.54	749,061.46	4
Function 1249 - Other School Administration	5,000.00	.00	.00	.00	5,000.00	0
Function 1283 - Staff/Personnel Services	72,000.00	.00	.00	.00	72,000.00	0
Function 1284 - Non-Instr Technology Services	121,267.00	16,671.70	.00	16,671.70	104,595.30	14
Function 1511 - Debt Service - Long Term Only - Principal	25,284.00	2,007.00	.00	2,007.00	23,277.00	8
Account Type Expense Totals	\$1,003,408.00	\$49,474.24	\$0.00	\$49,474.24	\$953,933.76	5%
Program 000 - Unassigned Totals	\$3,686.00	(\$49,474.24)	\$0.00	(\$49,474.24)	\$49,474.24	-5%



Cooperative Activities (Summary)

Fiscal Year to Date 07/31/25

Function Code	Adopted Budget	Current Month Actual	Encumbrances	Actual	Budget - Actual	% Used/Rec'd
Program 910 - WIHI - IB Program						
Account Type Revenue						
Function 0000 - Revenue	7,562,931.00	562,860.19	.00	562,860.19	7,000,070.81	7
Account Type Revenue Totals	\$7,562,931.00	\$562,860.19	\$0.00	\$562,860.19	\$7,000,070.81	7%
Account Type Expense						
Function 1112 - Middle/Junior High	883,617.00	23,430.94	.00	23,430.94	860,186.06	3
Function 1113 - High School	3,484,157.00	32,424.72	33,840.84	32,424.72	3,417,891.44	2
Function 1212 - Guidance Services	365,100.00	2,430.18	.00	2,430.18	362,669.82	1
Function 1216 - Social Work Services	925.00	.00	.00	.00	925.00	0
Function 1218 - Teacher Consultant	28,000.00	.00	.00	.00	28,000.00	0
Function 1219 - Other Pupil Support Serv	111,873.00	.00	.00	.00	111,873.00	0
Function 1221 - Improvement of Instruction	1,400.00	.00	.00	.00	1,400.00	0
Function 1226 - SupervisionDirection of Instr Staff	435,406.00	23,368.42	.00	23,368.42	412,037.58	5
Function 1241 - Office of the Principal	385,314.00	30,186.44	.00	30,186.44	355,127.56	8
Function 1249 - Other School Administration	5,000.00	.00	.00	.00	5,000.00	0
Function 1261 - Operating Buildings Services	734,537.00	13,492.00	183,508.00	13,492.00	537,537.00	27
Function 1266 - Security Services	269.00	.00	.00	.00	269.00	0
Function 1271 - Pupil Transportation Services	250.00	.00	.00	.00	250.00	0
Function 1284 - Non-Instr Technology Services	100,977.00	8,093.84	.00	8,093.84	92,883.16	8
Function 1411 - Pmts to Other Mich Publ Schools	481,499.00	.00	.00	.00	479,656.00	0
Function 1611 - Fund Modif to General Ed Fund	25,551.00	.00	.00	.00	26,147.00	0
Function 1622 - Fund Modif to Special Ed Fund	134,142.00	.00	.00	.00	137,273.00	0
Function 1647 - Fund Mod to WEOC	25,000.00	.00	.00	.00	25,000.00	0
Account Type Expense Totals	\$7,203,017.00	\$133,426.54	\$217,348.84	\$133,426.54	\$6,854,125.62	5%
Program 910 - WIHI - IB Program Totals	\$359,914.00	\$429,433.65	(\$217,348.84)	\$429,433.65	\$145,945.19	3%



Cooperative Activities (Summary)

Fiscal Year to Date 07/31/25

Function Code	Adopted Budget	Current Month Actual	Encumbrances	Actual	Budget - Actual	% Used/Rec'd
Program 913 - ECA Program						
Account Type Revenue						
Function 0000 - Revenue	5,426,246.00	344,516.07	.00	344,516.07	5,081,729.93	6
Account Type Revenue Totals	\$5,426,246.00	\$344,516.07	\$0.00	\$344,516.07	\$5,081,729.93	6%
Account Type Expense						
Function 1113 - High School	3,352,323.00	27,187.98	3,480.56	27,187.98	3,321,654.46	1
Function 1212 - Guidance Services	302,762.00	24,343.08	.00	24,343.08	278,418.92	8
Function 1216 - Social Work Services	96,392.00	667.39	.00	667.39	95,724.61	1
Function 1218 - Teacher Consultant	15,000.00	.00	.00	.00	15,000.00	0
Function 1226 - SupervisionDirection of Instr Staff	361,931.00	20,171.04	3,088.65	20,171.04	338,671.31	6
Function 1241 - Office of the Principal	421,592.00	35,030.35	.00	35,030.35	386,561.65	8
Function 1249 - Other School Administration	20,000.00	.00	.00	.00	20,000.00	0
Function 1271 - Pupil Transportation Services	2,000.00	.00	.00	.00	2,000.00	0
Function 1281 - Planning, Research and Evaluation	.00	.00	.00	.00	.00	0
Function 1284 - Non-Instr Technology Services	87,094.00	6,919.37	1,028.33	6,919.37	79,146.30	9
Function 1411 - Pmts to Other Mich Publ Schools	280,508.00	.00	.00	.00	239,828.00	0
Function 1599 - Miscellaneous Other Financing So	280,508.00	.00	.00	.00	280,508.00	0
Function 1611 - Fund Modif to General Ed Fund	19,182.00	.00	.00	.00	18,636.00	0
Function 1622 - Fund Modif to Special Ed Fund	100,705.00	.00	.00	.00	97,841.00	0
Function 1647 - Fund Mod to WEOC	25,000.00	.00	.00	.00	25,000.00	0
Account Type Expense Totals	\$5,364,997.00	\$114,319.21	\$7,597.54	\$114,319.21	\$5,198,990.25	2%
Program 913 - ECA Program Totals	\$61,249.00	\$230,196.86	(\$7,597.54)	\$230,196.86	(\$117,260.32)	4%



Cooperative Activities (Summary)

Fiscal Year to Date 07/31/25

Function Code	Adopted Budget	Current Month Actual	Encumbrances	Actual	Budget - Actual	% Used/Rec'd
Program 915 - WAVE Program						
Account Type Revenue						
Function 0000 - Revenue	3,927,943.00	290,791.65	.00	290,791.65	3,637,151.35	7
Account Type Revenue Totals	\$3,927,943.00	\$290,791.65	\$0.00	\$290,791.65	\$3,637,151.35	7%
Account Type Expense						
Function 1112 - Middle/Junior High	223,037.00	17,321.65	.00	17,321.65	205,715.35	8
Function 1113 - High School	1,631,180.00	89,706.29	405.74	89,706.29	1,541,067.97	6
Function 1212 - Guidance Services	276,737.00	22,416.27	.00	22,416.27	254,320.73	8
Function 1216 - Social Work Services	34,906.00	2,653.90	.00	2,653.90	32,252.10	8
Function 1218 - Teacher Consultant	55,000.00	.00	.00	.00	55,000.00	0
Function 1221 - Improvement of Instruction	2,793.00	.00	.00	.00	2,793.00	0
Function 1225 - Instructional Technology	117,384.00	447.63	5,297.89	447.63	111,638.48	5
Function 1226 - SupervisionDirection of Instr Staff	378,260.00	30,316.29	.00	30,316.29	347,943.71	8
Function 1249 - Other School Administration	1,546.00	.00	.00	.00	1,546.00	0
Function 1261 - Operating Buildings Services	1,200.00	.00	.00	.00	1,200.00	0
Function 1271 - Pupil Transportation Services	2,686.00	.00	.00	.00	2,686.00	0
Function 1283 - Staff/Personnel Services	1,665.00	.00	.00	.00	1,665.00	0
Function 1284 - Non-Instr Technology Services	105,121.00	8,520.19	1,028.64	8,520.19	95,572.17	9
Function 1411 - Pmts to Other Mich Publ Schools	240,749.00	.00	.00	.00	239,828.00	0
Function 1511 - Debt Service - Long Term Only - Principal	218,784.00	18,232.00	.00	18,232.00	200,552.00	8
Function 1611 - Fund Modif to General Ed Fund	12,432.00	.00	.00	.00	11,326.00	0
Function 1622 - Fund Modif to Special Ed Fund	65,269.00	.00	.00	.00	59,462.00	0
Function 1647 - Fund Mod to WEOC	25,000.00	.00	.00	.00	25,000.00	0
Account Type Expense Totals	\$3,393,749.00	\$189,614.22	\$6,732.27	\$189,614.22	\$3,189,568.51	6%
Program 915 - WAVE Program Totals	\$534,194.00	\$101,177.43	(\$6,732.27)	\$101,177.43	\$447,582.84	2%



Cooperative Activities (Summary)

Fiscal Year to Date 07/31/25

Function Code	Adopted Budget	Current Month Actual	Encumbrances	Actual	Budget - Actual	% Used/Rec'd
Program 917 - Washtenaw County Tech Consortium						
Account Type Revenue						
Function 0000 - Revenue	763,777.00	2,933.46	.00	2,933.46	760,843.54	0
Account Type Revenue Totals	\$763,777.00	\$2,933.46	\$0.00	\$2,933.46	\$760,843.54	0%
Account Type Expense						
Function 1284 - Non-Instr Technology Services	689,194.00	29,573.34	973.00	29,573.34	658,647.66	4
Account Type Expense Totals	\$689,194.00	\$29,573.34	\$973.00	\$29,573.34	\$658,647.66	4%
Program 917 - Washtenaw County Tech Consortium Totals	\$74,583.00	(\$26,639.88)	(\$973.00)	(\$26,639.88)	\$102,195.88	-4%



Cooperative Activities (Summary)

Fiscal Year to Date 07/31/25

Function Code	Adopted Budget	Current Month Actual	Encumbrances	Actual	Budget - Actual	% Used/Rec'd
Program 918 - New World Software						
Account Type Revenue						
Function 0000 - Revenue	399,337.00	2,292.98	.00	2,292.98	397,044.02	1
Account Type Revenue Totals	\$399,337.00	\$2,292.98	\$0.00	\$2,292.98	\$397,044.02	1%
Account Type Expense						
Function 1284 - Non-Instr Technology Services	372,322.00	5,768.20	203,263.87	5,768.20	163,289.93	56
Account Type Expense Totals	\$372,322.00	\$5,768.20	\$203,263.87	\$5,768.20	\$163,289.93	56%
Program 918 - New World Software Totals	\$27,015.00	(\$3,475.22)	(\$203,263.87)	(\$3,475.22)	\$233,754.09	-56%



Cooperative Activities (Summary)

Fiscal Year to Date 07/31/25

Function Code	Adopted Budget	Current Month Actual	Encumbrances	Actual	Budget - Actual	% Used/Rec'd
Program 919 - Medicaid Programs						
Account Type Revenue						
Function 0000 - Revenue	7,519,250.00	673,697.67	.00	673,697.67	6,845,552.33	9
Account Type Revenue Totals	\$7,519,250.00	\$673,697.67	\$0.00	\$673,697.67	\$6,845,552.33	9%
Account Type Expense						
Function 1213 - Health Services	19,590.00	.00	20,000.00	.00	(410.00)	102
Function 1226 - SupervisionDirection of Instr Staff	193,802.00	69,843.79	.00	69,843.79	123,958.21	36
Function 1231 - Board of Education	4,728.00	.00	.00	.00	4,728.00	0
Function 1283 - Staff/Personnel Services	2,566.00	.00	.00	.00	2,566.00	0
Function 1284 - Non-Instr Technology Services	20,540.00	.00	.00	.00	20,540.00	0
Function 1411 - Pmts to Other Mich Publ Schools	6,275,000.00	.00	.00	.00	6,275,000.00	0
Account Type Expense Totals	\$6,516,226.00	\$69,843.79	\$20,000.00	\$69,843.79	\$6,426,382.21	1%
Program 919 - Medicaid Programs Totals	\$1,003,024.00	\$603,853.88	(\$20,000.00)	\$603,853.88	\$419,170.12	8%
Revenue Totals	\$26,606,578.00	\$1,877,092.02	\$0.00	\$1,877,092.02	\$24,725,799.98	7%
Expense Totals	\$24,542,913.00	\$592,019.54	\$455,915.52	\$592,019.54	\$23,444,937.94	4%
Fund 27 - Cooperative Activities Fund Totals	\$2,063,665.00	\$1,285,072.48	(\$455,915.52)	\$1,285,072.48	\$1,280,862.04	
Revenue Totals	\$26,606,578.00	\$1,877,092.02	\$0.00	\$1,877,092.02	\$24,725,799.98	7%
Expense Totals	\$24,542,913.00	\$592,019.54	\$455,915.52	\$592,019.54	\$23,444,937.94	4%
Grand Totals	\$2,063,665.00	\$1,285,072.48	(\$455,915.52)	\$1,285,072.48	\$1,280,862.04	



Cooperative Activities (Detail)

Fiscal Year to Date 07/31/25

G/L Account Number	Account Description	Adopted Budget	Current Month Actual	Encumbrances	Actual	Budget - Actual	% Used/Rec'd
Program 000 - Unassigned							
Account Type Revenue							
Function 0000 - Revenue							
27.0312.0000.000.2083.00000.0000	Restricted State Revenues Received as Grants	44,095.00	.00	.00	.00	44,095.00	0
27.0312.0000.000.2734.00000.0000	Restricted State Revenues Received as Grants	.00	.00	.00	.00	.00	+++
27.0312.0070.000.3494.00000.0000	LAWMASC State aid	.00	.00	.00	.00	.00	+++
27.0312.0070.000.3495.00000.0000	LAWMASC State aid	.00	.00	.00	.00	.00	+++
27.0518.0000.000.0000.00000.0000	Compensation Rec'd in Pmt of Srvc Provided to Other Public School	962,999.00	.00	.00	.00	959,313.00	0
Function 0000 - Revenue Totals		\$1,007,094.00	\$0.00	\$0.00	\$0.00	\$1,003,408.00	0%
Account Type Revenue Totals		\$1,007,094.00	\$0.00	\$0.00	\$0.00	\$1,003,408.00	0%
Account Type Expense							
Function 1112 - Middle/Junior High							
27.1112.1920.000.3495.00000.0000	Professional-Education	.00	.00	.00	.00	.00	+++
27.1112.2390.000.2734.00000.0000	Other Special Allowances	.00	.00	.00	.00	.00	+++
27.1112.2820.000.3495.00000.0000	Contribution to State and Local Retirement Funds	.00	.00	.00	.00	.00	+++
27.1112.2830.000.3495.00000.0000	Employer Social Security	.00	.00	.00	.00	.00	+++
27.1112.5990.000.3495.00000.0000	Misc. Supp & Mats	.00	.00	.00	.00	.00	+++
Function 1112 - Middle/Junior High Totals		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++
Function 1113 - High School							
27.1113.1920.000.3495.00000.0000	Professional-Education	.00	.00	.00	.00	.00	+++
27.1113.2310.000.0000.00000.0000	Tuition	.00	.00	.00	.00	.00	+++
27.1113.2390.000.2734.00000.0000	Other Special Allowances	.00	.00	.00	.00	.00	+++
27.1113.2820.000.3495.00000.0000	Contribution to State and Local Retirement Funds	.00	.00	.00	.00	.00	+++
27.1113.2830.000.3495.00000.0000	Employer Social Security	.00	.00	.00	.00	.00	+++
27.1113.4120.000.9872.00000.0000	Equip Repair Serv	.00	.00	.00	.00	.00	+++
27.1113.5990.000.9872.00000.0000	Misc. Supp & Mats	.00	.00	.00	.00	.00	+++
27.1113.6420.000.9872.00000.0000	Capital-New Equip <\$5000	.00	.00	.00	.00	.00	+++
27.1113.7410.000.3495.00000.0000	Dues and Fees	.00	.00	.00	.00	.00	+++
Function 1113 - High School Totals		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++
Function 1216 - Social Work Services							
27.1216.2390.000.2734.00000.0000	Other Special Allowances	.00	.00	.00	.00	.00	+++
Function 1216 - Social Work Services Totals		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++
Function 1226 - SupervisionDirection of Instr Staff							
27.1226.1160.000.0000.00000.0000	Supervision/Direction-Staff	146,589.00	12,215.69	.00	12,215.69	134,373.31	8
27.1226.1620.000.0000.00000.0000	Secretary-Clerical-Bookkeeper	64,114.00	5,342.82	.00	5,342.82	58,771.18	8
27.1226.1790.000.0000.00000.0000	Other Special Payments	.00	1,193.14	.00	1,193.14	(1,193.14)	+++
27.1226.2110.000.0000.00000.0000	Group Life	88.00	7.20	.00	7.20	80.80	8
27.1226.2120.000.0000.00000.0000	Group Disability	420.00	34.94	.00	34.94	385.06	8
27.1226.2130.000.0000.00000.0000	Group Health and Accident	36,976.00	2,938.06	.00	2,938.06	34,037.94	8
27.1226.2140.000.0000.00000.0000	Dental Health Care	3,336.00	277.84	.00	277.84	3,058.16	8
27.1226.2150.000.0000.00000.0000	Vision Care	784.00	65.32	.00	65.32	718.68	8
27.1226.2820.000.0000.00000.0000	Contribution to State and Local Retirement Funds	94,629.00	7,364.04	.00	7,364.04	87,264.96	8
27.1226.2830.000.0000.00000.0000	Employer Social Security	16,121.00	1,356.49	.00	1,356.49	14,764.51	8
27.1226.3150.000.0000.00000.0000	Management Services	325,000.00	.00	.00	.00	325,000.00	0
27.1226.3170.000.0000.00000.0000	Legal Services	75,000.00	.00	.00	.00	75,000.00	0
27.1226.3190.000.0000.00000.0000	Other Prof & Technical Services	5,000.00	.00	.00	.00	5,000.00	0
27.1226.3210.000.0000.00000.0000	Regular Duty Travel	750.00	.00	.00	.00	750.00	0
27.1226.3220.000.0000.00000.0000	Workshops and Conf Travel	4,000.00	.00	.00	.00	4,000.00	0
27.1226.3430.000.0000.00000.0000	Mail/Postage Serv	100.00	.00	.00	.00	100.00	0
27.1226.3610.000.0000.00000.0000	Printing Serv	200.00	.00	.00	.00	200.00	0
27.1226.5910.000.0000.00000.0000	Office Supplies	1,000.00	.00	.00	.00	1,000.00	0
27.1226.6420.000.0000.00000.0000	Capital-New Equip <\$5000	3,000.00	.00	.00	.00	3,000.00	0
27.1226.7410.000.0000.00000.0000	Dues and Fees	750.00	.00	.00	.00	750.00	0
27.1226.7910.000.0000.00000.0000	Misc Expenditures	2,000.00	.00	.00	.00	2,000.00	0



Cooperative Activities (Detail)

Fiscal Year to Date 07/31/25

G/L Account Number	Account Description	Adopted Budget	Current Month Actual	Encumbrances	Actual	Budget - Actual	% Used/Rec'd
Function 1226 - SupervisionDirection of Instr Staff Totals		\$779,857.00	\$30,795.54	\$0.00	\$30,795.54	\$749,061.46	4%
Function 1249 - Other School Administration							
27.1249.5990.000.0000.00000.0000	Misc. Supp & Matls	5,000.00	.00	.00	.00	5,000.00	0
Function 1249 - Other School Administration Totals		\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00	0%
Function 1252 - Fiscal Services							
27.1252.1310.000.0000.00000.0000	Accounting	.00	.00	.00	.00	.00	+++
27.1252.2110.000.0000.00000.0000	Group Life	.00	.00	.00	.00	.00	+++
27.1252.2120.000.0000.00000.0000	Group Disability	.00	.00	.00	.00	.00	+++
27.1252.2130.000.0000.00000.0000	Group Health and Accident	.00	.00	.00	.00	.00	+++
27.1252.2150.000.0000.00000.0000	Vision Care	.00	.00	.00	.00	.00	+++
27.1252.2820.000.0000.00000.0000	Contribution to State and Local Retirement Funds	.00	.00	.00	.00	.00	+++
27.1252.2830.000.0000.00000.0000	Employer Social Security	.00	.00	.00	.00	.00	+++
27.1252.3410.000.0000.00000.0000	Telephone Serv	.00	.00	.00	.00	.00	+++
Function 1252 - Fiscal Services Totals		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++
Function 1283 - Staff/Personnel Services							
27.1283.3120.000.0000.00000.0000	Employee Training & Devel Serv	11,000.00	.00	.00	.00	11,000.00	0
27.1283.3190.000.0000.00000.0000	Other Prof & Technical Services	1,000.00	.00	.00	.00	1,000.00	0
27.1283.3510.000.0000.00000.0000	Advertisement Serv	60,000.00	.00	.00	.00	60,000.00	0
Function 1283 - Staff/Personnel Services Totals		\$72,000.00	\$0.00	\$0.00	\$0.00	\$72,000.00	0%
Function 1284 - Non-Instr Technology Services							
27.1284.1510.000.0000.00000.0000	Information Management	63,838.00	5,319.81	.00	5,319.81	58,518.19	8
27.1284.2110.000.0000.00000.0000	Group Life	44.00	3.60	.00	3.60	40.40	8
27.1284.2120.000.0000.00000.0000	Group Disability	161.00	13.36	.00	13.36	147.64	8
27.1284.2820.000.0000.00000.0000	Contribution to State and Local Retirement Funds	21,840.00	1,943.88	.00	1,943.88	19,896.12	9
27.1284.2830.000.0000.00000.0000	Employer Social Security	4,884.00	406.37	.00	406.37	4,477.63	8
27.1284.3220.000.0000.00000.0000	Workshops and Conf Travel	500.00	.00	.00	.00	500.00	0
27.1284.3450.000.0000.00000.0000	Software Lic/Agmts Serv	30,000.00	8,984.68	.00	8,984.68	21,015.32	30
Function 1284 - Non-Instr Technology Services Totals		\$121,267.00	\$16,671.70	\$0.00	\$16,671.70	\$104,595.30	14%
Function 1511 - Debt Service - Long Term Only - Principal							
27.1511.7190.000.0000.00000.0000	Other LT Debt Principal	25,284.00	2,007.00	.00	2,007.00	23,277.00	8
Function 1511 - Debt Service - Long Term Only - Principal Totals		\$25,284.00	\$2,007.00	\$0.00	\$2,007.00	\$23,277.00	8%
Account Type Expense Totals		\$1,003,408.00	\$49,474.24	\$0.00	\$49,474.24	\$953,933.76	5%
Program 000 - Unassigned Totals		\$3,686.00	(\$49,474.24)	\$0.00	(\$49,474.24)	\$49,474.24	-5%



Cooperative Activities (Detail)

Fiscal Year to Date 07/31/25

G/L Account Number	Account Description	Adopted Budget	Current Month Actual	Encumbrances	Actual	Budget - Actual	% Used/Rec'd
Program 910 - WIHI - IB Program							
Account Type Revenue							
Function 0000 - Revenue							
27.0151.0000.910.0000.00000.0000	Earnings on Investments and Deposits	8,124.00	752.16	.00	752.16	7,371.84	9
27.0192.0000.910.9868.00000.0000	Private Sources (Contributions)	.00	.00	.00	.00	.00	+++
27.0192.0000.910.9872.00000.0000	Private Sources (Contributions)	.00	.00	.00	.00	.00	+++
27.0312.0000.910.2083.00000.0000	Restricted State Revenues Received as Grants	562,807.00	.00	.00	.00	562,807.00	0
27.0511.0000.910.0000.81010.0000	Tuition Payments Received from Other Public Schools	1,083,000.00	87,472.83	.00	87,472.83	995,527.17	8
27.0511.0000.910.0000.81020.0000	Tuition Payments Received from Other Public Schools	5,272,500.00	422,151.50	.00	422,151.50	4,850,348.50	8
27.0511.0000.910.0000.81040.0000	Tuition Payments Received from Other Public Schools	.00	.00	.00	.00	.00	+++
27.0511.0000.910.0000.81070.0000	Tuition Payments Received from Other Public Schools	427,500.00	35,749.77	.00	35,749.77	391,750.23	8
27.0511.0000.910.0000.81100.0000	Tuition Payments Received from Other Public Schools	28,500.00	2,281.90	.00	2,281.90	26,218.10	8
27.0511.0000.910.0000.81120.0000	Tuition Payments Received from Other Public Schools	180,500.00	14,452.03	.00	14,452.03	166,047.97	8
Function 0000 - Revenue Totals		\$7,562,931.00	\$562,860.19	\$0.00	\$562,860.19	\$7,000,070.81	7%
Account Type Revenue Totals		\$7,562,931.00	\$562,860.19	\$0.00	\$562,860.19	\$7,000,070.81	7%
Account Type Expense							
Function 1112 - Middle/Junior High							
27.1112.1240.910.0000.00000.0000	Teaching	531,891.00	4,416.20	.00	4,416.20	527,474.80	1
27.1112.1790.910.0000.00000.0000	Other Special Payments	.00	2,000.52	.00	2,000.52	(2,000.52)	+++
27.1112.1920.910.0000.00000.0000	Professional-Education	100.00	7,151.05	.00	7,151.05	(7,051.05)	7,151
27.1112.2110.910.0000.00000.0000	Group Life	347.00	19.02	.00	19.02	327.98	5
27.1112.2120.910.0000.00000.0000	Group Disability	1,337.00	71.67	.00	71.67	1,265.33	5
27.1112.2130.910.0000.00000.0000	Group Health and Accident	80,203.00	4,807.29	.00	4,807.29	75,395.71	6
27.1112.2140.910.0000.00000.0000	Dental Health Care	7,375.00	423.36	.00	423.36	6,951.64	6
27.1112.2150.910.0000.00000.0000	Vision Care	1,753.00	100.48	.00	100.48	1,652.52	6
27.1112.2820.910.0000.00000.0000	Contribution to State and Local Retirement Funds	219,909.00	3,497.97	.00	3,497.97	216,411.03	2
27.1112.2830.910.0000.00000.0000	Employer Social Security	40,702.00	943.38	.00	943.38	39,758.62	2
Function 1112 - Middle/Junior High Totals		\$883,617.00	\$23,430.94	\$0.00	\$23,430.94	\$860,186.06	3%
Function 1113 - High School							
27.1113.1240.910.0000.00000.0000	Teaching	2,021,151.00	10,304.48	.00	10,304.48	2,010,846.52	1
27.1113.1790.910.0000.00000.0000	Other Special Payments	.00	3,507.05	.00	3,507.05	(3,507.05)	+++
27.1113.1920.910.0000.00000.0000	Professional-Education	.00	(1,916.05)	.00	(1,916.05)	1,916.05	+++
27.1113.1920.910.3494.00000.0000	Professional-Education	.00	.00	.00	.00	.00	+++
27.1113.2110.910.0000.00000.0000	Group Life	1,245.00	92.23	.00	92.23	1,152.77	7
27.1113.2120.910.0000.00000.0000	Group Disability	4,371.00	362.13	.00	362.13	4,008.87	8
27.1113.2130.910.0000.00000.0000	Group Health and Accident	238,985.00	17,192.12	.00	17,192.12	221,792.88	7
27.1113.2140.910.0000.00000.0000	Dental Health Care	22,318.00	1,678.92	.00	1,678.92	20,639.08	8
27.1113.2150.910.0000.00000.0000	Vision Care	5,318.00	407.69	.00	407.69	4,910.31	8
27.1113.2820.910.0000.00000.0000	Contribution to State and Local Retirement Funds	821,931.00	(775.61)	.00	(775.61)	822,706.61	0
27.1113.2820.910.3494.00000.0000	Contribution to State and Local Retirement Funds	.00	.00	.00	.00	.00	+++
27.1113.2830.910.0000.00000.0000	Employer Social Security	154,651.00	558.94	.00	558.94	154,092.06	0
27.1113.2830.910.3494.00000.0000	Employer Social Security	.00	.00	.00	.00	.00	+++
27.1113.2850.910.0000.00000.0000	Unemployment Compensation	.00	.00	.00	.00	.00	+++
27.1113.3190.910.0000.00000.0000	Other Prof & Technical Services	537.00	.00	.00	.00	537.00	0
27.1113.3210.910.0000.00000.0000	Regular Duty Travel	269.00	.00	.00	.00	269.00	0
27.1113.3210.910.3494.00000.0000	Regular Duty Travel	.00	.00	.00	.00	.00	+++
27.1113.3220.910.0000.00000.0000	Workshops and Conf Travel	30,000.00	.00	2,250.00	.00	27,750.00	8
27.1113.3450.910.0000.00000.0000	Software Lic/Agmts Serv	27,835.00	37.59	346.50	37.59	27,450.91	1
27.1113.3610.910.0000.00000.0000	Printing Serv	8,100.00	.00	7,500.00	.00	600.00	93
27.1113.4120.910.0000.00000.0000	Equip Repair Serv	537.00	.00	.00	.00	537.00	0
27.1113.4140.910.0000.00000.0000	Software Maint Agmts Serv	7,518.00	.00	1,028.34	.00	6,489.66	14
27.1113.5110.910.0000.00000.0000	Teaching/Testing Supplies	60,000.00	.00	.00	.00	60,000.00	0
27.1113.5210.910.0000.00000.0000	Textbook Supp	5,370.00	.00	.00	.00	5,370.00	0
27.1113.5990.910.3494.00000.0000	Misc. Supp & Matls	.00	.00	.00	.00	.00	+++
27.1113.5990.910.9868.00000.0000	Misc. Supp & Matls	.00	.00	.00	.00	.00	+++
27.1113.6420.910.0000.00000.0000	Capital-New Equip <\$5000	40,000.00	.00	.00	.00	40,000.00	0



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27.1113.7410.910.0000.00000.0000	Dues and Fees	34,021.00	975.23	22,716.00	975.23	10,329.77	70
27.1113.7410.910.3494.00000.0000	Dues and Fees	.00	.00	.00	.00	.00	+++
Function 1113 - High School Totals		\$3,484,157.00	\$32,424.72	\$33,840.84	\$32,424.72	\$3,417,891.44	2%
Function 1212 - Guidance Services							
27.1212.1220.910.0000.00000.0000	Counseling	215,544.00	.00	.00	.00	215,544.00	0
27.1212.1790.910.0000.00000.0000	Other Special Payments	.00	800.00	.00	800.00	(800.00)	+++
27.1212.2110.910.0000.00000.0000	Group Life	132.00	7.20	.00	7.20	124.80	5
27.1212.2120.910.0000.00000.0000	Group Disability	516.00	26.26	.00	26.26	489.74	5
27.1212.2130.910.0000.00000.0000	Group Health and Accident	37,143.00	2,367.62	.00	2,367.62	34,775.38	6
27.1212.2140.910.0000.00000.0000	Dental Health Care	2,780.00	185.24	.00	185.24	2,594.76	7
27.1212.2150.910.0000.00000.0000	Vision Care	664.00	43.94	.00	43.94	620.06	7
27.1212.2820.910.0000.00000.0000	Contribution to State and Local Retirement Funds	89,498.00	(1,004.34)	.00	(1,004.34)	90,502.34	-1
27.1212.2830.910.0000.00000.0000	Employer Social Security	16,492.00	4.26	.00	4.26	16,487.74	0
27.1212.3210.910.0000.00000.0000	Regular Duty Travel	269.00	.00	.00	.00	269.00	0
27.1212.3220.910.0000.00000.0000	Workshops and Conf Travel	2,062.00	.00	.00	.00	2,062.00	0
Function 1212 - Guidance Services Totals		\$365,100.00	\$2,430.18	\$0.00	\$2,430.18	\$362,669.82	1%
Function 1216 - Social Work Services							
27.1216.1440.910.0000.00000.0000	Social Work	.00	.00	.00	.00	.00	+++
27.1216.1920.910.0000.00000.0000	Professional-Education	925.00	.00	.00	.00	925.00	0
27.1216.2820.910.0000.00000.0000	Contribution to State and Local Retirement Funds	.00	.00	.00	.00	.00	+++
27.1216.2830.910.0000.00000.0000	Employer Social Security	.00	.00	.00	.00	.00	+++
Function 1216 - Social Work Services Totals		\$925.00	\$0.00	\$0.00	\$0.00	\$925.00	0%
Function 1218 - Teacher Consultant							
27.1218.8220.910.0000.00000.0000	Pmt to Another Public School District for Serv	28,000.00	.00	.00	.00	28,000.00	0
Function 1218 - Teacher Consultant Totals		\$28,000.00	\$0.00	\$0.00	\$0.00	\$28,000.00	0%
Function 1219 - Other Pupil Support Serv							
27.1219.1290.910.0000.00000.0000	Other Professional Educational	59,856.00	.00	.00	.00	59,856.00	0
27.1219.2110.910.0000.00000.0000	Group Life	1,650.00	.00	.00	.00	1,650.00	0
27.1219.2120.910.0000.00000.0000	Group Disability	342.00	.00	.00	.00	342.00	0
27.1219.2130.910.0000.00000.0000	Group Health and Accident	21,557.00	.00	.00	.00	21,557.00	0
27.1219.2140.910.0000.00000.0000	Dental Health Care	1,637.00	.00	.00	.00	1,637.00	0
27.1219.2150.910.0000.00000.0000	Vision Care	456.00	.00	.00	.00	456.00	0
27.1219.2820.910.0000.00000.0000	Contribution to State and Local Retirement Funds	21,795.00	.00	.00	.00	21,795.00	0
27.1219.2830.910.0000.00000.0000	Employer Social Security	4,580.00	.00	.00	.00	4,580.00	0
Function 1219 - Other Pupil Support Serv Totals		\$111,873.00	\$0.00	\$0.00	\$0.00	\$111,873.00	0%
Function 1221 - Improvement of Instruction							
27.1221.3110.910.0000.00000.0000	Instructional Services	1,000.00	.00	.00	.00	1,000.00	0
27.1221.3220.910.0000.00000.0000	Workshops and Conf Travel	400.00	.00	.00	.00	400.00	0
Function 1221 - Improvement of Instruction Totals		\$1,400.00	\$0.00	\$0.00	\$0.00	\$1,400.00	0%
Function 1226 - SupervisionDirection of Instr Staff							
27.1226.1620.910.0000.00000.0000	Secretary-Clerical-Bookkeeper	234,261.00	12,555.56	.00	12,555.56	221,705.44	5
27.1226.1790.910.0000.00000.0000	Other Special Payments	.00	156.19	.00	156.19	(156.19)	+++
27.1226.1920.910.0000.00000.0000	Professional-Education	.00	400.00	.00	400.00	(400.00)	+++
27.1226.2110.910.0000.00000.0000	Group Life	176.00	10.80	.00	10.80	165.20	6
27.1226.2120.910.0000.00000.0000	Group Disability	524.00	29.90	.00	29.90	494.10	6
27.1226.2130.910.0000.00000.0000	Group Health and Accident	27,938.00	3,526.68	.00	3,526.68	24,411.32	13
27.1226.2140.910.0000.00000.0000	Dental Health Care	5,004.00	388.98	.00	388.98	4,615.02	8
27.1226.2150.910.0000.00000.0000	Vision Care	1,176.00	91.56	.00	91.56	1,084.44	8
27.1226.2820.910.0000.00000.0000	Contribution to State and Local Retirement Funds	94,641.00	5,270.30	.00	5,270.30	89,370.70	6
27.1226.2830.910.0000.00000.0000	Employer Social Security	17,925.00	938.45	.00	938.45	16,986.55	5
27.1226.3150.910.0000.00000.0000	Management Services	30,000.00	.00	.00	.00	30,000.00	0
27.1226.3190.910.0000.00000.0000	Other Prof & Technical Services	250.00	.00	.00	.00	250.00	0
27.1226.3210.910.0000.00000.0000	Regular Duty Travel	261.00	.00	.00	.00	261.00	0



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27.1226.3430.910.0000.00000.0000	Mail/Postage Serv	1,500.00	.00	.00	.00	1,500.00	0
27.1226.3450.910.0000.00000.0000	Software Lic/Agmts Serv	3,500.00	.00	.00	.00	3,500.00	0
27.1226.3610.910.0000.00000.0000	Printing Serv	12,000.00	.00	.00	.00	12,000.00	0
27.1226.4120.910.0000.00000.0000	Equip Repair Serv	250.00	.00	.00	.00	250.00	0
27.1226.5910.910.0000.00000.0000	Office Supplies	6,000.00	.00	.00	.00	6,000.00	0
Function 1226 - SupervisionDirection of Instr Staff Totals		\$435,406.00	\$23,368.42	\$0.00	\$23,368.42	\$412,037.58	5%
Function 1241 - Office of the Principal							
27.1241.1160.910.0000.00000.0000	Supervision/Direction-Staff	235,288.00	19,607.28	.00	19,607.28	215,680.72	8
27.1241.1790.910.0000.00000.0000	Other Special Payments	.00	782.11	.00	782.11	(782.11)	+++
27.1241.2110.910.0000.00000.0000	Group Life	1,694.00	7.20	.00	7.20	1,686.80	0
27.1241.2120.910.0000.00000.0000	Group Disability	852.00	38.90	.00	38.90	813.10	5
27.1241.2130.910.0000.00000.0000	Group Health and Accident	21,557.00	.00	.00	.00	21,557.00	0
27.1241.2140.910.0000.00000.0000	Dental Health Care	3,305.00	138.92	.00	138.92	3,166.08	4
27.1241.2150.910.0000.00000.0000	Vision Care	848.00	32.66	.00	32.66	815.34	4
27.1241.2820.910.0000.00000.0000	Contribution to State and Local Retirement Funds	100,833.00	8,045.58	.00	8,045.58	92,787.42	8
27.1241.2830.910.0000.00000.0000	Employer Social Security	18,002.00	1,533.79	.00	1,533.79	16,468.21	9
27.1241.3210.910.0000.00000.0000	Regular Duty Travel	100.00	.00	.00	.00	100.00	0
27.1241.3220.910.0000.00000.0000	Workshops and Conf Travel	2,062.00	.00	.00	.00	2,062.00	0
27.1241.7410.910.0000.00000.0000	Dues and Fees	773.00	.00	.00	.00	773.00	0
Function 1241 - Office of the Principal Totals		\$385,314.00	\$30,186.44	\$0.00	\$30,186.44	\$355,127.56	8%
Function 1249 - Other School Administration							
27.1249.5990.910.0000.00000.0000	Misc. Supp & Mats	5,000.00	.00	.00	.00	5,000.00	0
Function 1249 - Other School Administration Totals		\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00	0%
Function 1261 - Operating Buildings Services							
27.1261.3840.910.0000.00000.0000	Waste/Trash Serv	11,000.00	.00	.00	.00	11,000.00	0
27.1261.4110.910.0000.00000.0000	Building Repair Serv	225,000.00	13,492.00	183,508.00	13,492.00	28,000.00	88
27.1261.4210.910.0000.00000.0000	Land/Building Rental Serv	420,000.00	.00	.00	.00	420,000.00	0
27.1261.5510.910.0000.00000.0000	Natural Gas Supp	30,000.00	.00	.00	.00	30,000.00	0
27.1261.5520.910.0000.00000.0000	Electricity Supp	48,000.00	.00	.00	.00	48,000.00	0
27.1261.5990.910.0000.00000.0000	Misc. Supp & Mats	537.00	.00	.00	.00	537.00	0
Function 1261 - Operating Buildings Services Totals		\$734,537.00	\$13,492.00	\$183,508.00	\$13,492.00	\$537,537.00	27%
Function 1266 - Security Services							
27.1266.5990.910.0000.00000.0000	Misc. Supp & Mats	269.00	.00	.00	.00	269.00	0
Function 1266 - Security Services Totals		\$269.00	\$0.00	\$0.00	\$0.00	\$269.00	0%
Function 1271 - Pupil Transportation Services							
27.1271.3310.910.0000.00000.0000	Transportation Serv-Cont Carrier	250.00	.00	.00	.00	250.00	0
Function 1271 - Pupil Transportation Services Totals		\$250.00	\$0.00	\$0.00	\$0.00	\$250.00	0%
Function 1284 - Non-Instr Technology Services							
27.1284.1510.910.0000.00000.0000	Information Management	60,130.00	5,010.76	.00	5,010.76	55,119.24	8
27.1284.2110.910.0000.00000.0000	Group Life	44.00	3.60	.00	3.60	40.40	8
27.1284.2120.910.0000.00000.0000	Group Disability	151.00	12.54	.00	12.54	138.46	8
27.1284.2130.910.0000.00000.0000	Group Health and Accident	7,484.00	594.64	.00	594.64	6,889.36	8
27.1284.2140.910.0000.00000.0000	Dental Health Care	556.00	46.32	.00	46.32	509.68	8
27.1284.2150.910.0000.00000.0000	Vision Care	136.00	11.28	.00	11.28	124.72	8
27.1284.2820.910.0000.00000.0000	Contribution to State and Local Retirement Funds	23,579.00	2,031.38	.00	2,031.38	21,547.62	9
27.1284.2830.910.0000.00000.0000	Employer Social Security	4,601.00	383.32	.00	383.32	4,217.68	8
27.1284.3450.910.0000.00000.0000	Software Lic/Agmts Serv	4,296.00	.00	.00	.00	4,296.00	0
Function 1284 - Non-Instr Technology Services Totals		\$100,977.00	\$8,093.84	\$0.00	\$8,093.84	\$92,883.16	8%
Function 1411 - Pmts to Other Mich Publ Schools							
27.1411.8510.910.0000.00000.0000	Sub-Grantee / Flow through Disbursements	481,499.00	.00	.00	.00	479,656.00	0
Function 1411 - Pmts to Other Mich Publ Schools Totals		\$481,499.00	\$0.00	\$0.00	\$0.00	\$479,656.00	0%



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Function 1611 - Fund Modif to General Ed Fund							
27.1611.9990.910.0000.00000.0000	Indirect Cost Recovery	25,551.00	.00	.00	.00	26,147.00	0
Function 1611 - Fund Modif to General Ed Fund Totals		\$25,551.00	\$0.00	\$0.00	\$0.00	\$26,147.00	0%
Function 1622 - Fund Modif to Special Ed Fund							
27.1622.9990.910.0000.00000.0000	Indirect Cost Recovery	134,142.00	.00	.00	.00	137,273.00	0
Function 1622 - Fund Modif to Special Ed Fund Totals		\$134,142.00	\$0.00	\$0.00	\$0.00	\$137,273.00	0%
Function 1647 - Fund Mod to WEOC							
27.1647.8110.910.0000.00000.0000	Fund Modifications	25,000.00	.00	.00	.00	25,000.00	0
Function 1647 - Fund Mod to WEOC Totals		\$25,000.00	\$0.00	\$0.00	\$0.00	\$25,000.00	0%
Account Type Expense Totals		\$7,203,017.00	\$133,426.54	\$217,348.84	\$133,426.54	\$6,854,125.62	5%
Program 910 - WIHI - IB Program Totals		\$359,914.00	\$429,433.65	(\$217,348.84)	\$429,433.65	\$145,945.19	3%



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Program 913 - ECA Program							
Account Type Revenue							
Function 0000 - Revenue							
27.0151.0000.913.0000.00000.0000	Earnings on Investments and Deposits	48,746.00	4,512.97	.00	4,512.97	44,233.03	9
27.0312.0000.913.2083.00000.0000	Restricted State Revenues Received as Grants	250,000.00	.00	.00	.00	250,000.00	0
27.0511.0000.913.0000.00000.0000	Tuition Payments Received from Other Public Schools	270,000.00	.00	.00	.00	270,000.00	0
27.0511.0000.913.0000.81010.0000	Tuition Payments Received from Other Public Schools	845,500.00	68,457.00	.00	68,457.00	777,043.00	8
27.0511.0000.913.0000.81020.0000	Tuition Payments Received from Other Public Schools	1,235,000.00	100,403.60	.00	100,403.60	1,134,596.40	8
27.0511.0000.913.0000.81040.0000	Tuition Payments Received from Other Public Schools	85,500.00	6,845.70	.00	6,845.70	78,654.30	8
27.0511.0000.913.0000.81050.0000	Tuition Payments Received from Other Public Schools	57,000.00	.00	.00	.00	57,000.00	0
27.0511.0000.913.0000.81070.0000	Tuition Payments Received from Other Public Schools	1,140,000.00	93,557.90	.00	93,557.90	1,046,442.10	8
27.0511.0000.913.0000.81080.0000	Tuition Payments Received from Other Public Schools	142,500.00	12,170.13	.00	12,170.13	130,329.87	9
27.0511.0000.913.0000.81100.0000	Tuition Payments Received from Other Public Schools	323,000.00	26,622.17	.00	26,622.17	296,377.83	8
27.0511.0000.913.0000.81120.0000	Tuition Payments Received from Other Public Schools	294,500.00	23,579.63	.00	23,579.63	270,920.37	8
27.0511.0000.913.0000.81140.0000	Tuition Payments Received from Other Public Schools	104,500.00	8,366.97	.00	8,366.97	96,133.03	8
27.0511.0000.913.0000.82430.0000	Tuition Payments Received from Other Public Schools	630,000.00	.00	.00	.00	630,000.00	0
Function 0000 - Revenue Totals		\$5,426,246.00	\$344,516.07	\$0.00	\$344,516.07	\$5,081,729.93	6%
Account Type Revenue Totals		\$5,426,246.00	\$344,516.07	\$0.00	\$344,516.07	\$5,081,729.93	6%
Account Type Expense							
Function 1113 - High School							
27.1113.1240.913.0000.00000.0000	Teaching	1,193,261.00	4,644.16	.00	4,644.16	1,188,616.84	0
27.1113.1790.913.0000.00000.0000	Other Special Payments	.00	2,959.29	.00	2,959.29	(2,959.29)	+++
27.1113.1920.913.0000.00000.0000	Professional-Education	.00	.00	.00	.00	.00	+++
27.1113.2110.913.0000.00000.0000	Group Life	748.00	57.60	.00	57.60	690.40	8
27.1113.2120.913.0000.00000.0000	Group Disability	2,835.00	253.86	.00	253.86	2,581.14	9
27.1113.2130.913.0000.00000.0000	Group Health and Accident	197,197.00	13,917.70	.00	13,917.70	183,279.30	7
27.1113.2140.913.0000.00000.0000	Dental Health Care	16,234.00	1,213.34	.00	1,213.34	15,020.66	7
27.1113.2150.913.0000.00000.0000	Vision Care	3,857.00	288.32	.00	288.32	3,568.68	7
27.1113.2820.913.0000.00000.0000	Contribution to State and Local Retirement Funds	514,868.00	433.07	.00	433.07	514,434.93	0
27.1113.2830.913.0000.00000.0000	Employer Social Security	95,894.00	149.88	.00	149.88	95,744.12	0
27.1113.3190.913.0000.00000.0000	Other Prof & Technical Services	1,119,492.00	2,024.10	.00	2,024.10	1,117,467.90	0
27.1113.3210.913.0000.00000.0000	Regular Duty Travel	269.00	.00	.00	.00	269.00	0
27.1113.3220.913.0000.00000.0000	Workshops and Conf Travel	6,122.00	.00	.00	.00	6,122.00	0
27.1113.3450.913.0000.00000.0000	Software Lic/Agmts Serv	10,000.00	25.37	346.50	25.37	9,628.13	4
27.1113.3610.913.0000.00000.0000	Printing Serv	20,000.00	1,221.29	1,033.62	1,221.29	17,745.09	11
27.1113.3710.913.0000.00000.0000	Tuition Services	22,000.00	.00	.00	.00	22,000.00	0
27.1113.5110.913.0000.00000.0000	Teaching/Testing Supplies	120,000.00	.00	2,100.44	.00	117,899.56	2
27.1113.5990.913.0000.00000.0000	Misc. Supp & Matls	11,000.00	.00	.00	.00	11,000.00	0
27.1113.6420.913.0000.00000.0000	Capital-New Equip <\$5000	17,000.00	.00	.00	.00	17,000.00	0
27.1113.6460.913.0000.00000.0000	Capital-Repl Equip <\$5000	1,546.00	.00	.00	.00	1,546.00	0
Function 1113 - High School Totals		\$3,352,323.00	\$27,187.98	\$3,480.56	\$27,187.98	\$3,321,654.46	1%
Function 1212 - Guidance Services							
27.1212.1220.913.0000.00000.0000	Counseling	163,647.00	13,050.00	.00	13,050.00	150,597.00	8
27.1212.1790.913.0000.00000.0000	Other Special Payments	.00	994.80	.00	994.80	(994.80)	+++
27.1212.1920.913.0000.00000.0000	Professional-Education	3,550.00	.00	.00	.00	3,550.00	0
27.1212.2110.913.0000.00000.0000	Group Life	88.00	7.20	.00	7.20	80.80	8
27.1212.2120.913.0000.00000.0000	Group Disability	392.00	32.58	.00	32.58	359.42	8
27.1212.2130.913.0000.00000.0000	Group Health and Accident	43,380.00	3,446.94	.00	3,446.94	39,933.06	8
27.1212.2140.913.0000.00000.0000	Dental Health Care	3,336.00	277.84	.00	277.84	3,058.16	8
27.1212.2150.913.0000.00000.0000	Vision Care	784.00	65.32	.00	65.32	718.68	8
27.1212.2820.913.0000.00000.0000	Contribution to State and Local Retirement Funds	73,496.00	5,473.18	.00	5,473.18	68,022.82	7
27.1212.2830.913.0000.00000.0000	Employer Social Security	12,521.00	995.22	.00	995.22	11,525.78	8
27.1212.3220.913.0000.00000.0000	Workshops and Conf Travel	1,568.00	.00	.00	.00	1,568.00	0
27.1212.7410.913.0000.00000.0000	Dues and Fees	.00	.00	.00	.00	.00	+++
Function 1212 - Guidance Services Totals		\$302,762.00	\$24,343.08	\$0.00	\$24,343.08	\$278,418.92	8%

Function 1216 - Social Work Services



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27.1216.1440.913.0000.00000.0000	Social Work	59,856.00	.00	.00	.00	59,856.00	0
27.1216.2110.913.0000.00000.0000	Group Life	44.00	3.60	.00	3.60	40.40	8
27.1216.2120.913.0000.00000.0000	Group Disability	144.00	11.92	.00	11.92	132.08	8
27.1216.2130.913.0000.00000.0000	Group Health and Accident	7,484.00	594.64	.00	594.64	6,889.36	8
27.1216.2140.913.0000.00000.0000	Dental Health Care	556.00	46.32	.00	46.32	509.68	8
27.1216.2150.913.0000.00000.0000	Vision Care	136.00	11.28	.00	11.28	124.72	8
27.1216.2820.913.0000.00000.0000	Contribution to State and Local Retirement Funds	23,592.00	.00	.00	.00	23,592.00	0
27.1216.2830.913.0000.00000.0000	Employer Social Security	4,580.00	(.37)	.00	(.37)	4,580.37	0
Function 1216 - Social Work Services Totals		\$96,392.00	\$667.39	\$0.00	\$667.39	\$95,724.61	1%
Function 1218 - Teacher Consultant							
27.1218.8220.913.0000.00000.0000	Pmt to Another Public School District for Serv	15,000.00	.00	.00	.00	15,000.00	0
Function 1218 - Teacher Consultant Totals		\$15,000.00	\$0.00	\$0.00	\$0.00	\$15,000.00	0%
Function 1226 - SupervisionDirection of Instr Staff							
27.1226.1170.913.0000.00000.0000	Program/Department Direction	82,746.00	6,895.46	.00	6,895.46	75,850.54	8
27.1226.1620.913.0000.00000.0000	Secretary-Clerical-Bookkeeper	111,300.00	5,775.00	.00	5,775.00	105,525.00	5
27.1226.1790.913.0000.00000.0000	Other Special Payments	.00	491.23	.00	491.23	(491.23)	+++
27.1226.1920.913.0000.00000.0000	Professional-Education	2,350.00	.00	.00	.00	2,350.00	0
27.1226.2110.913.0000.00000.0000	Group Life	1,690.00	7.20	.00	7.20	1,682.80	0
27.1226.2120.913.0000.00000.0000	Group Disability	613.00	30.98	.00	30.98	582.02	5
27.1226.2130.913.0000.00000.0000	Group Health and Accident	29,041.00	594.64	.00	594.64	28,446.36	2
27.1226.2140.913.0000.00000.0000	Dental Health Care	3,695.00	157.46	.00	157.46	3,537.54	4
27.1226.2150.913.0000.00000.0000	Vision Care	907.00	37.52	.00	37.52	869.48	4
27.1226.2820.913.0000.00000.0000	Contribution to State and Local Retirement Funds	81,299.00	5,193.32	.00	5,193.32	76,105.68	6
27.1226.2830.913.0000.00000.0000	Employer Social Security	14,846.00	988.23	.00	988.23	13,857.77	7
27.1226.3150.913.0000.00000.0000	Management Services	2,686.00	.00	.00	.00	2,686.00	0
27.1226.3190.913.0000.00000.0000	Other Prof & Technical Services	6,788.00	.00	.00	.00	6,788.00	0
27.1226.3210.913.0000.00000.0000	Regular Duty Travel	269.00	.00	.00	.00	269.00	0
27.1226.3220.913.0000.00000.0000	Workshops and Conf Travel	4,020.00	.00	.00	.00	4,020.00	0
27.1226.3610.913.0000.00000.0000	Printing Serv	3,500.00	.00	.00	.00	3,500.00	0
27.1226.4120.913.0000.00000.0000	Equip Repair Serv	644.00	.00	.00	.00	644.00	0
27.1226.5910.913.0000.00000.0000	Office Supplies	7,000.00	.00	.00	.00	7,000.00	0
27.1226.6420.913.0000.00000.0000	Capital-New Equip <\$5000	537.00	.00	.00	.00	537.00	0
27.1226.7410.913.0000.00000.0000	Dues and Fees	.00	.00	.00	.00	.00	+++
27.1226.7910.913.0000.00000.0000	Misc Expenditures	8,000.00	.00	3,088.65	.00	4,911.35	39
Function 1226 - SupervisionDirection of Instr Staff Totals		\$361,931.00	\$20,171.04	\$3,088.65	\$20,171.04	\$338,671.31	6%
Function 1241 - Office of the Principal							
27.1241.1160.913.0000.00000.0000	Supervision/Direction-Staff	242,679.00	20,223.20	.00	20,223.20	222,455.80	8
27.1241.1790.913.0000.00000.0000	Other Special Payments	.00	1,409.02	.00	1,409.02	(1,409.02)	+++
27.1241.1920.913.0000.00000.0000	Professional-Education	200.00	.00	.00	.00	200.00	0
27.1241.2110.913.0000.00000.0000	Group Life	88.00	7.20	.00	7.20	80.80	8
27.1241.2120.913.0000.00000.0000	Group Disability	538.00	44.74	.00	44.74	493.26	8
27.1241.2130.913.0000.00000.0000	Group Health and Accident	38,593.00	3,066.50	.00	3,066.50	35,526.50	8
27.1241.2140.913.0000.00000.0000	Dental Health Care	3,002.00	250.06	.00	250.06	2,751.94	8
27.1241.2150.913.0000.00000.0000	Vision Care	707.00	58.90	.00	58.90	648.10	8
27.1241.2820.913.0000.00000.0000	Contribution to State and Local Retirement Funds	108,989.00	8,481.60	.00	8,481.60	100,507.40	8
27.1241.2830.913.0000.00000.0000	Employer Social Security	18,567.00	1,489.13	.00	1,489.13	17,077.87	8
27.1241.3210.913.0000.00000.0000	Regular Duty Travel	967.00	.00	.00	.00	967.00	0
27.1241.3220.913.0000.00000.0000	Workshops and Conf Travel	6,000.00	.00	.00	.00	6,000.00	0
27.1241.7410.913.0000.00000.0000	Dues and Fees	1,262.00	.00	.00	.00	1,262.00	0
Function 1241 - Office of the Principal Totals		\$421,592.00	\$35,030.35	\$0.00	\$35,030.35	\$386,561.65	8%
Function 1249 - Other School Administration							
27.1249.5990.913.0000.00000.0000	Misc. Supp & Mats	20,000.00	.00	.00	.00	20,000.00	0
Function 1249 - Other School Administration Totals		\$20,000.00	\$0.00	\$0.00	\$0.00	\$20,000.00	0%
Function 1271 - Pupil Transportation Services							



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27.1271.3310.913.0000.00000.0000	Transportation Serv-Cont Carrier	2,000.00	.00	.00	.00	2,000.00	0
Function 1271 - Pupil Transportation Services Totals		\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	0%
Function 1281 - Planning, Research and Evaluation							
27.1281.5910.913.0000.00000.0000	Office Supplies	.00	.00	.00	.00	.00	+++
Function 1281 - Planning, Research and Evaluation Totals		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++
Function 1284 - Non-Instr Technology Services							
27.1284.1510.913.0000.00000.0000	Information Management	50,640.00	4,220.16	.00	4,220.16	46,419.84	8
27.1284.2110.913.0000.00000.0000	Group Life	44.00	3.60	.00	3.60	40.40	8
27.1284.2120.913.0000.00000.0000	Group Disability	121.00	10.04	.00	10.04	110.96	8
27.1284.2130.913.0000.00000.0000	Group Health and Accident	7,484.00	594.64	.00	594.64	6,889.36	8
27.1284.2140.913.0000.00000.0000	Dental Health Care	556.00	46.32	.00	46.32	509.68	8
27.1284.2150.913.0000.00000.0000	Vision Care	136.00	11.28	.00	11.28	124.72	8
27.1284.2820.913.0000.00000.0000	Contribution to State and Local Retirement Funds	19,857.00	1,710.86	.00	1,710.86	18,146.14	9
27.1284.2830.913.0000.00000.0000	Employer Social Security	3,875.00	322.47	.00	322.47	3,552.53	8
27.1284.3450.913.0000.00000.0000	Software Lic/Agmts Serv	4,381.00	.00	1,028.33	.00	3,352.67	23
Function 1284 - Non-Instr Technology Services Totals		\$87,094.00	\$6,919.37	\$1,028.33	\$6,919.37	\$79,146.30	9%
Function 1411 - Pmts to Other Mich Publ Schools							
27.1411.8510.913.0000.00000.0000	Sub-Grantee / Flow through Disbursements	280,508.00	.00	.00	.00	239,828.00	0
Function 1411 - Pmts to Other Mich Publ Schools Totals		\$280,508.00	\$0.00	\$0.00	\$0.00	\$239,828.00	0%
Function 1599 - Miscellaneous Other Financing So							
27.1599.7190.913.0000.00000.0000	Other LT Debt Principal	280,508.00	.00	.00	.00	280,508.00	0
Function 1599 - Miscellaneous Other Financing So Totals		\$280,508.00	\$0.00	\$0.00	\$0.00	\$280,508.00	0%
Function 1611 - Fund Modif to General Ed Fund							
27.1611.9990.913.0000.00000.0000	Indirect Cost Recovery	19,182.00	.00	.00	.00	18,636.00	0
Function 1611 - Fund Modif to General Ed Fund Totals		\$19,182.00	\$0.00	\$0.00	\$0.00	\$18,636.00	0%
Function 1622 - Fund Modif to Special Ed Fund							
27.1622.9990.913.0000.00000.0000	Indirect Cost Recovery	100,705.00	.00	.00	.00	97,841.00	0
Function 1622 - Fund Modif to Special Ed Fund Totals		\$100,705.00	\$0.00	\$0.00	\$0.00	\$97,841.00	0%
Function 1647 - Fund Mod to WEOC							
27.1647.8110.913.0000.00000.0000	Fund Modifications	25,000.00	.00	.00	.00	25,000.00	0
Function 1647 - Fund Mod to WEOC Totals		\$25,000.00	\$0.00	\$0.00	\$0.00	\$25,000.00	0%
Account Type Expense Totals		\$5,364,997.00	\$114,319.21	\$7,597.54	\$114,319.21	\$5,198,990.25	2%
Program 913 - ECA Program Totals		\$61,249.00	\$230,196.86	(\$7,597.54)	\$230,196.86	(\$117,260.32)	4%



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Program 915 - WAVE Program							
Account Type Revenue							
Function 0000 - Revenue							
27.0151.0000.915.0000.00000.0000	Earnings on Investments and Deposits	39,452.00	3,652.56	.00	3,652.56	35,799.44	9
27.0192.0000.915.9861.00000.0000	Private Sources (Contributions)	.00	.00	.00	.00	.00	+++
27.0192.0000.915.9868.00000.0000	Private Sources (Contributions)	.00	.00	.00	.00	.00	+++
27.0192.0000.915.9915.00000.0000	Private Sources (Contributions)	.00	.00	.00	.00	.00	+++
27.0199.0000.915.0000.00000.0000	Miscellaneous Local Revenues	535.00	.00	.00	.00	535.00	0
27.0312.0000.915.2083.00000.0000	Restricted State Revenues Received as Grants	258,956.00	.00	.00	.00	258,956.00	0
27.0511.0000.915.0000.81010.0000	Tuition Payments Received from Other Public Schools	484,500.00	38,792.30	.00	38,792.30	445,707.70	8
27.0511.0000.915.0000.81020.0000	Tuition Payments Received from Other Public Schools	1,149,500.00	92,607.11	.00	92,607.11	1,056,892.89	8
27.0511.0000.915.0000.81040.0000	Tuition Payments Received from Other Public Schools	47,500.00	3,803.17	.00	3,803.17	43,696.83	8
27.0511.0000.915.0000.81050.0000	Tuition Payments Received from Other Public Schools	66,500.00	.00	.00	.00	66,500.00	0
27.0511.0000.915.0000.81070.0000	Tuition Payments Received from Other Public Schools	836,000.00	67,506.21	.00	67,506.21	768,493.79	8
27.0511.0000.915.0000.81080.0000	Tuition Payments Received from Other Public Schools	209,000.00	17,494.57	.00	17,494.57	191,505.43	8
27.0511.0000.915.0000.81100.0000	Tuition Payments Received from Other Public Schools	627,000.00	50,201.80	.00	50,201.80	576,798.20	8
27.0511.0000.915.0000.81120.0000	Tuition Payments Received from Other Public Schools	152,000.00	12,170.13	.00	12,170.13	139,829.87	8
27.0511.0000.915.0000.81140.0000	Tuition Payments Received from Other Public Schools	57,000.00	4,563.80	.00	4,563.80	52,436.20	8
Function 0000 - Revenue Totals		\$3,927,943.00	\$290,791.65	\$0.00	\$290,791.65	\$3,637,151.35	7%
Account Type Revenue Totals		\$3,927,943.00	\$290,791.65	\$0.00	\$290,791.65	\$3,637,151.35	7%
Account Type Expense							
Function 1112 - Middle/Junior High							
27.1112.1240.915.0000.00000.0000	Teaching	123,694.00	9,866.34	.00	9,866.34	113,827.66	8
27.1112.1790.915.0000.00000.0000	Other Special Payments	.00	518.06	.00	518.06	(518.06)	+++
27.1112.1920.915.0000.00000.0000	Professional-Education	.00	.00	.00	.00	.00	+++
27.1112.2110.915.0000.00000.0000	Group Life	69.00	5.66	.00	5.66	63.34	8
27.1112.2120.915.0000.00000.0000	Group Disability	296.00	24.64	.00	24.64	271.36	8
27.1112.2130.915.0000.00000.0000	Group Health and Accident	26,225.00	2,083.76	.00	2,083.76	24,141.24	8
27.1112.2140.915.0000.00000.0000	Dental Health Care	1,985.00	165.32	.00	165.32	1,819.68	8
27.1112.2150.915.0000.00000.0000	Vision Care	470.00	39.08	.00	39.08	430.92	8
27.1112.2820.915.0000.00000.0000	Contribution to State and Local Retirement Funds	50,010.00	3,887.76	.00	3,887.76	46,122.24	8
27.1112.2830.915.0000.00000.0000	Employer Social Security	9,465.00	731.03	.00	731.03	8,733.97	8
27.1112.3210.915.0000.00000.0000	Regular Duty Travel	515.00	.00	.00	.00	515.00	0
27.1112.3220.915.0000.00000.0000	Workshops and Conf Travel	2,577.00	.00	.00	.00	2,577.00	0
27.1112.5110.915.0000.00000.0000	Teaching/Testing Supplies	5,670.00	.00	.00	.00	5,670.00	0
27.1112.5210.915.0000.00000.0000	Textbook Supp	515.00	.00	.00	.00	515.00	0
27.1112.6420.915.9915.00000.0000	Capital-New Equip <\$5000	.00	.00	.00	.00	.00	+++
27.1112.6460.915.0000.00000.0000	Capital-Repl Equip <\$5000	1,031.00	.00	.00	.00	1,031.00	0
27.1112.7910.915.0000.00000.0000	Misc Expenditures	515.00	.00	.00	.00	515.00	0
Function 1112 - Middle/Junior High Totals		\$223,037.00	\$17,321.65	\$0.00	\$17,321.65	\$205,715.35	8%
Function 1113 - High School							
27.1113.1240.915.0000.00000.0000	Teaching	950,299.00	51,682.15	.00	51,682.15	898,616.85	5
27.1113.1790.915.0000.00000.0000	Other Special Payments	.00	1,825.46	.00	1,825.46	(1,825.46)	+++
27.1113.1920.915.0000.00000.0000	Professional-Education	.00	.00	.00	.00	.00	+++
27.1113.1920.915.9915.00000.0000	Professional-Education	.00	.00	.00	.00	.00	+++
27.1113.2110.915.0000.00000.0000	Group Life	2,002.00	32.93	.00	32.93	1,969.07	2
27.1113.2120.915.0000.00000.0000	Group Disability	1,804.00	152.29	.00	152.29	1,651.71	8
27.1113.2130.915.0000.00000.0000	Group Health and Accident	123,642.00	8,650.43	.00	8,650.43	114,991.57	7
27.1113.2140.915.0000.00000.0000	Dental Health Care	9,579.00	655.34	.00	655.34	8,923.66	7
27.1113.2150.915.0000.00000.0000	Vision Care	2,432.00	163.43	.00	163.43	2,268.57	7
27.1113.2820.915.0000.00000.0000	Contribution to State and Local Retirement Funds	383,935.00	22,601.44	.00	22,601.44	361,333.56	6
27.1113.2820.915.9915.00000.0000	Contribution to State and Local Retirement Funds	.00	.00	.00	.00	.00	+++
27.1113.2830.915.0000.00000.0000	Employer Social Security	72,710.00	3,921.66	.00	3,921.66	68,788.34	5
27.1113.2830.915.9915.00000.0000	Employer Social Security	.00	.00	.00	.00	.00	+++
27.1113.3190.915.0000.00000.0000	Other Prof & Technical Services	269.00	.00	.00	.00	269.00	0
27.1113.3210.915.0000.00000.0000	Regular Duty Travel	269.00	.00	.00	.00	269.00	0



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27.1113.3220.915.0000.00000.0000	Workshops and Conf Travel	4,639.00	.00	.00	.00	4,639.00	0
27.1113.3450.915.0000.00000.0000	Software Lic/Agmts Serv	2,784.00	21.16	346.50	21.16	2,416.34	13
27.1113.3610.915.0000.00000.0000	Printing Serv	2,000.00	.00	59.24	.00	1,940.76	3
27.1113.3710.915.0000.00000.0000	Tuition Services	15,000.00	.00	.00	.00	15,000.00	0
27.1113.4140.915.0000.00000.0000	Software Maint Agmts Serv	2,784.00	.00	.00	.00	2,784.00	0
27.1113.5110.915.0000.00000.0000	Teaching/Testing Supplies	1,649.00	.00	.00	.00	1,649.00	0
27.1113.5210.915.0000.00000.0000	Textbook Supp	806.00	.00	.00	.00	806.00	0
27.1113.6420.915.0000.00000.0000	Capital-New Equip <\$5000	52,000.00	.00	.00	.00	52,000.00	0
27.1113.6460.915.0000.00000.0000	Capital-Repl Equip <\$5000	1,546.00	.00	.00	.00	1,546.00	0
27.1113.7910.915.0000.00000.0000	Misc Expenditures	1,031.00	.00	.00	.00	1,031.00	0
Function 1113 - High School Totals		\$1,631,180.00	\$89,706.29	\$405.74	\$89,706.29	\$1,541,067.97	6%
Function 1212 - Guidance Services							
27.1212.1220.915.0000.00000.0000	Counseling	160,656.00	12,812.32	.00	12,812.32	147,843.68	8
27.1212.1790.915.0000.00000.0000	Other Special Payments	.00	1,030.46	.00	1,030.46	(1,030.46)	+++
27.1212.1920.915.0000.00000.0000	Professional-Education	1,000.00	.00	.00	.00	1,000.00	0
27.1212.2110.915.0000.00000.0000	Group Life	88.00	7.20	.00	7.20	80.80	8
27.1212.2120.915.0000.00000.0000	Group Disability	384.00	31.96	.00	31.96	352.04	8
27.1212.2130.915.0000.00000.0000	Group Health and Accident	24,976.00	1,984.54	.00	1,984.54	22,991.46	8
27.1212.2140.915.0000.00000.0000	Dental Health Care	1,890.00	157.46	.00	157.46	1,732.54	8
27.1212.2150.915.0000.00000.0000	Vision Care	451.00	37.52	.00	37.52	413.48	8
27.1212.2820.915.0000.00000.0000	Contribution to State and Local Retirement Funds	72,154.00	5,373.52	.00	5,373.52	66,780.48	7
27.1212.2830.915.0000.00000.0000	Employer Social Security	12,292.00	981.29	.00	981.29	11,310.71	8
27.1212.3220.915.0000.00000.0000	Workshops and Conf Travel	2,577.00	.00	.00	.00	2,577.00	0
27.1212.6420.915.9868.00000.0000	Capital-New Equip <\$5000	.00	.00	.00	.00	.00	+++
27.1212.7410.915.0000.00000.0000	Dues and Fees	269.00	.00	.00	.00	269.00	0
Function 1212 - Guidance Services Totals		\$276,737.00	\$22,416.27	\$0.00	\$22,416.27	\$254,320.73	8%
Function 1216 - Social Work Services							
27.1216.1440.915.0000.00000.0000	Social Work	22,510.00	1,795.66	.00	1,795.66	20,714.34	8
27.1216.2110.915.0000.00000.0000	Group Life	23.00	1.84	.00	1.84	21.16	8
27.1216.2120.915.0000.00000.0000	Group Disability	90.00	3.44	.00	3.44	86.56	4
27.1216.2820.915.0000.00000.0000	Contribution to State and Local Retirement Funds	8,745.00	715.58	.00	715.58	8,029.42	8
27.1216.2830.915.0000.00000.0000	Employer Social Security	1,723.00	137.38	.00	137.38	1,585.62	8
27.1216.3210.915.0000.00000.0000	Regular Duty Travel	269.00	.00	.00	.00	269.00	0
27.1216.3220.915.0000.00000.0000	Workshops and Conf Travel	1,546.00	.00	.00	.00	1,546.00	0
Function 1216 - Social Work Services Totals		\$34,906.00	\$2,653.90	\$0.00	\$2,653.90	\$32,252.10	8%
Function 1218 - Teacher Consultant							
27.1218.8220.915.0000.00000.0000	Pmt to Another Public School District for Serv	55,000.00	.00	.00	.00	55,000.00	0
Function 1218 - Teacher Consultant Totals		\$55,000.00	\$0.00	\$0.00	\$0.00	\$55,000.00	0%
Function 1221 - Improvement of Instruction							
27.1221.3120.915.0000.00000.0000	Employee Training & Devel Serv	2,793.00	.00	.00	.00	2,793.00	0
Function 1221 - Improvement of Instruction Totals		\$2,793.00	\$0.00	\$0.00	\$0.00	\$2,793.00	0%
Function 1225 - Instructional Technology							
27.1225.3190.915.0000.00000.0000	Other Prof & Technical Services	537.00	.00	.00	.00	537.00	0
27.1225.3450.915.0000.00000.0000	Software Lic/Agmts Serv	25,773.00	447.63	.00	447.63	25,325.37	2
27.1225.3490.915.0000.00000.0000	Other Communic Serv	90,000.00	.00	5,297.89	.00	84,702.11	6
27.1225.4120.915.0000.00000.0000	Equip Repair Serv	537.00	.00	.00	.00	537.00	0
27.1225.4140.915.0000.00000.0000	Software Maint Agmts Serv	537.00	.00	.00	.00	537.00	0
Function 1225 - Instructional Technology Totals		\$117,384.00	\$447.63	\$5,297.89	\$447.63	\$111,638.48	5%
Function 1226 - SupervisionDirection of Instr Staff							
27.1226.1170.915.0000.00000.0000	Program/Department Direction	116,130.00	9,677.50	.00	9,677.50	106,452.50	8
27.1226.1620.915.0000.00000.0000	Secretary-Clerical-Bookkeeper	113,056.00	9,421.24	.00	9,421.24	103,634.76	8
27.1226.1790.915.0000.00000.0000	Other Special Payments	.00	1,333.24	.00	1,333.24	(1,333.24)	+++
27.1226.1920.915.0000.00000.0000	Professional-Education	.00	.00	.00	.00	.00	+++



Cooperative Activities (Detail)

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G/L Account Number	Account Description	Adopted Budget	Current Month Actual	Encumbrances	Actual	Budget - Actual	% Used/Rec'd
27.1226.2110.915.0000.00000.0000	Group Life	132.00	10.80	.00	10.80	121.20	8
27.1226.2120.915.0000.00000.0000	Group Disability	542.00	45.06	.00	45.06	496.94	8
27.1226.2140.915.0000.00000.0000	Dental Health Care	3,336.00	277.84	.00	277.84	3,058.16	8
27.1226.2150.915.0000.00000.0000	Vision Care	392.00	32.66	.00	32.66	359.34	8
27.1226.2820.915.0000.00000.0000	Contribution to State and Local Retirement Funds	102,931.00	8,010.02	.00	8,010.02	94,920.98	8
27.1226.2830.915.0000.00000.0000	Employer Social Security	17,535.00	1,507.93	.00	1,507.93	16,027.07	9
27.1226.3190.915.0000.00000.0000	Other Prof & Technical Services	2,416.00	.00	.00	.00	2,416.00	0
27.1226.3210.915.0000.00000.0000	Regular Duty Travel	269.00	.00	.00	.00	269.00	0
27.1226.3220.915.0000.00000.0000	Workshops and Conf Travel	5,155.00	.00	.00	.00	5,155.00	0
27.1226.3430.915.0000.00000.0000	Mail/Postage Serv	600.00	.00	.00	.00	600.00	0
27.1226.3610.915.0000.00000.0000	Printing Serv	323.00	.00	.00	.00	323.00	0
27.1226.5910.915.0000.00000.0000	Office Supplies	9,000.00	.00	.00	.00	9,000.00	0
27.1226.5990.915.0000.00000.0000	Misc. Supp & Matls	3,093.00	.00	.00	.00	3,093.00	0
27.1226.6420.915.0000.00000.0000	Capital-New Equip <\$5000	2,577.00	.00	.00	.00	2,577.00	0
27.1226.7410.915.0000.00000.0000	Dues and Fees	773.00	.00	.00	.00	773.00	0
Function 1226 - SupervisionDirection of Instr Staff Totals		\$378,260.00	\$30,316.29	\$0.00	\$30,316.29	\$347,943.71	8%
Function 1249 - Other School Administration							
27.1249.5990.915.0000.00000.0000	Misc. Supp & Matls	1,546.00	.00	.00	.00	1,546.00	0
Function 1249 - Other School Administration Totals		\$1,546.00	\$0.00	\$0.00	\$0.00	\$1,546.00	0%
Function 1261 - Operating Buildings Services							
27.1261.4110.915.0000.00000.0000	Building Repair Serv	1,200.00	.00	.00	.00	1,200.00	0
Function 1261 - Operating Buildings Services Totals		\$1,200.00	\$0.00	\$0.00	\$0.00	\$1,200.00	0%
Function 1271 - Pupil Transportation Services							
27.1271.3310.915.0000.00000.0000	Transportation Serv-Cont Carrier	2,686.00	.00	.00	.00	2,686.00	0
27.1271.3310.915.9861.00000.0000	Transportation Serv-Cont Carrier	.00	.00	.00	.00	.00	+++
Function 1271 - Pupil Transportation Services Totals		\$2,686.00	\$0.00	\$0.00	\$0.00	\$2,686.00	0%
Function 1283 - Staff/Personnel Services							
27.1283.3220.915.0000.00000.0000	Workshops and Conf Travel	1,665.00	.00	.00	.00	1,665.00	0
Function 1283 - Staff/Personnel Services Totals		\$1,665.00	\$0.00	\$0.00	\$0.00	\$1,665.00	0%
Function 1284 - Non-Instr Technology Services							
27.1284.1590.915.0000.00000.0000	Other Technical	60,130.00	5,010.76	.00	5,010.76	55,119.24	8
27.1284.1790.915.0000.00000.0000	Other Special Payments	.00	353.90	.00	353.90	(353.90)	+++
27.1284.2110.915.0000.00000.0000	Group Life	44.00	3.60	.00	3.60	40.40	8
27.1284.2120.915.0000.00000.0000	Group Disability	148.00	12.26	.00	12.26	135.74	8
27.1284.2130.915.0000.00000.0000	Group Health and Accident	7,346.00	583.68	.00	583.68	6,762.32	8
27.1284.2140.915.0000.00000.0000	Dental Health Care	556.00	46.32	.00	46.32	509.68	8
27.1284.2150.915.0000.00000.0000	Vision Care	136.00	11.28	.00	11.28	124.72	8
27.1284.2820.915.0000.00000.0000	Contribution to State and Local Retirement Funds	27,005.00	2,101.52	.00	2,101.52	24,903.48	8
27.1284.2830.915.0000.00000.0000	Employer Social Security	4,601.00	396.87	.00	396.87	4,204.13	9
27.1284.3450.915.0000.00000.0000	Software Lic/Agmts Serv	5,155.00	.00	1,028.64	.00	4,126.36	20
Function 1284 - Non-Instr Technology Services Totals		\$105,121.00	\$8,520.19	\$1,028.64	\$8,520.19	\$95,572.17	9%
Function 1411 - Pmts to Other Mich Publ Schools							
27.1411.8510.915.0000.00000.0000	Sub-Grantee / Flow through Disbursements	240,749.00	.00	.00	.00	239,828.00	0
Function 1411 - Pmts to Other Mich Publ Schools Totals		\$240,749.00	\$0.00	\$0.00	\$0.00	\$239,828.00	0%
Function 1511 - Debt Service - Long Term Only - Principal							
27.1511.7190.915.0000.00000.0000	Other LT Debt Principal	218,784.00	18,232.00	.00	18,232.00	200,552.00	8
Function 1511 - Debt Service - Long Term Only - Principal Totals		\$218,784.00	\$18,232.00	\$0.00	\$18,232.00	\$200,552.00	8%
Function 1611 - Fund Modif to General Ed Fund							
27.1611.9990.915.0000.00000.0000	Indirect Cost Recovery	12,432.00	.00	.00	.00	11,326.00	0
Function 1611 - Fund Modif to General Ed Fund Totals		\$12,432.00	\$0.00	\$0.00	\$0.00	\$11,326.00	0%



Cooperative Activities (Detail)

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G/L Account Number	Account Description	Adopted Budget	Current Month Actual	Encumbrances	Actual	Budget - Actual	% Used/Rec'd
Function 1622 - Fund Modif to Special Ed Fund							
27.1622.9990.915.0000.00000.0000	Indirect Cost Recovery	65,269.00	.00	.00	.00	59,462.00	0
Function 1622 - Fund Modif to Special Ed Fund Totals		\$65,269.00	\$0.00	\$0.00	\$0.00	\$59,462.00	0%
Function 1647 - Fund Mod to WEOC							
27.1647.8110.915.0000.00000.0000	Fund Modifications	25,000.00	.00	.00	.00	25,000.00	0
Function 1647 - Fund Mod to WEOC Totals		\$25,000.00	\$0.00	\$0.00	\$0.00	\$25,000.00	0%
Account Type Expense Totals		\$3,393,749.00	\$189,614.22	\$6,732.27	\$189,614.22	\$3,189,568.51	6%
Program 915 - WAVE Program Totals		\$534,194.00	\$101,177.43	(\$6,732.27)	\$101,177.43	\$447,582.84	2%



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G/L Account Number	Account Description	Adopted Budget	Current Month Actual	Encumbrances	Actual	Budget - Actual	% Used/Rec'd
Program 917 - Washtenaw County Tech Consortium							
Account Type Revenue							
Function 0000 - Revenue							
27.0151.0000.917.0000.00000.0000	Earnings on Investments and Deposits	37,000.00	2,933.46	.00	2,933.46	34,066.54	8
27.0312.0000.917.2083.00000.0000	Restricted State Revenues Received as Grants	35,275.00	.00	.00	.00	35,275.00	0
27.0518.0000.917.0000.00000.0000	Compensation Rec'd in Pmt of Srvc Provided to Other Public School	4,636.00	.00	.00	.00	4,636.00	0
27.0518.0000.917.0000.81010.0000	Compensation Rec'd in Pmt of Srvc Provided to Other Public School	284,988.00	.00	.00	.00	284,988.00	0
27.0518.0000.917.0000.81020.0000	Compensation Rec'd in Pmt of Srvc Provided to Other Public School	70,984.00	.00	.00	.00	70,984.00	0
27.0518.0000.917.0000.81040.0000	Compensation Rec'd in Pmt of Srvc Provided to Other Public School	43,244.00	.00	.00	.00	43,244.00	0
27.0518.0000.917.0000.81050.0000	Compensation Rec'd in Pmt of Srvc Provided to Other Public School	65,521.00	.00	.00	.00	65,521.00	0
27.0518.0000.917.0000.81070.0000	Compensation Rec'd in Pmt of Srvc Provided to Other Public School	65,398.00	.00	.00	.00	65,398.00	0
27.0518.0000.917.0000.81080.0000	Compensation Rec'd in Pmt of Srvc Provided to Other Public School	13,718.00	.00	.00	.00	13,718.00	0
27.0518.0000.917.0000.81100.0000	Compensation Rec'd in Pmt of Srvc Provided to Other Public School	35,150.00	.00	.00	.00	35,150.00	0
27.0518.0000.917.0000.81120.0000	Compensation Rec'd in Pmt of Srvc Provided to Other Public School	90,497.00	.00	.00	.00	90,497.00	0
27.0518.0000.917.0000.81140.0000	Compensation Rec'd in Pmt of Srvc Provided to Other Public School	12,635.00	.00	.00	.00	12,635.00	0
27.0518.0000.917.0000.81901.0000	Compensation Rec'd in Pmt of Srvc Provided to Other Public School	4,731.00	.00	.00	.00	4,731.00	0
Function 0000 - Revenue Totals		\$763,777.00	\$2,933.46	\$0.00	\$2,933.46	\$760,843.54	0%
Account Type Revenue Totals		\$763,777.00	\$2,933.46	\$0.00	\$2,933.46	\$760,843.54	0%
Account Type Expense							
Function 1284 - Non-Instr Technology Services							
27.1284.1510.917.0000.00000.0000	Information Management	232,453.00	18,386.52	.00	18,386.52	214,066.48	8
27.1284.1790.917.0000.00000.0000	Other Special Payments	.00	80.11	.00	80.11	(80.11)	+++
27.1284.1920.917.0000.00000.0000	Professional-Education	1,646.00	.00	.00	.00	1,646.00	0
27.1284.2110.917.0000.00000.0000	Group Life	611.00	47.67	.00	47.67	563.33	8
27.1284.2120.917.0000.00000.0000	Group Disability	522.00	40.76	.00	40.76	481.24	8
27.1284.2130.917.0000.00000.0000	Group Health and Accident	20,594.00	1,356.25	.00	1,356.25	19,237.75	7
27.1284.2140.917.0000.00000.0000	Dental Health Care	2,966.00	226.08	.00	226.08	2,739.92	8
27.1284.2150.917.0000.00000.0000	Vision Care	703.00	53.43	.00	53.43	649.57	8
27.1284.2820.917.0000.00000.0000	Contribution to State and Local Retirement Funds	90,512.00	7,882.98	.00	7,882.98	82,629.02	9
27.1284.2830.917.0000.00000.0000	Employer Social Security	17,936.00	1,395.36	.00	1,395.36	16,540.64	8
27.1284.2920.917.0000.00000.0000	Cash in Lieu of Benefits	1,251.00	104.18	.00	104.18	1,146.82	8
27.1284.3190.917.0000.00000.0000	Other Prof & Technical Services	20,000.00	.00	.00	.00	20,000.00	0
27.1284.4190.917.0000.00000.0000	Other Repair & Maint Serv	300,000.00	.00	973.00	.00	299,027.00	0
Function 1284 - Non-Instr Technology Services Totals		\$689,194.00	\$29,573.34	\$973.00	\$29,573.34	\$658,647.66	4%
Account Type Expense Totals		\$689,194.00	\$29,573.34	\$973.00	\$29,573.34	\$658,647.66	4%
Program 917 - Washtenaw County Tech Consortium Totals		\$74,583.00	(\$26,639.88)	(\$973.00)	(\$26,639.88)	\$102,195.88	-4%



Cooperative Activities (Detail)

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G/L Account Number	Account Description	Adopted Budget	Current Month Actual	Encumbrances	Actual	Budget - Actual	% Used/Rec'd
Program 918 - New World Software							
Account Type Revenue							
Function 0000 - Revenue							
27.0151.0000.918.0000.00000.0000	Earnings on Investments and Deposits	21,000.00	2,292.98	.00	2,292.98	18,707.02	11
27.0312.0000.918.2083.00000.0000	Restricted State Revenues Received as Grants	6,556.00	.00	.00	.00	6,556.00	0
27.0519.0000.918.0000.00000.0000	Other Distributions Received from Other Public Schools	48,260.00	.00	.00	.00	48,260.00	0
27.0519.0000.918.0000.81010.0000	Other Distributions Received from Other Public Schools	141,890.00	.00	.00	.00	141,890.00	0
27.0519.0000.918.0000.81020.0000	Other Distributions Received from Other Public Schools	29,376.00	.00	.00	.00	29,376.00	0
27.0519.0000.918.0000.81040.0000	Other Distributions Received from Other Public Schools	19,894.00	.00	.00	.00	19,894.00	0
27.0519.0000.918.0000.81050.0000	Other Distributions Received from Other Public Schools	28,011.00	.00	.00	.00	28,011.00	0
27.0519.0000.918.0000.81070.0000	Other Distributions Received from Other Public Schools	27,768.00	.00	.00	.00	27,768.00	0
27.0519.0000.918.0000.81080.0000	Other Distributions Received from Other Public Schools	5,453.00	.00	.00	.00	5,453.00	0
27.0519.0000.918.0000.81100.0000	Other Distributions Received from Other Public Schools	15,563.00	.00	.00	.00	15,563.00	0
27.0519.0000.918.0000.81120.0000	Other Distributions Received from Other Public Schools	39,554.00	.00	.00	.00	39,554.00	0
27.0519.0000.918.0000.81140.0000	Other Distributions Received from Other Public Schools	6,811.00	.00	.00	.00	6,811.00	0
27.0519.0000.918.0000.81901.0000	Other Distributions Received from Other Public Schools	2,079.00	.00	.00	.00	2,079.00	0
27.0519.0000.918.0000.81903.0000	Other Distributions Received from Other Public Schools	7,122.00	.00	.00	.00	7,122.00	0
Function 0000 - Revenue Totals		\$399,337.00	\$2,292.98	\$0.00	\$2,292.98	\$397,044.02	1%
Account Type Revenue Totals		\$399,337.00	\$2,292.98	\$0.00	\$2,292.98	\$397,044.02	1%
Account Type Expense							
Function 1284 - Non-Instr Technology Services							
27.1284.1510.918.0000.00000.0000	Information Management	43,341.00	3,609.09	.00	3,609.09	39,731.91	8
27.1284.1790.918.0000.00000.0000	Other Special Payments	.00	12.02	.00	12.02	(12.02)	+++
27.1284.1920.918.0000.00000.0000	Professional-Education	132.00	.00	.00	.00	132.00	0
27.1284.2110.918.0000.00000.0000	Group Life	115.00	9.39	.00	9.39	105.61	8
27.1284.2120.918.0000.00000.0000	Group Disability	100.00	8.04	.00	8.04	91.96	8
27.1284.2130.918.0000.00000.0000	Group Health and Accident	2,234.00	174.79	.00	174.79	2,059.21	8
27.1284.2140.918.0000.00000.0000	Dental Health Care	683.00	56.76	.00	56.76	626.24	8
27.1284.2150.918.0000.00000.0000	Vision Care	162.00	13.37	.00	13.37	148.63	8
27.1284.2820.918.0000.00000.0000	Contribution to State and Local Retirement Funds	16,465.00	1,566.09	.00	1,566.09	14,898.91	10
27.1284.2830.918.0000.00000.0000	Employer Social Security	3,364.00	276.99	.00	276.99	3,087.01	8
27.1284.2920.918.0000.00000.0000	Cash in Lieu of Benefits	500.00	41.66	.00	41.66	458.34	8
27.1284.3190.918.0000.00000.0000	Other Prof & Technical Services	75,000.00	.00	.00	.00	75,000.00	0
27.1284.4140.918.0000.00000.0000	Software Maint Agmts Serv	193,587.00	.00	203,263.87	.00	(9,676.87)	105
27.1284.6450.918.0000.00000.0000	Capital-Repl Equip >\$5000	36,639.00	.00	.00	.00	36,639.00	0
Function 1284 - Non-Instr Technology Services Totals		\$372,322.00	\$5,768.20	\$203,263.87	\$5,768.20	\$163,289.93	56%
Account Type Expense Totals		\$372,322.00	\$5,768.20	\$203,263.87	\$5,768.20	\$163,289.93	56%
Program 918 - New World Software Totals		\$27,015.00	(\$3,475.22)	(\$203,263.87)	(\$3,475.22)	\$233,754.09	-56%



Cooperative Activities (Detail)

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G/L Account Number	Account Description	Adopted Budget	Current Month Actual	Encumbrances	Actual	Budget - Actual	% Used/Rec'd
Program 919 - Medicaid Programs							
Account Type Revenue							
Function 0000 - Revenue							
27.0151.0000.919.0000.00000.0000	Earnings on Investments and Deposits	998,250.00	123,061.67	.00	123,061.67	875,188.33	12
27.0181.0000.919.0000.00000.0000	Revenue from Community Service Activities	6,000,000.00	550,636.00	.00	550,636.00	5,449,364.00	9
27.0181.0000.919.0000.10920.0000	Revenue from Community Service Activities	200,000.00	.00	.00	.00	200,000.00	0
27.0312.0000.919.2083.00000.0000	Restricted State Revenues Received as Grants	21,000.00	.00	.00	.00	21,000.00	0
27.0412.0000.919.0000.10919.0000	Unrestricted Received from Federal Government Through State	300,000.00	.00	.00	.00	300,000.00	0
Function 0000 - Revenue Totals		\$7,519,250.00	\$673,697.67	\$0.00	\$673,697.67	\$6,845,552.33	9%
Account Type Revenue Totals		\$7,519,250.00	\$673,697.67	\$0.00	\$673,697.67	\$6,845,552.33	9%
Account Type Expense							
Function 1213 - Health Services							
27.1213.3130.919.0000.00000.0000	Pupil Services	19,590.00	.00	20,000.00	.00	(410.00)	102
Function 1213 - Health Services Totals		\$19,590.00	\$0.00	\$20,000.00	\$0.00	(\$410.00)	102%
Function 1226 - SupervisionDirection of Instr Staff							
27.1226.1620.919.0000.00000.0000	Secretary-Clerical-Bookkeeper	76,145.00	6,280.34	.00	6,280.34	69,864.66	8
27.1226.1790.919.0000.00000.0000	Other Special Payments	.00	.00	.00	.00	.00	+++
27.1226.2110.919.0000.00000.0000	Group Life	205.00	17.04	.00	17.04	187.96	8
27.1226.2120.919.0000.00000.0000	Group Disability	177.00	14.70	.00	14.70	162.30	8
27.1226.2130.919.0000.00000.0000	Group Health and Accident	21,404.00	1,700.68	.00	1,700.68	19,703.32	8
27.1226.2140.919.0000.00000.0000	Dental Health Care	1,668.00	138.92	.00	138.92	1,529.08	8
27.1226.2150.919.0000.00000.0000	Vision Care	392.00	32.66	.00	32.66	359.34	8
27.1226.2820.919.0000.00000.0000	Contribution to State and Local Retirement Funds	29,858.00	2,546.74	.00	2,546.74	27,311.26	9
27.1226.2830.919.0000.00000.0000	Employer Social Security	5,833.00	474.65	.00	474.65	5,358.35	8
27.1226.3210.919.0000.00000.0000	Regular Duty Travel	300.00	.00	.00	.00	300.00	0
27.1226.3430.919.0000.00000.0000	Mail/Postage Serv	150.00	.00	.00	.00	150.00	0
27.1226.4140.919.0000.00000.0000	Software Maint Agmts Serv	57,000.00	58,638.06	.00	58,638.06	(1,638.06)	103
27.1226.5990.919.0000.00000.0000	Misc. Supp & Matls	145.00	.00	.00	.00	145.00	0
27.1226.6460.919.0000.00000.0000	Capital-Repl Equip <\$5000	525.00	.00	.00	.00	525.00	0
Function 1226 - SupervisionDirection of Instr Staff Totals		\$193,802.00	\$69,843.79	\$0.00	\$69,843.79	\$123,958.21	36%
Function 1231 - Board of Education							
27.1231.3180.919.0000.00000.0000	Audit Services	4,728.00	.00	.00	.00	4,728.00	0
Function 1231 - Board of Education Totals		\$4,728.00	\$0.00	\$0.00	\$0.00	\$4,728.00	0%
Function 1283 - Staff/Personnel Services							
27.1283.3220.919.0000.00000.0000	Workshops and Conf Travel	594.00	.00	.00	.00	594.00	0
27.1283.3220.919.0000.10919.0000	Workshops and Conf Travel	1,972.00	.00	.00	.00	1,972.00	0
Function 1283 - Staff/Personnel Services Totals		\$2,566.00	\$0.00	\$0.00	\$0.00	\$2,566.00	0%
Function 1284 - Non-Instr Technology Services							
27.1284.3160.919.0000.10919.0000	Management Info Services	20,540.00	.00	.00	.00	20,540.00	0
Function 1284 - Non-Instr Technology Services Totals		\$20,540.00	\$0.00	\$0.00	\$0.00	\$20,540.00	0%
Function 1411 - Pmts to Other Mich Publ Schools							
27.1411.8510.919.0000.00000.0000	Sub-Grantee / Flow through Disbursements	6,000,000.00	.00	.00	.00	6,000,000.00	0
27.1411.8510.919.0000.10919.0000	Sub-Grantee / Flow through Disbursements	275,000.00	.00	.00	.00	275,000.00	0
Function 1411 - Pmts to Other Mich Publ Schools Totals		\$6,275,000.00	\$0.00	\$0.00	\$0.00	\$6,275,000.00	0%
Account Type Expense Totals		\$6,516,226.00	\$69,843.79	\$20,000.00	\$69,843.79	\$6,426,382.21	1%
Program 919 - Medicaid Programs Totals		\$1,003,024.00	\$603,853.88	(\$20,000.00)	\$603,853.88	\$419,170.12	8%
Grand Totals		\$2,063,665.00	\$1,285,072.48	(\$455,915.52)	\$1,285,072.48	\$1,280,862.04	3%

Washtenaw Intermediate School District
Investments
Jul-25

General Education

Investment	Settlement Date	Maturity Date	Principal	Int. Rate
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MILAF Investment

Cash Movement	Beginning Balance	in/(out)	Ending Balance
MILAF GE Investment Max	3,978,508.49	14,506.27	3,993,014.76
MILAF GE Investment Term	-	-	-

Special Education

Investment	Settlement Date	Maturity Date	Principal	Int. Rate
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Old National Bank	1/26/2025	10/26/2025	\$ 278,063.58	0.10%
			\$ 278,063.58	

Cash Movement	Beginning Balance	in/(out)	Ending Balance
Investments	\$ 273,414.06	\$ 4,649.52	\$ 278,063.58
Comerica	\$ 3,051.60	\$ 10.57	\$ 3,062.17
MBIA	\$ 2,547.99	\$ 9.50	\$ 2,557.49
MILAF SE Investment Max	19,743,319.93	71,987.27	19,815,307.20
MILAF SE Investment Term	-	-	-
MILAF SUB Investment Max	353,385.49	771.03	354,156.52
MILAF Lunch Investment Max	6,753.47	24.62	6,778.09
MILAF COOP Investment Max	22,103,871.00	80,594.21	22,184,465.21
MILAF COOP Investment Term	-	-	-
MILAF 2019 School Bond Debt Retirement Investment Max	2,891,929.74	10,544.43	2,902,474.17
MILAF Capital Projects Investment Max	4,139,143.91	15,091.97	4,154,235.88
MILAF 2019 Bond Capital Projects Fund	4,636,044.39	16,903.75	4,652,948.14
MILAF Agency Investment	34,669.83	126.41	34,796.24
MILAF AP Investment Max	1,315,848.10	4,797.79	1,320,645.89

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Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
AP - Accounts Payable MILAF									
<u>Check</u>									
208109	05/10/2022	Open			Accounts Payable	MAER	\$575.00		
208604	07/25/2022	Open			Accounts Payable	BENTLEY, CALEB JON	\$100.00		
209831	12/22/2022	Open			Accounts Payable	ALNUR	\$125.00		
210277	02/27/2023	Open			Accounts Payable	THERE AND BACK TRANSPORTATION	\$200.00		
210322	03/10/2023	Open			Accounts Payable	CULP, LYLE	\$54.00		
210456	03/24/2023	Open			Accounts Payable	KOHL'S, KIMBERLY	\$837.50		
210608	04/10/2023	Open			Accounts Payable	STARCHER, SAMANTHA K.	\$139.00		
211131	06/28/2023	Open			Accounts Payable	AE CITY OF HOPE	\$150.00		
211398	07/26/2023	Open			Accounts Payable	KARORIS, SPYROS	\$2,400.00		
211546	07/26/2023	Open			Accounts Payable	PACHOLKE, KRISTEN	\$750.00		
211669	08/10/2023	Open			Accounts Payable	THOMAS, CENTIA	\$200.00		
211877	08/25/2023	Open			Accounts Payable	ARKSEY, KALLIE	\$450.00		
212423	10/26/2023	Open			Accounts Payable	DAVIS, LATASHA	\$7,500.00		
212628	11/21/2023	Open			Accounts Payable	CARTER, CHE	\$63.00		
212989	01/25/2024	Open			Accounts Payable	ESTATE OF SANDRA WILKINSON	\$603.91		
213280	03/08/2024	Open			Accounts Payable	DMARCIA INC	\$5,089.80		
213282	03/08/2024	Open			Accounts Payable	DOUDNEY, CLAUDIA	\$172.52		
213604	04/25/2024	Open			Accounts Payable	DOUDNEY, CLAUDIA	\$285.45		
213827	05/24/2024	Open			Accounts Payable	HILL, MARK, A	\$35.00		
213832	05/24/2024	Open			Accounts Payable	KENNEDY, DU JUAN	\$150.00		
213970	06/10/2024	Open			Accounts Payable	SCOTT, LANEYAH	\$40.00		
214017	06/25/2024	Open			Accounts Payable	FARHA, SABRINA	\$40.00		
214170	07/10/2024	Open			Accounts Payable	EYET LLC	\$375.00		
214172	07/10/2024	Open			Accounts Payable	FAST SIGNS	\$2,567.32		
214227	07/10/2024	Open			Accounts Payable	MCGILL, JENNIFER, ANN	\$750.00		
214274	07/10/2024	Open			Accounts Payable	SCOTT, LANEYAH	\$40.00		
214297	07/10/2024	Open			Accounts Payable	TOUSSANT, ROBIN	\$550.00		
214345	07/25/2024	Open			Accounts Payable	AL-HAMATI, EINAS, ALI	\$225.00		
214363	07/25/2024	Open			Accounts Payable	BURKETT, EMILY	\$2,400.00		
214373	07/25/2024	Open			Accounts Payable	COMPUTECH SERVICES INC	\$1,500.00		
214462	07/25/2024	Open			Accounts Payable	SCOTT, LANEYAH	\$40.00		
214521	08/09/2024	Open			Accounts Payable	BLOOMING BUTTERCUP LLC	\$250.00		
214578	08/09/2024	Open			Accounts Payable	MANSOOR, TOOBA	\$18.89		
214614	08/09/2024	Open			Accounts Payable	SCOTT, LANEYAH	\$40.00		
214617	08/09/2024	Open			Accounts Payable	SIGNS IN ONE DAY	\$44.00		
214792	09/10/2024	Open			Accounts Payable	HOLLENBECK, ASHLEY	\$200.00		
214824	09/10/2024	Open			Accounts Payable	PABERZS, MOLLY	\$150.00		
214900	09/25/2024	Open			Accounts Payable	CLARK RD FAMILY LTD DIVIDEND HOUSING ASSOC LP	\$3,176.00		
214938	09/25/2024	Open			Accounts Payable	PERRIN EDUCATION GROUP, LLC	\$2,000.00		
214954	09/25/2024	Open			Accounts Payable	UNITED STATES TREASURY	\$517.75		
215019	10/10/2024	Open			Accounts Payable	HOLLIBAUGH, AMANDA, JANE	\$450.00		
215082	10/10/2024	Open			Accounts Payable	SCOTT, LANEYAH	\$80.00		

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215106	10/10/2024	Open			Accounts Payable	WILDEBOER, KIMBERLY	\$450.00		
215273	11/08/2024	Open			Accounts Payable	DOUDNEY, CLAUDIA	\$296.03		
215306	11/08/2024	Open			Accounts Payable	MOORE , DAISHA	\$18.00		
215327	11/08/2024	Open			Accounts Payable	SCOTT , LANEYAH	\$40.00		
215337	11/08/2024	Open			Accounts Payable	THOMPSON, TIMIA	\$40.00		
215345	11/08/2024	Open			Accounts Payable	YOUNG , RHONDA , RENEE	\$150.00		
215380	11/25/2024	Open			Accounts Payable	CROSHECK, GLORIANNE	\$150.00		
215390	11/25/2024	Open			Accounts Payable	GIBBS JR, HERMAN	\$92.46		
215439	11/25/2024	Open			Accounts Payable	SCOTT , LANEYAH	\$40.00		
215538	12/16/2024	Open			Accounts Payable	MIDDLETON, JANAYA	\$562.50		
215566	12/16/2024	Open			Accounts Payable	SCOTT , LANEYAH	\$40.00		
215572	12/16/2024	Open			Accounts Payable	SLAUGHTER WILSON , SHAYNA	\$25.00		
215573	12/16/2024	Open			Accounts Payable	SMITH , QUINCY	\$150.00		
215656	01/10/2025	Open			Accounts Payable	CARTER , CHE	\$57.00		
215742	01/10/2025	Open			Accounts Payable	SCHOLASTIC INC	\$263.56		
215947	02/25/2025	Open			Accounts Payable	CRUM , KARLA	\$75.00		
215949	02/25/2025	Open			Accounts Payable	DOTSON, BRIANNE, MAXINE	\$4,200.00		
216049	02/25/2025	Open			Accounts Payable	VENKATARAMAN , VIJAYAPRIYA	\$75.00		
216233	03/20/2025	Open			Accounts Payable	PRITCHARD , CLARE	\$70.00		
216236	03/20/2025	Open			Accounts Payable	ROBINSON, KIMBERLEYN	\$75.00		
216239	03/20/2025	Open			Accounts Payable	SCALZO, RICHELE	\$58.14		
216357	04/10/2025	Open			Accounts Payable	NATIONAL ASSOCIATION OF SCHOOL NURSES	\$445.00		
216429	04/25/2025	Voided	50	08/12/2025	Accounts Payable	ADKINS, CHRISTINA	\$225.00		
216458	04/25/2025	Open			Accounts Payable	DOZIER , DEAHJAE, DESHAWN	\$225.00		
216548	04/29/2025	Open			Accounts Payable	DOTSON, BRIANNE, MAXINE	\$1,900.00		
216612	05/09/2025	Open			Accounts Payable	MI ASSOC OF SCHOOL ADMIN	\$500.00		
216638	05/09/2025	Open			Accounts Payable	SLOAT , BRADLEY	\$225.00		
216645	05/09/2025	Open			Accounts Payable	THE MIGHTY OAK PROJECT, INC	\$5,000.00		
216706	05/22/2025	Open			Accounts Payable	HONOS , SARAH, M	\$40.00		
216750	05/22/2025	Open			Accounts Payable	SCOTT , LANEYAH	\$40.00		
216845	06/10/2025	Open			Accounts Payable	GHRBAL, HIBA	\$10.00		
216848	06/10/2025	Open			Accounts Payable	GRISHAM-GREGORY, ASHTON	\$225.00		
216854	06/10/2025	Open			Accounts Payable	J ALVIN INTERNATIONAL LLC	\$850.00		
216949	06/24/2025	Open			Accounts Payable	ANN ARBOR PUBLIC SCHOOLS FOOD	\$1,636.00		
216971	06/24/2025	Voided	50	08/12/2025	Accounts Payable	EL-AMON, MAYA G	\$450.00		
217017	06/24/2025	Open			Accounts Payable	PITTSFIELD ACRES ACADEMY	\$1,188.00		
217022	06/24/2025	Open			Accounts Payable	RODRIGUEZ , AYSIA	\$180.00		
217042	06/24/2025	Open			Accounts Payable	WASHTENAW TECHNICAL MIDDLE COLL	\$30,323.00		
217051	06/24/2025	Open			Accounts Payable	LIVINGSTON CLASSICAL ACADEMY	\$11,442.00		
217057	07/01/2025	Open			Accounts Payable	CRIGER, MELISSA	\$200.00		
217060	07/01/2025	Open			Accounts Payable	KEHOE, BARBARA	\$200.00		
217061	07/01/2025	Open			Accounts Payable	LAYTON, CATHY	\$200.00		

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217071	07/08/2025	Open			Accounts Payable	ADJUSTED SCHOOL EQUITY SOLUTIONS LLC	\$10,000.00		
217074	07/08/2025	Open			Accounts Payable	AZIZI, KHATRA	\$10.00		
217078	07/08/2025	Open			Accounts Payable	BOARD OF TRUSTEES OF MI STATE UNIVERSITY	\$125.00		
217079	07/08/2025	Open			Accounts Payable	BRUDER , JAISHREE	\$500.00		
217101	07/08/2025	Voided	50	08/12/2025	Accounts Payable	HERTLER, JOSEPH	\$5,000.00		
217135	07/08/2025	Open			Accounts Payable	RED ROVER TECHNOLOGIES. LLC	\$17,927.80		
217172	07/24/2025	Open			Accounts Payable	ABDULLAH-RAHEEM, AMIRA	\$487.50		
217173	07/24/2025	Open			Accounts Payable	ABEDI, FARZANCH	\$750.00		
217174	07/24/2025	Open			Accounts Payable	ABRAMS , RHALONDA, SHENA	\$750.00		
217175	07/24/2025	Open			Accounts Payable	ADKINS, CHRISTINA	\$2,400.00		
217176	07/24/2025	Open			Accounts Payable	ADRIAN PUBLIC SCHOOLS	\$26,522.65		
217177	07/24/2025	Open			Accounts Payable	ALECCIA, JOY, WALLACE	\$675.00		
217178	07/24/2025	Open			Accounts Payable	ALEXANDER , JENNIFER	\$600.00		
217179	07/24/2025	Open			Accounts Payable	ALMIARHA, FATIMA , DAOUD	\$750.00		
217180	07/24/2025	Open			Accounts Payable	ALWAN, SHAIMAQ, RAJI	\$750.00		
217181	07/24/2025	Open			Accounts Payable	AMISON, JUSTIN , MYLES	\$600.00		
217182	07/24/2025	Open			Accounts Payable	ANAHID, SAHRA, ELIZABETH	\$750.00		
217183	07/24/2025	Open			Accounts Payable	ANDERSON, AVA	\$750.00		
217184	07/24/2025	Open			Accounts Payable	ANDERSON , BRENDA , JANET	\$743.75		
217185	07/24/2025	Open			Accounts Payable	ANN ARBOR YMCA	\$105.00		
217186	07/24/2025	Open			Accounts Payable	ARCH OF SELF, LLC	\$10,000.00		
217187	07/24/2025	Open			Accounts Payable	ARNOLD, KENDRA	\$750.00		
217188	07/24/2025	Open			Accounts Payable	ARTHURS, CLAIRE, ANIELA	\$750.00		
217189	07/24/2025	Open			Accounts Payable	ASLANYAN, RUZANNA	\$750.00		
217190	07/24/2025	Open			Accounts Payable	ASSA ABLOY ENTRANCE SYSTEMS US INC	\$2,931.25		
217191	07/24/2025	Open			Accounts Payable	AT&T	\$719.08		
217192	07/24/2025	Open			Accounts Payable	AT&T LONG DISTANCE	\$1.47		
217193	07/24/2025	Open			Accounts Payable	AT&T MOBILITY	\$5,262.41		
217194	07/24/2025	Open			Accounts Payable	BAGNER-PATTERSON, GWENDOLYN	\$750.00		
217195	07/24/2025	Open			Accounts Payable	BAIR, REBECCA	\$750.00		
217196	07/24/2025	Open			Accounts Payable	BALL , LAKEZA S	\$2,400.00		
217197	07/24/2025	Open			Accounts Payable	BARRON, RHONDA , JOY - MEADE	\$675.00		
217198	07/24/2025	Open			Accounts Payable	BARRY, KRISTA , LYNN	\$750.00		
217199	07/24/2025	Open			Accounts Payable	BASU, ANINDITA	\$750.00		
217200	07/24/2025	Open			Accounts Payable	BAUGHN, SUSAN, ELLEN	\$750.00		
217201	07/24/2025	Open			Accounts Payable	BEDFORD PUBLIC SCHOOLS	\$44,292.00		
217202	07/24/2025	Open			Accounts Payable	BERRY , ZURI	\$562.50		
217203	07/24/2025	Open			Accounts Payable	BEVERIDGE , ALISSA	\$750.00		
217204	07/24/2025	Open			Accounts Payable	BIFANO , MICHAEL, JOSEPH	\$750.00		
217205	07/24/2025	Open			Accounts Payable	BILLECK, KIIRA	\$750.00		
217206	07/24/2025	Open			Accounts Payable	BLAKE , ANGELA	\$750.00		
217207	07/24/2025	Open			Accounts Payable	BLAKELY LLC, MARCIA	\$2,100.00		

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217208	07/24/2025	Open			Accounts Payable	BLUUM OF MINNESOTA, LLC	\$1,375.00		
217209	07/24/2025	Open			Accounts Payable	BOARD OF TRUSTEES OF MI STATE UNIVERSITY	\$400.00		
217210	07/24/2025	Open			Accounts Payable	BOND I, ANDRE	\$150.00		
217211	07/24/2025	Open			Accounts Payable	BONNER , VOLETTA	\$2,175.00		
217212	07/24/2025	Open			Accounts Payable	BROWN , JOESPH , AARON	\$2,400.00		
217213	07/24/2025	Open			Accounts Payable	BROWN , ROBIN	\$2,400.00		
217214	07/24/2025	Open			Accounts Payable	BROWN, SHAUNTAYIA	\$275.00		
217215	07/24/2025	Open			Accounts Payable	BROWN-SINGLETON, BRENEA	\$443.75		
217217	07/24/2025	Open			Accounts Payable	BUCK , JESSE , WILLIAM EARL	\$1,400.00		
217218	07/24/2025	Open			Accounts Payable	BURGEID, FATMA	\$750.00		
217219	07/24/2025	Open			Accounts Payable	BURNEY DONNELL, EDITH , ANN	\$750.00		
217220	07/24/2025	Open			Accounts Payable	BYLSMA , RIAN	\$1,400.00		
217221	07/24/2025	Open			Accounts Payable	CANON FINANCIAL SERVICES INC	\$34.66		
217222	07/24/2025	Open			Accounts Payable	CARE TRANSPORT	\$250.00		
217223	07/24/2025	Open			Accounts Payable	CARMONA , ESINED	\$2,400.00		
217224	07/24/2025	Open			Accounts Payable	CASSIDY, MARY S	\$750.00		
217225	07/24/2025	Open			Accounts Payable	CASTRO ESQUIVEL, NANCY , YANEL	\$750.00		
217226	07/24/2025	Open			Accounts Payable	CENTRAL ACADEMY	\$121,436.04		
217227	07/24/2025	Open			Accounts Payable	CHAPMAN , SHERRILLE , LATRICE	\$2,400.00		
217228	07/24/2025	Open			Accounts Payable	CHELSEA SCHOOL DISTRICT	\$59,096.30		
217229	07/24/2025	Open			Accounts Payable	CHOI, HAN, KYOUNG	\$750.00		
217230	07/24/2025	Open			Accounts Payable	CITY OF DEXTER	\$498.17		
217231	07/24/2025	Open			Accounts Payable	CLAFFEY , CHRISTOPHER	\$2,400.00		
217232	07/24/2025	Open			Accounts Payable	CLARK , BARBARA	\$750.00		
217233	07/24/2025	Open			Accounts Payable	CLARK, LINDA , LEE	\$750.00		
217234	07/24/2025	Open			Accounts Payable	CLEMENTS , BRIDGETTE N	\$750.00		
217235	07/24/2025	Open			Accounts Payable	COLLINS , CHRISTY, ROSE	\$2,400.00		
217236	07/24/2025	Open			Accounts Payable	COOK, SHAN, MARIE	\$750.00		
217237	07/24/2025	Open			Accounts Payable	COOMBE , DOUG	\$400.00		
217238	07/24/2025	Open			Accounts Payable	COOPER , GARY L	\$750.00		
217239	07/24/2025	Open			Accounts Payable	COOPER , KIM , DARLENE	\$2,400.00		
217240	07/24/2025	Open			Accounts Payable	COPELAND , BRANDON	\$750.00		
217241	07/24/2025	Open			Accounts Payable	COX II, MICHAEL	\$750.00		
217242	07/24/2025	Open			Accounts Payable	CROFT , JULIA , CRISTINA	\$750.00		
217243	07/24/2025	Open			Accounts Payable	CRUM , KARLA	\$2,400.00		
217244	07/24/2025	Open			Accounts Payable	CURRY JR, MATTHEW , THOMAS	\$725.00		
217245	07/24/2025	Open			Accounts Payable	DANULOFF, TRACCEY, ELLEN	\$750.00		
217246	07/24/2025	Open			Accounts Payable	DAVIS , HANNAH	\$1,400.00		
217247	07/24/2025	Open			Accounts Payable	DECOSTER , ROBERT	\$1,400.00		
217248	07/24/2025	Open			Accounts Payable	DESKOVITZ, KELLY , LOUISE	\$750.00		
217249	07/24/2025	Open			Accounts Payable	DEWITT , KARL	\$1,400.00		
217250	07/24/2025	Open			Accounts Payable	DING, JUAN	\$750.00		
217251	07/24/2025	Open			Accounts Payable	DIOUF , CHRISTINE	\$487.50		

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217252	07/24/2025	Open			Accounts Payable	DISABILITY NETWORK WASHTENAW MONROE LIVINGSTON	\$1,000.00		
217253	07/24/2025	Open			Accounts Payable	DIXON, JENNIFER , LYNN	\$1,040.00		
217254	07/24/2025	Open			Accounts Payable	DOLLAR BILL PRINTING	\$3,220.03		
217255	07/24/2025	Open			Accounts Payable	DOMINICK , SARAH	\$1,040.00		
217256	07/24/2025	Open			Accounts Payable	DREIER, MELISSA , KATHERINE	\$750.00		
217257	07/24/2025	Open			Accounts Payable	DREW , SHARON	\$2,400.00		
217258	07/24/2025	Open			Accounts Payable	DTE ENERGY	\$6,787.30		
217259	07/24/2025	Open			Accounts Payable	DUBUC, NICOLETTE	\$750.00		
217260	07/24/2025	Open			Accounts Payable	DUTTON, ANNA M	\$750.00		
217261	07/24/2025	Open			Accounts Payable	EARL, LAUREN	\$712.50		
217262	07/24/2025	Open			Accounts Payable	EBRON , STACY , LYNN	\$2,400.00		
217263	07/24/2025	Open			Accounts Payable	EDYNAMIC HOLDINGS LP	\$15,000.00		
217264	07/24/2025	Open			Accounts Payable	ELLIS , PRISCILLA D	\$2,400.00		
217265	07/24/2025	Open			Accounts Payable	ERB, JEFFREY , STEPHEN	\$1,400.00		
217266	07/24/2025	Open			Accounts Payable	EVANS , SASHA	\$750.00		
217267	07/24/2025	Open			Accounts Payable	EVANS-ANDERSON, RO-ADRIENNE D	\$750.00		
217268	07/24/2025	Open			Accounts Payable	FACILITIES MANAGEMENT EXPRESS, LLC	\$5,308.53		
217269	07/24/2025	Open			Accounts Payable	FARHA , MALAK , TAREK	\$2,400.00		
217270	07/24/2025	Open			Accounts Payable	FARHA, NIVEAN	\$69.00		
217271	07/24/2025	Open			Accounts Payable	FARR, SHELBEY , VICTORIA	\$1,400.00		
217272	07/24/2025	Open			Accounts Payable	FEDERAL EXPRESS CORPORATION	\$5.01		
217273	07/24/2025	Open			Accounts Payable	FERRIS , JOANNA , RUTH	\$1,400.00		
217274	07/24/2025	Open			Accounts Payable	FESSIER, PAUL	\$600.00		
217275	07/24/2025	Open			Accounts Payable	FIGUEROA BAPTISTA, YISINEIDI, DAMARIS	\$750.00		
217276	07/24/2025	Open			Accounts Payable	FIRE ALARM SERVICES, INC	\$2,007.75		
217277	07/24/2025	Open			Accounts Payable	FISHER , RAVEN	\$2,400.00		
217278	07/24/2025	Open			Accounts Payable	FLOWERS , KENDALL, LENORA	\$750.00		
217279	07/24/2025	Open			Accounts Payable	FLOYD, DREW	\$600.00		
217280	07/24/2025	Open			Accounts Payable	FOLLETT HIGHER EDUCATION GROUP LLC	\$69.25		
217281	07/24/2025	Open			Accounts Payable	FOLLETT SCHOOL SOLUTIONS INC	\$77,649.52		
217282	07/24/2025	Open			Accounts Payable	FOWLER II, SCOTTIE , WILLIAM	\$750.00		
217283	07/24/2025	Open			Accounts Payable	FOXRIGHT	\$5,128.00		
217284	07/24/2025	Open			Accounts Payable	FREEMAN, CHEYENNE	\$750.00		
217285	07/24/2025	Open			Accounts Payable	FRENCH , ADAM	\$2,400.00		
217286	07/24/2025	Open			Accounts Payable	FRONTLINE TECHNOLOGIES GROUP, LLC	\$4,354.68		
217287	07/24/2025	Open			Accounts Payable	FUNDERBURK, DYLAN	\$450.00		
217288	07/24/2025	Open			Accounts Payable	GABER, MARY	\$2,250.00		
217289	07/24/2025	Open			Accounts Payable	GALLAGHER , ALEXANDRA	\$2,400.00		
217290	07/24/2025	Open			Accounts Payable	GARRY, FRANCIS	\$750.00		

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217291	07/24/2025	Open			Accounts Payable	GARY, MARY LYNN	\$750.00		
217292	07/24/2025	Open			Accounts Payable	GHANAM, CARAM	\$600.00		
217293	07/24/2025	Open			Accounts Payable	GIFTED NURSES, LLC	\$141,782.89		
217294	07/24/2025	Open			Accounts Payable	GILLESPIE, ALIYAH	\$450.00		
217295	07/24/2025	Open			Accounts Payable	GLOBAL TECH ACADEMY	\$54,647.44		
217296	07/24/2025	Open			Accounts Payable	GRAINGER	\$77.01		
217297	07/24/2025	Open			Accounts Payable	GRANT, LAURIE S	\$2,400.00		
217298	07/24/2025	Open			Accounts Payable	GREAT AMERICA FINANCIAL SERVICES COPR	\$875.23		
217299	07/24/2025	Open			Accounts Payable	GREEN-TUGGLE, ZAHRA, NAIMA	\$600.00		
217300	07/24/2025	Open			Accounts Payable	GUIBERT DE BRUET, NELLIE	\$725.00		
217301	07/24/2025	Open			Accounts Payable	HACKNEY, DORIAN	\$2,200.00		
217302	07/24/2025	Open			Accounts Payable	HALL, MANDY	\$750.00		
217303	07/24/2025	Open			Accounts Payable	HAMBRIGHT, VERONICA	\$750.00		
217304	07/24/2025	Open			Accounts Payable	HARBER, JEREMY, HARBER	\$1,400.00		
217305	07/24/2025	Open			Accounts Payable	HAWKINS, DAREK, JEFRA Y	\$1,400.00		
217306	07/24/2025	Open			Accounts Payable	HAYES, LORI A	\$743.75		
217307	07/24/2025	Open			Accounts Payable	HAYGOOD, TARIK	\$712.50		
217308	07/24/2025	Open			Accounts Payable	HAZLETT, PENELOPE, IMOGENE	\$750.00		
217309	07/24/2025	Open			Accounts Payable	HEMMINGWAY, BROOKLYN	\$600.00		
217310	07/24/2025	Open			Accounts Payable	HERNANDEZ FIGUEROA, ILIANA, KEREN	\$750.00		
217311	07/24/2025	Open			Accounts Payable	HICHUE, TIMOTHY A	\$1,400.00		
217312	07/24/2025	Open			Accounts Payable	HILLSDALE COMMUNITY SCHOOLS	\$35,680.00		
217313	07/24/2025	Open			Accounts Payable	HILLSDALE I.S.D.	\$734.30		
217314	07/24/2025	Open			Accounts Payable	HOGAN, JACQUELINE	\$600.00		
217315	07/24/2025	Open			Accounts Payable	HOWARD, AHMYA	\$525.00		
217316	07/24/2025	Open			Accounts Payable	HUMES, SANIQUA	\$1,950.00		
217317	07/24/2025	Open			Accounts Payable	IBIRINDE, FAVOUR, IFEOLUWA	\$600.00		
217318	07/24/2025	Open			Accounts Payable	IMSEEH, RANA, HANNA	\$750.00		
217319	07/24/2025	Open			Accounts Payable	INSECTECH INC	\$165.00		
217320	07/24/2025	Open			Accounts Payable	IRVINE, TAMMY L	\$600.00		
217321	07/24/2025	Open			Accounts Payable	JACKSON, DERF	\$2,400.00		
217322	07/24/2025	Open			Accounts Payable	JACKSON, MITZI	\$2,400.00		
217323	07/24/2025	Open			Accounts Payable	JAIN, ANU, TARUN	\$750.00		
217324	07/24/2025	Open			Accounts Payable	JENKINS, JESSICA D	\$2,325.00		
217325	07/24/2025	Open			Accounts Payable	JENSEN, TRACEY, LYNNE	\$2,400.00		
217326	07/24/2025	Open			Accounts Payable	JOHNSON, CARNELLA	\$2,400.00		
217327	07/24/2025	Open			Accounts Payable	JOHNSON, DANA	\$2,400.00		
217328	07/24/2025	Open			Accounts Payable	JOHNSON, WENDY	\$1,000.00		
217329	07/24/2025	Open			Accounts Payable	JUDGE, ANNE, CATHERINE	\$737.50		
217330	07/24/2025	Open			Accounts Payable	JUPREE, BIANCA	\$2,400.00		
217331	07/24/2025	Open			Accounts Payable	JUSTICE, CHANTEL	\$750.00		
217332	07/24/2025	Open			Accounts Payable	JUSTICE LEADERS COLLABORTIVE LLC	\$300.00		
217333	07/24/2025	Open			Accounts Payable	KABA, BINTOU	\$560.00		

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217334	07/24/2025	Open			Accounts Payable	KAFFARANI, MAHDI	\$600.00		
217335	07/24/2025	Open			Accounts Payable	KALEM , SARAH	\$2,400.00		
217336	07/24/2025	Open			Accounts Payable	KARORIS, SPYROS	\$2,400.00		
217337	07/24/2025	Open			Accounts Payable	KARSIES, AARON	\$1,400.00		
217338	07/24/2025	Open			Accounts Payable	KETCHUM-GOULDING, SOPHIA	\$750.00		
217339	07/24/2025	Open			Accounts Payable	KHALIFEH, SHIRIN	\$750.00		
217340	07/24/2025	Open			Accounts Payable	KHAN, MAHFUZA	\$750.00		
217341	07/24/2025	Open			Accounts Payable	KHAN, MASUMA	\$750.00		
217342	07/24/2025	Open			Accounts Payable	KIM , JIHYANG	\$750.00		
217343	07/24/2025	Open			Accounts Payable	KING, JASEN	\$200.00		
217344	07/24/2025	Open			Accounts Payable	KINNEY, LAURA, JEAN	\$200.00		
217345	07/24/2025	Open			Accounts Payable	KNOP, BETH , EMMA	\$1,400.00		
217346	07/24/2025	Open			Accounts Payable	KONICA MINOLTA PREMIER FINANCE	\$351.74		
217347	07/24/2025	Open			Accounts Payable	KOTSKO, KALEB, ARTHUR	\$1,400.00		
217348	07/24/2025	Open			Accounts Payable	KRAKE, JAMIE	\$731.25		
217349	07/24/2025	Open			Accounts Payable	KRISELES INC.	\$6,213.05		
217350	07/24/2025	Open			Accounts Payable	KRUSE , SHARON	\$750.00		
217351	07/24/2025	Open			Accounts Payable	LAMPKINS, SHACARA	\$750.00		
217352	07/24/2025	Open			Accounts Payable	LANDREAUX , ERIKA	\$750.00		
217353	07/24/2025	Open			Accounts Payable	LANE , CHRISTOPHER	\$750.00		
217354	07/24/2025	Open			Accounts Payable	LANE , MACKENZIE	\$2,400.00		
217355	07/24/2025	Open			Accounts Payable	LANGE , CHAD	\$1,400.00		
217356	07/24/2025	Open			Accounts Payable	LEE, MYUGHEE	\$750.00		
217357	07/24/2025	Open			Accounts Payable	LETE , GIANNA S.A.	\$750.00		
217358	07/24/2025	Open			Accounts Payable	LEWIS , MICHAEL, ANTHONY	\$750.00		
217359	07/24/2025	Open			Accounts Payable	LIGHTFOOT , ISABELLE , GRACE	\$750.00		
217360	07/24/2025	Open			Accounts Payable	LINDSEY, JACKQUELINE	\$2,400.00		
217361	07/24/2025	Open			Accounts Payable	LIVINGSTON EDUCATIONAL	\$46,356.00		
217362	07/24/2025	Open			Accounts Payable	LOCKHART , STEVEN A	\$1,400.00		
217363	07/24/2025	Open			Accounts Payable	LOUNSBURY , JACOB	\$1,000.00		
217364	07/24/2025	Open			Accounts Payable	MACK, ANTAIWN	\$693.75		
217365	07/24/2025	Open			Accounts Payable	MALDONADO, CARMEN, ASHLEY	\$743.75		
217366	07/24/2025	Open			Accounts Payable	MAPLES , ESTHER	\$2,400.00		
217367	07/24/2025	Open			Accounts Payable	MASIERI, FRANCESCA	\$750.00		
217368	07/24/2025	Open			Accounts Payable	MASON, RANDALL , LEE	\$737.50		
217369	07/24/2025	Open			Accounts Payable	MASSEY, WILLIAM	\$200.00		
217370	07/24/2025	Open			Accounts Payable	MCCOY, YESENIA	\$750.00		
217371	07/24/2025	Open			Accounts Payable	MCGHEE, MYLES	\$593.75		
217372	07/24/2025	Open			Accounts Payable	MENAD , MALEK	\$5,000.00		
217373	07/24/2025	Open			Accounts Payable	MERRIWEATHER , MABLE	\$750.00		
217374	07/24/2025	Open			Accounts Payable	MI ASSOC OF INTERM SCHOOL ADM	\$7,377.96		
217375	07/24/2025	Open			Accounts Payable	MI ASSOC OF SECONDARY SCH PRINCI	\$100.00		

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217376	07/24/2025	Open			Accounts Payable	MICHIGAN SCHOOLS ENERGY COOPERTA	\$12,944.61		
217377	07/24/2025	Open			Accounts Payable	MILAN AREA SCHOOLS	\$694,647.97		
217378	07/24/2025	Open			Accounts Payable	MILLER, JENNIFER KAYE	\$2,640.00		
217379	07/24/2025	Open			Accounts Payable	MILLER, JOSHUA	\$1,400.00		
217380	07/24/2025	Open			Accounts Payable	MITRA, KAMALIKA	\$750.00		
217381	07/24/2025	Open			Accounts Payable	MODERT, JOSHUA, MICHAEL	\$1,400.00		
217382	07/24/2025	Open			Accounts Payable	MONTGOMERY, ELIZABETH, RENEE	\$750.00		
217383	07/24/2025	Open			Accounts Payable	MORAY, JAMES	\$1,400.00		
217384	07/24/2025	Open			Accounts Payable	MORRIS, HARLEIGH	\$750.00		
217386	07/24/2025	Open			Accounts Payable	NEOLA, INC.	\$1,375.00		
217387	07/24/2025	Open			Accounts Payable	NORMAN, NATHAN	\$750.00		
217388	07/24/2025	Open			Accounts Payable	OFFICE DEPOT INC	\$821.19		
217389	07/24/2025	Open			Accounts Payable	OGBONNA, SHARLENE	\$750.00		
217390	07/24/2025	Voided	50	08/12/2025	Accounts Payable	ORTIZ, NICKOLAUS, ALEXANDER	\$10,000.00		
217391	07/24/2025	Open			Accounts Payable	OTTAWA AREA INTERMEDIATE SCHOOL	\$3,500.00		
217392	07/24/2025	Open			Accounts Payable	PADDOCK, JACQUELINE, ANN	\$712.50		
217395	07/24/2025	Open			Accounts Payable	PAOLETTI, HANNA	\$750.00		
217396	07/24/2025	Open			Accounts Payable	PARENTING NOW	\$1,789.78		
217397	07/24/2025	Open			Accounts Payable	PARK, KAITLIN, LOUISE	\$700.00		
217398	07/24/2025	Open			Accounts Payable	PARKIN, ZACHARY	\$1,400.00		
217399	07/24/2025	Open			Accounts Payable	PASZ, CHRISTINA, MICHELLE	\$750.00		
217400	07/24/2025	Open			Accounts Payable	PATTERSON, BENJAMIN D	\$700.00		
217401	07/24/2025	Open			Accounts Payable	PEDIATRIC FEEDING ANALYTICS	\$750.00		
217402	07/24/2025	Open			Accounts Payable	PEDIT, APRIL, LEN	\$750.00		
217403	07/24/2025	Open			Accounts Payable	PENZIEN, JORGE, ALVARO	\$750.00		
217404	07/24/2025	Open			Accounts Payable	POHRT, CARMEN	\$750.00		
217405	07/24/2025	Open			Accounts Payable	POLAVARAPU, AVANTHI	\$750.00		
217406	07/24/2025	Open			Accounts Payable	PRICE, TINA	\$750.00		
217407	07/24/2025	Open			Accounts Payable	PROCARE THERAPY	\$4,730.25		
217408	07/24/2025	Open			Accounts Payable	PROPIO LS, LLC	\$1,079.97		
217409	07/24/2025	Open			Accounts Payable	QUADIENT FINANCE USA INC	\$3,891.01		
217410	07/24/2025	Open			Accounts Payable	QUINN, ALEXANDER	\$750.00		
217411	07/24/2025	Open			Accounts Payable	RABAIA, GHADA	\$750.00		
217412	07/24/2025	Open			Accounts Payable	RAMSEY, CHERRON	\$1,957.51		
217413	07/24/2025	Open			Accounts Payable	RIBBY, JENNIFER	\$750.00		
217414	07/24/2025	Open			Accounts Payable	RICHARDSON, BRIAN D	\$1,400.00		
217415	07/24/2025	Open			Accounts Payable	ROBERTSON, CLARA	\$425.00		
217416	07/24/2025	Open			Accounts Payable	ROCKET ENTERPRISE, INC.	\$435.00		
217417	07/24/2025	Open			Accounts Payable	ROCKETPD	\$995.00		
217418	07/24/2025	Open			Accounts Payable	RODRIGUEZ, DAYANA, PENA	\$750.00		
217419	07/24/2025	Open			Accounts Payable	ROSE PEST SOLUTIONS	\$808.00		
217420	07/24/2025	Open			Accounts Payable	SAGINAW VALLEY STATE UNIVERSITY	\$38,914.61		

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217421	07/24/2025	Open			Accounts Payable	SALVNER , JOSHUA , LUKE	\$750.00		
217422	07/24/2025	Open			Accounts Payable	SAM, ANTOINETTE , MARIE	\$750.00		
217423	07/24/2025	Open			Accounts Payable	SANCHEZ-PEREZ, LETICIA	\$750.00		
217424	07/24/2025	Open			Accounts Payable	SANDHU, SURINDER KAUR	\$2,100.00		
217425	07/24/2025	Open			Accounts Payable	SAYLOR , GENIEVE , LEE	\$600.00		
217426	07/24/2025	Open			Accounts Payable	SCALZO, RICHELE	\$200.00		
217427	07/24/2025	Open			Accounts Payable	SCHOOLSin	\$5,444.12		
217428	07/24/2025	Open			Accounts Payable	SCHRAM , JEFFERY	\$1,400.00		
217429	07/24/2025	Open			Accounts Payable	SCHULTZ , TODD	\$1,400.00		
217430	07/24/2025	Open			Accounts Payable	SCIO TOWNSHIP TREASURER	\$10,040.18		
217431	07/24/2025	Open			Accounts Payable	SCOTT , MELANIE	\$200.00		
217432	07/24/2025	Open			Accounts Payable	SEADIN, JULIE , ANN	\$750.00		
217433	07/24/2025	Open			Accounts Payable	SECURITY DESIGNS	\$1,106.03		
217434	07/24/2025	Open			Accounts Payable	SHAHINE, MIRIAM, GHASSAN	\$600.00		
217435	07/24/2025	Open			Accounts Payable	SHOREWOOD INSTALLATIONS LLC	\$884.35		
217436	07/24/2025	Open			Accounts Payable	SINKLER-GRAY, ELIJAH, ALEXANDER	\$712.50		
217437	07/24/2025	Open			Accounts Payable	SLATER , CHRISTOPHER M	\$750.00		
217438	07/24/2025	Open			Accounts Payable	SLEDGE, KEVIN	\$200.00		
217439	07/24/2025	Open			Accounts Payable	SLOAT , BRADLEY	\$150.00		
217440	07/24/2025	Open			Accounts Payable	SMITH , ABAGALE	\$750.00		
217441	07/24/2025	Open			Accounts Payable	SMITH , NATASHA	\$750.00		
217442	07/24/2025	Open			Accounts Payable	SOOFI, PARIS	\$750.00		
217443	07/24/2025	Open			Accounts Payable	SPAULDING, JAMIE	\$200.00		
217444	07/24/2025	Open			Accounts Payable	SPRINGER , CHRISTINA , MARIE	\$750.00		
217445	07/24/2025	Open			Accounts Payable	STANDARD PRINTING	\$6,974.35		
217446	07/24/2025	Open			Accounts Payable	STATE OF MICHIGAN - POLICE	\$2,941.00		
217447	07/24/2025	Open			Accounts Payable	STEMME, SHARON, ELIZABETH	\$725.00		
217448	07/24/2025	Open			Accounts Payable	STEWART , BRANDY	\$750.00		
217449	07/24/2025	Open			Accounts Payable	STINES , CASSANDRA	\$750.00		
217450	07/24/2025	Open			Accounts Payable	SU, LIGING	\$750.00		
217451	07/24/2025	Open			Accounts Payable	SWEIDAN, RUBA A	\$750.00		
217452	07/24/2025	Open			Accounts Payable	SWIHART, PAUL	\$1,400.00		
217453	07/24/2025	Open			Accounts Payable	TEMPLE , MCKENZIE	\$92.00		
217454	07/24/2025	Open			Accounts Payable	THE SHERWIN-WILLIAMS COMPANY	\$48.78		
217455	07/24/2025	Open			Accounts Payable	THERE AND BACK TRANSPORTATION	\$165.00		
217456	07/24/2025	Open			Accounts Payable	THOMAS , CHRISTIE , MORRISON	\$3,875.00		
217457	07/24/2025	Open			Accounts Payable	THOMAS , PAMELA M	\$750.00		
217458	07/24/2025	Open			Accounts Payable	THOMAS , SATONYA , KAYE	\$750.00		
217459	07/24/2025	Open			Accounts Payable	TOTAL ENERGY SYSTEMS, LLC	\$1,798.11		
217460	07/24/2025	Open			Accounts Payable	TRANSACT COMMUNICATIONS, LLC	\$2,325.00		
217461	07/24/2025	Open			Accounts Payable	TRIGG, MICHELE	\$693.75		
217462	07/24/2025	Open			Accounts Payable	TRISCH , KYLE	\$1,400.00		

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Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
217463	07/24/2025	Open			Accounts Payable	UNUM LIFE INSURANCE COMPANY OF AMERICA	\$18,300.88		
217464	07/24/2025	Open			Accounts Payable	UZOCHUKWU, AMOBI	\$1,400.00		
217465	07/24/2025	Open			Accounts Payable	VALDIVIESO DE OJEDA, MERCY, PATRICIA	\$750.00		
217466	07/24/2025	Open			Accounts Payable	VAN GORDON, ELIZABETH R	\$750.00		
217467	07/24/2025	Open			Accounts Payable	VANCE, LEAH	\$200.00		
217468	07/24/2025	Open			Accounts Payable	VARSITY FORD	\$948.00		
217469	07/24/2025	Open			Accounts Payable	VERMEULEN, CHRIS	\$750.00		
217470	07/24/2025	Open			Accounts Payable	VILLAREAL-BELLO, LESLIE	\$750.00		
217471	07/24/2025	Open			Accounts Payable	WALD , SAMANTHA , JORDAN	\$7,500.00		
217472	07/24/2025	Open			Accounts Payable	WALKER , ANDREW D	\$750.00		
217473	07/24/2025	Open			Accounts Payable	WALLENBACH II, RICHARD , LEE	\$750.00		
217474	07/24/2025	Open			Accounts Payable	WASHTENAW COMMUNITY COLLEGE	\$19,475.26		
217475	07/24/2025	Open			Accounts Payable	WASHTENAW COUNTY TREASURER	\$1,073.32		
217476	07/24/2025	Open			Accounts Payable	WASHTENAW TECHNICAL MIDDLE COLL	\$1,568.00		
217477	07/24/2025	Open			Accounts Payable	WASTE MANAGEMENT OF MICHIGAN	\$406.64		
217478	07/24/2025	Open			Accounts Payable	WATERFORD SCHOOL DISTRICT	\$2,800.00		
217479	07/24/2025	Open			Accounts Payable	WEISBERG, SUSAN, LOU	\$750.00		
217480	07/24/2025	Open			Accounts Payable	WHITE , SARAH	\$750.00		
217481	07/24/2025	Open			Accounts Payable	WILLIAMS , CARRIE	\$750.00		
217482	07/24/2025	Open			Accounts Payable	WILSON , CARRIE	\$1,400.00		
217483	07/24/2025	Open			Accounts Payable	WINGER, ARIS	\$22,500.00		
217484	07/24/2025	Open			Accounts Payable	WOODMAN, ABIGAIL	\$1,584.00		
217485	07/24/2025	Open			Accounts Payable	WOODS , APRIL	\$750.00		
217486	07/24/2025	Open			Accounts Payable	XELLO	\$2,024.10		
217487	07/24/2025	Open			Accounts Payable	ZENKER, CARA , ROSE	\$750.00		
217488	07/24/2025	Open			Accounts Payable	ZIMMER, ANDREW	\$300.00		
217489	07/24/2025	Open			Accounts Payable	COLUMBIA SCHOOL DISTRICT	\$26,120.86		
217490	07/24/2025	Open			Accounts Payable	EAST ARBOR CHARTER ACADEMY	\$5,738.00		
217491	07/24/2025	Open			Accounts Payable	ENABLING DEVICES	\$1,955.50		
217492	07/24/2025	Open			Accounts Payable	GENOVA DEVELOPMENT	\$1,704.00		
217493	07/24/2025	Open			Accounts Payable	HONEY CREEK COMMUNITY SCHOOL	\$65,508.00		
217494	07/24/2025	Open			Accounts Payable	INCLUSIVE TLC, INC.	\$1,407.50		
217495	07/24/2025	Open			Accounts Payable	O'DONNELL ELECTRIC, LLC	\$1,360.00		
217496	07/28/2025	Open			Accounts Payable	ABDALLAH, RANDA	\$2,400.00		
217497	07/28/2025	Open			Accounts Payable	ABUSALEM, RANIA	\$600.00		
217498	07/28/2025	Open			Accounts Payable	AL RIFAI, ZAHRA	\$600.00		
217499	07/28/2025	Open			Accounts Payable	ALLGOOD , MEGAN	\$750.00		
217500	07/28/2025	Open			Accounts Payable	ALSANABANI, HAMZAH	\$600.00		
217501	07/28/2025	Open			Accounts Payable	ARMSTRONG , MICHAEL	\$2,400.00		
217502	07/28/2025	Open			Accounts Payable	ARNDT, JENNIFER	\$2,400.00		

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Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
217503	07/28/2025	Open			Accounts Payable	BAILEY , CHRISTEEN	\$750.00		
217504	07/28/2025	Open			Accounts Payable	BALAKA , MIRANDA	\$750.00		
217505	07/28/2025	Open			Accounts Payable	BALLARD , ERICA	\$2,400.00		
217506	07/28/2025	Open			Accounts Payable	BELLE ARBOR COMMONS LLC	\$2,776.94		
217507	07/28/2025	Open			Accounts Payable	BLACK , CRYSTAL	\$2,400.00		
217508	07/28/2025	Open			Accounts Payable	BLANKENSHIP , VALERIE J	\$2,400.00		
217509	07/28/2025	Open			Accounts Payable	BRANTLEY , JUSTIN	\$2,400.00		
217510	07/28/2025	Open			Accounts Payable	BRASSEY-BRIERLEY , SHELBY	\$750.00		
217511	07/28/2025	Open			Accounts Payable	BROWN , THOMAS	\$600.00		
217512	07/28/2025	Open			Accounts Payable	BUSH , LAUREN	\$2,400.00		
217513	07/28/2025	Open			Accounts Payable	CADMUS , EMILIE	\$743.75		
217514	07/28/2025	Open			Accounts Payable	CAMPBELL-MCCLURE , NICOHOLE	\$750.00		
217515	07/28/2025	Open			Accounts Payable	CARTER , KATELYN	\$600.00		
217516	07/28/2025	Open			Accounts Payable	CARTER , RITA	\$2,400.00		
217517	07/28/2025	Open			Accounts Payable	CELL , BLAKE	\$750.00		
217518	07/28/2025	Open			Accounts Payable	COMSTOCK , KOLETTE , NICOLE	\$750.00		
217519	07/28/2025	Open			Accounts Payable	CONTEXTUAL LEARNING CONCEPTS	\$68,220.00		
217520	07/28/2025	Open			Accounts Payable	COX CONSULTING AGENCY	\$2,815.19		
217521	07/28/2025	Voided	50	08/12/2025	Accounts Payable	CUNNINGHAM, WALI	\$2,400.00		
217522	07/28/2025	Open			Accounts Payable	DONOVAN, REBECCA	\$750.00		
217523	07/28/2025	Open			Accounts Payable	DUMAS, LONDON, MARIE	\$525.00		
217524	07/28/2025	Open			Accounts Payable	DUMAS , MADISON	\$562.50		
217525	07/28/2025	Open			Accounts Payable	DURR, KATRINA	\$750.00		
217526	07/28/2025	Open			Accounts Payable	FEAR, HEATHER	\$750.00		
217527	07/28/2025	Voided	50	08/12/2025	Accounts Payable	FERGUSON, HEATHER	\$443.75		
217528	07/28/2025	Open			Accounts Payable	FIELD , CASEY O	\$2,400.00		
217529	07/28/2025	Open			Accounts Payable	FIGURSKI, AKIKO	\$650.00		
217530	07/28/2025	Open			Accounts Payable	FORREST , YOLANDA , SHUNTRICE	\$1,800.00		
217531	07/28/2025	Open			Accounts Payable	GILLESPIE , BRYAN	\$300.00		
217532	07/28/2025	Open			Accounts Payable	GILLESPIE, MAR'QUIS	\$450.00		
217533	07/28/2025	Open			Accounts Payable	GODFREY , CORNELIUS	\$600.00		
217534	07/28/2025	Open			Accounts Payable	GREEN , ASANTE	\$2,250.00		
217535	07/28/2025	Open			Accounts Payable	HALL, ALANA	\$600.00		
217536	07/28/2025	Open			Accounts Payable	HARRIS , JOSHUA	\$750.00		
217537	07/28/2025	Open			Accounts Payable	HEINZMAN, SUZANNE	\$706.25		
217538	07/28/2025	Open			Accounts Payable	HEMMINGWAY , VIOLET	\$600.00		
217539	07/28/2025	Open			Accounts Payable	HENRY, CHARLOTTE	\$750.00		
217540	07/28/2025	Open			Accounts Payable	HERTEN, ALEXANDRA	\$2,400.00		
217541	07/28/2025	Open			Accounts Payable	HOLLEY, LILIANA , STEPHANI	\$750.00		
217542	07/28/2025	Open			Accounts Payable	HOUSE , KYLE , WILLIAM	\$750.00		
217543	07/28/2025	Open			Accounts Payable	HOWARD , WILLIAM	\$1,800.00		
217544	07/28/2025	Open			Accounts Payable	ISRAEL, ABAYOMI	\$400.00		
217545	07/28/2025	Open			Accounts Payable	JEFFERSON, KIANNA , CEOLA	\$750.00		
217546	07/28/2025	Open			Accounts Payable	SHONTA JEWEL JENKINS , ERIKKA	\$2,400.00		

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Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
217547	07/28/2025	Open			Accounts Payable	JOHNSON, CHERISH	\$487.50		
217548	07/28/2025	Open			Accounts Payable	JOHNSON, STEPHANIE	\$693.75		
217549	07/28/2025	Open			Accounts Payable	KOUAR, AMIR	\$600.00		
217550	07/28/2025	Open			Accounts Payable	LANE, HANNAH	\$412.50		
217551	07/28/2025	Open			Accounts Payable	LEWIS, JAMAAL	\$2,250.00		
217552	07/28/2025	Open			Accounts Payable	LILES, SABRINA S	\$2,100.00		
217553	07/28/2025	Open			Accounts Payable	LOYAL EDUCATIONAL CONSULTING LLC	\$10,000.00		
217554	07/28/2025	Open			Accounts Payable	MAHER, DUSTIN L	\$2,400.00		
217555	07/28/2025	Open			Accounts Payable	MAIRE , ASHA	\$2,400.00		
217556	07/28/2025	Open			Accounts Payable	MANGANIELLO, TERESA	\$2,400.00		
217557	07/28/2025	Open			Accounts Payable	MARANOWSKI, JORDAN	\$2,400.00		
217558	07/28/2025	Open			Accounts Payable	MARBLE , LASHONDA	\$2,250.00		
217559	07/28/2025	Open			Accounts Payable	MARION , DESIREE , ASHANTAE	\$2,400.00		
217560	07/28/2025	Open			Accounts Payable	MARLEY , TIMOTHY	\$2,400.00		
217561	07/28/2025	Open			Accounts Payable	MARSHALL, DOMINIQUE	\$1,200.00		
217562	07/28/2025	Open			Accounts Payable	MARTIN, JOCELYN ADLEAN	\$600.00		
217563	07/28/2025	Open			Accounts Payable	MARTIN , JOSHUA	\$375.00		
217564	07/28/2025	Open			Accounts Payable	MCCRIMMON, JASON	\$1,400.00		
217565	07/28/2025	Open			Accounts Payable	MCLAUGHLIN , PATRICK J	\$2,400.00		
217566	07/28/2025	Open			Accounts Payable	MEGERI, SAVITA	\$750.00		
217567	07/28/2025	Open			Accounts Payable	MERAY, JULIE, ANN	\$2,400.00		
217568	07/28/2025	Open			Accounts Payable	MILLER , ANGELA	\$2,400.00		
217569	07/28/2025	Open			Accounts Payable	MONIACI, MARGO ANN	\$600.00		
217570	07/28/2025	Open			Accounts Payable	MOTAN , JANNA	\$600.00		
217571	07/28/2025	Open			Accounts Payable	MUHAMMED , ERICA	\$2,400.00		
217572	07/28/2025	Open			Accounts Payable	NCHICHUPA, PETER	\$2,100.00		
217573	07/28/2025	Open			Accounts Payable	NWOKORO, FRANCIS	\$600.00		
217574	07/28/2025	Open			Accounts Payable	OBINYA, NKEMJIKA	\$562.50		
217575	07/28/2025	Open			Accounts Payable	OUDEIF, TARIQ, ATEF	\$600.00		
217576	07/28/2025	Open			Accounts Payable	PARKER, ALICIA , NICOLE	\$750.00		
217577	07/28/2025	Open			Accounts Payable	PHILLIPS-LOCKHART, JEREMY , DAVID	\$2,400.00		
217578	07/28/2025	Open			Accounts Payable	POLONI , LYNDSEY M	\$662.50		
217579	07/28/2025	Open			Accounts Payable	PORTER, JOHN FORBES	\$2,400.00		
217580	07/28/2025	Open			Accounts Payable	PORTER, ZION	\$900.00		
217581	07/28/2025	Open			Accounts Payable	REESE , MARQUITA	\$2,400.00		
217582	07/28/2025	Open			Accounts Payable	RICHARDSON , AUDREY	\$600.00		
217583	07/28/2025	Open			Accounts Payable	RICKLI, JASON	\$2,400.00		
217584	07/28/2025	Open			Accounts Payable	RIVARD , BRITTNEY	\$750.00		
217585	07/28/2025	Open			Accounts Payable	RIVERA , LUIS	\$750.00		
217586	07/28/2025	Open			Accounts Payable	SALAZAR, HANNAH	\$718.75		
217587	07/28/2025	Open			Accounts Payable	SHAH, BHAIRAVI N	\$2,400.00		
217588	07/28/2025	Open			Accounts Payable	SHERMAN JR , DARYL	\$600.00		
217589	07/28/2025	Open			Accounts Payable	SIMMONS, RAINAH	\$562.50		
217590	07/28/2025	Open			Accounts Payable	STANCZYK, ANDREA	\$2,400.00		

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Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
217591	07/28/2025	Open			Accounts Payable	STARK, DAWN M	\$2,400.00		
217592	07/28/2025	Open			Accounts Payable	SWISZ, BEVERLEE	\$450.00		
217593	07/28/2025	Open			Accounts Payable	TADAVICH, MICHELLE , LYNN	\$2,100.00		
217594	07/28/2025	Open			Accounts Payable	TARAN , CORNELIA	\$2,400.00		
217595	07/28/2025	Open			Accounts Payable	TEISAN, JUNE	\$1,000.00		
217596	07/28/2025	Open			Accounts Payable	TERRELL, CARMEN , SIMONE	\$2,400.00		
217597	07/28/2025	Open			Accounts Payable	THOMAS , CHELSEA	\$600.00		
217598	07/28/2025	Open			Accounts Payable	VANTUYL, MICHELLE , DENICE	\$2,400.00		
217599	07/28/2025	Open			Accounts Payable	VENKATARAMAN , VIJAYAPRIYA	\$2,400.00		
217600	07/28/2025	Open			Accounts Payable	WALKUSKI, LENORE	\$2,400.00		
217601	07/28/2025	Open			Accounts Payable	WANK , EMILY	\$2,250.00		
217602	07/28/2025	Open			Accounts Payable	WASHINGTON , ARSHALA	\$2,400.00		
217603	07/28/2025	Open			Accounts Payable	WATKINS , SHARITA , DANIELLE	\$2,100.00		
217604	07/28/2025	Open			Accounts Payable	WEBB , KYNEDI	\$600.00		
217605	07/28/2025	Open			Accounts Payable	WHOLEMINDESIGN STUDIO	\$4,400.00		
217606	07/28/2025	Open			Accounts Payable	WILHELM, PETER , GORDON	\$1,800.00		
217607	07/28/2025	Open			Accounts Payable	WILLIAMS , DEON	\$2,400.00		
217608	07/28/2025	Open			Accounts Payable	WOLFF, STEPHANIE	\$750.00		
217609	07/28/2025	Open			Accounts Payable	WOODMAN, ABIGAIL	\$2,400.00		
217610	07/28/2025	Open			Accounts Payable	YOUNG-KLINE , JEREMIAH , JAVIANTE	\$600.00		
217611	07/28/2025	Open			Accounts Payable	WAYNE RESA	\$8,214.13		
217612	07/31/2025	Open			Accounts Payable	BRUXVOORT, CHRISTINE	\$860.00		
217613	07/31/2025	Open			Accounts Payable	CLEMENTS , BRIDGETTE N	\$1,180.00		
217614	07/31/2025	Open			Accounts Payable	DAUGHERITY, PATRICK	\$1,560.00		
217615	07/31/2025	Open			Accounts Payable	DAVIS, LATASHA	\$1,800.00		
217616	07/31/2025	Open			Accounts Payable	GILLESPIE, NDAMBI	\$3,660.00		
217617	07/31/2025	Open			Accounts Payable	GRAULICH, MICHAEL	\$840.00		
217618	07/31/2025	Open			Accounts Payable	HUNTER-BRANDON, JESSICA	\$1,120.00		
217619	07/31/2025	Open			Accounts Payable	MORROW, HOPE	\$1,240.00		
217620	07/31/2025	Open			Accounts Payable	SCALZO, RICHELE	\$1,080.00		
217621	07/31/2025	Open			Accounts Payable	WELTMAN, WEINBERG & REIS CO., LPA	\$304.74		
217622	07/31/2025	Open			Accounts Payable	FARHA , SUMAIAH	\$2,400.00		
217623	07/31/2025	Open			Accounts Payable	KEYSTONE LEGACY GROUP	\$2,400.00		
217624	07/31/2025	Open			Accounts Payable	MATH EXPANSION LLC	\$2,400.00		
217625	07/31/2025	Open			Accounts Payable	MI ASSOC OF ADM SPEC ED	\$549.00		
217626	07/31/2025	Open			Accounts Payable	RAVIKUMAR, AARTHI	\$600.00		
217627	07/31/2025	Open			Accounts Payable	SCOTT, SA'MYIAH	\$600.00		
217628	07/31/2025	Open			Accounts Payable	SCOVORONSKI, ANDREW , JORDAN	\$2,400.00		
217629	07/31/2025	Open			Accounts Payable	SHAH, MUIZ, ROHAN	\$600.00		
217630	07/31/2025	Open			Accounts Payable	THRUN, MAATSCH AND NORDBERG P.C.	\$35,924.31		
217631	07/31/2025	Open			Accounts Payable	WASHTENAW COUNTY TREASURER	\$22,969.05		
217632	07/31/2025	Open			Accounts Payable	WILLIAMS , DAMON	\$2,400.00		

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Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
Type Check Totals:					547 Transactions		\$2,399,719.84		
AP - Accounts Payable MILAF Totals									
				Checks	Status	Count	Transaction Amount		Reconciled Amount
					Open	541	\$2,381,201.09		\$0.00
					Reconciled	0	\$0.00		\$0.00
					Voided	6	\$18,518.75		\$0.00
					Total	547	\$2,399,719.84		\$0.00
				All	Status	Count	Transaction Amount		Reconciled Amount
					Open	541	\$2,381,201.09		\$0.00
					Reconciled	0	\$0.00		\$0.00
					Voided	6	\$18,518.75		\$0.00
					Total	547	\$2,399,719.84		\$0.00
Grand Totals:									
				Checks	Status	Count	Transaction Amount		Reconciled Amount
					Open	541	\$2,381,201.09		\$0.00
					Reconciled	0	\$0.00		\$0.00
					Voided	6	\$18,518.75		\$0.00
					Total	547	\$2,399,719.84		\$0.00
				All	Status	Count	Transaction Amount		Reconciled Amount
					Open	541	\$2,381,201.09		\$0.00
					Reconciled	0	\$0.00		\$0.00
					Voided	6	\$18,518.75		\$0.00
					Total	547	\$2,399,719.84		\$0.00

Grand Totals:

Coversheet

Approval: Minutes

Section:	VII. Consent Agenda
Item:	A. Approval: Minutes
Purpose:	
Submitted by:	
Related Material:	8-12-25 Minutes.pdf



**WASHTENAW INTERMEDIATE SCHOOL DISTRICT
BOARD OF EDUCATION MEETING MINUTES**

Tuesday, August 12, 2025

The Washtenaw Intermediate School District Board of Education held a regular board meeting on Tuesday, August 12, 2025, in Washtenaw ISD's Teaching and Learning Center Board Room at 1819 South Wagner Road in Ann Arbor, Michigan.

CALL TO ORDER

The meeting was called to order at 5:09 PM by President Mary Jane Tramontin

ATTENDANCE

The following members were present:

Mary Jane Tramontin, President
Steve Olsen, Vice President
Dorcas Musili, Secretary

The following member was absent:

Diane Hockett, Trustee
Sarena Shivers, Treasurer

Quorum was met.

Also present:

Naomi Norman, Superintendent
Brian Marcel, Associate Superintendent
Edward Manuszak, Executive Director, Early Childhood Programs
TJ Greggs, Administrative Assistant to the Superintendent

APPROVAL OF THE AGENDA

Steve Olsen moved, Dorcas Musili seconded, to approve the agenda, as presented.

Ayes: Mary Jane Tramontin, Steve Olsen, Dorcas Musili

Nays: None.

Motion carried.

COMMUNICATIONS: Executive Director of Early Childhood Dr. Edward Manuszak discussed sending a letter to the U.S. Department of Health and Human Services regarding the reinterpretation of the Personal Responsibility and Work Opportunity Reconciliation Act of 1996 with the Board.

PUBLIC PARTICIPATION: There was no public participation.

CONSENT AGENDA

Steve Olsen motioned, Dorcas Musili seconded, that the Board of Education approve the minutes and Superintendent's recommendations in the Consent Agenda, as presented.

Page 2 – Board Retreat – 07/30/2025

Voting yes: Mary Jane Tramontin, Steve Olsen, Dorcas Musili

Voting no: None.

Motion carried.

Approval of Minutes

The Board approved the minutes of the July 30, 2025, retreat meeting.

012-25-26

The Board approved the following employment recommendations:

- Erin Morgan as an ASD Teacher Assistant
- Hanna Paoletti as an ASD Teacher Assistant
- Jason Wesley as a Community School Attendance Specialist
- Karen Sherman as a Head Start/GSRP Early Childhood Specialist
- Nikolai Laneski as a Teaching Assistant

013-25-26

The Board approved the following reclassification requests:

- Kanika Spears, General Ed Social Worker, 1.0 FTE, 205 Workdays, Unit II, to WISD staff Social Worker, 1.0 FTE, 185 Workdays, Unit II.
- LaTasha Davis, Flex Teacher, 1.0 FTE, 185 Workdays, Unit II, to Elementary Teacher at Progress Park, 1.0 FTE, 185 Workdays, Unit II.
- Simonne Mildenstein, Psychologist, 0.6 FTE, 185 Workdays, Unit II, to Psychologist, 1.0 FTE, 185 Workdays, Unit II.
- VACANT, YA SCI, 1.0 FTE, 205 Workdays, Unit II, to YA SCI, 1.0 FTE, 185 Workdays, Unit II.

014-25-26

The Board approved the following new position requests:

- Technical Specialist II – LEA Site Coordinator, 2.0 FTE, 230 workdays, salary level: Grade 6, Worksite: TLC, Non-Affiliated bargaining.

015-25-26

The Board approved the following staff resignations:

- Erica Rogers, effective August 4, 2025.
- L. Sofia Badillo, effective August 18, 2025.
- Michele Danilowicz, effective August 1, 2025.
- Niema Lewis effective August 18, 2025.

016-25-26

The Board approved the following rescinded staff retirement:

- Simonne Mildenstein was to be effective October 31, 2025. Simonne will continue her employment with the WISD as a Flex Teacher.

017-25-26

The Board authorized the administration to approve the continuation to provide a Supplemental Services Pilot Plan to Whitmore Lake Public Schools by switching a one (1) full-time teacher consultant for one (1) full-time teaching assistant, as presented.

018-25-26

Page 3 – Board Retreat – 07/30/2025

The Board authorized the administration to accept the Afghan Refugee School Impact (ARSI) Grant Amendment 2 from the Michigan Department of Labor and Economic Opportunity in the amount of \$712,718.00, as presented.

NEW BUSINESS – Updated WISD Policy – Second Read: Superintendent Naomi Norman shared the changes to policy #3220 – Professional Staff Evaluation.

Dorcas Musili motioned, Steve Olsen seconded, that the Board of Education approve the updated policy #3220 – Professional Staff Evaluation, as presented, as presented.

Voting yes: Mary Jane Tramontin, Steve Olsen, Dorcas Musili

Voting no: None.

Motion carried.

NEW BUSINESS – Update Head Start/GRSP Policies – Second Read: Superintendent Naomi Norman shared the changes made to the following Head Start policies: *Active Supervision, Attendance – Home Based, Disability Referral Process, Transportation, and Van Usage.*

Steve Olsen motioned, Dorcas Musili seconded, that the Board of Education approve the updated Head Start and Early Head Start Policies:

- **Active Supervision**
- **Attendance – Home Based**
- **Disability Referral Process**
- **Transportation**
- **Van Usage**

Voting yes: Mary Jane Tramontin, Steve Olsen, Dorcas Musili

Voting no: None.

Motion carried.

NEW BUSINESS – WISD Policies – First Read: Superintendent Naomi Norman shared the changes made to the following WISD policies: *PO 1130 – Conflict of Interest, PO 3110 – Conflict of Interest, PO 4110 – Conflict of Interest, PO 6110 – Grant Funds, PO 6111 – Internal Controls, PO 6112 – Cash Management of Grants, PO 6114 – Cost Principles-Spending Federal Dollars, PO 6325 – Procurement-Federal Grant Dollars, PO 6550 – Travel Payment and Reimbursement, PO 7310 – Disposition of Surplus Property, PO 7450 – Property Inventory.* This was a first read, so no action was taken.

NEW BUSINESS – Authorization of Closed Session:

Dorcas Musili motioned, Steve Olsen seconded, that the Board of Education authorizes a closed session under Section 8(a) for the purpose of conducting the Superintendent’s evaluation, as presented.

Voting yes: Mary Jane Tramontin, Steve Olsen, Dorcas Musili

Voting no: None.

Motion carried.

OTHER ITEMS OF BUSINESS – Board of Education Conference Date Finalization: The Board of Education discussed the additional conferences with extra details being released.

Page 4 – Board Retreat – 07/30/2025

Steve Olsen motioned, Dorcas Musili seconded, that the Board of Education to authorize the reimbursement of Board Members incurring expenses while on official duty for business of the Board of Education for the following 2025-26 Conferences:

- **National School Board Association (NSBA) – Advocacy & Equity Institute, with an estimated total expenditure of \$3,296.53.**
- **Michigan Head Start Association – 2025 Fall Assembly, with an estimated total expenditure of \$1,530.08.**

Voting yes: Mary Jane Tramontin, Steve Olsen, Dorcas Musili

Voting no: None.

Motion carried.

BOARD OF EDUCATION REPORTS:

- **Trustee Olsen reminded the board about choosing a new Board member for the Policy Council.**

ADMINISTRATIVE REPORTS – Superintendent’s Report:

Superintendent Naomi Norman spoke about the following:

- **Superintendent Norman shared details about the candidates for the Michigan State Superintendent position.**
- **Superintendent Norman discussed what was covered at the Washtenaw Superintendent Association retreat held at Zoller Inc on August 12, 2025.**
- **Superintendent Norman reminded the Board that Opening Day will commence on August 18, 2025, and shared details of what will be covered throughout the day.**
- **Superintendent Norman shared that she had been invited to be part of an educator roundtable with Launch MI.**
- **Superintendent Norman shared that the CTE team have most of the materials ready for the CTE millage and the information campaign is in motion.**
- **Superintendent Norman shared her meeting with the Huron Valley Area Labor Federation regarding the CTE millage.**
- **Superintendent Norman discussed her experience at the 2025 Tri-County Educator conference.**
- **Superintendent Norman had the opportunity to be filmed for the tax credit received for High Point’s solar panels.**

RECESS TO CLOSED SESSION

The Board went into recess for Closed Session at 6:35 PM

RECONVENE TO OPEN SESSION

The Board reconvened to Open Session at 7:13 PM

ADJOURNMENT

The meeting was adjourned at 7:13 PM

Page 5 – Board Retreat – 07/30/2025

Respectfully submitted,

Dorcas Musili, Secretary
Washtenaw ISD Board of Education

Coversheet

Superintendent's Recommendations

Section:	VII. Consent Agenda
Item:	B. Superintendent's Recommendations
Purpose:	
Submitted by:	
Related Material:	New Hire_D. Stotler.pdf New Hire_J. Young.pdf New Hire_M. Fisher.pdf



DATE: Wednesday, August 6, 2025

TO: Cassandra D. Harmon-Higgins, Executive Director of Human Resources and Legal Services

FROM: Holly McCue, Special Education Coordinator; Christina Kujawa, Special Education Supervisor

RE: New Hire Recommendation – Diana Stotler, Curriculum Specialist

We would like to recommend Diana Stotler for employment as Curriculum Specialist. Diana has extensive experience as a school leader, instructional coach and work adapting curriculum aligned with state standards. She earned her Education Specialist in School Administration degree from Oakland University. Ms. Stotler has served as an elementary principal for Mt. Morris Consolidated Schools for the last 2 years.

If approved by the Board, Ms. Stotler's salary would be \$99,094, MA+30 Step 15. All other fringe benefits are set forth in the Unit 2 Collective Bargaining Agreement.

Please let any of us know if you require additional information.

Diana L. Stotler

Professional Experience

Mt. Morris Consolidated Schools, Mt. Morris, MI
Elementary Principal

2023-Present

Novi Christian Academy
Elementary Principal

2021-2023

Novi Community Schools, Novi, MI
Instructional Coach (2009-2021)
District/Community Liaison (2009-2021)
Literacy and English Learner Interventionist (2002-2009)
Elementary Classroom Teacher (1998-2002)

1998-2021

Lynchburg City Schools, Lynchburg, VA
Lower Elementary Classroom Teacher

1991-1998

Organizational Leadership

- Create a professional learning calendar, plan & deliver professional development relating to national standards, standards-based grading/ report cards, Literacy Essentials (GELN), writing (Writing Pathways), running records (Fountas & Pinnell Benchmark Assessment System), phonemic awareness (Heggerty), and Visible Thinking Routines
- DISC profile to facilitate successful teams, establish norms, and improve culture and climate
- Support staff in planning and instructional improvement through grade level and vertical curriculum alignment
- Conduct and lead book studies
- Complete teacher evaluations through formal observations and walkthroughs
- Cultivate relationships with all stakeholders
- Develop master schedules for core academic staff as well as fine arts teachers and ancillary staff
- Lead school improvement efforts
- Designing MTSS/RTI structures, processes, and procedures
- Facilitate data dig sessions with teachers to drive small group instruction
- Conduct weekly staff meetings
- Supplied K-12 special education teachers with resources and professional development focusing on Specially Designed Instruction (SDI)
- Represented the district in county and state organizations such as the Oakland County/MAISA unit development and the Michigan Early Literacy Coaching Network (LEO-Oakland)
- Supported English Language Learners through developing curriculum, serving as district & state assessment coordinator, and acting as lead teacher of ESL summer program
- Worked to build literary equity by developing leveled libraries with texts representing diverse learners
- Created/maintained district literacy sites including Jan Richardson Instructional Practices repositories
- Partnered with families including training parent volunteers and developing Family Literacy Workshops
- Support staff in planning and instructional improvement through focused coaching

Instructional Leadership

- Leadership member & facilitator of JEPL (Job-Embedded Professional Learning) Network - Oakland County
- Consulted with public school districts in partnership with county Literacy Consultants to support literacy initiatives and align instruction with best practices
- Facilitated grade-level learning lab observation teams using the Lesson Study Model
- Used Visible Thinking Routines & Protocols in facilitation and supported teaching staff in transferring practices of Cultures of Thinking within classroom practices
- Provided one-on-one coaching and mentorship for instructional staff
- Supported classroom teachers in navigating MTSS/RTI processes and implementing intervention strategies
- Modeled literacy lessons in various K-6 classrooms across the district
- Used data to create and implement targeted K-4 reading intervention & English learning support
- AdvancEd/Cognia Review Team member - multiple sites
- Presenter
 - Michigan Reading Association & Michigan Association for Computer Users in Learning
 - Assistive Technology, Technology Integration in Professional Learning, Self-Regulated Strategy Development, Formative Assessment, Literacy Coaching
 - Oakland County Best Practices Conference, Eastern Michigan Advanced Literacy Coaching Institute, Oakland Schools Formative Assessment, Galileo Leadership Conference
 - Learning Labs as Formative Assessment, Literacy Coaching, Ontological Coaching
- Learner/Participant
 - LETRS for Administrators course
 - Restorative Practices Training - Ali Hearn - *Genesee ISD*
 - Genesee Elementary Principal Network
 - Oakland Schools Principals' Learning Community
 - Oakland Schools New Principals' Leadership Institute
 - Coaching Literacy: Professional Learning Series K-3 Institute— *Michigan Department of Education*
 - Trained in Ontological, Cognitive Coaching, and Coaching 101
 - Michigan Association for Gifted Conference
 - Literacy Footprints Summer Institute: Guided Reading (Jan Richardson)
 - Cultures of Thinking School Leadership Cohort
 - Formative Assessment - *Oakland Schools ISD*
 - Writing: Writing Pathways, Blueprint for Exceptional Writing, Writing for Professional Growth
 - Eastern Michigan Writing Project - *Advanced Literacy Coaching Institute*
 - I-Ready K-12 Adaptive Diagnostic Tool
 - Disproportionality Social Justice Training
 - Nonviolent Crisis Intervention (CPI)

Community Involvement

- Volunteer/ Organizer of reading tutors for PAASN (Parents of African American Students in Novi)
- Coordinated summer reading materials for 400+ economically disadvantaged students yearly
- Built a collaborative partnership with local libraries focused on joint summer reading programs
- Secretary of the Willowbrook Community Homeowners Association
- Community Emergency Response Team (CERT)

Publications

Connected Classrooms: Teacher teams use protocols to observe and improve practice, Tools for Learning Schools, Vol. 18, No. 2, 2015, www.learningforward.org

The Four Resource Model: Critical in Literacy in the Time of the Common Core, Michigan Reading Journal, Vol. 48, No. 3, 2015

Education and Certifications

Ed. S. in Educational Leadership, *Oakland University*, 2007

M.A. in Reading and Language Arts, *Oakland University*, 2001

B.S. in Elementary Education (NK-8), *Liberty University*, 1991

Michigan Administrator Certificate - *Elementary & Secondary Admin K-12*

Michigan Professional Education Certificate -

Elementary K-5 All Subjects, Early Childhood Education Pre K- K, Reading Specialist K-12



TO: Naomi Norman, Superintendent; WISD Board of Education

FROM: Michelle Pogliano, Assistant Director for Early Intervention Services

DATE: 8/6/2025

RE: New Hire Recommendation – Good Start Social Worker

I would like to recommend Jenessa Young for the position of Good Start Social Worker. Jenessa received her master's degree in social work. Jenessa has 4 years' experience working as a School Social Worker in an Early Childhood Program within Lincoln Consolidated Schools.

If approved by the Board, Jenessa's salary will be \$77,490 (MA+30, Step 6). All other fringe benefits will be set forth in the Unit II contract.

Jenessa Young

She/Her/Hers

Education

University of Michigan, Ann Arbor, MI

Masters of Social Work (MSW), Interpersonal Practice with Child, Youth and Families

Specialization: School Social Work

April 2020

Eastern Michigan University, Ypsilanti, MI

Bachelors of Science (BS), Psychology

Minor: Sociology

April 2013

Professional Experience

Lincoln Consolidated Schools

Model Elementary and Early Childhood Center

School Social Worker

August 2020 - Current

- Provide direct and consultative social work services, including individual and group therapy, with a focus on play-based learning to support social and emotional development.
- Participate in initial and reevaluation of special education eligibility and services.
- Develop and implement functional behavior assessments and positive behavior support plans.
- Manage the building's Multi-Tiered System of Support process to maximize student achievement and support the social, emotional, and behavior needs of all students.
- Facilitate weekly clinical supervision for limited license School Social Workers.
- Provide special education social work services at Brick Elementary, Bishop Elementary, and Childs Elementary as needed.

Livingston Educational Service Agency

Early Childhood Center

Mental Health and Disabilities Intern

September 2019 - April 2020

- Developed and taught social-emotional lessons in Head Start and GRSP classrooms.
- Conducted functional behavioral assessments and implemented positive behavior intervention plans.
- Utilized screening and assessment tools, such as ASRS, BASC-3, Conners-EC, and DECA-C.
- Attended MET and IEP meetings for students on caseload.

University of Michigan Health System Children's Center

School Social Work Intern

September 2018 - April 2018

- Conducted classroom observations to identify tier 1, 2 and 3 behavioral intervention supports.
- Created and maintained a social-emotional resource and curriculum database.
- Co-facilitate reflective supervision groups for Children's Center employees.
- Presented at the 2019 University of Michigan Children's Centers Professional Development Conference.

University of Michigan School of Education

TeachingWorks Administrative Assistant

July 2016 - July 2020

- Supported the TeachingWorks faculty and staff to raise the quality of entry-level K-12 teaching.
- Manage, edit, and upload educational content and resources for the TeachingWorks Resource Library website.
- Created monthly expense reports and account reconciliation to ensure proper protocols are followed to ensure favorable audits and reviews.
- Organized scheduling of meetings, conferences, and events; locally and throughout the United States.

Ann Arbor YMCA

Family and Youth Program Coordinator

April 2015 – July 2016

- Coordinated daily activities for Child Watch and Family programs to ensure a positive and safe environment.
- Facilitated monthly family activities to build community engagement.
- Responsible for recruiting, interviewing, hiring and training employees; planning, assigning and directing work; appraising performance; addressing complaints and resolving issues.

Certifications

Certificate in Trauma-Informed Programs and Practices for Schools

University of Michigan, School of Social Worker, anticipated completion in July 2025

CPI Blue Card Certified

Nonviolent Crisis Intervention, September 2024

Comprehensive School Threat Assessment Guidelines

Washtenaw Intermediate School District, June 2022

Autism Diagnostic Observation Schedule Clinical Training

Sunfield Center for Autism, ADHD, and Behavioral Health, February 2021

Trauma-Informed Resilient Schools

Starr Commonwealth, April 2020

Bounce Back Program Training

Bounce Back an Elementary School Intervention for Childhood Trauma, October 2019

Additional Education Experience

Professional Learning Community (PLC) in Motion

Adlai E. Stevenson High School

Lincolnshire, IL - March 2025

Outrage to Action: Disrupting Inequity Through Teacher Education

TeachingWorks Strand, American Association of Colleges for Teacher Education Conference

Baltimore, MD - March 2018

Border Crossers Workshop: Building Anti-Racist Schools

Little Chairs Big Differences Annual Conference

Brooklyn, NY - October 2017



TO: Naomi Norman, Superintendent; WISD Board of Education

FROM: Jennifer Parrelly, High Point Principal

DATE: August 11, 2025

SUBJECT: New Hire Memo- SCI Teacher

I would like to recommend Madison Fisher for employment as a teacher in room 33 at High Point. Madison received a Master's Degree in Special Education from Grand Valley State University. Madison is currently employed as a teacher at Whitmore Lake Public Schools. If approved by the Board, Madison's salary will be \$73,955, step 4. All other fringe benefits are set forth in the unit two (2) contract.

CC: Cassandra Harmon-Higgins, Executive Director of Human Resources and Legal Services
Deborah Hester-Washington, Executive Director of Special Education

MADISON FISHER

MICHIGAN EDUCATOR

CERTIFICATION:

Michigan Test for Teacher Certification Elementary Education
Michigan Test for Teacher Certification Cognitive Impairment
Crisis Prevention Institute (CPI) Trained

EDUCATION:

Grand Valley State University, Allendale, MI

- Bachelors of Comprehensive Science and Arts for Teaching GPA:3.82
- Masters of Education in Special Education GPA:4.00
- Endorsements:
 - Cognitive Impairments
 - Learning Disabilities

EDUCATION EXPERIENCE:

Special Education Teacher (Self-Contained Classroom, CBI Focus)
Whitmore Lake High School | August 2023 – Present

- Designing Community-Based Instruction (CBI) to develop life and vocational skills.
- Developing Individualized Education Plans (IEPs) in collaboration with multidisciplinary teams.
- Lead transition planning to prepare students for future.
- Utilizing positive behavior management strategies to foster a supportive learning environment.
- Conducting ongoing progress monitoring to assess student growth and adapt instructional strategies.

Resource Room Teacher (Upper Elementary)
Whitmore Lake Elementary School | August 2022 – June 2023

- Provided small-group and individualized instruction to students with learning disabilities.
- Collaborated with general education teachers to adapt curriculum and support inclusive learning environments.
- Implemented data-driven interventions focused on academic, social, and behavioral skill development.
- Supported students in math, reading, writing, and executive functioning skills based on IEP goals.

Student Teacher (3rd Grade General Education)
Valley View Elementary School, Battle Creek, MI | August 2022 – December 2022

- Instructed math, reading, writing, science, social studies, and social-emotional learning (SEL) for up to 32 students.
- Designed differentiated instruction tailored to individual student needs.
- Created data-driven lesson plans to support student growth.
- Provided interventions and support services for high-needs students.

Student Teacher (Self-Contained Special Education – High School, CBI Focus)
Coopersville High School, Coopersville, MI | March 2022 – June 2022

- Taught students with moderate to severe cognitive impairments in a self-contained classroom.
- Led IEP meetings, conducted student assessments, and developed individualized intervention strategies.
- Implemented behavior management techniques and functional life skills instruction.
- Supervised and facilitated community-based instruction to enhance real-world learning experiences.

WORK EXPERIENCE:

Substitute Teacher

Pine Grove Learning Center, Wyoming, MI | January 2022 – Present

- Provided substitute teaching services, specializing in special education classrooms for students aged K-26.
- Integrated assistive technology to support student learning and communication.
- Assisted with personal care needs and individualized accommodations.

Camp Counselor

ExCEL Summer Camp | June 2022

- Mentored low-income students exploring careers in education and leadership.
- Led team-building exercises and facilitated college readiness workshops.

Camp Counselor

Timber Pointe Outdoor Center | May 2021 – August 2021

- Led specialized and accessible outdoor recreation programs for individuals with disabilities and children living in low-income households ages nine to adults.
- Activities facilitated: arts and crafts, boating, cooking, rock climbing, science, sensory play, and swimming

COMMUNITY EXPERIENCE:

Mary Free Bed Jr. Wheelchair Sports Camp Volunteer | 2018 – Present

- Provide individualized coaching in adaptive swimming for youth with disabilities.
- Support campers in developing independence and self-confidence in sports.

Students for Special Olympics Advocacy Member | 2019 – 2021

- Built relationships between GVSU students and Area 12 Special Olympics teams
- Organized volunteer recruitment for Special Olympics practices and events.
- Participated in annual fundraising efforts such as the Holland Polar Plunge.

Council for Exceptional Children Secretary and Treasurer | 2019 – 2020

- Advocated for students with disabilities
- Coordinated presentations by professionals in multiple fields
- Managed club website
- Created and maintained the club budget
- Ensured accurate and up-to-date records for the club's bank account

KEY SKILLS:

- Community-Based Instruction
- Data-Driven Instruction
- Whole-Child Approach
- Collaboration
- Patient
- Mindful
- Positive Classroom

Coversheet

Superintendent's Recommendations

Section:	VII. Consent Agenda
Item:	C. Superintendent's Recommendations
Purpose:	
Submitted by:	
Related Material:	Resignation_C. Lindemer.pdf Resignation_J. Bishop.pdf Resignation_K. Vespa.pdf Resignation_S. Smarsik.pdf



TO: Naomi Norman, Superintendent; WISD Board of Education

FROM: Cassandra Harmon-Higgins, Esq. Executive Director of Human Resources

DATE: August 26, 2025

RE: Resignation Notification

Attached please find Christa Lindemer's letter of resignation, effective September 2, 2025. Christa has been employed with the WISD since January 16, 2020, as a Social Worker.

The Administration recommends that the Board accepts Christa's letter of resignation. We wish her well in her future endeavors.

CC: Cherie Vannatter, Deputy Superintendent
Brian Marcel, Associate Superintendent
File

Nicole Hubler

From: Cassandra Harmon-Higgins
Sent: Wednesday, August 13, 2025 8:59 PM
To: Nicole Hubler; Rachel Antosh; Rebecca Muessig
Cc: Traci Talley; LaShonda Taylor; Karen Waitz; Becky Mullins
Subject: URGENT - Resignation (Please read in full)

Christa Lindemer - Eff. 9/2/25

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From: Naomi Norman <nnorman@washtenawisd.org>
Sent: Wednesday, August 13, 2025 6:14 PM
To: clindemer@washisd.net <clindemer@washisd.net>; Lynette Arons <LArons@washtenawisd.org>
Cc: Deborah Hester-Washington <washington@washtenawisd.org>; Cherie Vannatter <cvannatter@washtenawisd.org>; Cassandra Harmon-Higgins <charmonhiggins@washtenawisd.org>
Subject: Re: Resignation (Please read in full)

Christa,

This sounds like a very exciting opportunity to do truly meaningful and important work. I can see why it was so attractive to you.

I hope you love it and are able to make a huge impact on the young people in the justice system along with their families.

When the time comes you will always be welcome to reapply for positions here at WISD. Thank you for your service with us.

Take care and good luck,

Naomi

Naomi Norman, *Superintendent*
Washtenaw ISD

Office: 734-994-8100 ext. 1300
Mobile: 734-660-9709
1819 S. Wagner Road, PO Box 1406
Ann Arbor, MI 48106-1406
nnorman@washtenawisd.org
www.washtenawisd.org

From: Christa Lindemer <clindemer@washisd.net>
Date: Wednesday, August 13, 2025 at 5:03 PM
To: Lynette Arons <LArons@washtenawisd.org>
Cc: Deborah Hester-Washington <washington@washtenawisd.org>, Naomi Norman <nnorman@washtenawisd.org>
Subject: Resignation (Please read in full)

Dear All,

I am reaching out today to resign from my position of School Social Worker at the WISD effective September 2, 2025. Lyn, I wanted to talk to you on the phone or in person before sending an email but in the interest of time and possibly being able to get somebody else in the position sooner, I am sending this now. Please KEEP READING!

As of last night, I have accepted an unexpected, but exciting temporary position at the University of Michigan that is grant funded for the next two years. This position is through the Law School working with the Juvenile Justice Clinic as a social worker supporting young people who are involved in the court system or incarcerated. One part of the job will be working with the young people and their families to connect them to important resources, provide social emotional support and team with their advocates to make sure that they are getting top notch representation regardless of their capacity to pay for it. The other part of the job will be training current and future lawyers, judges and other advocates statewide to be more knowledgeable about child development and the impacts of abuse, poverty and trauma. My hope is to create some systemic change on a larger scale to keep young people out of jail and help their lawyers understand how to support them more holistically for better outcomes.

When I heard about this opportunity a few weeks ago I was in shock at how closely it aligns with my values and had to explore it. I'm still in shock but it's happening.

With that said, I am taking a significant pay cut and will be supplementing my income in other ways, but this is how important it is to me to explore the opportunity. There is a very real possibility that I could be returning to the WISD in two years saying "remember me??" I hope that I have shown my commitment to this organization and love for students, families and colleagues in my time here as a TA and social worker such that you might welcome me back!

I will be there on opening day and hope to talk with Lyn soon about my schedule for the rest of August how I can support a positive transition for students. Thank you for your understanding, support and reading to the end.

In Gratitude,

Christa

p.s. Please let me know if I need to direct this letter to anybody else and I will do so as soon as possible.

p.p.s. Lyn, you have been an exceptional supervisor and I will communicate all the sappy things when I can hug you! Please accept my apologies for delivering this news via email.

--

Pronouns: She/Her/Hers

School Social Worker

Washtenaw Intermediate School District

Email: clindemer@washisd.net

Phone: 734.994.8100 ext. 2174

"Remember to imagine and craft the worlds you cannot live without, just as you dismantle the ones you cannot live within." -Ruha Benjamin



TO: Naomi Norman, Superintendent; WISD Board of Education

FROM: Cassandra Harmon-Higgins, Esq. Executive Director of Human Resources

DATE: August 26, 2025

RE: Resignation Notification

Attached please find Jesse Bishop's letter of resignation, effective September 1, 2025. Jesse has been employed with the WISD since March 12, 2025, as a Teaching Assistant at Young Adult Red Oak.

The Administration recommends that the Board accepts Jesse's letter of resignation. We wish him well in his future endeavors.

CC: Cherie Vannatter, Deputy Superintendent
Brian Marcel, Associate Superintendent
File

Nicole Hubler

From: Jesse Bishop
Sent: Monday, August 18, 2025 9:05 PM
To: Cassandra Harmon-Higgins
Cc: Naomi Norman; Cherie Vannatter; Brian Marcel; Deborah Hester-Washington; Chandra Dumas; Nicole Hubler
Subject: Re: Jesse Bishop-New employment opportunity

Hi, the end date is Monday, September 1st, as the start date for new employment is Tuesday, September 2nd.

Thank you,
Jesse Bishop

Sent from my Verizon, Samsung Galaxy smartphone
Get [Outlook for Android](#)

From: Cassandra Harmon-Higgins <charmonhiggins@washtenawisd.org>
Sent: Monday, August 18, 2025 5:27:06 PM
To: Jesse Bishop <jbishop@washtenawisd.org>
Cc: Naomi Norman <nnorman@washtenawisd.org>; Cherie Vannatter <cvannatter@washtenawisd.org>; Brian Marcel <bmarcel@washtenawisd.org>; Deborah Hester-Washington <washington@washtenawisd.org>; Chandra Dumas <cdumas@washtenawisd.org>; Nicole Hubler <nhubler@washtenawisd.org>
Subject: RE: Jesse Bishop-New employment opportunity

Jesse,
Thank you for reaching out; the email is sufficient with an end date. Connecting you with a HR Team member that can assist you if you have additional questions.

Cassandra D. Harmon-Higgins, Esq.
Executive Director, Human Resources and Legal Services
Washtenaw Intermediate School District (WISD)
1819 South Wagner Rd.
Ann Arbor, Michigan 48106-1406
Telephone: (734)994-8100 ext. 1311
HR Confidential Fax: (734)994-1629

"Live as if you were to die tomorrow. Learn as if you were to live forever." - Mahatma Gandhi



AND "...*just keep swimming!*" – Dory

CONFIDENTIAL: This email is intended solely for the above-mentioned recipient(s) and it may contain confidential information. Please do not forward this email to others or copy it without receiving prior consent. If you have received it in error, notify me immediately and delete the email.

From: Jesse Bishop <jbishop@washtenawisd.org>
Sent: Monday, August 18, 2025 4:37 PM
To: Cassandra Harmon-Higgins <charmonhiggins@washtenawisd.org>
Subject: Jesse Bishop-New employment opportunity

Hi, my name is Jesse Bishop, a teaching assistant at Red Oak YA program.
I am reaching out because I am came across a new employment opportunity and was wondering--
is there a specific way I can submit a 2 week notice of leaving the wisd employment?

Thank you!

Jesse Bishop

Sent from my Verizon, Samsung Galaxy smartphone
Get [Outlook for Android](#)



TO: Naomi Norman, Superintendent; WISD Board of Education

FROM: Cassandra Harmon-Higgins, Esq. Executive Director of Human Resources

DATE: August 26, 2025

RE: Resignation Notification

Attached please find Kirstin Vespa letter of resignation, effective August 18, 2025. Kristin has been employed with the WISD since February 21, 2023, as a Flex Teacher.

The Administration recommends that the Board accepts Kristin's letter of resignation. We wish her well in her future endeavors.

CC: Cherie Vannatter, Deputy Superintendent
Brian Marcel, Associate Superintendent
File

August 18, 2025

Dear Ms. Norman, Ms. Hester- Washington, Ms. Paschall and Ms. Hubler-

I am writing to inform you that I am resigning my position as flex teacher at High Point School effective immediately. I am resigning from my position because I have decided to return to teaching Physical Education. Thank you for the opportunity to work for the Washtenaw Intermediate School District. It has truly been an amazing learning experience.

Sincerely,

Kristin Vespa



TO: Naomi Norman, Superintendent; WISD Board of Education

FROM: Cassandra Harmon-Higgins, Esq. Executive Director of Human Resources

DATE: August 26, 2025

RE: Resignation Notification

Attached please find Stephanie Smarsik's letter of resignation, effective August 18, 2025. Stephanie has been employed with the WISD since May 22, 2023, as a Teaching Assistant at Progress Park.

The Administration recommends that the Board accepts Stephanie's letter of resignation. We wish her well in her future endeavors.

CC: Cherie Vannatter, Deputy Superintendent
Brian Marcel, Associate Superintendent
File

Nicole Hubler

From: Stephanie Smarsik <:ssmarsik@washisd.net>
Sent: Monday, August 18, 2025 7:46 AM
To: Tracye Johnson; Cassandra Harmon-Higgins; Regina Roza; Becky Mullins; Nicole Hubler; Rachel Antosh; Jeana Austin
Subject: Resignation

To whom it may concern,

As of today August 18th 2025 I am putting in my resignation from the WISD. With child care expenses for a new born at this time it makes the most financial sense for me to stay home with my daughter.

Thank you
Stephanie Smarsik

Coversheet

Superintendent's Recommendations

Section:	VII. Consent Agenda
Item:	D. Superintendent's Recommendations
Purpose:	
Submitted by:	
Related Material:	Retirement_A. Hockenberry.pdf



TO: Naomi Norman, Superintendent; WISD Board of Education

FROM: Cassandra Harmon-Higgins, Esq. Executive Director of Human Resources

DATE: August 26, 2025

RE: Retirement Notification

Attached please find Ann Hockenberry's retirement letter, effective August 31, 2025. Ann has been employed with the WISD since April 28, 2001, first as a Teacher at Progress Park and most recently as a Teacher Consultant at Whitmore Lake.

The Administration recommends that the Board accepts Ann's letter of retirement. We wish her well in her future endeavors.

CC: Cherie Vannatter, Deputy Superintendent
Brian Marcel, Associate Superintendent

Nicole Hubler

From: Ann Hockenberry
Sent: Wednesday, August 13, 2025 3:59 PM
To: Nicole Hubler; Deborah Hester-Washington; Omobola Akintunde; Cassandra Harmon-Higgins
Subject: Retirement

To whom it may concern:

I have decided to retire effective August 31, 2025. My last day of work was June 6, 2025. I have enjoyed my time with the ISD and am grateful for the professional learning opportunities I've been given. I have always been proud of working as a part of Washtenaw Intermediate School District.

Sincerely,

Ann Hockenberry
WISD, Teacher Consultant

If there is any other information needed to process my retirement paperwork, please let me know.
Get [Outlook for iOS](#)

Coversheet

Superintendent's Recommendations

Section:	VII. Consent Agenda
Item:	E. Superintendent's Recommendations
Purpose:	
Submitted by:	
Related Material:	New Dexter PAC Board Memo.pdf Dexter Board Packet - McClain.pdf



MEMORANDUM

DATE: August 26, 2025

TO: Ms. Naomi Norman, Superintendent, and the Board of Education

FROM: Deborah Hester-Washington, Executive Director of Special Education *djh*

RE: **New PAC Member for Dexter Community Schools**

Per the attached Board of Education minutes, Dexter Community Schools recommends the appointment of Kevin McClain, a parent, to the WISD Parent Advisory Committee (PAC).

I request that the WISD Board of Education act on this nomination and consider his appointment to the PAC. The term of office for Mr. McClain would run through July 31, 2026.

Thank you for your consideration in this recommendation.

BOARD OF EDUCATION MEETING PACKET

November 18, 2024

7:00pm

Bates Boardroom



Our Vision:
Champion Learning –
Develop, Educate, and Inspire!



BOARD OF EDUCATION MEETING
MONDAY, NOVEMBER 18, 2024 – 7:00 P.M.
BATES BOARDROOM
2704 BAKER RD. DEXTER MI 48130
734-424-4100

This meeting is a meeting of the Board of Education in public for the purpose of conducting the School District's business and is not to be considered a public community meeting. There is time for public participation during the meeting as indicated in the agenda below. Upon request to the Superintendent the District shall make reasonable accommodation for a person with disabilities to be able to participate in this meeting.

MEETING AGENDA

- | | |
|--|--|
| <p>A. CALL TO ORDER – Roll Call</p> <p>B. MEETING MINUTES (11/4/2024)</p> <p>C. APPROVAL OF AGENDA</p> <p>D. SCHOOL PRESENTATIONS - none</p> <p>E. <u>PUBLIC PARTICIPATION</u> (up to ~30 minutes/max 5 per person)</p> <p>F. ADMINISTRATIVE & BOARD UPDATES</p> <ol style="list-style-type: none"> 1. Superintendent 2. Board President 3. Student Representatives <p>G. CONSENT ITEMS</p> <ol style="list-style-type: none"> 1. Budget Report 2. Personnel – Retirement <p>H. ACTION ITEMS</p> <ol style="list-style-type: none"> 1. Approve MASB Classes 2. Rename DHS Course 3. WISD Special Education PAC Representatives 4. DEA Letter of Agreement | <ol style="list-style-type: none"> 5. DAA Letter of Agreement 6. DESPA Letter of Agreement 7. WWBDAMA Letter of Agreement 8. Individual/Non-Affiliated Staff Off-Schedule Payment 9. Update Administrator Salary Schedule 10. Schedule Superintendent Evaluation <p>I. DISCUSSION ITEMS</p> <ol style="list-style-type: none"> 1. Amend BOE Meeting Calendar 2. Construction Bond Timeline 3. DHS Course Proposal <p>J. <u>PUBLIC PARTICIPATION</u> (up to ~15 minutes/max 3 per person)</p> <p>K. BOARD COMMENTS</p> <p>L. INFORMATION ITEMS</p> <ol style="list-style-type: none"> 1. Finance Minutes 10/21/2024 2. SEAB Minutes 11/6/2024 <p>M. CLOSED SESSION</p> <p>N. ADJOURNMENT</p> |
|--|--|

CALENDAR

*December 16, 2024 - Board Meeting - 7:00 pm Bates Boardroom

Public Participation Policy 2504: *Those interested in making a public comment will be asked to raise their hands so the time may be divided equally. Each speaker will be asked to announce his/her name and address and indicate if he/she represents any organization or agency. No person may speak more than once on the same subject during a single meeting.*

BOARD OF EDUCATION MEETING NOTES NOVEMBER 18, 2024

A. CALL TO ORDER

1. Roll Call

B. MEETING MINUTES

- * An appropriate motion might be, "I move that the Board of Education approve the attached meeting minutes from November 4, 2024 as presented/amended."

C. APPROVAL OF AGENDA

Board policy provides that the Superintendent of Schools shall prepare an agenda for all Board meetings as directed by the President of the Board of Education.

- * An appropriate motion might be, "I move that the Board of Education approve the agenda as presented/amended."

D. SCHOOL PRESENTATIONS – none

E. PUBLIC PARTICIPATION (full guidelines at link)

Each speaker is allotted a maximum of 5 minutes for a total of approximately 30 minutes unless otherwise notified. At this point in the meeting, those interested in making a public comment will be asked to raise their hands so the time may be divided equally. Each speaker will be asked to announce their name and district of residence and indicate if they represent any organization or agency. No person may speak more than once on the same subject during a single meeting nor yield their time to another speaker. The Board does not respond to comments during the meeting. Those wishing to receive a personal response from the Board or Superintendent must complete a [public comment form](#) available at the meeting entrance and on our website.

F. ADMINISTRATIVE & BOARD UPDATES

1. Superintendent
2. Board President
3. Student Representatives

G. CONSENT ITEMS

Consent items are typically approved in bulk.

1. Budget Report

Your packet includes summary financial information for October, 2024.

2. Personnel – Retirement

Your packet includes a retirement letter from Dennis Stockwell, effective at the end of this school year.

- * An appropriate motion might be, "I move that the Board of Education approve the consent items in bulk."

BOARD OF EDUCATION MEETING NOTES NOVEMBER 18, 2024

H. ACTION ITEMS

1. MASB Training

Board Policy 2305 provides for board member attendance at training classes and conferences with the District covering allowable expenses. Typically the Board approves in advance trustee attendance at up to six MASB classes every six months. The MASB/MASA Winter Institute will take place February 7 & 8 online and offers a concentrated selection of CBAs. MDE currently reimburses districts \$100 per class for eligible classes. Your packet includes a schedule for the Winter Institute which indicates reimbursable courses. The Board previously authorized funds for the newly elected trustees to begin taking classes prior to being seated.

- * An appropriate motion might be, "I move that the Board approve the cost of tuition and travel expenses for each trustee, including taking office January 1, 2025, to attend up to six MASB classes between now and June 30, 2025."

2. Rename DHS Course

Your packet includes an Executive Summary from Executive Director of Instruction Ryan Bruder regarding a request to update the DHS course name of "Outdoor and Recreation Management" to "Sports and Recreation Management."

- * An appropriate motion might be, "I move that the Board of Education approve the renaming of DHS course 'Outdoor and Recreation Management' to 'Sports and Recreation Management.'"

3. Appoint WISD Special Education PAC Representatives

Your packet includes a memo from Director of Special Education Anne Nakon regarding the appointment of two Dexter parents to the WISD Parent Advisory Committee (PAC).

- * An appropriate motion might be "I move that the Board of Education appoint Katie Stepaniak and Kevin McClain to serve individual two-year terms on the WISD Special Education Parent Advisory Committee as the DCS representatives."

4. DEA Letter of Agreement

Your packet includes an executive summary and Letter of Agreement (LOA) regarding a one-time, off-schedule payment to DEA members.

- * An appropriate motion might be, "I move that the Board of Education approve the attached Letter of Agreement regarding a one-time, off-schedule payment to DEA members."

5. DAA Letter of Agreement

Your packet includes an executive summary and Letter of Agreement (LOA) regarding a one-time, off-schedule payment to DAA members.

**BOARD OF EDUCATION MEETING NOTES
NOVEMBER 18, 2024**

- * An appropriate motion might be, "I move that the Board of Education approve the attached Letter of Agreement regarding a one-time, off-schedule payment to DAA members."
- 6. DESPA Letter of Agreement
Your packet includes an executive summary and Letter of Agreement (LOA) regarding a one-time, off-schedule payment to DESPA members.
- * An appropriate motion might be, "I move that the Board of Education approve the attached Letter of Agreement regarding a one-time, off-schedule payment to DESPA members."
- 7. WWBDAMA Letter of Agreement
Your packet includes an executive summary and Letter of Agreement (LOA) regarding a one-time, off-schedule payment to WWBDAMA members.
- * An appropriate motion might be, "I move that the Board of Education approve the attached Letter of Agreement regarding a one-time, off-schedule payment to WWBDAMA members."
- 8. Individual/Non-Affiliated Off-Schedule Payment
Your packet includes an executive summary regarding a one-time, off-schedule payment to Individual/Non-Affiliated Contract employees.
- * An appropriate motion might be, "I move that the Board of Education approve a one-time, off-schedule payment of \$400 to Individual/Non-Affiliated Contract employees."
- 9. Update Administrator Salary Schedule
Your packet includes an updated Administrative Salary Level Recommendations memo. This was originally approved by the Board on May 20, 2024; Sharon Raschke was inadvertently left off the list at that time. The updates to the memo are in bold.
- * An appropriate motion might be, "I move that the Board of Education approve the attached, updated Administrator Salary Level list."
- 10. Schedule Superintendent Evaluation
It is time to schedule the Superintendent's annual evaluation. December 16th has been proposed. Dr. Timmis has requested that his evaluation be conducted in closed session per MCL 15.268(a).

BOARD OF EDUCATION MEETING NOTES NOVEMBER 18, 2024

I. DISCUSSION ITEMS

1. Amend Board of Education Meeting Calendar

There is currently one January 2025 meeting scheduled for January 27th and two scheduled in February, with one being a workshop. Due to business that will be coming before the Board, another January meeting needs to be added. Additionally, there has been a request to move the workshop scheduled for February 24th to February 10th and have the 24th be a regular meeting. Your packet includes the current meeting schedule.

Please check your calendars for availability. January additional meeting date options are:

- January 8th
- January 9th
- January 21st
- January 22nd

If the Board is able to reach consensus, it would be appropriate to act now. In that case, an appropriate motion might be "I move that the Board of Education add a meeting on January _____, and swap the meeting and workshop dates in February." Otherwise, this item can return for action at the December 16th meeting.

2. Construction Bond Timeline

At the November 4, 2024 meeting, the Board learned about the Bond Steering Committee's [work and recommendations](#). Following discussion, the Board requested more information about what would be involved with pursuing a May 2025 construction bond ballot proposal.

Your packet contains a timeline for a May ballot proposal and sample documents from the 2017 construction bond to illustrate the various steps in the process:

- Page 1: timeline to get a bond proposal on the May 5, 2025 ballot.
- Pages 2 & 3 - these are from the August 2017 bond proposal. This document is an example of what you would be asked to approve on December 16, 2024 as the "Application for Preliminary Qualification to the Department of Treasury" if the Board decides to go forward with the May ballot.
- Pages 4, 5, 6, and 7 - also from the August 2017 bond proposal. This document is an example of what you will be asked to approve on January 27, 2025 if the board decides to go forward with the May ballot. It will also include ballot language (example on Page 7).

All of the documents will be written by the attorneys from Miller Canfield based on the application the architects complete (TMP). The application will include what the board requests it to include. The starting point would be the committee's recommendation. The board can discuss any additions, deletions, or changes.

BOARD OF EDUCATION MEETING NOTES NOVEMBER 18, 2024

3. DHS Course Proposal

Your packet includes a proposal for a new DHS course: *Chinese Mandarin III*. Staff will be present to share information about the proposal. This item is presented for discussion only this evening.

J. PUBLIC PARTICIPATION (up to ~ 15 minutes/max 3 per person)

Each speaker is allotted a maximum of 3 minutes for a total of 15 minutes unless otherwise notified. At this point in the meeting, those interested in making a public comment will be asked to raise their hands so the time may be divided equally. Each speaker will be asked to announce their name and district of residence and indicate if they represent any organization or agency. No person may speak more than once on the same subject during a single meeting nor yield their time to another speaker. The Board does not respond to comments during the meeting. Those wishing to receive a personal response from the Board or Superintendent must complete a [public comment form](#) available at the meeting entrance and on our website.

K. BOARD COMMENTS

M. INFORMATION ITEMS

1. Finance Minutes 10/21/2024
2. SEAB Minutes 11/6/2024

N. CLOSED SESSION - none planned

O. ADJOURNMENT

**DEXTER COMMUNITY SCHOOLS
BOARD OF EDUCATION MEETING MINUTES
NOVEMBER 4, 2024**

A. CALL TO ORDER – 7:00pm

1. Roll Call

Members Present: Daniel Alabré, Elise Bruderly, Mara Greateorex, Jennifer Kangas, Dick Lundy, Melanie Szawara; Student Representatives Marty Watson and Claire Beneteau

Members Absent: Brian Arnold

Administrative & Supervisory Staff: Ryan Bruder, Barb Leonard, Craig McCalla, Hope Vestergaard

Guests: Mike Cipolla, Dawn Gilbert, Kayla Harris, Dave Larson, Gail Allevato, Jeff Tuley, Greg Brand, Jerry Brand, Chris Oz, Kate McAllister, Luke Saski, Xavier Fields, Melanie McIntyre, BRad Cutter, Kelly Parachek, Jodi Kniestadt, Breanna Jackson

B. MEETING MINUTES

Melanie Szawara made a motion to approve the meeting minutes from 10/21/2024 as presented. Mara Greateorex seconded the motion. **Motion Carried (unanimous).**

C. APPROVAL OF AGENDA

Mara Greateorex made a motion to approve the agenda as amended. Jennifer Kangas seconded the motion. **Motion Carried (unanimous).**

D. SCHOOL PRESENTATIONS

1. Bond Steering Committee

Steering Committee Members Kelly Parachek, Jodi Kniestadt, and Brad Cutter shared a presentation summarizing the Bond Steering Committee's work and recommendations to the Board. In the spring, the district asked the community for volunteers to serve on the committee. The Bond Steering Committee was comprised of community members, parents, and staff who met since August to review the district facility analysis that was conducted by independent engineers and architects along with the externally facilitated program analysis featuring the needs of the buildings to serve the student programming opportunities. The Committee presented recommendations to the DCS Board for consideration based on their analysis and long-term visioning for DCS facilities.

Trustees had the opportunity to ask preliminary questions for committee members to answer during the planned later discussion on this topic.

E. PUBLIC PARTICIPATION

1. Craig McCalla, German Exchange Coordinator, shared some highlights of the ten-day visit to Dexter that students from our partner school, Aventinus Gymnasium in Burghausen, just completed.

**DEXTER COMMUNITY SCHOOLS
BOARD OF EDUCATION MEETING MINUTES
NOVEMBER 4, 2024**

F. ADMINISTRATIVE & BOARD UPDATES

1. Superintendent Update.

- a. Parent-Teacher Conferences are happening this week.
- b. Dr. Timmis thanked the board trustee candidates in attendance for being willing to serve the District and wished them luck in the election.

2. Board President Update

Board President Elise Bruderly noted that there is a Community Chat scheduled for November 18th.

3. Student Representatives Update

Claire Beneteau noted that Wylie has a new PALS program; Wylie classes are doing a collaboration with the senior center again this year; fall sports are wrapping up and winter ones will be starting; the Media Center renovation looks great.

Marty Watson noted that boys cross country competed at States on November 2nd, placing 16th in the state; Julian Linebaugh placed 23rd in the state; Football is rolling along into playoffs; Parent-Teacher conferences are happening this week. Marty also shared that he met with DHS Assistant Principal Rachel Hervey to discuss suggestions to improve Advisory Period.

G. CONSENT ITEMS – none

H. ACTION ITEMS

1. 21f Plan Approval

The Board briefly discussed updates to the proposed 21f Virtual Learning Plan which is required by the state. The plan now specifies that DCS will only use it for seniors on state testing days.

Melanie Szawara made a motion that the Board of Education approve the attached Virtual Learning Plan dated 11-4-2024 for the 2024-2025 school year. Daniel Alabré seconded the motion. **Roll Call Vote. Motion Carried (unanimous).**

I. DISCUSSION ITEMS

1. Bond and Facility Improvement Discussion

Trustees had a robust discussion about their impressions of the Bond Steering Committee's work and recommendations. Trustees expressed appreciation and recognition of the thoroughness of the work of the committee and asked clarifying questions about the steering committee decision-making process; the scope of work at individual buildings and across the campus; necessary change management to support school operations; sustainable construction practices; potential for plan adjustments; community needs; financial considerations; and the timeline to put a construction bond proposal on the ballot next May, August,

**DEXTER COMMUNITY SCHOOLS
BOARD OF EDUCATION MEETING MINUTES
NOVEMBER 4, 2024**

or November. Based on their discussion, the Board consensus was that they would like to receive additional information about what the timeline for a May ballot might look like and entail, for discussion at the November 18th meeting.

J. PUBLIC PARTICIPATION - none

K. BOARD COMMENTS

1. Melanie Szawara noted that ABCD is doing a Rising Tide Raffle for \$3,000.
2. Jennifer Kangas shared that she and Mara Greatorex attended the MASB Delegate Assembly October 24 in Lansing and it was interesting, as always. Jennifer also attended the full conference and some CBA classes and highly recommended the conference to other trustees. Kangas also noted the superintendent evaluation tool has been updated by the legislature this year and trainings are ongoing for trustees to complete prior to the Superintendent's Evaluation in December.
3. Daniel Alabré thanked the Bond Steering Committee for all their work and great presentation. He also noted that Field Hockey did not get the State Champion three-peat they were hoping for, but noted that second in the state is pretty good.
4. Mara Greatorex shared that she was part of the Steering Committee and said it was exciting and informative to be part of the process. She also shared that it has been satisfying to see DHS students at their Wellness Center class, and noted that she recently had the experience of seeing high school students using the facilities, followed by Wylie third grade students coming into the Senior Center for their collaboration. She said it was a pleasure to see this truly multigenerational center in action. Greatorex also noted that Dexter once again beat Chelsea in the Ed Foundation Rivalry, and said that everyone wins because these funds provide curricular opportunities for all students.

L. INFORMATION ITEMS

1. SEAB Minutes 10/16/2024

M. CLOSED SESSION - none

N. ADJOURNMENT

At approximately 8:33pm, President Elise Bruderly adjourned the meeting.

MINUTES/hlv

Daniel Alabré
Secretary, Board of Education

MEMORANDUM



DEXTER
COMMUNITY
SCHOOLS

From: Anne Nakon, Director of Special Education

Re: Nomination of Dexter Parents to WISD Special Education Parent Advisory Committee

Date: 11/6/24

Parents are not just spectators in their child's education; they are essential partners in a journey that shapes futures. Parent involvement in a child's education is valued in every public school. This involvement takes many forms at differing levels. One of the many opportunities for involvement in the education of our students is through the Washtenaw Intermediate School District's Parent Advisory Committee (PAC). The WISD PAC serves an important advisory role in the county's Special Education plan. Dexter Community Schools is responsible for appointing two representatives to the PAC for 2-year terms. The PAC meets approximately one night per month from 6:30 p.m. - 8:30 p.m. at the WISD Teaching and Learning Center on Wagner Road.

Last spring, an interest survey was sent to parents asking for interest in being involved in the PAC. This fall, an email was sent to all parents who had expressed interest and five parents expressed interest in serving as a PAC representative. Each parent who expressed interest met with Director of Special Education Anne Nakon and current PAC Representative Katie Stepaniak, to discuss this opportunity in more detail. All five would be great representatives, however DCS is only permitted two spots on the WISD Special Education PAC. After careful consideration, Kevin McClain was selected for the open position.

Katie Stepaniak has opted to renew her 2-year term. DCS Parent Kevin McClain is recommended to serve a two-year term on the WISD Special Education Parent Advisory Committee as the DCS representatives.

A suggested motion might be, "I move that the Board of Education appoint DCS Parents Katie Stepaniak and Kevin McClain to serve individual two-year terms on the WISD Special Education Parent Advisory Committee as the DCS representatives."

Coversheet

Superintendent's Recommendations

Section: VII. Consent Agenda
Item: F. Superintendent's Recommendations
Purpose:
Submitted by:
Related Material:

- Early Literacy Coaching Contract Memo 25_26.pdf
- WISD Contractor Form Packet - Company_Ann Arbor EL Coach 25-26.pdf
- WISD Contractor Form Packet - Company_Chelsea EL Coach Draft 25-26.pdf
- WISD Contractor Form Packet - Company_Dexter EL Coaching Contract 25-26.pdf
- WISD Contractor Form Packet - Company_Lincoln EL Coach 25-26.pdf
- WISD Contractor Form Packet - Company_Manchester EL Coach 25-26.pdf
- WISD Contractor Form Packet - Company_Milan EL Coach 25-26.pdf
- WISD Contractor Form Packet - Company_Saline EL Coach 25-26.pdf
- WISD Contractor Form Packet - Company_Whitmore Lake EL Coach 25-26.pdf
- WISD Contractor Form Packet - Company_Ypsilanti EL Coach 25-26.pdf



TO: Naomi Norman, Superintendent; WISD Board of Education

FROM: Amy Olmstead-Brayton, Supervisor of Instruction, Achievement Initiatives

DATE: Aug 19, 2025

SUBJECT: Early Literacy Coaching Contract with Washtenaw County Schools

We recommend that the WISD Board of Education approve contracts with Ann Arbor Public Schools, Chelsea School District, Dexter Community Schools, Lincoln Consolidated School District, Manchester Community Schools, Milan Area Schools, Saline Area Schools, Whitmore Lake Public Schools, and Ypsilanti Community Schools to provide an early literacy coach to each district for the 2025-2026 school year at a cost not to exceed \$50,000.00.

Ann Arbor Public Schools, Chelsea School District, Dexter Community Schools, Lincoln Consolidated School District, Manchester Community Schools, Milan Area Schools, Saline Area Schools, Whitmore Lake Public Schools, and Ypsilanti Community Schools will each provide an early literacy coach (PreK-3) who will join the Washtenaw County Coaching Collaborative (WC3) professional learning network. The coach will support their district's teachers in implementing the Essential Instructional Practices in Early Literacy. The funding source is a Michigan Department of Education Early Literacy Coaching Grant, which aligns with our commitment to high-quality literacy instruction for all.

The \$50,000.00 cost covers time for coaching services from the date of contract approval through June 30, 2026. Erica Rodriguez-Hatt, Coordinator for Early Literacy and Literacy Coaching Initiatives, and Angela Cheek-Welch, Coordinator for Early Literacy and Dyslexia, will supervise the coach's work. This contract will advance early literacy, a key priority in our EISJ policy. Additionally, improving early literacy outcomes for all students regardless of race, gender, or socioeconomic status supports our equity, inclusion, and social justice commitments. Early intervention can help close achievement gaps and ensure all students are reading proficiently by third grade.

CC: Dr. Jennifer Banks, Director of Instruction



WASHTENAW INTERMEDIATE SCHOOL DISTRICT CONTRACTED SERVICES AGREEMENT - COMPANY

This agreement is made this 1st day of September, 2025 by and between Washtenaw Intermediate School District, hereinafter referred to as WISD or District, and the Ann Arbor Public Schools, hereinafter referred to as Contractor.

It is the intention of the parties hereto to enter into an Agreement defining the nature and extent of the duties to be performed by the Contractor, the place where the services are to be performed and the time limitation on the performance of the duties.

SECTION I – SCOPE OF SERVICES

Now, therefore, in consideration of payment to the Contractor of the sums specified in Section II, the Contractor does hereby agree as follows:

1. The Contractor shall commence performance of the duties in Section I, Number 2 no earlier than September 1, 2025. Once this contract is implemented, the ending date for providing services shall be June 30, 2026.
2. The Contractor agrees to perform the following duties and any necessary tasks incident to full performance of the described duties:

Description of Services:

The WISD's Mission is to promote the continuous improvement of achievement for every student while providing high-quality service to our customers through leadership, innovation, and collaboration.

The WISD's Vision is to be a leader in empowering, facilitating, and delivering high-quality, boundary-spanning, educational system that educates all children through an equitable, inclusive, and holistic approach.

Essentials of the Position:

- Demonstrates a strong commitment to equity, social justice, and inclusion in all practices and position responsibilities in accordance with WISD's Mission and Vision (listed above).
- Demonstrates the ability to examine how his/her/their position (directly or indirectly) impacts educational inequities in student achievement outcomes.
- Demonstrates a commitment to and takes responsibility for co-constructing a county wide culture of coaching; a culture that prioritizes:
 - anti-oppression, anti-racism, and ultimately a more equitable educational system and learning pursuits for our students and our teachers.
 - collaborative learning: Encouraging shared learning and regular professional development.
 - continuous improvement: promoting a growth mindset and reflective practices.
 - student-centered approaches: focusing on individual student needs using data-driven methods.
 - strong relationships: building trustful relationships and encouraging mentorship.

- Engages in professional learning with the Washtenaw Coaching Collaborative (WC3) on the dates listed below:

All WC3 Meetings are 9am-12pm at the ISD unless otherwise noted

All Coaching Quarterly Meetings are 8:30 a.m. -3:00 p.m. online unless otherwise noted

October 9, 2025 - WC3 1 (In Person)

November 13, 2025 -WC3 2 (In Person)

December 9, 2025 - Statewide Quarterly (Online)

January 8, 2026 - WC3 3 (In Person)

February 10, 2026 - Statewide Quarterly

March 12, 2026 - WC3 4 (In Person)

April 9, 2026 - WC3 5 (In Person)

May 5, 2026 - Statewide Quarterly (In Person)

June 4, 2026 - WC3 6 (online 10:00 a.m. -11 a.m.)

Per 35a Grant Assurances:

- Attend the pre-K-3 Essential Instructional Practices Institute, Literacy Coaching Network Professional Learning Opportunities, Coaching Intensives, Quarterly Meetings, and Monthly Meetings to support learning around the Essentials.
- Use the Coaching Modules and the pre-K-3 Essential Instructional Practices modules to support their learning around the Essentials.
- Must have already received or be making progress toward receiving LETRS training.
- Engage in Assessment Literacy professional learning.

Required Engagement

To stay in compliance, all grant-funded coaches must:

- Attend monthly ISD-led coaching meetings
- Attend quarterly state-led literacy coaching meetings
- **Maintain coaching logs and student-level data for state submission**

3. The Contractor shall provide, at the request of WISD, periodic progress reports detailing the tasks accomplished and the tasks remaining to be accomplished to complete full performance of the Contractor's duties as described.
4. Prior to any work being completed on WISD grounds, individuals working for the Contractor **may be required** to undergo a criminal background check by having fingerprints scanned electronically and submitted to the Michigan State Police. A list of all such employees must be provided to WISD by the Contractor as **Attachment A**. The Contractor will be responsible for payment of the fingerprinting service. (The proper forms must be obtained by the HR Department. Specific written exemption of the fingerprint requirement must be provided by the WISD Executive Director of Human Resources and Legal Services, in compliance with School Safety Legislation and WISD Board Policy).
5. The Contractor must also comply with Public Act 131 of 2005, which details the procedure to follow if the Contractor, or any individuals working on behalf of the Contractor, has/have been charged with a crime listed under Section 1535a (1) of the Michigan School Code, or a violation of a substantially similar law of another state, a political subdivision of this state or another state, or of the United States.

SECTION II -COMPENSATION

WISD does hereby agree as follows:

1. The maximum consideration for the Contractor's services as described in Section I shall be **\$50,000.00** including all related expenses, including travel expenses outlined in Section III.
2. The Contractor shall submit an invoice describing the services, including dates and hours of work, for part payment of the contract price not more frequently than once per month. The contractor shall submit an invoice requesting payment no more than thirty (30) days after the work has been performed. Invoices submitted after this date may not be paid.
3. The Contract is retained by WISD only for the purposes and to the extent sent forth in this Agreement, and the Contractor's relationship to WISD shall, during the life of this Agreement, be that of an independent contractor. As such, WISD agrees that the Contractor shall be free to dispose of such portion of his/her entire time, energy, and skill during regular business hours that s/he is not obligated to devote to WISD in such manner as the Contractor sees fit. The Contractor shall not be considered as having an employee status or as being entitled to participate in any plans, arrangements, or distributions by WISD pertaining to or in the connection with any fringe, pension, bonus or similar benefits for the WISD's regular employees. WISD will not withhold or pay any sums, state, federal or local taxes, FICA, Michigan School Employees Retirement, MESC insurance, or worker's compensation insurance, unless required by law. The Contractor agrees to hold WISD harmless for the payment of such sum, interest, penalties or costs in the collection of same. Nothing in this agreement shall be construed to interfere with or otherwise affect rendering of services by the Contractor in accordance with its professional judgment.
4. The contractor has not been debarred, excluded or disqualified¹ under the non-procurement common rule, or otherwise declared ineligible from receiving Federal funds, contracts, certain subcontracts, and certain Federal assistance/benefits.
5. WISD acknowledges that the Contractor has no responsibility for the supervision of any WISD personnel in carrying out his/her contractual functions, and any recommendations made by the Contractor (other than in treating patients whom s/he has examined,) will require independent judgment of WISD prior to being effectuated.
6. WISD agrees that the Contractor shall have access to WISD premises at such time as is necessary for the Contractor to perform the above described tasks. However, WISD may require at least a one week's prior notice relating to the use of certain facilities.
7. In compliance with federal requirements, payments shall be made to a vendor on a reimbursement basis for services delivered; not as a prepayment.
8. WISD agrees to promptly pay the invoices submitted by the Contractor upon verification of the rendering of the services and within 30 calendar days from receipt in the WISD's Business Office.
9. WISD agrees to report to the Internal Revenue Service all amounts paid or reimbursed for services of the Agreement in conjunction with the legal requirements.

¹ Verified via the government System for Award Management (SAM) website; <https://www.sam.gov/portal/SAM/#1>

SECTION III – OTHER CONSIDERATIONS

1. All expenses for travel and mileage as a result of rendering the services identified in Section I are the responsibility of the Contractor. However, WISD may ask the Contractor to incur travel expenses not foreseen prior to the execution of this contract. If this occurs, WISD pre-approved travel costs associated with this Contract will be paid by WISD at a rate to be determined by WISD. Such travel expenses must be submitted under the guidelines established by WISD, including expense submission dates and inclusion of detailed receipts.
2. Nothing in this Agreement shall be considered to create the relationship of employer and employee between the parties at any time during the life of this Agreement.
3. The WISD shall retain ownership interest in any of the following three (3) circumstances:
 - i. The WISD expressly directs the Contractor to create a specified work (electronic or otherwise) or the work is a specific requirement of the contract;
 - ii. Any documents (electronic or otherwise) created and or developed by the Contractor while under contract with the WISD; or
 - iii. The Contractor voluntarily transfers the copyright, in whole or in part to the WISD in the form of a written document signed by said Contractor.
4. The work done by the Contractor shall be to the entire satisfaction of WISD. Should the Contractor unsatisfactorily perform the duties, WISD may cancel the Agreement and the Contractor shall have no claim for any of the balance of the contract price remaining to be paid at date of termination other than amounts related to services provided prior to termination.
5. Either party may terminate this Agreement by giving the other 30 days advance written notice.
6. WISD may change the duties of the Contractor as above described, but such change shall not be a substantial alternation of the Contractor's duties, nor can such change be made without the input of the Contractor.

SECTION IV – INSURANCE COVERAGE

In the event that the Contractor uses motor vehicles in the course of performing the services above described, the Contractor shall provide to WISD proof of public liability insurance and property damage insurance in such sums as shall be deemed appropriate by WISD.

The Contractor shall maintain at his/her own expense during the term of this Contract, the following insurance:

- 1.) Workers' Compensation Insurance with Michigan statutory limits of Employers' Liability Insurance with a minimum limit of \$500,000 each accident;
- 2.) Comprehensive General Liability Insurance with a combined single limit of \$1,000,000 each occurrence, \$1,000,000 aggregate, for bodily injury and property damage. The policy shall include blanket contractual and liability and personal injury coverage.

The Contractor understands that WISD's liability insurance policies may not afford any coverage for any work associated with this contract. Therefore, the Contractor agrees to hold WISD harmless 1) for any sum related to the cost of liability insurance, 2) from any and all liabilities, claims, liens, demands and costs, of whatsoever kind and nature, and 3) from any associated attorney fees, arising out of the performance of the work described in Section I. The Contractor shall obtain and provide proof of public liability insurance in such sums as shall be deemed appropriate by WISD unless specific written exemption is provided by the Assistant Superintendent, Business Services. Neither party shall be responsible for any action or inaction of the other party or its officers, agents, or employees, nor for insurance costs or legal fees, related thereto.

SIGNATURES

The Contractor acknowledges by his/her signature that he/she has read the Agreement and understands same and agrees this contract constitutes the total agreement between the parties and that anything not included in this contract is expressly excluded.

Agreed to on _____, 2025

Jazz Parks, Superintendent
Ann Arbor Public Schools

Jennifer Banks, Ph.D., Director of Instruction, Achievement Initiatives Team
Washtenaw Intermediate School District

Erica Rodriguez-Hatt 08/15/2025
Erica Rodriguez-Hatt (Aug 15, 2025 13:29:18 EDT)
Erica Rodriguez-Hatt, Literacy Coordinator, Achievement Initiatives Team
Washtenaw Intermediate School District

Angela Cheek-Welch 08/15/2025
Angela Cheek-Welch (Aug 15, 2025 23:01:57 EDT)
Angela Cheek-Welch, Literacy Coordinator, Achievement Initiatives Team
Washtenaw Intermediate School District

Amy Olmstead-Brayton 08/19/2025
Amy Olmstead-Brayton (Aug 19, 2025 09:23:37 EDT)
Amy Olmstead-Brayton, Supervisor of Instruction, Achievement Initiatives
Washtenaw Intermediate School District

Naomi Norman, Superintendent
Washtenaw Intermediate School District

Mary Jane Tramontin, Board President
Washtenaw Intermediate School District



WASHTENAW INTERMEDIATE SCHOOL DISTRICT CONTRACTED SERVICES AGREEMENT - COMPANY

This agreement is made this 1st day of September, 2025 by and between Washtenaw Intermediate School District, hereinafter referred to as WISD or District, and the Chelsea School District, hereinafter referred to as Contractor.

It is the intention of the parties hereto to enter into an Agreement defining the nature and extent of the duties to be performed by the Contractor, the place where the services are to be performed and the time limitation on the performance of the duties.

SECTION I – SCOPE OF SERVICES

Now, therefore, in consideration of payment to the Contractor of the sums specified in Section II, the Contractor does hereby agree as follows:

1. The Contractor shall commence performance of the duties in Section I, Number 2 no earlier than September 1, 2025. Once this contract is implemented, the ending date for providing services shall be June 30, 2026.
2. The Contractor agrees to perform the following duties and any necessary tasks incident to full performance of the described duties:

Description of Services:

The WISD's Mission is to promote the continuous improvement of achievement for every student while providing high-quality service to our customers through leadership, innovation, and collaboration.

The WISD's Vision is to be a leader in empowering, facilitating, and delivering high-quality, boundary-spanning, educational system that educates all children through an equitable, inclusive, and holistic approach.

Essentials of the Position:

- Demonstrates a strong commitment to equity, social justice, and inclusion in all practices and position responsibilities in accordance with WISD's Mission and Vision (listed above).
- Demonstrates the ability to examine how his/her/their position (directly or indirectly) impacts educational inequities in student achievement outcomes.
- Demonstrates a commitment to and takes responsibility for co-constructing a county wide culture of coaching; a culture that prioritizes:
 - anti-oppression, anti-racism, and ultimately a more equitable educational system and learning pursuits for our students and our teachers.
 - collaborative learning: Encouraging shared learning and regular professional development.
 - continuous improvement: promoting a growth mindset and reflective practices.
 - student-centered approaches: focusing on individual student needs using data-driven methods.
 - strong relationships: building trustful relationships and encouraging mentorship.

- Engages in professional learning with the Washtenaw Coaching Collaborative (WC3) on the dates listed below:

All WC3 Meetings are 9am-12pm at the ISD unless otherwise noted

All Coaching Quarterly Meetings are 8:30 a.m. -3:00 p.m. online unless otherwise noted

October 9, 2025 - WC3 1 (In Person)

November 13, 2025 -WC3 2 (In Person)

December 9, 2025 - Statewide Quarterly (Online)

January 8, 2026 - WC3 3 (In Person)

February 10, 2026 - Statewide Quarterly

March 12, 2026 - WC3 4 (In Person)

April 9, 2026 - WC3 5 (In Person)

May 5, 2026 - Statewide Quarterly (In Person)

June 4, 2026 - WC3 6 (online 10:00 a.m. -11 a.m.)

Per 35a Grant Assurances:

- Attend the pre-K-3 Essential Instructional Practices Institute, Literacy Coaching Network Professional Learning Opportunities, Coaching Intensives, Quarterly Meetings, and Monthly Meetings to support learning around the Essentials.
- Use the Coaching Modules and the pre-K-3 Essential Instructional Practices modules to support their learning around the Essentials.
- Must have already received or be making progress toward receiving LETRS training.
- Engage in Assessment Literacy professional learning.

Required Engagement

To stay in compliance, all grant-funded coaches must:

- Attend monthly ISD-led coaching meetings
- Attend quarterly state-led literacy coaching meetings
- **Maintain coaching logs and student-level data for state submission**

3. The Contractor shall provide, at the request of WISD, periodic progress reports detailing the tasks accomplished and the tasks remaining to be accomplished to complete full performance of the Contractor's duties as described.
4. Prior to any work being completed on WISD grounds, individuals working for the Contractor **may be required** to undergo a criminal background check by having fingerprints scanned electronically and submitted to the Michigan State Police. A list of all such employees must be provided to WISD by the Contractor as **Attachment A**. The Contractor will be responsible for payment of the fingerprinting service. (The proper forms must be obtained by the HR Department. Specific written exemption of the fingerprint requirement must be provided by the WISD Executive Director of Human Resources and Legal Services, in compliance with School Safety Legislation and WISD Board Policy).
5. The Contractor must also comply with Public Act 131 of 2005, which details the procedure to follow if the Contractor, or any individuals working on behalf of the Contractor, has/have been charged with a crime listed under Section 1535a (1) of the Michigan School Code, or a violation of a substantially similar law of another state, a political subdivision of this state or another state, or of the United States.

SECTION II -COMPENSATION

WISD does hereby agree as follows:

1. The maximum consideration for the Contractor's services as described in Section I shall be **\$50,000.00** including all related expenses, including travel expenses outlined in Section III.
2. The Contractor shall submit an invoice describing the services, including dates and hours of work, for part payment of the contract price not more frequently than once per month. The contractor shall submit an invoice requesting payment no more than thirty (30) days after the work has been performed. Invoices submitted after this date may not be paid.
3. The Contract is retained by WISD only for the purposes and to the extent sent forth in this Agreement, and the Contractor's relationship to WISD shall, during the life of this Agreement, be that of an independent contractor. As such, WISD agrees that the Contractor shall be free to dispose of such portion of his/her entire time, energy, and skill during regular business hours that s/he is not obligated to devote to WISD in such manner as the Contractor sees fit. The Contractor shall not be considered as having an employee status or as being entitled to participate in any plans, arrangements, or distributions by WISD pertaining to or in the connection with any fringe, pension, bonus or similar benefits for the WISD's regular employees. WISD will not withhold or pay any sums, state, federal or local taxes, FICA, Michigan School Employees Retirement, MESC insurance, or worker's compensation insurance, unless required by law. The Contractor agrees to hold WISD harmless for the payment of such sum, interest, penalties or costs in the collection of same. Nothing in this agreement shall be construed to interfere with or otherwise affect rendering of services by the Contractor in accordance with its professional judgment.
4. The contractor has not been debarred, excluded or disqualified¹ under the non-procurement common rule, or otherwise declared ineligible from receiving Federal funds, contracts, certain subcontracts, and certain Federal assistance/benefits.
5. WISD acknowledges that the Contractor has no responsibility for the supervision of any WISD personnel in carrying out his/her contractual functions, and any recommendations made by the Contractor (other than in treating patients whom s/he has examined,) will require independent judgment of WISD prior to being effectuated.
6. WISD agrees that the Contractor shall have access to WISD premises at such time as is necessary for the Contractor to perform the above described tasks. However, WISD may require at least a one week's prior notice relating to the use of certain facilities.
7. In compliance with federal requirements, payments shall be made to a vendor on a reimbursement basis for services delivered; not as a prepayment.
8. WISD agrees to promptly pay the invoices submitted by the Contractor upon verification of the rendering of the services and within 30 calendar days from receipt in the WISD's Business Office.
9. WISD agrees to report to the Internal Revenue Service all amounts paid or reimbursed for services of the Agreement in conjunction with the legal requirements.

¹ Verified via the government System for Award Management (SAM) website; <https://www.sam.gov/portal/SAM/#1>

SECTION III – OTHER CONSIDERATIONS

1. All expenses for travel and mileage as a result of rendering the services identified in Section I are the responsibility of the Contractor. However, WISD may ask the Contractor to incur travel expenses not foreseen prior to the execution of this contract. If this occurs, WISD pre-approved travel costs associated with this Contract will be paid by WISD at a rate to be determined by WISD. Such travel expenses must be submitted under the guidelines established by WISD, including expense submission dates and inclusion of detailed receipts.
2. Nothing in this Agreement shall be considered to create the relationship of employer and employee between the parties at any time during the life of this Agreement.
3. The WISD shall retain ownership interest in any of the following three (3) circumstances:
 - i. The WISD expressly directs the Contractor to create a specified work (electronic or otherwise) or the work is a specific requirement of the contract;
 - ii. Any documents (electronic or otherwise) created and or developed by the Contractor while under contract with the WISD; or
 - iii. The Contractor voluntarily transfers the copyright, in whole or in part to the WISD in the form of a written document signed by said Contractor.
4. The work done by the Contractor shall be to the entire satisfaction of WISD. Should the Contractor unsatisfactorily perform the duties, WISD may cancel the Agreement and the Contractor shall have no claim for any of the balance of the contract price remaining to be paid at date of termination other than amounts related to services provided prior to termination.
5. Either party may terminate this Agreement by giving the other 30 days advance written notice.
6. WISD may change the duties of the Contractor as above described, but such change shall not be a substantial alternation of the Contractor's duties, nor can such change be made without the input of the Contractor.

SECTION IV – INSURANCE COVERAGE

In the event that the Contractor uses motor vehicles in the course of performing the services above described, the Contractor shall provide to WISD proof of public liability insurance and property damage insurance in such sums as shall be deemed appropriate by WISD.

The Contractor shall maintain at his/her own expense during the term of this Contract, the following insurance:

- 1.) Workers' Compensation Insurance with Michigan statutory limits of Employers' Liability Insurance with a minimum limit of \$500,000 each accident;
- 2.) Comprehensive General Liability Insurance with a combined single limit of \$1,000,000 each occurrence, \$1,000,000 aggregate, for bodily injury and property damage. The policy shall include blanket contractual and liability and personal injury coverage.

The Contractor understands that WISD's liability insurance policies may not afford any coverage for any work associated with this contract. Therefore, the Contractor agrees to hold WISD harmless 1) for any sum related to the cost of liability insurance, 2) from any and all liabilities, claims, liens, demands and costs, of whatsoever kind and nature, and 3) from any associated attorney fees, arising out of the performance of the work described in Section I. The Contractor shall obtain and provide proof of public liability insurance in such sums as shall be deemed appropriate by WISD unless specific written exemption is provided by the Assistant Superintendent, Business Services. Neither party shall be responsible for any action or inaction of the other party or its officers, agents, or employees, nor for insurance costs or legal fees, related thereto.

SIGNATURES

The Contractor acknowledges by his/her signature that he/she has read the Agreement and understands same and agrees this contract constitutes the total agreement between the parties and that anything not included in this contract is expressly excluded.

Agreed to on _____, 2025

Mike Kapolka, Superintendent
Chelsea School District

DATE _____

Jennifer Banks, Ph.D., Director of Instruction, Achievement Initiatives Team
Washtenaw Intermediate School District

DATE _____

Erica Rodriguez-Hatt
Erica Rodriguez-Hatt (Aug 15, 2025 13:35:52 EDT)
Erica Rodriguez-Hatt, Literacy Coordinator, Achievement Initiatives Team
Washtenaw Intermediate School District

08/15/2025

DATE _____

Angela Cheek-Welch
Angela Cheek-Welch (Aug 15, 2025 23:01:29 EDT)
Angela Cheek-Welch, Literacy Coordinator, Achievement Initiatives Team
Washtenaw Intermediate School District

08/15/2025

DATE _____

Amy Olmstead-Brayton
Amy Olmstead-Brayton (Aug 19, 2025 09:25:25 EDT)
Amy Olmstead-Brayton, Supervisor of Instruction, Achievement Initiatives
Washtenaw Intermediate School District

08/19/2025

DATE _____

Naomi Norman, Superintendent
Washtenaw Intermediate School District

DATE _____

Mary Jane Tramontin, Board President
Washtenaw Intermediate School District

DATE _____



WASHTENAW INTERMEDIATE SCHOOL DISTRICT CONTRACTED SERVICES AGREEMENT - COMPANY

This agreement is made this 1st day of September, 2025 by and between Washtenaw Intermediate School District, hereinafter referred to as WISD or District, and the Dexter Community Schools, hereinafter referred to as Contractor.

It is the intention of the parties hereto to enter into an Agreement defining the nature and extent of the duties to be performed by the Contractor, the place where the services are to be performed and the time limitation on the performance of the duties.

SECTION I – SCOPE OF SERVICES

Now, therefore, in consideration of payment to the Contractor of the sums specified in Section II, the Contractor does hereby agree as follows:

1. The Contractor shall commence performance of the duties in Section I, Number 2 no earlier than September 1, 2025. Once this contract is implemented, the ending date for providing services shall be June 30, 2026.
2. The Contractor agrees to perform the following duties and any necessary tasks incident to full performance of the described duties:

Description of Services:

The WISD's Mission is to promote the continuous improvement of achievement for every student while providing high-quality service to our customers through leadership, innovation, and collaboration.

The WISD's Vision is to be a leader in empowering, facilitating, and delivering high-quality, boundary-spanning, educational system that educates all children through an equitable, inclusive, and holistic approach.

Essentials of the Position:

- Demonstrates a strong commitment to equity, social justice, and inclusion in all practices and position responsibilities in accordance with WISD's Mission and Vision (listed above).
- Demonstrates the ability to examine how his/her/their position (directly or indirectly) impacts educational inequities in student achievement outcomes.
- Demonstrates a commitment to and takes responsibility for co-constructing a county wide culture of coaching; a culture that prioritizes:
 - anti-oppression, anti-racism, and ultimately a more equitable educational system and learning pursuits for our students and our teachers.
 - collaborative learning: Encouraging shared learning and regular professional development.
 - continuous improvement: promoting a growth mindset and reflective practices.
 - student-centered approaches: focusing on individual student needs using data-driven methods.
 - strong relationships: building trustful relationships and encouraging mentorship.

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All WC3 Meetings are 9am-12pm at the ISD unless otherwise noted

All Coaching Quarterly Meetings are 8:30 a.m. -3:00 p.m. online unless otherwise noted

October 9, 2025 - WC3 1 (In Person)

November 13, 2025 -WC3 2 (In Person)

December 9, 2025 - Statewide Quarterly (Online)

January 8, 2026 - WC3 3 (In Person)

February 10, 2026 - Statewide Quarterly

March 12, 2026 - WC3 4 (In Person)

April 9, 2026 - WC3 5 (In Person)

May 5, 2026 - Statewide Quarterly (In Person)

June 4, 2026 - WC3 6 (online 10:00 a.m. -11 a.m.)

Per 35a Grant Assurances:

- Attend the pre-K-3 Essential Instructional Practices Institute, Literacy Coaching Network Professional Learning Opportunities, Coaching Intensives, Quarterly Meetings, and Monthly Meetings to support learning around the Essentials.
- Use the Coaching Modules and the pre-K-3 Essential Instructional Practices modules to support their learning around the Essentials.
- Must have already received or be making progress toward receiving LETRS training.
- Engage in Assessment Literacy professional learning.

Required Engagement

To stay in compliance, all grant-funded coaches must:

- Attend monthly ISD-led coaching meetings
- Attend quarterly state-led literacy coaching meetings
- **Maintain coaching logs and student-level data for state submission**

3. The Contractor shall provide, at the request of WISD, periodic progress reports detailing the tasks accomplished and the tasks remaining to be accomplished to complete full performance of the Contractor's duties as described.
4. Prior to any work being completed on WISD grounds, individuals working for the Contractor **may be required** to undergo a criminal background check by having fingerprints scanned electronically and submitted to the Michigan State Police. A list of all such employees must be provided to WISD by the Contractor as **Attachment A**. The Contractor will be responsible for payment of the fingerprinting service. (The proper forms must be obtained by the HR Department. Specific written exemption of the fingerprint requirement must be provided by the WISD Executive Director of Human Resources and Legal Services, in compliance with School Safety Legislation and WISD Board Policy).
5. The Contractor must also comply with Public Act 131 of 2005, which details the procedure to follow if the Contractor, or any individuals working on behalf of the Contractor, has/have been charged with a crime listed under Section 1535a (1) of the Michigan School Code, or a violation of a substantially similar law of another state, a political subdivision of this state or another state, or of the United States.

SECTION II -COMPENSATION

WISD does hereby agree as follows:

1. The maximum consideration for the Contractor's services as described in Section I shall be **\$50,000.00** including all related expenses, including travel expenses outlined in Section III.
2. The Contractor shall submit an invoice describing the services, including dates and hours of work, for part payment of the contract price not more frequently than once per month. The contractor shall submit an invoice requesting payment no more than thirty (30) days after the work has been performed. Invoices submitted after this date may not be paid.
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4. The contractor has not been debarred, excluded or disqualified¹ under the non-procurement common rule, or otherwise declared ineligible from receiving Federal funds, contracts, certain subcontracts, and certain Federal assistance/benefits.
5. WISD acknowledges that the Contractor has no responsibility for the supervision of any WISD personnel in carrying out his/her contractual functions, and any recommendations made by the Contractor (other than in treating patients whom s/he has examined,) will require independent judgment of WISD prior to being effectuated.
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9. WISD agrees to report to the Internal Revenue Service all amounts paid or reimbursed for services of the Agreement in conjunction with the legal requirements.

¹ Verified via the government System for Award Management (SAM) website; <https://www.sam.gov/portal/SAM/#1>

SECTION III – OTHER CONSIDERATIONS

1. All expenses for travel and mileage as a result of rendering the services identified in Section I are the responsibility of the Contractor. However, WISD may ask the Contractor to incur travel expenses not foreseen prior to the execution of this contract. If this occurs, WISD pre-approved travel costs associated with this Contract will be paid by WISD at a rate to be determined by WISD. Such travel expenses must be submitted under the guidelines established by WISD, including expense submission dates and inclusion of detailed receipts.
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 - iii. The Contractor voluntarily transfers the copyright, in whole or in part to the WISD in the form of a written document signed by said Contractor.
4. The work done by the Contractor shall be to the entire satisfaction of WISD. Should the Contractor unsatisfactorily perform the duties, WISD may cancel the Agreement and the Contractor shall have no claim for any of the balance of the contract price remaining to be paid at date of termination other than amounts related to services provided prior to termination.
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SECTION IV – INSURANCE COVERAGE

In the event that the Contractor uses motor vehicles in the course of performing the services above described, the Contractor shall provide to WISD proof of public liability insurance and property damage insurance in such sums as shall be deemed appropriate by WISD.

The Contractor shall maintain at his/her own expense during the term of this Contract, the following insurance:

- 1.) Workers' Compensation Insurance with Michigan statutory limits of Employers' Liability Insurance with a minimum limit of \$500,000 each accident;
- 2.) Comprehensive General Liability Insurance with a combined single limit of \$1,000,000 each occurrence, \$1,000,000 aggregate, for bodily injury and property damage. The policy shall include blanket contractual and liability and personal injury coverage.

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SIGNATURES

The Contractor acknowledges by his/her signature that he/she has read the Agreement and understands same and agrees this contract constitutes the total agreement between the parties and that anything not included in this contract is expressly excluded.

Agreed to on _____, 2025

Ryan Bruder, Superintendent
Dexter Community Schools

Jennifer Banks, Ph.D., Director of Instruction, Achievement Initiatives Team
Washtenaw Intermediate School District

Erica Rodriguez-Hatt 08/15/2025
Erica Rodriguez-Hatt (Aug 15, 2025 14:13:03 EDT)
Erica Rodriguez-Hatt, Literacy Coordinator, Achievement Initiatives Team
Washtenaw Intermediate School District

Angela Cheek-Welch 08/15/2025
Angela Cheek-Welch (Aug 15, 2025 23:01:01 EDT)
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Amy Olmstead-Brayton 08/19/2025
Amy Olmstead-Brayton (Aug 19, 2025 09:26:03 EDT)
Amy Olmstead-Brayton, Supervisor of Instruction, Achievement Initiatives
Washtenaw Intermediate School District

Naomi Norman, Superintendent
Washtenaw Intermediate School District

Mary Jane Tramontin, Board President
Washtenaw Intermediate School District



WASHTENAW INTERMEDIATE SCHOOL DISTRICT CONTRACTED SERVICES AGREEMENT - COMPANY

This agreement is made this 1st day of September, 2025 by and between Washtenaw Intermediate School District, hereinafter referred to as WISD or District, and the Lincoln Consolidated Schools, hereinafter referred to as Contractor.

It is the intention of the parties hereto to enter into an Agreement defining the nature and extent of the duties to be performed by the Contractor, the place where the services are to be performed and the time limitation on the performance of the duties.

SECTION I – SCOPE OF SERVICES

Now, therefore, in consideration of payment to the Contractor of the sums specified in Section II, the Contractor does hereby agree as follows:

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Description of Services:

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The WISD's Vision is to be a leader in empowering, facilitating, and delivering high-quality, boundary-spanning, educational system that educates all children through an equitable, inclusive, and holistic approach.

Essentials of the Position:

- Demonstrates a strong commitment to equity, social justice, and inclusion in all practices and position responsibilities in accordance with WISD's Mission and Vision (listed above).
- Demonstrates the ability to examine how his/her/their position (directly or indirectly) impacts educational inequities in student achievement outcomes.
- Demonstrates a commitment to and takes responsibility for co-constructing a county wide culture of coaching; a culture that prioritizes:
 - anti-oppression, anti-racism, and ultimately a more equitable educational system and learning pursuits for our students and our teachers.
 - collaborative learning: Encouraging shared learning and regular professional development.
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April 9, 2026 - WC3 5 (In Person)

May 5, 2026 - Statewide Quarterly (In Person)

June 4, 2026 - WC3 6 (online 10:00 a.m. - 11 a.m.)

Per 35a Grant Assurances:

- Attend the pre-K-3 Essential Instructional Practices Institute, Literacy Coaching Network Professional Learning Opportunities, Coaching Intensives, Quarterly Meetings, and Monthly Meetings to support learning around the Essentials.
- Use the Coaching Modules and the pre-K-3 Essential Instructional Practices modules to support their learning around the Essentials.
- Must have already received or be making progress toward receiving LETRS training.
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Required Engagement

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- **Maintain coaching logs and student-level data for state submission**

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5. The Contractor must also comply with Public Act 131 of 2005, which details the procedure to follow if the Contractor, or any individuals working on behalf of the Contractor, has/have been charged with a crime listed under Section 1535a (1) of the Michigan School Code, or a violation of a substantially similar law of another state, a political subdivision of this state or another state, or of the United States.

SECTION II -COMPENSATION

WISD does hereby agree as follows:

1. The maximum consideration for the Contractor's services as described in Section I shall be **\$50,000.00** including all related expenses, including travel expenses outlined in Section III.
2. The Contractor shall submit an invoice describing the services, including dates and hours of work, for part payment of the contract price not more frequently than once per month. The contractor shall submit an invoice requesting payment no more than thirty (30) days after the work has been performed. Invoices submitted after this date may not be paid.
3. The Contract is retained by WISD only for the purposes and to the extent set forth in this Agreement, and the Contractor's relationship to WISD shall, during the life of this Agreement, be that of an independent contractor. As such, WISD agrees that the Contractor shall be free to dispose of such portion of his/her entire time, energy, and skill during regular business hours that s/he is not obligated to devote to WISD in such manner as the Contractor sees fit. The Contractor shall not be considered as having an employee status or as being entitled to participate in any plans, arrangements, or distributions by WISD pertaining to or in the connection with any fringe, pension, bonus or similar benefits for the WISD's regular employees. WISD will not withhold or pay any sums, state, federal or local taxes, FICA, Michigan School Employees Retirement, MESC insurance, or worker's compensation insurance, unless required by law. The Contractor agrees to hold WISD harmless for the payment of such sum, interest, penalties or costs in the collection of same. Nothing in this agreement shall be construed to interfere with or otherwise affect rendering of services by the Contractor in accordance with its professional judgment.
4. The contractor has not been debarred, excluded or disqualified¹ under the non-procurement common rule, or otherwise declared ineligible from receiving Federal funds, contracts, certain subcontracts, and certain Federal assistance/benefits.
5. WISD acknowledges that the Contractor has no responsibility for the supervision of any WISD personnel in carrying out his/her contractual functions, and any recommendations made by the Contractor (other than in treating patients whom s/he has examined,) will require independent judgment of WISD prior to being effectuated.
6. WISD agrees that the Contractor shall have access to WISD premises at such time as is necessary for the Contractor to perform the above described tasks. However, WISD may require at least a one week's prior notice relating to the use of certain facilities.
7. In compliance with federal requirements, payments shall be made to a vendor on a reimbursement basis for services delivered; not as a prepayment.
8. WISD agrees to promptly pay the invoices submitted by the Contractor upon verification of the rendering of the services and within 30 calendar days from receipt in the WISD's Business Office.
9. WISD agrees to report to the Internal Revenue Service all amounts paid or reimbursed for services of the Agreement in conjunction with the legal requirements.

¹ Verified via the government System for Award Management (SAM) website; <https://www.sam.gov/portal/SAM/#1>

SECTION III – OTHER CONSIDERATIONS

1. All expenses for travel and mileage as a result of rendering the services identified in Section I are the responsibility of the Contractor. However, WISD may ask the Contractor to incur travel expenses not foreseen prior to the execution of this contract. If this occurs, WISD pre-approved travel costs associated with this Contract will be paid by WISD at a rate to be determined by WISD. Such travel expenses must be submitted under the guidelines established by WISD, including expense submission dates and inclusion of detailed receipts.
2. Nothing in this Agreement shall be considered to create the relationship of employer and employee between the parties at any time during the life of this Agreement.
3. The WISD shall retain ownership interest in any of the following three (3) circumstances:
 - i. The WISD expressly directs the Contractor to create a specified work (electronic or otherwise) or the work is a specific requirement of the contract;
 - ii. Any documents (electronic or otherwise) created and or developed by the Contractor while under contract with the WISD; or
 - iii. The Contractor voluntarily transfers the copyright, in whole or in part to the WISD in the form of a written document signed by said Contractor.
4. The work done by the Contractor shall be to the entire satisfaction of WISD. Should the Contractor unsatisfactorily perform the duties, WISD may cancel the Agreement and the Contractor shall have no claim for any of the balance of the contract price remaining to be paid at date of termination other than amounts related to services provided prior to termination.
5. Either party may terminate this Agreement by giving the other 30 days advance written notice.
6. WISD may change the duties of the Contractor as above described, but such change shall not be a substantial alternation of the Contractor's duties, nor can such change be made without the input of the Contractor.

SECTION IV – INSURANCE COVERAGE

In the event that the Contractor uses motor vehicles in the course of performing the services above described, the Contractor shall provide to WISD proof of public liability insurance and property damage insurance in such sums as shall be deemed appropriate by WISD.

The Contractor shall maintain at his/her own expense during the term of this Contract, the following insurance:

- 1.) Workers' Compensation Insurance with Michigan statutory limits of Employers' Liability Insurance with a minimum limit of \$500,000 each accident;
- 2.) Comprehensive General Liability Insurance with a combined single limit of \$1,000,000 each occurrence, \$1,000,000 aggregate, for bodily injury and property damage. The policy shall include blanket contractual and liability and personal injury coverage.

The Contractor understands that WISD's liability insurance policies may not afford any coverage for any work associated with this contract. Therefore, the Contractor agrees to hold WISD harmless 1) for any sum related to the cost of liability insurance, 2) from any and all liabilities, claims, liens, demands and costs, of whatsoever kind and nature, and 3) from any associated attorney fees, arising out of the performance of the work described in Section I. The Contractor shall obtain and provide proof of public liability insurance in such sums as shall be deemed appropriate by WISD unless specific written exemption is provided by the Assistant Superintendent, Business Services. Neither party shall be responsible for any action or inaction of the other party or its officers, agents, or employees, nor for insurance costs or legal fees, related thereto.

SIGNATURES

The Contractor acknowledges by his/her signature that he/she has read the Agreement and understands same and agrees this contract constitutes the total agreement between the parties and that anything not included in this contract is expressly excluded.

Agreed to on _____, 2025

DATE _____
Gregory Smith, Superintendent
Lincoln Consolidated Schools

DATE _____
Jennifer Banks, Ph.D., Director of Instruction, Achievement Initiatives Team
Washtenaw Intermediate School District

Erica Rodriguez-Hatt 08/15/2025
Erica Rodriguez-Hatt (Aug 15, 2025 14:13:37 EDT) DATE _____
Erica Rodriguez-Hatt, Literacy Coordinator, Achievement Initiatives Team
Washtenaw Intermediate School District

Angela Cheek-Welch 08/15/2025
Angela Cheek-Welch (Aug 15, 2025 23:00:42 EDT) DATE _____
Angela Cheek-Welch, Literacy Coordinator, Achievement Initiatives Team
Washtenaw Intermediate School District

Amy Olmstead-Brayton 08/19/2025
Amy Olmstead-Brayton (Aug 19, 2025 09:26:42 EDT) DATE _____
Amy Olmstead-Brayton, Supervisor of Instruction, Achievement Initiatives
Washtenaw Intermediate School District

DATE _____
Naomi Norman, Superintendent
Washtenaw Intermediate School District

DATE _____
Mary Jane Tramontin, Board President
Washtenaw Intermediate School District



WASHTENAW INTERMEDIATE SCHOOL DISTRICT CONTRACTED SERVICES AGREEMENT - COMPANY

This agreement is made this 1st day of September, 2025 by and between Washtenaw Intermediate School District, hereinafter referred to as WISD or District, and the Manchester Community Schools, hereinafter referred to as Contractor.

It is the intention of the parties hereto to enter into an Agreement defining the nature and extent of the duties to be performed by the Contractor, the place where the services are to be performed and the time limitation on the performance of the duties.

SECTION I – SCOPE OF SERVICES

Now, therefore, in consideration of payment to the Contractor of the sums specified in Section II, the Contractor does hereby agree as follows:

1. The Contractor shall commence performance of the duties in Section I, Number 2 no earlier than September 1, 2025. Once this contract is implemented, the ending date for providing services shall be June 30, 2026.
2. The Contractor agrees to perform the following duties and any necessary tasks incident to full performance of the described duties:

Description of Services:

The WISD's Mission is to promote the continuous improvement of achievement for every student while providing high-quality service to our customers through leadership, innovation, and collaboration.

The WISD's Vision is to be a leader in empowering, facilitating, and delivering high-quality, boundary-spanning, educational system that educates all children through an equitable, inclusive, and holistic approach.

Essentials of the Position:

- Demonstrates a strong commitment to equity, social justice, and inclusion in all practices and position responsibilities in accordance with WISD's Mission and Vision (listed above).
- Demonstrates the ability to examine how his/her/their position (directly or indirectly) impacts educational inequities in student achievement outcomes.
- Demonstrates a commitment to and takes responsibility for co-constructing a county wide culture of coaching; a culture that prioritizes:
 - anti-oppression, anti-racism, and ultimately a more equitable educational system and learning pursuits for our students and our teachers.
 - collaborative learning: Encouraging shared learning and regular professional development.
 - continuous improvement: promoting a growth mindset and reflective practices.
 - student-centered approaches: focusing on individual student needs using data-driven methods.
 - strong relationships: building trustful relationships and encouraging mentorship.

- Engages in professional learning with the Washtenaw Coaching Collaborative (WC3) on the dates listed below:

All WC3 Meetings are 9am-12pm at the ISD unless otherwise noted

All Coaching Quarterly Meetings are 8:30 a.m. -3:00 p.m. online unless otherwise noted

October 9, 2025 - WC3 1 (In Person)

November 13, 2025 -WC3 2 (In Person)

December 9, 2025 - Statewide Quarterly (Online)

January 8, 2026 - WC3 3 (In Person)

February 10, 2026 - Statewide Quarterly

March 12, 2026 - WC3 4 (In Person)

April 9, 2026 - WC3 5 (In Person)

May 5, 2026 - Statewide Quarterly (In Person)

June 4, 2026 - WC3 6 (online 10:00 a.m. -11 a.m.)

Per 35a Grant Assurances:

- Attend the pre-K-3 Essential Instructional Practices Institute, Literacy Coaching Network Professional Learning Opportunities, Coaching Intensives, Quarterly Meetings, and Monthly Meetings to support learning around the Essentials.
- Use the Coaching Modules and the pre-K-3 Essential Instructional Practices modules to support their learning around the Essentials.
- Must have already received or be making progress toward receiving LETRS training.
- Engage in Assessment Literacy professional learning.

Required Engagement

To stay in compliance, all grant-funded coaches must:

- Attend monthly ISD-led coaching meetings
- Attend quarterly state-led literacy coaching meetings
- **Maintain coaching logs and student-level data for state submission**

3. The Contractor shall provide, at the request of WISD, periodic progress reports detailing the tasks accomplished and the tasks remaining to be accomplished to complete full performance of the Contractor's duties as described.
4. Prior to any work being completed on WISD grounds, individuals working for the Contractor **may be required** to undergo a criminal background check by having fingerprints scanned electronically and submitted to the Michigan State Police. A list of all such employees must be provided to WISD by the Contractor as **Attachment A**. The Contractor will be responsible for payment of the fingerprinting service. (The proper forms must be obtained by the HR Department. Specific written exemption of the fingerprint requirement must be provided by the WISD Executive Director of Human Resources and Legal Services, in compliance with School Safety Legislation and WISD Board Policy).
5. The Contractor must also comply with Public Act 131 of 2005, which details the procedure to follow if the Contractor, or any individuals working on behalf of the Contractor, has/have been charged with a crime listed under Section 1535a (1) of the Michigan School Code, or a violation of a substantially similar law of another state, a political subdivision of this state or another state, or of the United States.

SECTION II -COMPENSATION

WISD does hereby agree as follows:

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3. The Contract is retained by WISD only for the purposes and to the extent sent forth in this Agreement, and the Contractor's relationship to WISD shall, during the life of this Agreement, be that of an independent contractor. As such, WISD agrees that the Contractor shall be free to dispose of such portion of his/her entire time, energy, and skill during regular business hours that s/he is not obligated to devote to WISD in such manner as the Contractor sees fit. The Contractor shall not be considered as having an employee status or as being entitled to participate in any plans, arrangements, or distributions by WISD pertaining to or in the connection with any fringe, pension, bonus or similar benefits for the WISD's regular employees. WISD will not withhold or pay any sums, state, federal or local taxes, FICA, Michigan School Employees Retirement, MESC insurance, or worker's compensation insurance, unless required by law. The Contractor agrees to hold WISD harmless for the payment of such sum, interest, penalties or costs in the collection of same. Nothing in this agreement shall be construed to interfere with or otherwise affect rendering of services by the Contractor in accordance with its professional judgment.
4. The contractor has not been debarred, excluded or disqualified¹ under the non-procurement common rule, or otherwise declared ineligible from receiving Federal funds, contracts, certain subcontracts, and certain Federal assistance/benefits.
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Agreed to on _____, 2025

Steven Head, Superintendent
Manchester Community Schools

DATE _____

Jennifer Banks, Ph.D., Director of Instruction, Achievement Initiatives Team
Washtenaw Intermediate School District

DATE _____

Erica Rodriguez-Hatt
Erica Rodriguez-Hatt (Aug 15, 2025 14:14:14 EDT)
Erica Rodriguez-Hatt, Literacy Coordinator, Achievement Initiatives Team
Washtenaw Intermediate School District

08/15/2025

DATE _____

Angela Cheek-Welch
Angela Cheek-Welch (Aug 15, 2025 23:00:22 EDT)
Angela Cheek-Welch, Literacy Coordinator, Achievement Initiatives Team
Washtenaw Intermediate School District

08/15/2025

DATE _____

Amy Olmstead-Brayton
Amy Olmstead-Brayton (Aug 19, 2025 09:27:17 EDT)
Amy Olmstead-Brayton, Supervisor of Instruction, Achievement Initiatives
Washtenaw Intermediate School District

08/19/2025

DATE _____

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Washtenaw Intermediate School District

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Mary Jane Tramontin, Board President
Washtenaw Intermediate School District

DATE _____



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The Contractor shall maintain at his/her own expense during the term of this Contract, the following insurance:

- 1.) Workers' Compensation Insurance with Michigan statutory limits of Employers' Liability Insurance with a minimum limit of \$500,000 each accident;
- 2.) Comprehensive General Liability Insurance with a combined single limit of \$1,000,000 each occurrence, \$1,000,000 aggregate, for bodily injury and property damage. The policy shall include blanket contractual and liability and personal injury coverage.

The Contractor understands that WISD's liability insurance policies may not afford any coverage for any work associated with this contract. Therefore, the Contractor agrees to hold WISD harmless 1) for any sum related to the cost of liability insurance, 2) from any and all liabilities, claims, liens, demands and costs, of whatsoever kind and nature, and 3) from any associated attorney fees, arising out of the performance of the work described in Section I. The Contractor shall obtain and provide proof of public liability insurance in such sums as shall be deemed appropriate by WISD unless specific written exemption is provided by the Assistant Superintendent, Business Services. Neither party shall be responsible for any action or inaction of the other party or its officers, agents, or employees, nor for insurance costs or legal fees, related thereto.

SIGNATURES

The Contractor acknowledges by his/her signature that he/she has read the Agreement and understands same and agrees this contract constitutes the total agreement between the parties and that anything not included in this contract is expressly excluded.

Agreed to on _____, 2025

Ryan McMahon, Superintendent
Milan Area Schools

DATE _____

Jennifer Banks, Ph.D., Director of Instruction, Achievement Initiatives Team
Washtenaw Intermediate School District

DATE _____

Erica Rodriguez-Hatt
Erica Rodriguez-Hatt (Aug 15, 2025 14:14:54 EDT)
Erica Rodriguez-Hatt, Literacy Coordinator, Achievement Initiatives Team
Washtenaw Intermediate School District

08/15/2025

DATE _____

Angela Cheek-Welch
Angela Cheek-Welch (Aug 15, 2025 23:00:03 EDT)
Angela Cheek-Welch, Literacy Coordinator, Achievement Initiatives Team
Washtenaw Intermediate School District

08/15/2025

DATE _____

Amy Olmstead-Brayton
Amy Olmstead-Brayton (Aug 19, 2025 09:27:53 EDT)
Amy Olmstead-Brayton, Supervisor of Instruction, Achievement Initiatives
Washtenaw Intermediate School District

08/19/2025

DATE _____

Naomi Norman, Superintendent
Washtenaw Intermediate School District

DATE _____

Mary Jane Tramontin, Board President
Washtenaw Intermediate School District

DATE _____



WASHTENAW INTERMEDIATE SCHOOL DISTRICT CONTRACTED SERVICES AGREEMENT - COMPANY

This agreement is made this 1st day of September, 2025 by and between Washtenaw Intermediate School District, hereinafter referred to as WISD or District, and the Saline Area Schools, hereinafter referred to as Contractor.

It is the intention of the parties hereto to enter into an Agreement defining the nature and extent of the duties to be performed by the Contractor, the place where the services are to be performed and the time limitation on the performance of the duties.

SECTION I – SCOPE OF SERVICES

Now, therefore, in consideration of payment to the Contractor of the sums specified in Section II, the Contractor does hereby agree as follows:

1. The Contractor shall commence performance of the duties in Section I, Number 2 no earlier than September 1, 2025. Once this contract is implemented, the ending date for providing services shall be June 30, 2026.
2. The Contractor agrees to perform the following duties and any necessary tasks incident to full performance of the described duties:

Description of Services:

The WISD's Mission is to promote the continuous improvement of achievement for every student while providing high-quality service to our customers through leadership, innovation, and collaboration.

The WISD's Vision is to be a leader in empowering, facilitating, and delivering high-quality, boundary-spanning, educational system that educates all children through an equitable, inclusive, and holistic approach.

Essentials of the Position:

- Demonstrates a strong commitment to equity, social justice, and inclusion in all practices and position responsibilities in accordance with WISD's Mission and Vision (listed above).
- Demonstrates the ability to examine how his/her/their position (directly or indirectly) impacts educational inequities in student achievement outcomes.
- Demonstrates a commitment to and takes responsibility for co-constructing a county wide culture of coaching; a culture that prioritizes:
 - anti-oppression, anti-racism, and ultimately a more equitable educational system and learning pursuits for our students and our teachers.
 - collaborative learning: Encouraging shared learning and regular professional development.
 - continuous improvement: promoting a growth mindset and reflective practices.
 - student-centered approaches: focusing on individual student needs using data-driven methods.
 - strong relationships: building trustful relationships and encouraging mentorship.

- Engages in professional learning with the Washtenaw Coaching Collaborative (WC3) on the dates listed below:

All WC3 Meetings are 9am-12pm a the ISD unless otherwise noted

All Coaching Quarterly Meetings are 8:30 a.m. -3:00 p.m. online unless otherwise noted

October 9, 2025 - WC3 1 (In Person)

November 13, 2025 -WC3 2 (In Person)

December 9, 2025 - Statewide Quarterly (Online)

January 8, 2026 - WC3 3 (In Person)

February 10, 2026 - Statewide Quarterly

March 12, 2026 - WC3 4 (In Person)

April 9, 2026 - WC3 5 (In Person)

May 5, 2026 - Statewide Quarterly (In Person)

June 4, 2026 - WC3 6 (online 10:00 a.m. -11 a.m.)

Per 35a Grant Assurances:

- Attend the pre-K-3 Essential Instructional Practices Institute, Literacy Coaching Network Professional Learning Opportunities, Coaching Intensives, Quarterly Meetings, and Monthly Meetings to support learning around the Essentials.
- Use the Coaching Modules and the pre-K-3 Essential Instructional Practices modules to support their learning around the Essentials.
- Must have already received or be making progress toward receiving LETRS training.
- Engage in Assessment Literacy professional learning.

Required Engagement

To stay in compliance, all grant-funded coaches must:

- Attend monthly ISD-led coaching meetings
- Attend quarterly state-led literacy coaching meetings
- **Maintain coaching logs and student-level data for state submission**

3. The Contractor shall provide, at the request of WISD, periodic progress reports detailing the tasks accomplished and the tasks remaining to be accomplished to complete full performance of the Contractor's duties as described.
4. Prior to any work being completed on WISD grounds, individuals working for the Contractor **may be required** to undergo a criminal background check by having fingerprints scanned electronically and submitted to the Michigan State Police. A list of all such employees must be provided to WISD by the Contractor as **Attachment A**. The Contractor will be responsible for payment of the fingerprinting service. (The proper forms must be obtained by the HR Department. Specific written exemption of the fingerprint requirement must be provided by the WISD Executive Director of Human Resources and Legal Services, in compliance with School Safety Legislation and WISD Board Policy).
5. The Contractor must also comply with Public Act 131 of 2005, which details the procedure to follow if the Contractor, or any individuals working on behalf of the Contractor, has/have been charged with a crime listed under Section 1535a (1) of the Michigan School Code, or a violation of a substantially similar law of another state, a political subdivision of this state or another state, or of the United States.

SECTION II -COMPENSATION

WISD does hereby agree as follows:

1. The maximum consideration for the Contractor's services as described in Section I shall be **\$50,000.00** including all related expenses, including travel expenses outlined in Section III.
2. The Contractor shall submit an invoice describing the services, including dates and hours of work, for part payment of the contract price not more frequently than once per month. The contractor shall submit an invoice requesting payment no more than thirty (30) days after the work has been performed. Invoices submitted after this date may not be paid.
3. The Contract is retained by WISD only for the purposes and to the extent set forth in this Agreement, and the Contractor's relationship to WISD shall, during the life of this Agreement, be that of an independent contractor. As such, WISD agrees that the Contractor shall be free to dispose of such portion of his/her entire time, energy, and skill during regular business hours that s/he is not obligated to devote to WISD in such manner as the Contractor sees fit. The Contractor shall not be considered as having an employee status or as being entitled to participate in any plans, arrangements, or distributions by WISD pertaining to or in the connection with any fringe, pension, bonus or similar benefits for the WISD's regular employees. WISD will not withhold or pay any sums, state, federal or local taxes, FICA, Michigan School Employees Retirement, MESC insurance, or worker's compensation insurance, unless required by law. The Contractor agrees to hold WISD harmless for the payment of such sum, interest, penalties or costs in the collection of same. Nothing in this agreement shall be construed to interfere with or otherwise affect rendering of services by the Contractor in accordance with its professional judgment.
4. The contractor has not been debarred, excluded or disqualified¹ under the non-procurement common rule, or otherwise declared ineligible from receiving Federal funds, contracts, certain subcontracts, and certain Federal assistance/benefits.
5. WISD acknowledges that the Contractor has no responsibility for the supervision of any WISD personnel in carrying out his/her contractual functions, and any recommendations made by the Contractor (other than in treating patients whom s/he has examined,) will require independent judgment of WISD prior to being effectuated.
6. WISD agrees that the Contractor shall have access to WISD premises at such time as is necessary for the Contractor to perform the above described tasks. However, WISD may require at least a one week's prior notice relating to the use of certain facilities.
7. In compliance with federal requirements, payments shall be made to a vendor on a reimbursement basis for services delivered; not as a prepayment.
8. WISD agrees to promptly pay the invoices submitted by the Contractor upon verification of the rendering of the services and within 30 calendar days from receipt in the WISD's Business Office.
9. WISD agrees to report to the Internal Revenue Service all amounts paid or reimbursed for services of the Agreement in conjunction with the legal requirements.

¹ Verified via the government System for Award Management (SAM) website; <https://www.sam.gov/portal/SAM/#1>

SECTION III – OTHER CONSIDERATIONS

1. All expenses for travel and mileage as a result of rendering the services identified in Section I are the responsibility of the Contractor. However, WISD may ask the Contractor to incur travel expenses not foreseen prior to the execution of this contract. If this occurs, WISD pre-approved travel costs associated with this Contract will be paid by WISD at a rate to be determined by WISD. Such travel expenses must be submitted under the guidelines established by WISD, including expense submission dates and inclusion of detailed receipts.
2. Nothing in this Agreement shall be considered to create the relationship of employer and employee between the parties at any time during the life of this Agreement.
3. The WISD shall retain ownership interest in any of the following three (3) circumstances:
 - i. The WISD expressly directs the Contractor to create a specified work (electronic or otherwise) or the work is a specific requirement of the contract;
 - ii. Any documents (electronic or otherwise) created and or developed by the Contractor while under contract with the WISD; or
 - iii. The Contractor voluntarily transfers the copyright, in whole or in part to the WISD in the form of a written document signed by said Contractor.
4. The work done by the Contractor shall be to the entire satisfaction of WISD. Should the Contractor unsatisfactorily perform the duties, WISD may cancel the Agreement and the Contractor shall have no claim for any of the balance of the contract price remaining to be paid at date of termination other than amounts related to services provided prior to termination.
5. Either party may terminate this Agreement by giving the other 30 days advance written notice.
6. WISD may change the duties of the Contractor as above described, but such change shall not be a substantial alternation of the Contractor's duties, nor can such change be made without the input of the Contractor.

SECTION IV – INSURANCE COVERAGE

In the event that the Contractor uses motor vehicles in the course of performing the services above described, the Contractor shall provide to WISD proof of public liability insurance and property damage insurance in such sums as shall be deemed appropriate by WISD.

The Contractor shall maintain at his/her own expense during the term of this Contract, the following insurance:

- 1.) Workers' Compensation Insurance with Michigan statutory limits of Employers' Liability Insurance with a minimum limit of \$500,000 each accident;
- 2.) Comprehensive General Liability Insurance with a combined single limit of \$1,000,000 each occurrence, \$1,000,000 aggregate, for bodily injury and property damage. The policy shall include blanket contractual and liability and personal injury coverage.

The Contractor understands that WISD's liability insurance policies may not afford any coverage for any work associated with this contract. Therefore, the Contractor agrees to hold WISD harmless 1) for any sum related to the cost of liability insurance, 2) from any and all liabilities, claims, liens, demands and costs, of whatsoever kind and nature, and 3) from any associated attorney fees, arising out of the performance of the work described in Section I. The Contractor shall obtain and provide proof of public liability insurance in such sums as shall be deemed appropriate by WISD unless specific written exemption is provided by the Assistant Superintendent, Business Services. Neither party shall be responsible for any action or inaction of the other party or its officers, agents, or employees, nor for insurance costs or legal fees, related thereto.

SIGNATURES

The Contractor acknowledges by his/her signature that he/she has read the Agreement and understands same and agrees this contract constitutes the total agreement between the parties and that anything not included in this contract is expressly excluded.

Agreed to on _____ 2025

Rachel Kowalski, Superintendent
Saline Area Schools

DATE _____

Jennifer Banks, Ph.D., Director of Instruction, Achievement Initiatives Team
Washtenaw Intermediate School District

DATE _____

Erica Rodriguez-Hatt
Erica Rodriguez-Hatt (Aug 15, 2025 14:15:51 EDT)
Erica Rodriguez-Hatt, Literacy Coordinator, Achievement Initiatives Team
Washtenaw Intermediate School District

08/15/2025

DATE _____

Angela Cheek-Welch
Angela Cheek-Welch (Aug 15, 2025 22:59:39 EDT)
Angela Cheek-Welch, Literacy Coordinator, Achievement Initiatives Team
Washtenaw Intermediate School District

08/15/2025

DATE _____

Amy Olmstead-Brayton
Amy Olmstead-Brayton (Aug 19, 2025 09:28:33 EDT)
Amy Olmstead-Brayton, Supervisor of Instruction, Achievement Initiatives
Washtenaw Intermediate School District

08/19/2025

DATE _____

Naomi Norman, Superintendent
Washtenaw Intermediate School District

DATE _____

Mary Jane Tramontin, Board President
Washtenaw Intermediate School District

DATE _____



WASHTENAW INTERMEDIATE SCHOOL DISTRICT CONTRACTED SERVICES AGREEMENT - COMPANY

This agreement is made this 1st day of September, 2025 by and between Washtenaw Intermediate School District, hereinafter referred to as WISD or District, and the Whitmore Lake Public Schools, hereinafter referred to as Contractor.

It is the intention of the parties hereto to enter into an Agreement defining the nature and extent of the duties to be performed by the Contractor, the place where the services are to be performed and the time limitation on the performance of the duties.

SECTION I – SCOPE OF SERVICES

Now, therefore, in consideration of payment to the Contractor of the sums specified in Section II, the Contractor does hereby agree as follows:

1. The Contractor shall commence performance of the duties in Section I, Number 2 no earlier than September 1, 2025. Once this contract is implemented, the ending date for providing services shall be June 30, 2026.
2. The Contractor agrees to perform the following duties and any necessary tasks incident to full performance of the described duties:

Description of Services:

The WISD's Mission is to promote the continuous improvement of achievement for every student while providing high-quality service to our customers through leadership, innovation, and collaboration.

The WISD's Vision is to be a leader in empowering, facilitating, and delivering high-quality, boundary-spanning, educational system that educates all children through an equitable, inclusive, and holistic approach.

Essentials of the Position:

- Demonstrates a strong commitment to equity, social justice, and inclusion in all practices and position responsibilities in accordance with WISD's Mission and Vision (listed above).
- Demonstrates the ability to examine how his/her/their position (directly or indirectly) impacts educational inequities in student achievement outcomes.
- Demonstrates a commitment to and takes responsibility for co-constructing a county wide culture of coaching; a culture that prioritizes:
 - anti-oppression, anti-racism, and ultimately a more equitable educational system and learning pursuits for our students and our teachers.
 - collaborative learning: Encouraging shared learning and regular professional development.
 - continuous improvement: promoting a growth mindset and reflective practices.
 - student-centered approaches: focusing on individual student needs using data-driven methods.
 - strong relationships: building trustful relationships and encouraging mentorship.

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November 13, 2025 -WC3 2 (In Person)

December 9, 2025 - Statewide Quarterly (Online)

January 8, 2026 - WC3 3 (In Person)

February 10, 2026 - Statewide Quarterly

March 12, 2026 - WC3 4 (In Person)

April 9, 2026 - WC3 5 (In Person)

May 5, 2026 - Statewide Quarterly (In Person)

June 4, 2026 - WC3 6 (online 10:00 a.m. -11 a.m.)

Per 35a Grant Assurances:

- Attend the pre-K-3 Essential Instructional Practices Institute, Literacy Coaching Network Professional Learning Opportunities, Coaching Intensives, Quarterly Meetings, and Monthly Meetings to support learning around the Essentials.
- Use the Coaching Modules and the pre-K-3 Essential Instructional Practices modules to support their learning around the Essentials.
- Must have already received or be making progress toward receiving LETRS training.
- Engage in Assessment Literacy professional learning.

Required Engagement

To stay in compliance, all grant-funded coaches must:

- Attend monthly ISD-led coaching meetings
- Attend quarterly state-led literacy coaching meetings
- **Maintain coaching logs and student-level data for state submission**

3. The Contractor shall provide, at the request of WISD, periodic progress reports detailing the tasks accomplished and the tasks remaining to be accomplished to complete full performance of the Contractor's duties as described.
4. Prior to any work being completed on WISD grounds, individuals working for the Contractor **may be required** to undergo a criminal background check by having fingerprints scanned electronically and submitted to the Michigan State Police. A list of all such employees must be provided to WISD by the Contractor as **Attachment A**. The Contractor will be responsible for payment of the fingerprinting service. (The proper forms must be obtained by the HR Department. Specific written exemption of the fingerprint requirement must be provided by the WISD Executive Director of Human Resources and Legal Services, in compliance with School Safety Legislation and WISD Board Policy).
5. The Contractor must also comply with Public Act 131 of 2005, which details the procedure to follow if the Contractor, or any individuals working on behalf of the Contractor, has/have been charged with a crime listed under Section 1535a (1) of the Michigan School Code, or a violation of a substantially similar law of another state, a political subdivision of this state or another state, or of the United States.

SECTION II -COMPENSATION

WISD does hereby agree as follows:

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2. The Contractor shall submit an invoice describing the services, including dates and hours of work, for part payment of the contract price not more frequently than once per month. The contractor shall submit an invoice requesting payment no more than thirty (30) days after the work has been performed. Invoices submitted after this date may not be paid.
3. The Contract is retained by WISD only for the purposes and to the extent sent forth in this Agreement, and the Contractor's relationship to WISD shall, during the life of this Agreement, be that of an independent contractor. As such, WISD agrees that the Contractor shall be free to dispose of such portion of his/her entire time, energy, and skill during regular business hours that s/he is not obligated to devote to WISD in such manner as the Contractor sees fit. The Contractor shall not be considered as having an employee status or as being entitled to participate in any plans, arrangements, or distributions by WISD pertaining to or in the connection with any fringe, pension, bonus or similar benefits for the WISD's regular employees. WISD will not withhold or pay any sums, state, federal or local taxes, FICA, Michigan School Employees Retirement, MESC insurance, or worker's compensation insurance, unless required by law. The Contractor agrees to hold WISD harmless for the payment of such sum, interest, penalties or costs in the collection of same. Nothing in this agreement shall be construed to interfere with or otherwise affect rendering of services by the Contractor in accordance with its professional judgment.
4. The contractor has not been debarred, excluded or disqualified¹ under the non-procurement common rule, or otherwise declared ineligible from receiving Federal funds, contracts, certain subcontracts, and certain Federal assistance/benefits.
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¹ Verified via the government System for Award Management (SAM) website; <https://www.sam.gov/portal/SAM/#1>

SECTION III – OTHER CONSIDERATIONS

1. All expenses for travel and mileage as a result of rendering the services identified in Section I are the responsibility of the Contractor. However, WISD may ask the Contractor to incur travel expenses not foreseen prior to the execution of this contract. If this occurs, WISD pre-approved travel costs associated with this Contract will be paid by WISD at a rate to be determined by WISD. Such travel expenses must be submitted under the guidelines established by WISD, including expense submission dates and inclusion of detailed receipts.
2. Nothing in this Agreement shall be considered to create the relationship of employer and employee between the parties at any time during the life of this Agreement.
3. The WISD shall retain ownership interest in any of the following three (3) circumstances:
 - i. The WISD expressly directs the Contractor to create a specified work (electronic or otherwise) or the work is a specific requirement of the contract;
 - ii. Any documents (electronic or otherwise) created and or developed by the Contractor while under contract with the WISD; or
 - iii. The Contractor voluntarily transfers the copyright, in whole or in part to the WISD in the form of a written document signed by said Contractor.
4. The work done by the Contractor shall be to the entire satisfaction of WISD. Should the Contractor unsatisfactorily perform the duties, WISD may cancel the Agreement and the Contractor shall have no claim for any of the balance of the contract price remaining to be paid at date of termination other than amounts related to services provided prior to termination.
5. Either party may terminate this Agreement by giving the other 30 days advance written notice.
6. WISD may change the duties of the Contractor as above described, but such change shall not be a substantial alternation of the Contractor's duties, nor can such change be made without the input of the Contractor.

SECTION IV – INSURANCE COVERAGE

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The Contractor shall maintain at his/her own expense during the term of this Contract, the following insurance:

- 1.) Workers' Compensation Insurance with Michigan statutory limits of Employers' Liability Insurance with a minimum limit of \$500,000 each accident;
- 2.) Comprehensive General Liability Insurance with a combined single limit of \$1,000,000 each occurrence, \$1,000,000 aggregate, for bodily injury and property damage. The policy shall include blanket contractual and liability and personal injury coverage.

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SIGNATURES

The Contractor acknowledges by his/her signature that he/she has read the Agreement and understands same and agrees this contract constitutes the total agreement between the parties and that anything not included in this contract is expressly excluded.

Agreed to on _____, 2025

Tom DeKeyser, Superintendent
Whitmore Lake Public Schools

DATE _____

Jennifer Banks, Ph.D., Director of Instruction, Achievement Initiatives Team
Washtenaw Intermediate School District

DATE _____

Erica Rodriguez-Hatt
Erica Rodriguez-Hatt (Aug 15, 2025 14:16:22 EDT)
Erica Rodriguez-Hatt, Literacy Coordinator, Achievement Initiatives Team
Washtenaw Intermediate School District

08/15/2025

DATE _____

Angela Cheek-Welch
Angela Cheek-Welch (Aug 15, 2025 22:59:19 EDT)
Angela Cheek-Welch, Literacy Coordinator, Achievement Initiatives Team
Washtenaw Intermediate School District

08/15/2025

DATE _____

Amy Olmstead-Brayton
Amy Olmstead-Brayton (Aug 19, 2025 09:29:05 EDT)
Amy Olmstead-Brayton, Supervisor of Instruction, Achievement Initiatives
Washtenaw Intermediate School District

08/19/2025

DATE _____

Naomi Norman, Superintendent
Washtenaw Intermediate School District

DATE _____

Mary Jane Tramontin, Board President
Washtenaw Intermediate School District

DATE _____



WASHTENAW INTERMEDIATE SCHOOL DISTRICT CONTRACTED SERVICES AGREEMENT - COMPANY

This agreement is made this 1st day of September, 2025 by and between Washtenaw Intermediate School District, hereinafter referred to as WISD or District, and the Ypsilanti Community Schools, hereinafter referred to as Contractor.

It is the intention of the parties hereto to enter into an Agreement defining the nature and extent of the duties to be performed by the Contractor, the place where the services are to be performed and the time limitation on the performance of the duties.

SECTION I – SCOPE OF SERVICES

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Essentials of the Position:

- Demonstrates a strong commitment to equity, social justice, and inclusion in all practices and position responsibilities in accordance with WISD's Mission and Vision (listed above).
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April 9, 2026 - WC3 5 (In Person)

May 5, 2026 - Statewide Quarterly (In Person)

June 4, 2026 - WC3 6 (online 10:00 a.m. -11 a.m.)

Per 35a Grant Assurances:

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- Use the Coaching Modules and the pre-K-3 Essential Instructional Practices modules to support their learning around the Essentials.
- Must have already received or be making progress toward receiving LETRS training.
- Engage in Assessment Literacy professional learning.

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- Attend quarterly state-led literacy coaching meetings
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5. The Contractor must also comply with Public Act 131 of 2005, which details the procedure to follow if the Contractor, or any individuals working on behalf of the Contractor, has/have been charged with a crime listed under Section 1535a (1) of the Michigan School Code, or a violation of a substantially similar law of another state, a political subdivision of this state or another state, or of the United States.

SECTION II -COMPENSATION

WISD does hereby agree as follows:

1. The maximum consideration for the Contractor's services as described in Section I shall be **\$50,000.00** including all related expenses, including travel expenses outlined in Section III.
2. The Contractor shall submit an invoice describing the services, including dates and hours of work, for part payment of the contract price not more frequently than once per month. The contractor shall submit an invoice requesting payment no more than thirty (30) days after the work has been performed. Invoices submitted after this date may not be paid.
3. The Contract is retained by WISD only for the purposes and to the extent sent forth in this Agreement, and the Contractor's relationship to WISD shall, during the life of this Agreement, be that of an independent contractor. As such, WISD agrees that the Contractor shall be free to dispose of such portion of his/her entire time, energy, and skill during regular business hours that s/he is not obligated to devote to WISD in such manner as the Contractor sees fit. The Contractor shall not be considered as having an employee status or as being entitled to participate in any plans, arrangements, or distributions by WISD pertaining to or in the connection with any fringe, pension, bonus or similar benefits for the WISD's regular employees. WISD will not withhold or pay any sums, state, federal or local taxes, FICA, Michigan School Employees Retirement, MESC insurance, or worker's compensation insurance, unless required by law. The Contractor agrees to hold WISD harmless for the payment of such sum, interest, penalties or costs in the collection of same. Nothing in this agreement shall be construed to interfere with or otherwise affect rendering of services by the Contractor in accordance with its professional judgment.
4. The contractor has not been debarred, excluded or disqualified¹ under the non-procurement common rule, or otherwise declared ineligible from receiving Federal funds, contracts, certain subcontracts, and certain Federal assistance/benefits.
5. WISD acknowledges that the Contractor has no responsibility for the supervision of any WISD personnel in carrying out his/her contractual functions, and any recommendations made by the Contractor (other than in treating patients whom s/he has examined,) will require independent judgment of WISD prior to being effectuated.
6. WISD agrees that the Contractor shall have access to WISD premises at such time as is necessary for the Contractor to perform the above described tasks. However, WISD may require at least a one week's prior notice relating to the use of certain facilities.
7. In compliance with federal requirements, payments shall be made to a vendor on a reimbursement basis for services delivered; not as a prepayment.
8. WISD agrees to promptly pay the invoices submitted by the Contractor upon verification of the rendering of the services and within 30 calendar days from receipt in the WISD's Business Office.
9. WISD agrees to report to the Internal Revenue Service all amounts paid or reimbursed for services of the Agreement in conjunction with the legal requirements.

¹ Verified via the government System for Award Management (SAM) website; <https://www.sam.gov/portal/SAM/#1>

SECTION III – OTHER CONSIDERATIONS

1. All expenses for travel and mileage as a result of rendering the services identified in Section I are the responsibility of the Contractor. However, WISD may ask the Contractor to incur travel expenses not foreseen prior to the execution of this contract. If this occurs, WISD pre-approved travel costs associated with this Contract will be paid by WISD at a rate to be determined by WISD. Such travel expenses must be submitted under the guidelines established by WISD, including expense submission dates and inclusion of detailed receipts.
2. Nothing in this Agreement shall be considered to create the relationship of employer and employee between the parties at any time during the life of this Agreement.
3. The WISD shall retain ownership interest in any of the following three (3) circumstances:
 - i. The WISD expressly directs the Contractor to create a specified work (electronic or otherwise) or the work is a specific requirement of the contract;
 - ii. Any documents (electronic or otherwise) created and or developed by the Contractor while under contract with the WISD; or
 - iii. The Contractor voluntarily transfers the copyright, in whole or in part to the WISD in the form of a written document signed by said Contractor.
4. The work done by the Contractor shall be to the entire satisfaction of WISD. Should the Contractor unsatisfactorily perform the duties, WISD may cancel the Agreement and the Contractor shall have no claim for any of the balance of the contract price remaining to be paid at date of termination other than amounts related to services provided prior to termination.
5. Either party may terminate this Agreement by giving the other 30 days advance written notice.
6. WISD may change the duties of the Contractor as above described, but such change shall not be a substantial alternation of the Contractor's duties, nor can such change be made without the input of the Contractor.

SECTION IV – INSURANCE COVERAGE

In the event that the Contractor uses motor vehicles in the course of performing the services above described, the Contractor shall provide to WISD proof of public liability insurance and property damage insurance in such sums as shall be deemed appropriate by WISD.

The Contractor shall maintain at his/her own expense during the term of this Contract, the following insurance:

- 1.) Workers' Compensation Insurance with Michigan statutory limits of Employers' Liability Insurance with a minimum limit of \$500,000 each accident;
- 2.) Comprehensive General Liability Insurance with a combined single limit of \$1,000,000 each occurrence, \$1,000,000 aggregate, for bodily injury and property damage. The policy shall include blanket contractual and liability and personal injury coverage.

The Contractor understands that WISD's liability insurance policies may not afford any coverage for any work associated with this contract. Therefore, the Contractor agrees to hold WISD harmless 1) for any sum related to the cost of liability insurance, 2) from any and all liabilities, claims, liens, demands and costs, of whatsoever kind and nature, and 3) from any associated attorney fees, arising out of the performance of the work described in Section I. The Contractor shall obtain and provide proof of public liability insurance in such sums as shall be deemed appropriate by WISD unless specific written exemption is provided by the Assistant Superintendent, Business Services. Neither party shall be responsible for any action or inaction of the other party or its officers, agents, or employees, nor for insurance costs or legal fees, related thereto.

SIGNATURES

The Contractor acknowledges by his/her signature that he/she has read the Agreement and understands same and agrees this contract constitutes the total agreement between the parties and that anything not included in this contract is expressly excluded.

Agreed to on _____, 2025

Alena Zachery-Ross, Superintendent
Ypsilanti Community Schools

DATE _____

Jennifer Banks, Ph.D., Director of Instruction, Achievement Initiatives Team
Washtenaw Intermediate School District

DATE _____

Erica Rodriguez-Hatt
Erica Rodriguez-Hatt (Aug 15, 2025 14:17:02 EDT)
Erica Rodriguez-Hatt, Literacy Coordinator, Achievement Initiatives Team
Washtenaw Intermediate School District

DATE 08/15/2025

Angela Cheek-Welch
Angela Cheek-Welch (Aug 15, 2025 22:58:54 EDT)
Angela Cheek-Welch, Literacy Coordinator, Achievement Initiatives Team
Washtenaw Intermediate School District

DATE 08/15/2025

Amy Olmstead-Brayton
Amy Olmstead-Brayton (Aug 19, 2025 09:29:42 EDT)
Amy Olmstead-Brayton, Supervisor of Instruction, Achievement Initiatives
Washtenaw Intermediate School District

DATE 08/19/2025

Naomi Norman, Superintendent
Washtenaw Intermediate School District

DATE _____

Mary Jane Tramontin, Board President
Washtenaw Intermediate School District

DATE _____

Coversheet

Superintendent's Recommendations

Section: VII. Consent Agenda
Item: G. Superintendent's Recommendations
Purpose:
Submitted by:
Related Material:
WISD Board Memo_Adolescent and School Health Program Funding FY26.pdf
MMH-ASH FY 25-26 Work Plan_WISD.pdf



DATE: August 14, 2025

TO: Naomi Norman, Superintendent; WISD Board of Education

FROM: Danielle Dros, Regional School Health Coordinator

SUBJECT: FY26 Adolescent and School Health Program Funding

I am requesting the board's approval to accept FY26 Adolescent and School Health Program funding from the Michigan Primary Care Association (MPCA) in the amount of \$105,000.

The purpose of this partnership is to provide funds to local contractors (Regional School Health Coordinators) to enable them to promote comprehensive school health education, with an emphasis on the *Michigan Model for Health™*, through recruitment, training, consultation and collaboration with schools, teachers, and community groups. This partnership also provides funds to local contractors (Regional School Health Coordinators) to enable them to provide outreach services to Medicaid-eligible children, adolescents and families. The program aims to increase the enrollment of children and adolescents who are eligible for Medicaid coverage, and improve the utilization of Medicaid covered preventative services among this population. MPCA's Adolescent and School Health Program funding has supported the Washtenaw County community for over thirty years.

The MPCA Adolescent and School Health Program funding is for one year, October 1, 2025-September 30, 2026, and will be used to pay for the following: 60% of WISD's Regional School Health Coordinators salary and benefits, staff travel, and program supplies.

Michigan Department of Health and Human Services
***Michigan Model for Health™* Program**
FY 2025-26 Adolescent & School Health (thru MPCA) Grant

AGENCY NAME:

- ☒ Subrecipient
- ☐ Vendor
- ☐ Research and Development Project
- ☒ Not a Research and Development Project

PROGRAM MISSION

To improve the health and learning of all children and youth by promoting fidelity of implementation for the Michigan Model for Health™ within a comprehensive, systematic approach.

DIRECTIONS

Due Date **FRIDAY, JUNE 26, 2025**

Submit your *Michigan Model for Health™*/Adolescent & School Health (thru MPCA) Work Plan and Budget by **Friday, June 26, 2025**. If you need to request an extension, please email your Michigan Department of Health & Human Services (MDHHS) Consultant.

Work Plan/Statement of Work:

- 1) Prior to completing your FY25-26 Work Plan, please review your FY24-25 Work Plan, quarterly reports and accomplishments. Utilize those documents as guides to assist you in developing the most effective strategies for the upcoming year.
- 2) Fill in all the columns to the right of the Strategies column (e.g., Responsible Person, Timeline, etc.).

Work Plan/Statement of Work

Objective 1: Promote and assign digital licenses to trained teachers in your geographic region(s).			
Activity(ies)	Responsible Individual(s) and Title(s)	Timeline	Deliverable(s)
Activity 1.1: Communicate with all teachers about the digital licenses and platform. Note: Please insert strategies that detail who your targets will be and how you plan to accomplish this task.	Danielle Dros, RSHC providing services to Washtenaw and Livingston County school districts.	October 1, 2025-September 30, 2026	Meeting agendas, emails, newsletters, presentation slides geared towards multiple target audiences including curriculum leaders, principals, and health/PE/FCS educators. See strategy deliverables below.
Strategy 1: Notify Washtenaw and Livingston curriculum leaders about availability of digital MMH licenses for their staff at monthly meetings, through written communications, newsletters, and during individual meetings. Follow up with curriculum leaders individually to answer questions, provide demonstrations, and to identify any teachers who may want to get set up with a digital license; building/district-wide adoption will be promoted.	Danielle Dros, RSHC	October 1, 2025-September 30, 2026	Curriculum Leader meeting agendas/presentation slides, emails, and newsletters relaying the availability of digital curriculum licenses.
Strategy 2: Notify Washtenaw and Livingston principals about the availability of digital MMH licenses through written communications and through presentations at monthly meetings. Follow up with principals to answer questions, provide demonstrations, and to identify any teachers who may be interested in a digital MMH license. Building wide adoption will be promoted.	Danielle Dros, RSHC	October 1, 2025-September 30, 2026	Principal meeting agendas/presentation slides and emails relaying the availability of digital curriculum licenses.

Strategy 3: Notify Washtenaw and Livingston Health/PE/ and Family Consumer Science educators about the availability of digital MMH licenses through written communications, monthly newsletters, Health Educator Learning Network (HELN) meetings, health related professional learning sessions, and individual meetings. Follow up with teachers individually to answer questions, provide demonstrations, and to identify any other teachers who may be interested in a digital MMH license.	Danielle Dros, RSHC	October 1, 2025- September 30, 2026	Health Educator Learning Network (HELN) meeting agendas/slides, health related professional learning session agendas/slides, emails to teachers, and teacher facing newsletters relaying the availability of digital curriculum licenses.
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Objective 2: Promote the MMH curriculum revisions/updates and the online digital curriculum to all teachers in your region.

Activity(ies)	Responsible Individual(s) and Title(s)	Timeline	Deliverable(s)
Activity 2.1: Communicate with teachers still using the MMH print curriculum about moving to the online curriculum. Note: Please insert strategies that detail who your targets will be and how you plan to accomplish this task.	Danielle Dros, RSHC	October 1, 2025-September 30, 2026	Meeting agendas, emails, newsletters, presentation slides geared towards multiple target audiences including curriculum leaders, principals, and health/PE/FCS educators. See strategy deliverables below.
Strategy 1: Notify Washtenaw and Livingston curriculum leaders that teachers still using the MMH print curriculum should transition to the online curriculum through written communications, announcements/presentations at monthly meetings, newsletters, and individual meetings. Follow up with curriculum leaders individually to answer questions and provide demonstrations.	Danielle Dros, RSHC	October 1, 2025-September 30, 2026	Communication to curriculum leaders via email, meeting agendas/presentation slides, and newsletters encouraging staff who are still using the MMH print curriculum to transition to the online curriculum.
Strategy 2: Notify Washtenaw and Livingston principals that teachers still using the MMH print curriculum should transition to the online curriculum through written communications, announcements/presentations at monthly meetings, and individual meetings. Follow up with curriculum leaders individually to answer questions and provide demonstrations.	Danielle Dros, RSHC	October 1, 2025-September 30, 2026	Principal meeting agendas/presentation slides and emails encouraging staff who are still using the MMH print curriculum to transition to the online curriculum.

Strategy 3: Notify Washtenaw and Livingston Health/PE/ and FCS educators that those who still use the MMH print curriculum should transition to the online curriculum through written communications, monthly newsletters, Health Educator Learning Network (HELN) meetings, health related professional learning sessions, and individual meetings. Follow up with teachers individually to answer questions and provide demonstrations.	Danielle Dros, RSHC	October 1, 2025-September 30, 2026	Health Educator Learning Network (HELN) meeting agendas/slides, health related professional learning session agendas/slides, emails to teachers, and teacher facing newsletters encouraging staff still using the MMH print curriculum to transition to the online curriculum.
Activity 2.2: Communicate new updates/revisions and the online digital curriculum through a variety of means to teachers and administrators (email, newsletters, videoconference or in-person meetings, health-related trainings, demonstration presentations, telephone conference calls, etc.).	Danielle Dros, RSHC	October 1, 2025-September 30, 2026	Meeting agendas, emails, newsletters, presentation slides geared towards multiple target audiences including curriculum leaders, principals, and health/PE/FCS educators. See strategy deliverables below.
Strategy 1: Notify Washtenaw and Livingston curriculum leaders about the new updates/revisions and availability of the online digital curriculum through written communications, announcements/presentations at monthly meetings, newsletters, and individual meetings.	Danielle Dros, RSHC	October 1, 2025-September 30, 2026	Communication to curriculum leaders via email, meeting agendas/presentation slides, and newsletters about the availability of the online digital curriculum and about the new updates/revisions.
Strategy 2: Notify Washtenaw and Livingston principals about the new updates/revisions and availability of the online digital curriculum through written communications, announcements/presentations at monthly meetings, and individual meetings.	Danielle Dros, RSHC	October 1, 2025-September 30, 2026	Principal meeting agendas/presentation slides and emails about the availability of the online digital curriculum and about the new updates/revisions.

Strategy 3: Notify Washtenaw and Livingston Health/PE and FCS teachers about the new updates/revisions and availability of the online digital curriculum through written communications, monthly newsletters, Health Educator Learning Network (HELN) meetings, health related professional learning sessions, and individual meetings.	Danielle Dros, RSHC	October 1, 2025-September 30, 2026	Health Educator Learning Network (HELN) meeting agendas/slides, health related professional learning session agendas/slides, emails to teachers, and teacher facing newsletters about the availability of the online digital curriculum and about the new updates/revisions.
Activity 2.3: Obtain program training certifications and other program updates through participation in grantee trainings, events, meetings, recordings, and webinars hosted by MDHHS.	Danielle Dros, RSHC	October 1, 2025-September 30, 2026	Attendance Sign-In for meetings, training, events, recordings, and webinars. Certificate of TOT completion, if available.
Strategy 1: Attend grantee meetings, training, events recordings, and webinars	Danielle Dros, RSHC	October 1, 2025-September 30, 2026	Attendance Sign-In for Grantee Meeting, training, events, recordings, and webinars.
Strategy 2: Attend yearly site visit	Danielle Dros, RSHC	October 1, 2025-September 30, 2026	Yearly site visit sign-up form, calendar invite/agenda for yearly site visit meeting.
Strategy 3: Attend all MiSHCA meetings to receive State updates	Danielle Dros, RSHC	October 1, 2025-September 30, 2026	Attendance Sign-In for MiSHCA meetings.

Objective 3: Increase the number of teachers, schools and districts trained in the *Michigan Model for Health*™.

Activity(ies)	Responsible Individual(s) and title(s)	Timeline	Deliverable(s)
<p>Activity 3.1: Provide at least one regional training each on the <i>Michigan Model for Health</i>™ digital curriculum at the elementary, middle, and high school levels.</p> <p>Note: A schedule of your 2025-26 trainings must be submitted by October 1, 2025.</p>	Danielle Dros, RSHC	October 1, 2025- January 31, 2026	<p>Meeting agendas, emails, newsletters, presentation slides geared towards multiple target audiences including curriculum leaders and health/PE/FCS educators.</p> <p>Quarterly Report – MMH Training page, training schedule, and training attendance/participation records.</p> <p>See strategy deliverables below.</p>
Strategy 1: Provide two regional K-12 MMH training sessions, one in October 2025 and the other in January 2026.	Danielle Dros, RSHC	October 1, 2025- January 31, 2026	<p>Quarterly Report—MMH Training page, including dates, modules trained and number of attendees.</p> <p>Training schedule to be submitted by October 1, 2025.</p> <p>Training attendance available upon request.</p>
Strategy 2: Promote MMH training to Washtenaw and Livingston curriculum leaders through written communications, at monthly meetings, and through newsletters. Emphasize MMH link to academic achievement, school improvement, and alignment with SEL with an emphasis on reading and literacy.	Danielle Dros, RSHC	October 1, 2025- January 31, 2026	Communication to curriculum leaders via email, meeting agendas/presentation slides, and newsletters relaying MMH training dates.
Strategy 3: Promote MMH training to Washtenaw and Livingston principals through written communications and at monthly meetings. Emphasize MMH link to academic achievement, school improvement, and alignment with SEL with an emphasis on reading and literacy.	Danielle Dros, RSHC	October 1, 2025- January 31, 2026	Communication to principals via email and meeting agendas/presentation slides relaying MMH training dates.

Strategy 4: Promote MMH training to Washtenaw and Livingston educators through written communications and monthly newsletters. Emphasize MMH link to academic achievement, school improvement, and alignment with SEL with an emphasis on reading and literacy.	Danielle Dros, RSHC	October 1, 2025- January 31, 2026	Communication to teachers via email and teacher facing newsletters relaying MMH training dates.
Activity 3.2: Communicate with and recruit at least one school, district or administrator and provide MMH information and/or training for school/district-wide implementation.	Danielle Dros, RSHC	October 1, 2025- September 30, 2026	Quarterly Report—Workplan progress page & MMH Training page.
Strategy 1: Promote school/district wide MMH implementation with Washtenaw and Livingston curriculum leaders at monthly meetings, through written communications, newsletters, and during individual meetings.	Danielle Dros, RSHC	October 1, 2025- September 30, 2026	Quarterly Report—Workplan progress page & MMH Training page.
Strategy 2: Promote school/district wide MMH implementation with Washtenaw and Livingston principals at monthly meetings, through written communications, and during individual meetings.	Danielle Dros, RSHC	October 1, 2025- September 30, 2026	Quarterly Report—Workplan progress page & MMH Training page.

Objective 4: Provide technical assistance and consultation on the *Michigan Model for Health™* to teachers and schools within your region to promote increased implementation and fidelity of instruction.

The definition of “technical assistance” is a significant encounter that promotes recruitment training support, and fidelity of implementation for the *Michigan Model for Health™*. Examples include: 1) follow-up with teacher(s) after an MMH training to assisting with MMH resources, implementation planning, and/or coaching/modeling. 2) consultation with a school administrator to plan training of their teachers and/or improving fidelity of implementation of MMH.

Activity(ies)	Responsible Individual(s) and title(s)	Timeline	Deliverable(s)
<p>Activity 4.1: Provide consultation and technical assistance to local school districts, public school academies, identified private schools, and teachers.</p> <p>Please insert strategies that detail who your targets will be and how you plan to accomplish this task.</p>	Danielle Dros, RSHC	October 1, 2025- September 30, 2026	<p>Meeting agendas, emails, presentation slides geared towards multiple target audiences including curriculum leaders and health/PE/FCS educators.</p> <p>Quarterly Report – TA page.</p> <p>See strategy deliverables below.</p>
Strategy 1: Communicate to Washtenaw and Livingston curriculum leaders and administrators, the implementation supports the RSHC role can provide buildings and districts when they adopt MMH on a building/district level.	Danielle Dros, RSHC	October 1, 2025- September 30, 2026	Communication to curriculum leaders and administrators via email, meeting agendas/presentation slides, and newsletters, relaying implementation and fidelity supports that can be provided by the RSHC.
Strategy 2: Communicate to Washtenaw and Livingston educators the fidelity supports the RSHC role can provide including implementation planning, coaching, and support navigating MMH resources during MMH promotions and at the end of MMH trainings. Share contact information and MMH Implementation Office Hours information.	Danielle Dros, RSHC	October 1, 2025- September 30, 2026	Communication to educators via email, newsletters, meeting agendas/presentation slides, relaying implementation and fidelity supports that can be provided by the RSHC.

Strategy 3: Host two MMH Implementation Office Hours (one per semester) to provide implementation planning support, lesson adaptation support, coaching, and support navigating MMH resources for MMH trained teachers.	Danielle Dros, RSHC	October 1, 2025-September 30, 2026	Training schedule to be submitted by October 1, 2025. Attendance records available upon request.
Activity 4.2: Work with local school districts, communities, voluntary and professional groups to identify, develop and coordinate support for the <i>Michigan Model for Health™</i> curriculum. Please insert strategies that detail how you plan to accomplish this task.	Responsible Individual(s) and title(s) Danielle Dros, RSHC	Timeline October 1, 2025-September 30, 2026	Deliverable(s) Quarterly Report – TA page. See strategy deliverables below.
Strategy 1: Communicate to Washtenaw and Livingston curriculum leaders and administrators the benefits to using MMH district/building wide.	Danielle Dros, RSHC	October 1, 2025-September 30, 2026	Communication to curriculum leaders and administrators via email and meeting agendas/presentation slides, relaying the benefits to using MMH district/building wide.
Strategy 2: Reach out to Livingston and Washtenaw County Agencies/Departments, networks, and coalitions to coordinate support for the MMH curriculum. Attend meetings, provide information relevant to MMH, and encourage training and implementation to benefit students. Identify ways community organizations can reinforce MMH content in the larger community.	Danielle Dros, RSHC	October 1, 2025-September 30, 2026	Quarterly Report—TA page, including dates, topic, and number of persons. Meeting agendas, as able.
Strategy 3: Answer MMH user questions as they come in via email, phone calls, or virtual/in-person meetings	Danielle Dros, RSHC	October 1, 2025-September 30, 2026	Quarterly Report—TA page, including dates, topic, and number of persons.

Objective 5: Medicaid Outreach activities. Increase the number of eligible families that know how and where to apply for Medicaid Health insurance for their children and maintain a system of tracking your outreach efforts.

Activity(ies)	Responsible Individual(s) and title(s)	Timeline	Deliverable(s)
Activity 5.1: Disseminate Medicaid Health Insurance brochures (paper and digital) and other information to parents, guardians, teachers, school staff, community groups and organizations using a variety of means (Tag in e-mail communication, handout at all MMH and health trainings, share information at professional and community meetings, include in newsletter, etc.) Please insert specific strategies to detail how you plan to accomplish this task.	Danielle Dros, RSHC	October 1, 2025-September 30, 2026	Quarterly Report—Medicaid Outreach page, including the date and number of contacts in correspondence regarding Medicaid. See strategy deliverables below.
Strategy 1: Provide and disseminate Medicaid Health Insurance brochures and other information to teachers, school staff, community groups and organizations by sharing information on ISD's website, in monthly newsletters, and including a line in email signature that is included on all email communication.	Danielle Dros, RSHC	October 1, 2025-September 30, 2026	Quarterly Report—Medicaid Outreach page, including the date and number of contacts in correspondence regarding Medicaid. Newsletters, emails, and ISD website page.
Strategy 2: Provide and disseminate Medicaid Health Insurance brochures and other information to teachers, school staff, community groups and organizations by promoting Medicaid Health Insurance information during all MMH and health related trainings.	Danielle Dros, RSHC	October 1, 2025-September 30, 2026	Quarterly Report—Medicaid Outreach page, including the date and number of contacts in correspondence regarding Medicaid. MMH/health related training agendas/slides.

Strategy 3: Provide and disseminate Medicaid Health Insurance brochures and other information to parents/guardians and community members/groups by sharing Medicaid Health Insurance information with every student participating in the regions SNAP-Ed programming, at SNAP-Ed parent/community facing events, and in SNAP-Ed parent/community facing newsletters.	Danielle Dros, RSHC	October 1, 2025-September 30, 2026	Quarterly Report—Medicaid Outreach page, including the date and number of contacts in correspondence regarding Medicaid. Newsletters.
Activity 5.2: Maintain a system for tracking the number of individuals reached through your dissemination and promotion efforts and report in your quarterly ASH Activity Reports.	Responsible Individual(s) and title(s) Danielle Dros, RSHC	Timeline October 1, 2025-September 30, 2026	Deliverable(s) Quarterly Report—Medicaid Outreach page, including the date and number of contacts in correspondence regarding Medicaid. See strategy deliverables below.
Strategy 1: Keep copy of documentation page in quarterly report on desktop and update Medicaid outreach reach numbers daily/as outreach and promotion efforts are conducted.	Danielle Dros, RSHC	October 1, 2025-September 30, 2026	Quarterly Report—Medicaid Outreach page, including the date and number of contacts in correspondence regarding Medicaid. Newsletter analytics, sent emails folder numbers.
Strategy 2: Track attendance numbers at all MMH/health related trainings to know how many people received the Medicaid Health Insurance segment of the session.	Danielle Dros, RSHC	October 1, 2025-September 30, 2026	Quarterly Report—MMH Training page, including dates, modules trained and number of attendees. Training attendance records.
Strategy 3: Track number of students reached through ISD's SNAP-Ed programming, how many parents open monthly newsletters, and how many parents/guardians and community members attend events.	Danielle Dros, RSHC	October 1, 2025-September 30, 2026	Quarterly Report—Medicaid Outreach page, including the date and number of contacts in correspondence regarding Medicaid. SNAP-Ed data reach files, newsletter analytics, and event counts.

Activity 5.3: Submit all required reports, including Medicaid activities and financial status quarterly reports <u>by stated deadlines.</u>	Danielle Dros, RSHC	Fri, 1/30/26 Fri, 4/24/26 Fri, 7/31/26 Fri, 10/30/26	Reports submitted no later than indicated deadlines. See strategy deliverables below.
Strategy 1: Put holds on calendar to complete reports starting two weeks before reports are due. Put report deadlines on calendar.	Danielle Dros, RSHC	Fri, 1/30/26 Fri, 4/24/26 Fri, 7/31/26 Fri, 10/30/26	Reports submitted no later than indicated deadlines.

While all Michigan Model for Health Coordinators/Regions may not be involved in all of these projects, there is an expectation that each funded site will do their part to participate so involvement is equitable across the school health regions.

OPTIONAL Objective 6: Perform Other Program-Related Activities, including:			
Activity 6.1: <u>Promote the adoption or implementation of the Michigan Model for Health™</u> , when offering other health-related trainings. Please submit a detailed training calendar for the FY25 year by October 1, 2025.	Responsible Individual(s) and title(s) Danielle Dros, RSHC	Timeline October 1, 2025-September 30, 2026	Deliverable(s) Quarterly Report—Other Health Trainings page, including dates, names of trainings and number of attendees. Detailed training calendar for FY25 submitted by October 1, 2025. See strategy deliverables below.
Strategy 1: Provide Grades 4-12 Reproductive Health/Sexuality Education & HIV/STI Teacher Certification Trainings to supplement MMH programming.	Danielle Dros, RSHC	October 1, 2025-September 30, 2026	Quarterly Report—Other Health Trainings page, including dates, names of trainings and number of attendees. Detailed training calendar for FY25 submitted by October 1, 2025.

Strategy 2: Provide professional learning sessions on topics covered in MMH curriculum (Nutrition and Physical Activity, Safety, Alcohol, Tobacco, and Other Drugs, Social Emotional Health, Personal Health and Wellness) during Health Educator Learning Network (HELN) and SHAPE regional meetings to promote the adoption and/or implementation of MMH as a tool for teaching these content areas.	Danielle Dros, RSHC	October 1, 2025-September 30, 2026	Quarterly Report—Other Health Trainings page, including dates, names of trainings and number of attendees. Detailed training calendar for FY25 submitted by October 1, 2025.
Strategy 3: Provide Sex Ed Advisory Board Trainings on SEAB best practices including how to select evidence based, best practice curriculum. MMH will be promoted as a resource to SEABs looking at curricular options.	Danielle Dros, RSHC	October 1, 2025-September 30, 2026	Quarterly Report—Other Health Trainings page, including dates, names of trainings and number of attendees. Detailed training calendar for FY25 submitted by October 1, 2025.
Activity 6.2: Promote the integration of <i>MMH</i> into continuous improvement (e.g., MICIP) planning in schools in your region.	Danielle Dros, RSHC	October 1, 2025-September 30, 2026	Quarterly Report—TA page, including dates, topic, and number of persons. See strategy deliverables below.
Strategy 1: Participate in MICIP* activities or local advisory committees if they support or enhance the Michigan Model for Health™ upon request by any and all of the 14 public school districts served in this region.	Danielle Dros, RSHC	October 1, 2025-September 30, 2026	Quarterly Report—TA page, including dates, topic, and number of persons.

Minimum Program Requirements

By signing contracts, sites accept that allocated staff will comply with the following minimum requirements. Failure to meet these requirements could result in corrective action plans and additional measures as needed.

- **New grantees must attend a new site orientation meeting, along with other appropriate staff, with MDHHS program officers within 90 days of their start date as a MMH coordinator.**
- **Grantees must allocate at least .25 FTE in order to promote, assist, and sustain program implementation.**
- **Grantees must attend the annual grantee meeting, along with other appropriate staff, as set by MDHHS program officers.**
- **Grantees must schedule and participate in an annual site visit, along with other appropriate staff, conducted by MDHHS program officers.**
- **Grantees must be up to date on program and platform operations by participating and viewing in any offered webinars, office hours, trainings, and other activities as specified.**
- **Grantees must submit all requested reporting documentation, such as but not limited to Quarterly reports (including Medicaid outreach activities), FSRs, and Year End reports by the appointed deadlines, unless a maximum four-day extension is granted before the deadline and with individual circumstances allowing for longer extension deadlines.**
- **Grantees must promote, coach, and monitor the program through offering training, office hours, professional development, meeting time, newsletters, and platform demonstrations related to increasing program implementation.**
- **Grantees must conduct themselves in a manner that is neither threatening nor disrespectful toward other grantees and MDHHS program officers.**
- **Grantees must maintain a scope of work under this FTE allocation that is directly related to the increased implementation and improved fidelity of the program.**
- **Grantees must be willing to participate periodically in MDHHS-led curriculum improvements, program updates/revisions, and evaluation projects.**
- **Grantees must not use funds or supported FTE allocation time to participate in any lobbying efforts, according to State and Federal law.**

Coversheet

Updated WISD Policy – Second Read

Section:	VIII. New Business
Item:	A. Updated WISD Policy – Second Read
Purpose:	
Submitted by:	
Related Material:	Board Memo - 2nd Read - 08.26.25.pdf PO 1130 - Conflict of Interest.pdf PO 3110 - Conflict of Interest.pdf PO 4110 - Conflict of Interest.pdf PO 6110 - Grant Funds.pdf PO 6111 - Internal Controls.pdf PO 6112 - Cash Management of Grants.pdf PO 6114 - Cost Principles-Spending Federal Funds.pdf PO 6325 - Procurement-Federal Grants & Funds revised.pdf PO 6550 - Travel Payment & Reimbursement.pdf PO 7310 - Disposition of Surplus Property.pdf PO 7450 - Property Inventory.pdf



Washtenaw I S D

A REGIONAL EDUCATIONAL SERVICE AGENCY

DATE: August 20, 2025

TO: Naomi Norman, Superintendent and
Members of the WISD Board of Education

FROM: Becky L. Mullins
Supervisor, Human Resources and Legal Services

RE: Updated Policy – Second Read

The Policy Committee¹ recommends adoption of policies 1130 - Conflict of Interest, 3110 - Conflict of Interest, 4110 - Conflict of Interest, 6110 - Grant Funds, 6111 - Internal Controls, 6112 - Cash Management of Funds, 6114 - Cost Principles-Spending Federal Funds, 6325 - Procurement-Federal Grants & Funds, 6550 - Travel Payment & Reimbursement, 7310 - Disposition of Surplus Property, and 7450 - Property Inventory

A first read of the policies was done during the Board's regular meeting on August 12, 2025, which included highlights of the proposed changes.

Enclosure

¹ Steve Olsen (Board Trustee), Mary Jane Tramontin (President), Naomi Norman (Superintendent), Brian Marcel (Associate Superintendent), Cherie Vannatter (Deputy Superintendent), Cassandra Harmon-Higgins (Executive Director of Human Resources and Legal Services), and Becky Mullins (Supervisor of Human Resources and Legal Services)

Book: Policies for ISD Update
 Section: Vol. 39, No. 1 - EDGAR UGG - September 2024 ISD
 Title: CONFLICT OF INTEREST
 Code: po1130
 Status: Active

1130 - CONFLICT OF INTEREST

Staff members, officers, and agents shall perform their official duties in a manner free from conflict of interest. To this end:

- A. The maintenance of unusually high standards of honesty, integrity, impartiality, and professional conduct by the ~~School~~ District's Board members, employees, officers, and agents is essential to ensure the proper performance of school business as well as to earn and keep public confidence in the ~~School~~ District.

To accomplish this, the Board of Education has adopted the following guidelines which apply to all District ~~employees, officers, and agents, and Board members~~ including members of the Board Board members, employees, officers, and agents to assure that conflicts of interest do not occur. These guidelines are not intended to be all-inclusive, nor to substitute for good judgment on the part of all ~~employees, officers, agents, and Board members~~ and agents Board members, employees, officers, and agents.

1. No ~~employee, officer, or agent, or Board member~~ Board member, employee, officer, or agent shall engage in or have a financial or other interest, directly or indirectly, in any activity that conflicts or raises a reasonable question of conflict with ~~the employee's, officer's, agent's, or Board member's~~ his/her the Board member's, employee's, officer's, or agent's duties and responsibilities in the school system. When a staff member determines that the possibility of a personal interest conflict exists, ~~members/he the staff member's~~ should, prior to the matter being considered by the Board or administration, disclose ~~his/her the staff member's~~ interest (such disclosure shall become a matter of record in the minutes of the Board).
2. No ~~staff member, officer, or agent, or Board member~~ Board member, employee, officer, or agent shall use ~~his/her their~~ position to benefit either ~~himself/herself themselves~~ or any other individual or agency apart from the total interest of the ~~School~~ District.
3. If the financial interest pertains to a proposed contract with the District, the following requirements must be met.

~~The staff member, officer, or agent, or Board member~~ The District Board member, employee, officer, or agent shall disclose the direct financial interest in the contract to the Board, with such disclosure made a part of the official Board minutes. If ~~his/her the~~ direct financial interest amounts to \$250 or more or five percent (5%) or more of the contract cost to the District, ~~the staff member, officer, or agent, or Board member~~ the Board member, employee, officer, or agent shall make the disclosure in one (1) of two (2) ways:

- a. In writing, to the Board President at least seven (7) days prior to the meeting at which the vote on the contract will be taken. The disclosure shall be made public in the same manner as the Board's notices of its public meetings. (See Bylaw 0165)
 - b. By announcement at a meeting at least seven (7) days prior to the meeting at which a vote on the contract is to be taken. The ~~staff member, officer, or agent, or Board member~~ Board member, employee, officer, or agent must use this method of disclosure if ~~his/her the~~ financial interest amounts to \$5,000 or more.
4. ~~Employees, officers, and agents, and Board members~~ Board members, employees, officers, and agents shall not engage in business, private practice of their profession, the rendering

of services, or the sale of goods of any type where advantage is taken of any professional relationship ~~the employee, officer, agent, or Board member~~ they the Board member, employee, officer, or agent may have with any student, client, or parents of such students or clients in the course ~~of the employee's, officer's, agent's, or Board member's~~ their of the Board member's, employee's, officer's, or agent's employment or professional relationship with the ~~School~~ District.

Included, by way of illustration rather than limitation, are the following:

- a. the provision of any private lessons or services for a fee;
 - b. the use, sale, or improper divulging of any privileged information about a student or client gained in the course of the ~~employee's, officer's, or agent's, or Board member's~~ Board member's, employee's, officer's, or agent's employment or professional relationship with the District through ~~his/her~~ access to ~~School~~ District records;
 - c. the referral of any student or client for lessons or services to any private business or professional practitioner if there is any expectation of reciprocal referrals, sharing of fees, or other remuneration for such referrals;
 - d. the requirement of students or clients to purchase any private goods or services provided by ~~an employee, officer, or agent, or Board member~~ a Board member, employee, officer, or agent or any business or professional practitioner with whom any ~~employee, officer, or agent, or Board member~~ Board member, employee, officer, or agent has a financial or other relationship, as a condition of receiving any grades, credits, promotions, approvals, or recommendations.
5. ~~Employees, officers, and agents, and Board members~~ Board members, employees, officers, and agents shall not make use of materials, equipment, or facilities of the ~~School~~ District in private practice. Examples would be the use of facilities before, during, or after regular business hours for service to private practice clients, or the checking out of items from an instructional materials center for private practice.
- B. Should exceptions to this policy be necessary in order to provide services to students or clients of the ~~School~~ District, all such exceptions will be made known to the employee's supervisor and will be disclosed to the Superintendent ~~before~~ entering into any private relationship.
- C. ~~Employees, officers, and agents can not participate in the selection, award, or administration of a contract supported by a Federal grant/award if s/he has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer, or agent, any member of his/her immediate family, his/her partner, or an organization which employs or is about to employ any of the parties described in this section, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract.~~ No Board member, employee, officer, or agent with a real or apparent conflict of interest may participate in the selection, award, or administration of a contract supported by the Federal award. A conflict of interest includes when the employee, officer, agent, or Board member, any member of their immediate family, their partner, or an organization that employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from and entity considered for a contract.

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

~~[] [OPTION #1]~~

~~An employee, officer, agent, and Board member of the District may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors[] Employees, officers, and agents can not solicit or accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts.~~

~~[OR]OR~~

~~[OPTION #2]~~

~~Pursuant to Federal rules, the District has set standards for situations where the financial interest is not substantial or the gift is an unsolicited item of nominal value. For purposes of this section, "nominal value" means that the gift has a monetary value of \$ _____ or less.] Employees, officers, and agents shall not solicit or accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts involved with Federal grant funds. Employees, officers, and agents may, however, accept a gift of unsolicited items of "nominal value" from a contractor or party to subcontracts that do not involve Federal grant funds. For purposes of this section, "nominal value" means that the gift has a monetary value of \$ _____ or less.~~

~~[END OF OPTIONS]~~

~~[In accordance with M.C.L. 380.634, the Michigan Department of Education (MDE) adjusts the limits on the value of gifts that may be accepted from vendors or potential vendors for Intermediate School District employees. The fiscal year 2023-20242021-22 cap for gifts was \$7364.]~~ Pursuant to Federal rules, the District has set standards for situations where the financial interest is not substantial or the gift is an unsolicited item of nominal value. For purposes of this section, "nominal value" means that the gift has a monetary value as established in accordance with M.C.L. 380.634, the Michigan Department of Education (MDE). (The nominal value for 2024-25 is \$76 or less).

- D. ~~If to the extent~~ that the District has a parent, affiliate, or subsidiary organization that is not a State, local government, or Indian tribe, the ~~School~~-District may not conduct a procurement action involving the parent, affiliate, or subsidiary organization if the ~~School~~-District is unable, or appears to be unable, to be impartial in conducting a procurement action involving a related organization.
- E. ~~Employees, officers, and agents, and Board members~~ Board members, employees, officers, and agents must promptly disclose any potential conflict of interest which may lead to a violation of this policy to the ~~School~~-District. Upon discovery of any potential conflict of interest, the ~~School~~-District will disclose, in writing, the potential conflict of interest to the appropriate Federal ~~awarding~~-agency or, if applicable, the pass-through entity.

The District will also ~~disclose, in a timely manner, all violations of Federal criminal law involving fraud, bribery, or gratuity that affect a Federal award to the appropriate Federal awarding agency or, if applicable, the pass-through entity~~ promptly disclose whenever, in connection with the Federal award (including any activities or subawards thereunder), it has credible evidence of the commission of a violation of Federal criminal law involving fraud, conflict of interest, bribery, or gratuity violations found in Title 18 of the United States Code or a violation of the civil False Claims Act (31 U.S.C. 3729-3733). The disclosure must be made in writing to the Federal agency, the agency's Office of Inspector General, and pass-through entity. The District is also required to report matters related to recipient integrity and performance in accordance with Appendix XII of 2 C.F.R. Part 200.

- F. ~~Employees, officers, and agents, and Board members~~ Board members, employees, officers, and agents found to be in violation of this conflict of interest policy will be subject to disciplinary action, up to and including termination, as permitted by applicable Board policy.

~~[DRAFTING NOTE: The School District has discretion over the appropriate disciplinary actions. For example, the School District may suspend or terminate the individual's employment, transfer the individual, end the District's professional relationship with that individual, or temporarily re-assign the individual. All disciplinary actions must be in accordance with applicable Federal, State, and local law, as well as any collectively bargained agreements.]~~

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Legal References

2 C.F.R. 200.112, 200.113, 200.318

M.C.L. 380.634, 380.1805(1)

Book: Policies for ISD Update
 Section: Vol. 39, No. 1 - EDGAR UGG - September 2024 ISD
 Title: CONFLICT OF INTEREST
 Code: po3110
 Status: Active

3110 - CONFLICT OF INTEREST

Staff members, officers, and agents shall perform their official duties in a manner free from conflict of interest. To this end:

- A. The maintenance of unusually high standards of honesty, integrity, impartiality, and professional conduct by the ~~School~~ District's Board members, employees, officers, and agents is essential to ensure the proper performance of school business as well as to earn and keep public confidence in the ~~School~~ District.

To accomplish this, the Board of Education has adopted the following guidelines which apply to all District ~~employees, officers, and agents, and Board members~~ including members of the Board Board members, employees, officers, and agents to assure that conflicts of interest do not occur. These guidelines are not intended to be all-inclusive, nor to substitute for good judgment on the part of all ~~employees, officers, agents, and Board members~~ and agents Board members, employees, officers, and agents.

1. No ~~employee, officer, or agent, or Board member~~ Board member, employee, officer, or agent shall engage in or have a financial or other interest, directly or indirectly, in any activity that conflicts or raises a reasonable question of conflict with ~~the employee's, officer's, agent's, or Board member's~~ his/her the Board member's, employee's, officer's, or agent's duties and responsibilities in the school system. When a staff member determines that the possibility of a personal interest conflict exists, ~~members/he the staff member's~~ should, prior to the matter being considered by the Board or administration, disclose ~~his/her the staff member's~~ interest (such disclosure shall become a matter of record in the minutes of the Board).
2. No ~~staff member, officer, or agent, or Board member~~ Board member, employee, officer, or agent shall use ~~his/her their~~ position to benefit either ~~himself/herself themselves~~ or any other individual or agency apart from the total interest of the ~~School~~ District.
3. If the financial interest pertains to a proposed contract with the District, the following requirements must be met.

~~The staff member, officer, or agent, or Board member~~ The District Board member, employee, officer, or agent shall disclose the direct financial interest in the contract to the Board, with such disclosure made a part of the official Board minutes. If ~~his/her the~~ direct financial interest amounts to \$250 or more or five percent (5%) or more of the contract cost to the District, ~~the staff member, officer, or agent, or Board member~~ the Board member, employee, officer, or agent shall make the disclosure in one (1) of two (2) ways:

- a. In writing, to the Board President at least seven (7) days prior to the meeting at which the vote on the contract will be taken. The disclosure shall be made public in the same manner as the Board's notices of its public meetings. (See Bylaw 0165)
- b. By announcement at a meeting at least seven (7) days prior to the meeting at which a vote on the contract is to be taken. The ~~staff member, officer, or agent, or Board member~~ Board member, employee, officer, or agent must use this method of disclosure if ~~his/her the~~ financial interest amounts to \$5,000 or more.
4. ~~Employees, officers, and agents, and Board members~~ Board members, employees, officers, and agents shall not engage in business, private practice of their profession, the rendering

of services, or the sale of goods of any type where advantage is taken of any professional relationship ~~the employee, officer, agent, or Board member~~ the Board member, employee, officer, or agent may have with any student, client, or parents of such students or clients in the course ~~of the employee's, officer's, agent's, or Board member's~~ of the Board member's, employee's, officer's, or agent's employment or professional relationship with the ~~School~~ District.

Included, by way of illustration rather than limitation, are the following:

- a. the provision of any private lessons or services for a fee;
 - b. the use, sale, or improper divulging of any privileged information about a student or client gained in the course of the ~~employee's, officer's, or agent's, or Board member's~~ Board member's, employee's, officer's, or agent's employment or professional relationship with the District through ~~his/her~~ access to ~~School~~ District records;
 - c. the referral of any student or client for lessons or services to any private business or professional practitioner if there is any expectation of reciprocal referrals, sharing of fees, or other remuneration for such referrals;
 - d. the requirement of students or clients to purchase any private goods or services provided by ~~an employee, officer, or agent, or Board member~~ a Board member, employee, officer, or agent or any business or professional practitioner with whom any ~~employee, officer, or agent, or Board member~~ Board member, employee, officer, or agent has a financial or other relationship, as a condition of receiving any grades, credits, promotions, approvals, or recommendations.
5. ~~Employees, officers, and agents, and Board members~~ Board members, employees, officers, and agents shall not make use of materials, equipment, or facilities of the ~~School~~ District in private practice. Examples would be the use of facilities before, during, or after regular business hours for service to private practice clients, or the checking out of items from an instructional materials center for private practice.
- B. Should exceptions to this policy be necessary in order to provide services to students or clients of the ~~School~~ District, all such exceptions will be made known to the employee's supervisor and will be disclosed to the Superintendent ~~before~~ entering into any private relationship.
- C. ~~Employees, officers, and agents can not participate in the selection, award, or administration of a contract supported by a Federal grant/award if s/he has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer, or agent, any member of his/her immediate family, his/her partner, or an organization which employs or is about to employ any of the parties described in this section, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract.~~ No Board member, employee, officer, or agent with a real or apparent conflict of interest may participate in the selection, award, or administration of a contract supported by the Federal award. A conflict of interest includes when the employee, officer, agent, or Board member, any member of their immediate family, their partner, or an organization that employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from and entity considered for a contract.

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

~~[] [OPTION #1]~~

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~~[OR]OR~~

~~[OPTION #2]~~

~~Pursuant to Federal rules, the District has set standards for situations where the financial interest is not substantial or the gift is an unsolicited item of nominal value. For purposes of this section, "nominal value" means that the gift has a monetary value of \$ _____ or less.] Employees, officers, and agents shall not solicit or accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts involved with Federal grant funds. Employees, officers, and agents may, however, accept a gift of unsolicited items of "nominal value" from a contractor or party to subcontracts that do not involve Federal grant funds. For purposes of this section, "nominal value" means that the gift has a monetary value of \$ _____ or less.~~

~~[END OF OPTIONS]~~

~~[In accordance with M.C.L. 380.634, the Michigan Department of Education (MDE) adjusts the limits on the value of gifts that may be accepted from vendors or potential vendors for Intermediate School District employees. The fiscal year 2023-20242021-22 cap for gifts was \$7364.] Pursuant to Federal rules, the District has set standards for situations where the financial interest is not substantial or the gift is an unsolicited item of nominal value. For purposes of this section, "nominal value" means that the gift has a monetary value as established in accordance with M.C.L. 380.634, the Michigan Department of Education (MDE). (The nominal value for 2024-25 is \$76 or less).~~

- D. ~~If to the extent~~ that the District has a parent, affiliate, or subsidiary organization that is not a State, local government, or Indian tribe, the ~~School~~-District may not conduct a procurement action involving the parent, affiliate, or subsidiary organization if the ~~School~~-District is unable, or appears to be unable, to be impartial in conducting a procurement action involving a related organization.
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The District will also ~~disclose, in a timely manner, all violations of Federal criminal law involving fraud, bribery, or gratuity that affect a Federal award to the appropriate Federal awarding agency or, if applicable, the pass-through entity~~ promptly disclose whenever, in connection with the Federal award (including any activities or subawards thereunder), it has credible evidence of the commission of a violation of Federal criminal law involving fraud, conflict of interest, bribery, or gratuity violations found in Title 18 of the United States Code or a violation of the civil False Claims Act (31 U.S.C. 3729-3733). The disclosure must be made in writing to the Federal agency, the agency's Office of Inspector General, and pass-through entity. The District is also required to report matters related to recipient integrity and performance in accordance with Appendix XII of 2 C.F.R. Part 200.

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Legal References

2 C.F.R. 200.112, 200.113, 200.318

M.C.L. 380.634, 380.1805(1)

Book: Policies for ISD Update
 Section: Vol. 39, No. 1 - EDGAR UGG - September 2024 ISD
 Title: CONFLICT OF INTEREST
 Code: po4110
 Status: Active

4110 - CONFLICT OF INTEREST

Staff members, officers, and agents shall perform their official duties in a manner free from conflict of interest. To this end:

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of services, or the sale of goods of any type where advantage is taken of any professional relationship ~~the employee, officer, agent, or Board member~~ the Board member, employee, officer, or agent may have with any student, client, or parents of such students or clients in the course ~~of the employee's, officer's, agent's, or Board member's~~ of the Board member's, employee's, officer's, or agent's employment or professional relationship with the ~~School~~ District.

Included, by way of illustration rather than limitation, are the following:

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 - b. the use, sale, or improper divulging of any privileged information about a student or client gained in the course of the ~~employee's, officer's, or agent's, or Board member's~~ Board member's, employee's, officer's, or agent's employment or professional relationship with the District through ~~his/her~~ access to ~~School~~ District records;
 - c. the referral of any student or client for lessons or services to any private business or professional practitioner if there is any expectation of reciprocal referrals, sharing of fees, or other remuneration for such referrals;
 - d. the requirement of students or clients to purchase any private goods or services provided by ~~an employee, officer, or agent, or Board member~~ a Board member, employee, officer, or agent or any business or professional practitioner with whom any ~~employee, officer, or agent, or Board member~~ Board member, employee, officer, or agent has a financial or other relationship, as a condition of receiving any grades, credits, promotions, approvals, or recommendations.
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- B. Should exceptions to this policy be necessary in order to provide services to students or clients of the ~~School~~ District, all such exceptions will be made known to the employee's supervisor and will be disclosed to the Superintendent ~~before~~ entering into any private relationship.
- C. ~~Employees, officers, and agents can not participate in the selection, award, or administration of a contract supported by a Federal grant/award if s/he has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer, or agent, any member of his/her immediate family, his/her partner, or an organization which employs or is about to employ any of the parties described in this section, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract.~~ No Board member, employee, officer, or agent with a real or apparent conflict of interest may participate in the selection, award, or administration of a contract supported by the Federal award. A conflict of interest includes when the employee, officer, agent, or Board member, any member of their immediate family, their partner, or an organization that employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from and entity considered for a contract.

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

~~[] [OPTION #1]~~

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~~[OR]OR~~

~~[OPTION #2]~~

~~Pursuant to Federal rules, the District has set standards for situations where the financial interest is not substantial or the gift is an unsolicited item of nominal value. For purposes of this section, "nominal value" means that the gift has a monetary value of \$ _____ or less.] Employees, officers, and agents shall not solicit or accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts involved with Federal grant funds. Employees, officers, and agents may, however, accept a gift of unsolicited items of "nominal value" from a contractor or party to subcontracts that do not involve Federal grant funds. For purposes of this section, "nominal value" means that the gift has a monetary value of \$ _____ or less.~~

~~[END OF OPTIONS]~~

~~[In accordance with M.C.L. 380.634, the Michigan Department of Education (MDE) adjusts the limits on the value of gifts that may be accepted from vendors or potential vendors for Intermediate School District employees. The fiscal year 2023-20242021-22 cap for gifts was \$7364.]~~ Pursuant to Federal rules, the District has set standards for situations where the financial interest is not substantial or the gift is an unsolicited item of nominal value. For purposes of this section, "nominal value" means that the gift has a monetary value as established in accordance with M.C.L. 380.634, the Michigan Department of Education (MDE). (The nominal value for 2024-25 is \$76 or less).

- D. ~~If to the extent~~ that the District has a parent, affiliate, or subsidiary organization that is not a State, local government, or Indian tribe, the ~~School~~-District may not conduct a procurement action involving the parent, affiliate, or subsidiary organization if the ~~School~~-District is unable, or appears to be unable, to be impartial in conducting a procurement action involving a related organization.
- E. ~~Employees, officers, and agents, and Board members~~ Board members, employees, officers, and agents must promptly disclose any potential conflict of interest which may lead to a violation of this policy to the ~~School~~-District. Upon discovery of any potential conflict of interest, the ~~School~~-District will disclose, in writing, the potential conflict of interest to the appropriate Federal ~~awarding~~-agency or, if applicable, the pass-through entity.

The District will also ~~disclose, in a timely manner, all violations of Federal criminal law involving fraud, bribery, or gratuity that affect a Federal award to the appropriate Federal awarding agency or, if applicable, the pass-through entity~~ promptly disclose whenever, in connection with the Federal award (including any activities or subawards thereunder), it has credible evidence of the commission of a violation of Federal criminal law involving fraud, conflict of interest, bribery, or gratuity violations found in Title 18 of the United States Code or a violation of the civil False Claims Act (31 U.S.C. 3729-3733). The disclosure must be made in writing to the Federal agency, the agency's Office of Inspector General, and pass-through entity. The District is also required to report matters related to recipient integrity and performance in accordance with Appendix XII of 2 C.F.R. Part 200.

- F. ~~Employees, officers, and agents, and Board members~~ Board members, employees, officers, and agents found to be in violation of this conflict of interest policy will be subject to disciplinary action, up to and including termination, as permitted by applicable Board policy.

~~[DRAFTING NOTE: The School District has discretion over the appropriate disciplinary actions. For example, the School District may suspend or terminate the individual's employment, transfer the individual, end the District's professional relationship with that individual, or temporarily re-assign the individual. All disciplinary actions must be in accordance with applicable Federal, State, and local law, as well as any collectively bargained agreements.]~~

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Legal References

2 C.F.R. 200.112, 200.113, 200.318

M.C.L. 380.634, 380.1805(1)

Book: Policies for ISD Update

Section: Vol. 39, No. 1 - EDGAR UGG - September 2024 ISD

Title: Vol. 39, No. 1 - EDGAR UGG - September 2024 Revised GRANT FUNDS

Code: po6110

Status: Active

Revised Policy - Vol. 39, No. 1 - EDGAR/UGG Revisions

6110 - GRANT FUNDS

It is the objective of the Board of Education to provide equal educational opportunities for all students within the District. Government agencies, as well as foundations, businesses, and individuals, periodically offer both human and material resources to the District that would benefit students and the educational program. Therefore, it is the intent of the Board to consider grant proposals and applications for their potential to enhance educational opportunities, the educational environment, and the physical and mental growth for each student.

The Superintendent shall review new Federal education legislation and prepare proposals for programs the Superintendent ~~s/he~~ deems would be of aid to the students of this District. The Superintendent shall approve each such proposal prior to its submission, and the Board shall approve all grants resulting from such proposals.

The Board regards available Federal funds of aid to local school districts and communities as a public trust. ~~It~~ The Board forbids the use of Federal monies for partisan political activities and for any use that would not be in accordance with Federal regulations and guidelines.

No Federal funds received by the District shall be used (1) to develop or distribute materials, or operate programs or courses of instruction directed at youth, that are designed to promote or encourage sexual activity, whether homosexual or heterosexual; (2) to distribute or to aid in the distribution by any organization of legally obscene materials to minors on school grounds; (3) to provide sex education or HIV-prevention education in schools unless that instruction is age appropriate and includes the health benefits of abstinence; or (4) to operate a program of contraceptive distribution in schools.

Grant Proposal Development

- A. All grant proposals must support at least one (1) District goal or priority.
- B. For projects where grant funds will not cover the entire cost of project implementation, additional fund sources must be identified, documented, and approved during the internal review process.

Grant Proposal Internal Review

- A. Each grant proposal shall be reviewed and approved by the Superintendent prior to submission to the funding source.
- B. ☒ The Superintendent shall present the following proposals to the Board for approval:
 - 1. ~~(-) Government-funded proposals, regardless of the amount;~~
 - 2. ☐ Proposals with budgets exceeding \$50,000.00; or first-time formula-type grants with budgets exceeding \$100,000.00
 - 3. ~~(-) Multi-school or District-wide proposals.~~

Mandatory Disclosures

- The District must promptly disclose whenever they have credible evidence of a violation of Federal criminal law potentially affecting the Federal award including, but not limited to, any fraud, embezzlement, bribery, gratuity violations, identity theft, or sexual assault and exploitation, or a violation of the civil False Claims Act (2 C.F.R. 175.105) regarding the obligation to report credible information related to conduct prohibited by the Trafficking Victims Protection Act, 22 U.S.C. 7104c.

- The disclosure must be made in writing to the Federal agency, the agency's Office of Inspector General, and the pass-through entity.

-

Whistleblower Protections

- An employee of the District may not be discharged, demoted, or otherwise discriminated against as a reprisal for disclosing information to the appropriate agency or individual that the employee reasonably believes is evidence of gross mismanagement of a Federal contract or grant, a gross waste of Federal funds, an abuse of authority relating to a Federal contract or grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a Federal contract or grant. See Policy 1411/3211/4211 - Whistleblower Protection and Policy 8900 - Anti-Fraud.

Grant Administration

- A. The administration of grants will adhere to all applicable Federal, State, local, and grantor rules and regulations, including the terms and conditions of the Federal awards, as well as District policies and administrative guidelines.
- B. The Superintendent is responsible for the efficient and effective administration of grant awards through the application of sound management practices.
- C. The Superintendent is responsible for administering grant funds in a manner consistent with underlying agreements, applicable statutes, regulations, and objectives, and the terms and conditions of the grant award.
- D. The District, in recognition of its unique combination of staff, facilities, and experience, shall employ internal controls, including the organizational and management strategies necessary to assure proper and efficient administration of grant awards.
- E. All Federal funds received by the District will be used in accordance with the applicable Federal law and regulations and the terms and conditions of the Federal award. The Superintendent shall require that each draw of Federal monies be aligned with the District's payment process (whether reimbursement, cash advance, or a combination). If funds are permitted to be drawn in advance, all draws will be as close as administratively feasible to the related program expenditures and that, when restricted, such monies are used to supplement programs and funding and not to supplant or replace existing programming or current funding.

Maintenance of Effort (MOE) and Maintenance of Equity (MOEquity) requirements of the Federal program will be met in accordance with the requirements of the specific funded program. The District shall maintain appropriate documentation and records to substantiate compliance or to justify allowable exceptions, exemptions, or waivers.

- F. ☒ The Superintendent is authorized to sign related documents for grant administration, including documents required for submittal of grant proposals.

~~() Written amendments requiring the Superintendent's signature shall be presented to the Board for approval.~~

- G. ☒ Employee positions established through the use of grant funding shall terminate if and when the related grant funding ceases.

~~H. () Program reports including, but not limited to, audits, audit, site visits, and final reports shall be submitted to the Superintendent for review and distribution to the Board and other appropriate parties.~~

Financial Management

The financial management of grant funds shall be in compliance with all applicable Federal, State, local, and grantor rules, regulations, and assurances as well as District policies and administrative guidelines.

The District shall provide for the following:

- A. ~~Identification, in District accounts, of all grant awards received and expended and the programs under which they were received. For Federal programs and awards, identification shall include the Catalog of Federal Domestic Assistance (CFDA) title and number, Federal award identification number and year, name of the Federal agency, and name of the pass-through entity, as applicable.~~ of all Federal awards received and expended and the Federal programs under which they were received. Federal program and Federal award identification must include, as applicable, the Assistance Listings title and number, Federal award identification number, year the Federal award was issued, and name of the Federal agency or pass-through entity.
- B. Accurate, current, and complete disclosure of the financial results of each Federal award or program in accordance with the reporting requirements of the grant.
- C. Effective control over and accountability for all funds, property, and assets. The District must safeguard all assets and ensure they are used solely for authorized purposes. ~~Records that adequately identify the source and application of funds provided for Federally-funded activities. These records must contain information pertaining to Federal awards, authorizations, obligations, unobligated balances, assets, expenditures, income, and interest and be supported by source documentation.~~
- ~~D. Effective control over, and accountability for, all funds, property, and other assets. The District must adequately safeguard all assets and assure that they are used solely for authorized purposes.~~

~~D.—~~

Further, the District must:

1. establish and maintain effective internal control over the Federal award that provides reasonable assurance that the District is managing the Federal award in compliance with the U.S. Constitution, Federal statutes, regulations, and the terms and conditions of the Federal award;
 2. comply with the U.S. Constitution, Federal statutes, regulations, and the terms and conditions of the Federal award;
 3. evaluate and monitor the District's compliance with statutes, regulations, and the terms and conditions of the Federal award; and
 4. take prompt action when instances of noncompliance are identified. ~~including noncompliance identified in audit findings;~~
 - ~~5. take reasonable measures to safeguard protected personally identifiable information and other information the Federal awarding agency or pass-through entity designates as sensitive consistent with applicable Federal, State, local, and tribal laws regarding privacy and obligations of confidentiality.~~
- E. ~~Comparison of expenditures with budget amounts for each Federal award.~~ Take reasonable cybersecurity and other measures to safeguard information including protected personally identifiable information (PII) and other types of information. This also includes information the Federal awarding agency or pass-through entity designates as sensitive or other information the

District considers sensitive and is consistent with applicable Federal, State, local, and tribal laws regarding privacy and obligations of confidentiality.

- F. Actual expenditures or outlays must be compared with budgeted amounts for each Federal award.
- G. Recordkeeping and written procedures to the extent required by Federal, State, local, and grantor rules and regulations pertaining to the grant award and accountability including, but not limited to, the following areas:
 - 1. cash management in accordance with 2 C.F.R. 200.305
 - 2. allowability of costs in accordance with subpart E and the terms and conditions of the Federal award
 - 3. conflict of interest
 - 4. procurement
 - 5. equipment management
 - 6. conducting technical evaluations of proposals and selecting recipients
 - 7. compensation and fringe benefits
 - 8. travel
- H. Disclosure of any potential conflict of interest and all mandatory violation disclosures potentially affecting the Federal award/grant to the Federal awarding agency or pass-through agency in accordance with applicable Federal policy.
- I. Insurance coverage for real property and equipment, if applicable, equivalent to such property owned by the District.

Audit Requirements

A single or program-specific audit (2 C.F.R. 200.514, 2 C.F.R. 200.507) is required for any year if the District expends \$1,000,000 or more in Federal awards during the District's fiscal year. When Federal awards expended are less than \$1,000,000, the District may be exempt from Federal audit requirements (2 C.F.R. 200.501) for that year. However, in all instances, the District's records must be available for review or audit by appropriate officials of the Federal agency, pass-through entity, and the Government Accountability Office (GAO).

The District shall:

- A. arrange for the audit required in accordance with 2 C.F.R. 200.509 and make sure that the audit is properly performed and submitted in accordance with 2 C.F.R. 200.512;
- B. prepare financial statements including the schedule of expenditures of Federal awards in accordance with 2 C.F.R. 200.510;
- C. promptly follow up and take corrective action on audit findings, including preparing a summary schedule of prior audit findings and a corrective action plan (2 C.F.R. 200.511); and
- D. provide the auditor access to personnel, accounts, books, records, supporting documentation, and any other information needed for the auditor to perform the audit.

Certifications and Records Retention

Financial reports must include a certification, signed by an official who is authorized to legally bind the District. The certification should state:

"I certify to the best of my knowledge and belief that the information provided herein is true, complete, and accurate. I am aware that the provision of false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil, or administrative consequences including, but not limited to, violations of U.S. Code Title 18, Sections 2, 1001, 1343 and Title 31, Sections 3729-3730 and 3801-3812"

Each certification must be maintained pursuant to the requirements of 2 C.F.R. 200.334. The District shall retain all Federal award records for three (3) years from the date of submission of the final financial report.

Program Income

Program income means gross income earned by a grant recipient that is directly generated by a supported activity or earned as a result of the Federal award during the grant's period of performance.

It includes, but is not limited to, income from fees for services performed, the use or rental of real or personal property acquired under Federal awards, the sale of commodities or items fabricated under a Federal award, license fees and royalties on patents and copyrights, and principal and interest on loans made with Federal award funds. Interest earned on advances of Federal funds is not program income. Except as otherwise provided in Federal statutes, regulations, or the terms and conditions of the Federal award, program income does not include rebates, credits, discounts, and interest earned on any of them. Additionally, taxes, special assessments, levies, fines, and ~~other such~~ similar revenues raised by a recipient are not program income ~~unless the revenues are specifically identified in the Federal award or Federal awarding agency regulations as program income. Finally, proceeds~~ Proceeds from the sale of real property, equipment, or supplies are not program income. Finally, license fees and royalties for copyrighted material, patents, patent applications, trademarks, and inventions made under the Federal award subject to 37 C.F.R. Part 401 are not program income.

Unless it has received prior approval to use a different method or the terms and conditions of the grant authorize a different method, the District uses the deduction method of accounting for program income. Under the deduction method, program income is deducted from total allowable costs to determine the net allowable costs. Program income will only be used for current costs unless the District is otherwise directed by the Federal ~~awarding~~ agency or pass-through entity.

2 C.F.R. 200.56, 200.71, 200.77, 200.80, 200.112, 200.302, 200.307

2 C.F.R. 200.309, 200.310, 200.313, 200.318-.320, 200.343(b)&(e)

2 C.F.R. 200.501-511

20 U.S.C. 7906

34 C.F.R. 75.707, 76.563, 76.565, 76.707

Compliance Supplement for Single Audits of State and Local Governments

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Legal References

2 C.F.R. 200.56, 200.71, 200.77, 200.80, 200.112, 200.302, 200.307

2 C.F.R. 200.309, 200.310, 200.313, 200.318-.320, 200.343(b)&(e)

2 C.F.R. 200.501-511

20 U.S.C. 7906

34 C.F.R. 75.707, 76.563, 76.565, 76.707

Compliance Supplement for Single Audits of State and Local Governments

Classification Topic Revised

Book: Policies for ISD Update
Section: Vol. 39, No. 1 - EDGAR UGG - September 2024 ISD
Title: INTERNAL CONTROLS
Code: po6111
Status: Active

Revised Policy - Vol. 39, No. 1 - EDGAR/UGG Revisions

6111 - INTERNAL CONTROLS

The Superintendent shall establish, document, and maintain effective internal control over financial grants and awards that provide reasonable assurance that the program and funds are managed in compliance with the ~~applicable~~ U.S. Constitution, statutes, regulations, and the terms and conditions of the awards. The District will have a process that provides reasonable assurance regarding the achievement of the following objectives:

- A. effectiveness and efficiency of operations;
- B. reliability of reporting for internal and external use; and
- C. compliance with applicable laws and regulations.

These internal controls should comply with the guidance in "Standards for Internal Control in the Federal Government" issued by the Comptroller General of the United States or the "Internal Control-Integrated Framework" issued by the Committee of Sponsoring Organizations of the Treadway Commission (COSO).

The internal controls must provide reasonable assurance that transactions are properly recorded and accounted for in order to permit the preparation of reliable financial statements and Federal reports; maintain accountability over assets; and demonstrate compliance with Federal statutes, regulations, and the terms and conditions of the Federal award. The internal controls must also provide reasonable assurance that these transactions are executed in compliance with Federal statutes, regulations, and the terms and conditions of the Federal award that could have a direct and material effect on a Federal award, as well as any other Federal statutes and regulations that are identified in the Compliance Supplement. Finally, the District's internal controls must provide reasonable assurance that all Federal funds, property, and other assets are safeguarded against loss from unauthorized use or disposition.

The District shall:

- A. comply with the U.S. Constitution, Federal statutes, regulations, and the terms and conditions of the Federal ~~awards~~ award;
- B. evaluate and monitor its compliance with statutes, regulations, and the terms and conditions of the award;
- C. take prompt action when instances of noncompliance are identified ~~including noncompliance identified in audit findings~~; and
- D. take reasonable cybersecurity and other measures to safeguard protected ~~"personally identifiable information" ("PII") and other information the awarding agency or pass-through entity designates as sensitive or the District considers sensitive consistent with applicable Federal, state, local, and tribal laws and District policies regarding privacy and obligations of confidentiality~~ information including protected "personally identifiable information" (PII) and other types of information. This also includes information the Federal agency or pass-through entity designates as sensitive or other information the District considers sensitive and is consistent with applicable Federal, State, local, and tribal laws regarding privacy and responsibility over confidentiality.

PII is defined at 2 C.F.R. ~~200.79~~ 200.1 as "information that can be used to distinguish or trace an individual's identity, either alone or when combined with other personal or identifying information

that is linked or linkable to a specific individual."

However, the definition of PII is not ~~anchored~~attached to any single category of information or technology. Rather, it requires a case-by-case assessment of the specific risk that an individual can be identified.

Suggested resources:

- A. "Standards for Internal Control in the Federal Government" issued by the Comptroller General of the United States;
- B. "Internal Control Integrated Framework" (commonly referred to as the Green Book) issued by the Committee of Sponsoring Organizations of the Treadway Commission;
- C. "Compliance Supplement" issued by the U.S. Office of Management and Budget; and
- D. Internal control guidance issued by the U.S. Department of Education.

2 C.F.R. 200.1
2 C.F.R. 200.~~61~~.62
~~2 C.F.R. 200.79~~
2 C.F.R. 200.303

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Legal References

2 C.F.R. 200.1
2 C.F.R. 200.62
2 C.F.R. 200.303

Classification	Topic	Revised
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Book: Policies for ISD Update
Section: Vol. 39, No. 1 - EDGAR UGG - September 2024 ISD
Title: CASH MANAGEMENT OF GRANTS
Code: po6112
Status: Active

Revised Policy - Vol. 39, No. 1 - EDGAR/UGG Revisions

6112 - CASH MANAGEMENT OF GRANTS

In order to provide reasonable assurance that all assets, including Federal, State, and local funds, are safeguarded against waste, loss, unauthorized use, or misappropriation, the Superintendent shall implement internal controls in the area of cash management.

The District's payment methods shall minimize the time elapsing between the transfer of funds from the ~~United States Treasury~~ Federal agency or the Michigan Department of Education (MDE) (pass-through entity) and disbursement by the District, regardless of whether the payment is made by electronic fund transfer, or issuance or redemption of checks, warrants, or payment by other means.

The District shall use forms and procedures required by the grantor agency or pass-through entity to request payment. The District shall request grant ~~funds~~ fund payments in accordance with the provisions of the grant. Additionally, the District's financial management systems shall meet the standards for fund control and accountability as established by the awarding agency.

The Superintendent is authorized to submit ~~requests for advance payments and reimbursements at least monthly when electronic fund transfers are not used, and as often as deemed appropriate when electronic transfers are used, in accordance with the provisions of~~ payment requests as often as necessary when electronic fund transfers are used or at least monthly when electronic transfers are not used. See the Electronic Fund Transfer Act (15 U.S.C. 1693-1693r).

When the District uses a cash advance payment method, the following standards shall apply:

- A. The timing and amount of the advance payment requested ~~will~~ must be as close as is administratively feasible to the actual disbursement by the District for direct program or project costs and the proportionate share of any allowable indirect costs.
- B. The District shall make timely ~~payment~~ payments to contractors in accordance with contract provisions.
- C. Whenever possible, advance payment requests by the District must be consolidated to cover anticipated cash needs for all Federal awards received by the recipient from the awarding Federal agency or MDE.
- D. ~~To the extent~~ If available, the District shall disburse funds available from program income (including repayments to a revolving fund), rebates, refunds, contract settlements, audit recoveries, and interest earned on ~~such~~ Federal funds before requesting additional cash payments. **[DRAFTING NOTE: It is generally recommended that the District request that program income be added to their total award, but separating program income out and then noting how to address these applicable credits.]**
- E. The District shall account for the receipt, obligation, and expenditure of funds.
- F. Advance payments will be deposited and maintained in insured accounts whenever possible.
- G. Advance payments will be maintained in interest-bearing accounts unless the following apply:
 1. The District receives less than ~~\$120,000~~ 250,000 in Federal ~~awards~~ funding per year.

2. The best ~~reasonably~~ available interest-bearing account would not reasonably be expected to earn interest in excess of \$500 per year on Federal cash balances.
3. The depository would require an average or minimum balance so high that it would not be feasible within the expected Federal and non-Federal cash resources.
4. A foreign government or banking system prohibits or precludes interest-bearing accounts.
- ~~4.5. An interest-bearing account is not readily accessible (for example, due to public or political unrest in a foreign country).~~
- H. Pursuant to Federal law and regulations, the District may retain interest earned in an amount up to \$500 per year for administrative costs. Any additional interest earned on Federal ~~advance payments deposited in interest-bearing accounts must be remitted—funds must be returned~~ annually to the Department of Health and Human Services Payment Management System ("PMS") through an electronic medium using either the Automated Clearing House ("ACH") network or a Fedwire Funds Service payment. ~~Remittances shall include pertinent information of the payee and nature of payment in the memo area (often referred to as "addenda records" by Financial Institutions) as that will assist in the timely posting of interest earned on Federal funds. Pertinent details include the Payee Account Number ("PAN") if the payment originated from PMS, or Agency information if the payment originated from Automated Standard Application for Payment ("ASAP"), National Science Foundation ("NSF"), or another Federal agency payment system.~~
- I. All interest in excess of \$500 per year must be returned to PMS regardless of whether the District was paid through PMS. Instructions for returning interest can be found at <https://pms.psc.gov/grant-recipients/returning-funds-interest.html>.
- J. All other Federal funds must be returned to the payment system of the Federal agency. Returns should follow the instructions provided by the Federal agency. All returns to PMS should follow the instructions provided at <https://pms.psc.gov/grant-recipients/returning-funds-interest.html>.

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Legal References

2 C.F.R. 200.305

Classification	Topic	Revised
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Book: Policies for ISD Update
Section: Vol. 39, No. 1 - EDGAR UGG - September 2024 ISD
Title: COST PRINCIPLES - SPENDING FEDERAL FUNDS
Code: po6114
Status: Active

Revised Policy - Vol. 39, No. 1 - EDGAR/UGG Revisions

6114 - COST PRINCIPLES - SPENDING FEDERAL FUNDS

The Superintendent is responsible for the efficient and effective administration of grant funds through the application of sound management practices. Such funds shall be administered in a manner consistent with all applicable Federal, State, and local laws, the associated agreements/assurances, program objectives, and the specific terms and conditions of the grant award.

Cost Principles

A cost is reasonable if it does not exceed an amount that a prudent person would incur under the circumstances prevailing when the decision was made to incur the cost. Except where otherwise authorized by statute, costs shall meet the following general criteria in order to be allowable under Federal awards:

- A. Be necessary and reasonable for proper and efficient performance and administration of the Federal award and be allocable thereto under these principles.

To determine whether a cost is reasonable, consideration shall be given to:

1. whether a cost is ~~a type~~ generally recognized as ordinary and necessary for the operation ~~of the District~~ or the proper and efficient performance of the Federal award;
2. the restraints or requirements imposed by such factors as sound business practices, arm's length bargaining, Federal, State, local, tribal, and other laws and regulations;
3. market prices for comparable ~~goods or services~~ costs for the geographic area;
4. whether the individuals concerned acted with prudence in the circumstances considering their responsibilities to the District, its employees, its students or membership (if applicable), the public at large, and the Federal Government; and
5. ~~whether the cost represents any significant deviation from the established practices or Board of Education policy which may unjustifiably increase the expense~~ the degree to which the cost represents a deviation from the Board of Education's established written policies and procedures for incurring costs.

While Federal regulations do not provide specific descriptions of what satisfies the "necessary" element beyond its inclusion in the reasonableness analysis above, whether a cost is necessary is determined based on the needs of the program. Specifically, the expenditure must be necessary to achieve an important program objective. A key aspect in determining whether a cost is necessary is whether the District can demonstrate that the cost addresses an existing need, and can prove it.

When determining whether a cost is necessary, consideration may be given to whether:

1. the cost is needed for the proper and efficient performance of the grant program;
2. the cost is identified in the approved budget or application;
3. there is an educational benefit associated with the cost;
4. the cost aligns with identified needs based on results and findings from a needs assessment;

5. the cost addresses program goals and objectives and is based on program data.

A cost is allocable to the Federal award if the ~~goods or services involved are chargeable or cost~~ is assignable to ~~the that~~ Federal award in accordance with the relative benefit received. This standard is met if the cost: is incurred specifically for the Federal award; benefits both the Federal award and other work of the District and can be distributed in proportions that may be approximated using reasonable methods; ~~and or~~ is necessary to the overall operation of the District and is assignable in part to the Federal award in accordance with these cost principles ~~mentioned here~~.

- B. Conform to any limitations or exclusions set forth in the cost principles in 2 C.F.R. Part 200 or in the terms and conditions of the Federal award, including prohibitions regarding costs incurred for telecommunications and video surveillance services or equipment or as a substantial or essential component of any system or as critical technology as part of any system. Such prohibition also applies to funds generated as program income, indirect cost recoveries, or to satisfy cost share requirements.
- C. Be consistent with policies and procedures that apply uniformly to both Federally-financed and other activities of the District.
- D. Be accorded consistent treatment. A cost cannot be assigned to a Federal award as a direct cost if any other cost incurred for the same purpose in like circumstances has been allocated to a Federal award as an indirect cost under another award.
- E. Be determined in accordance with generally accepted accounting principles.
- F. Be representative of actual cost, net of all applicable credits or offsets.

The term "applicable credits" refers to those ~~receipts or reductions of expenditures that operate to offset or reduce expense items~~ transactions that offset or reduce direct or indirect costs allocable to the Federal award. Typical examples of such transactions are: purchase discounts; rebates or allowances; recoveries or indemnities on losses; insurance refunds or rebates; and adjustments of overpayments or erroneous charges. To the extent that such credits accruing to or received by the ~~State~~District relating to the Federal award, they shall be credited to the Federal award, either as a cost reduction or a cash refund, as appropriate.

- G. Be not included as a match or cost-share, unless the specific Federal program authorizes Federal costs to be treated as such.
- H. Be adequately documented:
 1. in the case of personal services, the Superintendent shall implement a system for District personnel to account for time and efforts expended on grant-funded programs to assure that only permissible personnel expenses are allocated;
 2. in the case of other costs, all receipts and other invoice materials shall be retained, along with any documentation identifying the need and purpose for such expenditure if not otherwise clear.
- I. Administrative closeout costs may be incurred until the due date of the final report(s). If incurred, these costs must be liquidated prior to the due date of the final report(s) and charged to the final budget period of the award unless otherwise specified by the Federal agency.

~~Be~~ All other costs must be incurred during the approved budget period.

The budget period means the time interval from the start date of a funded portion of an award to the end date of that funded portion during which recipients are authorized to ~~carry out authorized work and expend~~ incur financial obligations the funds awarded, including any funds carried forward or other revisions pursuant to ~~the law~~ 2 C.F.R. 200.308. Prior written approval from the Federal ~~awarding~~ agency or State pass-through entity may be required to carry forward unobligated balances to subsequent budget periods unless waived.

Selected Items of Cost

The District shall follow the rules for selected items of cost at 2 C.F.R. Part 200, Subpart E when charging these specific expenditures to a Federal grant. When applicable, District staff shall check costs against the selected items of cost requirements to ensure the cost is allowable. In addition, State, District, and program-specific rules, including the terms and conditions of the award, may deem a cost as unallowable and District personnel shall follow those rules as well.

The following rules of allowability must apply to equipment and other capital expenditures:

- A. Capital expenditures for general purpose equipment, buildings, and land are ~~unallowable~~allowable as direct charges, ~~except~~but only with the prior written approval of the Federal ~~awarding~~agency or pass-through entity.
- B. Capital expenditures for special purpose equipment are allowable as direct costs, provided that items with a unit cost of \$~~5,000~~10,000 or more have the prior written approval of the Federal ~~awarding~~agency or pass-through entity.
- C. Capital expenditures for improvements to land, buildings, or equipment ~~that~~which materially increase their value or useful life are ~~unallowable~~allowable as a direct cost ~~except~~but only with the prior written approval of the Federal ~~awarding~~agency or pass-through entity.
- D. All Federally-funded contracts in excess of \$2,000 related to construction, alterations, repairs, painting, decorating, etc. must comply with Davis-Bacon prevailing wage requirements.
- E. Allowability of depreciation on buildings, capital improvements, and equipment shall be in accordance with 2 C.F.R. 200.436 and 2 C.F.R. 200.465.
- F. When approved as a direct cost by the Federal ~~awarding~~agency or pass-through entity under Sections A-C, capital expenditures will be charged in the period in which the expenditure is incurred or as otherwise determined appropriate and negotiated with the Federal ~~awarding~~agency.
- G. The District may claim the unamortized portion of any equipment written off as a result of a change in capitalization levels by continuing to claim the otherwise allowable depreciation on the equipment, or by amortizing the amount to be written off over a period of years negotiated with the cognizant agency for indirect cost.
- H. If the District is instructed by the Federal ~~awarding~~agency to otherwise dispose of or transfer the equipment, the costs of such disposal or transfer are allowable.
- I. Equipment and other capital expenditures are unallowable as indirect costs.

Statutory requirements may limit the allowability of costs. Any costs that exceed the maximum amount allowed by statute may not be charged to the Federal award. Only the amount allowable by statute may be charged to the Federal award.

Payments made for costs determined to be unallowable by the Federal agency, cognizant agency for indirect costs, or pass-through entity must be refunded (with interest) to the Federal Government.

Prior Written Approval

To avoid subsequent disallowance or dispute based on unreasonableness or nonallocability, the District may seek the prior written approval of the Federal agency (or, for indirect costs, the cognizant agency for indirect costs) before incurring the cost. The absence of prior written approval on any element of cost will not, in itself, affect the reasonableness or allocability of that cost unless prior approval is specifically required for allowability.

Cost Compliance

The Superintendent shall require that grant program funds are expended and are accounted for consistent with the requirements of the specific program and as identified in the grant application. Compliance monitoring includes accounting for direct or indirect costs and reporting them as permitted or required by each grant. Costs incurred for the same purpose in like circumstances shall be treated consistently as either direct or indirect costs, but may not be double charged or inconsistently charged as both.

Determining Whether a Cost is Direct or Indirect:

The association of costs with a Federal award (rather than the nature of the procurement transaction) determines whether costs are direct or indirect. Costs incurred for the same purpose in like circumstances must be treated consistently as direct or indirect.

- A. Direct costs are those costs that can be identified specifically with a particular final cost objective, such as a Federal award, or other internally or externally funded activity, or that can be directly assigned to such activities relatively easily with a high degree of accuracy.

These costs may include: salaries and fringe benefits of employees working directly on a grant-funded project; purchased services contracted for performance under the grant; travel of employees working directly on a grant-funded project; materials, supplies, and equipment purchased for use on a specific grant; program evaluation costs or other institutional service operations; and infrastructure costs directly attributable to the program (such as long-distance telephone calls specific to the program, etc.). Direct costs may also include capital expenditures if approved by the Federal ~~awarding~~-agency or pass-through entity, as well as capital expenditures for special purpose equipment with a unit cost of less than ~~\$5,000~~10,000.

If a cost benefits two (2) or more projects or activities in proportions that can be determined without undue effort or cost, the cost must be allocated to the projects based on the proportional benefit.

- B. Indirect costs are those that have been incurred for a common or joint purpose benefitting more than one (1) cost objective and not readily assignable to the cost objectives specifically benefitted without effort disproportionate to the results achieved. Costs incurred for the same purpose in like circumstances shall be treated consistently as either direct or indirect costs.

These costs may include: general data processing, human resources, utility costs, maintenance, accounting, etc.

Federal education programs with supplement, not supplant, provisions must use a restricted indirect cost rate. In a restricted rate, indirect costs are limited to general management costs. General management costs do not include divisional administration that is limited to one (1) component of the District, the governing body of the District, compensation of the Superintendent, compensation of the chief executive officer of any component of the District, and operation of the immediate offices of these officers.

The salaries of administrative and clerical staff should normally be treated as indirect costs. Direct charging of these costs may be appropriate only if all of the following conditions are met:

1. Administrative or clerical services are integral to a project or activity.
2. Individuals involved can be specifically identified with the project or activity.
3. Such costs are explicitly included in the budget or have the prior written approval of the Federal ~~awarding~~-agency.
4. The costs are not also recovered as indirect costs.

Where a Federal program has a specific cap on the percentage of administrative costs that may be charged to a grant, that cap shall include all direct administrative charges as well as any recovered indirect charges.

Effort should be given to identify costs as direct costs whenever practical, but allocation of indirect costs may be used where not prohibited and where indirect cost allocation is approved ahead of time by the

Michigan Department of Education (MDE) or the pass-through entity (Federal funds subject to 2 C.F.R. Part 200 pertaining to determining indirect cost allocation).

~~Equipment and other capital expenditures are unallowable as indirect costs.~~

Timely Obligation of Funds

Financial obligations are orders placed for property and services, contracts and subawards made, and similar transactions that require payment under a Federal award that will result in expenditures by a recipient or subrecipient under a Federal award. ~~This term is used when referencing a recipient's or subrecipient's use of funds under a Federal award.~~

The following list illustrates when funds are determined to be obligated under the U.S. Department of Education ("USDOE") regulations:

If the obligation is for:

- A. Acquisition of property - on the date which the District makes a binding written commitment to acquire the property.
- B. Personal services by an employee of the District - when the services are performed.
- C. Personal services by a contractor who is not an employee of the District - on the date which the District makes a binding written commitment to obtain the services.
- D. Performance of work other than personal services - on the date when the District makes a binding written commitment to obtain the work.
- E. Public utility services - when the District receives the services.
- F. Travel - when the travel is taken.
- G. Rental of property - when the District uses the property.
- H. A pre-agreement cost that was properly approved by the Secretary (USDOE) under the cost principles in 2 C.F.R. Part 200, Subpart E - Cost Principles - on the first day of the project period.

Period of Performance

All financial obligations must occur during the period of performance. ~~Period of performance means the total estimated time interval between the start of an initial Federal award when the District is permitted to carry out the work authorized by the grant and the planned end date. The period of performance may include one (1) or more funded portions or budget periods.~~ Period of performance means the time interval between the start and end date of a Federal award, which may include one (1) or more budget periods. Identification of the period of performance shall be specific to the Federal award and consistent with 2 C.F.R. 200.211 and does not commit the Federal agency to fund the award beyond the currently approved budget period. The period of performance is dictated by statute and will be indicated in the grant award notification ("GAN"). As a general rule, State-administered Federal funds are available for obligation within the year that Congress appropriates the funds for. However, given the unique nature of educational institutions, for many Federal education grants, the period of performance is twenty-seven (27) months. This maximum period includes a fifteen (15) month period of initial availability, plus a twelve (12) month period for carryover. For direct grants, the period of performance is generally identified in the GAN. Note, however, that certain Federal awards have specific requirements that restrict the use of funds beyond the initial period of performance.

In the case of a State-administered grant, financial obligations under a grant may not be made until the application is approved or is in substantially approvable form, whichever is later. In the case of a direct grant, a grantee may use grant funds only for obligations it makes during the grant period unless an agreement exists with the ~~awarding~~ agency or the pass-through entity (e.g., MDE) to reimburse for pre-approval expenses.

If a Federal ~~awarding~~ agency or pass-through entity approves an extension, or if the District extends under C.F.R. 200.308(e)(2), the Period of Performance will be amended to end at the completion of the extension.

If a termination occurs, the Period of Performance will be amended to end upon the effective date of termination. If a renewal is issued, a distinct Period of Performance will begin.

For both State-administered and direct grants, regardless of the period of availability, the District shall liquidate all financial obligations incurred under the award not later than ninety (90) calendar days after the ~~end of the funding period unless an extension is authorized~~ conclusion of the period of performance of the award (or an earlier date as agreed upon by MDE and the District). Any funds not obligated within the period of performance or liquidated within the appropriate timeframe are said to lapse and shall be returned to the ~~awarding~~ agency. Consequently, the District shall closely monitor grant spending throughout the grant cycle.

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Legal References

2 C.F.R. 200.216, 200.344(b), 200.403-.407, 200.413(a)-(c), 200.430(a), 200.431(a), 200.439(b)(2), 200.458

2 C.F.R. 200.474(b)

34 C.F.R. 76.707-.708(a), 75.703

Classification Topic Revised

Book: Policies for ISD Update
Section: Vol. 39, No. 1 - EDGAR UGG - September 2024 ISD
Title: Vol. 39, No. 1 - EDGAR UGG - September 2024 Revised PROCUREMENT - FEDERAL GRANTS/FUNDS
Code: po6325
Status: Active

Revised Policy - Vol. 39, No. 1 - EDGAR/UGG Revisions

6325 - PROCUREMENT – FEDERAL GRANTS/FUNDS

Procurement of all supplies, materials, equipment, and services paid for from Federal funds or District matching funds shall be made in accordance with all applicable Federal, State, and local statutes and/or regulations, the terms and conditions of the Federal grant, Board of Education policies, and administrative procedures.

The Superintendent shall have and use a procurement and contract administration system in accordance with the USDOE requirements (2 C.F.R. 200.317-.326), including affirmative steps for small businesses, and minority-owned businesses and, women's-women-owned business-enterprises, veteran-owned businesses, and labor surplus area firms for the administration and management of Federal grants and Federally-funded programs. The District shall maintain oversight that requires contractors to perform in accordance with the terms, conditions, and specifications of their contracts or purchase orders. Except as otherwise noted, procurement transactions shall conform to the provisions of the District's documented general purchasing Policy 6320 and AG 6320A.

When required by Federal program legislation, all Federally-funded contracts in excess of \$2,000 related to construction, alteration, repairs, painting, decorating, etc. must comply with Davis-Bacon prevailing wage requirements.

All District employees, officers, and agents who have purchasing authority shall abide by the standards of conduct covering conflicts of interest and governing the actions of its employees, officers, and agents engaged in the selection, award, and administration of contracts as established in Policy 1130, Policy 3110, and Policy 4110 – Conflict of Interest.

The District will avoid acquisition of unnecessary or duplicative items. ~~Additionally, consideration~~ Consideration shall be given to consolidating or breaking out procurements to obtain a more economical purchase, ~~and where appropriate, an analysis shall be made of lease versus purchase alternatives and any other appropriate analysis to determine the most economical approach.~~ When appropriate, an analysis shall be made between leasing and purchasing property or equipment to determine the most economical approach. These considerations are given as part of the process to determine the allowability of each purchase made with Federal funds.

To foster greater economy and efficiency, the District may enter into State and local intergovernmental agreements where appropriate for procurement or use of common or shared goods and services.

Competition

All procurement transactions ~~for the acquisition of property or services required under a~~ under the Federal award paid for from Federal funds or District matching funds shall be conducted in a manner that ~~encourages~~ provides full and open competition and that is in accordance with 2 C.F.R. Part 200, good administrative practice, and sound business judgment. ~~In order to promote~~ To ensure objective contractor performance and eliminate unfair competitive advantage, the District shall exclude any contractor that has developed or drafted specifications, requirements, statements of work, or invitations for bids ~~or requests for proposals~~ from competition for such procurements.

~~Some of the situations considered to be restrictive of competition include, but are not limited to, the following~~ Examples of situations that may restrict competition include, but are not limited to:

- A. unreasonable requirements on firms ~~in order~~ for them to qualify to do business;
- B. unnecessary experience and excessive bonding requirements;
- C. noncompetitive pricing practices between firms or between affiliated companies;
- D. noncompetitive contracts to consultants that are on retainer contracts;
- E. organizational conflicts of interest;
- F. specification of only a "brand name" product instead of allowing for an "or equal" product to be offered and describing the performance or other relevant requirements of the procurement; and
- G. any arbitrary action in the procurement process.

~~Further, the District does not use statutorily or administratively imposed State, local, or tribal geographical preferences in the evaluation of bids or proposals, unless 1) an applicable Federal statute expressly mandates or encourages a geographic preference; or 2) the District is contracting for architectural and engineering services, in which case geographic location may be a selection criterion provided its application leaves an appropriate number of qualified firms, given the nature and size of the project, to compete for the contract.~~

To the extent that the District uses a pre-qualified list of persons, firms, or products to acquire goods and services that are subject to this policy, the pre-qualified list includes enough qualified sources as to ensure maximum open and free competition. The District allows vendors to apply for consideration to be placed on the list at any time. ~~[INSERT FREQUENCY; SEE DRAFTING NOTE].~~

~~[DRAFTING NOTE: The District shall allow vendors not on the pre-qualified list to apply for placement on the list periodically. The District may determine how frequently the pre-qualified list becomes open for new vendors or whether it is open continuously.]~~

The District shall require that all prequalified lists of persons, firms, or products which are used in ~~acquiring goods and services are current and include enough qualified sources to provide maximum open and free competition~~ procurement transactions are current and include enough qualified sources to provide maximum open competition. When establishing or amending prequalified lists, the District (or subrecipient) must consider objective factors that evaluate price and cost to maximize competition. The District shall not preclude potential bidders from qualifying during the solicitation period.

To the extent consistent with established practices and legal requirements applicable to the recipient or subrecipient, this subpart does not prohibit recipients or subrecipients from developing written procedures for procurement transactions that incorporate a scoring mechanism that rewards bidders that commit to specific numbers and types of U.S. jobs, minimum compensation, benefits, on-the-job training for employees making work products or providing services on a contract, and other worker protections. This subpart also does not prohibit recipients and subrecipients from making inquiries of bidders about these subjects and 2 C.F.R. Revisions 2024: Unofficial Comparison Version assessing the responses. Any scoring mechanism must be consistent with the U.S. Constitution, applicable Federal statutes and regulations, and the terms and conditions of the Federal award.

Solicitation Language (Purchasing Procedures)

The District shall have written procurement procedures (in accordance with 2 C.F.R. 200.319(d)) that require that all solicitations made pursuant to this policy incorporate a clear and accurate description of the technical requirements for the ~~material, product, or service to be procured. Such description shall not, in competitive procurements, contain features which unduly restrict competition. property, equipment, or service being procured.~~ The description may include a statement of the qualitative nature of the ~~material and/or product property, equipment, or service to be procured and, when necessary, shall~~ material. ~~When necessary, the description must set forth those minimum essential characteristics and standards to which it shall conform if it is to satisfy its intended use the property, equipment, or service shall conform.~~ Detailed product specifications should be avoided if at all possible.

When it is impractical or uneconomical to ~~make a clear and accurate description of~~ clearly and accurately describe the technical requirements, a "brand name or equivalent" description ~~may be used as a means to~~

~~define the performance or other salient requirements of procurement. The specific features of the named brand which shall be met by offers shall be clearly stated; and identify all requirements which the offerors shall fulfill and all other factors to be used in evaluating bids or proposals.~~ of features to provide procurement requirements may be used. The specific features of the named brand must be clearly stated and the District must identify any additional requirements which the offerors must fulfill and all other factors that will be used in evaluating bids or proposals.

The Board will not approve any expenditure for an unauthorized purchase or contract.

Procurement Methods

The District shall have and use documented procedures, consistent with the standards described above for the following methods of procurement:

A. Informal Procurement Methods

~~When the value of the procurement for property or services~~ Informal procurement methods for small purchases expedite the completion of transactions, minimize administrative burdens, and reduce costs. Informal procurement methods may be used when the value of the procurement transaction under a Federal award does not exceed the simplified acquisition threshold, or a lower threshold established by the State, formal procurement methods are not required. ~~The District may use informal procurement methods to expedite the completion of its transactions and minimize the associated administrative burden and cost. The informal methods used for procurement of property or services at or below the simplified acquisition threshold~~ informal procurement methods include:

1. Micro-Purchases

Procurement by micro-purchase is the acquisition of supplies or services, the aggregate dollar amount of which does not exceed ~~\$~~ [not to exceed \$10,000] ~~fifty percent (50%) of the amount allowed by State statute for a single item (For 2024-2025, micro-purchase level is \$15,256).~~ To the ~~maximum~~ extent practicable, the District should distribute micro-purchases equitably among qualified suppliers. Micro-purchases may be made without soliciting competitive quotations if the Superintendent considers the price to be reasonable based on research, experience, purchase history, or other relevant information, and ~~documents are filed accordingly~~ maintains documents to support its conclusion. The District shall maintain evidence of this reasonableness in the records of all purchases made by this method.

~~EX~~ Unless otherwise defined by State or local law, Districts are responsible for determining and documenting an appropriate micro-purchase threshold based on internal controls, an evaluation of the risk, and its documented procurement procedures. The micro-purchase threshold used by the District shall be authorized or not prohibited under State, local, or tribal laws or regulations. An eligible District may self-certify a threshold up to \$50,000 on an annual basis and must maintain documentation to be made available to the Federal agency or pass-through entity and auditors in accordance with C.F.R. 200.334A District which is qualified as a low-risk auditee for the most recent audit (C.F.R. 200.520) may increase the micro-purchase threshold up to \$ ~~[SEE DRAFTING NOTE].~~ An eligible District may self-certify the micro-purchase threshold on an annual basis after completing the annual internal institutional risk assessment to identify, mitigate, and manage financial risks. The self-certification, in accordance with C.F.R. 200.334, must include a justification, clear identification of the threshold, and supporting documentation of ~~the qualifications listed above~~ any of the following:

- a. a qualification as a low-risk auditee, in accordance with the criteria in C.F.R. 200.520;
- b. an annual internal institutional risk assessment to identify, mitigate, and manage financial risks; or
- c. For public institutions, a higher threshold is consistent with State law.

~~[DRAFTING NOTE: The Federal regulation allows for a \$50,000 threshold, however, the Revised School Code provides for a lower amount (\$29,572 for the 2023-24 fiscal year, \$26,046 for the 2021-22 year). While this authority is allowed for an entity qualified as a low-risk auditee, Neola does not suggest its use due to the complexity and subjectivity of the mechanism.]~~

2. Small Purchases

Small purchases include the acquisition of property or services, the aggregate dollar amount of which is higher than the micro-purchase threshold but does not exceed ~~the simplified acquisition threshold of \$~~ the competitive bid threshold established by the State of Michigan under M.C.L. Section 623a. Small purchase procedures require that price or rate quotations shall be obtained from ~~[CHOOSE AN OPTION] ()~~ [ENTER AMOUNT; SEE DRAFTING NOTE] (X) an adequate number of ~~[END OF OPTION]~~ qualified sources. ~~[DRAFTING NOTE: 1. The competitive threshold for the 2023-24 fiscal year is \$29,572, effective October 23, 2023; 2021-22 year is \$26,046, effective October 7, 2021. 2. Unless the pass-through entity or State law defines the number of quotes required, the District may define in policy how many quotations are adequate. The number must be greater than one (1).]~~

Districts are responsible for determining an appropriate simplified acquisition threshold based on internal controls, an evaluation of risk, and its documented procurement procedures which must not exceed the threshold established in the Federal Acquisition Regulations (FAR). When applicable, a lower simplified acquisition threshold used by the ~~non-Federal entity~~ District must be authorized or not prohibited under State, local, or tribal laws or regulations.

B. Formal Procurement Methods

When the value of the procurement for property or services under a Federal award exceeds the simplified acquisition threshold, or a lower threshold established by the State, formal procurement methods are required. Formal procurement methods require following documented procedures. Formal procurement methods also require public advertising unless a non-competitive procurement method can be used in accordance with the standards on competition in C.F.R. 200.319 or non-competitive procurement. The formal methods of procurement are:

1. Sealed Bids

Sealed, competitive bids shall be obtained when the purchase of, and contract for, single items of supplies, materials, or equipment which amounts to more than the amount allowed by Michigan statute and when the Board determines to build, repair, enlarge, improve, or demolish a school building/facility the cost of which will exceed the amount allowed by Michigan statute. ~~[DRAFTING NOTE: The fiscal year 2021-22-2023-2024 base pertaining to construction, renovation, repair, or remodeling and the base pertaining to procurement of supplies, materials, and equipment is \$26,046, effective October 7, 2021; \$29,572, effective October 23, 2023.]~~

In order for sealed bidding to be feasible, the following conditions shall be present:

- a. a complete, adequate, and realistic specification or purchase description is available;
- b. two (2) or more responsible bidders ~~are~~ have been identified as willing and able to compete effectively for the business; and

- c. the procurement lends itself to a firm, fixed-price contract and the selection of the successful bidder can be made principally based on ~~the basis of~~ price.

When sealed bids are used, the following requirements apply:

- a. Bids shall be solicited in accordance with the provisions of State law and Policy 6320. Bids shall be solicited from ~~{CHOOSE OPTION} ()~~ {ENTER AMOUNT} (X) an adequate number of ~~{END OF OPTION}~~ qualified suppliers, providing sufficient response time prior to the date set for the opening of bids. The invitation to bid shall be publicly advertised.
- b. The invitation for bids ~~will include product/contract specifications and pertinent attachments and shall define the items and/or services required in order for the bidder to properly respond~~ must define the items or services with specific information, including any required specifications, for the bidder to properly respond.
- c. All bids will be opened at the time and place prescribed in the invitation for bids; bids will be opened publicly.
- d. A firm, fixed-price contract ~~award will be made~~ is awarded in writing to the lowest responsive bid and responsible bidder. ~~Where specified in bidding documents~~ When specified in the invitation for bids, factors such as discounts, transportation costs, and life cycle costs shall be considered in determining which bid is lowest. Payment discounts ~~may~~ must only be used to determine the low bid when the District determines they are a valid factor based on prior experience ~~indicates that such discounts are usually taken.~~
- e. The Board reserves the right to reject any or all bids, but must document and provide a justification for all bids it rejects for sound documented reason.

2. Proposals

Procurement by proposals is a method in which either a fixed-price or cost-reimbursement ~~type~~ contract is awarded. ~~Proposals are generally~~ This method is used when conditions are not appropriate for the use of sealed bids or in the case of a recognized exception to the sealed bid method. ~~{DRAFTING NOTE: Like sealed bids, Federal law does not require a competitive proposal unless the procurement is for over \$250,000. The State/District may set a lower threshold for sealed bids and competitive proposals. Michigan law stipulates a threshold for which sealed bids are required. The competitive threshold for the 2023-24 fiscal year is \$29,572 effective October 23, 2023 2021-22 year is \$26,046, effective October 7, 2021. (See Policy 6320.)}~~

If this method is used, the following requirements apply:

- a. Requests for proposals ~~shall be publicized and require public notice, and must identify all evaluation factors and their relative importance. Any response to the publicized requests for proposals shall be considered to the maximum extent practical~~ To the maximum extent practicable, any proposals submitted in response to the public notice must be considered.
- b. Proposals shall be solicited from ~~{CHOOSE OPTION} ()~~ {ENTER AMOUNT} (X) an adequate number of ~~{END OF OPTION}~~ sources.
- c. The District ~~shall use its written method~~ must have written procedures for conducting technical evaluations ~~of the proposals received and for selecting recipients~~ and for making selections.

- d. Contracts ~~shall~~must be awarded to the responsible ~~firm~~offeror whose proposal is most advantageous to the ~~program, with price and other factors considered~~District considering price and other factors.

The District may use competitive proposal procedures for qualifications-based procurement of architectural/engineering (A/E) professional services whereby the competitors' qualifications are evaluated and the most qualified competitor is selected, subject to negotiation of fair and reasonable compensation. The method, where the price is not used as a selection factor, can only be used ~~in the procurement of to procure~~ A/E professional services. ~~It-The method~~ cannot be used to purchase other ~~types of services, though provided by~~ A/E firms that are a potential source to perform the proposed effort.

3. Noncompetitive Procurement

Procurement by noncompetitive proposals ~~allows for solicitation of a proposal from only one (1) source and~~ may be used only when one (1) or more of the following circumstances apply:

- a. ~~micro-purchases~~the aggregate amount of the procurement transaction does not exceed the micro-purchase threshold;
- b. ~~the item is available only from~~the procurement transaction can only be fulfilled by a single source;
- c. the public exigency or emergency for the requirement will not permit a delay resulting from ~~publicizing~~providing public notice of a competitive solicitation;
- d. ~~the Federal awarding agency or pass-through entity expressly authorizes noncompetitive proposals in response to a written request from the District~~the District requests in writing to use a noncompetitive procurement method, and the Federal agency or pass-through entity provides written approval; or
- e. after ~~solicitation of a number of~~soliciting several sources, competition is determined to be inadequate.

Domestic Preference for Procurement

~~As appropriate and to the extent consistent with law, the District shall~~The District should, to the extent practicable ~~under a Federal award and consistent with law,~~ provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States. Such requirements shall be included in all subawards, ~~including all~~ contracts, and purchase orders ~~for work or products~~ under the Federal award.

Procurement of Recovered Materials

The District must comply with Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act of 1976, as amended, 42 U.S.C. 6962. These requirements include:

- A. procuring only items designated in the guidelines of the Environmental Protection Agency (EPA) at 40 C.F.R. part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000;
- B. procuring solid waste management services in a manner that maximizes energy and resource recovery; and
- C. establishing an affirmative procurement program for the procurement of recovered materials identified in the EPA guidelines.

The District should, to the greatest extent practicable and consistent with law, purchase, acquire, or use products and services that can be reused, refurbished, or recycled; contain recycled content, are biobased, or are energy and water efficient; and are sustainable.

This may include purchasing compostable items and other products and services that reduce the use of single-use plastic products.

Contract/Price Analysis

The District shall perform a cost or price analysis ~~in connection with every procurement action in excess of \$250,000, including contract modifications~~ for every procurement transaction, including contract modifications, in excess of the Simplified Acquisition Threshold (currently \$250,000). The method and degree of analysis conducted depend on the facts surrounding the particular procurement transaction. For example, the District should consider potential workforce impacts in their analysis if the procurement transaction will displace public sector employees. However, as a starting point, the District must make independent estimates before receiving bids or proposals. A cost analysis generally means evaluating the separate cost elements that make up the total price, while a price analysis means evaluating the total price, without looking at the individual cost elements. The District must not use the "cost plus a percentage of cost" and "percentage of construction costs" methods of contracting.

~~The method and degree of analysis are dependent on the facts surrounding the particular procurement situation; however, the District shall come to an independent estimate prior to receiving bids or proposals.~~ Costs or prices based on estimated costs for contracts under the Federal award are allowable only to the extent that the costs incurred or cost estimates included in negotiated prices would be allowable for the District according to cost principle requirements.

~~When performing a cost analysis, the District shall negotiate profit as a separate element of the price. To establish a fair and reasonable profit, consideration is given to the complexity of the work to be performed, the risk borne by the contractor, the contractor's investment, the amount of subcontracting, the quality of its record of past performance, and industry profit rates in the surrounding geographical area for similar work.~~

Time and Materials Contracts

The District uses a time-and-materials type contract only 1) after a determination that no other contract is suitable, and 2) if the contract includes a ceiling price that the contractor exceeds at its own risk. A time-and-materials type contract means a contract whose cost to the District is the sum of the actual costs of materials and direct labor hours charged at fixed hourly rates that reflect wages, general and administrative expenses, and profit.

~~Since~~Because this formula generates an open-ended contract price, a time-and-materials contract provides no positive profit incentive to the contractor for cost control or labor efficiency. Therefore, the District sets a ceiling price for each contract that the contractor exceeds at its own risk. Further, the District shall assert a high degree of oversight ~~in order~~ to obtain reasonable assurance that the contractor is using efficient methods and effective cost controls.

Suspension and Debarment

The District will award contracts only to responsible contractors ~~possessing~~that possess the ability to perform successfully under the terms and conditions of the proposed ~~procurement contract~~. All purchasing decisions shall be made in the best interests of the District and shall seek to obtain the maximum value for each dollar expended. When making a purchasing decision, the District shall consider such factors as 1) contractor integrity; 2) ~~compliance with~~ public policy; 3) compliance; 4) proper classification of employees; 5) record of past performance; and 6) ~~4)~~ financial and technical resources.

~~The Superintendent shall have the authority to suspend or debar a person/corporation, for cause, from consideration or award of further contracts. The District is subject to and shall abide by the nonprocurement debarment and suspension regulations implementing Executive Orders 12549 and 12689, 2 C.F.R. Part 180.~~

~~Suspension is an action taken by the District that immediately prohibits a person from participating in covered transactions and transactions covered under the Federal Acquisition Regulation (48 C.F.R. Chapter 1) for a temporary period, pending completion of an agency investigation and any judicial or administrative proceedings that may ensue. A person so excluded is suspended. (2 C.F.R. Part 180 Subpart G)~~

~~Debarment is an action taken by the Superintendent to exclude a person from participating in covered transactions and transactions covered under the Federal Acquisition Regulation (48 C.F.R. Chapter 1). A person so excluded is debarred. (2 C.F.R. Part 180 Subpart H).~~

The District shall not subcontract with or award subgrants to any person or company who is debarred or suspended. For contracts over \$25,000, the District shall confirm that the vendor is not debarred or suspended by either checking the Federal government's System for Award Management, which maintains a list of such debarred or suspended vendors, at www.sam.gov; collecting a certification from the vendor; or adding a clause or condition to the covered transaction with that vendor. (2 C.F.R. Part 180 Subpart C)

Bid Protest

The District maintains the following protest procedures to handle and resolve disputes relating to procurements and, in all instances, discloses information regarding the protest to the ~~awarding~~ agency.

A bidder who wishes to file a bid protest shall file such notice and follow procedures prescribed by the Request For Proposals (RFPs) or the individual bid specifications package for resolution. Bid protests shall be filed, in writing, with the Superintendent within seventy-two (72) hours of the opening of the bids in protest.

Within five (5) days of receipt of a protest, the Superintendent shall review the protest as submitted and render a decision regarding the merits of the protest and any impact on the acceptance and rejection of bids submitted. Notice of the filing of a bid protest shall be communicated to the Board and shall be so noted in any subsequent recommendation for the acceptance of bids and awarding of contracts.

Failure to file a notice of intent to protest, or failure to file a formal written protest within the time prescribed, shall constitute a waiver of proceedings.

Maintenance of Procurement Records

The District shall maintain records sufficient to detail the history of all procurements. These records will include, but are not necessarily limited to, the following: rationale for the method of procurement, selection of contract type, contractor selection or rejection, and the basis for the contract price (including a cost or price analysis).

Records Retention

~~The District must retain all Federal award records for three (3) years from the date of submission of the final financial report. For awards that are renewed quarterly or annually, the District must retain records for three (3) years from the date of submission of the quarterly or annual financial report, respectively. Records to be retained include, but are not limited to, financial records, supporting documentation, and statistical records. Other records retention requirements shall be in accordance with 2 C.F.R. 200.334.~~

~~The District must collect, transmit, and store Federal award information in an open file, non-licensed, and machine-readable formats. The District may substitute electronic versions of original paper records through duplication or other forms of electronic conversion, provided that the procedures are subject to periodic quality control reviews. Quality control reviews must ensure that electronic conversion procedures provide safeguards against the alteration of records and assurance that records remain in a format that is readable by a computer system.~~

2 C.F.R. 200.317-.326; Appendix II to Part 200
2 C.F.R. 200.334 - 200.336
2 C.F.R. 200.520

[Cross Reference: po6350]

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Legal References

- 2 C.F.R. 200.317-.326; Appendix II to Part 200
- 2 C.F.R. 200.334 - 200.336
- 2 C.F.R. 200.520

Cross References

po6350 - PREVAILING WAGE

Classification	Topic	Revised
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DRAFT

Book: Policies for ISD Update

Section: Vol. 39, No. 1 - EDGAR UGG - September 2024 ISD

Title: Vol. 39, No. 1 - EDGAR UGG - September 2024 Revised TRAVEL PAYMENT & REIMBURSEMENT

Code: po6550

Status: Active

Revised Policy - Vol. 39, No. 1 - EDGAR/UGG Revisions

~~[DRAFTING NOTE: Travel charges must be consistent with the District's established written policies. The District must allow costs for "above and beyond regular dependent care" if consistent with established written policy for all travel.]~~

6550 - TRAVEL PAYMENT & REIMBURSEMENT

Travel expenses incurred for official business travel on behalf of the Board of Education shall be limited to those expenses reasonably and necessarily incurred by the employee in the performance of a public purpose authorized, in advance, in accordance with administrative guidelines. Travel costs may include the transportation, lodging, subsistence, and related items incurred by employees who are in travel status on official business of the District.

Payment and reimbursement rates for per diem meals, lodging, and mileage shall be approved by the Board annually. The Board shall establish mileage rates ~~-(X)~~ in accordance with ~~(-) not exceeding~~ **[END-OF OPTION]** the Federal IRS prescribed mileage rate.

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

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

[X] Commercial airfare costs in excess of the basic least expensive unrestricted accommodations class offered by commercial airlines are unallowable except when such accommodations would (1) require circuitous routing; (2) require travel during unreasonable hours; (3) excessively prolong travel; (4) result in additional costs that would offset the transportation savings; or (5) offer accommodations not reasonably adequate for the traveler's medical needs. Instances of commercial airfare cost in excess of the basic least expensive unrestricted accommodations class must be justified and documented on a case-by-case basis.

~~**[]** Temporary dependent care costs (as dependent is defined in 26 U.S.C. 152) above and beyond regular dependent care that directly results from travel to conferences are allowable provided that (1) the costs are a direct result of the individual's travel for the Federal award; (2) the costs are consistent with the District's documented administrative guidelines for all entity travel; and (3) are only temporary during the travel period. Travel costs for dependents are unallowable, except for travel of a duration of six (6) months or more with prior approval of the Federal awarding agency. **[DRAFTING NOTE: Choosing this option requires this also to be applicable to all District policies.]**~~

~~**[]** The costs of identifying and providing locally available dependent care resources for conference participants are allowable as needed.~~

[X] Conference costs must be appropriate, necessary, and managed to minimize costs to the Federal award.

~~[DRAFTING NOTE: This draft policy includes the Federal rules for commercial airfare and temporary dependent care costs. Based on State or local laws and policies, Districts may decide that all temporary dependent care costs or commercial airfare costs in excess of the basic least expensive unrestricted accommodations class are unallowable under any circumstance.]~~

Travel payment and reimbursement provided from Federal funds must be authorized in advance and must be reasonable and consistent with the District's travel policy and administrative guidelines. For travel paid for with Federal funds, the travel authorization must include documentation that demonstrates that (1) the participation in the event by the individual traveling is necessary to the Federal award; and (2) the costs are reasonable and consistent with the District's travel policy.

All travel shall comply with the travel procedures and rates established in the administrative guidelines. All costs incurred with Federal funds must meet the cost allowability standards within Board Policy 6114.

To the extent that the District's policy does not establish the allowability of a particular type of travel cost, the rates and amounts established under 5 U.S.C. 5701-11, ("Travel and Subsistence Expenses; Mileage Allowances"), or by the Administrator of General Services, or by the President (or ~~his/her~~their designee), must apply to travel under Federal awards.

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Legal References

2 C.F.R. 200.474

Classification Topic Revised

Book: Policies for ISD Update

Section: Vol. 39, No. 1 - EDGAR UGG - September 2024 ISD

Title: Vol. 39, No. 1 - EDGAR UGG - September 2024 Revised DISPOSITION OF SURPLUS PROPERTY

Code: po7310

Status: Active

Revised Policy - Vol. 39, No. 1 - EDGAR/UGG Revisions

7310 - DISPOSITION OF SURPLUS PROPERTY

The Board of Education requires the Superintendent to review the property of the District periodically and to dispose of that material and equipment which is no longer usable in accordance with the terms of this policy.

A. Instructional Material

The District shall review instructional materials (i.e. textbooks, library books, manuals, support materials, etc.) periodically to determine the relevance of such materials to the present world and current instructional programs. The following criteria will be used to review instructional materials for redistribution and possible disposal:

1. concepts or content that do not support the current goals of the curriculum
2. information that may not be current
3. worn beyond salvage

B. Equipment

For purposes of this policy, equipment shall mean tangible personal property (including information technology systems), a unit of furniture or furnishings, an instrument, a machine, an apparatus, or a set of articles which retains its shape and appearance with use, is nonexpendable, having a useful life of more than one (1) year, and a per-unit cost that equals or exceeds \$10,000. ~~**{DRAFTING NOTE: Districts should align the amount provided here to the amount chosen in Board Policy 7450 - Property Inventory} (-) to replace (X) as a single unit {END OF OPTION} and does not lose its identity when incorporated into a more complex unit.**~~

The District shall inspect the equipment used in the instructional program periodically, to determine the condition and usability of such equipment in the current educational program. Should the equipment be deemed no longer serviceable or usable, the following criteria will be used to determine possible disposal:

1. repair parts for the equipment no longer readily available
2. repair records indicate the equipment has no usable life remaining
3. obsolete and no longer contributing to the educational program
4. some potential for sale at a school auction
5. creates a safety or environmental hazard

C. Disposition

The Superintendent is authorized to dispose of obsolete instructional and other property by selling, it to the highest bidder, by donation to appropriate parties, or by proper waste removal in compliance with 2 C.F.R. 200.313(e) and 200.314.

When there is a residual inventory of unused supplies exceeding \$10,000 in aggregate value at the end of the period of performance, and the supplies are not needed for any other Federal award, the District may retain or sell the unused supplies. Unused supplies means supplies that are in new condition, not having been used or opened before. The aggregate value of unused supplies consists of all supply types, not just like-item supplies. The Federal agency or pass-through entity may be entitled to compensation in an amount prescribed in 2 C.F.R. 200.314.

Disposal of surplus property purchased with Federal funds shall be disposed of in accordance with Federal guidelines.

When original or replacement equipment acquired under a Federal award is no longer needed for the original project or program or for other activities currently or previously supported by a Federal ~~awarding~~-agency, the District shall request disposition instructions from the Federal ~~awarding~~-agency if required by the terms and conditions of the Federal award.

Disposition of the equipment will be made in accordance with disposition instructions of the Federal ~~awarding~~-agency.

~~Items of equipment with a current per unit fair market value of \$5,000 or less may be retained, sold or otherwise disposed of with no further obligation to the Federal awarding agency.~~

Except as provided in ~~§200.312~~200.313 Federally-owned and exempt property, paragraph (b), or if the Federal awarding agency fails to provide requested disposition instructions within 120 days, items of equipment with a current ~~per unit~~ fair-market value in excess of ~~\$5,000~~ \$10,000 (per unit) may be retained by the non-Federal entity or sold. The Federal awarding agency is entitled to an amount calculated by multiplying the current market value or proceeds from sale ~~by the Federal awarding agency's percentage of participation in the cost of the original purchase.~~ If the equipment is sold, the Federal ~~awarding~~-agency may permit the non-Federal entity to deduct and retain from the Federal share ~~\$500~~\$1,000 or ten percent (10%) of the proceeds, whichever is less, ~~for its selling and handling expenses~~to cover expenses associated with the selling and handling of the equipment.

The District may transfer title to the property to the Federal Government or to an eligible third party provided that, in such cases, the District shall be entitled to compensation for its attributable percentage of the current fair market value of the property.

When included in the terms and conditions of the Federal award, the Federal agency may permit the District to retain equipment, or authorize MDE to permit the District to retain equipment, with no further obligation to the Federal Government unless prohibited by Federal statute or regulation.

[CROSS REFERENCE: po7450]

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Legal References

2 C.F.R. 200.312, 200.313

Cross References

po7450 - PROPERTY INVENTORY

Classification Topic Revised

Book: Policies for ISD Update
 Section: Vol. 39, No. 1 - EDGAR UGG - September 2024 ISD
 Title: Vol. 39, No. 1 - EDGAR UGG - September 2024 Revised PROPERTY INVENTORY
 Code: po7450
 Status: Active

Revised Policy - Vol. 39, No. 1 - EDGAR/UGG Revisions

7450 - PROPERTY INVENTORY

As steward of this District's property, the Board of Education recognizes that efficient management and full replacement upon loss requires accurate inventory and properly maintained property records.

The Board shall

- ~~() conduct a complete inventory~~
- ~~() maintain a continuous inventory~~
- ~~of all District-owned equipment~~
- ~~() and supplies~~
- ~~() annually.~~
- ~~() every _____ years. {specify number; Federal regulations require at least once every two (2) years}~~
- ~~() at such intervals as will coincide with property insurance renewal.~~
- ~~() and Generally Accepted Accounting Principles ("G.A.A.P.") reporting requirements.~~

The Board shall maintain a continuous inventory of all District-owned equipment in accordance with the Generally Accepted Accounting Principles ("G.A.A.P.") reporting requirements.

For purposes of this policy, "equipment" shall mean tangible personal property (including information technology systems), a unit of furniture or furnishings, an instrument, a machine, an apparatus, or a set of articles which retains its shape and appearance with use, is nonexpendable, ~~costs at least having a useful life of more than one (1) year, and a per-unit cost that equals or exceeds \$10,000~~ [DRAFTING NOTE: See also Policy 7310 - Disposition of Surplus Property to provide for a consistent threshold for such expenditures.]

~~() to replace~~

(X) as a single unit ~~[END OF OPTION]~~

and does not lose its identity when incorporated into a more complex unit. When defining supplies for inventory purposes, no items will be counted whose total value is less than \$ _____. ~~[DRAFTING NOTE: The Federal threshold (2 C.F.R. 200.439) for a supply designation is \$10,000.5,000 regardless of length of useful life, however, the District may set an early acquisition cost level for designation as supply. Capital expenditures with a unit cost of \$10,000.5,000 or more require prior written approval of the Federal awarding agency or pass-through entity.]~~

It shall be the duty of the ~~() Superintendent () Business Manager~~ **(X) Finance Director** ~~[END OF OPTIONS]~~ to ensure that inventories are recorded systematically and accurately and property records of equipment are updated and adjusted annually by reference to purchase orders and withdrawal reports.

[X] Major items of equipment shall be subject to annual spot check inventory to determine loss, mislocation, or depreciation; any major loss shall be reported to the Board.

~~() Property records of consumable supplies shall be maintained on a continuous inventory basis.~~

[X] The Finance Director shall maintain a system of property records which shall show, as appropriate to the item recorded, the:

- A. (X) description and identification (serial number or other identification number);
- B. (X) manufacturer;
- C. (X) year of purchase;
- D. (X) initial cost;
- E. (X) location;
- F. (X) condition and depreciation;
- G. ~~() evaluation in conformity with insurance requirements.~~

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The District is responsible for maintaining and updating property records when there is a change in the status of the property.

Equipment acquired in whole or in part under a Federal award will vest upon acquisition to the District, subject to the following conditions:

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- A. The equipment shall be used for the authorized purposes of the award project during the period of performance or until the equipment is no longer needed for the purposes of the project.
- B. ~~The equipment shall not be encumbered without the approval of the Federal awarding agency or the pass-through entity.~~ While the equipment is being used for the originally-authorized purpose, the District (or subrecipient) must not dispose of or encumber its title or other interests without the approval of the Federal agency or pass-through entity.
- C. The equipment may only be used and disposed of in accordance with the provisions of the Federal ~~awarding~~ agency or the pass-through entity and Policy 7300, ~~- Disposition of Real/Personal Property and Policy 7310, - Disposition of Surplus Property (), and AG 7310 - Disposal of District Property.~~
- D. The District must use equipment for the project or program for which it was acquired and for as long as needed, whether or not the project or program continues to be supported by the Federal award. The District must not encumber the equipment without prior approval of the Federal agency or pass-through entity.
- E. When no longer needed for the original project or program, the equipment may be used in other activities in the following order of priority:
 1. Activities under other Federal awards from the Federal agency that funded the original program or project; then
 2. Activities under Federal awards from other Federal agencies. These activities include consolidated equipment for information technology systems.
- F. During the time that equipment is used on the project or program for which it was acquired, the District must also make the equipment available for use on other programs or projects supported by the Federal Government, provided that such use will not interfere with the purpose for which it was originally acquired. First preference for other use of the equipment must be given to other programs or projects supported by the Federal agency that financed the equipment. Second preference must be given to programs or projects under Federal awards from other Federal agencies. Use for non-Federally funded projects is also permissible, provided such use will not interfere with the purpose for which it was originally acquired. The District should consider charging user fees as appropriate. If the District does use equipment to earn program income, it must not charge a fee that is less than a private company would charge for similar services unless specifically authorized by Federal

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statute.

- G. When acquiring replacement equipment, the District may either trade-in or sell the equipment and use the proceeds to offset the cost of the replacement equipment.
- H. Property records shall be maintained that include a description of the equipment, a serial number or other identification number, the source of funding for the equipment (including the Federal Award Identification Number (FAIN), title ~~-entity, acquisition date, cost of the equipment~~holder, acquisition date, cost of the property, percentage of Federal ~~participation in the project costs for the award under which the equipment was acquired~~agency contribution toward the original purchase, the location, use, and condition of the ~~equipment~~property, and ultimate disposition data, including date of disposal and sale price of the ~~equipment~~property.
- I. A physical inventory of the property must be ~~taken~~conducted and results reconciled with property records at least once every two (2) years.
- J. A control system shall be ~~-developed in place~~ to provide ~~adequate safeguards to prevent~~safeguards for preventing loss, damage, or theft of the property. Any such loss, damage, or theft ~~shall be of the property must be~~ investigated. The District must notify the Federal agency or pass-through entity of any loss, damage, or theft of equipment that will have an impact on the program.
- K. ~~Adequate~~Regular maintenance procedures shall be implemented to keep the property in ~~good proper working~~ condition.
- L. Proper sales procedures shall be established to ensure the highest possible return, in the event the District is authorized or required to sell the equipment/property.
- M. When ~~original or replacement~~ equipment acquired under a Federal award is no longer needed for the original project/program or for activities currently or previously supported by a Federal ~~awarding agency, and except as otherwise provided by Federal statutes, regulations, or Federal awarding agency disposition instructions,~~ the District shall request disposition instructions from the Federal awarding agency or pass-through entity if required by the terms and conditions of the Federal award. Disposition of the equipment shall be made in accordance with the provisions of C.F.R. 200.313.

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[CROSS REFERENCE: po7310]

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Legal References

2 C.F.R. 200.313

Cross References

po7310 - DISPOSITION OF SURPLUS PROPERTY

Classification Topic Revised

Coversheet

Justice Leaders Collaborative- Professional Learning & Coaching Contract

Section:	VIII. New Business
Item:	B. Justice Leaders Collaborative- Professional Learning & Coaching Contract
Purpose:	
Submitted by:	
Related Material:	Board Memo_Justic Leaders_25_26.pdf JLC Contract 2025-26 8-19-25 REV.pdf



TO: Naomi Norman, Superintendent; WISD Board of Education

FROM: Amy Olmstead-Brayton, Supervisor of Instruction

DATE: August 13, 2025

SUBJECT: Justice Leaders Collaborative- Professional Learning & Coaching Contract

We recommend that the WISD Board of Education authorize the approval of the contract with Justice Leaders Collaborative (JLC) to offer, plan, and facilitate professional learning sessions focused on advancing equity, inclusion, and social justice between September 1, 2025, and June 30, 2026, for a cost not to exceed **\$73,500.00**. The total contract cost will be paid from Justice Leaders Employee Training & Development Services.

Justice Leaders Collaborative will provide a series of workshops, multi-session courses, and coaching hours designed to support staff and districts in developing skills, strategies, and mindsets for creating more equitable and inclusive learning environments. Planned offerings include *Toolkit for Responding to Pushback*, *Navigating Difficult Conversations*, *Equity-Centered Planning for Holidays & Heritage Months*, *Understanding Implicit Bias*, *Understanding the LGBTQIA+ Landscape*, *The Core Course* (Cohorts 62 and 63), *Beyond Anti-Bullying*, *Breaking the Stress Cycle*, *From Ally to Co-Conspirators for Racial Justice*, and targeted coaching hours.

This work aligns directly with the WISD Equity, Inclusion, and Social Justice (EISJ) policy by building the capacity of staff and district partners to recognize and interrupt bias, engage in courageous conversations, and create systems and practices that value and affirm the identities of all students. The sessions are designed to provide actionable tools, strengthen understanding and responsiveness, and promote equitable learning environments in alignment with WISD's commitment to dismantling systemic inequities in education.

CC: Dr. Jennifer Banks, Director of Instruction



**WASHTENAW INTERMEDIATE SCHOOL DISTRICT
CONTRACTED SERVICES AGREEMENT - COMPANY**

This agreement is made this 1st day of September, 2025, by and between Washtenaw Intermediate School District, hereinafter referred to as WISD or District, and Justice Leaders Collaborative hereinafter referred to as Contractor.

It is the intention of the parties hereto to enter into an Agreement defining the nature and extent of the duties to be performed by the Contractor, the place where the services are to be performed and the time limitation on the performance of the duties.

SECTION I – SCOPE OF SERVICES

Now, therefore, in consideration of payment to the Contractor of the sums specified in Section II, the Contractor does hereby agree as follows:

1. The Contractor shall commence performance of the duties in Section I, Number 2 no earlier than September 1, 2025. Once this contract is implemented, the ending date for providing services shall be June 30, 2026.
2. The Contractor agrees to perform the following duties and any necessary tasks incident to full performance of the described duties:

Duty 1: Justice Leaders Collaborative (JLC) will offer, plan, and facilitate the following sessions between September 1, 2025 and June 30, 2026. Greg Myers will co-facilitate sessions when possible and the cost will be discounted by 33%.

Toolkit for Responding to Pushback:

November 18, 2025, 10:00 a.m. – 3:00 p.m. (\$3,000.00)

March 10, 2026, 10:00 a.m. – 3:00 p.m. (\$3,000.00)

Navigating Difficult Conversations (previously called “Interrupting Bias”)

October 7, 2025 – 10:00 a.m. – 3:00 p.m. (\$3,000.00)

Equity-Centered Planning for Holidays & Heritage Months

November 6, 2025 – 10:00 – noon, (\$1,500.00)

Understanding Implicit Bias

October 21, 2025 – 9:00 a.m. – noon (\$2,250.00)

Understanding the LGBTQIA and Landscape

February 10, 2026 – 9:00 a.m. – noon, (\$2,250.00)

The Core Course

Cohort 62 (\$12,000.00)

October 16, 2025 – 10:00 a.m. – 3:00 p.m.

November 20, 2025 – 10:00 a.m. – 3:00 p.m.

December 11, 2025 – 10:00 a.m. – 3:00 p.m.

January 15, 2026 – 10:00 a.m. – 3:00 p.m.

The Core Course

Cohort 63 (\$12,000.00)

February 24, 2026 – 10:00 a.m. – 3:00 p.m.

March 24, 2026 – 10:00 a.m. – 3:00 p.m.

April 21, 2026 – 10:00 a.m. – 3:00 p.m.

May 19, 2026 – 10:00 a.m. – 3:00 p.m.

Beyond Anti-Bullying: Cultivating Compassionate Classrooms

Date TBD, 10:00 a.m. – 3:00 p.m. (\$2,250.00)

Breaking the Stress Cycle

Date TBD, 10:00 a.m. – 3:00 p.m. (\$2,250.00)

Date TBD, 10:00 a.m. – 3:00 p.m. (\$3,000.00)

From Ally to Co-Conspirators for Racial Justice

Dates TBD, 4 sessions – 4-hour days (\$12,000.00)

Coaching

100 hours at \$150 per hour (\$15,000.00)

3. The Contractor shall provide, at the request of WISD, periodic progress reports detailing the tasks accomplished and the tasks remaining to be accomplished to complete full performance of the Contractor's duties as described.
4. Prior to any work being completed on WISD grounds, individuals working for the Contractor **may be required** to undergo a criminal background check by having fingerprints scanned electronically and submitted to the Michigan State Police. A list of all such employees must be provided to WISD by the Contractor as **Attachment A**. The Contractor will be responsible for payment of the fingerprinting service. (The proper forms must be obtained by the HR Department. Specific written exemption of the fingerprint requirement must be provided by the WISD Executive Director of Human Resources and Legal Services, in compliance with School Safety Legislation and WISD Board Policy).
5. The Contractor must also comply with Public Act 131 of 2005, which details the procedure to follow if the Contractor, or any individuals working on behalf of the Contractor, has/have been charged with a crime listed under Section 1535a (1) of the Michigan School Code, or a violation of a substantially similar law of another state, a political subdivision of this state or another state, or of the United States.

SECTION II -COMPENSATION

WISD does hereby agree as follows:

1. The maximum consideration for the Contractor's services as described in Section I shall be **\$73,500.00** including all related expenses, including travel expenses outlined in Section III.
2. The above consideration for the Contractor's services is based on the time reasonably expended by the Contractor to complete the tasks herein above described in Section I and is based on a rate of \$150.00 per hour of time expended.
3. The Contractor shall submit an invoice describing the services, including dates and hours of work, for part payment of the contract price not more frequently than once per month. The contractor shall submit an invoice requesting payment no more than thirty (30) days after the work has been performed. Invoices submitted after this date may not be paid.
4. The Contract is retained by WISD only for the purposes and to the extent sent forth in this Agreement, and the Contractor's relationship to WISD shall, during the life of this Agreement, be that of an independent contractor. As such, WISD agrees that the Contractor shall be free to dispose of such portion of his/her entire time, energy, and skill during regular business hours that s/he is not obligated to devote to WISD in such manner as the Contractor sees fit. The Contractor shall not be considered as having an employee status or as being entitled to participate in any plans, arrangements, or distributions by WISD pertaining to or in the connection with any fringe, pension, bonus or similar benefits for the WISD's regular employees. WISD will not withhold or pay any sums, state, federal or local taxes, FICA, Michigan School Employees Retirement, MESC insurance, or worker's compensation insurance, unless required by law. The Contractor agrees to hold WISD harmless for the payment of such sum, interest, penalties or costs in the collection of same. Nothing in this agreement shall be construed to interfere with or otherwise affect rendering of services by the Contractor in accordance with its professional judgment.
5. The contractor has not been debarred, excluded or disqualified¹ under the non-procurement common rule, or otherwise declared ineligible from receiving Federal funds, contracts, certain subcontracts, and certain Federal assistance/benefits.
6. WISD acknowledges that the Contractor has no responsibility for the supervision of any WISD personnel in carrying out his/her contractual functions, and any recommendations made by the Contractor (other than in treating patients whom s/he has examined,) will require independent judgment of WISD prior to being effectuated.
7. WISD agrees that the Contractor shall have access to WISD premises at such time as is necessary for the Contractor to perform the above described tasks. However, WISD may require at least a one week's prior notice relating to the use of certain facilities.
8. In compliance with federal requirements, payments shall be made to a vendor on a reimbursement basis for services delivered; not as a prepayment.
9. WISD agrees to promptly pay the invoices submitted by the Contractor upon verification of the rendering of the services and within 30 calendar days from receipt in the WISD's Business Office.
10. WISD agrees to report to the Internal Revenue Service all amounts paid or reimbursed for services of the Agreement in conjunction with the legal requirements.

¹ Verified via the government System for Award Management (SAM) website: <https://www.sam.gov/portal/SAM/#1>

SECTION III – OTHER CONSIDERATIONS

1. All expenses for travel and mileage as a result of rendering the services identified in Section I are the responsibility of the Contractor. However, WISD may ask the Contractor to incur travel expenses not foreseen prior to the execution of this contract. If this occurs, WISD pre-approved travel costs associated with this Contract will be paid by WISD at a rate to be determined by WISD. Such travel expenses must be submitted under the guidelines established by WISD, including expense submission dates and inclusion of detailed receipts.
2. Nothing in this Agreement shall be considered to create the relationship of employer and employee between the parties at any time during the life of this Agreement.
3. The WISD shall retain ownership interest in any of the following three (3) circumstances:
 - i. The WISD expressly directs the Contractor to create a specified work (electronic or otherwise) or the work is a specific requirement of the contract;
 - ii. Any documents (electronic or otherwise) created and or developed by the Contractor while under contract with the WISD; or
 - iii. The Contractor voluntarily transfers the copyright, in whole or in part to the WISD in the form of a written document signed by said Contractor.
4. The work done by the Contractor shall be to the entire satisfaction of WISD. Should the Contractor unsatisfactorily perform the duties, WISD may cancel the Agreement and the Contractor shall have no claim for any of the balance of the contract price remaining to be paid at date of termination other than amounts related to services provided prior to termination.
5. Either party may terminate this Agreement by giving the other 30 days advance written notice.
6. WISD may change the duties of the Contractor as above described, but such change shall not be a substantial alternation of the Contractor's duties, nor can such change be made without the input of the Contractor.

SECTION IV – INSURANCE COVERAGE

In the event that the Contractor uses motor vehicles in the course of performing the services above described, the Contractor shall provide to WISD proof of public liability insurance and property damage insurance in such sums as shall be deemed appropriate by WISD.

The Contractor shall maintain at his/her own expense during the term of this Contract, the following insurance:

- 1.) Workers' Compensation Insurance with Michigan statutory limits of Employers' Liability Insurance with a minimum limit of \$500,000 each accident;
- 2.) Comprehensive General Liability Insurance with a combined single limit of \$1,000,000 each occurrence, \$1,000,000 aggregate, for bodily injury and property damage. The policy shall include blanket contractual and liability and personal injury coverage.

The Contractor understands that WISD's liability insurance policies may not afford any coverage for any work associated with this contract. Therefore, the Contractor agrees to hold WISD harmless 1) for any sum related to the cost of liability insurance, 2) from any and all liabilities, claims, liens, demands and costs, of whatsoever kind and nature, and 3) from any associated attorney fees, arising out of the performance of the work described in Section I. The Contractor shall obtain and provide proof of public liability insurance in such sums as shall be deemed appropriate by WISD unless specific written exemption is provided by the Assistant Superintendent, Business Services. Neither party shall be responsible for any action or inaction of the other party or its officers, agents, or employees, nor for insurance costs or legal fees, related thereto.

SIGNATURES

The Contractor acknowledges by his/her signature that he/she has read the Agreement and understands same and agrees this contract constitutes the total agreement between the parties and that anything not included in this contract is expressly excluded.

Agreed to on: _____

Contractor (Justice Leaders Collaborative) – Autumn Campbell

DATE _____

Dr. Jennifer Banks, Director of Instruction, Achievement Initiatives Team
Washtenaw Intermediate School District

DATE _____

Amy Olmstead-Brayton, Supervisor of Instruction, Achievement Initiatives Team
Washtenaw Intermediate School District

DATE _____

Mary Jane Tramontin, Board President
Washtenaw Intermediate School District

DATE _____

Naomi Norman, Superintendent
Washtenaw Intermediate School District

DATE _____

Coversheet

Ypsilanti Community Schools Shared Services Contract

Section:	VIII. New Business
Item:	C. Ypsilanti Community Schools Shared Services Contract
Purpose:	
Submitted by:	
Related Material:	Board Memo YCS Contracts 2025 - 2028.pdf 2025-2028 YCS Contract.pdf



DATE: July 18. 2025

TO: Naomi Norman, Superintendent; WISD Board of Education

FROM: Matthew Cook, Chief Information Officer

SUBJECT: Contracts Ypsilanti Community Schools Shared Services

- **Recommendation: The Administration recommends that the Board of Education approve the contract with Ypsilanti Community Schools for WISD to provide shared services technology support in the amount of \$3,349,162.02.**
- As part of the shared services project between Ypsilanti Community Schools and Lincoln Consolidated Schools, the districts continue to share technology staff in a combined department. District staff have now been transitioned into WISD staff and shared between the two districts since 2015. The Ypsilanti technology services contract was approved by the Ypsilanti Community School Board on August 18, 2025. The Ypsilanti cost for these services, including salary, benefits, and indirect costs is \$3,349,162.02 over 3 years during service dates of July 1, 2025, through June 30, 2028.

<u>Fiscal Yr</u>	<u>Cost Estimate</u>
2025/26	\$1,067,278.62
2026/27	\$1,116,422.41
2027/28	\$1,165,460.98



EXECUTIVE SUMMARY

Washtenaw Intermediate School District (WISD) Technology Services understands a stable infrastructure, reliable support, and communication are required to ensure successful teaching and learning every day in every classroom. Under the leadership and guidance of Solomon Zheng and the WISD technology administrative team, the WISD LEA technology team continues to meet these challenges, providing instructional support alongside the administrative technology needs.

WISD Technology Services Contract: Continued Service & Support Areas

- Network Services for all Local, Wide Area, and Wireless connections
- Network Servers
- Hosted Applications: PowerSchool, PowerSchool Special Education (PSSE), New World, CEO Imaging, Registration Gateway, School Messenger
- Google Domain
- Level 1 Phone Support
- Administrative, Teacher, and Student devices

As in the previous contract, the Technology Director remains constant at 1.0 FTE each, split 0.5 FTE per district between Ypsilanti Community Schools and Lincoln Consolidated Schools.

WISD Technology Services Contract: Service Adjustments & Recommendations

- A three (3) year agreement beginning July 1, 2025 and ending June 30, 2028 to provide staffing and performance stability. This will reduce the risk of staff attrition, ensuring continuity of services and support.
- One 1.0 FTE LEA site coordinator position fully dedicated to Ypsilanti Community Schools whose primary responsibilities will include assisting the WISD LEA Technology Director and team with management of lower-level daily administrative technology tasks, project management for District priorities, and technology team financial tasks.
- Provide State Reporting technical assistance, including State Reporting support covering MSDS, GAD, and TSDL timelines, data updates and extractions, reports, verifications, submissions, and remote support and error resolution guidance.
- Provide Assistive Technology Services in support of District Special Education students. See Appendix C for Proposal Projections and hourly rate estimates.
- Salary increases in all positions which reflect standard step advancements within the 230 and 210-work day salary schedules located in the WISD Staff Manual for Non-Affiliated Personnel 2025-28 and Non-Bargaining Personnel 2025-2028.
- The continuation of the 1.0 FTE Educational Technology Solutions Coaching Services position, dedicated to Ypsilanti Community Schools. This service was added as an addendum in the 2018/19 fiscal year and subsidized through RAG funds for the remainder of the previous contract ending in June 2028. If RAG funds are no longer available and YCS wishes to continue this service, it must be included in the contracted service agreement. Funding sources can be adjusted along with the grant cycles.



Proposed Contract Costs by Year (see Appendix C):

	STAFFING	2025-2026	2026-2027	2027-2028
PROPOSAL 1	Staffing Structure in Appendix C	\$1,067,278.62	\$1,116,422.41	\$1,165,460.98

The full proposal is attached with detail regarding the associated costs for services. Please contact Matthew Cook, Chief Information Officer, if you have any questions or require clarifications. We look forward to our continued partnership in the support of your staff and students.



WASHTENAW INTERMEDIATE SCHOOL DISTRICT CONTRACTED SERVICES AGREEMENT - DISTRICT

This agreement is made this 1st day of July, 2025 by and between Washtenaw Intermediate School District, hereinafter referred to as WISD, and Ypsilanti Community Schools, hereinafter referred to as Ypsilanti or District.

It is the intention of the parties hereto to enter into an Agreement defining the nature and extent of the duties to be performed by the WISD, the place where the services are to be performed and the time limitation on the performance of the duties.

SECTION I – ENGAGEMENT & SCOPE OF SERVICES

- A. Scope of Services: Ypsilanti hereby engages WISD and WISD accepts such engagement to provide the Services set forth in this Agreement for the consideration and upon the terms and conditions set forth in this Agreement. The relationship between Ypsilanti and WISD (including any personnel, third-party consultants or independent contractors of WISD) shall be that of independent contracting parties. WISD personnel, third-party consultants and independent contractors shall be self-directed in their activities, provided that said personnel, consultants or independent contractors shall abide by the terms of their respective employment agreement or contractual arrangement with WISD, as well as the policies and procedures of Ypsilanti to the extent such District policies and procedures are made known to WISD prior to the delivery of the Services, and to the extent the District policies and procedures comply with applicable law and are applicable to the delivery of the Services. This Agreement shall not be construed as authority for any Party to act for the other Party in any agency or other capacity or to make commitments of any kind for the account of, or on behalf of the other Party, except to the extent, and for the purposes, expressly provided for and set forth herein, and no partnership or joint venture is created hereby. It is expressly agreed that neither WISD nor any third-party consultants or independent contractors provided by WISD hereunder are entitled to participate in any plans, arrangements, or distributions by Ypsilanti pertaining to or in connection with any fringe, pension, bonus, profit sharing, or similar benefits, or any medical, dental, life or disability insurance plans.
- B. Change in Scope of Services: If during the Term of this Agreement, the District desires to: (i) make any changes to the quantity or specifications of any Services; (ii) request WISD's assistance in any special projects not included in the scope of Services or terms of this Agreement or Appendices, (iii) change or modify the scope of Services as a result of a change in applicable law; or (iv) change or modify the scope of Services based upon a material change in student enrollment or the number of buildings the District operates, Ypsilanti shall submit a request detailing the same in writing to WISD (a "Change in Scope of Work Request"). WISD shall promptly evaluate all Change in Scope of Work Requests and respond in writing with the terms under which WISD is willing to accommodate the same and any modification to the Fee paid under this Agreement. The District acknowledges that, among other things, the Change in Scope of Work Request may likely result in adjustments to the Fee payable under this Agreement, wind-up costs, if any, and service levels. WISD shall not be required to accept any Change in Scope of Work Request if WISD determines in good faith that it is not feasible or is impractical to execute the Change in Scope of Work Request. In the event the Parties agree on the terms of a Change in Scope of Work Request, the Parties shall execute a written amendment to this Agreement (and the applicable Appendices) confirming the applicable terms and when such amendment is duly signed by both Parties, this Agreement shall automatically be deemed amended as applicable to incorporate the Change in Scope of Work Request as set forth in the amendment.

- C. Special Project Fees and Services: In the event Ypsilanti requests, and WISD agrees to perform any additional services or projects not covered by this Agreement and/or outside the scope of Services through a Change in Scope of Work Request, the District acknowledges and agrees that any such additional services are subject to additional fees to be agreed upon by the Parties in accordance with **Section III Compensation**.
- D. Obligations of District: Ypsilanti acknowledges that WISD will need the active support and adequate performance of the District's professional, administrative, operations and other personnel and contractors in order to provide the Services under this Agreement and Ypsilanti agrees to use its best efforts to fully cooperate with WISD in that regard. Ypsilanti acknowledges and agrees that as part of this obligation, the District's professional, administrative, operations, and other personnel and contractors must have the proper qualification and training commensurate with, and necessary to perform, their assigned position/job function.

WISD agrees to perform those services as set forth and described in **Appendix A** (the "Services"). With respect to the Services to be provided by WISD, the Parties acknowledge and agree as follows:

1. WISD may utilize WISD's personnel or may secure third-party consultants or independent contractors (collectively the "Service Personnel") to perform the Services.
 2. WISD's election to utilize, and the selection of, its own personnel, or a third-party consultant(s) or an independent contractor(s) to perform the Services shall be determined in the business judgement, and sole discretion, of WISD.
 3. The specific staffing/personnel parameters and requirements necessary for the provision of the Services, if any, are described in **Appendix B**.
 4. Any specific terms and conditions relative to the scope or delivery of the Services by WISD are set forth in **Appendix B**.
- E. Bi-Annual Status Meetings and Reports: Each Party shall appoint representatives to monitor the implementation and progress of this Agreement. Party representatives shall meet and discuss, at least bi-annually, the progress in implementing this Agreement, the accomplishments to date, any issues and problems, and any other matters related to WISD's provision of Services to the District that may arise. Either Party may request a special meeting of the Party representatives by notifying the designated representative of the other Party in writing with a proposed date, time and location for the special meeting. The results of the bi-annual and special meetings shall be reduced to writing in the form of minutes, prepared by the District's designee, and approved by each Party's designated representative.

SECTION II - FINGERPRINTING AND BACKGROUND CHECK

1. WISD acknowledges and agrees that it shall have any of its Service Personnel who will be on Ypsilanti's premises regularly and continuously to perform the Services, subjected to a fingerprint-based criminal history and background check through the Michigan State Police and Federal Bureau of Investigation, as detailed in Michigan Public Act 680 of 2006, as amended, prior to commencing any Services under this Agreement. WISD agrees to transfer the appropriate and criminal history record information ("CHRI") to the District as permitted by law, if and when requested.
2. WISD represents and warrants to Ypsilanti that it will at all times during the Term, or any renewal term(s) of this Agreement, be in compliance with the provisions of Michigan Public Act 680 of 2006, as amended, including, but not limited to, reporting to Ypsilanti within 3 business days of notification by Michigan Department of Education or its Personnel who will regularly and continuously be on District premises to perform the Services, is/are charged with a crime listed in Section 1535a(1) or 1539b(1) of the Revised School Code, being MCL 380.1535a(1) and 380.1539b(1), or a substantially similar law,

and to immediately report to Ypsilanti if that person is subsequently convicted, plead guilty or plead no contest to that crime. WISD, or Service Personnel shall be responsible for all costs and expenses associated with the above-required fingerprinting and background checks. WISD shall supply all necessary data and information, as requested by Ypsilanti, to enable Ypsilanti to properly submit any WISD Service Personnel for inclusion in the State of Michigan Department of Education's list of "registered educational personnel" as may be required.

SECTION III - COMPENSATION

WISD does hereby agree as follows:

1. The Fee for the WISD's services shall be at cost, which shall be charged to Ypsilanti, which shall include an indirect rate charge of 5%. The estimated cost for these services is included in **Appendix C** and covers the contract period of July 1, 2025, through June 30, 2028. The yearly cost for these services is estimated in **Appendix C**.
 - a) It is estimated that these services will require various staff members serving Ypsilanti, however, Ypsilanti's primary contact will be the WISD Chief Information Officer, Technology & Data Services.
 - b) Ypsilanti's designated primary contact for Agreement-related communications between the District and WISD shall be its Superintendent.
 - c) The Parties have agreed to the Fee based upon the information and assumptions included in **Appendix C**. The Parties agree that if the information and assumptions in **Appendix C** change regarding health insurance costs, Michigan Public School Employee Retirement System ("MPERS"), salary placement, change in Service Personnel, the amount of overtime, and/or any change in applicable laws, rules or regulations, the Fee will be adjusted accordingly.
 - d) In compliance with federal requirements, payments shall be made to WISD on a reimbursement basis for services delivered, not as a prepayment.
 - e) Ypsilanti agrees to promptly pay the invoices submitted by the WISD upon verification of the rendering of the services and within 30 calendar days from receipt by the Ypsilanti Business Office.
 - f) Non-payment or refusal to process payment shall be considered an immediate breach of contract and all subsequent Agreement-related services shall be halted until all outstanding payment is received in full.
 - g) WISD agrees to report to the Internal Revenue Service all amounts paid or reimbursed for services of the Agreement in conjunction with the legal requirements.
2. The WISD shall submit an invoice describing the services for part payment of the contract price not more than once per quarter.
3. Ypsilanti will not withhold or pay any sums, state, federal or local taxes, FICA, Michigan School Employees Retirement, MESC insurance, or worker's compensation insurance, unless required by law. WISD agrees to hold Ypsilanti harmless for the payment of such sum, interest, penalties or costs in the collection of same. Nothing in this agreement shall be construed to interfere with or otherwise affect rendering of services by the WISD in accordance with its professional judgment.
4. The WISD has not been debarred, excluded or disqualified¹ under the non-procurement common rule, or otherwise declared ineligible from receiving Federal funds, contracts, certain subcontracts, and certain Federal assistance/benefits.
5. Ypsilanti agrees that the WISD staff shall have access to District premises at such times as is necessary for the WISD staff to perform the above-described tasks. However, Ypsilanti may require at least one-week prior notice relating to the use of certain facilities.

¹ Verified via the government System for Award Management (SAM) website; <https://www.sam.gov/portal/SAM/#1>

SECTION IV – OTHER CONSIDERATIONS

1. The actual, reasonable, and necessary travel costs associated with the Agreement, not to exceed the IRS maximum allowable rate, will be added to the cost of this Agreement.
2. Nothing in this Agreement shall be considered to create the relationship of employer and employee between the parties at any time during the life of this Agreement.
3. The District shall retain ownership interest in any of the following three (3) circumstances:
 - a. The District expressly directs the WISD to create a specified work (electronic or otherwise) or the work is a specific requirement of the Agreement;
 - b. Any documents (electronic or otherwise) created and or developed by the District while under contract with the WISD; or
 - c. The WISD voluntarily transfers the copyright, in whole or in part, to the District in the form of a written document signed by said District and WISD.
4. The work done by the WISD shall be to the entire satisfaction of the District, but Ypsilanti acknowledges that WISD will need time to become acquainted with the Ypsilanti Technology operations. If Ypsilanti has concerns regarding the performance of this contract, the District and WISD agree to work together to remedy the situation in order to foster a positive working relationship and effective contractual agreement. Should the WISD unsatisfactorily perform the duties, Ypsilanti may cancel the Agreement with 60-days unwritten notice with or without cause and the WISD shall have no claim for any of the balance of the contract price remaining to be paid at date of termination other than amounts related to services provided prior to termination and wind-up costs, detailed in Section IV, number 6 and its subsections.
5. Either party may terminate this Agreement by giving the other 90 days advance written notice, with or without cause.
6. Additionally, the Parties agree that if this Agreement is terminated or not renewed, the wind-up costs associated with this Agreement including but not limited to unemployment, compensated absences, workers compensation liability of WISD shall be allocated between the Parties as follows:
 - a. If Ypsilanti terminates this Agreement with unwritten notice in accordance with Section IV, item 4, Ypsilanti agrees to be responsible for any wind-up costs incurred by WISD as a direct result of the termination of this Agreement, such as any unemployment liability of WISD.
 - b. If Ypsilanti terminates this Agreement with written notice without “cause” in accordance with Section IV, item 5, Ypsilanti agrees to be responsible for any wind-up costs incurred by WISD as a direct result of the termination of this Agreement, such as any unemployment liability of WISD.
 - c. If either Party terminates this Agreement with written notice with “cause” in accordance with Section IV, item 5, WISD agrees to be responsible for any wind-up costs incurred by WISD as a direct result of the termination of this Agreement, such as any unemployment liability of WISD.
7. Termination rights and remedies under this Section following a material breach by a Party shall be in addition to and not in lieu of any rights or remedies of the aggrieved Party. The Parties acknowledge that the payments required following a termination of this Agreement are an integral component of the overall pricing of the Services and are not intended to be a penalty.

SECTION V – INSURANCE COVERAGE

WISD and Ypsilanti understand that their respective liability insurance policies do not afford any coverage to each other for any work associated with this contract. Therefore, both parties agree to hold each other harmless for any sum related to the cost of liability insurance and any associated attorney fees arriving out of the performance of the work described in **Appendix A**. Neither party shall be responsible for any action or inaction of the other party or its officers, agents, or employees, nor for insurance costs or legal fees, related thereto.

NOT APPLICABLE: In the event that the WISD utilizes Contractors who may use motor vehicles in the course of performing the services above described, the Contractor shall provide to WISD proof of public liability insurance and property damage insurance in such sums as shall be deemed appropriate by WISD.

NOT APPLICABLE: The Contractor shall maintain at his/her own expense during the term of this Contract the following insurance:

- 1.) Workers' Compensation Insurance with Michigan statutory limits of Employers' Liability Insurance with a minimum limit of \$500,000 each accident;
- 2.) Comprehensive General Liability Insurance with a combined single limit of \$1,000,000 each occurrence, \$1,000,000 aggregate, for bodily injury and property damage. The policy shall include blanket contractual and liability and personal injury coverage.

SIGNATURES

The District representative(s) acknowledges by signature that the Contract has been read and understood and understands same and agrees that this Contract constitutes the total agreement between the Parties and that anything not included in this Contract is expressly excluded.

Agreed to on _____, 2022

Ypsilanti Community School District DATE _____

Ypsilanti Community School District DATE _____

Washtenaw Intermediate School District DATE _____

Washtenaw Intermediate School District DATE _____

Washtenaw Intermediate School District DATE _____

APPENDIX A – WASHTENAW INTERMEDIATE SCHOOL DISTRICT INVENTORY OF SERVICES & RESPONSIBILITIES

WISD SERVICES & RESPONSIBILITIES IN SCOPE:

Network Services

- Managed Wide Area Network
 - Network services will be provided through the WISD county wide area network and services will be provided as described by the Fiber Consortium core services
 - WISD will connect the district network to the County Fiber at the demark
- Managed Local Area Network
 - Coordinate Adds, Moves and Changes to cabling and data drops
 - Maintain Network switches and routing infrastructure
 - Maintain Firewall and content filter
 - Monitor Network connectivity
- Managed Wireless Services
 - Maintain Wireless controllers and APs

Server Support

- Management of Core Network Servers
 - Active Directory
 - DNS
 - DHCP
 - Storage
- Management of Application Servers
 - PowerSchool
 - New World
 - CEO Imaging
 - Meal Magic
 - School Messenger
 - Registration Gateway
 - VersaTrans
 - VI/Digital Watchdog Security Camera Server
 - DRC Insight (M-Step/WIDA)

Security Monitoring and Support

- Cisco AMP Security client license and monitoring: \$18.00 per server node requested
- Hourly rate per requested Security Review Support Instance: \$79.49

Google Domain Managed Services

- Domain Administration and Security
- Google Account Creation and Password Management
- Manage Mobile Device Enrollment and Management

Hosted Application & Data Support

- Level 2 application support, System Administration and maintenance:
 - PowerSchool Student management

APPENDIX A – WASHTENAW INTERMEDIATE SCHOOL DISTRICT INVENTORY OF SERVICES & RESPONSIBILITIES

- CEO Scanning
- PowerSchool Special Education (PSSE)
- Registration Gateway
- Meal Magic
- State Reporting support
- Data Hub connection
- Data migration between hosted systems (i.e. PowerSchool to Meal Magic, Registration Gateway to Power School, Clever)

Telephone Services

- Level 1 support for basic troubleshooting of telephones on YCS telephone system.
- Maintain the call manager, assigning and allocating both internal and external (DID) numbers.
- Maintain E911 location inventory
- Escalate and initiate phone repairs with major service providers (AT&T and/or Windstream)

Printing Services

- Applied Imaging contract covers printer support.
- Network and initial setup support
- Papercut server support

Transportation

- Maintain the server for VersaTrans.
- Support other vendor integrations as needed for initial setup.
- Tyler provides ongoing maintenance support.

Food Service

- Food Service Computer will be set up to connect to the network and access Meal Magic cloud interface

Staff Technology

The following services will be provided to Staff Devices purchased through district funds:

- Maintain the asset and inventory of which staff/buildings are allocated individual devices
- Network support for devices configured to connect to the YCS network
- Device enrollment into Supported MDM or Imaging system
- Troubleshooting of network connectivity
- Software installation of District supported applications
- Facilitate and provide consultation for all technology related perishable items.

Student Technology

- YCS owned Student technology equipment: laptops, iPads, Chromebooks, and desktops
 - Network support for devices which will be configured to connect to the YCS network
 - Device enrollment into Supported MDM

APPENDIX A – WASHTENAW INTERMEDIATE SCHOOL DISTRICT INVENTORY OF SERVICES & RESPONSIBILITIES

- Troubleshooting of network connectivity and software installation
- YCS Lab computers will be configured to connect to the YCS network
- Maintain the asset and inventory of which students/buildings are allocated individual devices
- Maintenance, upgrades and replacements will be maintained by the technology department

Instructional Technology Support

- Classroom management of device integration
- Google Domain Application Management or training
- Instructional software support and training
- Classroom and instructional technology consultations

Camera System

- Maintain and provide access to the security camera infrastructure.
- Ensure Cameras are connected to the IP Network and integrated into the camera software.
- Troubleshoot system outages, Facilitate the repair and installation of network cameras.
- Train security staff in buildings
- Support HR and Facilities administration in review and exporting of footage

WISD SERVICES & RESPONSIBILITIES OUT OF SCOPE:

Security System

- The security system is on the YCS network for cameras, security and alarms
- Any concerns for these systems must be routed through YCS facilities support

Environmental Systems

- These are on the YCS network
- Any concerns for these systems must be routed through YCS facilities support

Equipment Warranty Management

- YCS is responsible for maintaining warranty coverage and/ or maintenance for all YCS equipment (e.g, computers under warranty, Chromebooks that are broken, printers, copiers and projectors)
- YCS will fund any repair parts or expenses incurred to repair devices not covered under warranty.

DISTRICT SERVICES & RESPONSIBILITIES:

Administrative Responsibilities

- Policy alignment
- State and Federal compliance reporting
- Section 504 Title II ADA Compliance for district website(s)
- Cost of Bond and/or Sinking Fund technology design and implementation fulfillment efforts

APPENDIX A – WASHTENAW INTERMEDIATE SCHOOL DISTRICT INVENTORY OF SERVICES & RESPONSIBILITIES

Fiscal Responsibility

- Technology purchases, i.e. computers, servers, firewalls, network electronics
- Peripheral purchases, i.e. licenses, software and applications, data analysis software, curriculum management, etc.
- Procurement processing
- Conversion costs common to applications
- New data, voice, video cabling
- Warranty renewals and maintenance contracts for all YCS equipment as indicated in WISD Services & Responsibilities Out of Scope under section Equipment Warranty Management



APPENDIX B - LEA Technology Support Teams

Administrative Support

Solomon Zheng LEA Technology Director szheng@ycschools.us	TBD LEA Site Coordinator
Ken Harding Office Professional Support kharding@washtenawisd.org	Sharon Borton Building Support Technical Assistant sborton6@ycschools.us

Network Support

Jay Kirby Network Administrator jkirby6@ycschools.us	TBD Network Administrator
Nahal Meshinchi Network Administrator nmeshinchi2@ycschools.us	

Hosted Application Support

WISD Data Services Team PowerSchool Administrator	
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End User Support

Clark Roddefer Education Tech Solutions Data Coach crodeffer5@ycschools.us	Kendra Wilson Instructional Technologist kwilson3@ycschools.us
Daniel Sackmann Building Support Technical Assistant dsackmann7@ycschools.us	Ryan Miller Building Support Technical Assistant rmiller6@ycschools.us
Brandon Thacker Building Support Technical Assistant bthacker3@ycschools.us	Jaclyn Mullins Building Support Technical Assistant jmullins7@ycschools.us
YCS Help Desk techdirector@ycschools.us https://ithelp.washtenawisd.org/	TBD Building Level End User Support Technician – Level 1 Support

Appendix C

Proposed Ypsilanti Community Technology Services Contract Estimated In Scope Staff Expenses

Ypsilanti Technology Staff	FTE Split	25-26	26-27	27-28
PROJECTIONS		Total LCS Cost	Total LCS Cost	Total LCS Cost
		12 Billable Months	12 Billable Months	12 Billable Months
Technology Director (LCS/YCS)	50/50	\$101,905.50	\$108,631.26	\$115,800.93
LEA Site Coordinator (YCS)	100	\$135,706.00	\$140,456.00	\$145,372.00
Building Support Tech Specialist (LCS/YCS)	50/50	\$66,136.00	\$68,120.08	\$70,163.68
Instructional Technologist (YCS/WISD)	90/10	\$114,899.40	\$122,482.76	\$130,566.62
Network Administrator (YCS)	100	\$135,706.00	\$144,662.60	\$154,210.33
PowerSchool Administrator (YCS)	100	\$136,250.00	\$141,019.00	\$145,954.00
Building Support Tech Asst (YCS)	100	\$111,125.88	\$115,015.29	\$117,315.59
Building Support Tech Asst (LCS/YCS)	50/50	\$50,008.00	\$51,758.50	\$52,793.50
Building Support Tech Asst (LCS/YCS)	50/50	\$48,908.00	\$50,619.50	\$52,391.50
Building Support Tech Asst (LCS/YCS)	75/25	\$30,420.25	\$32,427.99	\$34,568.23
Technician - Level 1 Support (LCS/YCS)	50/50	\$22,802.00	\$23,600.00	\$24,426.00
Network Services (WISD/LCS/YCS)	20/40/40	\$62,588.80	\$64,466.46	\$66,400.46
Education Tech Solutions Data Coach (YCS)	100	\$175,276.00	\$186,844.22	\$199,175.93
Total Personnel Costs		\$1,016,455.83	\$1,063,259.44	\$1,109,962.84
Indirect (5%)		\$50,822.79	\$53,162.97	\$55,498.14
Total YCS Costs		\$1,067,278.62	\$1,116,422.41	\$1,165,460.98
Total Contract Cost Estimates 2025 - 2028				\$3,349,162.02

Assumptions

5% Indirect Cost includes contract management, implementation, monitoring, and payroll

Staff are WISD staff or contracted via WISD

Payroll increases reflect the Salary Schedule - 230** Work Days for Non-Bargaining WISD staff in the WISD Staff Manual for Non-Affiliated Personnel (2025 - 2028)

**Technician - Level 1 Support payroll increases reflect the Salary Schedule - 230 Work Days for Non-Bargaining WISD Staff

Out of Scope Estimated Service Requests Expenses:

Assumptions

All support service rates listed in this section are on a per-instance hourly rate

Requesting District designee should submit a CSR through appropriate ticket management system to log request or put request in writing to WISD CIO and/or LEA Technology Director for review and cost proposal

Hourly support service rates are based on staff salary and benefit rates and are updated yearly and subject to review and change

Network Infrastructure Support Services:	\$79.95
PowerSchool Support Services:	\$76.71
State Reporting Support Services:	\$58.70
Building Level Desktop Support Services:	\$68.14
Server Support Support Services:	\$83.76
Security Review Support Services	\$79.49
Assistive Tech Support Services	\$70.26