



**Monday, May 8, 2017
6:30 p.m. – Regular Meeting**

YCS Board of Education Meeting

YCS Central Office * 1885 Packard Road * Ypsilanti, MI 48197 * (734)221-1230

AGENDA

I. CALL TO ORDER

PLEDGE OF ALLEGIANCE

- *Ypsilanti Community Middle School Students – Aaron Rose, Principal*

ACHIEVEMENTS, AWARDS AND RECOGNITION

II. ACCEPTANCE OF AGENDA

III. PRESENTATION

- A. Ypsilanti Community High School (YCHS) SLC Transition (Enc.)
 - *Cory Gildersleeve, YCHS Principal*
 - *YCHS Staff*
 - *Linda Kuzon, Director of Secondary Education*
- B. Digital Promise Update/Washtenaw International Middle Academy (WIMA; Enc.)
 - *Ben Murphy-Smith, YCS Digital Promise Site Coordinator*
 - *Jessica Garcia, WIMA Associate Principal*
 - *Maureen Young, WIMA Digital Learning Coach*

IV. PUBLIC COMMENTS #1

V. CONSENT AGENDA (Enc. #5)

- A. April 24, 2017 Regular Meeting Minutes
- B. New Hires & Resignations

VI. ACTION ITEMS

A. Student Affairs

- i. **RESOLUTION:** 2017/18 Ypsilanti Community High School SLC Transitions (Enc. #6A.i)
- ii. **Field Trip:** *YCHS Choirs & Bands* (Enc. #6A.ii)
- iii. **Field Trip:** *YCHS Choir* (Enc. #6A.iii)

B. Business/Finance

- i. **RESOLUTION:** *ISD Budget, Proposed General Fund* (Enc. #6B.i)

C. Other

- i. **Approval of Policy Language:** *NEOLA Policy Updates, Vol. 30, #1 - #s 1130, 6110 and 6320* (Enc. #6C.i)
- ii. **RESOLUTION:** *National Teacher Appreciation Week* (Enc. #6C.ii)

VII. PUBLIC COMMENTS #2

VIII. BOARD/SUPERINTENDENT COMMENTS

IX. ADJOURNMENT

Ypsilanti Community High School - Program Transitions

Merge of Ypsilanti New Tech with STEMM Middle College and AC-Tech

Cory Gildersleeve and YCHS Faculty
Linda Kuzon

May 8, 2017

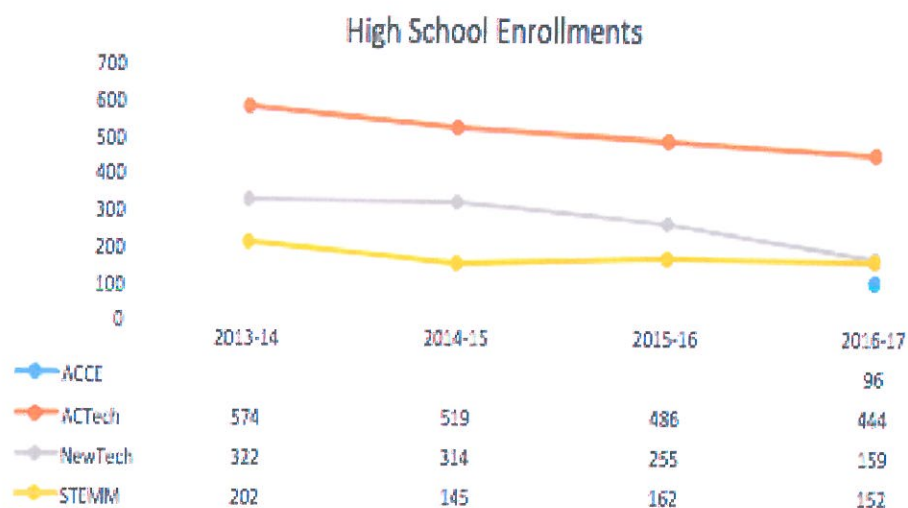
Proposal - We recommend the following changes:

- Merge Ypsilanti New Tech (YNT) with the STEMM Middle College and AC-Tech, resulting in the closing of the YNT building code as of June 30, 2017.
- Take the best of the New Tech Network and systematically incorporate those elements into the STEMM Middle College and AC-Tech instructional programming.
- Moving forward, students and families will choose between enrolling in AC-Tech or the STEMM Middle College.

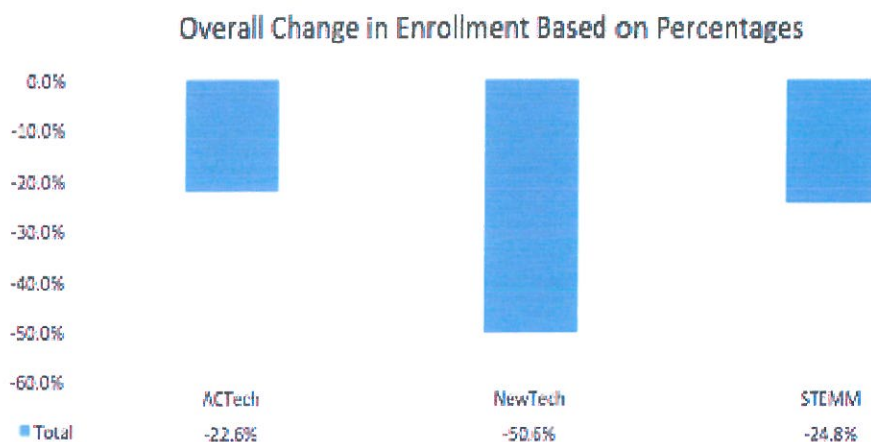
Rationale for Change

- There are several compelling reasons to support this proposal:
 - Declining student enrollment:

Yearly Change in High School Enrollments: 2013-Present



Overall Change in High School Enrollments: 2013-Present



- Costs :
 - One time costs
 - The laptops used by YNT students are old and require a technology refresh, estimated to cost as much as \$86,526.
- - Yearly Costs
 - The New Tech Network contract costs the district \$18,790 each year.
 - Attending the New Tech Network Annual Conference costs approximately \$20,000. This professional development is critical to teaching the New Tech Network model with fidelity.
 - Other costs
 - Attrition of trained faculty in a highly specialized instructional model is very expensive.
 - Declining enrollment has led to some small classes adding to the expense of operationalizing the program.

Goal of the Merge

Our goal is to offer the most robust and engaging curriculum at YCHS, and to make it accessible to **all** students.

We commit to preserving and incorporating the best of the New Tech model into teaching across YCHS: problem/ project/ place based learning, a culture of collaboration, student responsibility, and technology integration.

Now that the [The STEM Early College Expansion Partnership \(SECEP\)](#) work has expanded across all high school SLCs, we observe many similarities to the New Tech program. Rather than having two programs, so similar in nature, it makes sense to optimize the SECEP initiative across the district with the goal of preserving and integrating as much of YNT as possible within the SECEP initiative.

The best features of the New Tech Network model will be incorporated in both the STEMM Middle College and AC-Tech curricula. All YCHS students will choose to be a part of the STEMM Middle College or AC-Tech.

Integration Plan

	Current YNT	Proposed Shifts
Project Based Learning- Level of integration	Integrate classes	Integrate units
Project Based Learning- Scope of integration	Integrate all or most standards	Identify which standards are best integrated into multi-disciplinary units and which are best taught in content specific units
Culture of Collaboration	New Tech Network Coach The New Tech Project Planning Tool	YCHS Instructional Coach The New Tech Project Planning Tool Collaborative Learning Cycle (CLC) Process
Student Responsibility	Various tools available through Echo (NTN learning platform system)	Ypsilanti Community High Schools Citizenship Rubric (DRAFT)
Technology Integration	Various tools available through Echo (NTN learning platform system)	Technology Class for Freshman Google Classroom

Academic Partners

Two powerful grant funded academic partners will support problem/ project/ place based learning at YCHS:

- [SECEP](#) requires that one interdisciplinary project, with a STEM focus, be developed and implemented at each grade level.
 - Projects already in place:
 - In 2015-16, 9th grade teachers developed the "Watershed" Project.
 - In 2016-17, 10th grade teachers developed the "Martian" project.

- STEMM Middle College currently has a number of science and math projects, co-planned and loosely co-taught.
- SECEP expanded:
 - In 2017-18, AC-Tech teachers will develop the 11th grade STEM project required by SECEP.
 - The Freshman Academy will set the goal of introducing at least one co-planned and co-taught project in every core class.
 - The goal is for YCHS teachers to continue to expand the number of integrated projects across the high school programs.
- [Southeast Michigan Stewardship \(SEMIS\) Coalition](#)
 - Projects already in place:
 - Jessica Krueger, Lindsay Hershberger, Lynne Settles, Cynthia Fassbender and the ACCE teachers have been working with [Ethan Lowenstein](#) , 2015-16 John W. Porter Distinguished Chair in Urban Education, on a project titled *Supporting Urban Education Through Place-Based Education: The Work of the [Southeast Michigan Stewardship \(SEMIS\) Coalition](#)*.
 - This project could provide an interesting bridge between what was YNT and AC-Tech, STEMM Middle College and ACCE programs.
 - The project could provide an academic path, within AC-Tech, that would attract new students to the district.
 - SEMIS expanded:
 - Small grants to fund problem/ project/ place based learning opportunities are available. through [SEMIS](#) .
 - We expect teacher involvement in the annual [SEMIS Coalition Community Forum](#) to increase. Two of our students groups will be presenting at the Forum this month,
 - EMU is interested in placing student teachers studying place-based learning with YCHS teachers who are part of the SEMIS Coalition.

Freshman Academy- White

- Students in 9th Grade will follow a common, guaranteed curriculum. Based on data, they will be placed in either an Honor's Path or a Student Support Path.

Students will be scheduled in cohorts that will remain together throughout the year.

	Honor's Path	Student Support Path
ELA	ELA 9	ELA 9
Math	Algebra 1	Financial Literacy to prepare students for success in Algebra 1
Science	Biology	Integrated Science to prepare students for success in Biology, Chemistry and Physics
Social Studies	U.S. History	U.S History
Technology	Technology class	Technology class
Elective	Physical Education and Health	Physical Education and Health

AC-Tech, Grades 10-12

- Students in 10th Grade will continue their path along a common, guaranteed curriculum.

Students will continue to be scheduled with their Freshman cohorts.

	Honor's Path	Student Support Path
ELA	ELA 10	ELA 10
Math	Geometry	Algebra 1
Science	Chemistry or Physics	Biology
Social Studies	World History	World History
World Language	Spanish	Spanish
Elective		

- 11th and 12th Grade

Students in Grades 11-12 will have to make a choice. The choice focuses on which elective classes they choose to take. They can choose electives focused on arts and communications, resulting in a more traditional high experience- or- the can choose electives focused on a career pathway.

Traditional High School Experience	Career Pathways
<p>Classes focus on graduation requirements.</p> <p>Students can choose 3-6 elective classes to study at YCHS.</p> <p>All classes are taken at YCHS, with the opportunity to dual enrol at WCC, if student desires to do so.</p>	<p>Classes focus on graduation requirements.</p> <p>Career Pathways constitutes all or most student elective choices:</p> <ul style="list-style-type: none"> • CTE Options involve a two year commitment (3 credits/year) <ul style="list-style-type: none"> ○ Auto Mechanics (3 credits) ○ Auto Collision (3 credits) ○ Culinary (3 credits) • Certificate Programs involve a 1-2 year commitment <ul style="list-style-type: none"> ○ Construction Trades ○ Sterile Processing ○ Certified Nursing Assistant ○ Child Care

WIMA Digital Promise

Board of Education Presentation

DPVILS WIMA Team

Nhu Do – Principal

Jessica Garcia – Associate Principal

Maureen Young – Instructional Coach

Andrew Howell– Storyteller

Benjamin Murphy–Smith – District Site Contact

Kendra Wilson – Tech Support

Linda Kuzon – Director of Secondary Education

Nik Jackson – Tech Director

Digital Promise & Verizon's Innovative Learning Schools

The goal of this program is to:

- Integrate digital learning at school and home
- Create innovative learning environments
 - Close the digital learning gap
- Improve student learning and achievement through technology

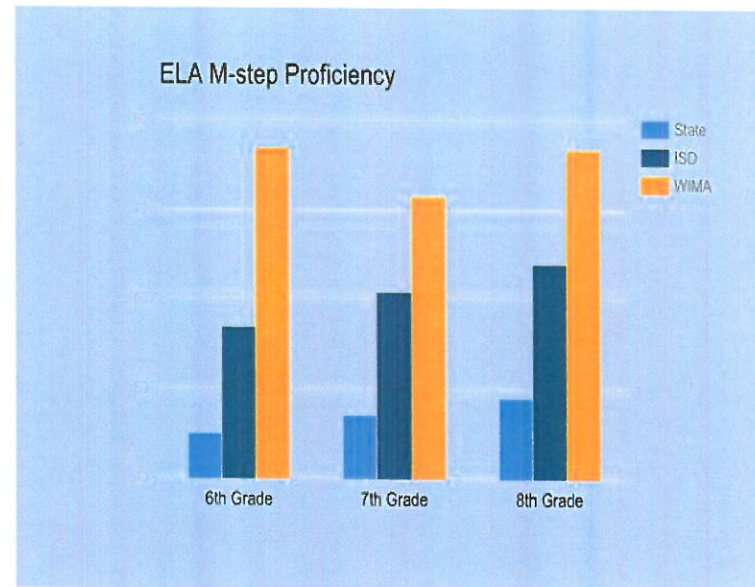
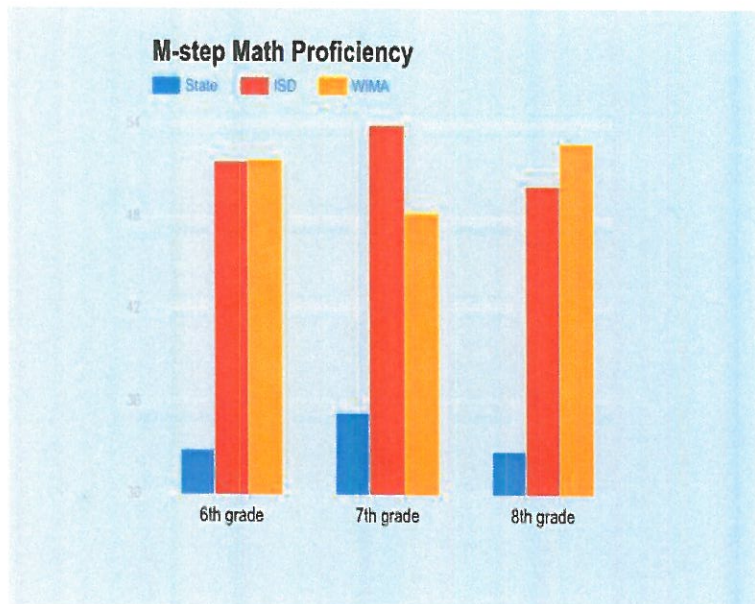


Digital Promise

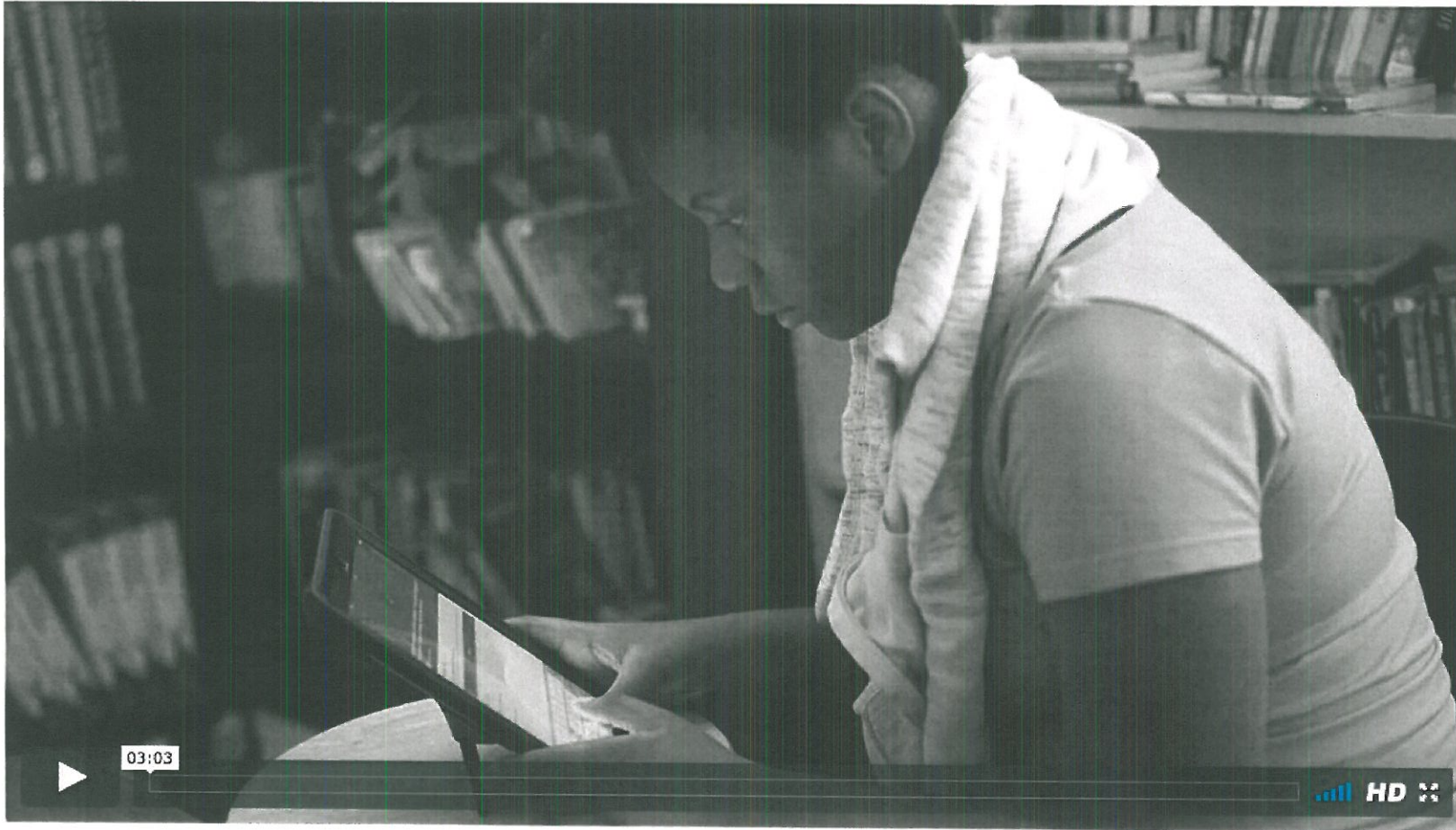


Data Points – WIMA

- WIMA is recognized as a Reward School for Beating the Odds in 2016



Making Great Things Possible



Plan for Year 3

Continued Participation with Digital Promise and Verizon for 2017–2018 School Year

- Financial Support for Instructional Coach
- 4G LTE Data plans for all students
- Device support

Enclosure #5
APPROVAL OF CONSENT AGENDA
Meeting of 5/8/17
Presented by Benjamin Edmondson
Prepared by Paula Gutzman

<input type="checkbox"/> <i>Discussion</i> <input type="checkbox"/> <i>Action – Roll Call</i> <input checked="" type="checkbox"/> <i>Action – Voice</i> <i>Ayes</i> _____ <i>Nays</i> _____		Brenda Meadows	Sharon Irvine	Ellen Champagne	Celeste Hawkins	Meredith Schindler	Maria Sheler-Edwards	Sharon Lee
	1 st /2 nd							
	Aye							
	Nay							
	Abstain							

Rationale/Background Information

- a. Consent Agenda
1. April 24, 2017 Regular Meeting Minutes
 2. New Hires
 3. Resignations

Proposed Motion

".... move that the Board of Education approve the following:

- 1) April 24, 2017 regular meeting minutes, and;*
- 2) the personnel matters as per the attached list dated May 1, 2017: New Hires and Resignations."*

Budget Impact: ☐ None ☒ As follows:

Human Resources List: New Hire is a Replacement

Attachments:

☒ Enclosed ☐ Issue Study Enclosed ☐ To Be Distributed at Meeting ☐ None

YPSILANTI COMMUNITY SCHOOLS

*Administration Building, Professional Development Room * 1885 Packard Rd.; Ypsilanti, MI 48197*

MINUTES: REGULAR MEETING OF THE BOARD OF EDUCATION

Monday, April 24, 2017

The meeting was called to order by Secretary Ellen Champagne at 6:35 p.m. The Pledge of Allegiance was recited, led by Ypsilanti International Elementary School (YIES) students and Principal Cassandra Sheriff.

MEMBERS OF THE BOARD OF EDUCATION PRESENT

Trustee Sharon Irvine, Secretary Ellen Champagne, Treasurer Meredith Schindler, Trustee Maria Sheler-Edwards

MEMBERS OF THE BOARD OF EDUCATION ABSENT

Trustee Brenda Meadows (*recovering from surgery*), President Sharon Lee (*sick*), Vice-President Dr. Celeste Hawkins (*recovering from surgery*)

ACHIEVEMENTS, AWARDS AND RECOGNITION

YIES Points of Pride included: 1) Enrollment Demonstrates Increase in Students Returning to District; 2) New Mission Statement; 3) New Vision Statement; 4) International Baccalaureate (IB) Application Process; 5) 2nd Grade IB Community Action; 6) PTO, Family & Community Engagement, and; 7) New Community Partnerships.

ACCEPTANCE OF AMENDED AGENDA: Agenda amended as follows - 1) Added Item from 5:30 p.m. cancelled meeting, **FIRST READ:** Resolution to Consider Designation of Electoral

Representative for the June 5, 2017 Biennial Election / Washtenaw Intermediate School Board

Motion by Irvine, supported by Sheler-Edwards

Action Recorded: 4/Yes; 0/No

PRESENTATION

YCS Cinema Campaign Ad: Taryn Reid, Communication/Marketing Coordinator presented the Campaign Ad. This campaign will run at the Cinemark/Rave Cinemas 20 from May until August.

PUBLIC COMMENTS #1

Lynn Settles, YCS art teacher, commented on behalf of Superintendent Benjamin Edmondson and support of students and staff.

Jason White, teacher, spoke on behalf of Dr. Edmondson and his vision.

Kelly Powers, MEA Uniserve Director, shared support of Edmondson, but cited teacher insurance costs and salaries as a concern.

Lavada Weathers, who served on the District Consolidation Team, echoed some of Kelly Powers' comments. Mrs. Weathers spoke of the elected School Board. She commented on behalf of Edmondson and teachers. She spoke of the May 2nd millage.

Steve Brooks, YCS basketball coach, echoed comments of Lavada Weathers. He spoke on behalf of Edmondson and a possible departure from YCS.

Yen Azzaro, YIES parent, commented on behalf of Edmondson. She spoke of commitment and the trajectory that YCS is now on.

Gail Summerhill, community member, shared comments on behalf of Edmondson and his impact.

Fred Jackson, YCHS Dean of Students, spoke on behalf of Edmondson, including leadership.

Nick Azzaro read a letter from Mark Maynard and Linette Lao, YCS parents. The letter was addressed to the School Board and commented on behalf of Edmondson, including personal and professional investment in the community.

Seth Petty, Holmes Principal, commented on Edmondson's talent/skill and what he brings to the District.

Lavada Weathers read a letter on behalf of Edmondson from E. L. Weathers, community member and Ypsilanti High School graduate, which spoke on behalf of Edmondson and work with the business community.

Christina Oliver, YIES parent, spoke on Edmondson's leadership and a possible departure from YCS. Comments on teacher pay too.

Lynn Malinoff, Eastern Michigan University Director of Bright Futures, spoke of the comments of families who spoke on Edmondson's behalf. She, too, commented on his behalf. Comments of the ability of this District to move forward, and, the YCS/EMU partnership.

Nick Azzaro, YIES parent and District photographer, commented on Edmondson's behalf.

Beth Ernat, YIES parent, commented on Edmondson's behalf, an executive search and the economics in the City relying on the success of YCS. She spoke on behalf of teachers too.

Superintendent Edmondson commented on the heartfelt public comments. He shared a thank you and spoke of the support and recognition of work being done in the last 22 months. He commented on having his name put out there as a Superintendent candidate finalist in another district.

CONSENT AGENDA

MOTION TO approve the following: 1) April 10, 2017 regular meeting minutes, and; 2) the personnel matters as per the attached list dated April 12, 2017: New Hires and Resignations.

Motion by Sheler-Edwards, supported by Schindler

Action Recorded: 4/Yes; 0/No

ACTION ITEMS, Student Affairs

Field Trip, YCHS Robotics

MOTION TO approve the overnight and out-of-state field trip of YCHS Robotics to the FIRST World Championship Competition in St. Louis, Missouri in April 2017.

Motion by Schindler, supported by Sheler-Edwards

Action Recorded: 4/Yes; 0/No

Field Trip, Perry ELC

MOTION TO approve the out-of-state field trip of Perry ELC to the Imagination Station in Toledo, Ohio on June 9, 2017.

Motion by Sheler-Edwards, supported by Schindler

Action Recorded: 4/Yes; 0/No

Field Trip, Perry ELC

MOTION TO approve the out-of-state field trip of Perry ELC to the Toledo Zoo on June 19, 2017.

Motion by Schindler, supported by Sheler-Edwards

Action Recorded: 4/Yes; 0/No

Field Trip, YCS Special Olympics

MOTION TO approve the overnight field trip of YCS Special Olympics to the Area 20 State Summer Games at Central Michigan University in June 2017.

Motion by Schindler, supported by Sheler-Edwards

Action Recorded: 4/Yes; 0/No

ACTION ITEMS, Other

FIRST READ (non-action item): Resolution to Consider Designation of Electoral Representative for the June 5, 2017 Biennial Election / Washtenaw Intermediate School Board *(item added from 5:30 p.m. cancelled meeting)*

RESOLUTION ADOPTION: Resolution to Consider Designation of Electoral Representative for the June 5, 2017 Biennial Election / Washtenaw Intermediate School Board

MOTION TO adopt the resolution of a voting representative: Resolution to Consider Designation of Electoral Representative for the June 5, 2017 Biennial Election. (Appointment of Sharon Irvine as representative and Maria Sheler-Edwards as alternate.)

Motion by Irvine, supported by Schindler

Roll Call Vote: 4/0 Yes

Yes: Irvine, Champagne, Schindler, Sheler-Edwards

DISCUSSION

SECOND READ: NEOLA Policy Updates, Vol. 30, #1

APPROVAL: NEOLA Policy Updates, Vol 30, #1

MOTION TO approve, as presented, updates to the NEOLA Policy Updates, Vol. 30, No. 1 with the exception of three policies: 1) #1130/Conflict of Interest; 2) #6110/Grant Funds, and; 3) #6320/Purchasing. (amended motion)

Motion by Irvine, supported by Sheler-Edwards

Roll Call Vote: 4/0 Yes

Yes: Schindler, Sheler-Edwards, Irvine, Champagne

Topics Included: Three policies included in the update packet were not approved and will be submitted for approval at a later date: Policies #s: 1) 1130/Conflict of Interest; 2) 6110/Grant Funds, and; 3) 6320/Purchasing.

PUBLIC COMMENTS #2

Juanita Reid, Michigan citizen, commented on Board operations/dynamics. She spoke of YCS retaining Edmondson. Comments on keeping teachers at the top.

Lavada Weathers encouraged consideration of Ms. Reid's comments.

BOARD/SUPERINTENDENT COMMENTS

- Sheler-Edwards commented on ID Washtenaw, a County ID program. She also attended a County-wide meeting on Thursday, which focused on working together to be successful and to advance public education, including early literacy. This group plans to move forward with an effort on early literacy and associated achievement gap/equity issues. YCS will host a committee meeting of this group on May 13th.

Meeting Adjourned: 8:19 p.m.

Attachment: Resolution to Consider Designation of Electoral Representative for the June 5, 2017 Biennial Election / Washtenaw Intermediate School Board

Respectfully Submitted,

Ellen Champagne, Secretary
Board of Education
Ypsilanti Community Schools

pg

**RESOLUTION TO CONSIDER DESIGNATION OF ELECTORAL REPRESENTATIVE
FOR THE JUNE 5, 2017 BIENNIAL ELECTION**

Ypsilanti Community Schools (the "District")

A regular meeting of the board of education of the District (the "Board") was held in the Professional Development Room of the Administration Building, within the boundaries of the District, on the 24th day of April, 2017, at 6:30 o'clock in the p.m.

The meeting was called to order by Ellen Champagne, Secretary

Present: Members Sharon Irvine, Ellen Champagne, Meredith Schindler, Maria Sheler-Edwards

Absent: Members Brenda Meadows, Sharon Lee, Celeste Hawkins

The following preamble and resolution were offered by Member Sharon Irvine and supported by Member Meredith Schindler:

WHEREAS:

1. The Revised School Code provides that board members of Washtenaw Intermediate School District, Michigan (the "ISD"), be elected biennially on the first Monday in June by an electoral body composed of one (1) person designated by the board of each constituent school district; and

2. The Revised School Code further provides that this Board shall consider the resolution of designating its representative on the electoral body at not less than one (1) public meeting before adopting the designating resolution; and

3. This Board now determines it necessary and desirable to establish the first public meeting at which this Board will consider the proposed resolution designating the District's representative on the electoral body.

NOW, THEREFORE, BE IT RESOLVED THAT:

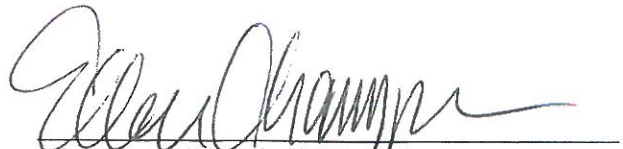
1. At the public meeting of this Board to be held on the 24th day of April, 2017, at 6:30 o'clock in the p.m., to be held at the P.D. Room of the Administration Building, this Board will consider a resolution to appoint Sharon Irvine as the designated representative of this District for the electoral body of the ISD biennial election to be held June 5, 2017 and Maria Sheler-Edwards as an alternate in the event the designated representative is unable to attend.

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

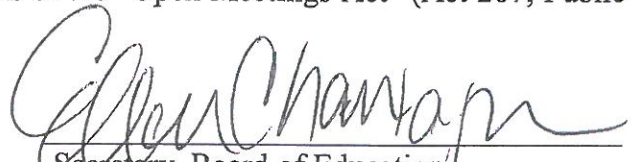
Ayes: Members Sharon Irvine, Ellen Champagne, Meredith Schindler, Maria Sheler-Edwards

Nays: Members None

Resolution declared adopted.


Secretary, Board of Education

The undersigned duly qualified and acting Secretary of the Board of Education of Ypsilanti Community Schools, Michigan, hereby certifies that the foregoing constitutes a true and complete copy of a resolution adopted by the Board at a regular meeting held on April 24, 2017, the original of which is part of the Board's minutes. The undersigned further certifies that notice of the meeting was given to the public pursuant to the provisions of the "Open Meetings Act" (Act 267, Public Acts of Michigan, 1976, as amended).


Secretary, Board of Education

Board of Education

[illegible]

Enclosure #6A.i
ADOPTION OF RESOLUTION, 2017/18 YCHS SLC Transitions
Meeting of 5/8/17
Presented by Linda Kuzon
Prepared by Paula Gutzman

<input type="checkbox"/> Discussion		Brenda Meadows	Sharon Irvine	Ellen Champagne	Celeste Hawkins	Meredith Schindler	Maria Sheler-Edwards	Sharon Lee
<input checked="" type="checkbox"/> Action – Roll Call								
<input type="checkbox"/> Action – Voice								
Ayes _____	1 st /2 nd							
Nays _____	Aye							
	Nay							
	Abstain							

Rationale/Background Information

What is the New Tech Network Instructional Model? The [New Tech Network](#) instructional model offers YCHS students an engaging and relevant learning experience that has had a positive impact on student achievement. It focuses on:

1) *Project-based learning*; 2) *culture of collaboration*; 3) *student responsibility*; 4) *technology integration*

This model is organized around a series of co-planned and co-taught classes. Take for example, “CiviLit” - a two credit class (1 credit civics/economics and 1 credit English Language Arts). A civics/economics teacher and an ELA teacher would work together to co-plan and co-teach this two credit project based integrated class.

This instructional model requires extensive professional development focused on how to plan, write and teach project based integrated classes. In its essence, it is a framework for interdisciplinary studies, integrating at the class level.

We recognize the value of the New Tech model, but are unable to move forward with it as it currently stands. We simply are unable to sustain the model with the integrity intended.

Proposed Motion

“ move that the Board of Education adopt the ...

RESOLUTION of the 2017/18 Ypsilanti Community High School SLC Transitions

WHEREAS, Ypsilanti Community Schools recognizes the value of the New Tech model, but is unable to move forward with it as it currently stands, and;

WHEREAS, several critical factors prevent Ypsilanti Community Schools from sustaining the model with the integrity intended;

BE IT RESOLVED that the Ypsilanti Community Schools Board of Education approves that beginning with the 2017/18 school year, Ypsilanti New Tech High School will merge with STEMM Middle College and AC-Tech High School, and;

BE IT FURTHER RESOLVED that the Ypsilanti New Tech building code will be closed as of June 30, 2017.”

Budget Impact: ☒ None ☐ As follows:

Attachments:

☐ Enclosed ☐ Issue Study Enclosed ☐ To Be Distributed at Meeting ☒ None

Enclosure #6A.ii
APPROVAL OF OUT-OF-STATE FIELD TRIP, YCHS Choirs & Bands
Meeting of May 8, 2017
Presented by Linda Kuzon
Prepared by Paula Gutzman

<input type="checkbox"/> Discussion <input type="checkbox"/> Action – Roll Call <input checked="" type="checkbox"/> Action – Voice Ayes _____ Nays _____		Brenda Meadows	Sharon Irvine	Ellen Champagne	Sharon Lee	Celeste Hawkins	Meredith Schindler	Maria Sheler-Edwards
	1 st /2 nd							
	Aye							
	Nay							
	Abstain							

Rationale/Background Information

Re: Music Festival

Trip Requested By: Brianne Boyd & Adams Collins

Class: Ypsilanti Community High School (YCHS) Choirs & Bands

Destination: Cedar Point – Sandusky, Ohio

Trip Date: May 19, 2017

See attached Field Trip Request Form for additional details.

Proposed Motion

" move that the Board of Education approve the out-of-state field trip of YCHS Choirs & Bands to Cedar Point in Sandusky, Ohio on May 19, 2017."

Budget Impact: ☐ None ☒ As follows:

Fundraising
 Students & Chaperones

Attachments:

☒ Enclosed ☐ Issue Study Enclosed ☐ To Be Distributed at Meeting ☐ None

Ypsilanti Community Schools
Field Trip Request Form

Attach a list of the students involved or the potential students involved.

Request By: Brianne Boyd & Adam Collins School/Class: YCHS Choirs & Bands

Request Date: 3/10/17 Trip Date: 5/19/17 Number of Students: 100

Trip Destination: Cedar Point

Purpose of trip: Music Festival & fun with classmates

Details about cost: Festival + Park + Charter Bus

Account or funding source for trip: Students/chaperones, fundraising through YCBA & YCA

Will subs be needed? Yes Account for subs:

How this trip fits with the curriculum: Perform outside of the community, travel as a group, perform for judges

Number of Staff/Chaperones: 12-15

Chaperone Name (If Available) Relationship to Students Phone Number

Mrs Boyd

Mr Collins

approx. 12 parents (1 adult/7 students)

Specific learning objectives to be accomplished: Work together for a good score at the festival, represent YCHS music

Student outcomes and learning as a result of taking this trip: Opportunity to travel Incentive to do well & stay in choir/band

Course/Class curriculum, big ideas, or essential questions enforced:

Pre-Trip lessons/activities: Rehearsing a performance set

Follow-Up lessons/activities to reinforce/extend learning: Reviewing performance notes, planning future trips

I have utilized the guidelines in 2340A to plan, conduct, and evaluate the trip and, upon approval of the trip, I will obtain parental permission (2340 F2 or F2A) and use the Checklist for Trips (2340 F3)

Field Trip Approval

Trip Approved: ☒ Not Approved: ☐ Principal: [Signature] Date: 3-13-17

Trip Approved: ☒ Not Approved: ☐ Superintendent: OSA [Signature] Date: 5-2-2017

- need estimate cost / student^(over)
- detailed plan for payment
- list of chaperones

RECEIVED

MAY - 3 2017

YCS Superintendent Office

- No transportation needed, we are planning to take a charter bus (New Vision Transportation)

Enclosure #6A.iii
APPROVAL OF OVERNIGHT FIELD TRIP, YCHS Choir
Meeting of May 8, 2017
Presented by Linda Kuzon
Prepared by Paula Gutzman

<input type="checkbox"/> Discussion <input type="checkbox"/> Action – Roll Call <input checked="" type="checkbox"/> Action – Voice Ayes _____ Nays _____		Brenda Meadows	Sharon Irvine	Ellen Champagne	Sharon Lee	Celeste Hawkins	Meredith Schindler	Maria Sheler-Edwards
	1 st /2 nd							
	Aye							
	Nay							
	Abstain							

Rationale/Background Information

Re: Choir Tour

Trip Requested By: Brianne Boyd

Class: Ypsilanti Community High School (YCHS) Choir

Destination: Mackinac Island, MI

Trip Date: June 4 – 6, 2017

See attached Field Trip Request Form for additional details.

Proposed Motion

" move that the Board of Education approve the overnight field trip of YCHS Choir to Mackinac Island, June 4 – 6, 2017."

Budget Impact: ☐ None ☒ As follows:

Fundraising

YCA

Students

Attachments:

☒ Enclosed ☐ Issue Study Enclosed ☐ To Be Distributed at Meeting ☐ None

Ypsilanti Community Schools
Field Trip Request Form

Attach a list of the students involved or the potential students involved.

Request By: Brianne Boyd School/Class: Choir

Request Date: 3/23/17 Trip Date: 6/4/17 - 6/6/17 Number of Students: 30-35

Trip Destination: Mackinac Island

Purpose of trip: Choir Tour

Details about cost: see attached - NO school funds (except for sub teacher)

Account or funding source for trip: YCA, fundraisers, & students

Will subs be needed? Yes 2 days Account for subs:

How this trip fits with the curriculum: Students will travel as a choir & represent YCA

Number of Staff/Chaperones: 6-8 parents + 2 staff

Chaperone Name (If Available)

Relationship to Students

Phone Number

6-8 parents

Mrs. Boyd

Mr. Taylor

Specific learning objectives to be accomplished:

Student outcomes and learning as a result of taking this trip:

Course/Class curriculum, big ideas, or essential questions enforced:

Pre-Trip lessons/activities:

Follow-Up lessons/activities to reinforce/extend learning:

See attached proposal

I have utilized the guidelines in 2340A to plan, conduct, and evaluate the trip and, upon approval of the trip, I will obtain parental permission (2340 F2 or F2A) and use the Checklist for Trips (2340 F3)

Field Trip Approval

Trip Approved: ☒ Not Approved: ☐ Principal: [Signature] Date: 3-24-17

Trip Approved: ☒ Not Approved: ☐ Superintendent: OSA [Signature] Date: 5-2-2017

(over)

RECEIVED

MAY - 3 2017

YCS Superintendent Office

Enclosure #6B.i
ADOPTION OF RESOLUTION, *ISD Budget Resolution*
Meeting of 5/8/17
Presented by Cathy Secor
Prepared by Paula Gutzman

<input type="checkbox"/> Discussion <input checked="" type="checkbox"/> Action – Roll Call <input type="checkbox"/> Action – Voice Ayes _____ Nays _____		Celeste Hawkins	Meredith Schindler	Maria Sheler-Edwards	Brenda Meadows	Sharon Irvine	Ellen Champagne	Sharon Lee
	1 st /2 nd							
	Aye							
	Nay							
	Abstain							

Rationale/Background Information

Resolution Deadline: June 1, 2017

Attached are ISD Budget Resolutions. June 1, 2017 is the deadline for local districts to respond to the Washtenaw Intermediate School District General Fund budget. Local district Boards of Education must consider a resolution of support or may indicate specific recommendations for changes by this deadline. One resolution supports the budget; another is for disapproval of the budget. A resolution is adopted annually.

The Washtenaw ISD presented information on the “WISD Programs and Budgets Review including Local School District Services 2017/18” on April 21st to the Washtenaw Superintendents’ Association and at the Washtenaw Association of School Boards Board of Directors Budget Review Meeting on April 20th.

Proposed Motion

“ move that the Board of Education adopt the following “ISD Budget Resolution” regarding the intermediate school district General Fund budget:

(Choose one of the following ...)

1. *ISD Budget Resolution/Support for Budget, or;*
2. *ISD Budget Resolution/Disapproval of Budget, which includes the following objections and proposed changes the constituent district, YCS, board has to the General Fund budget: _____.”*

Budget Impact: ☒ None ☐ As follows:

Attachments:

☒ Enclosed ☐ Issue Study Enclosed ☐ To Be Distributed at Meeting ☐ None

ISD BUDGET RESOLUTION

_____, Michigan (the "District")/

A meeting of the board of education of the district was held in the _____ in the District, on the _____ day of _____, 2017, at _____ o'clock in the _____.

The meeting was called to order by _____, President.

Present: Members

Absent: Members

The following preamble and resolution were offered by Member _____ and supported by Member _____.

WHEREAS:

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

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The board of education has received and reviewed the proposed intermediate school district general fund budget in accordance with Section 624 of the Revised School Code, as amended, and by the adoption of this resolution, expresses its support for the proposed intermediate school district general fund budget.
2. The secretary of the board of education or his/her designee shall forward a copy of this resolution to the intermediate school board or its superintendent no later than June 1, 2017.
3. All resolutions insofar as they conflict with this resolution be and the same are hereby rescinded.

Ayes: Members

Nays: Members

Resolution declared adopted.

Secretary, Board of Education

The undersigned duly qualified and acting Secretary of the Board of Education of _____, Michigan, hereby certifies that the foregoing is a true and complete copy of a resolution adopted by the Board of Education at a _____ meeting held on _____, 2017, the original of which resolution is a part of the Board's minutes, and further certifies that the notice of the meeting was given to the public under the Open Meetings Act, 1976 PA 267, as amended.

Secretary, Board of Education

ISD BUDGET RESOLUTION

_____, Michigan (the "District")/

A meeting of the board of education of the district was held in the _____ in the District, on the _____ day of _____, 2017, at _____ o'clock in the _____.

The meeting was called to order by _____, President.

Present: Members

Absent: Members

The following preamble and resolution were offered by Member _____ and supported by Member _____.

WHEREAS:

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

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The board of education has received and reviewed the proposed intermediate school district general fund budget and has determined that it disapproves of certain portions of the proposed intermediate school district general fund budget with objections, along with proposed changes, if any, are set forth on Exhibit A attached hereto and incorporated herein by reference.
2. The superintendent is hereby directed to submit a certified copy of this resolution to the intermediate school board and/or to the intermediate school district superintendent with the specific objections and proposed changes that this board has to the budget no later than June 1, 2017.
3. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same are hereby rescinded.

Ayes: Members

Nays: Members

Resolution declared adopted.

Secretary, Board of Education

The undersigned duly qualified and acting Secretary of the Board of Education of _____, Michigan, hereby certifies that the foregoing is a true and complete copy of a resolution adopted by the Board of Education at a _____ meeting held on _____, 2017, the original of which resolution is a part of the Board's minutes, and further certifies that the notice of the meeting was given to the public under the Open Meetings Act, 1976 PA 267, as amended.

Secretary, Board of Education

WISD Budget Review Timeline/Deadlines

Date/Deadline	ISD Budget Review
Immediate	
December 13, 2016	WISD Board of Education 2016-17 Budget Amendments Board Meeting, 5:00 p.m.
April 11, 2017	WISD Board of Education Annual Budget Review @ Board Meeting; 5:00 p.m.
April 20, 2017	WASB Annual Budget Review Meeting, 5:30 p.m. Vogel A, WISD
May 1, 2017	WISD general fund budget submitted to local districts.
June 1, 2017	Deadline for local district response to WISD general fund budget. Local district Boards must consider a resolution of support or may indicate specific recommendations for changes.
June 1, 2017	May also look for special meeting to set tax rate this date.
June 27, 2017	WISD Board adopts general fund budget.

Local District Responsibility

WISD Responsibility

Washtenaw Intermediate School District

2017-18 Major Budget Assumptions

GENERAL EDUCATION FUND

Revenue

Property Taxes –Property taxes were increased by 1.0% which is equivalent to Washtenaw County's projected increase for 17-18.

Section 81 State Aid – No increase projected as Executive and Legislative budget proposals are still being reviewed.

Section 147c State Aid – The budget assumes 147c revenue in 17/18 at a rate of 10.3%. There is also corresponding expenditures.

Technology services/infrastructure revenue – Assumes revenue received from local districts in the amount of \$210,525.

Great Start Readiness Program (GSRP) – Increase of approx. \$90,000. There is also a corresponding expenditure increase.

Head Start – Increase of approx. \$301,010. There is also a corresponding expenditure increase.

Admin/Educator Evaluation Grant – Assumes all funds were spent during the 2016-17 fiscal year.

Grant carryover – There are no grant carryover funds included in the budget.

Expenditures

Salaries – Assumes a 1% salary/wage increase; steps are included.

Retirement – A rate of 25.56% has been included in the budget. In addition, the budget assumes 147c expenditures at a rate of 10.3%. There is also a corresponding revenue.

Health Coverage – An increase of 3.5% has been included in the cost of health coverage based on positive experience.

Grant carryover – There are no grant carryover funds included in the budget.

Transfer to GE Capital projects – Assumes no transfer to GE Capital Projects fund.

**GENERAL APPROPRIATIONS RESOLUTION
RESOLUTION FOR ADOPTION BY THE BOARD OF EDUCATION
WASHTENAW INTERMEDIATE SCHOOL DISTRICT
GENERAL EDUCATION BUDGET 4/11/2017**

RESOLVED, that this resolution shall be the general appropriations of the Washtenaw Intermediate School District for the fiscal year 2017-2018 A resolution to make appropriations; and to provide for the disposition of all income received by the Washtenaw Intermediate School District.

BE IT FURTHER RESOLVED, that the total revenue, including a tax levy of **.0978 mills**, and unappropriated fund balance be available for appropriations in the **GENERAL EDUCATION FUND** of the Washtenaw Intermediate School District for the fiscal year 2017-2018 as follows:

REVENUES	<u>Original</u>
Local Revenue	\$ 2,098,772
State Revenue	9,282,558
Federal Revenue	5,204,038
Incoming Transfers & Other Transactions	2,446,950
Fund Modifications	\$ 26,300
TOTAL REVENUE AND INCOMING TRANSFERS	\$ 19,058,618
 FUND BALANCE AS OF JULY 1ST	 \$ 2,505,672
Less Appropriated Fund Balance	
FUND BALANCE AVAILABLE TO APPROPRIATE	<u>\$ 2,505,672</u>
 TOTAL AMOUNT AVAILABLE TO APPROPRIATE	 \$ 21,564,290

BE IT FURTHER RESOLVED, that \$ 19,244,630 of the total available to appropriate in the **GENERAL EDUCATION FUND** is hereby appropriated in the amounts and for the purposes set forth below:

EXPENDITURES	
Basic Programs, Instruction	\$ 746,587
Added Needs, Instruction	\$ 32,750
Adult Continuing Education	\$ 87,966
Pupil Support	\$ 482,109
Instructional Support	\$ 3,684,143
General Administration	\$ 544,988
School Administration	\$ -
Business Support	\$ 273,109
Operations/Maintenance	\$ 503,433
Transportation	\$ 87,963
Central Services	\$ 2,754,900
Other Support Services	\$ -
Community Services	\$ 601,542
	<u>\$ 9,799,490</u>
Outgoing Transfers & Other Transactions	9,445,140
Fund Modifications	-
TOTAL APPROPRIATED	<u>\$ 19,244,630</u>
 FUND BALANCE ENDING JUNE 30TH	 <u><u>\$ 2,319,660</u></u>

**WASHTENAW INTERMEDIATE SCHOOL DISTRICT
GENERAL EDUCATION BUDGET COMPARISON
2017-2018 BUDGET REVIEW/ADOPTION**

	2015-2016 Actual Revenue & Expenses	2016-2017 Amended 12.13.16 Budget	2017-2018 Projected Budget
REVENUES			
Local Revenue 100	\$ 2,135,801	\$ 2,294,990	\$ 2,098,772
State Revenue 300	12,266,096	10,487,522	9,282,558
Federal Revenue 400	5,395,893	5,127,190	5,204,038
Incoming Transfers & Other Transactions 500	2,691,759	2,214,597	2,446,950
Fund Modifications 600	-	27,029	26,300
TOTAL REVENUE AND INCOMING TRANSFERS	\$ 22,489,549	\$ 20,151,328	\$ 19,058,618
EXPENDITURES			
Basic Programs, Instruction 110	\$ 871,193	\$ 724,987	\$ 746,587
Added Needs, Instruction 120	20,953	69,380	32,750
Adult and Continuing Education 130	-	87,966	87,966
Pupil Support 210	317,350	552,590	482,109
Instructional Support 220	3,679,214	4,318,455	3,684,143
General Administration 230	509,701	575,874	544,988
School Administration 240	50,756	-	-
Business Support 250	227,816	260,235	273,109
Operations/Maintenance 260	1,024,974	503,579	503,433
Transportation 270	50,234	96,094	87,963
Central Services 280	2,636,979	3,108,420	2,754,900
Other Support Services 290	700	700	-
Community Services 300	649,565	732,209	601,542
TOTAL EXPENDITURES	\$ 10,039,435	\$ 11,030,489	\$ 9,799,490
Outgoing Transfers & Other Transactions 400	11,881,515	9,459,500	9,445,140
Fund Modifications 600	-	250,000	-
TOTAL EXPENDITURES AND OTHER TRANSACTIONS	\$ 21,920,950	\$ 20,739,989	\$ 19,244,630
EXCESS REVENUE OR (EXPENDITURES)	\$ 568,599	\$ (588,661)	\$ (186,012)
FUND BALANCE AS OF JULY 1ST	2,525,634	\$ 3,094,333	\$ 2,505,672
FUND BALANCE ENDING JUNE 30TH	<u>\$ 3,094,233</u>	<u>\$ 2,505,672</u>	<u>\$ 2,319,660</u>

General Education
2017-2018

TITLES	REGULAR BUDGET	1069 Domino REMC 2018	3287 Norman LAWMASC C/O 2017	3288 Norman LAWMASC 2018	3289 Norman Mich Science Partnership 2017	3297 Heaviland I3 STEM Early College 7/1/17-12/31/17 2017
REVENUES						
Local Sources	\$ 1,534,082	\$ -	\$ -	\$ -	\$ -	\$ -
State Sources	2,047,157	-	40,000	22,191	44,408	-
Federal Sources	-	-	-	-	-	121,292
Incoming Transfers/Other	803,952	-	-	-	-	-
Fund Modifications	26,300	-	-	-	-	-
TOTAL REVENUES	\$ 4,411,491	\$ -	\$ 40,000	\$ 22,191	\$ 44,408	\$ 121,292
EXPENDITURES						
Basic Programs, Instruct. 110	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Added Needs, Instruct. 120	-	-	-	-	-	-
Adult Continuing Education 130	-	-	-	-	-	-
Pupil Support 210	54,351	-	-	-	-	-
Instructional Staff Support 220	1,749,414	19,672	40,000	22,191	44,408	61,069
General Administration 230	541,188	-	-	-	-	-
School Administration 240	-	-	-	-	-	-
Business Support 250	222,323	-	-	-	-	-
Operations /Maintenance 260	291,562	-	-	-	-	-
Transportation 270	73,738	-	-	-	-	-
Central Support 280	1,464,504	-	-	-	-	-
Other Support 290	-	-	-	-	-	-
Community Services 300	-	-	-	-	-	-
TOTAL EXPENDITURES	\$ 4,397,080	\$ 19,672	\$ 40,000	\$ 22,191	\$ 44,408	\$ 61,069
Outgoing Transfers/Other 400	173,573	-	-	-	-	60,223
Fund Modifications 600	(25,000)	-	-	-	-	-
TOTAL APPROPRIATED	\$ 4,545,653	\$ 19,672	\$ 40,000	\$ 22,191	\$ 44,408	\$ 121,292
EXCESS REV/EXPENSE	\$ (134,162)	\$ (19,672)	\$ -	\$ -	\$ -	\$ -
BEGINNING FUND BALANCE	\$ 2,505,672	\$ -	\$ -	\$ -	\$ -	\$ -
ENDING FUND BALANCE	\$ 2,371,510	\$ (19,672)	\$ -	\$ -	\$ -	\$ -

General Education
2017-2018

TITLES	3298 Heaviland I3 STEM Early College 1/1/18-6/30/18 2018	3310 Jackson ADULT ED 2018	3366 Norman Early literacy	3408 Oman GSRP Formula 2018	3438 Oman 32p EC Block 2018	3438-997 Oman 32p Home Visits 2018
REVENUES						
Local Sources	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
State Sources	-	1,277,242	37,500	5,317,870	207,976	152,805
Federal Sources	31,867	-	-	-	-	-
Incoming Transfers/Other	-	-	-	-	-	-
Fund Modifications	-	-	-	-	-	-
TOTAL REVENUES	\$ 31,867	\$ 1,277,242	\$ 37,500	\$ 5,317,870	\$ 207,976	\$ 152,805
EXPENDITURES						
Basic Programs, Instruct. 110	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Added Needs, Instruct. 120	-	-	-	-	-	-
Adult Continuing Education 130	-	87,966	-	-	-	-
Pupil Support 210	-	66,244	-	-	-	-
Instructional Staff Support 220	31,867	63,613	37,189	503,043	127,544	77,450
General Administration 230	-	-	-	-	75,512	-
School Administration 240	-	-	-	-	-	-
Business Support 250	-	12,108	-	-	-	-
Operations /Maintenance 260	-	15,200	-	38,678	-	-
Transportation 270	-	300	-	-	-	-
Central Support 280	-	1,700	-	-	-	-
Other Support 290	-	-	-	65,193	500	-
Community Services 300	-	-	-	-	-	-
TOTAL EXPENDITURES	\$ 31,867	\$ 247,131	\$ 37,189	\$ 606,914	\$ 207,976	\$ 77,450
Outgoing Transfers/Other 400	-	1,030,111	311	4,710,956	-	75,355
Fund Modifications 600	-	-	-	-	-	-
TOTAL APPROPRIATED	\$ 31,867	\$ 1,277,242	\$ 37,500	\$ 5,317,870	\$ 207,976	\$ 152,805
EXCESS REV/EXPENSE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
BEGINNING FUND BALANCE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
ENDING FUND BALANCE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

General Education
2017-2018

TITLES	4008 Jackson Perkins 2018	6018 Burton Title I PART A 10/1/76-6/30/18 2018	6177 Burton Title I Regional Assist 2018	6178 Burton Title I Regional Assist 2018	6358 Norman Homeless Youth 2018
REVENUES					
Local Sources	\$ -	\$ -	\$ -	\$ -	\$ -
State Sources	-	-	-	-	-
Federal Sources	472,455	-	36,354	170,380	50,605
Incoming Transfers/Other	-	-	-	-	-
Fund Modifications	-	-	-	-	-
TOTAL REVENUES	\$ 472,455	\$ -	\$ 36,354	\$ 170,380	\$ 50,605
EXPENDITURES					
Basic Programs, Instruct. 110	\$ -	\$ -	\$ -	\$ -	\$ -
Added Needs, Instruct. 120	-	-	-	-	-
Adult Continuing Education 130	-	-	-	-	-
Pupil Support 210	-	-	-	-	46,680
Instructional Staff Support 220	-	-	36,354	125,673	-
General Administration 230	-	-	-	-	-
School Administration 240	-	-	-	-	-
Business Support 250	-	-	-	-	-
Operations /Maintenance 260	-	-	-	-	-
Transportation 270	-	-	-	-	3,925
Central Support 280	-	-	-	-	-
Other Support 290	-	-	-	-	-
Community Services 300	-	-	-	-	-
TOTAL EXPENDITURES	\$ -	\$ -	\$ 36,354	\$ 125,673	\$ 50,605
Outgoing Transfers/Other 400	472,455	-	-	44,707	-
Fund Modifications 600	-	-	-	-	-
TOTAL APPROPRIATED	\$ 472,455	\$ -	\$ 36,354	\$ 170,380	\$ 50,605
EXCESS REV/EXPENSE	\$ -	\$ -	\$ -	\$ -	\$ -
BEGINNING FUND BALANCE	\$ -	\$ -	\$ -	\$ -	\$ -
ENDING FUND BALANCE	\$ -	\$ -	\$ -	\$ -	\$ -

General Education
2017-2018

TITLES	6848 Heaviland Title III Immigrant 2018	7238 Oman Head Start Grant 2018	7617/7618 Norman Intel 2018	7787 Long Childcare Develop Block 7/1/17-9/30/17	7788 Long Childcare Develop Block 10/1/17-6/30/18	9631 Heaviland PNC Cradle to Career 2018
REVENUES						
Local Sources	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
State Sources	-	-	135,409	-	-	-
Federal Sources	79,070	4,117,016	-	29,179	95,820	-
Incoming Transfers/Other	-	-	-	-	-	-
Fund Modifications	-	-	-	-	-	-
TOTAL REVENUES	\$ 79,070	\$ 4,117,016	\$ 135,409	\$ 29,179	\$ 95,820	\$ -
EXPENDITURES						
Basic Programs, Instruct. 110	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Added Needs, Instruct. 120	1,000	-	-	-	-	-
Adult Continuing Education 130	-	-	-	-	-	-
Pupil Support 210	-	-	-	-	-	-
Instructional Staff Support 220	8,068	419,251	135,409	29,179	95,820	-
General Administration 230	-	3,800	-	-	-	-
School Administration 240	-	-	-	-	-	-
Business Support 250	-	-	-	-	-	-
Operations /Maintenance 260	-	196,671	-	-	-	-
Transportation 270	-	-	-	-	-	-
Central Support 280	-	225,015	-	-	-	-
Other Support 290	-	-	-	-	-	-
Community Services 300	-	439,832	-	-	-	-
TOTAL EXPENDITURES	\$ 9,068	\$ 1,284,569	\$ 135,409	\$ 29,179	\$ 95,820	\$ -
Outgoing Transfers/Other 400	70,002	2,807,447	-	-	-	-
Fund Modifications 600	-	25,000	-	-	-	-
TOTAL APPROPRIATED	\$ 79,070	\$ 4,117,016	\$ 135,409	\$ 29,179	\$ 95,820	\$ -
EXCESS REV/EXPENSE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
BEGINNING FUND BALANCE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
ENDING FUND BALANCE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

General Education
2017-2018

TITLES	9632 Heaviland Washtenaw Futures Cradle to Career 2018	9633 Heaviland WACY Cradle to Career 2018	941-9640 Domino Gennet 2018	942-9640 Domino Mich Virtual University 2018	944-9640 Domino LEA SW Applicant Tracking 2018	945-9640 Domino LEA Career Cruising SW 2018	946-9640 Domino LEA Content Filtering SW 2018
REVENUES							
Local Sources	\$ 63,143	\$ 57,191	\$ -	\$ -	\$ -	\$ -	\$ -
State Sources	-	-	-	-	-	-	-
Federal Sources	-	-	-	-	-	-	-
Incoming Transfers/Other	-	-	111,931	634,656	13,360	13,860	46,741
Fund Modifications	-	-	-	-	-	-	-
TOTAL REVENUES	\$ 63,143	\$ 57,191	\$ 111,931	\$ 634,656	\$ 13,360	\$ 13,860	\$ 46,741
EXPENDITURES							
Basic Programs, Instruct. 110	\$ -	\$ -	\$ 111,931	\$ 634,656	\$ -	\$ -	\$ -
Added Needs, Instruct. 120	-	-	-	-	-	-	-
Adult Continuing Education 130	-	-	-	-	-	-	-
Pupil Support 210	52,149	57,191	-	-	-	-	-
Instructional Staff Support 220	10,994	-	-	-	-	13,860	46,741
General Administration 230	-	-	-	-	-	-	-
School Administration 240	-	-	-	-	-	-	-
Business Support 250	-	-	-	-	-	-	-
Operations /Maintenance 260	-	-	-	-	-	-	-
Transportation 270	-	-	-	-	-	-	-
Central Support 280	-	-	-	-	13,360	-	-
Other Support 290	-	-	-	-	-	-	-
Community Services 300	-	-	-	-	-	-	-
TOTAL EXPENDITURES	\$ 63,143	\$ 57,191	\$ 111,931	\$ 634,656	\$ 13,360	\$ 13,860	\$ 46,741
Outgoing Transfers/Other 400	-	-	-	-	-	-	-
Fund Modifications 600	-	-	-	-	-	-	-
TOTAL APPROPRIATED	\$ 63,143	\$ 57,191	\$ 111,931	\$ 634,656	\$ 13,360	\$ 13,860	\$ 46,741
EXCESS REV/EXPENSE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
BEGINNING FUND BALANCE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
ENDING FUND BALANCE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

General Education 2017-2018	947-9640 Domino LEA Fiber Pole Fees 2018	9660 Domino LEA Tech Services 2018	9670 Norman Homeless Youth Donations Rest 2018	9700 Higgins Fingerprinting and ICHAT 2018	9775 Long Imagination Library Early Childhood 2018	9785 Long Success by 6/Rotary Early Childhood 2018
TITLES						
REVENUES						
Local Sources	\$ -	\$ -	\$ 42,250	\$ 130,000	\$ 40,000	\$ 140,034
State Sources	-	-	-	-	-	-
Federal Sources	-	-	-	-	-	-
Incoming Transfers/Other	13,884	793,566	-	15,000	-	-
Fund Modifications	-	-	-	-	-	-
TOTAL REVENUES	\$ 13,884	\$ 793,566	\$ 42,250	\$ 145,000	\$ 40,000	\$ 140,034
EXPENDITURES						
Basic Programs, Instruct. 110	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Added Needs, Instruct. 120	-	-	31,750	-	-	-
Adult Continuing Education 130	-	-	-	-	-	-
Pupil Support 210	-	-	500	-	-	-
Instructional Staff Support 220	-	-	-	-	-	-
General Administration 230	-	-	-	-	-	114,816
School Administration 240	-	-	-	-	-	-
Business Support 250	-	-	-	-	-	-
Operations /Maintenance 260	-	-	-	-	-	-
Transportation 270	-	-	10,000	-	-	-
Central Support 280	13,884	793,566	-	177,178	-	-
Other Support 290	-	-	-	-	-	-
Community Services 300	-	-	-	-	40,000	25,218
TOTAL EXPENDITURES	\$ 13,884	\$ 793,566	\$ 42,250	\$ 177,178	\$ 40,000	\$ 140,034
Outgoing Transfers/Other 400	-	-	-	-	-	-
Fund Modifications 600	-	-	-	-	-	-
TOTAL APPROPRIATED	\$ 13,884	\$ 793,566	\$ 42,250	\$ 177,178	\$ 40,000	\$ 140,034
EXCESS REV/EXPENSE	\$ -	\$ -	\$ -	\$ (32,178)	\$ -	\$ -
BEGINNING FUND BALANCE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
ENDING FUND BALANCE	\$ -	\$ -	\$ -	\$ (32,178)	\$ -	\$ -

General Education 2017-2018	9790 Oman AAACF Coodinated Funding 2018	TOTALS
TITLES		
REVENUES		
Local Sources	\$ 92,072	\$ 2,098,772
State Sources	-	9,282,558
Federal Sources	-	5,204,038
Incoming Transfers/Other	-	2,446,950
Fund Modifications	-	26,300
TOTAL REVENUES	\$ 92,072	\$ 19,058,618
EXPENDITURES		
Basic Programs, Instruct. 110	\$ -	\$ 746,587
Added Needs, Instruct. 120	-	32,750
Adult Continuing Education 130	-	87,966
Pupil Support 210	-	482,109
Instructional Staff Support 220	-	3,684,143
General Administration 230	-	544,988
School Administration 240	-	-
Business Support 250	-	273,109
Operations /Maintenance 260	-	503,433
Transportation 270	-	87,963
Central Support 280	-	2,754,900
Other Support 290	-	-
Community Services 300	92,072	601,542
TOTAL EXPENDITURES	\$ 92,072	\$ 9,799,490
Outgoing Transfers/Other 400	-	9,445,140
Fund Modifications 600	-	-
TOTAL APPROPRIATED	\$ 92,072	\$ 19,244,630
EXCESS REV/EXPENSE	\$ -	\$ (186,012)
BEGINNING FUND BALANCE	\$ -	\$ 2,505,672
ENDING FUND BALANCE	\$ -	\$ 2,319,660

Washtenaw Intermediate School District

2017-18 Major Budget Assumptions

SPECIAL EDUCATION FUND

Revenue

Property Taxes – Property taxes were increased by 1.0% which is equivalent to Washtenaw County's projected increase for 17-18.

Other Local Revenue – Increase in revenue from the Washtenaw County Juvenile (Court Involved Youth) program as a result of increases to program costs agreed upon. There is also corresponding increase in expenditures.

Section 147c State Aid – The budget assumes 147c revenue in 17/18 at a rate of 10.3%. There is also corresponding expenditures.

State Aid Section 51 – The estimated Section 51a revenue assumes our special education costs have remained constant since 2015-16. We did not make an assumption of any prior year adjustments being received in the 2017-18 year.

Grant carryover – There are no grant carryover funds included in the budget.

Expenditures

Salaries – Assumes a 1% salary/wage increase; steps are included.

Retirement – A rate of 25.56% rate has been included in the budget. . In addition, the budget assumes 147c expenditures at a rate of 10.3%. There is also a corresponding revenue.

Health Coverage – An increase of 3.5% has been included in the cost of health coverage based on positive experience.

Behavior Support and YA AA West Program additions - The budget includes 2 new programs; (1) Behavior Support System and (2) Young Adult Ann Arbor West location.

Grant carryover – There are no grant carryover funds included in the budget.

Transfer to SE Capital projects – Assumes \$500,000 transfer to SE Capital Projects fund.

LEA Special Education Reimbursement – Decrease primarily due to the addition of the 2 programs identified above as well as increases of current programs due to student needs.

**GENERAL APPROPRIATIONS RESOLUTION
RESOLUTION FOR ADOPTION BY THE BOARD OF EDUCATION
WASHTENAW INTERMEDIATE SCHOOL DISTRICT
SPECIAL EDUCATION BUDGET 4/11/2017**

RESOLVED, that this resolution shall be the general appropriations of the Washtenaw Intermediate School District for the fiscal year 2017-2018; A resolution to make appropriations; and to provide for the disposition of all income received by the Washtenaw Intermediate School District.

BE IT FURTHER RESOLVED, that the total revenue, including a tax levy of **5.3531 mills**, and unappropriated fund balance be available for appropriations in the **SPECIAL EDUCATION FUND** of the Washtenaw Intermediate School District for the fiscal year 2017-2018 as follows:

REVENUES	<u>Original</u>
Local Revenue	\$ 81,737,884
State Revenue	10,893,430
Federal Revenue	11,208,013
Incoming Transfers & Other Transactions	136,591
Fund Modifications	<u>141,000</u>
TOTAL REVENUE AND INCOMING TRANSFERS	\$ 104,116,918
 FUND BALANCE AS OF JULY 1ST	 \$ 2,809,028
Less Appropriated Fund Balance	
FUND BALANCE AVAILABLE TO APPROPRIATE	<u>\$ 2,809,028</u>
 TOTAL AMOUNT AVAILABLE TO APPROPRIATE	 \$ 106,925,946

BE IT FURTHER RESOLVED, that \$ 103,925,946 of the total available to appropriate in the **SPECIAL EDUCATION FUND** is hereby appropriated in the amounts and for the purposes set forth below:

EXPENDITURES	
Basic Programs, Instruction	\$ -
Added Needs, Instruction	\$ 11,479,626
Pupil Support	\$ 9,795,933
Instructional Support	\$ 2,190,655
General Administration	\$ 410,571
School Administration	\$ 248,415
Business Support	\$ 1,693,661
Operations/Maintenance	\$ 2,114,174
Transportation	\$ 51,013
Central Services	\$ 2,469,897
Other Support Services	\$ -
Community Services	<u>\$ 1,590</u>
	\$ 30,455,535
Outgoing Transfers & Other Transactions	72,874,836
Fund Modifications	<u>595,575</u>
TOTAL APPROPRIATED	<u>\$ 103,925,946</u>
 FUND BALANCE ENDING JUNE 30TH	 <u>\$ 3,000,000</u>

**WASHTENAW INTERMEDIATE SCHOOL DISTRICT
SPECIAL EDUCATION BUDGET COMPARISON
2017-2018 BUDGET REVIEW/ADOPTION**

REVENUES	2015-2016 Actual Revenue & Expenses	2016-2017 Amended 12.13.16 Budget	2017-2018 Projected Budget
Local Revenue 100	\$ 59,106,714	\$ 80,631,692	\$ 81,737,884
State Revenue 300	9,161,882	11,066,828	10,893,430
Federal Revenue 400	10,653,427	11,877,665	11,208,013
Incoming Transfers & Other Transactions 500	486,759	119,595	136,591
Fund Modifications 600	-	142,108	141,000
TOTAL REVENUE AND INCOMING TRANSFERS	\$ 79,408,782	\$ 103,837,888	\$ 104,116,918
EXPENDITURES			
Basic Programs, Instruction 110	\$ -	\$ -	\$ -
Added Needs, Instruction 120	9,035,250	10,196,398	11,479,626
Pupil Support 210	7,992,105	8,689,748	9,795,933
Instructional Support 220	1,780,206	1,913,607	2,190,655
General Administration 230	428,235	248,981	410,571
School Administration 240	255,645	200,898	248,415
Business Support 250	992,375	1,646,000	1,693,661
Operations/Maintenance 260	2,030,054	2,256,332	2,114,174
Transportation 270	183,109	84,673	51,013
Central Services 280	2,079,856	2,851,845	2,469,897
Other Support Services 290	-	-	-
Community Services 300	777	1,800	1,590
TOTAL EXPENDITURES	\$ 24,777,612	\$ 28,090,282	\$ 30,455,535
Outgoing Transfers & Other Transactions 400	54,589,970	74,820,765	72,874,836
Fund Modifications 600	563,435	595,575	595,575
TOTAL EXPENDITURES AND OTHER TRANSACTIONS	\$ 79,931,017	\$ 103,506,622	\$ 103,925,946
EXCESS REVENUE OR (EXPENDITURES)	\$ (522,235)	\$ 331,266	\$ 190,972
FUND BALANCE AS OF JULY 1ST	2,999,997	\$ 2,477,762	\$ 2,809,028
FUND BALANCE ENDING JUNE 30TH	\$ 2,477,762	\$ 2,809,028	\$ 3,000,000

2017-18

TITLES	REGULAR BUDGET	1034 Marcel Juv Dtn St Aid 2018	3700 Headlee Data Collection 2018	6168 Title I Part D 2018	7578 IDEA Early On 2018	8018 Burton IDEA Flowthrough 2018
REVENUES	\$	\$				
Local Sources 100	\$ 81,695,562	-	-	-	-	-
State Sources 300	8,087,498	2,800,000	5,932	-	-	-
Federal Sources 400	-	-	-	60,249	298,247	10,430,834
Incoming Transfers/Other 500	50,427	-	-	-	-	-
Fund Modifications 600	141,000	-	-	-	-	-
TOTAL REVENUES	\$ 89,974,487	\$ 2,800,000	\$ 5,932	\$ 60,249	\$ 298,247	\$ 10,430,834
EXPENDITURES						
Basic Programs, Instr. 110	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Added Needs 120	\$ 10,973,905	-	-	21,375	-	484,346
Pupil Support 210	8,213,966	-	-	38,874	236,812	16,839
Instructional Staff 220	2,062,702	-	-	-	53,845	16,863
General Administration 230	410,571	-	-	-	-	-
School Administration 240	248,415	-	-	-	-	-
Business Support 250	1,693,661	-	-	-	-	-
Operations /Maintenance 260	2,114,174	-	-	-	-	-
Transportation 270	51,013	-	-	-	-	-
Central Support Services 280	2,402,828	-	5,932	-	-	1,137
Community Services 300	-	-	-	-	1,590	-
TOTAL EXPENDITURES	\$ 28,171,235	\$ -	\$ 5,932	\$ 60,249	\$ 292,247	\$ 519,185
Outgoing Transfers/Other 400	59,938,894	2,800,000	-	-	-	9,870,259
Fund Modifications 600	545,046	-	-	-	6,000	41,390
TOTAL APPROPRIATED	\$ 88,655,175	\$ 2,800,000	\$ 5,932	\$ 60,249	\$ 298,247	\$ 10,430,834
EXCESS REV/EXPENSE	\$ 1,319,312	\$ -	\$ -	\$ -	\$ -	\$ -
BEGINNING FUND BALANCE	\$ 2,809,028	\$ -	\$ -	\$ -	\$ -	\$ -
ENDING FUND BALANCE	\$ 4,128,340	\$ -	\$ -	\$ -	\$ -	\$ -

2017-18										
TITLES	8058 Burton IDEA Preschool 2018	8070 Burton IDEA EOSD 2018	8108 Burton IDEA Part B 2018	8120 Burton IDEA Transition 2018	9835 Burton High Point Donations (Big Heart & Classrooms)	9840-015 Burton Nursing Services Milan & Lincoln				
REVENUES										
Local Sources 100	-	-	-	-	42,322	-				
State Sources 300	-	-	-	-	-	-				
Federal Sources 400	265,683	60,000	23,000	70,000	-	-				
Incoming Transfers/Other 500	-	-	-	-	-	13,773				
Fund Modifications 600	-	-	-	-	-	-				
TOTAL REVENUES	\$ 265,683	\$ 60,000	\$ 23,000	\$ 70,000	\$ 42,322	\$ 13,773				
EXPENDITURES										
Basic Programs, Instr. 110	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				
Added Needs 120	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				
Pupil Support 210	-	-	8,612	66,326	-	214,644				
Instructional Staff 220	-	-	14,388	535	42,322	-				
General Administration 230	-	-	-	-	-	-				
School Administration 240	-	-	-	-	-	-				
Business Support 250	-	-	-	-	-	-				
Operations /Maintenance 260	-	-	-	-	-	-				
Transportation 270	-	-	-	-	-	-				
Central Support Services 280	-	60,000	-	-	-	-				
Community Services 300	-	-	-	-	-	-				
TOTAL EXPENDITURES	\$ -	\$ 60,000	\$ 23,000	\$ 66,861	\$ 42,322	\$ 214,644				
Outgoing Transfers/Other 400	265,683	-	-	-	-	-				
Fund Modifications 600	-	-	-	3,139	-	-				
TOTAL APPROPRIATED	\$ 265,683	\$ 60,000	\$ 23,000	\$ 70,000	\$ 42,322	\$ 214,644				
EXCESS REV/EXPENSE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				
BEGINNING FUND BALANCE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				
ENDING FUND BALANCE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				

2017-18									
TITLES	9840-061 Burton TC Svs Horn WTMC	9850-041 SW Burton Ancillary Svs WAVE	9850-061TC Burton Ancillary Svs WAVE	9851EC TC Burton Ancillary Svs Local Districts	9855 Burton Ancillary Svs ECA	9859 Burton Ancillary Svs IB - WIHI 0.1			
REVENUES									
Local Sources 100	-	-	-	-	-	-			-
State Sources 300	-	-	-	-	-	-			-
Federal Sources 400	-	-	-	-	-	-			-
Incoming Transfers/Other 500	4,054	2,336	37,955	7,394	9,579	11,073			
Fund Modifications 600	-	-	-	-	-	-			-
TOTAL REVENUES	\$ 4,054	\$ 2,336	\$ 37,955	\$ 7,394	\$ 9,579	\$ 11,073			
EXPENDITURES									
Basic Programs, Instr. 110	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			-
Added Needs 120	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			-
Pupil Support 210	60,590	36,859	500,308	109,001	151,294	141,808			
Instructional Staff 220	-	-	-	-	-	-			-
General Administration 230	-	-	-	-	-	-			-
School Administration 240	-	-	-	-	-	-			-
Business Support 250	-	-	-	-	-	-			-
Operations /Maintenance 260	-	-	-	-	-	-			-
Transportation 270	-	-	-	-	-	-			-
Central Support Services 280	-	-	-	-	-	-			-
Community Services 300	-	-	-	-	-	-			-
TOTAL EXPENDITURES	\$ 60,590	\$ 36,859	\$ 500,308	\$ 109,001	\$ 151,294	\$ 141,808			
Outgoing Transfers/Other 400	-	-	-	-	-	-			-
Fund Modifications 600	-	-	-	-	-	-			-
TOTAL APPROPRIATED	\$ 60,590	\$ 36,859	\$ 500,308	\$ 109,001	\$ 151,294	\$ 141,808			
EXCESS REV/EXPENSE	\$ (56,536)	\$ (34,523)	\$ (462,353)	\$ (101,607)	\$ (141,715)	\$ (130,735)			
BEGINNING FUND BALANCE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
ENDING FUND BALANCE	\$ (56,536)	\$ (34,523)	\$ (462,353)	\$ (101,607)	\$ (141,715)	\$ (130,735)			

2017-18

TITLES	TOTALS
REVENUES	
Local Sources 100	\$ 81,737,884
State Sources 300	\$ 10,893,430
Federal Sources 400	\$ 11,208,013
Incoming Transfers/Other 500	\$ 136,591
Fund Modifications 600	\$ 141,000
TOTAL REVENUES	\$ 104,116,918
EXPENDITURES	
Basic Programs, Instr. 110	\$ -
Added Needs 120	\$ 11,479,626
Pupil Support 210	\$ 9,795,933
Instructional Staff 220	\$ 2,190,655
General Administration 230	\$ 410,571
School Administration 240	\$ 248,415
Business Support 250	\$ 1,693,661
Operations /Maintenance 260	\$ 2,114,174
Transportation 270	\$ 51,013
Central Support Services 280	\$ 2,469,897
Community Services 300	\$ 1,590
TOTAL EXPENDITURES	\$ 30,455,535
Outgoing Transfers/Other 400	\$ 72,874,836
Fund Modifications 600	\$ 595,575
TOTAL APPROPRIATED	\$ 103,925,946
EXCESS REV/EXPENSE	\$ 190,972
BEGINNING FUND BALANCE	\$ 2,809,028
ENDING FUND BALANCE	\$ 3,000,000

Enclosure #6C.i
ADOPTION OF NEOLA POLICY UPDATES: Vol. 30, #1
Policy #s 1130, 6110 & 6320
Meeting of 5/8/17
Presented by Benjamin Edmondson
Prepared by Paula Gutzman

<input type="checkbox"/> Discussion <input checked="" type="checkbox"/> Action – Roll Call <input type="checkbox"/> Action – Voice Ayes _____ Nays _____		Brenda Meadows	Sharon Irvine	Ellen Champagne	Celeste Hawkins	Meredith Schindler	Maria Sheler-Edwards	Sharon Lee
	1 st /2 nd							
	Aye							
	Nay							
	Abstain							

Rationale/Background Information

Re: NEOLA Policy Updates, Vol. 30, #1 As Follows -

- 1) #1130: Conflict of Interest
- 2) #6110: Grant Funds
- 3) #6320: Purchasing

The Board of Education has adopted NEOLA Policy Update, Vol. 30/#1, with the exception of the three above-listed policies. These three policies are being considered at this meeting for Board adoption.

1st Read, Vol. 30, #1: 2017 April 10

2nd Read: Vol. 30, #1 2017 April 24

Approval: Vol. 30, #1, with Exception of #s 1130, 6110 and 6320: 2017 April 24

Approval of Vol. 30, #1 Policies #1130, #6110 and #6320: Scheduled for This Meeting

Proposed Motion

" move that the Board of Education adopt, as presented, the following NEOLA Policy Updates to Vol. 30, #1:

- 1. #1130: Conflict of Interest;*
- 2. #6110: Grant Funds, and;*
- 3. #6320: Purchasing."*

Budget Impact: ☒ None ☐ As follows:

Attachments:

☒ Enclosed ☐ Issue Study Enclosed ☐ To Be Distributed at Meeting ☐ None



NEOLA of MICHIGAN
LOCAL TEMPLATES

YPSILANTI COMMUNITY SCHOOLS

BOARD OF EDUCATION
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REVISED POLICY - VOL. 30, NO. 1

CONFLICT OF INTEREST

Staff members 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 School District employees 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 to assure that conflicts of interest do not occur. These are not intended to be all inclusive, nor to substitute for good judgment on the part of all employees.

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



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3. If the pecuniary interest pertains to a proposed contract with the District, the following requirements must be met.

The staff member shall disclose the direct pecuniary interest in the contract to the Board with such disclosure made a part of the official Board minutes. If his/her direct pecuniary interest amounts to \$250 or more or five percent (5%) or more of the contract cost to the District, the staff member shall make the disclosure in one 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 must use this method of disclosure if his/her pecuniary interest amounts to \$5,000 or more.
4. Employees 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 they may have with any student, client, or parents of such students or clients in the course of their employment 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 employment or through his/her access to School District records



NEOLA of MICHIGAN

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- 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 or any business or professional practitioner with whom any employee has a financial relationship, as a condition of receiving any grades, credits, promotions, approvals, or recommendations
- 5. Employees 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.



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BOARD OF EDUCATION
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ADMINISTRATION
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- C. Employees may 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, 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 employee may solicit or accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts involved with Federal grant funds

~~except that an employee may accept the gift of an unsolicited item of nominal value. For purposes of this section, "nominal value" means that the gift has a monetary value of \$50.00 or less. [END OF OPTIONAL LANGUAGE]~~

[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 2014 - 15 cap for gifts was \$56.]



NEOLA of MICHIGAN
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_____ **SCHOOL DISTRICT**

ADMINISTRATION
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Violation of this policy shall result in discipline, which may include termination from employment.

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

2 C.F.R. 200.318
M.C.L. 380.634

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STATE of MICHIGAN
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REVISIONS

YPSILANTI COMMUNITY SCHOOLS

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REVISED POLICY - VOL. 30, NO. 1

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 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 forbids the use of Federal monies for partisan political activities and for any use that would not be in accord with Federal guidelines on discrimination.

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.



EOLA of MICHIGAN LOCAL TEMPLATES

YPSILANTI COMMUNITY SCHOOLS

BOARD OF EDUCATION

SCHOOL DISTRICT

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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.

The Superintendent shall present the following proposals to the Board for approval:

- Handwritten notes: "keep" circled, "delete" written next to the first item, and "delete" written at the end of the second item.*
- ~~Government-funded proposals, regardless of the amount;~~
 - ~~Proposals with budgets exceeding \$10,000.00; or~~
 - ~~Multi-school or District-wide proposals.~~

Grant Administration

- A. The administration of grants will adhere to all applicable Federal, State, and grantor rules and regulations 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, program objectives, and the terms and conditions of the grant award.



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WILSON COMMUNITY SCHOOLS

BOARD OF EDUCATION
SCHOOL DISTRICT

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D. The District, in recognition of its unique combination of staff, facilities, and experience, shall employ 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. The Superintendent shall require that each draw of Federal monies is 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.

✓

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

()
✓

Written amendments requiring signature shall be presented to the Board for approval.

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

Program reports including but not limited to audit, site visits and final reports shall be submitted to the Superintendent for review and distribution to appropriate parties.

Fiscal Management

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

The Superintendent 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.



NEOLA of MICHIGAN

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YPSILANTI COMMUNITY SCHOOLS

BOARD OF EDUCATION

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FINANCES

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- | **A.B.** Accurate, current, and complete disclosure of the financial results of each Federally-sponsored project in accordance with the reporting requirements of the grant.
- | **B.C.** Effective control over and accountability for all funds, property, and other assets in their use solely for authorized purposes.
- | **C.D.** Recordkeeping and written procedures as may be required by Federal, State, and grantor rules and regulations pertaining to the grant award and accountability, including such provisions as may be applicable as cost sharing and matching requirements, budget revisions, audit requirements, reasonableness, allocability, and allowability of costs, **comparison of expenditures with budget amounts for each award**, procurement, property management and disposition, and payment/repayment requirements.
- | **E.** **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.**
- | **D.F.** Insurance coverage for real property and equipment, if applicable, equivalent to such property owned by the District.



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Cost Principals

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 the associated agreements/assurances, program objectives, and the specific terms and conditions of the grant award.

Costs may be allowable to a specific grant award if the cost is necessary and reasonable for the performance of the grant program initiative, is in accordance with generally accepted accounting principles (GAAP), and is allocable to the grant award if the goods or services involved are charged in accordance with relative benefits accrued to the initiative. A cost is reasonable if it does not exceed that which would be incurred by a prudent person under the circumstances prevailing at the time the purchasing decision is made.

2 CFR 200.112, 200.302, 200.310, 200.403, 200.404 and 200.406
Compliance Supplement for Single Audits of State and Local Governments
20 U.S.C. 7906

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REVISED POLICY - VOL. 30, NO. 1

PURCHASING

Procurement of all supplies, materials, equipment, and services paid for from District funds shall be made in accordance with all applicable Federal and State statutes, Board policies, and administrative procedures. Standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award, and administration of contracts are established in Policy 1130, Policy 3110, and Policy 4110 - Conflict of Interest.

All procurement transactions shall be conducted in a manner that encourages full and open competition and in accordance with good administrative practice and sound business judgement.

Each year the State of Michigan informs the School of the legal amount for purchases which require a formal bidding process of a single item.

It is the policy of the Board that the Superintendent adhere to the following:

A. Seek informal price quotations on purchases

(✓) that are under 50% percent [fifty percent (50%) recommended] of the amount allowed by State statute for a single item, except in cases of emergency or when the materials purchased are of such a nature that price negotiations would not result in a savings to the School.

() in excess of \$



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B. When the purchase of, and contract for, single items of supplies, materials, or equipment is

☒ in excess of 50% percent ~~[fifty percent (50%) recommended]~~ but less than the amount allowed by State statute the Superintendent shall whenever possible, require three (3) competitive price quotations.

☐ less than the amount allowed by State statute, but exceeds \$ _____ the Superintendent shall whenever possible, require three (3) competitive price quotations.

☐ less than the amount allowed by State statute, but exceeds \$ _____ the Superintendent shall whenever possible, have at least three (3) competitive bids.

Purchases in a single transaction that are in excess of the dollar amount permitted by State statute shall require competitive bids and, whenever possible, have at least three (3) such bids for substantiation of purchase and shall require approval of the Board prior to purchase.

Competitive Bids

☒ Competitive bids are not required for items purchased through the cooperative bulk purchasing program operated by the Michigan Department of Management and Budget pursuant to M.C.L. 18.1263.

☒ Competitive bids are not required for food purchases, unless food purchased in a single transaction costs \$100,000 or more.

☐ When food purchased in a single transaction exceeds \$ _____, the Superintendent shall, whenever possible, require three (3) competitive price quotations.



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*Superintendent and/or
designee*

Bids shall be sealed and shall be opened by the _____ in the presence of at least one (1) witness. All orders or contracts should be awarded to the lowest responsible bidder; however, consideration can be given to:

- ☒ the quality of the item(s) to be supplied;
- ☒ its conformity with specifications;
- ☒ suitability to the requirements of the school;
- ☒ delivery terms;
- ☒ past performance of vendor.

[] In addition to the factors above, the Board may consider and provide a preference to bidders

- ☒ which use a Michigan-based business as the primary contractor.
- ☒ which use one (1) or more Michigan-based business as subcontractors.

For purposes of this preference a Michigan-based business means a business that would qualify for a Michigan preference for procurement contracts under M.C.L. 18.1268, which requires that the businesses certify that since inception or during the last twelve (12) months it has done one of the following:

- A. have filed a Michigan business tax return showing an allocation of income tax base to Michigan
- B. have filed a Michigan income tax return showing income generated in or attributed to Michigan
- C. withheld Michigan income tax from compensation paid to the bidder's owners and remitted the tax to the Michigan Department of Treasury



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This preference shall not apply to any procurement or project using Federal funds, nor shall it be used if it would violate any Federal law or requirements.

The Board reserves the right to reject any and all bids.

M Contracts may be awarded by the Superintendent without Board approval for any single item or group of identical items costing less than \$ ~~10,000~~. All other contracts require Board approval prior to purchase.

The State Bid Threshold

or by the CFO for any single item or group of identical items costing less than \$10,000

The Board shall be informed of the terms and conditions of all competitive bids and shall award contracts as a consequence of such bids.

Bid Protest

A bidder who wishes to file a bid protest must file such notice and follow procedures prescribed by the Request For Proposals (RFP) or the individual bid specifications package, for resolution. Bid protests must be filed in writing with the Office of 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.



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General Provisions

The Superintendent is authorized to purchase all items within budget allocations.

- ☐ The Board should be advised, for prior approval, of all purchases of equipment, materials, and services when the purchase
- ☐ was not contemplated during the budgeting process.
 - ☐ exceeds the
 - ☐ line item
 - ☐ function
- by _____ or _____ %.

- ☒ The Superintendent is authorized to make emergency purchases, without prior approval, of those goods and/or services needed to keep the school in operation. Such purchases shall be brought to the Board's attention at the next regular meeting.

In order to promote efficiency and economy in the operation of the school, the Board requires that the Superintendent periodically estimate requirements for standard items or classes of items and make quantity purchases on a bid basis to procure the lowest cost consistent with good quality.

Whenever storage facilities or other conditions make it impractical to receive total delivery at any one time, the total quantity to be shipped but with staggered delivery dates, shall be made a part of the bid specifications.

Before placing a purchase order, the Superintendent shall check as to whether the proposed purchase is subject to bid, whether sufficient funds exist in the budget, and whether the material might be available elsewhere in the school. All purchase orders shall be numbered consecutively.



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In the interests of economy, fairness, and efficiency in its business dealings, the Board requires that:

- (1) ~~opportunity~~ be provided to as many responsible suppliers as possible to do business with the school;
include ✓
- ✓ a prompt and courteous reception, insofar as conditions permit, be given to all who call on legitimate business matters;
- ✓ where the requisitioner has recommended a supplier, the Superintendent may make alternate suggestions to the requisitioner if, in his/her judgment, better service, delivery, economy, or utility can be achieved by changing the proposed order;
- ✓ upon the placement of a purchase order, the Superintendent shall commit the expenditure against a specific line item to guard against the creation of liabilities in excess of appropriations.
- ✓ N The Superintendent shall determine the amount of purchase which shall be allowed without a properly signed purchase order. Employees may be held personally responsible for anything purchased without a properly signed purchase order or authorization.

The Board may acquire office equipment as defined in law by lease, by installment payments, by entering into lease-purchase agreements, or by lease with an option to purchase, provided the contract sets forth the terms of such a purchase.



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Procurement – Federal Grants

The Superintendent shall maintain a procurement and contract administration system in accordance with the USDOE requirements (34 CFR 80.36) for the administration and management of Federal grants and federally-funded programs. The District shall maintain a compliance system 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 this policy and administrative guidelines (AG 6320).

M.C.L. 380.1267, 380.1274 et seq.

[NOTE: The intent of the purchasing policy is to establish several levels at which purchasing can occur and to determine at what level Board involvement is required, when it is necessary to get a simple "quote" and when the "competitive bid" procedure required.]

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Ypsilanti Community Schools

Bylaws & Policies

6320 - PURCHASING

Each year the State of Michigan informs the School of the legal amount for purchases which require a formal bidding process of a single item.

Purchases in a single transaction that are in excess of the dollar amount permitted by State statute shall require competitive bids and, whenever possible, have at least three (3) such bids for substantiation of purchase and shall require approval of the Board prior to purchase.

Competitive bids are not required for items purchased through the cooperative bulk purchasing program operated by the Michigan Department of Management and Budget pursuant to M.C.L. 18.1263, by other governmental entities, or by other school districts.

Competitive bids are not required for food purchases, unless food purchased in a single transaction costs \$100,000 or more.

Bids shall be sealed and shall be opened by the Chief Financial Officer or designee in the presence of at least one (1) witness. All orders or contracts should be awarded to the lowest responsible bidder; however, consideration can be given to:

- A. the quality of the item(s) to be supplied;
- B. its conformity with specifications;
- C. suitability to the requirements of the school;
- D. delivery terms;
- E. past performance of vendor.

For purposes of this preference a Michigan-based business means a business that would qualify for a Michigan preference for procurement contracts under M.C.L. 18.1268, which requires that the businesses certify that since inception or during the last twelve (12) months it has done one of the following:

- A. have filed a Michigan business tax return showing an allocation of income tax base to Michigan
- B. have filed a Michigan income tax return showing income generated in or attributed to Michigan
- C. withheld Michigan income tax from compensation paid to the bidder's owners and remitted the tax to the Michigan Department of Treasury

This preference shall not apply to any procurement or project using Federal funds, nor shall it be used if it would violate any Federal law or requirements.

The Board reserves the right to reject any and all bids.

Contracts may be awarded by the Superintendent without Board approval for any single item or group of identical items costing less than the State bid threshold, or by the CFO for any single item or group of identical items costing less than \$10,000. All other contracts require Board approval prior to purchase.

The Superintendent is authorized to purchase all items within budget allocations.

The Superintendent is authorized to make emergency purchases, without prior approval, of those goods and/or services needed to keep the school in operation. Such purchases shall be brought to the Board's attention at the next regular meeting.

In order to promote efficiency and economy in the operation of the school, the Board requires that the Superintendent periodically estimate requirements for standard items or classes of items and make quantity purchases on a bid basis to procure the lowest cost consistent with good quality.

Whenever storage facilities or other conditions make it impractical to receive total delivery at any one time, the total quantity to be shipped but with staggered delivery dates, shall be made a part of the bid specifications.

Before placing a purchase order, the Superintendent or designee shall check as to whether the proposed purchase is subject to bid, and whether sufficient funds exist in the budget. All purchase orders shall be numbered consecutively.

In the interests of economy, fairness, and efficiency in its business dealings, the Board requires that:

- A. opportunity be provided to as many responsible suppliers as practical to do business with the school;
- B. where the requisitioner has recommended a supplier, the Superintendent may make alternate suggestions to the requisitioner if, in his/her judgment, better service, delivery, economy, or utility can be achieved by changing the proposed order;
- C. upon the placement of a purchase order, the Superintendent shall commit the expenditure against a specific line item to guard against the creation of liabilities in excess of appropriations.

The Superintendent shall determine the amount of purchase which shall be allowed without a properly signed purchase order. Employees may be held personally responsible for anything purchased without a properly signed purchase order or authorization.

The Board may acquire office equipment as defined in law by lease, by installment payments, by entering into lease-purchase agreements, or by lease with an option to purchase, provided the contract sets forth the terms of such a purchase.

Bidding Procedures

Purchases may not be divided into subunits or separate contracts for the sole purpose of avoiding the competitive bidding requirements.

Advertisements for bids shall include all of the following:

- A. The date and time by which all bids must be received by the Board; and
- B. A statement that the Board will not consider or accept a bid which it receives after the date and time specified for bid submission.

Late Bids

The board shall not open or consider a bid that the Board receives after the date and time specified for bid submission.

Withdrawal of Bids

Any bid submitted to the District may be withdrawn prior to the scheduled time for opening of bids.

Personal Purchases through the District

Board members and employees shall not make any purchase through the District for personal use. The name of the District or school, or an employee's position, shall not be used in such manner that discounts or cost preferences are given to such person. Purchasing equipment and supplies by the District for resale to employees is prohibited.

Purchasing from District Employees

The Board shall not purchase equipment, supplies, or services from any employee who is employed by the District for more than an average of twenty-five (25) hours per week, nor from a member of a household of that employee, nor from any firm in which that employee or member of his/her household holds a ten percent (10%) or greater financial interest.

Sole Source Purchases

Custom software, textbooks, sole sources instructional supplies, and other sole source purchases are exempt from bidding requirements provided the purchase is approved by the Board of Education before the purchase. This sole source exclusion shall not apply to building construction, renovation, or repairs.

Procurement – Federal Grants

The Superintendent shall maintain a procurement and contract administration system in accordance with the USDOE requirements (34 CFR 80.36) for the administration and management of Federal grants and federally-funded programs. The District shall maintain a compliance system 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 this policy and administrative guidelines (AG 6320).

M.C.L. 380.1267, 380.1274 et seq.

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Enclosure #6C.ii
ADOPTION OF RESOLUTION, *National Teacher Appreciation Week*
Meeting of 5/8/17
Presented by Benjamin Edmondson
Prepared by Paula Gutzman

<input type="checkbox"/> <i>Discussion</i> <input checked="" type="checkbox"/> <i>Action – Roll Call</i> <input type="checkbox"/> <i>Action – Voice</i> <i>Ayes</i> _____ <i>Nays</i> _____		Celeste Hawkins	Meredith Schindler	Maria Sheler-Edwards	Brenda Meadows	Sharon Irvine	Ellen Champagne	Sharon Lee
	1 st /2 nd							
	Aye							
	Nay							
	Abstain							

Rationale/Background Information

National Teacher Day: May 9, 2017

This year, Teacher Appreciation Day is on Tuesday, May 9th. This day is part of Teacher Appreciation Week, which is the first full week in May of each year. It is a day for honoring teachers and recognizing the contributions they make.

Teachers play a critical role in educating and shaping our children, who are the future leaders of our country. We entrust our children with teachers. Teachers affect our children's lives on a daily basis.

YCS teachers are extraordinary. They inspire students daily. We thank our teachers for their work and impact that extends beyond the classroom.

Proposed Motion

" move that the Board of Education adopt the National Teacher Appreciation Week Board Resolution."

Budget Impact: ☒ None ☐ As follows:

Attachments:

☒ Enclosed ☐ Issue Study Enclosed ☐ To Be Distributed at Meeting ☐ None

Board Resolution

NATIONAL TEACHER APPRECIATION WEEK

May 8-12, 2017

WHEREAS, throughout Michigan and across the country, teachers open children's minds to the magic of ideas, knowledge, and dreams; and

WHEREAS, teachers keep American democracy alive by laying the foundation for good citizenship, and their hard work and efforts are directly responsible for creating the leaders of tomorrow; and

WHEREAS, teachers fill many roles, as listeners, explorers, role models, motivators, and mentors; and

WHEREAS, teachers continue to influence us long after our school days are only memories; and

WHEREAS, the YCS Board of Education recognizes and supports the commitment of YCS teachers to our students; and

WHEREAS, the National Parent Teacher Association has declared May 8-12, 2017 Teacher Appreciation Week; and

WHEREAS, the goal of Teacher Appreciation Week is to raise national and local awareness of the importance of teaching in our society, a profession that touches the lives of millions of Americans; now, therefore, be it

RESOLVED, that the Ypsilanti Community Board of Education proclaims May 8-12, 2017, to be TEACHER APPRECIATION WEEK;

BE IT FURTHER RESOLVED, that the Ypsilanti Community Board of Education strongly encourages all members of our community to join with it in personally expressing appreciation to our teachers for their dedication and devotion to their work.

Adopted this _____ day of _____, 2017.

Signed:

Board Secretary, Ellen Champagne

Signed:

Superintendent, Dr. Ben Edmondson