

Grand Ledge Public Schools



Board of Education



SEPTEMBER 11, 2023
WORK SESSION

SAWDON ADMINISTRATION BUILDING
BOARD ROOM
6:00 PM

Grand Ledge Public Schools
Work Session
of the
Board of Education

Please take notice that the Board of Education will hold a Work Session Meeting on:

Date: Monday, September 11, 2023

Place: Sawdon Administration Building
Board Room
220 Lamson Street
Grand Ledge, MI 48837

Once the meeting begins, it will be Live Streamed at: [youtube.com/@GLPS21](https://www.youtube.com/@GLPS21) (click on Live)

Time: 6:00 p.m.

Purpose: General Business

Phone: (517) 925-5400

Board minutes are located at the Board of Education office, 220 Lamson Street, Grand Ledge, MI 48837



William A. Barnes, Ed.D., Superintendent of Schools

cc: Buildings
Board Members
Lansing State Journal
Melissa Mazzola, President, GLEA
Ashleigh Lore, Vice-President, GLEA
Cindy Zerbe, President, MEA/NEA Unit I, Secretarial /Clerical
Denise Truman, President, MEA/NEA Unit III, Food Service
Allyson McCann, President, MEA/NEA Unit IV, TA/HC/Bus Assistants & Adv. Club
Danis Peck, President, IUOE Local 547, A, B, C, E & H AFL-CIO, Bus Drivers
Kelly LeSatz, President, IUOE Local 324, Custodians

Date of Posting: September 6, 2023

NOTE: Individuals may address the Board for up to three (3) minutes in the Public Comment segment of the meeting. Any person with a disability needing accommodations to attend a Board of Education meeting should contact Kim Manning at 925-5401 at least three (3) days prior to the date of the meeting he/she plans to attend

Grand Ledge Public Schools
Board of Education
MEETING AGENDA
Monday, September 11, 2023
6:00 pm

- I. Call to Order & Pledge of Allegiance.....Jarrod Smith, President
- II. Roll Call..... Dr. Bill Barnes, Superintendent
- III. Public Comment
- IV. Discussion Items
 - A. Superintendent’s Evaluation Presentation – Instructional Leadership
 - B. 1st Reading of NEOLA Board Policies
 - a. 5335 – Care of Students with Chronic Health Conditions
 - b. 5342 – Do Not Resuscitate Orders (DNR) for Minor Students
 - c. 6000s – Finances
- V. Action Items
 - A. Approval of August 28, 2023 Meeting Minutes
 - B. Approval of Distance Learning Handbook
 - C. Approval of Comet Academy Cooperative Agreement (Updated)
 - D. Approval of Comet Academy Handbook
 - E. Approval of Educational Services Agreement
 - F. Approval of Teamsters Local 214 (Bus Drivers) Employee Contract
 - G. Approval of the Payment of Capital Funds Invoices
 - a. Clark Construction – August 2023
 - b. Trades

→ American Asphalt	→ Proline Concrete
→ E.T. McKenzie	→ Twin Lakes Nursery
 - H. Approval of the Payment of Sinking Fund Invoices
 - a. Groove Construction
 - b. Trades – August 2023

→ American Asphalt	→ Ewing Electric
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 - I. Approval of the Payment of Delta Center Life Safety Invoices
 - a. Clark Construction – August 2023
 - b. Trades – August 2023

→ B & J Painting	→ Lapeer Steel	→ Moore Trospier
→ Glazing Solutions	→ Trumble Group	→ Total Fire Protections
 - J. Approval of the Payment of Proposal 1, Series 2 Bond Invoices
 - a. Clark Construction – August 2023
 - b. GMB Architects & Engineers – August 2023
 - c. Barco Products
 - d. Haworth, Inc. x 3
 - e. Moss
 - f. Trades – August 2023

→ Architectural Metals	→ Glazing Solutions	→ LJ Trumble
→ B & J Painting	→ Hunter Prell	→ Mall City Mechanical
→ Blue Star	→ Justice Fence Acquisition	→ Proline Concrete
→ Complete Enclosures	→ LD Clark Company	→ Ritsema Associates
→ Custom Steel Fabricators	→ Lansing Tile & Mosaic	→ TL Contracting
→ Ewing Electric	→ Lapeer Steel	→ Vander Hyde Mechanical
→ Functional Consulting Services		
 - K. Approval of the Payment of Proposal 1, Series 3 Bond Invoices
 - a. Clark Construction – August 2023

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Grand Ledge Public Schools
Board of Education
MEETING AGENDA
Monday, September 11, 2023
6:00 pm

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- L. Approval of the Payment of Proposal 2, Series 1 Bond Invoices
a. Clark Construction – August 2023

- M. Approval of the Payment of Proposal 2, Series 2 Bond Invoices

- a. Clark Construction – August 2023
- b. GMB Architects & Engineers – August 2023
- c. Trades – August 2023
 - Centennial Electric
 - Dobie Construction
 - H & H Painting
 - Praise Sign Co.
 - Proline Concrete
 - Stonecreek Interior

VI. Comments from Staff and Board

VII. Future Topics

- Board EDI Committee – Monday, September 18, 2023, 5:30 p.m. (Zoom)
- Board Audit Committee – Monday, September 25, 2023, 5:00 p.m., Sawdon Room 107
- Regular Meeting - Monday, September 25, 2023, 6:00 p.m. Sawdon Board Room

VIII. Adjournment

NOTE: Individuals may address the Board for up to three (3) minutes in the Public Comment segment of the meeting. If any person with a disability needs accommodations at the Board of Education meeting, please contact Kim Manning at 925-5401 at least three (3) days prior to the date of the meeting he/she plans to attend.



CALL TO ORDER & PLEDGE OF ALLEGIANCE

President Jarrod Smith

"I pledge allegiance
to the Flag
of the United States of America,
and to the republic
for which it stands,
one Nation under God,
indivisible,
with liberty and justice for all."



ROLL CALL

Superintendent Dr. Bill Barnes



PUBLIC COMMENT ON NON-AGENDA ITEMS

Persons may address the board for up to three (3) minutes in the Public Comment segment of the meeting by providing your name and jurisdiction (City, Township / County) on one of the Public Comment forms provided at the sign in table and turning it in to the Superintendent's Assistant.

The meeting chair will use the Public Comment forms submitted to invite persons to come forward to make their public comment at the appropriate time.

Board Meetings are constructed to conduct necessary business of the board, while allowing time for the public to express concerns and opinions.

Out of respect for board members, students and staff, you will be interrupted if you:

- Personally attack a board member or district employee on issues unrelated to their job performance.
- Mention a student's name when discussing behavior or other incidents.
- Engage in discussion with other members of the audience.

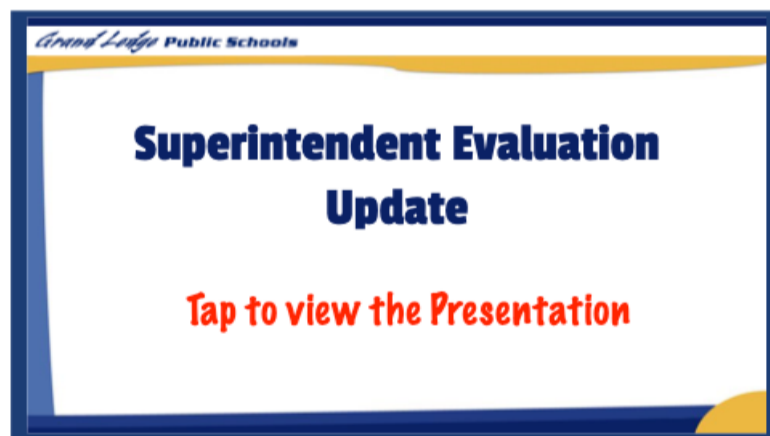
You will be reminded when you are approaching the end of your three-minute limit so you can conclude with your strongest points.

The board will not respond to questions or comments during public comment but the Superintendent will do his best to answer questions at the end of the meeting. If immediate answers are not available, arrangements will be made to provide you with the information requested.



DISCUSSION ITEM A

A. Superintendent's Evaluation Presentation - Instructional Leadership





DISCUSSION ITEM B

B. 1st Reading of NEOLA Board Policies

- a. 5335 - Care of Students with Chronic Health Conditions
- b. 5342 - Do Not Resuscitate Orders (DNR) for Minor Students
- c. 6000s - Finances

PROPOSED MOTION: I move the Grand Ledge Public Schools Board of Education waive the first reading of Neola Board Policies 5335, 5342 and all of the 6000's.





ACTION ITEM A

A. Approval of the August 28, 2023 Meeting Minutes

PROPOSED MOTION: I move the Grand Ledge Public Schools Board of Education approve the Meeting Minutes, as presented.

GRAND LEDGE PUBLIC SCHOOLS
Board of Education

Regular Meeting – August 28, 2023

MINUTES

President Smith called the meeting to order at 6:00 p.m. He led those present in the Pledge of Allegiance.

ROLL CALL

Roll Call by Superintendent Bill Barnes indicated the presence of ***Board Members***: Jarrod Smith, Toni Glasscoe, Nicole Shannon and Ashley Kuykendoll. ***Board Members Absent***: Jon Shiflett, Denise DuFort and Ben Cwayna. ***Central Office Administrators***: Bill Barnes, Steve Gabriel, Julie Waterbury, Wendy Seida, Kelly Jones, Mark Deschaine, Martez Warren and John Ellsworth. ***Others in Attendance***: John Piper, Ashleigh Lore, Samuel DiMagio, Kim Laforet, Tim Totten, Melissa Mazzola, John Hubbard, Sally Jo Nelton and Kim Manning

APPROVAL OF AGENDA ITEMS

Motion by Ms. Shannon, seconded by Ms. Kuykendoll for the Grand Ledge Public Schools Board of Education to approve the August 28, 2023 Agenda Items, as presented. The motion carried unanimously.

APPROVAL OF CONSENT AGENDA ITEMS

Motion by Dr. Glasscoe, seconded by Ms. Kuykendoll for the Grand Ledge Public Schools Board of Education to approve the August 28, 2023 Consent Agenda Items, as presented.

Included on the Consent Agenda were the August 14, 2023 Meeting Minutes and the Teacher Hirings of Jade Bowhall, Kevin Ely, Gillian Kindl, Sarah Korff, Connie Larson, Tessa Marlatt, Brian Mishler, Katie Sanchez and Samantha Wolder-Dilno.

The motion carried unanimously.

REPORTS

A. Capitol Connections Report

Dr. Glasscoe noted both the House of Representatives and the Senate are currently in recess. She shared that MASB has shared a list of their legislative priorities and she would like her fellow board members and Dr. Barnes provide her with feedback before the end of September regarding which of those bills she should focus her attention on.

B. Eaton RESA Report

No report is Mrs. DuFort absence.

C. Grand Ledge Education Foundation Report

Ms. Shannon shared GLEF continues to meet regularly working on administrative housekeeping as well as preparing for the 2023-2024 Teacher Grant process.

D. Equity, Diversity & Inclusion Report

Ms. Kuykendoll advised there is no report but meetings have been scheduled for the school year.

E. Governance Committee Report

Ms. Shannon advised the committee has not met since the last board meeting but they continue to meet to work through the Neola Policies and a meeting schedule has been established.

F. Bond Update

Bond Supervisor John Piper provided an update with regard to bond projects throughout the district.

G. Superintendent's Report

Superintendent Barnes sharing information regarding the recent storms and the impact they had on our staff opening day but noting the district is planning to move forward with bringing students in on Wednesday noting we can safely get kids to school and operate our building, we have network services and we can feed kids.

H. Ongoing Discussions

Superintendent Barnes reviewed the ongoing discussion items with Ms. Kuykendoll noting she does not believe a monthly update is necessary unless something has changed. President Smith and the other members agreed.

PUBLIC COMMENT

Ms. Shannon read the rules for addressing the board.

Samuel DiMaggio addressed the board regarding the top 30 High School, three minutes for public comment, not getting an email after his last public comment, and changing language in his substitute teaching file.

Kim Laforet addressed the board regarding Neola Policy 5310 and the student handbooks.

Tim Totten addressed the board regarding expressing his disapproval for all the "rainbow flags, gay, LGBTQ pins" in the high school counseling office.

John Hubbard addressed the board regarding a Title IX violation that Human Resources Director Kelly Jones is looking into.

NEW BUSINESS

A. APPROVAL OF STAFF HANDBOOKS

Motion by Ms. Shannon, seconded by Dr. Glasscoe, for the Grand Ledge Public Schools Board of Education to approve the Staff Handbooks, as presented.

A detailed discussion noted this is to outline conditions of employment, being good employers, adding the dates to the list of holidays, the probationary period, paid time off, sick time, carry over, ADA and FMLA, and the difference between at-will employees, supervisors and cabinet members from those under a collective bargaining agreement.

The motion carried unanimously.

B. APPROVAL OF 2023-2024 CURRICULUM / COURSE GUIDES AND ESSENTIAL LEARNINGS

Motion by Ms. Shannon, seconded by Dr. Glasscoe for the Grand Ledge Public Schools Board of Education to approve the 2023-2024 Curriculum / Course Guides and Essential Learnings, as presented.

A detailed discussion noted any new curriculum must be board approved, this is information regarding electives offered and the essential learnings provide information on what we expect students to learn to be proficient, alignment with standardized testing timelines, and the implementation process for a new elective course.

The motion carried unanimously.

C. APPROVAL OF 2023-2024 STUDENT HANDBOOKS

Motion by Ms. Kuykendoll, seconded by Ms. Shannon for the Grand Ledge Public Schools Board of Education to approve the 2023-2024 Student Handbooks, as presented.

A detailed discussion noted the process used to bring these handbooks forward, noting the district will continue to work to ensure all student and staff handbooks will align with the Neola policies once the board implements, clarification for cell phones, adding information to expand on non-discrimination and harassment, training staff receive investigating incidents, expanding information on PDA and taking devices out of country.

The motion carried unanimously as amended.

D. APPROVAL OF COMET ACADEMY COOPERATIVE AGREEMENT

Motion by Ms. Shannon, seconded by Dr. Glasscoe for the Grand Ledge Public Schools Board of Education to approve the Comet Academy Cooperative Agreement, as presented, pending any further negotiations with Relevant Academy.

A detailed discussion noted this is a great resource for students not on target to graduate, allows students to remain Grand Ledge Public Schools students, is a partnership with Relevant Academy, guidance was provided by district legal counsel, Relevant Academy is still reviewing, any language changes would be brought back, expansion of non-discrimination, this is a cost saving for the district and noting this is better for students.

President Smith offered a friendly amendment to allow the Superintendent to finalize the Agreement following Relevant Academy's review.

Ms. Shannon accepted the friendly amendment. Dr. Glasscoe withdrew her support of the motion with the friendly amendment.

Ms. Kuykendoll seconded Ms. Shannon's motion with President Smith's friendly amendment.

The motion failed 3-1.

Ms. Shannon moved her original motion, seconded by Dr. Glasscoe.

The motion carried unanimously.

E. HEALTH CARE CENTER LOCATION AT GRAND LEDGE HIGH SCHOOL

Motion by Dr. Glasscoe, seconded by Ms. Shannon for the Grand Ledge Public Schools Board of Education designate Room 118 for the Health Care Center at Grand ledge High School, as presented.

A detailed discussion noted there are many provisions of the health care grant, the district is engaged with our architects to upgrade the space, there is no class currently being held in this space, it is a big space that has sinks and outlets but would require designing a restroom in

the space, it is the old Home Economics room that is near the cafeteria and has an outside entrance and provides a level of privacy as it is situated in an alcove.

The motion carried unanimously as amended.

COMMENTS FROM STAFF AND BOARD

Mr. Ellsworth noted the first home football game is on Thursday and is our HERO night where we honor former alumni who lost their lives in service to our country.

Dr. Gabriel gave a shout out to all of our staff, our tremendous staff who are here ready to meet our kids on Wednesday.

Superintendent Barnes commented the district is staffed with outstanding people, addressed comments made during public comment reiterating there are many website that rank schools and noting our scores for the last two years are on our website in compliance with the law, he will look into concerned regarding the Neola policy, counselors and all district staff have a responsibility to serve all students and that includes LGBTQIA+ students, scheduling conflicts are always going to happen and the district does its best to accommodate whenever we can.

Ms. Kuykendoll commented her kids are looking forward to the start of school and she is looking forward to the school year.

Ms. Shannon noted this has been a hard time for our community and expressed her appreciation to all the staff coming together to make this school year start happen, remarked enrollment is high because Comets Welcome All and we make sure everyone feels welcome, and noted she is looking forward to another great school year.

Dr. Glasscoe commented on the excellent resumes of our new personnel, acknowledge the hard work of Dr. Barnes and our entire staff and noting she will be attending an assessment conference and will provide more details following the conference.

President Smith expressed his best wishes for a great school, acknowledged the efforts of everyone over the last several days to keep us on schedule, touched on our improved building and commented he does not accept that we are a struggling district and not improving every day noting we are providing students everything they need to advance. He remarked he is proud of this district and proud of we do. In closing he reiterated on the fall sports kicking off and encouraging everyone to stop out and catch a game, whether that be soccer or football.

ADJOURNMENT

The meeting adjourned at 8:00 p.m.

Respectfully Submitted:

Attest:

Nicole Shannon, Secretary

Jarrod Smith, President



ACTION ITEM B

B. Approval of GLPS Distance Learning Handbook

PROPOSED MOTION: I move the Grand Ledge Public Schools Board of Education approve the Grand Ledge Public Schools Distance Learning Handbook, as presented.

Grand Ledge Public Schools

Distance Learning Program (7-12)



Program Information

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Program Overview

Program Mission

The Grand Ledge Public Schools Distance Learning Program will provide high quality, exemplary distance learning opportunities that promote distinguished academic achievement for students with diverse learning needs.

Program Vision

The Grand Ledge Public Schools Distance Learning Program strives to be a model for creating lifelong learners who are able to maximize their abilities to build positive learning communities in a supportive, productive environment.

Curriculum

1. Distance learning classes will utilize Grand Ledge Public Schools curriculum materials and will be aligned to the same essential learnings as classes taught in person. Students will be expected to master the same content as cohorts learning in person by the end of the class.
2. The exception is made for some elective courses or specialized (ie. AP) classes at the middle school and high school. Students will use a variety of other resources to ensure that they have access to a diverse set of course offerings, including Michigan Virtual University and Edgenuity.
3. High school students taking distance learning classes have access to the same opportunities as those learning in person. However, it is important to note that LCC courses will be offered in only one format. So, a student may take a distance learning high school course but attend LCC in person.
4. All teachers will use a consistent learning management system and grade book.

Assessment

1. Students will be required to take all state and district standardized assessments.
2. 7-12 students will earn credit when they have demonstrated mastery of the content. The structures for demonstrating mastery may vary by grade level, content, and topic, but will be communicated clearly to students.
3. Students will be expected to make the same learning gains as they would in an in person classroom, and they will be supported in making those gains.

Student Expectations

1. Students are expected to learn, grow, and thrive in a distance learning environment designed to meet their learning needs.
2. Students are expected to communicate regularly with their teachers.
3. Students are expected to follow the code of conduct and student handbook for their assigned school building.

4. Students are expected to engage in learning activities, including synchronous and asynchronous sections.
5. Students are expected to manage their time effectively in order to maintain their coursework.
6. Students are expected to complete social/emotional and/or community building activities as well as academic activities. These are essential to a student's mental health and school experience.

Parent Expectations

1. Parents are expected to be partners in their student's distance learning experience, and communicate with the distance learning teacher as needed.
2. Parents are expected to help students develop and implement a learning calendar, based on the schedule communicated by the distance learning classroom teacher.
3. Parents are expected to provide a regular distance learning space for students in order to maximize a learning routine.

Entering and Exiting the Program

All shifts to and from the distance learning program will happen at the trimester and if and only if there is space available. Exceptions to the trimester rule may be made in the case of a long term absence in which distance learning becomes the best option for a student and if there is space in the program. The program is not intended to be a short term option for students who miss a day or week of school.

IEP;s, 504's and Specialized Supports

The goal of the program is to ensure that all students succeed. This means that IEP's and 504's will be in place for those who need them. Additional student supports will be implemented as well, based on students' unique needs, and teachers will focus heavily on building classroom communities and creating social and emotional supports in the distance learning environment.

Taken from Distance Learning Program developed by GL team and Dr. Bill Barnes, Spring 2021

Staff

Mrs. Tricia Brentar, Principal for Student Programming

Mrs. Lisa Brehmer, Special Education

Mrs. Jennifer Harlow, 7-12 Electives/Economics

Mrs. Teresa Miller, 7-12 Science

Mrs. Nancy Coleman, 7-12 Social Studies

Mrs. Katherine Staperfenne, 7-12 English Language Arts

Mrs. Samantha Wolfer-Dilno, 7-12 Mathematics

Schedules

All sections will follow the regular school schedule, which is as follows:

NORMAL BELL SCHEDULE

Middle School (7-8)/High School (9-12): 8:02am-2:42pm

1st Hour: 8:02-9:11am

2nd Hour: 9:18-10:26am

3rd Hour: 10:33-11:42am

LUNCH: 11:42-12:12pm

4th Hour: 12:19-1:27pm

5th Hour: 1:34-2:42pm

Our **HALF DAY BELL SCHEDULE** is as follows:

1st Hour: 8:02-8:34am

2nd Hour: 8:41-9:11am

3rd Hour: 9:18-9:48am

4th Hour: 9:55-10:25am

5th Hour: 10:32-11:02am

All synchronous activities will occur during this scheduled time, and students are expected to attend all synchronous sessions for attendance and pupil accounting purposes.

Please note that Middle School (7-8) students will follow the High School bell schedule, conference schedule, and Marking period end dates.

Any schedule modifications will be communicated directly to the families over email.

Program Supplies

Required Supplies:

Computer with working microphone and camera

Reliable Internet Access

Pens/Pencils

Notebooks

The Distance Learning team highly recommends using district provided technology:

School issued chromebook

District issued hotspot (even as a backup for internet issues) Please use this form if you wish to check out a District issued hotspot: [2023-24 Technology Request Form](#)

Other Recommended Supplies:

External mouse

Folder or binder for each class

Scientific or graphing calculator

Colored pencils or fine tip markers

Other Learning Recommendations:

Try to create a dedicated learning space, free from distractions, and provide storage for school work and supplies

Distance Learning Zoom/Camera Policy

Overview:

A vital part of our Distance Learning program is the use of live lessons. To meet this goal, students are expected to log into each teacher's Zoom classroom at the start of their scheduled class time. During class, students are expected to have their cameras turned on and actively participate in lessons. **Students are required to remain in their Zoom class until dismissed by the teacher.**

1st Violation

Warning and request for student to turn camera on/rejoin class

2nd Violation

Warning and request for student to turn camera on/rejoin class
Parent/Guardian contacted

3rd Violation

Request to turn camera on/rejoin class
Parent/Guardian contacted
Minor Behavior log entry in Powerschool recorded

4th Violation

Same as the 3rd
Major Behavior log entry in Powerschool recorded
Administrator contacted

5th violation

Meeting with student/teacher/parent/administrator required

F.A.Q:

My student's camera does not work. What should I do?

Please request a district device. The district provided chromebooks are supported by the buildings. Please contact either Beagle Middle School or the High School with any technology problems. If you need a hotspot, you can request one using this [link](#).

My family's internet connection will not support using Zoom. What should I do?

Please request a district hot spot from the technology department by completing the following form: [link](#).

Distance Learning Tardy/Attendance Policy

Overview:

A vital part of our Distance Learning program is the use of live lessons. To meet this goal, students are expected to log into each teacher's Zoom classroom at the start of their scheduled class time. Arriving late or missing class disrupts the learning environment for all students and results in a loss of instruction.

In the distance learning program, there are three types of absences:

- 1) Explained (AE) – Absences due to personal illness, professional appointments, funerals, or serious personal or family problems. Arrangements for all work, tests, or quizzes missed due to an explained absence must be initiated by the student with all teachers prior to or upon the day of return. All make-up work must be completed and submitted to teachers in direct relation to the number of days absent, i.e. two days absent equals two days to submit all make-up work. Teachers reserve the right to prioritize any make-up assignments, tests, or quizzes within the make-up window.
- 2) Unexplained (AU) – Absences that are not in the explained category. In the case of an unexplained absence, the student may not receive credit for any homework or missed test during the absence.
- 3) School Related Absences (AS) – Absences due to a school field trip, college visit, athletic event or other school related activities. Arrangements for all work, tests, or quizzes missed due to a school related absence must be initiated by the student with all teachers prior to or upon the day of return. All make-up work must be completed and submitted to teachers in direct relation to the number of days absent, i.e. two days absent equals two days to submit all make-up work. Teachers reserve the right to prioritize any make-up assignments, tests, or quizzes within the make-up window

Reporting Procedures

In order to ensure that there is communication between families and the GLPS distance learning program around absences, families should follow these steps in event that a student will be absent:

- Documentation in the form of an email must be sent to the attendance secretary at DLattendance@glcomets.net
- Documentation should be received the day of the student's absence.
- Documentation for doctor or dentist appointments are recommended to fully excuse an appointment. These can be scanned and sent via email to the email address above.

Michigan Virtual and Other Third Party Providers

The GLPS distance learning program provides opportunities for secondary students to take elective or specialized courses through Michigan Virtual or other third party providers. Attendance for these courses is recorded differently, per the Michigan pupil accounting manual. All students who take a Michigan Virtual or third party courses are expected to complete the following tasks when enrolled in these courses:

1. Students must complete the bi-weekly communications with their mentor teacher.
2. Students must complete and submit an assignment in each Michigan Virtual or third party provider on count day. Count day will be identified in advance by the GLPS mentor. If an assignment is not completed in a timely manner, the student will receive specific directions from the GLPS mentor and/or the program principal.

Tardies:

A tardy is defined as arriving to class more than 3 minutes late but less than 10 minutes late.

Less than 3 minutes late - Remind students that their clock at home may not be aligned to the teacher's clock, and work to align clocks to ensure timely attendance.

3-10 minutes late = Tardy Marked in PowerSchool

More than 10 minutes late = Absence; parents must email DLattendance@glcomets.net to be marked AE (absent excused).

1st-3rd tardy – Tardy is recorded by the teacher; Teacher reminds student

4th-5th tardy – Tardy is recorded by the teacher; Teacher meets with student; Teacher communicates with parents/guardians; Log entry in PowerSchool

6th and beyond tardy – Tardy is recorded by the teacher; Meeting with student, teacher, parent/guardian, and administration required

Absences:

Students are expected to attend all synchronous sessions and complete all asynchronous tasks, assigned by GLPS teachers and third party providers. In order to support students who struggle to regularly attend synchronous sessions or complete asynchronous tasks, the Beagle Middle School and Grand Ledge High School handbooks will be consulted.

[2023-2024 GLHS Student Handbook](#) (Revised Version Coming Soon)

[2023-24 Beagle MS Student Handbook](#) (Revised Version Coming Soon)

An absence is defined as arriving more than 10 minutes late to class. Any student that leaves class before being dismissed, without permission or an excuse from a parent or guardian emailed to the administrator and DLattendance@glcomets.net, will be marked absent.

All absences will count toward the attendance policy, except absences that are school related.

Truancy

The Grand Ledge distance learning program will consider a student truant if:

- The student is absent unexplained (AU) from school for more than five consecutive days
- The student is absent explained (AE) for more than ten (10) days in a thirty (30) day period
- The Student is absent thirty (30) days or more in a school year.

F.A.Q.s

My student sometimes gets kicked from Zoom due to internet issues. What should we do?

Students who are kicked from Zoom due to Internet issues should try to rejoin Zoom and should email the teacher to let them know what is happening.

Supplemental Courses/Programs Overview

At times, it may become necessary for students within the Distance Learning Program to be enrolled in a course from a 3rd party service. These courses, while taught by the 3rd party teachers, will be mentored by Grand Ledge Distance Learning teachers. These courses are required classes and count toward graduation credit for Grand Ledge.

Grand Ledge Distance Learning MVU Classes

What is MVU?

MVU stands for Michigan Virtual University, a 3rd party service that we use for electives and core classes that cannot be offered by Grand Ledge Distance Learning teachers in a particular trimester.

How does MVU work?

MVU is asynchronous, so there are no live Zoom lessons. Students will have access to a pacing guide for each class that lists the assignments that must be completed each week. Students will have a teacher through MVU and a GL mentor. Students will communicate any technical, content, or course questions with their MVU teacher.

What does the mentor do?

The role of the mentor is to provide check-ins with students to ensure that they are able to access and understand their content, stay on pace with their classes, and be successful in earning their credits. Mentors also act as a liaison between families, Grand Ledge, and MVU.

What is expected of students?

For each MVU class assigned, students will have 1 standard class period in their schedule. It is expected that students log into each of their MVU classes and work on coursework **each day**.

Mentors will be communicating with students at least twice a week. The primary mode of communication is email, but weekly Zoom meetings may be set up, too. **Students are expected to check their GL student email each day and promptly respond to any emails from mentors. These check-ins are required and count as attendance for MVU classes. Failure to complete communication with the assigned mentor can result in a truancy referral.**

Students are expected to maintain academic honesty and integrity while working on MVU coursework. Cheating will not be tolerated and may result in a failure of the course and loss of credit.

Students are expected to submit assignments as directed by individual MVU teachers. Each teacher's process will be outlined in the course orientation that students must complete before their coursework will unlock.

Students are expected to reach out immediately if they have an issue with their classes, submitting assignments, or accessing material. Mentors do not have access to individual assignments, however they can provide assistance and direction.

What is expected of parents?

Parents of students taking MVU classes through Distance Learning are expected to take an active role in their students' learning. This can look different based on different student needs. At a minimum, parents should expect to check in with their student's progress, check personal email for progress updates from MVU teachers and/or mentors, and communicate any observed struggles or problems to the GL mentor.

Grand Ledge Distance Learning Edgenuity Classes

What is Edgenuity?

Edgenuity is a 3rd party service that we use for electives and core classes that cannot be offered by Grand Ledge Distance Learning teachers in a particular trimester.

How does Edgenuity work?

Edgenuity is also asynchronous, however students may be required to meet with a teacher via Zoom during their Edgenuity hour for assistance and monitoring while completing coursework. Edgenuity lessons consist of short instructional videos with assignments and assessments.

What does the mentor do?

The role of the mentor is to provide check-ins with students to ensure that they are able to access and understand their content, stay on pace with their classes, and be successful in earning their credits. In the case of Edgenuity, mentors may also work with students in understanding content.

How is Edgenuity different from MVU?

Coursework and format offered between the two services differs. In general, Edgenuity will be used for students in 7th and 8th grade in place of MVU. High School students may be placed in an Edgenuity course instead of an MVU course based on their individual needs.

What is expected of students?

For each Edgenuity class assigned, students will have 1 standard class period in their schedule. It is expected that students log into each of their Edgenuity classes and work on coursework **each day**.

Students enrolled in Edgenuity courses are expected to follow all mentor teacher instructions and guidance.

Students are expected to maintain academic honesty and integrity while working on Edgenuity coursework. Cheating will not be tolerated and may result in a failure of the course and loss of credit.

What is expected of parents?

Parents of students taking Edgenuity classes through Distance Learning are expected to take an active role in their students' learning. This can look different based on different student needs. At a minimum, parents should expect to check in with their student's progress and communicate any observed struggles or problems to the GL mentor.

Forms

Virtual Learning Recommendation Form

Grand Ledge Public Schools is excited to offer virtual learning as an option for students and families for the 2023-2024 school year. In order to meet pupil accounting requirements, this form needs to be filled out and submitted to the program administrator (Tricia Brentar) on or before September 8th, 2023.

Student Name: _____

Student Grade: _____

Student Home Building: _____

Your student is enrolled in the Grand Ledge Public Schools virtual learning program at your request. GLPS agrees that virtual learning is in the best interest of your student at this time. By signing below, you agree that you requested this option and grant permission for your student to learn in a virtual learning format, and that any changes in programming will only occur in collaboration between GLPS and the parent or guardian at the trimester.

Parent Name: _____

Parent Signature: _____

Date: _____

GLPS Representative: Dr. Steven Gabriel, Assistant Superintendent for Academic Services

Signature: _____

Date: _____

Distance Learning Student Conduct Contract

Students and families agree to the following:

- 1) We understand that students will abide by the Attendance/Tardy and Zoom/Camera policies outlined in this handbook.
- 2) We understand that students will access the learning platform (ie: Schoology or Google Classroom) daily to complete assignments from their teachers.
- 3) We understand that students will monitor their school email for communication from teachers
- 4) We understand that students will maintain a safe and supportive learning environment free from harassment, name calling, or obscene/vulgar actions or language.
- 5) We understand that students must have appropriate devices, connections and supplies for Distance Learning and that it is the responsibility of the families to complete the technology request form.
- 6) We understand that the core school handbooks and codes of conduct still apply to students within the Distance Learning Program

Distance Learning Student MVU/Edgenuity Conduct Contract

Students and families agree to the following:

- 1) We understand that classes offered by the Distance Learning program through 3rd party platforms are required and count toward Grand Ledge class credit.
- 2) We understand that communication with Grade Ledge mentors is required for attendance and failure to do so may result in disciplinary action up to and including failure of the course and truancy referrals.
- 3) We understand that 3rd party teachers do not have scheduled Zoom class times, but that Grand Ledge mentors may required Zoom meetings with students to plan, assist and check in on student progress.
- 4) We agree to abide by the Grand Ledge school handbooks regarding academic honesty, communication and conduct within the online course/work.

Distance Learning Family Acceptance of Practices

We, the parents/guardians of _____, acknowledge that we have received and reviewed the program guidelines and requirements for the Grand Ledge Distance Learning Program.

We agree to the Distance Learning and the MVU/Edgenuity Codes of Conduct and the defined roles/responsibilities of students, parents/guardians, and teachers in the Grand Ledge Distance Learning Program.

Student Name: _____

Student Signature: _____ Date: _____

Parent/Guardian Name: _____

Parent/Guardian Signature: _____ Date: _____

School Representative Name: _____

Signature: _____ Date: _____



ACTION ITEM C

C. Approval of Comet Academy Cooperative Agreement (Updated)

PROPOSED MOTION: I move the Grand Ledge Public Schools Board of Education approve the Comet Academy Cooperative Agreement, as presented.

COOPERATIVE AGREEMENT

Between Relevant Academy and Grand Ledge Public Schools

This cooperative agreement is made by and between Relevant Academy (“Relevant”), a Michigan public school academy whose address is 220 Lamson St (3rd Floor), Grand Ledge, MI 48837, and Grand Ledge Public Schools (“Grand Ledge”), a Michigan general powers school district whose address is 220 Lamson Street, Grand Ledge, Michigan 48837.

WHEREAS:

- Revised School Code Section 11a, MCL 380.11a, authorizes a general powers school district to enter into agreements, contracts, or cooperative arrangements with other public entities as part of performing the functions of the school district; and
- Revised School Code Section 504a(d) authorizes a public school academy to enter into agreements as necessary to perform its functions; and
- Revised School Code Section 1282, MCL 380.1282, enables school districts to establish and carry on the grades, schools, and departments they consider necessary or desirable for the maintenance and improvement of their schools and determine the courses of study to be pursued; and
- State School Aid Act Section 3, MCL 388.1603(7), and Pupil Accounting Manual Section 5-B further authorize schools to enter into “cooperative education programs,” which are written voluntary agreements to provide certain educational programs for students in certain groups of schools; and
- State School Aid Act Section 21f, MCL 388.1621f, in conjunction with Pupil Accounting Manual Section 5-O-D, authorizes school districts to provide “virtual courses,” which are courses of study that are capable of generating a credit or a grade and are provided in an interactive learning environment where the majority of the curriculum is delivered using the internet and in which pupils may be separated from their instructor or teacher of record by time or location, or both; and
- Relevant Academy provides virtual programming for students in grades 9-12 (the “Program”), and Grand Ledge Public Schools is desirous of offering the opportunity of enrollment in the Program to eligible students, who are those students Grand Ledge has determined meet the requirements for enrollment in the Program (“Eligible Students”).

NOW, THEREFORE, the Parties agree to the terms and conditions set forth herein.

1. **Term:** This agreement is effective from August 21, 2023 through June 30, 2024. The Parties must approve this Agreement on an annual basis pursuant to Pupil Accounting Manual Section 5-B.
2. **Termination.** Either Party may terminate this Agreement at any time, with or without cause, by providing written notice to the other Party. Termination shall become effective at the end of the current contract year (i.e., June 30) and shall not relieve the terminating Party from its obligations under the Agreement until the effective date of termination.

3. **Payment:** Grand Ledge will reimburse Relevant for all services at the agreed upon rate of 70% of the per pupil allocation for regular education students and 65% of the per pupil allocation for students with active IEPs. This amount will be prorated based on the number of classes in which the student is enrolled, and the amount of time enrolled.
 - 4 Classes = 70% of the per pupil allocation for a full year enrollment
 - 3 Classes = 52.5% of the per pupil allocation for a full year enrollment
 - 2 Classes = 35% of the per pupil allocation for a full year enrollment
 - 1 Class = 17% of the per pupil allocation for a full year enrollment
 - Partial year enrollments will be prorated as a percentage of days attended out of 181 total school days.

4. **Resident District Obligations.** Grand Ledge will fulfill all obligations of a primary district under Section 21f of the State School Aid Act and Section 5-O-D of the Pupil Accounting Manual, including but not limited to the following:
 - a. Claim the per pupil foundation allowance equal to 1.0 FTE.
 - i. Foundation amount will be based on the State Aid Report.
 - b. Assign a “mentor” to each pupil enrolled in a virtual course and supply Relevant with the mentor’s contact information before each academic term. Each “mentor” shall satisfy the requirements for “mentors” established in Section 21f of the State School Aid Act, MCL 388.1621f, and Section 5-O-D of the Michigan Pupil Accounting Manual. Mentors will be granted access to Virtual Program courses in which the mentor’s student is participating.
 - c. Provide compatible devices and internet access thereon, along with “technology protection measures” (i.e., a technology that filters internet access) on its devices to protect minors from visual depictions that are obscene, child pornography, or harmful to minors.
 - d. Grant appropriate academic credit for successful course completion and count credit toward graduation and subject area requirements.
 - e. Maintain all responsibility for administration of any state-mandated testing or assessments, and for all required reporting of data derived from testing, assessments, or otherwise.
 - f. Grand Ledge is responsible for the provision of special education and related services, including the evaluation of students for such services, the development of Individualized Education Programs, the development of 504 Plans, the implementation of such plans (with the exception of 504 plans or IEPs that require the implementation of accommodations to the teaching/learning environment), providing a free appropriate public education, and all costs associated with providing special education and related services. When an IEP or 504 plan requires accommodations to the teaching/learning environment, Relevant will ensure that these accommodations are implemented in the classroom setting when applicable. Relevant will collect necessary data to demonstrate implementation of IEPs and 504 Plans and provide that data to Grand Ledge. Relevant will promptly notify Grand Ledge if Relevant has reason to suspect that an Eligible Student participating in the Program may be a student with a disability.

- g. If the pupil is enrolled in more than two (2) virtual courses in an academic term, semester, or trimester, Grand Ledge will first determine that enrollment is in the best interest of the pupil and ensure the pupil agrees with Grand Ledge's recommendation.
- h. Grand Ledge is responsible for all arrangements and costs associated with due process hearings.
- i. Grand Ledge is responsible for student discipline.
- i. Grand Ledge is responsible for providing transportation.
- j. Grand Ledge will present the course catalog to its Board of Education for approval.

5. Educating District Obligations. Relevant will:

- a. Not claim the per pupil foundation allowance for Grand Ledge students enrolled in the Program pursuant to this Agreement.
- b. Bill Grand Ledge for any agreed upon services at the agreed upon rates outlined above.
- c. Be responsible for the personnel necessary for the delivery of the agreed upon programs and services.
- d. Assist, as requested by Grand Ledge, with implementing accommodations for students with disabilities.
- e. Assign grades for each student enrolled in each class so that Grand Ledge may award credit earned towards graduation per the handbook.
- f. Provide Grand Ledge with the course catalog for Board of Education approval.
- g. Offer courses from the approved course catalog through the Program, which shall be comprised of live instruction, asynchronous instruction, and on-demand work, and which shall be operated in compliance with Section 21f of the State School Aid Act, Section 5-O-D of the Pupil Accounting Manual, and all other applicable provisions of state law or the Pupil Accounting Manual.
- h. Except as otherwise stated in this Agreement, Relevant shall provide all learning materials for virtual courses.
- i. Assign each pupil a teacher of record and provide Grand Ledge with the personnel identification code from the Center for Educational Performance and Information ("CEPI") for the teacher of record. Each "teacher of record" shall be employed directly by Relevant and shall:
 - i. Hold a valid Michigan teaching certificate, substitute permit, authorization, or approval issued by the Michigan Department of Education ("MDE").
 - ii. If applicable, be endorsed in the subject area and grade of the virtual course.
 - iii. Be responsible for providing instruction, determining instructional methods for each pupil, diagnosing learning needs, assessing pupil learning, prescribing intervention strategies and modifying lessons, reporting outcomes, and evaluating the effects of instruction and support strategies.
 - iv. Have a personnel identification code provided by CEPI.
- j. Ensure that the virtual course is academic in nature and approved by Relevant's Board.

- k. Assign grades and other marks to Eligible Students in the Program. For a course required by Michigan law for graduation, a teacher of record shall not award credit unless the student has demonstrated the level of content proficiency required by law.
- l. If required by law, not later than October 1 each fiscal year, provide the Michigan Virtual University with an aggregated count of enrollment for each virtual course the provider delivered during the preceding school year and the number of enrollments in which the pupil earned 60% or more of the total course points for each virtual course.
- m. Assist Grand Ledge with pupil accounting documentation for participating students, as necessary.

6. Student Education Records. Relevant will receive Eligible Students' personal data, including "personally identifiable information" or "education records", as defined by the Family Educational Rights and Privacy Act ("FERPA"), 20 USC 1232g, 34 CFR Part 99, as an incident of the Program. Grand Ledge shall ensure that its annual FERPA notices (e.g., its opt-out form for directory information disclosures, per Revised School Code Section 1136, MCL 380.1136) are consistent with this provision. In addition, Relevant administrators and teachers shall be deemed "school officials determined to have a legitimate educational interest" under 34 CFR 99.31(a)(1), within Grand Ledge's policies and procedures. In accordance with this "school official" exception, Program administrators and teachers: (1) are performing an institutional function or service that Grand Ledge has outsourced to it and which would otherwise be performed by Grand Ledge personnel; (2) have a legitimate educational interest in the FERPA-protected information; (3) are under the direct control of Grand Ledge with respect to the use and maintenance of education records; and (4) will comply with the applicable regulations concerning re-disclosure of personally identifiable information.

7. Liability. Each Party shall have and retain liability to third parties for injuries sustained or damages incurred on its own premises and through the actions of its own employees or agents, any of its obligations under this Agreement, or under law, except such liability that may arise by reason of the actions or omissions of the other Party, its agents, or employees. Nothing herein shall be construed as a waiver of governmental immunity.

8. Financial Compliance. The Program shall be operated in accordance with the Uniform Budgeting and Accounting Act, MCL 141.421 *et seq.*; the State School Aid Act, MCL 388.1601 *et seq.*; and all other laws pertaining to the financial operation of such a program.

9. Dispute Resolution. The Parties will meet in good faith to resolve any disputes related to this Agreement. If a meeting does not resolve the dispute to both Parties' satisfaction, the Parties will participate in facilitated mediation with a mutually agreed-upon mediator. If the Parties cannot agree on a mediator, or if mediation does not resolve the dispute to both Parties' satisfaction, the dispute may be submitted to binding arbitration, the decision from which shall be the sole and exclusive remedy for disputes between the Parties under this Agreement. Such arbitration shall be conducted in accordance with the rules of the American Arbitration

Association. The arbitrator's fee shall be shared equally between the Parties. All Parties may have legal representation, but shall be individually responsible for their respective legal expenses. A judgment on the arbitrator's award may be entered in any court of competent jurisdiction. The Parties expressly agree that this arbitration agreement precludes them from filing claims against the other in court and effectively waives any right to a jury trial.

10. **Successors and Assigns.** This Agreement shall not be assigned, or subcontracted, without the written consent of the other Party, which may be reasonably withheld. If consent has been provided in advance of any assignment or subcontract, this Agreement shall inure to the benefit of and shall be binding upon the successors and permitted assigns of the Parties.

11. **No Joint Employment.** The terms of this Agreement will not be construed in any manner whatsoever so as to create a joint employer relationship between Relevant and Grand Ledge. Relevant employees will not be considered employees of Grand Ledge at any time, or vice versa, because of this Agreement.

12. **Bargaining.** This Agreement is an intergovernmental agreement to consolidate or otherwise collaborate regarding one or more functions or services through the use of technology to deliver educational programs and services, as permitted by Public Employment Relations Act Section 15, MCL 423.215(11) and MCL 423.215(3)(h).

13. **Nondiscrimination.** The Parties agree not to discriminate against any employee or applicant for employment with respect to hire, tenure, terms, conditions, or privileges of employment, or a matter directly or indirectly related to employment, because of race, color, religion, national origin, age, sex, height, weight, or marital status. The Parties further agree not to discriminate against any individual, including any Eligible Student, because of race, color, religion, national origin, age, sex, height, weight, or marital status. Breach of this paragraph may be regarded as a material breach of contract.

14. **Waiver.** Failure by either Party, at any time, to require performance by the other Party, or to claim a breach of any provision of this Agreement, will not be construed as a waiver of any subsequent breach, will not affect the validity and operation of this Agreement, and will not prejudice either Party with regard to subsequent action to enforce the terms of this Agreement.

15. **Severability.** If any provision of this Agreement should be invalid, illegal or unenforceable in any respect, the validity, legality, and enforceability of the remaining provisions of this Agreement will not be affected, impaired, or prejudiced thereby, unless the provision(s) removed materially impact the basic intent of this Agreement.

16. **Governing Law.** This Agreement and the rights and obligations of the parties hereunder will be governed by and construed in accordance with the laws of the State of Michigan.

17. **Counterparts.** This Agreement may be executed in one or more counterparts, including facsimile and electronic signatures, each of which will be deemed to be an original, but all of which constitute one and the same agreement.

18. **Entire Agreement.** This Agreement sets forth the entire understanding between the parties with respect to the subject matter of this Agreement and supersedes all previous oral or written agreements and understandings on the subject matter between the parties. No provision of this Agreement may be modified except in writing executed by both Parties.

Lauren Blakley, Director
Relevant Academy

Dr. William Barnes, Superintendent
Grand Ledge Public Schools

Date

Date



ACTION ITEM D

D. Approval of Comet Academy Handbook

PROPOSED MOTION: I move the Grand Ledge Public Schools Board of Education approve the Comet Academy Handbook, as presented.



Comet Academy

Comet Academy is an alternative education program provided to eligible Grand Ledge students. Comet Academy is open to Eleventh and Twelfth graders who have been identified as off track to graduate. It is located in room 304 on the third floor of the Sawdon Building.

Graduation Requirements

All Comet Academy students are expected to complete the requirements of the Michigan Merit Curriculum as established by the Michigan Department of Education. These requirements are as follows:

Course Name	Credits Required	Course Name	Credits Required
Health	.50	Physical Education	.50
Biology	1.0	Chemistry	1.0
Science	1.0	World History and Geography	1.0
United States History and Geography	1.0	English and Language Arts	4.0
Algebra 1	1.0	Algebra 2	1.0
Geometry	1.0	Mathematics	1.0
Government	.50	Economics	.50
Visual and Performing Arts	1.0-2.0	CPR Certified	Certificate
Language other than English	1.0-2.0	Total Credits	18.5

A full time course load for Comet Academy is a minimum of 4 courses, but some students may be scheduled for more depending on graduation date.



Comet Academy

Academic Expectations

All Comet Academy students are expected to check in twice weekly with their mentor teacher. One check in must be done face to face or via video conferencing. The second check in may be done via messaging. Students are also expected to complete their weekly goals that are established each week. Failure to complete weekly goals or to participate in the weekly communication for two weeks in a row will result in students being placed on probationary status. Students on probationary status will lose extra curricular activity privileges until placed in good standing and may ultimately be referred to truancy. If a student is ill and can not complete their weekly goal or communication expectation, a parent or guardian must reach out to the student's mentor to excuse them.

Behavior Expectations

All Comet Academy students are held to the highest standards laid out by Grand Ledge public schools. Failure to comply with all rules and regulations could result in removal from the program.

Eligibility For Extracurricular Activities

All Comet Academy students who are in good academic and behavioral standing and meet any other additional requirements will be eligible to participate in GLHS extracurricular activities and attend GLHS events.



ACTION ITEM E

E. Approval of Educational Services Agreement

PROPOSED MOTION: I move the Grand Ledge Public Schools Board of Education approve the Educational Services Agreement, as presented.



Welcome To
Eaton County
Michigan

AGREEMENT FOR EDUCATIONAL SERVICES

This Agreement for Educational Services, made this ____ day of _____, 2023, by and among Grand Ledge Public Schools, whose address is 220 Lamson Street, Grand Ledge, Michigan 48837 (the "District"), the Eaton County 56th Circuit Court, whose address is 1045 Independence Blvd., Charlotte, Michigan 48813 (the "56th Circuit Court") and the Eaton County Board of Commissioners, whose address is 1045 Independence Blvd., Charlotte, Michigan 48813 (the "County"). With their respective signatures, the parties to this Agreement voluntarily bind themselves to the covenants contained herein and the mutual consideration that establishes the basis for this Agreement.

WITNESSETH:

WHEREAS, the Revised School Code of 1976, MCL 380.1, et seq. empowers the Board of Education of the District to provide educational services to students within the boundaries of the District, and

WHEREAS, the County and the 56th Circuit Court have requested that the District provide educational services to students who are placed in the Eaton County Youth Facility Detention, Residential Treatment, Day Treatment Program, and/or Community Based Treatment (the "Programs"); and

WHEREAS, the District has agreed to provide educational services to students who are placed in the Programs; and

WHEREAS, the parties enter into this Agreement in order that the District provide to the County and the 56th Circuit Court the services described herein.

NOW THEREFORE, the parties agree as follows:

ARTICLE I – PURPOSE

Section 1. The purpose of this Agreement is to outline the terms and conditions upon which the District will provide educational services (the “Educational Component”) to students who are both enrolled with the District and placed in the Programs.

ARTICLE II – TERM

Section 1. This Agreement shall commence on September 1, 2023 and continues until August 31, 2024. This Agreement shall automatically renew annually for the same term length.

ARTICLE III – PROGRAM OPERATION

Section 1. The District shall direct, supervise and conduct the Educational Component of the Programs. The District’s duties shall include the following:

- a.) Staffing and hiring of all teachers needed for the Educational Component of the Programs.
- b.) Participating with the Eaton County Youth Facility and the student’s school district of residence in coordinating the education planning for each student in the program with the understanding that the District is only financially responsible for providing educational materials and services to students enrolled with the District.
- c.) Providing employer supervision and evaluation of the Educational Component staff and all other aspects of the Educational Component of the Programs.

- d.) Preparing, administering, and providing all budgets for the Educational Component to the Eaton County Youth Facility.
- e.) Providing all required educational materials and equipment necessary for the Educational Component of the Programs.
- f.) Executing the daily operational activities for the Educational Component of the Programs.
- g.) Directing the District's principal or designee to review and sign transcripts for District students in the Programs, where appropriate.
- h.) Insuring that all IEPC procedures are followed.
- i.) Providing substitute teachers when needed.
- j.) Meeting all applicable State of Michigan standards for the Educational Component of the Programs.
- k.) Timely submittal of all necessary or required reports to local, state and federal agencies.
- l.) Providing clinical supervision and coordination of District personnel.
- m.) Securing revenue from all available sources, including but not limited to, Sections 20, 24, 52, and 53 of the State School Aid Act of 1979, MCL 388.1620, MCL 388.1624, MCL 388.1652 and MCLA 388.1653, and funds from the United States Department of Education.
- n.) Developing and maintaining Educational Component guidelines, to be distributed to the appropriate parties.
- o.) Preparing, after the annual October student count day, statistics for the Educational Component.
- p.) Preparing, on a quarterly basis, a comparison of budgeted and actual expense and revenues for the Educational Component.

ARTICLE IV – COUNTY DUTIES AND OBLIGATIONS

Section 1. The County and the 56th Circuit Court shall provide general assistance to the District with regards to the Educational Component of the Programs. This assistance shall include, but not be limited to, the following:

- a.) Providing daily on-site support assistance and supervision of Educational Component staff.
- b.) Cooperating with the District in the development of plans for the operation, coordination and evaluation of the Educational Component of the Programs.
- c.) Maintaining appropriate student data to support the District's records.
- d.) Providing classrooms for the Educational Component of the Programs and office space for the Educational Component staff.
- e.) Abiding by the Educational Component guidelines, as developed and provided by the District.
- f.) Reimbursing the District for Educational Component costs as provided in Article V, Section 2, herein.
- g.) Coordinating psychological assessments for IEPC, which the District is not required to furnish by law or by the Michigan or United States Departments of Education.
- h.) Meeting with the District's principal in the facility monthly to review the Educational Component of the Programs and any other issue in the Programs.

ARTICLE V – FINANCIAL PROVISIONS

Section 1. Fiscal Agent/Fiscal Agency. The District shall be the fiscal agent/fiscal agency for the Educational Component of the Programs. This shall include the receipt of funds made available by or through local sources, the Michigan Department of Education, and/or the United States Department of Education.

Section 2. Program Costs. The estimated revenue and expenditures of the Educational Component are outlined in the budget, which is attached hereto and made a part hereof as Attachment "1" and "2". In the event that the funds from local sources, the Michigan Department of Education, and/or the United States Department of Education, do not equal or exceed the Educational Component costs in a school year, the County shall reimburse the District for any such deficiency, as calculated by the District. The parties shall meet in March to review enrollment numbers, projections, and other financial matters and evaluate the amount of any deficiency from that school year. A meeting, however, is not required to determine a deficiency. In the event of a deficiency, the District will provide the County with a written notice of a deficiency no later than March 31st. Additionally, the District will provide supporting documentation for that school year no later than July 15 and the deficiency shall be paid by the County within thirty (30) days from the date that the County receives appropriate supporting documentation of deficiency, including but not limited to general ledger detail for Program expenses and revenues, a reconciliation of budget to actual expenses and revenues, and Program participant count. Failure to timely pay that deficiency shall constitute a breach of this Agreement.

Section 3. Accounting. The District shall account for all revenue and expenditures in the manner required by the Michigan Department of Education and/or the United States Department of Education. In addition, the District shall comply with generally accepted accounting and reporting requirements. An accounting of all program expenses and revenues shall be provided to the Eaton County Youth Facility.

ARTICLE VI – INSURANCE

Section 1. Insurance. The District purchases workers' compensation insurance and employers' liability insurance for persons employed by Grand Ledge Public Schools, public liability insurance with not less than one million dollars for combined single limit, fleet insurance, and property insurance for full replacement value. The District also carries insurance coverage that addresses the errors and omissions of its agents, officers and employees. The terms of those insurance policies govern their scope of coverage and are available for review.

The County shall be responsible for the actions or omissions of its agents or employees and neither party shall have responsibility or liability for the actions or omissions of the agents or employees of the other party. This provision shall not in any way be considered or interpreted to be an indemnification by either party in any nature or form. Further, nothing herein shall be construed as a waiver of governmental immunity as provided for at MCL 691.1401, et seq.

ARTICLE VII – NON-DISCRIMINATION

Section 1. Equal Employment Opportunity. The District agrees that it will not discriminate against any employees or applicant for employment because of race, color, age, gender identity, religion, national origin, height, weight, marital status, or handicap, and agrees that it will abide by all laws, rules and regulation applicable to equal employment opportunity. The District further agrees that in providing services under this Agreement, it will not discriminate against any students because of race, color, gender identity, religion, national origin, height, weight, marital status, or handicap.

Section 2. Non-Discrimination Clause. Any contract that the District enters into with a third party shall contain the non-discrimination clause, which is required for contracts with the State of Michigan.

ARTICLE VIII – TERMINATION

Section 1. Any party to this Agreement may terminate this Agreement by giving the other parties written notice of termination at least 90 days prior to the end of this agreement. In the event of termination, the County shall remain liable for any Program costs under Article V, Section 2 incurred through the date of termination.

ARTICLE IX – MISCELLANEOUS

Section 1. Amendments. This Agreement shall not be modified or amended without the consent of all parties hereto, which consent must be evidenced by an instrument in writing executed by all parties, or by their respective successors or permitted assigns.

Section 2. Captions. The captions in this Agreement are included for convenience or reference only and shall in no way define or limit any of the provisions hereof or otherwise effect their construction or effect.

Section 3. Severability. If any provision of this Agreement shall be held invalid by any other applicable statute or regulation or by a decision of a court of competent jurisdiction, such invalidity shall not affect any other provision of this Agreement that can be given effect without the invalid provision, and, to this end, the provisions hereof are severable.

Section 4. Binding Effect. This Agreement shall be binding upon and shall inure to the benefit of the parties hereto and their respective successors or permitted assigns.

Section 5. Notices. Notices or consents of any kind required or permitted under this Agreement shall be in writing and shall be deemed duly delivered if delivered by person or if

mailed by certified mail, return receipt requested, postage prepaid to the appropriate party as follows:

a.) If to the District:

Grand Ledge Public Schools
ATTN: Superintendent of Schools
220 Lamson Street
Grand Ledge, MI 48837

b.) If to the County:

Eaton County
ATTN: Chairman of the Board of Commissioners
1045 Independence Blvd.
Charlotte, MI 48813

c.) If to the 56th Circuit Court:

Eaton County 56th Circuit Court
1045 Independence Blvd.
Charlotte, MI 48813

or at such other address or to the attention of such other individual as shall be specified by the respective parties hereto by written notice hereunder.

Section 6. Entire Agreement. This Agreement shall constitute the entire Agreement among the parties hereto with respect to the subject matter hereof. This Agreement supersedes and replaces the parties' prior Agreement for Educational Services, dated September 12, 2016, which shall be null and void.

Section 7. *Applicable Law.* This Agreement shall be deemed to have been executed in the State of Michigan and the substantive laws of the State of Michigan shall govern the construction of this Agreement.

Section 8. *Enforcement and Waiver.* All parties hereto shall have the right at all times to enforce the provisions of this Agreement in strict accordance with the terms hereof, notwithstanding any conduct or custom on the part of such party in refraining from doing so at any time or times. The failure of any party hereto at any time or times to enforce its right under such provisions, strictly in accordance with the same, shall not be construed as having created a custom in any way or manner, contrary to specific provisions of this Agreement or as having in any way or manner modified or waived the same. All rights and remedies of the respective parties hereto are cumulative and concurrent and the exercise of one right or remedy shall not be deemed a waiver or release of any other right or remedy.

Section 9. *Authorization.* This Agreement has been duly authorized, executed and delivered by the parties hereto and constitutes a legal, valid and binding obligation of such parties, enforceable in accordance with its terms. Each individual's signatory hereto represents and warrants that the signatory is duly authorized to execute this Agreement on behalf of the signatory's principal.

Section 10. *Effectiveness.* This Agreement shall take effect the beginning of the 2023-2024 school year.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their authorized representatives below as of the day and year first above written and confirm the day and year written below.

GRAND LEDGE PUBLIC SCHOOLS

Dated: _____

By: _____
President – Board of Education

Dated: _____

By: _____
Secretary – Board of Education

EATON COUNTY BOARD OF COMMISSIONERS

Dated: _____

By: _____
Chairman

Dated: _____

By: _____
County Clerk

EATON COUNTY 56TH CIRCUIT COURT

Dated: _____

By: _____
Chief Judge



ACTION ITEM F

F. Approval of Teamsters Local 214 (Bus Drivers) Employee Contract

PROPOSED MOTION: I move the Grand Ledge Public Schools Board of Education approve the Teamsters Local 214 (Bus Drivers) Employee Contract, as presented.





ACTION ITEM G

G. Approval of the Payment of Capital Funds Invoices

PROPOSED MOTION: I move the Grand Ledge Public Schools Board of Education approve the Payment of Capital Funds Invoices in the amount of \$342,872.35, as presented.





ACTION ITEM H

H. Approval of the Payment of Sinking Fund Invoices

PROPOSED MOTION: I move the Grand Ledge Public Schools Board of Education approve the Payment of Sinking Fund Invoices in the amount of \$159,053.80, as presented.





ACTION ITEM I

I. Approval of the Payment of Delta Center Life Safety Invoices

PROPOSED MOTION: I move the Grand Ledge Public Schools Board of Education approve the Payment of Delta Center Life Safety Invoices in the amount of \$131,472.55, as presented.





ACTION ITEM J

J. Approval of the Payment of Proposal 1, Series 2 Bond Invoices

PROPOSED MOTION: I move the Grand Ledge Public Schools Board of Education approve the Payment of Proposal 1, Series 2 Bond Invoices in the amount of \$1,246,063.83, as presented.





ACTION ITEM K

K. Approval of the Payment of Proposal 1, Series 3 Bond Invoices

PROPOSED MOTION: I move the Grand Ledge Public Schools Board of Education approve the Payment of Proposal 1, Series 3 Bond Invoices in the amount of \$7,183.34, as presented.

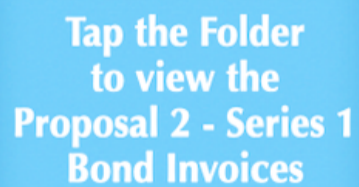




ACTION ITEM L

L. Approval of the Payment of Proposal 2, Series 1 Bond Invoices

PROPOSED MOTION: I move the Grand Ledge Public Schools Board of Education approve the Payment of Proposal 2, Series 1 Bond Invoices in the amount of \$1,076.36 as presented.



Tap the Folder
to view the
Proposal 2 - Series 1
Bond Invoices

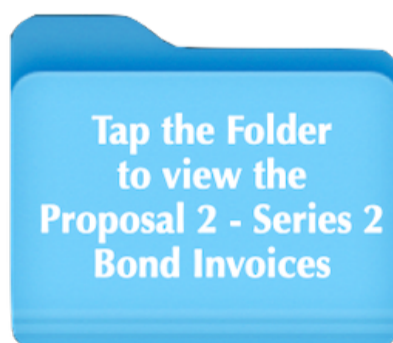
A blue folder icon with a tab at the top. The text is centered within the folder.



ACTION ITEM M

M. Approval of Payment of Proposal 2, Series 2 Bond Invoices

PROPOSED MOTION: I move the Grand Ledge Public Schools Board of Education approve the Payment of Proposal 2, Series 2 Bond Invoices in the amount of \$184,585.07, as presented.





COMMENTS

Comments from Staff & Board



FUTURE TOPICS

- Board EDI Committee - Monday, September 18, 2023, 5:30 p.m. (Zoom)
- Board Audit Committee - Monday, September 25, 2023, 5:00 p.m., Sawdon Room 107
- Regular Meeting - Monday, September 25, 2023, 6:00 p.m., Sawdon Board Room



ADJOURNMENT

Time: _____