



*Regular
Board Meeting*

Board Room

June 27, 2022



Fruitport Community Schools
BOARD OF EDUCATION MEETING
Board Room
3255 E. Pontaluna Rd, Fruitport 49415
Monday, June 27, 2022 - 7:00 p.m.

I. CALL to ORDER

II. ROLL CALL

III. APPROVAL OF AGENDA

IV. PRESENTATIONS

Brady Kemmerling, Eagle Scout Project

V. COMMUNICATIONS

MSBO Communication: Kathy Randall - Certified Transportation Director

VI. SUPERINTENDENT/ADMINISTRATIVE REPORTS

End of Year Goal Reporting and Data Review Update - Allison Camp

VII. REMARKS FROM THE PUBLIC*

VIII. CONSENT AGENDA

1. Approval of Regular Meeting Minutes of May 16, 2022 (attachment VIII-1)

2. Approval of Bills (attachment VIII-2)

| | |
|--------------|--------------|
| General Fund | \$207,576.88 |
|--------------|--------------|

Other Funds:

| | |
|------------------------|----------|
| Early Childhood Center | 1,570.61 |
|------------------------|----------|

| | |
|--------------|-----------|
| Food Service | 70,796.93 |
|--------------|-----------|

| | |
|------------------------|----------------------------|
| Total Bill List | <u>\$279,944.42</u> |
|------------------------|----------------------------|

3. Acceptance of Monthly Financial Report and ACH Transactions (attachment VIII-3)

4. Acceptance of Student Activity Summary Report (attachment VIII-4)

5. Acceptance of Credit Card and Utilities Report (attachment VIII-5)

6. Approval of Capital Projects Progress Report (attachment VIII-6)

7. Approval of 2021 Bond Report (attachment VIII-7)

8. Approval of Personnel Report (includes confirmation of new hires, resignations, retirees, and transfers) (attachment VIII-8)

IX. GENERAL BOARD BUSINESS

1. Fruitport 2022-23 Parent/Student Athletic Handbook (attachment IX-1)

2. Withdrawal from the Adair Lawsuit against the State of Michigan (attachment IX-2)

X. BUSINESS & FINANCE COMMITTEE REPORTS & RECOMMENDATIONS
Elroy Buckner, Chairperson

1. Report of Committee Meeting held June 20, 2022 (attachment X-1)
2. General Fund Budget Amendment for 2021-2022 (attachment X-2)
3. School Service Fund Budget Amendment for 2021-2022 (attachment X-3)
4. Budget Appropriations Act of the 2022-2023 General Fund (attachment X-4)
5. Budget Appropriations Act of the 2022-2023 School Svc Fund (attachment X-5)
6. Form L-4029 (attachment X-6)
7. Purchase of Engraver (attachment X-7)

XI. PERSONNEL COMMITTEE REPORTS & RECOMMENDATIONS
Steve Kelly, Chairperson

1. Report of Committee Meeting held June 20, 2022 (attachment XI-1)
2. Agreement with North Muskegon for Business Services (attachment XI-2)
3. Non Affiliated Staff Salary Increase (attachment XI-3)

XII. STUDENT AFFAIRS COMMITTEE REPORTS & RECOMMENDATIONS Susan
Franklin, Chairperson

1. Report of Committee Meeting held June 20, 2022 (attachment XII-1)
2. Curricular Resource Purchases (attachment XII-2)
3. Virtual Programming for 2022-2023: EdOptions Academy Course Catalog (attachment XII-3)

XIII. BOARD MEMBER REPORTS AND DISCUSSIONS

1. Special Presentation Recognizing Maribeth Clarke

XIV. AGENDA ITEMS FOR FUTURE MEETINGS & SCHEDULING OF SPECIAL MEETINGS

1. Schedule Business & Finance Committee Meeting
2. Schedule Personnel Committee Meeting
3. Schedule Student Affairs Committee Meeting

XV. REMARKS FROM THE PUBLIC*

XVI. ADJOURNMENT

***Time is provided for members of the audience to address the Board of Education regarding any topic including items on the agenda. The board is providing two opportunities for the public to comment during the meeting. The first is for people who wish to bring issues to the Board of Education for board consideration. At the end of the meeting the board will provide a brief opportunity for community members to comment on activities and/or discussion that took place during the board meeting. Time limits may be placed if a large number of individuals would like to address the board.**



June 3, 2022

Mr. Jason Kennedy
Superintendent
Fruitport Community Schools
3255 E Pontaluna Rd.
Fruitport, MI 49415-9600

Dear Mr. Kennedy,

On behalf of the Michigan School Business Officials, it is my pleasure to inform you that Kathy Randall has met the requirements for certification under the MSBO Voluntary Certification Program and has earned the Certified Transportation Director certification. This award reflects a high degree of academic and professional preparation established by the MSBO Board of Directors through our Professional Development Committee.

Ms. Randall's certificate will be valid from 06/01/2022-06/30/27. During this 5-year period, she will need to maintain active MSBO membership and earn 90 professional development hours in order to maintain and renew her certification.

I hope that you will join us in celebrating Ms. Randall's accomplishment. You may wish to inform your district's Board of Education and/or the local media. It is an opportunity to highlight your staff's accomplishments and shed a positive light on your school district.

If you have any questions or want additional information, please call me.

Sincerely,

A handwritten signature in black ink that reads 'David Martell'. The signature is written in a cursive style with a large, prominent 'D'.

David Martell
Executive Director

DM/cbb

cc: Kathy Randall, CTD

Extended COVID-19 Learning Plan

Version: Strict Adherence to Legislation

Goal Reporting

Required by February 1, 2022 and by End of 21/22 School Year

Date: June 27, 2022

| Goal Category | Goal Related to Achievement or Growth on K - 8 Benchmarks |
|-------------------------------------|--|
| Middle of the Year Reading Goal | All students (K - 8) will improve performance in Reading/ELA from fall to winter as measured by i-Ready. |
| End of the Year Reading Goal | All students (K - 8) will improve performance in Reading/ELA from fall to spring as measured by i-Ready. |
| Middle of the Year Mathematics Goal | All students (K - 8) will improve performance in Math from fall to winter as measured by i-Ready. |
| End of the Year Mathematics Goal | All students (K - 8) will improve performance in Math from fall to spring as measured by i-Ready. |

Diagnostic 2: End of the Year Achievement Data on Benchmark Assessment

Reading

- All Students K - 8 (1748 students)

| Mid or Above Grade Level | Early on Grade Level | One Grade Level Below | Two Grade Levels Below | Three or More Grade Levels or Below |
|--------------------------|----------------------|-----------------------|------------------------|-------------------------------------|
| 32% | 21% | 27% | 7% | 13% |

- Economically Disadvantaged Students (812 students)

| Mid or Above Grade Level | Early on Grade Level | One Grade Level Below | Two Grade Levels Below | Three or More Grade Levels or Below |
|--------------------------|----------------------|-----------------------|------------------------|-------------------------------------|
| 23% | 22% | 29% | 9% | 17% |

- Special Education Students (307 students)

| Mid or Above Grade Level | Early on Grade Level | One Grade Level Below | Two Grade Levels Below | Three or More Grade Levels or Below |
|--------------------------|----------------------|-----------------------|------------------------|-------------------------------------|
| 15% | 13% | 28% | 14% | 30% |

- ELL - too few students to report (16 students)
- Female Students (832 students)

| Mid or Above Grade Level | Early on Grade Level | One Grade Level Below | Two Grade Levels Below | Three or More Grade Levels or Below |
|--------------------------|----------------------|-----------------------|------------------------|-------------------------------------|
| 33% | 25% | 25% | 7% | 11% |

- Male Students (916 students)

| Mid or Above Grade Level | Early on Grade Level | One Grade Level Below | Two Grade Levels Below | Three or More Grade Levels or Below |
|--------------------------|----------------------|-----------------------|------------------------|-------------------------------------|
| 31% | 18% | 28% | 7% | 16% |

Math

- All Students K - 8 (1755 students)

| Mid or Above Grade | Early on Grade Level | One Grade Level Below | Two Grade Levels | Three or More Grade |
|--------------------|----------------------|-----------------------|------------------|---------------------|
|--------------------|----------------------|-----------------------|------------------|---------------------|

| Level | | | Below | Levels or Below |
|-------|-----|-----|-------|-----------------|
| 26% | 20% | 36% | 7% | 11% |

- **Economically Disadvantaged (817 students)**

| Mid or Above Grade Level | Early on Grade Level | One Grade Level Below | Two Grade Levels Below | Three or More Grade Levels or Below |
|--------------------------|----------------------|-----------------------|------------------------|-------------------------------------|
| 16% | 19% | 41% | 11% | 14% |

- **Special Education Students (310 students)**

| Mid or Above Grade Level | Early on Grade Level | One Grade Level Below | Two Grade Levels Below | Three or More Grade Levels or Below |
|--------------------------|----------------------|-----------------------|------------------------|-------------------------------------|
| 14% | 8% | 37% | 12% | 28% |

- **ELL - too few students to report (16 students)**

- **Female Students (834 students)**

| Mid or Above Grade Level | Early on Grade Level | One Grade Level Below | Two Grade Levels Below | Three or More Grade Levels or Below |
|--------------------------|----------------------|-----------------------|------------------------|-------------------------------------|
| 25% | 19% | 40% | 8% | 9% |

- **Male Students (921 students)**

| Mid or Above Grade Level | Early on Grade Level | One Grade Level Below | Two Grade Levels Below | Three or More Grade Levels or Below |
|--------------------------|----------------------|-----------------------|------------------------|-------------------------------------|
| 27% | 20% | 33% | 7% | 13% |



- I. The Regular meeting of the Board of Education was **called to order** at 7:00 p.m. by Board President, Dave Hazekamp.
- II. The **PLEDGE OF ALLEGIANCE** was recited.
- III. **ROLL CALL:** Present – Elroy Buckner, Tim Burgess, Kris Cole, Susan Franklin, Dave Hazekamp, Steve Kelly, and JB Meeuwenberg.

IV. APPROVAL OF AGENDA

Item 22-063. MOTION by Buckner, SECOND by Cole to approve the agenda as presented.
MOTION CARRIED 7-0

V. PRESENTATIONS

Dave Hazekamp presented Fruitport employees, Stasia Fielstra and Mark Fialek Above and Beyond awards. Stasia was recognized for her quick thinking in saving a choking student and Mark was recognized for his ability to problem-solve in the maintenance department, saving the district thousands of dollars.

VI. COMMUNICATIONS

None.

VII. REMARKS FROM THE PUBLIC

Kendrah Robinson introduced himself as a 14th Circuit Court Judge candidate for Muskegon County. Kendrah and her husband are parents of an Edgewood student.

VIII. SUPERINTENDENT/ADMINISTRATIVE REPORTS

Superintendent, Jason Kennedy spoke about Public Act 48 of 2021. He shared that a Goal Progress Report would be presented at the June board meeting. He also briefly reported on the progress of M-Step testing.

IX. CONSENT AGENDA

Item 22-064. MOTION by Cole, SECOND by Burgess to approve the Consent Agenda as listed below:

1. Approval of Special Board Meeting Minutes of May 9, 2022
2. Acceptance of Bills, Monthly Financial Report, and ACH Transactions
3. Acceptance of Student Activity Summary Report
4. Acceptance of Credit Card and Utilities Report
5. Approval of Capital Projects Progress Report
6. Approval of 2021 Bond Report
7. Approval of the Personnel Report

MOTION CARRIED 7-0

X. GENERAL BOARD BUSINESS

1. MAISD 2022-23 General Fund Budget Resolution.

Item 22-065. MOTION by Meeuwenberg, SECOND by Franklin to approve the MAISD 2022-23 General Fund Budget Resolution as presented. Roll call: Buckner, Yes; Burgess, Yes; Cole, Yes; Franklin, Yes; Hazekamp, Yes; Kelly, Yes; Meeuwenberg, Yes.

MOTION CARRIED 7-0

2. MHSAA 2022-23 Membership Resolution.

Item 22-066. MOTION by Cole, SECOND by Franklin to approve the MHSAA 2022-23 Membership Resolution as presented. Roll call: Buckner, Yes; Burgess, Yes; Cole, Yes; Franklin, Yes; Hazekamp, Yes; Kelly, Yes; Meeuwenberg, Yes.

MOTION CARRIED 7-0

XI. BUSINESS AND FINANCE COMMITTEE REPORTS & RECOMMENDATIONS

1. Report of a committee meeting held May 9, 2022.

Elroy Buckner reported on a Business and Finance Committee meeting held in the Superintendent's Office on May 9, 2022. Dave Hazekamp, Kris Cole, Elroy Buckner, Jason Kennedy, John Winkas, Jessica Wiseman, and Mark Mesbergen were present. The committee discussed: the North Point Drainage Agreement, Bulletin 01-Change Order Request, Turf, Track, and Parking Civil Engineering, Athletic Passes, School of Choice Data, and a Fruitport Education Association Letter of Agreement.

2. North Point Drainage District Agreement.

Item 22-067. MOTION by Buckner, SECOND by Cole to authorize Jason Kennedy, the Superintendent, or his designee, to sign the North Point Drain Drainage District Agreement, the related easement and quit claim deed, and execute any other necessary documents to effectuate the conveyance, subject to review and approval of the District's legal counsel as presented.

MOTION CARRIED 6-0, Abstain - Meeuwenberg

XII. PERSONNEL COMMITTEE REPORTS & RECOMMENDATIONS

1. Report of a committee meeting held May 9, 2022.

Steve Kelly reported on a Personnel Committee meeting held in the Superintendent's Office on May 9, 2022. Dave Hazekamp, Steve Kelly, JB Meeuwenberg and Jason Kennedy were present. The committee discussed: a Letter of Agreement with Fruitport Education Association, Teaching Hiring Recommendations, and Bulletin 01-Change Order Request. They received a general overview of topics discussed in other committee meetings.

XIII. STUDENT AFFAIRS COMMITTEE REPORTS & RECOMMENDATIONS

1. Report of a committee meeting held May 9, 2022.

Susan Franklin reported on a Student Affairs Committee meeting held in the Superintendent's Office on May 9, 2022. Dave Hazekamp, Tim Burgess, Susan Franklin, Jonny Morehouse and Jason Kennedy were present. The committee discussed: Updates to the Adult Ed Handbook, Board Policy 5407, and Athletic Ticket Pricing. They received a general overview of topics discussed in other committee meetings.

2. Updated Adult Education Handbook.

Item 22-068. MOTION by Franklin, SECOND by Burgess to approve the updates to the Adult Education Handbook as presented.

MOTION CARRIED 7-0

3. Updated Board Policy #5407.

Item 22-069. MOTION by Franklin, SECOND by Burgess to approve the updates to Board Policy 5407 as presented.

MOTION CARRIED 7-0

4. Home Athletic Event Ticket Pricing Plan.

Item 22-070. MOTION by Franklin, SECOND by Burgess to approve the athletic ticket pricing plan for the 2022-23 school year as presented.

MOTION CARRIED 7-0

5. Overnight Trip Request.

Item 22-071. MOTION by Franklin, SECOND by Burgess to approve the overnight trip request as presented.

MOTION CARRIED 7-0

XIV. BOARD MEMBER REPORTS AND DISCUSSIONS

Kris Cole spoke about Robotics' fundraisers happening during Old Fashioned Days.

John Winkas mentioned a dance competition held over the weekend in the Performing Arts Center. Everything went well and the district earned a substantial profit from the event.

Tim Burgess shared his wonderful experience with middle school students at the LMCU ballpark.

Dave Hazekamp commended Tom Hamilton, Emily Basse, and Kelly Chase on a recent K-5 Choir Concert. The concert was well attended and the kids did a great job!

Jason Kennedy stated that the district has been awarded various MHSAA tournaments for the upcoming school year mostly due to the new high school.

XV. AGENDA ITEMS for FUTURE MEETINGS & SCHEDULING OF ANY SPECIAL MEETINGS

1. Business and Finance Committee will meet June 20, 2022 at 11:30 a.m.

2. Personnel Committee will meet June 20, 2022 at 4:30 p.m.

3. Student Affairs Committee will meet June 20, 2022 at 5:30 p.m.

4. Truth and Taxation Hearing, June 27, 2022 at 6:30 p.m.

XVI. REMARKS FROM THE PUBLIC

None.

XVII. ADJOURNMENT

Item 22-072. MOTION by Cole, SECOND by Franklin to adjourn.
MOTION CARRIED 7-0

The meeting adjourned at 7:42 p.m.

Respectfully submitted,

Steve Kelly
Board Secretary

Maribeth Clarke
Recording Secretary



**FRUITPORT COMMUNITY SCHOOLS
BILL LIST
Month of May 2022**

| <u>FUND</u> | <u>AMOUNT</u> |
|------------------------|-----------------------------------|
| GENERAL FUND | \$207,576.88 |
| EARLY CHILDHOOD CENTER | \$1,570.61 |
| FOOD SERVICE | \$70,796.93 |
| GRAND TOTAL | <u><u>\$279,944.42</u></u> |

| | | GENERAL FUND | SCHOOL SERVICE FUNDS | | | CAPITAL PROJECTS | | | | | | | Totals |
|--|------|----------------|----------------------|---------------|--------------|------------------|--------------------------|--------------------------|-----------|-------------|-------------|-----------|--------------|
| | | | Food Service | Tech/Security | ECC | Bldg & Site | Capital Projects 2017 | Capital Projects 2021 | 2010 | 2012 Refund | 2017 | 2021 | |
| Beginning Fund Balance: | | 4,403,989 | 526,813 | 284,158 | 289,276 | 1,178,169 | 6,284,142 | 7,967,931 | 182,703 | 266,837 | 1,111,081 | - | |
| Revenues: | | | | | | | | | | | | | |
| Budgeted revenues: | | 33,124,726 | 1,604,744 | 550,000 | 754,000 | - | - | | - | - | - | - | |
| Actual revenues: | | | | | | | | | | | | | |
| | Jul. | 23,799 | - | - | 64,041 | 18 | 221 | 72 | | | | | 88,152 |
| | Aug. | 338,825 | 1,842 | 3,046 | 61,224 | 18 | 186 | 84 | 62,322 | 56,045 | 230,010 | 99,985 | 853,589 |
| | Sep. | 1,054,197 | 5,878 | 43,780 | 81,838 | 71,012 | 99 | 67 | 188,259 | 169,297 | 694,796 | 302,026 | 2,611,250 |
| | Oct. | 3,262,374 | 140,064 | 87,803 | 64,397 | 12 | 77 | 70 | 323,108 | 290,565 | 1,192,478 | 518,368 | 5,879,316 |
| | Nov. | 2,558,058 | 12,190 | 57,482 | 66,226 | 11 | 62 | 66 | 54 | 48 | 198 | 86 | 2,694,482 |
| | Dec. | 2,556,697 | 361,331 | 874 | 51,352 | 12 | 60 | 67 | 380 | 342 | 1,403 | 610 | 2,973,128 |
| | Jan. | 3,032,299 | 169,215 | 31,478 | 387,966 | 12 | 48 | 59 | 56,509 | 50,817 | 208,553 | 90,658 | 4,027,614 |
| | Feb. | 2,730,662 | 223,280 | 123,212 | 62,808 | 43,041 | 39 | 55 | 33,810 | 30,405 | 124,781 | 54,242 | 3,426,335 |
| | Mar. | 3,579,131 | 192,677 | 114,887 | 85,922 | 95 | 313 | 359 | 13,034 | 11,721 | 48,103 | 20,910 | 4,067,152 |
| | Apr. | 2,283,342 | 292,608 | 73,905 | 64,196 | 304 | 809 | 1,749 | 134,713 | 3,027 | 12,422 | 5,400 | 2,872,474 |
| | May | 157,028 | 9,039 | 445 | 35,870 | 659 | 1,536 | 3,940 | 881 | 793 | 3,253 | 1,414 | 214,858 |
| Total Actual Revenues | | 21,576,413 | 1,408,124 | 536,911 | 1,025,840 | 115,196 | 3,452 | 6,588 | 813,070 | 613,060 | 2,515,997 | 1,093,699 | 29,708,349 |
| Pro Rated budget Variance to date: Rev | | 8,787,919.50 | 62,891.53 | (32,744.08) | (334,673.22) | | | | | | | | |
| Expenses: | | | | | | | | | | | | | |
| Budgeted expenditures: | | (33,258,315) | (1,626,896) | (442,767) | (785,536) | - | - | - | - | - | - | - | |
| Actual expenditures: ^ | | | | | | | | | | | | | |
| | Jul. | (757,247) | (13,333) | (22,180) | (36,635) | - | - | (63,927) | - | - | - | - | (893,322) |
| | Aug. | (725,627) | (11,214) | (116,099) | (53,761) | - | (1,343,270) | (18,000) | - | - | - | - | (2,267,972) |
| | Sep. | (2,332,170) | (53,498) | (54,433) | (57,369) | (59,978) | (903,835) | - | | | | | (3,461,283) |
| | Oct. | (3,393,573) | (243,647) | (17,611) | (112,211) | - | (973,799) | (7,840) | (168,013) | (9,138) | (1,136,500) | (88,851) | (6,151,183) |
| | Nov. | (2,380,400) | (159,188) | (100,338) | (65,265) | - | (452,677) | (6,497) | - | - | - | - | (3,164,365) |
| | Dec. | (2,496,374) | (158,225) | (40,287) | (89,434) | - | (646,310) | (924,074) | (1,000) | - | - | - | (4,355,705) |
| | Jan. | (2,960,270) | (76,038) | (10,903) | (72,981) | (13,730) | (9,140) | - | - | - | (500) | - | (3,143,561) |
| | Feb. | (2,601,962) | (130,279) | (73,936) | (89,985) | - | (957,820) | - | - | - | - | - | (3,853,981) |
| | Mar. | (2,657,676) | (186,756) | (8,095) | (78,150) | - | (376,153) | (500) | - | - | (500) | - | (3,307,830) |
| | Apr. | (3,465,831) | (164,318) | (18,341) | (95,772) | - | (167,425) | (137,335) | (638,013) | (734,138) | (1,911,500) | (832,175) | (8,164,848) |
| | May | (2,493,723) | (122,905) | (2,690) | (106,378) | - | (77,648) | (183,541) | - | - | - | - | (2,986,884) |
| Total Actual Expenses | | (26,264,853) | (1,319,401) | (464,914) | (857,940) | (73,708) | (5,908,077) | (1,341,714) | (807,025) | (743,275) | (3,049,000) | (921,026) | (41,750,934) |
| Pro Rated budget Variance to date: Exp | | (4,221,935.73) | (171,920.00) | 59,043.81 | 137,865.81 | | | | | | | | |
| Ending Balance to date: | | (284,451) | 615,535 | 356,155 | 457,175 | 1,219,657 | 379,517 | 6,632,805 | 188,748 | 136,622 | 578,079 | | |
| Projected Ending Balance: | | 4,270,400 | 504,661 | 391,391 | 257,740 | 1,178,169 | 6,284,142 | 7,967,931 | 182,703 | 266,837 | 1,111,081 | | |

Revenues over(under) Expenses to date:

(12,042,585)

*Fifth Third Bank auto deductions have been included in actual expenditure totals

May 2022 Transfers

| Payment Date | Debit Account Desc | Credit Account Desc | Amount |
|------------------------|----------------------------------|--|-----------------|
| 5/10/2022 | Checking - General Fnd Inv - USD | Checking - Payroll - USD ***IRS Payment Transfer | 106,823.41 |
| 5/12/2022 | Checking - General Account - USD | Checking - Debt Retirement Acct - USD ***Deposit Correction | 23,517.75 |
| 5/12/2022 | Checking - General Fnd Inv - USD | Checking - Payroll - USD ***5/13/22 Payroll & ORS Deposit | 840,322.04 |
| 5/17/2022 | Checking - General Fnd Inv - USD | Checking - General Account - USD ***General Account Low | 300,000.00 |
| 5/24/2022 | Checking - General Fnd Inv - USD | Checking - HRA - USD ***HRA Account Low | 6,000.00 |
| 5/26/2022 | Checking - General Fnd Inv - USD | Checking - Payroll - USD ***5/27/22 Payroll & ORS Transfer | 820,274.76 |
| Total Transfers in May | | | \$ 2,096,937.96 |

May 2022 ACH's

| | | |
|--|----|------------|
| EduStaff (contracted staff/subs) | \$ | 171,236.56 |
| Credit Card | \$ | 93,727.45 |
| Arbiter (official pay) | \$ | 1,627.00 |
| E-Pars (employee 403b) | \$ | 33,660.99 |
| Insurance (MESSA, Priority, Set Seg & HSA's) | \$ | 49,308.34 |
| Total ACH's in May | \$ | 349,560.34 |

Fruitport Community Schools
Student Activity Summary Report
Month ending May 31, 2022

| Student Activity Sub Totals | BEGINNING BALANCE | NET CHANGE | ENDING BALANCE |
|--|--------------------------|-----------------------|-----------------------|
| District Wide Student Activity Accounts | 49,414.03 | (2,611.73) | 46,802.30 |
| Beach Elementary Student Activity Accounts | 30,063.24 | (885.67) | 29,177.57 |
| Edgewood Elementary Student Activity Accounts | 27,477.78 | (5,051.40) | 22,426.38 |
| High School Class of Student Activity Accounts | 7,554.47 | - | 7,554.47 |
| High School Athletic Student Activity Accounts | 76,554.97 | (19,110.49) | 57,444.48 |
| High School Student Activity Accounts | 139,384.73 | 4,943.28 | 144,328.01 |
| Middle School Student Activity Accounts | 38,081.33 | 831.16 | 38,912.49 |
| Shettler Elementary Student Activity Accounts | 20,486.12 | 4,901.16 | 25,387.28 |
| Alt. High School Student Activity Accounts | 600.44 | - | 600.44 |
| Millionaire Party Accounts | 22,832.51 | (3,281.22) | 19,551.29 |
| Total Student Activity Fund | \$ 412,449.62 | \$ (20,264.91) | \$ 392,184.71 |

Credit Card and Utilities Detail
For the month ending May 31, 2022

| | July | August | September | October | November | December | January | February | March | April | May | June | Total |
|----------------------------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|------|----------------|
| Utilities: | | | | | | | | | | | | | |
| Consumers | \$ 999.46 | \$ 1,019.37 | \$ 1,012.98 | \$ 1,051.86 | \$ 931.48 | \$ 1,625.86 | \$ 651.53 | \$ 1,103.66 | \$ 1,215.94 | \$ 1,028.53 | \$ 762.47 | | \$ 11,403.14 |
| Frontier | \$ 46.94 | \$ 46.83 | \$ 46.83 | \$ 46.83 | \$ 46.47 | \$ 46.47 | \$ 46.47 | \$ 45.98 | \$ 45.98 | \$ 45.98 | \$ 45.78 | | \$ 510.56 |
| MISEC | \$ 26,029.81 | \$ 20,219.50 | \$ 17,802.29 | \$ 24,662.29 | \$ 21,237.41 | 46,333.64 | \$ 20,086.33 | \$ 43,415.08 | \$ 51,701.02 | \$ 65,345.89 | \$ 51,799.07 | | \$ 388,632.33 |
| Total Utilities | \$ 27,076.21 | \$ 21,285.70 | \$ 18,862.10 | \$ 25,760.98 | \$ 22,215.36 | \$ 48,005.97 | \$ 20,784.33 | \$ 44,564.72 | \$ 52,962.94 | \$ 66,420.40 | \$ 52,607.32 | \$ - | \$ 400,546.03 |
| Credit Cards: | | | | | | | | | | | | | |
| General Fund | \$ 41,753.46 | \$118,552.16 | \$129,618.75 | \$113,593.62 | \$ 86,138.79 | \$ 55,659.81 | \$ 76,512.13 | \$ 79,077.95 | \$ 95,638.67 | \$ 73,148.09 | | | \$ 869,693.43 |
| Early Childhood | \$ 1,685.50 | \$ 1,421.18 | \$ 1,565.55 | \$ 4,775.53 | \$ 1,573.15 | \$ 1,845.00 | \$ 1,111.67 | \$ 8,410.45 | \$ 2,846.10 | \$ 895.15 | | | \$ 26,129.28 |
| Food Service | \$ - | \$ - | \$ - | \$ - | \$ 85.05 | \$ 59.93 | \$ - | \$ - | \$ - | \$ - | | | \$ 144.98 |
| Tech/Security Millage | \$ 20,152.63 | \$ 1,744.82 | \$ 997.31 | \$ 10,008.17 | \$ 2,528.12 | \$ 14,529.96 | \$ 875.26 | \$ 4,429.66 | \$ 1,843.97 | \$ 136.14 | | | \$ 57,246.04 |
| Student Activities | \$ 7,160.78 | \$ 17,193.28 | \$ 9,152.52 | \$ 15,655.49 | \$ 22,955.18 | \$ 17,795.58 | \$ 10,797.48 | \$ 16,045.68 | \$ 19,215.78 | \$ 19,548.07 | | | \$ 155,519.84 |
| Total Credit Card Charges | \$ 70,752.37 | \$138,911.44 | \$141,334.13 | \$144,032.81 | \$113,280.29 | \$ 89,890.28 | \$ 89,296.54 | \$107,963.74 | \$119,544.52 | \$ 93,727.45 | \$ - | \$ - | \$1,108,733.57 |

***Credit cards are always a month behind

Project Summary: 2017 Bond Budget Overview

All Work within all buildings

| | Orig Bid | Change Orders | Total Revised Contract | | Fiscal Year 2017 | Fiscal Year 2018 | Fiscal Year 2019 | Fiscal Year 2020 | Fiscal Year 2021 | Fiscal Year 2022 YTD | Total Spent | | |
|--|----------------------|---------------------|------------------------|---------------------|---------------------|----------------------|----------------------|----------------------|---------------------|----------------------|----------------------|-----------------|---|
| Construction Total - HS | 39,814,014.00 | 2,498,706.00 | 42,312,720.00 | 29.37% | 36,863.73 | 2,965,446.81 | 18,607,869.58 | 10,914,209.02 | 6,635,503.21 | 4,453,614.43 | 43,613,506.78 | 103.07% | |
| FFE - Furniture/fixture/equip | 1,299,520.00 | 0.00 | 1,299,520.00 | | - | 1,370.85 | 91,217.60 | 532,345.40 | 277,291.30 | 231,784.91 | 1,134,010.06 | 87.26% | |
| Alloc. Architect Fees (HS only) + AE Costs | 3,113,343.00 | 0.00 | 3,113,343.00 | | 1,017,776.57 | 1,355,075.18 | 99,774.36 | 82,429.26 | 302,749.86 | 123,845.48 | 2,981,650.71 | 95.77% | |
| CM Fee (HS only) | 1,386,606.00 | 87,456.00 | 1,474,062.00 | | - | 101,224.00 | 655,412.00 | 377,251.00 | 231,699.00 | 135,730.00 | 1,501,316.00 | 101.85% | |
| Roofs | 0.00 | 274,532.00 | 274,532.00 | | - | - | - | - | - | 223,177.30 | 223,177.30 | 81.29% | |
| Contingency | 3,661,732.00 | -2,586,162.00 | 1,075,570.00 | | - | - | - | - | - | - | - | - | - |
| TOTAL HS Project | 49,275,215.00 | 0.00 | 49,549,747.00 | | 1,054,640.30 | 4,423,116.84 | 19,454,273.54 | 11,906,234.68 | 7,447,243.37 | 5,168,152.12 | 49,453,660.85 | 99.81% | |
| Cost of Issuance - PFM | 350,000.00 | -142,209.00 | 207,791.00 | | 79,757.78 | 128,033.77 | - | - | - | - | 207,791.55 | 100.00% | |
| Shettler Elementary | 473,840.00 | -168,913.00 | 304,927.00 | | - | - | 86,983.22 | 160,516.90 | 10,173.00 | 23,846.50 | 281,519.62 | 92.32% | |
| Beach Elementary | 320,393.00 | -95,534.00 | 224,859.00 | | - | 11,996.00 | - | 15,327.00 | 3,027.00 | 151,358.80 | 181,708.80 | 80.81% | |
| Edgewood Elementary | 228,088.00 | 0.00 | 228,088.00 | | - | - | 53,318.13 | 46,784.00 | - | - | 100,102.13 | 43.89% | |
| Middle School | 640,005.00 | -10,085.00 | 629,920.00 | | - | - | 31,341.90 | 227,640.97 | 335,245.00 | - | 594,227.87 | 94.33% | |
| Non HS Furniture | 0.00 | 4,113.00 | 4,113.00 | | - | 4,112.55 | - | - | 59,196.21 | 18,669.80 | 81,978.56 | 1993.16% | |
| Transportation | 270,000.00 | 1,458,022.00 | 1,728,022.00 | 229,330.00 | 202,930.00 | - | 331,535.00 | 495,825.00 | 468,402.00 | 1,728,022.00 | 100.00% | | |
| State Police Grant Expense | 0.00 | 614,016.00 | 614,016.00 | - | - | - | 577,065.95 | 36,950.00 | - | 614,015.95 | 100.00% | | |
| Total Bond | 51,557,541.00 | 1,659,410.00 | 53,491,483.00 | 1,363,728.08 | 4,770,189.16 | 19,625,916.79 | 13,265,104.50 | 8,387,659.58 | 5,830,429.22 | 53,243,027.33 | 99.54% | | |
| Estimated Interest Earned (investment) | -450,000.00 | -1,421,328.00 | (1,871,328.00) | (33,086.56) | (270,225.99) | (1,102,501.63) | (421,207.98) | (23,385.40) | (1,916.01) | (1,852,323.57) | 98.98% | | |
| State Police Grant (Revenue) | 0.00 | -428,030.00 | (428,030.00) | - | - | - | (368,923.28) | (59,107.69) | (103,875.00) | (428,030.97) | 100.00% | | |
| VW Reimbursement | | | | | | | | | | (103,875.00) | | | |
| Total Capital Projects Fund | 51,107,541.00 | -189,948.00 | 51,192,125.00 | 1,330,641.52 | 4,499,963.17 | 18,523,415.16 | 12,474,973.24 | 8,201,291.49 | 5,828,513.21 | 50,858,797.79 | 99.35% | | |
| Overage (Surplus) | (207,459.00) | | (122,875.00) | | | | | | | | | | |

Project Summary: 2021 Bond Budget Overview

All Work within all buildings

| | Treasury App | Schematic Design | Fiscal Year 2021 | Fiscal Year 2022 | Total Spent | |
|--|---------------------|---------------------|------------------|---------------------|---------------------|----------------|
| Athletic Turf | 1,548,523.00 | 2,351,756.00 | - | 41,348.97 | 41,348.97 | 1.76% |
| Track Replacement | 314,353.00 | 750,000.00 | - | - | - | 0.00% |
| Middle School Natatorium to Gym | 1,215,355.00 | 1,215,355.00 | - | - | - | 0.00% |
| Total Athletics | 3,078,231.00 | 4,317,111.00 | - | 41,348.97 | 41,348.97 | 0.96% |
| Beach Elementary | 352,556.00 | 352,556.00 | - | - | - | 0.00% |
| Shettler Elementary | 576,532.00 | 576,532.00 | - | - | - | 0.00% |
| Edgewood Elementary | 100,000.00 | 25,000.00 | - | - | - | 0.00% |
| Middle School | 1,387,815.00 | 1,387,815.00 | - | - | - | 0.00% |
| High School | 1,023,954.00 | 574,074.00 | - | 924,074.00 | 924,074.00 | 160.97% |
| Total Mechanical/Controls/AC | 3,440,857.00 | 2,915,977.00 | - | 924,074.00 | 924,074.00 | 31.69% |
| Overall Contingency | 790,912.00 | -117,531.00 | - | - | - | 0.00% |
| Tower Pinkster Fees | 0.00 | 465,000.00 | - | 148,756.84 | 148,756.84 | 31.99% |
| Technology | 0.00 | 0.00 | - | - | - | #DIV/0! |
| Non HS Furniture/Band | 150,000.00 | 150,000.00 | - | - | - | 0.00% |
| Transportation | 500,000.00 | 200,000.00 | - | - | - | 0.00% |
| Cost of Issuance | 60,000.00 | 74,443.00 | 30,450.00 | 43,993.60 | 74,443.60 | 100.00% |
| Total Bond | 8,020,000.00 | 8,005,000.00 | 30,450.00 | 1,158,173.41 | 1,188,623.41 | 14.85% |
| Estimated Interest Earned (investment) | -20,000.00 | -5,000.00 | (2.18) | (2,648.21) | (2,650.39) | 53.01% |
| Total Capital Projects Fund | 8,000,000.00 | 8,000,000.00 | 30,447.82 | 1,155,525.20 | 1,185,973.02 | 14.82% |
| Overage (Surplus) | | | | | | |

Personnel Report – June 27, 2022

It is recommended that the following candidates be offered contracts and/or salary increases pending final approval from the Board of Education:

Jason Gustin, STEM teacher, Edgewood

Brenda Hansen, Girls Varsity Golf Coach

Steven Jablonski, Science Teacher, High School

Kyle Nielson, Technology Director

Brian Packard, Girls Varsity Basketball Coach

Alyson Winton, Preschool Speech-Language Pathologist, ESU

The following staff members will Resign/Retire/Reduce Hours/Transfer:

Colin Brown, Science Teacher, Middle School

Sarah Engel, Math Teacher, Middle School

Lynette McCumber, 4th Grade Teacher, Edgewood

Lauren Moran, Occupational Therapist

Erica O'Neal, Physical Therapist

ared Plawski, High School Graduation Advocate, Math Interventionist, and
Alternative Education Math Teacher

Kara Radecki, Math Teacher, Middle School

Courtney Stahl, Principal, Beach Elementary

The following positions are currently posted:

Bus Driver

Elementary Principal

Instructional Assistants (3)

Occupational Therapist

Speech Language Pathologist, Preschool

School Psychologist

Memo

To: FCS Board of Education
From: Allison Camp, Curriculum Director
Date: May 19, 2022
Re: Recommendation for Hire

On May 6, Tom Hamilton, Emily Basse, and I interviewed 3 candidates for the open STEM position at Edgewood Elementary. From there, we narrowed the pool down to 2 candidates who did teaching interviews on May 12. At the conclusion of the interviews, the team decided to hire Jason Gustin as our next STEM teacher for Edgewood.

Jason has his Bachelor of Arts degree from Grand Valley State University and has worked previously for Muskegon Public, Holt Public, and Muskegon Catholic Schools. We are excited to have Jason join the FCS team with his wife Jamie who is a 2nd grade teacher at Beach!

Jason David Gustin

1296 Palmer Ave.
Muskegon, MI 49441
Phone: (231) 750-5128
jagustin17@yahoo.com

OBJECTIVE: To interview with Fruitport Community Schools for an upper elementary, STEM, or middle school science teaching position.

EDUCATION:

Grand Valley State University – Allendale, MI
Bachelor of Arts Degree – April 27, 2001
Major: Group Science (*DX Certification*)
Emphasis: Chemistry
Minor: Elementary Education

TEACHING EXPERIENCE

***Muskegon Catholic Schools –Fifth Grade Teacher**

Muskegon Catholic Elementary School (August 2009 – June 2019)

- * Planned, prepared and delivered lesson plans and instructional materials that facilitate student learning.
- * Developed schemes of work, lesson plans and tests that are in accordance with established procedures.
- * Instructed and monitored students in the use of learning materials and equipment.
- * Used relevant technology to support and differentiate instruction.
- * Managed student behavior in the classroom by establishing and enforcing rules and procedures.
- * Maintained discipline in accordance with the rules and disciplinary systems of the school.
- * Provided appropriate feedback on work.
- * Encouraged and monitored the progress of individual students and used information to adjust teaching strategies.
- * Maintained accurate and complete records of students' progress and development.
- * Updated all necessary records accurately and completely as required by laws, district policies and school regulations.
- * Prepared required reports on students and activities.
- * Participated in department, school, district and parent meetings.
- * Communicated necessary information regularly to students, colleagues and parents regarding student progress and student needs.
- * Established and communicated clear objectives for all learning activities.
- * Prepared classroom for class activities.
- * Provided a variety of learning materials and resources for use in educational activities.

***Holton Middle School – Eighth Grade Science Teacher**

Holton Public School District (August 2003 – June 2008)

- * Taught eighth grade Physical Science benchmarks toward MEAP exam
- * Taught eighth grade Earth Science benchmarks toward MERIT exam
- * Developed a Forensic Science curriculum for which I received the **2007 Golden Apple Award** from the Muskegon County Bar Association
- * Received tenure from Holton Public Schools during 2007 school year
- * Part of Holton Middle School Improvement Team
- * Contributed in aligning curriculum to current Michigan Science Benchmarks
- * Took part in team teaching with middle school teachers

***Steele Middle School – Sixth Grade Science Teacher**

Muskegon Public School District (August 2002 – June 2003)

- * Taught sixth grade science as well as sixth grade reading
- * Member of parent call committee for sixth grade teachers
- * Part of sixth grade team teaching
- * Participated in after school tutoring

SUBSTITUTE TEACHING

Newaygo Area Intermediate School District (September 2001 – June 2002)

- * Taught 148 days as a substitute teacher for Hesperia Community Schools during 2001-2002 school year including a long-term substitute position
- * Supervised an after school homework club for St. Clair Elementary School (January 2002 – February 2002)
- * Supervised an after school homework club for Hesperia Middle School (October 2001 – December 2001)
- * *Muskegon Area Intermediate School District (December 2000 – June 2002)*

STUDENT TEACHING

Muskegon Public School District (January 2001 – April 2001)

***Nelson Elementary School – Fourth Grade Classroom**

STUDENT ASSISTING

Orchard View Public School District (August 2000 – December 2000)

***Orchard View Elementary School – First Grade Classroom**

ACTIVITIES AND ACCOMPLISHMENTS

2007 Golden Apple Award Recipient for Forensic Science Class

- 7th Grade Girls' Basketball Coach for Holton Middle School
- 8th Grade Boys' Basketball Coach for Holton Middle School
- 7th Grade Boys' Basketball Coach for Hesperia Middle School
- Middle School Baseball Coach for Muskegon Catholic Central
- Basketball Coach for Muskegon Catholic Central Elementary
- Dean's List** – Winter 2000, Fall 1999, and Winter 1998
- Bachelor of Arts obtained through basic Spanish Coursework

REFERENCES

Marie Jones

Teacher
Oakridge Elementary
120 N. Park Street
Muskegon, MI 49442
Phone: **(231) 788-7662**
mjones@oakridgeschools.net

Robert Bridges

President
Cathedral High School
5255 E 56TH Street
Indianapolis, IN 46226
Phone: **(317) 968-7367**
rbridges@gocathedral.com

Kathi Kissel

Teacher
Muskegon Catholic Central
1145 W. Laketon Ave.
Muskegon, MI 49441
Phone: **(231) 755-2201**
kkissel@muskegoncatholic.org

Katie Welch

Teacher
Sacred Heart Academy
1200 Dayton St. SW
Grand Rapids, MI 49504
Phone: **(616) 459-0948**
kwelch@shgr.org



Clarke, Maribeth <mclarke@fruitportschools.net>

Recommendation to hire

1 message

Morehouse, Jonny <jmorehouse@fruitportschools.net>

Tue, Jun 7, 2022 at 2:46 PM

To: Jason Kennedy <jkennedy@fruitportschools.net>, Lauren Chesney <lchesney@fruitportschools.net>, "Rogers, Robert" <rrogers@fruitportschools.net>, "Clarke, Maribeth" <mclarke@fruitportschools.net>

I am recommending the hire of Brenda Hansen, for our girls varsity golf position. Brenda is bringing in a newly formed passion for the game. She is growing in the sport, but has a desire to continue to grow in golf. As a coach, she comes in as a veteran, who has coached softball at Oakridge for many years. She understands the importance a coach has on an individual and the positive impact she can make in all areas of the student's life. The other piece that I really like about Brenda is, she is a staff member here in the high school. She will be able to help recruit girls from our high school to go out for the team. She will also be able to be here to help with any academic, discipline, or other needs that arise, that having a staff member as a coach are helpful for. Attached below is her resume.

 [Brenda Hansen Girls Golf.pdf](#)

--

Jonny Morehouse
Athletic Director
Fruitport Community Schools
231-865-4035



Brenda Hansen

E-MAIL BMHANSEN07@GMAIL.COM

1359 SHERWOOD DR•MUSKEGON, MI 49445•CELL PHONE (231) 740-7116

OBJECTIVE

To mentor young women to be hard working, honest, independent.

EDUCATION

| | | |
|--|-----------|---------------|
| Grand Valley State University ❖ Special Education ❖ Cognitive Impairment | 2013-2018 | Allendale, MI |
| Grand Valley State University ❖ Bachelor of Science ❖ Major in Physical Education ❖ Minor in Health | 2001-2007 | Allendale, MI |
| Muskegon Community College ❖ Associate's Degree in Science and Arts | 1998-2001 | Muskegon, MI |
| Muskegon Oakridge High School ❖ High School Diploma | 1994-1998 | Muskegon, MI |

FIELDWORK

| | | |
|---|----------------|----------------------|
| Student Teaching ❖ Fruitport High School, Fruitport Community Schools 9-12 MOCI Class | Winter of 2018 | Fruitport, MI |
| Student Teaching ❖ Muskegon High School, Muskegon School District 9-12 Physical Education and Health Setting. | Winter of 2007 | Muskegon, MI |
| Teacher Assisting ❖ Churchill and Ross Park Elementary, Mona Shores School District in a K-5 Physical Education Setting. | Fall of 2006 | Norton Shores, MI |

VOLUNTEER WORK

| | | |
|---|---------------------------|---------------|
| Mary Free Bed's Junior Wheelchair Sports Camp ❖ Overnight Dorm Supervisor ❖ Volunteer to help the campers with their needs. | Summer of 2005-Present | Allendale, MI |
| Step Camp ❖ Volunteer to run the team building activities for the group. | Summers of 2005-2006 | Allendale, MI |
| Muskegon Oakridge High School ❖ Volunteer coach for the Junior Varsity softball team. | Spring of 2003 | Muskegon, MI |
| Muskegon Oakridge 6th Grade Camp ❖ Volunteer camp counselor. | Spring of 1997-2006 | Muskegon, MI |

COACHING

| | | |
|---|--------------------|--------------|
| Muskegon Oakridge High School ❖ Head coach for the Junior Varsity Softball team. | 2009, 2011-2021 | Muskegon, MI |
| Muskegon Oakridge High School ❖ Assistant Varsity Softball coach. | 2010 | Muskegon, MI |
| Holton High School ❖ Head coach of the Junior Varsity Softball team. | 2007-2008 | Muskegon, MI |
| Muskegon Oakridge High School ❖ Head coach for the Junior Varsity Softball team. | 2004-2006 | Muskegon, MI |

EMPLOYMENT

| | | |
|--|----------------|---------------|
| Fruitport Community Schools ❖ Summer school teacher in a SXI class at Oakridge Middle School. | Summer of 2018 | Fruitport, MI |
| EDUStaff ❖ Guest teacher for some of the schools in Muskegon County. | 2018-Present | Muskegon, MI |
| PESG ❖ Guest teacher for some of the schools in Muskegon County. | 2007-2018 | Muskegon, MI |
| Softball World ❖ Facility Director ❖ Kitchen/Bar Manager ❖ Tournament Director | 2007-Present | Muskegon, MI |
| Jack's Corner Store ❖ Cashier ❖ In-Charge Person | 1998-2009 | Muskegon, MI |
| YMCA Camp Pinewood ❖ Athletic Director | 2000-2002 | Twin Lake, MI |
| YMCA Outdoor Education ❖ Facilitator for Youth and Adult groups. | 2002-2003 | Twin Lake, MI |

REFERENCES

Misty Gressick
Co-Worker
357 S. Sixth
Fruitport, MI 49415
(231) 865-3101 (ext. 6102)
(616) 510-8015 (Cell)
mgressick@fruitportschools.net

Sharon Schumman
Varsity Coach (was at Oakridge)
500 N. Warren
Big Rapids, MI 49307
(616) 581-5554 (Cell)
sschumann@brps.org

Maria Besta, CTRS
Manager, Wheelchair and Adaptive Sports Department
Mary Free Bed Rehabilitation Hospital
235 Wealthy SE.
Grand Rapids, MI 49503-5299
(616) 242-0352 (ext. 4352)
(616) 485-2450 (Cell Phone)
Maria.Besta@maryfreebed.com

Bill Bowen
Owner-Softball World
878 S. Mill Iron Rd.
Muskegon, MI 49442
(231) 670-3222 (Cell Phone)
wbowen@fruitportschools.net

Rick Ruel
Athletic Director-Muskegon Oakridge High School
5493 E. Hall Rd.
Muskegon, MI 49442
(231) 557-4997 (Cell Phone)
(231) 788-7317 (Work Phone)
rlruel@oakridgeschools.org

Memo

To: FCS Board of Education
From: Allison Camp, Curriculum Director
Date: May 18, 2022
Re: Recommendation for Hire

Over the course of 2 separate days, Lauren Chesney, Rob Rogers, Steve Roup and myself interviewed candidates for our open science position at the high school. From there 3 candidates were invited back for teaching interviews where Steven Jablonski rose to the top. His excitement for teaching the subject and his desire to make local connections to the topics in his classroom are 2 of the main reasons that I am recommending him for hire.

Steve has his Bachelor of Science degree in Biology from Grand Valley State University. He became a teacher by working through the W.K. Kellogg/Woodrow Wilson Foundation Teaching Fellowship.

Steven Jablonski

W.K. Kellogg / Woodrow Wilson Michigan Teaching Fellow,
GVSU Annis Water Resources Institute Science Instructor

2966 Dawes Rd
Muskegon, MI 49441
616-402-2116
srjablonski@gmail.com

TEACHING EXPERIENCE

SCIENCE INSTRUCTOR

Mar 2022 - Present

GVSU Annis Water Resources Institute, Muskegon, MI

- Conduct educational programs aboard GVSU/AWRI's research vessels and special events for the Water Resources Outreach Education Program.
- Teach aquatic science using hands-on, place-based learning experience to grades 4-12, college, and adult learners.
- Adapt instruction to meet AWRI curriculum guidelines and ensure meaningful learning experiences regardless of special circumstances and weather conditions.
- Coordinate with the science instruction team for scheduling, vessel lab set up, and maintenance of educational supplies and materials.
- Ensure safety in a learning environment with unusual hazards through learner engagement, situational awareness, and strict adherence to protocols.

SUBSTITUTE TEACHER

Apr 2011 – Jun 2012, Feb 2022 - Present

EduStaff, Professional Employment Services Group

Mona Shores, Muskegon, Wesley School, Grand Haven schools, MI

- Provide substitute teaching services in a broad range of classrooms including industrial arts, advanced sciences, and special needs with severe multiple impairments.
- Deliver lessons that I developed or pre-planned lessons in accordance with teachers' directions and school needs.
- Am trusted to deliver regular lessons including lab activities in science classrooms where I work regularly.
- Foster student engagement and ensure productive learning environments with effective classroom management.

W. K. KELLOGG / WOODROW WILSON FOUNDATION MICHIGAN TEACHING FELLOW

Aug 2011 – Jun 2012

Muskegon High School, Muskegon, MI

- Observed and student taught biology and honors biology for a full school year (over 8 months as lead teacher) in a high-needs urban high school with students of highly diverse racial, cultural, and socioeconomic backgrounds.
- Planned and facilitated technical, hands-on labs including DNA gel electrophoresis and GFP-plasmid *E. coli* DNA transformation labs.
- Coordinated with my mentor teacher and ELA department faculty to introduce biology content-related literacy projects.
- Planned and implemented units specifically aligned with Michigan state content standards.
- Effectively managed classrooms in a challenging environment by building relationships with students, providing engaging lessons, communicating with parents, and modeling consistently high standards of conduct.
- Differentiated assessment and instructional methods to enable learners with a very broad spectrum of abilities to achieve learning targets.
- Assistant-taught and occasionally lead-taught Anatomy/Physiology.

ADVANCED STRATEGIC TUTOR

Jun 2011 – Jul 2011

TRIO – Upward Bound, Grand Valley State University, Allendale, MI

- Taught learning strategies, science vocabulary, and test-taking skills to minority high-needs high school students.
- Utilized and taught Strategic Tutoring methods from the University of Kansas Strategic Instruction Model.
- Developed instruction and assessments and documented student performance in accordance with TRIO – Upward Bound program standards.

EDUCATION

W. K. KELLOGG / WOODROW WILSON FOUNDATION MICHIGAN TEACHING FELLOWSHIP – GRADUATE PROGRAM IN SECONDARY INSTRUCTION AND CURRICULUM

Grand Valley State University - Allendale, MI

Michigan teaching certification with DA-endorsement pending - expected Jun 2022

Currently certified as a MI substitute teacher

BACHELOR OF SCIENCE IN BIOLOGY

Grand Valley State University - Allendale, MI

BROADER EXPERIENCE

RETAIL STORE MANAGER – TEAM MANAGER

Aug 2012 – Nov 2021

Dunham's Sports, Muskegon, Kalamazoo, Portage, and Holland, MI

- Directed daily operations of a high volume (\$8 million/yr) sporting goods store.
- Performed HR operations including hiring, counseling, and terminations.
- Trained and directed a staff of 20-30 young adult employees.
- Maintained high clientele and employee satisfaction through strong communication and conflict-resolution skills.
- Raised store performance to the top of the company through product knowledge, staff training, and courteous and respectful sales practices.

YOUTH PROGRAM MENTOR / RUNNING COACH

Aug 2017 – Oct 2017

Muskegon Mona Shores Schools Total Trek Quest team, Muskegon, MI

- Mentored 3rd-5th grade students in health and life skills using prepared curriculum.
- Coached youth runners with little or no experience to complete a 5km race.
- Safely led off campus group runs with 10-15 young students.

PRESENTOR AND EVENT VOLUNTEER

Spring 2011

GVSU Regional Math and Science Center, Allendale, MI

- Facilitated hands-on science activities explaining water cycle and waste water treatment to children and adolescents at Super Science Saturday.
- Assisted event operation for the Michigan Regional Science Olympiad.

VOLUNTEER CLASSROOM ASSISTANT

Jan 2011 - Jun 2011

Grand Haven Area Public Schools, Grand Haven, MI

- Supported daily operations of a 7th grade science classroom.
- Aided teacher with classroom management and lab lesson preparations and implementation.
- Chaperoned student activities such as museum trips and overnight camps.

Kyle Nielsen

223 Californai Ave. • North Muskegon, MI 49445 • Phone: (616) 240-9985 • nielsen.kyle@gmail.com

Certifications

MCITP:EA
CCNA Route/Switch
CCNA Wireless
CWNA
MCSA 2012
Security+
Network+
CWSE
ACCP

Key Skills

Network & Systems
Engineering

Supervisory,
Management, &
Mentoring

Planning and
Deploying Wireless
Networks

Server Virtualization

Authentication &
Access Control

Systems Monitoring

Disaster Recovery

MS Exchange /Email
Systems Management

Customer Service

EXPERIENCED IT PROFESSIONAL

Certified Professional in Enterprise Systems Administration

Systems and network engineer whose qualifications include a degree in Information Security; Microsoft Certified Enterprise Administrator, Cisco Certified in two specializations and detailed knowledge of Microsoft server technologies, Cisco products and IT best practices. Over 17 years of experience in the creation and deployment of IT systems solutions, protecting networks, systems administration and planning for diverse and complex systems.

Technology Summary

Systems Technologies: Cisco Prime Infrastructure, Cisco ISE, Firewalls, F5 Load Balancers, Active Directory; MS Exchange/ SQL/Hyper-V

Systems: Cisco switches/routers, VoIP, WLC, SANs, VMware

Networking: LAN and WAN administration, featuring Cisco switches and routers

Software: MS Office, Windows, Chrome OS, SCVMM, WDS, Dell Open Manage, HP SIM, EqualLogic SAN Manager, SolarWinds

Experience

Grand Valley State University **Solutions Architect**, April 2012-Present
Allendale, MI

Baker College, Muskegon, MI **Networking/Security Instructor**, 2009-2017

ACS, A Xerox Company Tallahassee ,FL **Sr. Exchange Administrator**, Dec.2011-March 2012

Whitehall District Schools, Whitehall, MI **Network Administrator**, 2005-Dec. 2011

Craig's Cruisers Spring Lake, MI **General Manager**, April 2000- June 2010

Education

Baker College,
Muskegon, MI

**B.S. in Information
Technology and
Security** 2009

Muskegon Community
College, Muskegon,
MI

**A.A.S in Computer
Network
Administration** 2005

Project Highlights:

- **Wireless network and security:** Designed and implemented wireless network transitions with Cisco ISE authentication servers Cisco Unified Wireless Access. Continually evaluating and expanding wireless infrastructure. Implementation and maintenance on over 3,200 access points and eight WLCs.
- **Networks:** Planned and deployed new LAN's/WLAN's for multiple buildings with over 1,400 data ports and 200 access points. Maintain a switching infrastructure with over 900 switches.
- **Systems Migration:** Planned, designed, and migrated server infrastructure from Windows Server 2003 to a virtualized Windows Server 2008 R2 environment.
- **Exchange E-Mail:** Part of a team that manages e-mail systems transition of over 35 agencies on disparate email messaging solutions to a private cloud solution, featuring 30+ Exchange 2010 servers, Enterprise Vault, SendMail Message Hygiene scanning, and on-demand encryption.
- **Client Migration:** Planned and implemented client OS refresh from Windows XP to Windows 7 for 950 workstations. Developed new GPO's and deployment strategies utilizing Altiris for zero and light touch deployments.
- **Virtualization:** Moved server infrastructure from 20 physical servers running on HP and Dell hardware to a 6 node Hyper-V high-availably cluster with an iSCSI EqualLogic SAN and DR replication partner in remote site.
- **Security:** Modernized outdated Acceptable Use Policy for Staff and students. Implemented a multi-tier web filter system using LDAP for proxy settings. Implemented secure wireless access for staff, students, and guests using separate SSIDs and VLANs for traffic separation.
- **Infrastructure:** Team leader on managing a complex, private cloud Exchange Organization with 100,000 + planed mailboxes. Organized security infrastructure upgrades (e.g., firewall/VPN upgrades, physical security, and E-Mail filtering/retention devices).
- **Soft Skills:** Adaptable to change, learn new systems quickly, end user training at all levels. Customer service: managed 35 employees and conducted human resources activities, budgeting and daily revenue reports.
- **Peripheral Devices:** Mobile phones, Network Multi-Function Printers/Scanner, Data Backup devices, Network DVR surveillance, Key Fob access controls, and A/V systems, SMART Boards and projectors.

[LinkedIn Profile](#)



Clarke, Maribeth <mclarke@fruitportschools.net>

Recommendation to hire for varsity girls basketball

1 message

Morehouse, Jonny <jmorehouse@fruitportschools.net>

Tue, May 31, 2022 at 3:21 PM

To: Lauren Chesney <lchesney@fruitportschools.net>, "Rogers, Robert" <rrogers@fruitportschools.net>, Jason Kennedy <jkennedy@fruitportschools.net>, "Clarke, Maribeth" <mclarke@fruitportschools.net>

Good afternoon, I would like to recommend the hire of Brian Packard as our next girls varsity basketball head coach. He comes nominated by the girls basketball hiring committee and with some new innovative ways to get girls out for basketball and to improve our program from the youth on up. I look forward to working with Brian in all areas, to help turn around our girls basketball program. His passion for the game, his solid grasp on teaching fundamentals, and his ability to motivate and build the culture of our girls program are just a few of the many positives to having Brian coach our girls.

Attached below is his resume.

 [Brian Packard Varsity Girls Basketball.pdf](#)

--
Jonny Morehouse
Athletic Director
Fruitport Community Schools
231-865-4035



Brian Packard

85 W.Oak St.
Fruitport MI, 49415

EXPERIENCE

Fruitport MI — Girls Assistant Varsity Coach

2019- - PRESENT 2 seasons

My duties were to support the head coach and help game plan for games. I was given a lot of leeway to help with defense philosophy and effort. I have also been an integral part of fundraising and bringing more energy to the program.

Fruitport MI — Boys Freshman Coach

2017-2019 3 seasons

My roles as a head coach were to prepare my team the best I could to be ready to play each and every night. I was also helping with youth development.

Fruitport MI — Boys Assistant Varsity Coach

2013-2015 3 seasons

My duty was to support the head coach in game planning and defensive assignments. I also helped with the start up of the Fruitport youth league known as 'The Port.

Other Coaching Experience

6th grade coach at Grand Haven Christian

5th grade coach at Grandville for boys and girls while I was in college

Fundamental Basketball Camp Counselor while in High School. The coach I worked with was the Assistant Coach for Rutgers at the time and at one point was the youngest head coach at Kent State.

Projection of Program

My goal as the varsity coach of the program is to compete at every level. Starting with fortifying the youth program and spiking the interest of young girl's love for the game. I will be involved in every aspect of the career of future players as well running the youth league and helping manage the middle school teams with input to the head coaches. I will be hands on with the program at the High School levels as well. Working as a team to coach these young women.

SKILLS

Player Development

Knowledge of the game

Willing to adapt

Absolute love and passion for the game of basketball

MISSION STATEMENT

My mission is to empower young women to be the best they can be on and off the court. I want to produce good basketball players but more importantly young women with a strong work ethic that are accountable and help in the highest regard. We will be focused on accountability, integrity, and hard work. Those are the same values that make Fruitport the community I love to live in and coach in.

Fruitport Girls Basketball

My vision for the program is as follows

Create lasting relationships with the players

Build program up from the youth years

I will be reevaluating the youth program and making changes. We will be focusing on fundamentals at every level and we will be focusing on continued development. We will be playing games at every level as there needs to be competition at every level.

Middle School Program

We will have the middle school be more prepared to enter high school skill wise and mentality wise. We will encourage the players to play in the Adrenaline league as a team and provide more options for continued play in the offseason.

High School Program

Our practices will be more organized and more competitive. They will be more fast paced as that is the type of play we are trying to achieve. I expect to play a more blue collar type of basketball. We will be in your face defensively and we will be relentless for 32 minutes.

I am committed to surrounding myself with the best staff I can and the best support staff. I have many networks already being built that will be coming in as early as even this summer. I know I don't know everything about the game and where I am deficient I will gladly accept help.



Fruitport Community Schools

Memo

To: Jason Kennedy
From: Laura Gavin
Date: 6/6/2022
CC: Maribeth Clarke, Katie Shawl, Jenny Ferels, Mark Mesbergen
Re: Recommendation for SLP Hire

It is with great pleasure that I recommend the hiring of Alyson Winton for the position of Preschool Speech-Language Pathologist for the Eastern Service Unit. She was the top candidate for this position from all members of the interview team. Her references were all very positive and spoke strongly of her character, willingness to learn, and organization.

We interviewed five potential candidates that were all qualified for the position. Alyson rose to the top with her thoughtfulness while answering interview questions and her personality that seemed to be a great fit for our team. She will be joining our team after graduating from Calvin University.

She will start her new position this fall and will likely be placed in our early childhood programs in Orchard View and Ravenna.

Alyson Winton

Phone Number: (989) 858-6843 Email: alysonm.winton@gmail.com

Education

MASTER OF ARTS | EXPECTED IN AUGUST OF 2022 | CALVIN UNIVERSITY

- Speech-Language Pathology

BACHELOR OF SCIENCE | MAY 2021 | CALVIN UNIVERSITY

- Speech-Language Pathology and Audiology

Clinical Experience

SLP STUDENT CLINICIAN | ROCKFORD PUBLIC SCHOOLS |

JANUARY 2022- MARCH 2022

- Executed formal assessments via the iPad-based testing system Q-interactive, such as the Goldman Fristoe Test of Articulation 3rd Edition and the Clinical Evaluation of Language Fundamentals Preschool.
- Delivered treatment targeting fluency deficits, such as stuttering, to children ranging from kindergarten to fifth grade.
- Facilitated AAC intervention using a variety of high-tech and low-tech devices, including eye-gaze, the iPad applications; Proloquo2go, LAMP Words for Life, and paper images.
- Worked with individuals with a variety of diagnoses, including Autism, Down syndrome, Childhood Apraxia of Speech, Cerebral Palsy, ADHD, etc.
- Experienced completion of monthly Medicaid billing.
- Completed assessments and documentation stating eligibility recommendations.

SLP STUDENT CLINICIAN | FOREST HILLS PUBLIC SCHOOLS |

AUGUST 2021- NOVEMBER 2021

- Led push-in or pull-out articulation and language lessons for groups of 2-6 students.
- Educated aids and teachers on speech and language strategies and materials to implement in the classroom in order to encourage generalization across settings.
- Documented progress accurately through Service Capture for SOAP notes, IEPs, and Progress Reports.
- Led and participated in IEP and eligibility meetings.
- Collaborated with other professionals, including OT, social worker, PT, etc., in order to plan effective treatment sessions to target multiple areas of concern for students.
- Implemented client-centered therapy using a consultation model with high school students.
- Provided transition support and education to high school students for job applications.

SLP STUDENT CLINICIAN | CALVIN UNIVERSITY PEDIATRIC CLINIC |

SEPTEMBER 2020- AUGUST 2021

- Evaluated and analyzed client's strengths and weaknesses using informal measures and formal protocols, including the Clinical Evaluation of Language Fundamentals 5th Edition, the Preschool Language Scale 5th Edition, the Rosetti Infant-Toddler Language Scale, and the LinguiSystems Articulation Test.
- Completed oral motor examinations to assess the structure and function of structures important for speech and swallowing.
- Assessed hearing status using an audiometer and an otoscope.
- Communicated the purpose of treatment and reviewed reports with parents and caregivers.
- Gained knowledge of methods for researching evidence-based practices.
- Utilized evidence-based treatment approaches to target articulation and language goals, such as Drill Play, the Cycles Approach, and Milieu Teaching.
- Planned and led sessions via the teletherapy format.

SLP STUDENT CLINICIAN | CALVIN UNIVERSITY ADULT NEUROREHABILITATION CLINIC |

SEPTEMBER 2020- AUGUST 2021

- Built a solid understanding of individual patient's strengths and weaknesses through formal and informal assessment of speech and hearing, including the Western Aphasia Battery, the Boston Diagnostic Aphasia Examination, the Cognitive Linguistic Quick Test, and the Montreal Cognitive Assessment.
- Documented developments and regressions in patients' speech, making treatment adjustments based on latest information.
- Provided various forms of treatment for different aphasia types, cognitive, and motor speech deficits, including Oral Reading for Language in Aphasia, Melodic Intonation Therapy, Errorless Learning, AAC intervention, Phonation Resistance Training Exercises, Be Clear for Dysarthria, and Spaced Retrieval.
- Worked with individuals and their families to develop goals and objectives to improve communication and quality of life.

Related Experience

Full-time and part-time childcare worker • Children's summer program group leader • Secretary •

Professional Memberships and Certifications

CPR Certified • Member of NSSLHA • Electronic medical record experience •

Colin Brown
3875 Ellen St.
Muskegon, MI 49444

June 14, 2022

Jason Kennedy
Superintendent
Fruitport Community Schools
3255 E. Pontaluna Rd
Fruitport, MI 49415

Dear Mr. Kennedy,

Please accept this letter as my formal resignation from my position as a science teacher at Fruitport Middle School.

Thank you for your support and leadership. I appreciate the opportunities and training that I have received during my time with the district and will have fond memories of Fruitport Community Schools. I wish you the best in this upcoming year.

Sincerely,

Colin Brown



Clarke, Maribeth <mclarke@fruitportschools.net>

Re: Resignation

1 message

Camp, Allison <acamp@fruitportschools.net>

Tue, Jun 14, 2022 at 9:38 AM

To: "Engel, Sarah" <sengel@fruitportschools.net>

Cc: Jason Kennedy <jkennedy@fruitportschools.net>, Monte Kelly <mkelly@fruitportschools.net>, Trista Stingle <tstingle@fruitportschools.net>, Jennifer Ferels <jferels@fruitportschools.net>, Mark Mesbergen <mmesbergen@fruitportschools.net>, Maribeth Clarke <mclarke@fruitportschools.net>, Jeff Grossenbacher <jgrossenbacher@fruitportschools.net>

Hi Sarah

Thank you so much for all of the time and energy that you have given to Fruitport. I wish you the best in your next adventures with your family.

Allison

On Fri, Jun 10, 2022 at 1:24 PM Engel, Sarah <sengel@fruitportschools.net> wrote:

Hello,

Please accept this email as a formal notice of my resignation. I've been at the Middle School for four years now, and while I've enjoyed my time, my life has recently taken a major shift. I won't be returning, and will instead be staying home with my new baby.

Please let me know if there is anything I can do to make the next year start smoothly.

Thank you,

--

Sarah Engel
6th grade math teacher
Fruitport Middle School
231-865-3128 ext. 3118

Allison Camp
Director of Curriculum and Instruction
[Fruitport Community Schools](#)
[3255 E. Pontaluna Rd.](#)
[Fruitport, MI 49415](#)
231.865.4003

Jun 3, 2022

Mr. Tom Hamilton and Mrs. Emily Basse
Edgewood Elementary School
3255 E. Pontaluna Road
Fruitport, MI 49415

Dear Mr. Hamilton and Mrs. Basse, please accept this letter of resignation from employment effective at the end of the 2021-2022 school year.

I want to thank you both immensely for this opportunity to work alongside you this past year. You are both phenomenal administrators. I want to shout that from the rooftops and will be sharing that with anyone who will listen to me. What you both bring to the building is an overwhelming feeling of unity and support. I am leaving a better educator because of your support and commitment to Edgewood.

This was not an easy decision to make and in so many ways I would prefer to stay. This decision came down to what is best for my family.

Please let me know what I can do to help with this transition. I want what is best for Edgewood and its students.

Sincerely,

Lynette McCumber

Lauren Moran
9522 Whispering Sands Dr.
West Olive, MI
49460

6/14/2022

Eastern Service Unit

Laura,

Please accept this letter as my formal resignation from the occupational therapist position for the 2022-2023 school year.

This is an extremely bittersweet letter to write. At this time, I feel inclined to make a transition so that I am better able to support my family, be closer to home, and have more options for schooling and childcare. I have nothing but kind words and positivity while reflecting on my experience. With the guidance and mentorship I have received from my teammates, this position has been extremely rewarding, and has allowed me to grow and develop as a clinician. I will be forever grateful for the opportunity to work with such an amazing group. I have been honored to work with such devoted individuals and am honestly inspired daily by the passion, grace, communication, professionalism, humor, and unique individuality each person brings to their role.

This area is completely blessed to have you all. I am forever indebted to you and this organization for this amazing opportunity. Please feel free to reach out if there is any way I can help you in the future.

Sincerely,
Lauren Moran

6/22/2022

Laura Gavin,

Please accept this letter as my formal resignation from the Physical Therapist position for the 2022-2023 school year.

I am extremely grateful for the opportunity to have worked with such wonderful kiddos, staff members, and faculty alike. It is very bittersweet to leave, but for an opportunity for my family to live where I grew up and live by my support system is such an important opportunity. I am already sad to be leaving my kiddos I work with, and had such a wonderful experience in getting to know these kiddos and their families, and will miss them. I have really grown during this experience, and have been inspired by the professionalism, humor, and wonderful passion that the staff members bring to these students.

Please don't hesitate to reach out to me should you have any questions, concerns, or want me to help support a new hire. Thank you for this amazing experience and opportunity!

Sincerely,

Erica O'Neal
Physical Therapist



Fruitport Community Schools
Jared Plawski
Graduation Advocate/Math Teacher/Math Interventionist
3255 E. Pontaluna Road
Fruitport, MI 49415
Ph 231.865.4100
Fax 231.865.3393
www.fruitportschools.net

June, 8th 2022

Dear Jason,

It is my regret to inform you that I tender my resignation for the position of High School Graduation Advocate, Alternative Education Math Teacher, and Math Interventionist. It has been a wonderful experience for me as a whole at Fruitport High School. I want to thank you for the leadership since you took the helm at FCS. Fruitport schools are in great hands. Thank you.

Yours truly,
Jared Plawski



Clarke, Maribeth <mclarke@fruitportschools.net>

Re: Next School Year

1 message

Camp, Allison <acamp@fruitportschools.net>

Tue, May 24, 2022 at 8:19 AM

To: "Radecki, Kara" <kradecki@fruitportschools.net>

Cc: Monte Kelly <mkelly@fruitportschools.net>, Trista Stingle <tstingle@fruitportschools.net>, Julie Kolbe <jkolbe@fruitportschools.net>, Jason Kennedy <jkennedy@fruitportschools.net>, Maribeth Clarke <mclarke@fruitportschools.net>, Mark Mesbergen <mmesbergen@fruitportschools.net>

Hi Kara

Thank you so much for letting us know. I know you have worked very hard these last 4 years to hone your craft as a teacher and I wish you all the best in your next adventures.

Allison

On Mon, May 23, 2022 at 3:14 PM Radecki, Kara <kradecki@fruitportschools.net> wrote:

Hello,

Please accept this email as a formal notice of my resignation. This is the end of my 4th year of teaching and I have truly enjoyed my time here with the staff at Fruitport Middle School. I am sorry to inform you that I am not returning next year as I am looking at opportunities outside of education. Please let me know what I can do for a smooth transition for next year.

Thank you again for all of your support.

--

Kara Radecki
7th and 8th Grade Math Teacher
Fruitport Middle School
Phone: 231-865-3128 ext. 3202
radecki.weebly.com

--

Allison Camp
Director of Curriculum and Instruction
[Fruitport Community Schools](#)
3255 E. Pontaluna Rd.
Fruitport, MI 49415
231.865.4003



Courtney Stahl

15762 Pruin, Spring Lake, MI 49456
Phone: 231.343.6853
E-Mail: stahlcourtney78@gmail.com

May 24, 2022

Dear Jason Kennedy and the Fruitport Board of Education,

Seven years ago, almost to the day, many of you wore pink shirts supporting my family; I couldn't have asked for a better community or a group of supporters encouraging and lifting up my family during the toughest time in our life. When I beat cancer, I made a promise to my family that moving forward they would always come first. I did a good job keeping that promise for a while however over the last few years my family has taken a backseat to our Beach kids and families. I wouldn't change anything about the way I have done my job but now I am once again making the decision to put my family first. So, effective at the end of my 2021-2022 contract, I will be resigning from my position as principal of Beach Elementary. It is time for someone else to lead the staff and students.

Fruitport has been my home for 22 years. I will *always* cherish my time here. You took a chance on a fresh-out-of-college 22-year-old, gave me the opportunity to meet a handsome shop teacher and later marry him and provided me with the opportunity to learn from and grow with an amazing group of colleagues and leaders. I will be forever grateful to the Fruitport Community. The staff and students at Beach will always have a special place in my heart. I am honored to have been a part of this community. Blessings to the staff and students in the coming years.

Sincerely,

Courtney Stahl

5/24/2022

*I will be sharing this news with my staff after school on Friday, May 27th and will send communication to my families on Wednesday, June 8th.

BOARD ACTION REQUEST FORM

Meeting Date: June 27, 2022

To: Board of Education

Attachment # IX-1

From: Jason J. Kennedy

Subject to be Discussed and Policy Reference:

Athletic Student-Parent Handbook

Background Information:

The Athletic Department is requesting that the Board of Education approve the Student-Parent Handbook for the 2022-2023 school year. The only changes made to the handbook include changes to reflect changes in date from the current year to next school year.

Financial Impact:

None

Recommended Action:

Approve the 2022-2023 Athletic Student-Parent Handbook, as presented.

Action Taken:

Vote: ___ Buckner ___ Burgess ___ Cole ___ Franklin ___ Hazekamp

___ Kelly ___ Meeuwenberg

2022-2023

Parent-Student Handbook

All Participants Grades
7-12

PREPARED BY
FRUITPORT HIGH SCHOOL
ATHLETIC DEPARTMENT

TROJANS

*"Developing student athletes to reach their fullest potential as competitors and as people
by giving maximum effort every day."*

The Six Pillars of Character

From "Pursuing Victory With Honor", The Arizona Sport Summit Accord

TRUSTWORTHINESS

Be **honest**. Do not deceive, cheat, or steal. Be **reliable**—do what you say you will do. Have the **courage** to do the right thing. Build a good reputation. Be **loyal**—stand by your friends, family, and country.

RESPECT

Treat others with respect; follow the golden rule. Be **tolerant** of differences. Use good **manners**, not bad language. Be **considerate** of the feelings of others. Do not threaten to hurt anyone. Deal peacefully with anger, insults, and disagreements.

RESPONSIBILITY

Do what you are supposed to do. **Persevere**: keep on trying! Always do your best. Use **self-control**. Be **self-disciplined**. Think before you act—consider the consequences. Be **accountable** for your choices.

FAIRNESS

Play by the rules. Be **open-minded**; listen to others. Do not take advantage of others. Do not blame others.

CARING

Be **kind**. Show you care. Express **gratitude**. **Forgive** others. Help people in need.

CITIZENSHIP

Do your share to make this school and community a better place. **Cooperate**. Stay informed. Vote. Be a good neighbor. **Obey** laws and rules. **Respect** authority. **Protect** the environment.

The "Six Pillars" are a part of this guidebook with the intent that the principles and values they represent become a part of the framework of this organization, and be practiced by staff, players, parents, and fans that are associated with Fruitport Athletics.

Character is the foundation upon which one must build to win respect. Just as no worthy building can be erected on a weak foundation, so no lasting reputation worthy of respect can be built on a weak character.

R.C. Samsel

STAFF

JONNY MOREHOUSE 865- 4034
ATHLETIC DIRECTOR

LAUREN CHESNEY 865-3101 Ext. 2033
PRINCIPAL

TRICIA WINSKAS 865-4035
ATHLETIC SECRETARY

| | PHONE | FAX |
|---------------------|----------------|------------|
| HIGH SCHOOL | (231) 865-3101 | 865-6351 |
| MIDDLE SCHOOL | (231) 865-3128 | 865-4086 |
| ATHLETIC DEPARTMENT | (231) 865-4035 | |
| ADMINISTRATION | (231) 865-3154 | 865-3393 |

School website: www.fruitportschools.net
Athletics website (Big Teams): www.fruitportathletics.org
Twitter: @FCS_Athletics **Facebook:** Fruitport Trojan Athletics

HANDBOOK CONTENTS

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6/22/2022

Laura Gavin,

Please accept this letter as my formal resignation from the Physical Therapist position for the 2022-2023 school year.

I am extremely grateful for the opportunity to have worked with such wonderful kiddos, staff members, and faculty alike. It is very bittersweet to leave, but for an opportunity for my family to live where I grew up and live by my support system is such an important opportunity. I am already sad to be leaving my kiddos I work with, and had such a wonderful experience in getting to know these kiddos and their families, and will miss them. I have really grown during this experience, and have been inspired by the professionalism, humor, and wonderful passion that the staff members bring to these students.

Please don't hesitate to reach out to me should you have any questions, concerns, or want me to help support a new hire. Thank you for this amazing experience and opportunity!

Sincerely,

Erica O'Neal
Physical Therapist

FRUITPORT COMMUNITY SCHOOLS ATHLETIC CONSENT FORM (PARENT COPY)

Student _____ D.O.B. ____/____/____
LAST FIRST

As parent or guardian of the above named student, (or as an emancipated minor) I hereby grant permission for him/her to participate in the **2022-23** school year as a member of one or more Fruitport Community Schools athletic teams. I have read, understand, accept, and agree to support the school district's **year-round** athletic code and the related athletic policies found in the parent student handbook.

RESPONSIBILITIES OF PARTICIPATION

I will abide by all school rules and the coach's team rules. I realize that participants are responsible for the maintenance and proper return of all issued equipment and uniforms, and are responsible financially for damage due to loss, neglect or improper use. **I understand that I/we are responsible for player fees related to team membership.** I realize that uniforms/warm-ups are only to be worn for approved events. I give my permission for sport related photos, statistics, or rosters to be used for publicity or eligibility reporting purposes. **I consent to the disclosure of information that might otherwise be privileged under either FERPA or HIPPA for any purpose necessary for the determination of athletic eligibility, player fee waiver, or for compliance with athletic policy/procedures of the school or the MHSAA.**

CITIZENSHIP STANDARDS FOR PARTICIPATION

I understand that *participation in athletics is a privilege*, not a right. Athletes are to exemplify good citizenship, trustworthiness, and a proper public image in the greater community as well as in school-- in and out of season. **I understand the Athletic Code and citizenship expectations as given in this handbook also apply to postings on the internet.** *I realize that standards of participation for athletes often exceed minimum MHSAA and FHS regulations.*

SPORTSMANSHIP

I will demonstrate sportsmanship and exercise self-control to coaches, officials, opponents, and spectators. I understand that excessive display of temper, and the use of profanity in any form are not permitted. I understand that these sportsmanship guidelines apply **to parents** and spectators- as well as participants.

HEALTH AND SAFETY

I understand that in each sport the risk of injury or even death exists; and accept the risk in participation. Having been so cautioned and warned, I also realize the responsibility for reducing the chance for injury by obeying safety rules, following a proper conditioning program, inspecting one's own equipment regularly, and reporting physical problems and injuries to the coach or trainer.

I will abide by the decisions of the athletic trainer and other professionals that the school has contracted related to injuries and return to play. **I have read the enclosed material and understand the policy and procedures for when a student receives a suspected concussion.**

I give consent for Impact concussion management pre and post testing for collision sports (FHS).

I give consent for and agree to comply with the "reasonable suspicion" drug- testing program as per school Board and Athletic Department policies (FHS).

I realize that it is my/our responsibility to pay for all medical treatment arising from participation in a school sport. **I understand that Fruitport Community Schools does NOT provide student medical insurance coverage for athletic injuries. I understand that coverage is available through the state of Michigan for those who qualify, and also for purchase through First Agency of Kalamazoo.**

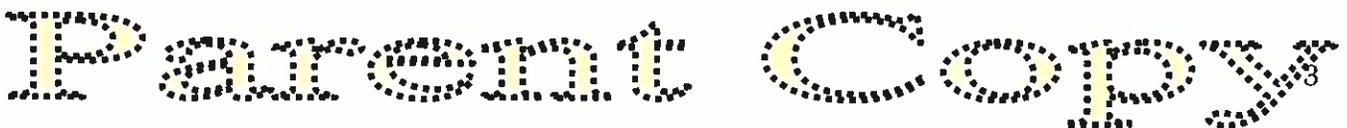
Name of insurance carrier _____ Policy # _____

____ Check here if the student athlete has **no health insurance**

Signatures below indicate comprehension of the policies and procedures in the Parent Student Athletic Handbook. Office copy of this form must be completed and on file prior to participation.

Parent/Guardian: _____ date _____

Student: _____ date _____



ATHLETIC CODE

1. All athletes are responsible to adhere to school regulations and athletic policies as they appear in the Student Handbook, MHSAA and Board policy, Student- Parent Athletic Handbook, and team training rules of individual coaches.
2. School obligations such as attending all classes, help sessions, detentions, completing homework, making up tests, etc. must be satisfied before participating in extracurricular activities. Athletes are expected to attend scheduled classes and have any and all absences excused prior to participation.
3. All participants must meet current MHSAA and FHS eligibility requirements. Under the semester schedule, students must be passing **5 of 6** classes concurrently to remain eligible. Current semester progress reports are received by Monday of each week. Any student who is not passing at least 5 of 6 semester classes will then be ineligible to participate in interscholastic competition immediately from a Monday through Sunday period. Students who do not receive credit for 5 subjects in ANY semester will be ineligible for the next semester or until deficiencies are made up. Student athletes that are over the allowed number of absences may be considered ineligible in that class. Additional participation requirements are outlined in the MHSAA handbook. NOTE: Ineligible athletes will be permitted to participate in practice only during their first period of ineligibility of the season.
4. Athletes suspended from school may not participate in or attend games or practices held during the suspension. A suspension from school begins at the time of notification and ends at the last calendar date of the suspension. Participation is prohibited from the first date up to and including the last date of school suspensions. Athletic suspensions may begin following a school suspension or an ineligibility period. Athletes may be granted permission to practice [not compete] during long term Athletic Dept. suspensions.
5. Disciplinary problems at school or at extracurricular events (Home or away) may be a reason for the coach, athletic director, or administration to drop or suspend an athlete from a sport.
6. Whether in season or out of season, student athletes have an obligation to uphold and maintain a high standard of citizenship in the community. Violations of law and citizenship expectations are grounds for the coach or administration to immediately deny participation for part or all a sport season. Subsequent offenses, *including offenses involving illegal substances*, will result in increased penalties and the possible loss of eligibility for one's high school career.
7. It is expected that athletes attend all scheduled classes in order to participate that day. When school is in session, athletes are to be present for at least three classes, and **classes missed must be excused absences.** The Principal or Athletic Director may grant exceptions when there are conflicts or unusual circumstances that result in being present for less than three full classes.

8. If an athlete is disqualified during an athletic contest for flagrant or unsportsmanlike conduct, that student will be withheld by his/her school for at least the next contest/day of competition for that team. The Athletic Department has the right to enforce a greater penalty if it deems it necessary, including a long-term suspension for multiple disqualifications by the same individual.
9. A. No athlete may use, sell, distribute, or possess any tobacco product at any time. **This policy includes the use or possession of "e-cigarettes"**. The following steps of discipline are to be followed for the violation of this code:

FIRST OFFENSE: Suspension for 25% of current season (based on number of contests), continued if necessary to the next season of participation;

SECOND OFFENSE: Suspension for the remainder of the current season plus 50% of subsequent season of participation;

THIRD OFFENSE: Loss of sports eligibility for one calendar year from offense.

Offenses under A above are cumulative for a four year period. Violations outlined in A above while not a team member (summer or school year) is subject to athletic code penalties in future seasons.

B. No athlete may be involved in the sale, distribution, possession, consumption, or illegal use of prescription drugs, alcohol, fake drugs, steroids, any chemicals which release toxic vapors or contain toxic substances, look alike drugs, performance enhancing substances, or any other substances banned by the NCAA and/or otherwise prohibited by law.

Offenses under B above are cumulative for a four year period and will result in a loss of sports eligibility for a minimum of 33% of a sports season for the first offense (based on the number of dates or contests), *continued if necessary to the next season of participation*, with a maximum penalty of a loss of sports eligibility for one's high school career. Subsequent offenses will result in a minimum suspension of 50% of a sport season, continued to the next season of participation, with a maximum penalty of the loss of eligibility for the balance of the high school career. Any involvement with prohibited substances outlined in B above while not a team member (summer or school year) is subject to athletic code penalties as described above. First time participants are subject to sanctions if the violation occurred during the same school year or within three months of the beginning of the season.

10. Hazing: Athletes shall not participate in any induction ceremony, initiation, or other activity that involves unreasonable risk of physical harm, coercion, intimidation, or embarrassment to others. Hazing is a violation of state law and school policy. Any athlete or parent who believes their student has been a victim of such practices is to contact Lauren Chesney, Principal 3255 Pontaluna Rd. Fruitport, MI 49415.

FHS DRUG TESTING POLICY

The Board requires that each student and their parent or guardian in any of the District's interscholastic athletic programs agree that the student athlete participate in a reasonable suspicion drug-testing program. The test or tests will be conducted by an independent contractor or family doctor. A list of banned drugs and performance-enhancing substances developed by the NCAA and adopted by the Michigan Department of Public Health are listed in the back of this handbook. Please note that the list may change during the year, and that updates may be found on the NCAA Website (www.ncaa.org) . All test results will be given to the Athletic Director and the student, parent, or guardian. If the student or parent or guardian asserts any privilege or withdraws the consent given in the Athletic Consent form, the athlete shall immediately be ineligible for further athletic participation. The testing lab will be instructed to test for one or more illegal drugs. Student participant samples will not be screened for the presence of any substance other than an illegal drug or for the existence of any physical condition other than drug intoxication.

A student athlete who tests positive for any illegal substances (in accordance with the testing methods authorized by the School Board), shall become ineligible to participate in athletics for a period as given in the athletic code. A student athlete or parent/guardian may request a retest within 24 hours of the original test at his/her own expense. Students who are taking prescription medication may provide a copy of the prescription or a copy of a doctor's verification that provides evidence that the substance is for a condition where the drug or drug family is prescribed for a medical reason. This information must be provided to school personnel within 24 hours of the test. A student athlete who tests positive will be required to participate in a drug education program in addition to serving an athletic suspension as per the Athletic Code of Conduct.

Reasonable Suspicion:

Reasonable suspicion is intended to target situations when there are objective facts or specific occurrences that support the conclusion that a student-athlete may be using alcohol or other prohibited drug substances. Reasonable suspicion may also be triggered by a previous positive test or an arrest and/or suspension for possession/use of illegal substances within the preceding twelve months. *Reasonable suspicion* is based on a common sense conclusion upon which practical people ordinarily rely. These conclusions can be drawn from observed or reliably described human behavior that is determined to be warning signs for possible drug/alcohol use (e.g., changes in emotional and physical condition and academic/athletics achievement, witnessed drug use, possession, etc.).

All Athletic Department personnel are required and other teaching or administrative staff are encouraged to report to a student-athlete's respective head coach, head athletics trainer, administrator or athletic director specific facts or observable behaviors that indicate that a particular student-athlete may be violating the policies expressed in this program.

Fruitport High School's athletic program is an extension of its educational program and adheres to the philosophy and objectives prescribed by the Fruitport Board of Education and the Michigan High School Athletic Association. The contents of this handbook help define the policies and procedures used within the Department of Athletics that are specific to participants and parents/guardians. Coaches should also refer to FHS Coach's Handbook for additional guidelines and procedures.

MISSION STATEMENT

In keeping with the vision of *empowering individuals to positively impact their world*, the Fruitport Athletic Department is ***committed to developing student athletes to reach their fullest potential as competitors and as people by giving maximum effort every day.***

FHS SPORTS/ACTIVITIES OFFERED

| | | SEASON | VAR | JV | FROSH |
|-------------------|-----|---------------|------------|-----------|--------------|
| BASEBALL | B | SP | X | X | X |
| BASKETBALL | B/G | WTR/WTR | X | X | X |
| BOWLING | B/G | WTR | X | | |
| COMPETITIVE CHEER | G | WTR | X | | |
| CROSS COUNTRY | B/G | FALL | X | | |
| FOOTBALL | B | FALL | X | X | X |
| GOLF | B/G | SP/FALL | X | | |
| ICE HOCKEY* | B/G | WTR | X | | |
| LACROSSE** | G/B | SPRING | X | | |
| SOCCER | B/G | FALL/SP | X | X | |
| SOFTBALL | G | SP | X | X | |
| TENNIS | B/G | FALL/SP | X | X(G) | |
| TRACK | B/G | SP | X | | |
| VOLLEYBALL | G | FALL | X | X | X |
| WRESTLING | B | WTR | X | X | |
| SIDELINE CHEER*** | G | FALL* | X | X | |
| EQUESTRIAN**** | B/G | FALL | X | | |

*Ice Hockey is a cooperative agreement with Reeths Puffer HS, which is the sponsoring school.

** Lacrosse is a cooperative agreement with Mona Shores HS, which is the sponsoring school.

*** Sideline Cheerleading is a group activity sponsored through the Athletic Department by the Board of Education.

**** Equestrian is a group activity that can use the school name/mascot and colors by the Board of Education. Equestrian is not a school-sponsored event, but members can earn a club letter if specific criteria are met.

MIDDLE SCHOOL SPORTS TEAMS AND SEASONS:

Fall: Cross Country, Volleyball, Football

Winter: Boys Basketball, Competitive Cheer, Wrestling, Girls Basketball

Spring: Track, Co-ed tennis

NOTE: Sixth graders are now permitted to participate in XC, wrestling, and track.

INTERSCHOLASTIC ATHLETIC PHILOSOPHY

The Fruitport Community School District supports the belief that a dynamic program of student activities is vital to the educational development of students. The interscholastic program provides laboratory courses in physical and emotional development. It teaches lessons that often are not taught in the classroom. It also provides a means to better performance in classroom curriculum. Statistics on participation consistently demonstrate that athletes have higher g.p.a., attendance and retention rates, and lower dropout rates than non-participating counterparts. Athletic participation is a positive privilege with definite responsibilities.

We believe that developing a winning athletic program is important. However, it must be done without sacrificing the personal development of participants. Successful programs provide opportunities for physical, mental, social, and emotional growth. In addition, effective programs teach teamwork, work ethic, skill mastery, pride, and fair play. Such positive outcomes go far beyond one's win-loss record.

The interscholastic setting is critical in providing desirable learning experiences. Administrative expectations, direction, and support are vital in achieving clearly defined goals. Also required is adherence to the program purposes by coaches, student athletes, and parents/guardians.

Finally, supporting and cooperating with policies of the Fruitport Board of Education, the Michigan High School Athletic Association and league affiliations is necessary in order to maintain a worthwhile, productive interscholastic environment.

The Fruitport Community School District is committed to a quality interscholastic athletic program that provides desirable learning experiences. The athletic program is dedicated to continuing development and re-evaluation in order to provide student athletes with opportunities *to develop fully as competitors and as people.*

NOTICE REGARDING NON-DISCRIMINATION POLICY

No person shall, on the basis of sex, be excluded from participating, be denied the benefits of, be treated differently from another person or otherwise discriminated against in any interscholastic athletic program at Fruitport Community Schools. Any person believing that Fruitport Community Schools has inadequately applied the principles and/or regulations of Title IX of the Education Amendment Act of 1972 may bring forward a complaint to: Athletic Director 3255 Pontaluna Rd. Fruitport, MI 49415.

PARENT COACH COMMUNICATION PLAN

Both parenting and coaching are extremely difficult roles. By establishing an understanding of each, we are better able to accept the actions of the other and provide greater benefit to students. As parents, when your children become involved in the athletic program, you have a right to understand the expectations placed upon your child. This begins with clear communication from his/her coach. **It is essential that parents be represented in the parent meeting that each head coach sponsors prior to each season.**

COMMUNICATION THAT YOU SHOULD EXPECT FROM THE COACH

1. Philosophy of the coach, including issues such as playing time
2. Expectations that the coach has for the players
3. Locations and times of all practices and contests
4. Team requirements, i.e. practices, special equipment, out of season conditioning
5. Procedures to follow should the athlete be injured during participation
6. Discipline that may result in the denial of participation.

COMMUNICATION THAT COACHES EXPECT FROM PARENTS

1. Concerns expressed directly to the coach
2. Notification of schedule conflicts well in advance
3. Specific concerns regarding a coach's philosophy and/or expectations.

As students become involved in the programs at Fruitport High School, they will hopefully experience some of the most rewarding moments of their lives. It is important to understand that there also may be times when things do not go the way they are expected to. **Please keep in mind that there are times in which *athletes need the opportunity to struggle*. At these times, conversation between the athlete and coach is encouraged.**

APPROPRIATE CONCERNS FOR PARENTS TO DISCUSS WITH COACHES

1. The treatment of your child, mentally and physically
2. Ways to help your child improve
3. Concerns about your child's behavior.

It is difficult to accept your child's not playing as much as you may hope. Coaches are professionals. They make judgments based on what they believe to be best for all students involved. As you have seen from the above list, certain things can and should be discussed with the coach. Other things, such as those below, must be left to the discretion of the coach.

ISSUES NOT APPROPRIATE TO DISCUSS WITH THE COACH

1. Playing time
2. Team strategy/team selection
3. Play calling
4. Other student athletes' abilities compared to your son or daughter's abilities.

There are situations that may require a conference between coach and parent. It is important that both parties involved have a clear understanding of the other's position. In order to promote a resolution to the issue, the following procedure should be followed when a conference is necessary.

IF YOU HAVE A CONCERN TO DISCUSS WITH A COACH, THE PROCEDURE YOU SHOULD FOLLOW IS

1. Call to set up an appointment. The Athletic Office phone number is 865 - 4035.
2. If the coach cannot be reached, call the Athletic Director. *Please do not attempt to confront a coach before or after a contest or practice. This can be an emotional time for both the parent and the coach. Meetings of this nature rarely promote resolution. **Waiting 24 hours for this contact will often result in a more productive result.***

WHAT A PARENT CAN DO IF THE MEETING WITH THE COACH DOES NOT PROVIDE A SATISFACTORY RESOLUTION

1. Call the Athletic Director and set an appointment to discuss the situation.
2. Contact the Principal if a resolution is not achieved.

We hope the information provided above makes your experience with Fruitport athletic teams less stressful and more enjoyable.

SPORTSMANSHIP FOR FANS AND PARTICIPANTS

Acceptable behavior includes:

- accepting all decisions of officials;
- treating the competition as a game, not a war;
- giving credit for outstanding effort regardless of the team;
- showing concern for *any* injured player; and
- encouraging surrounding fans to display only the best sportsmanlike conduct.

Unacceptable behavior includes:

- trash talk, taunting, and other intimidating actions on behalf of players or spectators;
- displaying disgust for officials calls; name calling to distract opponents;
- refusing to shake hands or give credit to opponents;
- blaming the loss of a game on coaches, players, or officials;
- using profanity or displays of anger that draws attention away from the game.

Any person, including adults, who behave in an unsportsmanlike manner during an athletic or extracurricular event may be ejected from the event or denied future admission for conduct that includes, but is not limited to: using vulgar or obscene language; possessing or being under the influence of any alcoholic beverage or illegal substance; possessing a weapon; fighting or otherwise striking or threatening another person; failing to obey a security officer or school employee; and engaging in any activity which is illegal or disruptive.

GOVERNING BODIES RELATED TO ATHLETICS

The athletic program at Fruitport High School follows the rules, regulations and policies as set forth by the following governing bodies:

1. Fruitport Board of Education
2. Michigan High School Athletic Association
3. National Federation of High School Athletic Associations
4. Fruitport Athletic Department
5. OK Conference
6. Greater Muskegon Athletic Association

MICHIGAN HIGH SCHOOL ATHLETIC ASSOCIATION, INC.

The Fruitport Schools as voluntary members of the M.H.S.A.A. are to promote, develop, direct, protect and regulate amateur interscholastic athletics between member schools, and to stimulate fair play, friendly rivalry, and good sportsmanship among contestants, schools, and communities.

All individuals involved in the interscholastic athletic program of Fruitport Schools should strive to know, understand and adhere to all rules and regulations of the M.H.S.A.A. to the letter and spirit of the rule.

OK CONFERENCE

Fruitport is a member of the OK Conference, and will abide by the policies and procedures set forth by that organization. The 49 schools of the OK Conference are divided into seven divisions, with Fruitport being in the Blue Division. Member schools are Fruitport, Allendale, Coopersville, Spring Lake, Hamilton, Unity Christian, Holland Christian, and GR West Catholic.

GREATER MUSKEGON ATHLETIC ASSOCIATION

The purpose of the GMAA is to establish, promote, and maintain interscholastic competition among teams in the greater Muskegon area. Tournaments/meets that are sponsored by the GMAA include boys and girls cross country, golf, and tennis; volleyball, wrestling, softball, baseball, and track.

SUPERINTENDENT OF SCHOOLS

The executive function is delegated to the Superintendent of Schools by the Board of Education. The Superintendent is charged with the responsibility of devising ways and means of efficiently executing the policies adopted by the Board of Education.

The Superintendent recommends to the Board of Education the appointment of all personnel who are given any responsibility for handling inter-school athletics, and he/she approves all policies and procedures recommended by his/her staff and are in fact directly responsible to the School Board for the successful performance of the organization.

HIGH SCHOOL/MIDDLE SCHOOL PRINCIPAL

The school principal is the administrative head of interscholastic athletic activities as well as all other activities at his/her school. As administrative head of the school, he/she is directly responsible to the Superintendent of Schools and to the M.H.S.A.A.

Supervision of athletic contests is a cooperative matter among the principal, assistant principal, athletic director, and appointed game managers.

ELIGIBILITY RULES FOR SENIOR HIGH SCHOOL STUDENTS

The Michigan High School Athletic Association (MHSAA) rules listed in this handbook are only a summary of some of the regulations affecting student eligibility. Most rules are found in the MHSAA HANDBOOK, which can be located in the school administrative offices. **In addition, Fruitport High School has the authority to establish more stringent standards and to enact codes of athletic conduct that are in the best interest of individual students, the team and community.**

To be eligible to represent Fruitport High School in interscholastic athletics the student must observe the following rules:

1. **AGE**
The student must be under nineteen (19) years of age, except that a student whose nineteenth (19th) birthday occurs on or after September 1, of a current school year is eligible for the balance of the school year.
2. **PHYSICAL**
Students must have on file, in the school's office, a physical examination for the current school year (dated after April 15) certifying that he/she is physically able to compete in athletic practices and contests. **Physicals should also be obtained prior to participating in team- sponsored preseason conditioning activities.**
3. **ENROLLMENT**
To be eligible during the first semester of the school year, a student must be enrolled no later than the fourth Friday after Labor Day, or the fourth Friday after of February for the second semester. A student must be enrolled in the school for which he or she competes.
4. **SEMESTERS OF ENROLLMENT**
Students cannot be eligible in high school for more than the equivalent of eight semesters and the seventh and eight semesters must be consecutive.
5. **UNDERGRADUATE STANDING***
A student who is a graduate of a regular four-year high school or who is a graduate of a secondary school which has the same requirements for graduation as a regular four-year high school shall not be eligible for interscholastic athletics. However, a student who satisfactorily completes the required number of credits for graduation in less than the equivalent of eight semesters/12 trimesters shall not be barred from interscholastic athletic competition, while passing at least 4 of 5 classes of undergraduate work, until the end of the eighth semester/12th Trimester as far as the provisions of this section are concerned.
6. **PREVIOUS SEMESTER RECORD***
A student must have received credit for at least five (5) classes for the previous semester that ended in June 2022. A student who does not pass 5 of 6 CLASSES for the *previous semester* is ineligible for a minimum of the *entire following semester* or until deficiencies are made up.

*Deficiencies of previous semester incompletes or failures may be made up during a subsequent semester, or summer session. As per the guidelines outlined in the MHSAA Handbook, eligibility may be reinstated during the next semester when credits are entered on to official school transcripts.

7. **CURRENT SEMESTER RECORD***
Academic eligibility checks of not more than ten weeks are required. If a student is not passing at least **5 of 6 classes** when checked, that student is ineligible for competition until the next check but not less than for the next Monday through Sunday. Students who are ineligible may participate in practices for only the first ineligible period that season. They may not be dismissed from school early to attend games, however.
8. **TRANSFER STUDENTS**
A student in grades 9 through 12 who transfers to another high school may be ineligible to participate in an interscholastic contest for up to one full year. It is imperative that the student/parent/guardian receive transfer regulations from the athletic administrator, as significant changes have been made that both *loosen and tighten* transfer regulations.
9. **UNDUE INFLUENCE**
The use of undue influence by any person directly or indirectly associated with a school to secure or encourage the attendance of a student for athletic purposes, shall cause the student to become ineligible for a minimum of one semester.
10. **LIMITED TEAM MEMBERSHIP**
After practicing with or participating with high school teams, students cannot participate in any athletic competition not sponsored by his or her school in the same sport during the same season. The MHSAA permits limited exceptions for individual sports. **Please check with the Athletic Office to clarify this rule before assuming it is OK to participate on non-school teams.** It should be noted that the MHSAA does not permit middle school students to practice with high school teams. **Sixth grade** students may not practice with middle school teams-other than those sports approved (cross country, wrestling, and track).
11. **ALL STAR COMPETITION**
Students shall not compete at any time in any sport under MHSAA jurisdiction in all-star contests or national championships regardless of the method of selection. Participation in such a contest shall cause that student to become ineligible for a minimum period of one year of school enrollment.
12. **AWARDS AND AMATEURISM**
Students cannot receive money or other valuable consideration for participating in MHSAA sponsored sports or officiating in interscholastic athletic contests, except as allowed by the handbook. Students may accept, for participation in MHSAA sponsored sports, a symbolic or merchandise award, which does not have a value **over \$25**. Banquets, luncheons, dinners, trips and admission to camps or events, are permitted if accepted "in kind." Awards in the form of cash, merchandise, certificates or any other negotiable document are never allowed.

***NOTE: The Fruitport School Board has approved standards of participation that *exceed* the minimum requirements as set by the M.H.S.A.A.**

Contact the Athletic Director for questions pertaining to eligibility, transfer rules, and other MHSAA or school policies or administrative guidelines.

DISCIPLINE APPEALS PROCEDURES

Each student athlete is expected to live within the rules and regulations in the FHS Student Handbook as well as the policy and procedures of the athletic department and individual coaches. Likewise, it is expected that these rules will be applied and that all student athletes will be treated fairly. Should a student/parent believe that he/she is the subject of harassment, discrimination, unwarranted treatment, unfair suspension or unjustified *athletic* related dismissal and wishes to make an appeal, the following process must be followed:

STEP 1

A meeting between the athlete, coach and the athlete's parent(s) or other adult selected by the student will meet to discuss the problem. If the situation is not resolved to the athlete's satisfaction, he/she must within two school days, move to the next step. **The athlete will be excluded from participation in contests during the appeals process.**

STEP 2:

A statement of the athlete's position will be submitted in writing to the Athletic Director within 5 calendar days of the initial communication. The Athletic Director will schedule a meeting with athlete, coach and parent(s) or other adult if desired by the student. At this meeting, the coach or Athletic Director will provide all parties with a written statement specifying the violation(s).

STEP 3:

A written request must be made to the Athletic Director for a meeting with the principal. At that time:

- a. The Athletic Director will set up a mutually convenient time for the meeting within a maximum of five school days from receipt of the request.
- b. The student may be accompanied by his/her parent(s) or other adult(s) of the athlete's choice.
- c. The student shall be given the opportunity to present his/her version of the facts and their implications. The athlete will be permitted to offer testimony from witnesses and other appropriate information.
- d. The student and his/her representative(s) shall be privy to all information offered against the athlete. In addition, they shall be allowed to question any witnesses.
- e. The principal shall render a written decision within 5 calendar days and copies shall be sent to the Athletic Director, the coach and the student.

STEP 4:

If Step 3 does not settle the issue to the athlete's satisfaction, he/she may request further review by the Superintendent, who makes the final decision within 5 calendar days, after which time a request can be made for appeal to the Board of Education which will be heard by the Board of Education at their next regularly scheduled meeting.

NOTE: Student athletes who are appealing an administrative suspension will be excluded from participation in contests during the appeal process.

RESPONSIBILITIES OF THE ATHLETE

Student athletes should understand that the athletic program is an important part of their overall education. Athletics offer many opportunities for the total development of each individual. Once students decide to participate, they must understand that they are accepting the privileges and benefits of participation and must meet certain specific obligations and responsibilities. Student athletes should also plan their activity time so that they can give sufficient time to their studies and their sport to ensure successful performance in both areas.

Equally important to the development of skills needed to compete in an individual sport is the development of positive social attitudes and interpersonal relations. Students who participate on interscholastic athletic teams represent themselves, their families, their team, their school and their community. Since the community as a whole provides the support necessary to operate the athletic program, student-athletes should conduct themselves in a manner acceptable to community and school standards. **This includes expectations of character traits such as trustworthiness, respect, and good citizenship. Penalties for citizenship/proper public image violations will result in a minimum of 10% season suspension.**

Our culture frequently gives substantial attention to athletics. Along with the glory and publicity that athletes receive as compared to non-athletes, there is a proportionate amount of higher behavioral expectations. Unfair treatment is a two-way street. We expect our student athletes to hold to a higher standard than non-athletes whether they are representing their school OR when they are away from school grounds and activities.

In addition to the above, athletes will be responsible for the following specific obligations:

1. All equipment will be issued by the coach. Athletes will be responsible for equipment issued to them, including locks and lockers.
2. Athletes must maintain their equipment in a reasonable and clean condition. The coach will be responsible for establishing a procedure to be followed for cleaning of uniforms.
3. All equipment must be returned to the coach at the end of a sports season. Athletes are required to pay for all unreturned equipment or uniforms (fair market value) and will be restricted from participating in any other sports-related activity or practice session until this obligation has been cleared by the coach or Athletic Director.
4. Players are to leave the high school immediately after their scheduled practice or contest has been completed.
5. Athletes are always expected to demonstrate good sportsmanship. They are to accept the seriousness of this responsibility, and the privilege of representing Fruitport High School and the Fruitport Community.
6. Prior to participation, athletes and their parent or guardian are required to return signed consent form indicating that they have received, read and will abide by the school's athletic policies. Player fees are considered non-refundable and are to be paid prior to participation in competition.

7. An athlete is expected to display a high degree of sportsmanship in relationship to opponents, teammates, coaches, officials, and spectators. Excessive loss of self-control, use of profanity, abusive language, trash talk, or the making of obscene gestures or any kind of derogatory remarks will not be tolerated. Athletes are to respect the integrity and judgment of game officials, even in disagreement. Coaches may invoke any or all the options listed for each violation: 1). Athlete-coach conference, 2). suspension, or 3). removal from the team.
8. Athletes represent Fruitport High School while traveling as a team. It is expected that athlete conduct while on buses, in locker rooms, etc. will be of the highest standard- consistent with team and school policy.

Athletes are also to exemplify good citizenship and uphold a proper public image in the community. Violations of law or of citizenship expectations are grounds for the coach, Athletic Director, or administration to remove an athlete from participation even if the behavior takes place during non-school hours or off campus. Good citizenship includes not attending/or immediately leaving gatherings where illegal drugs are present or where alcohol is provided to minors. **Citizenship expectations also extend to postings on the internet. Penalties for citizenship/proper public image violations will result in a minimum of 10% season suspension.**

9. Athletes are to use school transportation to and from contests when provided. When necessary, athletes may travel home from away contests with their parents or guardians only. Coaches should secure written parent permission signatures prior to departure.
10. Athletes are expected to attend all practices and scheduled competitive events. Enforcement will be in accordance with the team requirements as set forth by the coach for that sport.
11. Athletes are expected to attend all scheduled classes. Unusual circumstances may permit the student to participate in practice or games provided he/she **attends at least three full classes, and all absences are excused**. It is the athlete's responsibility to notify the coach of the absence. Exceptions for extenuating circumstances must be cleared in advance through the Athletic Director and/or Principal.
12. Athletes are to be dressed in official school uniforms when representing Fruitport High School in a game or meet. School uniforms/warm-ups are to be worn only for official athletic functions and may not be worn for recreation or street wear. Coaches may allow their players to wear official uniforms/warm-ups for special occasions at school provided there is *not* a violation of the school dress code.

"My standard of performance is defined as follows: Exhibit a ferocious and intelligently applied work ethic directed at continual improvement; demonstrate a respect for each person in the organization; be deeply committed to learning and teaching..." Bill Walsh

MISCELLANEOUS TOPICS

TRY OUTS

All sub-varsity athletic teams that make cuts will allow a minimum of four (4) days for student athletes to try-out. Varsity teams will have a minimum of three (3) practice days. If a student-athlete is going to be absent during the try-out period, they must make arrangements with the head coach before try-outs begin. For unexcused absences, student-athletes will not be allowed make up days for the time missed. For excused absences, by the head coach or athletic department, student athletes *may* be granted additional try-out days for the days missed. All student athletes trying out will have to perform the same skill test given by the head coach.

CHANGING SPORTS/DUAL SPORTS

An athlete may not drop one sport and play another sport at any time during the season in progress. The athletic director, who may grant exception, will hear appeals due to unusual circumstances. An athlete may not change from one sport to another during the season in progress if he/she is cut from a squad for disciplinary reasons. It shall be the responsibility of the coach of the new sport to see that this requirement is not violated before allowing the athlete to try out for his/her team.

For an athlete to be approved to play two sports during the same season, there must be consensus from parents, both coaches, and administration. It should be noted that in general, dual sport participation during the same season is not recommended. An athlete wishing to play two sports should have a conversation with all parties involved prior to completing the declaration form. Agreement must be approved within one week from the start of practice.

TRANSPORTATION POLICIES

Travel to all athletic events shall be made by charter/school bus or other approved vehicles with an approved adult in the vehicles; this should be a coach, a teacher or a parent. Whenever a coach permits the use of cars for transporting a student/students, advance information must be submitted in writing to the Athletic Office. The writing must set forth:

a) the date, time, and reason for the transportation; b) the place from which students will be transported; c) the name and address of the driver; d) the number of the driver's license to operate a motor vehicle in the state of Michigan; e) the names of the students to be transported; f) a brief description of the transportation vehicle, the signature of the driver, the name of the insurance carrier for the vehicle.

Coaches may permit only qualified personnel transportation privileges. No person shall transport students in a private vehicle who is not a parent of a student in the district or a holder of a Michigan driver's license, or a holder of automobile liability and personal injury insurance as required by law. When the school provides transportation, team members must return via that transportation. Upon written request, students may travel home with their own parent/guardian under extenuating circumstances with administrative approval.

When charter/school buses are used, the following general rules should be observed:

1. A coach shall travel on the bus.
2. Team members are to remain in their seats and conduct themselves in a manner that will promote good safety factors.
3. Windows should remain closed unless permission is otherwise granted.
4. Nothing should be stuck out of or thrown from a window.
5. The bus is as a part of the school system and no conduct should be allowed that reflects adversely upon the individual, the team or the school.
6. The team should cooperate and help the driver in every way possible.
7. All players are to travel to the game in the team bus and return the same way.

WEATHER CANCELLATIONS

When school is dismissed early due to inclement weather or when all afternoon activities are cancelled, no practices will be held. When the entire school day is cancelled due to weather, Varsity level practices only may be permitted with administration approval, provided road conditions are improved by practice time.

ATHLETIC INSURANCE COVERAGE

The student and his/her parents/guardians acknowledge that serious injury may result from participating in athletic activities. **Fruitport Schools no longer provides supplementary insurance coverage for athletic injuries. Parents may purchase sports injury or 24-hour insurance through First Agency of Kalamazoo. Students may also be eligible for coverage through the State of Michigan, or secondary coverage through the MHSAA for the care and treatment for concussions. It is strongly recommended that each family review their insurance coverage prior to sports participation.**

RETURN TO PARTICIPATION FOLLOWING INJURY/MEDICAL CHAIN OF COMMAND

A student must have a doctor's **written** permission to return to practice or competition if he/she sustains any injury that requires a visit to the physician. **Returning to participation following an injury requiring surgery must be in the form of written permission from the surgeon and approved by medical staff contracted by Fruitport Schools. *Athletes must adhere to the decisions of the school athletic trainer or the highest ranking contracted medical professional regarding the decision for participation / return to play following an injury.*** MHSAA rules specifically address the protocol for return to play/practice following a suspected concussion.

CONCUSSION MANAGEMENT POLICY

Fruitport High School utilizes an innovative program (ImPACT) to assist the trainer and other professionals in diagnosing and managing concussions. The computerized test is given to athletes prior to competition, and again following a suspected concussion. The test is non-invasive and is set up in a "video game" format. It tracks information such as memory, reaction time, speed, and concentration. The test data will enable health professionals to determine when return –to-play is appropriate and safe for the injured athlete. For further information on the ImPACT program, contact the Athletic Office. If an athlete sustains an injury and is *suspected* of having a concussion, he or she will be removed from participation. When staff

member in charge determines that the signs of a possible concussion exist, he/she will contact the parent or guardian and the participant will be removed from activity and be able to return only after released by a medical professional. In addition, both the parent and the student must sign consent to return after a concussion.

Parents are to be familiar with the signs and symptoms of concussions and communicate with staff should these symptoms be observed at home.

Please review the concussion awareness materials located in the back of this handbook.

VARSITY AWARDS

A varsity award will be granted to the athlete who 1). has completed the season as a squad member in good standing 2). has been recommended by the head coach based on the criteria established in that sport. Varsity awards include a one- time letter, numerals, and certificate. Other team members and members of sub varsity teams receive certificates upon completion of the season. Coaches are to explain letter requirements in parent information nights at the beginning of each season.

OTHER AWARDS

The **Fruitport Athletic Foundation** awards an **Outstanding Achievement Award** plaque to seniors who have earned six or more Varsity letters during their career as a Fruitport athlete. The Athletic Department recognizes a male and female senior **"Student Athlete of the Year"** who has demonstrated citizenship, academic excellence (**3.4 or higher GPA**), and athletic ability; and also has earned a varsity letter in multiple sports in their years at FHS, as nominated by faculty and staff. In addition, there are media, military, and others who recognize the achievements of our student athletes. The Athletic Department reserves the right to deny any post- season recognition to athletes who do not exhibit good sportsmanship, citizenship or personal conduct.

COLLEGE INFORMATION

Many college athletic programs are regulated by the National Collegiate Athletic Association (NCAA), an organization founded in 1906 that has established rules on eligibility, recruiting, and financial aid. The NCAA has three membership divisions (I, II, and III). Institutions are members of one or another division according to the size and scope of their athletic programs and whether they provide athletic scholarships. **NCAA eligibility standards are constantly changing; students and parents need to be aware of these changes from the onset.**

If you are planning to enroll in college as a freshman and you wish to participate in Division I or II athletics, you must be certified by the **NCAA Eligibility Center**. The original "Clearinghouse" was established as a separate organization by the NCAA member institutions in 1993. The Eligibility Center ensures consistent interpretation of NCAA initial-eligibility requirements for all prospective student athletes at all member institutions.

A major component of eligibility to compete as a first year college student (Division I) is the student athlete's high school GPA based on 16 approved core courses* (14 core courses for Div II), and ACT/SAT test scores. The "sliding scale", the list of required core classes, and other pertinent information is available through the Athletic Office and the Guidance Office. ***Students who hope to play Division I or II athletics in college must be keenly aware of what high school classes are approved by the NCAA as a part of the 16 core courses. The NCAA uses your GPA only from the approved core courses.**

It is **YOUR responsibility** to make sure the NCAA has the documents it needs to certify you. These documents are your completed and signed student release form and fee; your official transcript mailed directly from every high school you have attended; and, your ACT or SAT scores. Prospective NCAA student-athletes must also become familiar with various rules pertaining to personal contacts, telephone calls, official visits, etc. Athlete's parents can receive this information by asking for a copy of the *NCAA Guide for College-Bound Athletes*, or by using the NCAA website www.ncaa.org.

If you feel you are among the minority of athletes who can participate in Division I or II athletics, plan to start the certification process early--usually by the end of your junior year. The Athletic Department, coordinated with the FHS coaching staff, and guidance office are willing to assist parents and athletes in securing scholarships and information. The primary duty of securing college scholarship information lies with the student athlete and his/her parents.

It should be clearly understood that athletes stand a significantly better chance to obtain monies for college via their academic standing than athletic ability.

FIND OUT MORE ON THE WEB for recruiting guidelines and calendars, Eligibility Center registration, and updated legislation at www.ncaa.org or e mail academics@ncaa.org Helpful web sites regarding Scouting/Recruiting: www.recruitingrealities.com and www.ncsasports.org

NCAA Banned-Drug Classes

The NCAA list of banned-drug classes is subject to change by the NCAA Executive Committee. Contact NCAA education services or www.ncaa.org/health-safety for the current list. The term "related compounds" comprises substances that are included in the class by their pharmacological action and/or chemical structure. **No substance belonging to the prohibited class may be used, regardless of whether it is specifically listed as an example.**

Many nutritional/dietary supplements contain NCAA banned substances. In addition, the U.S. Food and Drug Administration (FDA) does not strictly regulate the supplement industry; therefore purity and safety of nutritional dietary supplements cannot be guaranteed. Impure supplements may lead to a positive NCAA drug test. The use of supplements is at the student-athlete's own risk. Student-athletes should contact their institution's team physician or athletic trainer for further information.

Banned Drugs

The following is a list of banned-drug classes, with examples of substances under each class:

| | |
|-------------------------------|---|
| (a) Stimulants: | methylenedioxyamphetamine |
| amiphenazole | (MDMA, ecstasy) |
| amphetamine | methylphenidate |
| bemigrade | nikethamide |
| benzphetamine | octopamine |
| bromantan | pemoline |
| caffeine (guarana) | pentetrazol |
| chlorphentermine | phendimetrazine |
| cocaine | phenmetrazine |
| cropropamide | phentermine |
| crothetamide | phenylpropanolamine (ppa) |
| diethylpropion | picrotoxine |
| dimethylamphetamine | pipradol |
| doxapram | prolintane |
| ephedrine (ephedra, ma huang) | strychnine |
| | synephrine (citrus aurantium, ethamivan zhi shi, bitter orange) |
| ethylamphetamine | and related compounds. |
| fencamfamine | The following stimulants are not |
| meclofenoxate | banned: |
| methamphetamine | phenylephrine |
| | pseudoephedrine |

(D) Anabolic Agents:

anabolic steroids

| | |
|--------------------------------------|------------------------------|
| androsterone | methyltestosterone |
| androsterone | nandrolone |
| boldenone | norandrosterone |
| clostebol | norandrosterone |
| dehydrochloromethyl- testosterone | norethandrolone |
| dehydroepiandro- sterone (DHEA) | oxandrolone |
| dihydrotestosterone (DHT) | oxymesterone |
| dromostanolone | oxymetholone |
| epitrenbolone | stanozolol |
| fluoxymesterone | testosterone ₂ |
| gestrinone | tetrahydrogestrinone (THG) |
| mesterolone | renbolone |
| methandienone | and related compounds |
| | other anabolic agents |
| | clenbuterol |

(c) Substances Banned for Specific Sports:

| | |
|------------|------------------------------|
| alcohol | pindolol |
| atenolol | propranolol |
| metoprolol | timolol |
| nadolol | and related compounds |

(d) Diuretics and other Urine Manipulators:

| | |
|---------------------|------------------------------|
| acetazolamide | hydrochlorothiazide |
| bendroflumethiazide | hydroflumethiazide |
| benzthiazide | methyclothiazide |
| bumetanide | metolazone |
| chlorothiazide | polythiazide |
| chlorthalidone | probenecid |
| ethacrynic acid | spironolactone (canrenone) |
| finasteride | probenecid |
| flumethiazide | triamterene |
| furosemide | trichlormethiazide |
| | and related compounds |

(e) Street Drugs:

| | |
|------------------------|--|
| heroin | tetrahydrocannabinol (THC) ₃ |
| marijuana ₃ | |

(f) Peptide Hormones and Analogues :

| | |
|-------------------------------------|--------|
| corticotrophin | (ACTH) |
| growth hormone (hGH, somatotrophin) | |
| human chorionic gonadotrophin (hCG) | |
| insulin like growth factor (IGF-1) | |
| luteinizing hormone (LH) | |

(all the respective releasing factors of the abovementioned substances also are banned.)

| | |
|----------------------|------------|
| erythropoietin (EPO) | sermorelin |
| darbepoetin | |

(g) Anti-Estrogens

| |
|------------------------------|
| anastrozole |
| clomiphene |
| tamoxifen |
| and related compounds |

(n) Definitions of positive depends on the following:

1for caffeine—if the concentration in urine exceeds 15 micrograms/ml.

2 for testosterone – an adverse analytical finding (positive result) based on any reliable analytical method (e.g., IRMS, GCMS, CIR) which shows that the testosterone is of exogenous origin, or if the ratio of the total concentration of testosterone to that of epitestosterone in the urine is greater than 6:1, unless there is evidence that this ratio is due to a physiological or pathological condition.

3for marijuana and THC—if the concentration in the urine of THC metabolite exceeds 15 nanograms/ml.

UNDERSTANDING CONCUSSIONS (Signatures on consent form is acknowledgement of receipt of this information.)

Some Common Symptoms

| | | | | |
|----------------------|---------------------------|---------------------------|---------------------------|----------------------------|
| Headache | Balance Problems | Sensitive to Noise | Poor Concentration | Not “Feeling Right” |
| Pressure in the Head | Double Vision | Sluggishness | Memory Problems | Feeling Irritable |
| Nausea/Vomiting | Blurry Vision | Haziness | Confusion | Slow Reaction Time |
| Dizziness | Sensitive to Light | Fogginess | “Feeling Down” | Sleep Problems |
| | | Grogginess | | |

WHAT IS A CONCUSSION?

A concussion is a type of traumatic brain injury that changes the way the brain normally works. A concussion is caused by a fall, bump, blow, or jolt to the head or body that causes the head and brain to move quickly back and forth. A concussion can be caused by a shaking, spinning or a sudden stopping and starting of the head. Even a “ding,” “getting your bell rung,” or what seems to be a mild bump or blow to the head can be serious. A concussion can happen even if you haven’t been knocked out.

You can’t see a concussion. Signs and symptoms of concussions can show up right after the injury or may not appear or be noticed until days or weeks after the injury. If the student reports any symptoms of a concussion, or if you notice symptoms yourself, seek medical attention right away. A student who may have had a concussion should not return to play on the day of the injury and until a health care professional says they are okay to return to play.

IF YOU SUSPECT A CONCUSSION:

- SEEK MEDICAL ATTENTION RIGHT AWAY** – A health care professional will be able to decide how serious the concussion is and when it is safe for the student to return to regular activities, including sports. Don’t hide it, report it. Ignoring symptoms and trying to “tough it out” often makes it worse.
- KEEP YOUR STUDENT OUT OF PLAY** – Concussions take time to heal. Don’t let the student return to play the day of injury and until a health care professional says it’s okay. A student who returns to play too soon, while the brain is still healing, risks a greater chance of having a second concussion. Young children and teens are more likely to get a concussion and take longer to recover than adults. Repeat or second concussions increase the time it takes to recover and can be very serious. They can cause permanent brain damage, affecting the student for a lifetime. They can be fatal. It is better to miss one game than the whole season.
- TELL THE SCHOOL ABOUT ANY PREVIOUS CONCUSSION** – Schools should know if a student had a previous concussion. A student’s school may not know about a concussion received in another sport or activity unless you notify them.

SIGNS OBSERVED BY PARENTS:

- Appears dazed or stunned
- Is confused about assignment or position
- Forgets an instruction
- Can’t recall events prior to or after a hit or fall
- Is unsure of game, score, or opponent
- Moves clumsily
- Answers questions slowly
- Loses consciousness (even briefly)
- Shows mood, behavior, or personality changes

CONCUSSION DANGER SIGNS:

In rare cases, a dangerous blood clot may form on the brain in a person with a concussion and crowd the brain against the skull. A student should receive immediate medical attention if after a bump, blow, or jolt to the head or body s/he exhibits any of the following danger signs:

- One pupil larger than the other
- Is drowsy or cannot be awakened
- A headache that gets worse
- Weakness, numbness, or decreased coordination
- Repeated vomiting or nausea
- Slurred speech
- Convulsions or seizures
- Cannot recognize people/places
- Becomes increasingly confused, restless or agitated
- Has unusual behavior
- Loses consciousness (even a brief loss of consciousness should be taken seriously.)

HOW TO RESPOND TO A REPORT OF A CONCUSSION:

If a student reports one or more symptoms of a concussion after a bump, blow, or jolt to the head or body, s/he should be kept out of athletic play the day of the injury. The student should only return to play with permission from a health care professional experienced in evaluating for concussion. During recovery, rest is key. Exercising or activities that involve a lot of concentration (such as studying, working on the computer, or playing video games) may cause concussion symptoms to reappear or get worse. Students who return to school after a concussion may need to spend fewer hours at school, take rests breaks, be given extra help and time, spend less time reading, writing or on a computer. After a concussion, returning to sports and school is a gradual process that should be monitored by a health care professional.

Remember: Concussion affects people differently. While most students with a concussion recover quickly and fully, some will have symptoms that last for days, or even weeks. A more serious concussion can last for months or longer. To learn more, go to www.cdc.gov/concussion.

STRESS SAVER

PARENTS: HELP YOUR ATHLETE BEFORE, DURING, AND AFTER THE COMPETITION

- ✓ **Before:** Know their goals, roles, and needs, and accept them. *Release them* to the game, the coach, and the team.
- ✓ **During:** Relax. Model poise, confidence, and correct behavior. Focus on team. Understand that your role is *not* to be a referee, coach, or player. (This tends to be the biggest challenge.)
- ✓ **After:** Give them all the time and space they need. **Be a confidence builder.**
From Champions of Character

As parents, our greatest strengths-an unwavering support for our children and willingness to sacrifice for them-can combine to form our greatest weakness.

TIME SAVER

Find the link for all game schedules, depart times, directions to events*, etc. on web *Big Teams* www.fruitportathletics.org

The *Big Teams* site can also set you up to receive e-mail or text notifications of schedule changes and cancelations. It also serves as your in house sports information center, including varsity level game results, summaries, and photos.

(*Note: some schools have fields or courts not on the main campus site. If you have a question about an away site, contact your coach.)

MONEY SAVER

Consider purchasing a ticket discount card in the athletic office. A \$20 card is worth \$30 in High School Home Game ticket expense!

Sports Ticket Pass
Family Pass- \$200
Adult Pass- \$75
Student Pass- \$20

FRUITPORT COMMUNITY SCHOOLS ATHLETIC CONSENT FORM (OFFICE COPY)

Student _____ D.O.B. ____/____/____

LAST

FIRST

As parent or guardian of the above named student, (or as an emancipated minor) I hereby grant permission for him/her to participate in the **2022-23** school year as a member of one or more Fruitport Community Schools athletic teams. I have read, understand, accept, and agree to support the school district's **year-round** athletic code and the related athletic policies found in the parent student handbook.

RESPONSIBILITIES OF PARTICIPATION

I will abide by all school rules and the coach's team rules. I realize that participants are responsible for the maintenance and proper return of all issued equipment and uniforms, and are responsible financially for damage due to loss, neglect or improper use. **I understand that I/we are responsible for player fees related to team membership.** I give my permission for sport related photos, statistics, or rosters to be used for publicity or eligibility reporting purposes. **I consent to the disclosure of information that might otherwise be privileged under either FERPA or HIPPA for any purpose necessary for the determination of athletic eligibility, player fee waiver, or for compliance with athletic policy/procedures of the school or the MHSAA.**

CITIZENSHIP STANDARDS FOR PARTICIPATION

I understand that *participation in athletics is a privilege*, not a right. Athletes are to exemplify good citizenship, trustworthiness, and a proper public image in the greater community as well as in school-- in and out of season. **I understand the Athletic Code and citizenship expectations as given in this handbook also apply to postings on the internet.** *I realize that standards of participation for athletes often exceed minimum MHSAA and FHS regulations.*

SPORTSMANSHIP

I will demonstrate sportsmanship and exercise self-control to coaches, officials, opponents, and spectators. I understand that excessive display of temper, and the use of profanity in any form are not permitted. I understand that these sportsmanship guidelines apply **to parents** and spectators- as well as participants.

HEALTH AND SAFETY

I understand that in each sport the risk of injury or even death exists; and accept the risk in participation. Having been so cautioned and warned, I also realize the responsibility for reducing the chance for injury by obeying safety rules, following a proper conditioning program, inspecting one's own equipment regularly, and reporting physical problems and injuries to the coach or trainer.

I will abide by the decisions of the athletic trainer and other professionals that the school has contracted related to injuries and return to play. **I have read the enclosed material and understand the policy and procedures for when a student receives a suspected concussion.**

I give consent for Impact concussion management pre and post testing for collision sports (FHS).

I give consent for and agree to comply with the "reasonable suspicion" drug- testing program as per school Board and Athletic Department policies (FHS).

I realize that it is my/our responsibility to pay for all medical treatment arising from participation in a school sport. **I understand that Fruitport Community Schools does NOT provide student medical insurance coverage for athletic injuries. I understand that coverage is available through the State of Michigan for those who qualify, and also for purchase through First Agency of Kalamazoo.**

Name of insurance carrier _____ Policy # _____

_____ Check here if the student athlete has **no health insurance**

Signatures below indicate comprehension of the policies and procedures in the Parent Student Athletic Handbook. Office copy of this form must be completed and on file prior to participation.

Parent/Guardian _____ date _____

Student: _____ date _____

Signatures required on Final Forms

BOARD ACTION REQUEST FORM

Meeting Date: June 27, 2022

To: Board of Education

Attachment # IX-2

From: Mark Mesbergen

Subject to be Discussed and Policy Reference:

Withdrawal from the Adair Lawsuit against the State of Michigan

Background Information:

The Adair Lawsuit was initiated in 2010 to challenge the State of Michigan with regard to data collection mandates. It was contended that these mandates were in violation of the 1978 Headlee Amendment to the State Constitution which prohibited unfunded mandates. This lawsuit included over 450 Michigan School Districts plaintiffs and is led by legal counsel at the firm of Secrest and Wardle. The cost of bringing the lawsuit has been split by the plaintiff districts. The lawsuit has failed at many court levels including the Michigan Supreme Court, but the attorneys have persisted in pursuing additional litigation.

If the lawsuit were to eventually prevail, it is the belief of many, including Fruitport Community Schools Administration, that the state would settle the lawsuit by reducing funding in other categories in the State Aid Budget. For this reason and the lack of success to date in the courts, administration is recommending that Fruitport Community Schools withdraw as a plaintiff in the lawsuit.

Financial Impact:

\$500 savings each year to the general fund.

Recommended Action:

To withdraw as a plaintiff in the Adair Lawsuit, effective immediately, and authorize the superintendent to take all appropriate actions to effect the withdrawal.

Action Taken:

Vote: ___ Buckner ___ Burgess ___ Cole ___ Franklin ___ Hazekamp
 ___ Kelly ___ Meeuwenberg

Business and Finance Committee

Monday, June 20, 2022

11:30 a.m., Superintendent's Office

Meeting Minutes

Attendance: Dave Hazekamp, Elroy Buckner, Kris Cole, Jason Kennedy, Jessica Wiseman, and Mark Mesbergen

1. North Muskegon Business Services

Jason gave an update on a proposed extension with North Muskegon for business services. There will be a recommendation at the upcoming board meeting.

2. Section 31o Allocation

Mark gave an update on Section 31o as Fruitport was awarded over \$225,000 for the current fiscal year. Section 31o is a reimbursement grant for mental health-related staff.

3. Estimated State and Federal Grant Allocations

Jason and Mark gave an update on the estimated allocations for our three Title grants. Fruitport's estimated allocations are less than the previous year and Central Office is making plans based on the allocations.

4. 2022 Final Budget Amendments and 2023 Original Budget Proposal

Mark gave an update on the final budget amendments for all the funds. Mark presented the reasons for the changes in the current budget. The General Fund is projected to finish with a surplus for the current fiscal year. Mark also presented the 2023 Original Budgets for all of the funds. He shared the assumptions that were used.

5. L-4029

Mark presented the L-4029 and the allocation report that will be on the upcoming board meeting. This is the report that the district will give each township and counties.

6. Other – PLE for 2023

Every year, the district needs to complete a food service report called PLE. The PLE report is a report that determines if a district needs to increase meal prices to charge students and staff. The State of Michigan gave any district with a positive fund balance the option to not increase the price and that is the recommendation from the food service team.

7. Other - Engraver

Mark presented a recommendation to purchase an engraver for a class at the high school. The engraver is going to be used for a marketing/entrepreneurship class for our Alternative High School. Our high school store will also be using it; thus, the school store will also be funding a portion of this equipment. The district has received multiple quotes.

8. Other – Adair

Mark and Jason presented a recommendation/resolution that requests Fruitport to withdraw from a lawsuit that many districts have been apart for a long time. The lawsuit was in regards to unfunded mandates. The resolution will be on the upcoming board meeting.

Meeting adjourned at 12:28 p.m.

Respectfully submitted by Mark Mesbergen

BOARD ACTION REQUEST FORM

Meeting Date: June 27, 2022

To: Board of Education

Attachment # X-2

From: Mark Mesbergen

Subject to be Discussed and Policy Reference:

Approval of Budget Appropriations Act of the 2021-22 General Fund.

Background Information:

Budgets are reviewed periodically as funding information becomes available, and as events occur during the fiscal year. Budgets are amended to align with projected revenues and expenditures.

Financial Impact:

Provides for proper authority to expend these funds.

Recommended Action:

Approval of general fund budget amendment as presented in attached document. **Roll Call Vote...**

Action Taken:

Vote: ___ Buckner ___ Burgess ___ Cole ___ Franklin ___ Hazekamp
 ___ Kelly ___ Meeuwenberg

RESOLVED, that this resolution shall be the GENERAL APPROPRIATIONS ACT of the Fruitport Community Schools district for the fiscal year 2021-22, an ACT to make appropriations; to provide for the expenditure of the appropriations; and to provide for the disposition of all income received by the Fruitport Community Schools district.

BE IT FURTHER RESOLVED, that the total revenues and unappropriated fund balance estimated to be available for appropriations in the GENERAL FUND of the Fruitport Community Schools district for fiscal year 2021-22 is as follows:

Code #

| REVENUES: | | Original Budget | Amendment | Proposed Final |
|-----------------------------------|--|------------------------|----------------------|-----------------------|
| 100 | Local | \$ 3,464,350 | \$ 3,666,450 | \$ 3,813,652 |
| 300 | State | \$ 23,162,870 | \$ 24,612,720 | \$ 25,108,977 |
| 400 | Federal | \$ 2,940,232 | \$ 3,406,735 | \$ 3,381,251 |
| 500-600 | Incoming Transfers | \$ 1,494,510 | \$ 1,438,821 | \$ 1,456,711 |
| Total Revenues | | \$ 31,061,962 | \$ 33,124,726 | \$ 33,760,591 |
| | | | | |
| EXPENDITURES: | | | | |
| Instruction - | | | | |
| 110 | Basic Program | \$ 13,041,329 | \$ 13,295,224 | \$ 13,471,329 |
| 120 | Added Needs | \$ 5,861,648 | \$ 6,026,716 | \$ 5,997,364 |
| 130 | Adult & Continuing | \$ 115,065 | \$ 93,969 | \$ 92,171 |
| Total Instruction: | | \$ 19,018,042 | \$ 19,415,909 | \$ 19,560,864 |
| | | | | |
| Support Services - | | | | |
| 210 | Pupil | \$ 3,123,731 | \$ 3,344,912 | \$ 3,260,734 |
| 220 | Instructional Staff | \$ 1,207,473 | \$ 1,453,860 | \$ 1,474,707 |
| 230 | General Administration | \$ 485,585 | \$ 489,124 | \$ 494,831 |
| 240 | School/Building Administration | \$ 1,830,488 | \$ 1,872,254 | \$ 1,880,514 |
| 250 | Business | \$ 588,784 | \$ 619,587 | \$ 556,977 |
| 260 | Operations & Maintenance of Plant | \$ 2,746,632 | \$ 3,139,364 | \$ 3,242,210 |
| 270 | Transportation | \$ 1,599,982 | \$ 1,742,622 | \$ 1,974,994 |
| 280-290 | Other | \$ 458,562 | \$ 460,808 | \$ 465,626 |
| 293 | Athletics | \$ 570,845 | \$ 602,918 | \$ 633,072 |
| Total Support Services: | | \$ 12,612,082 | \$ 13,725,449 | \$ 13,983,665 |
| | | | | |
| 300 | Community Service | \$ 47,175 | \$ 53,808 | \$ 69,519 |
| 400-600 | Outgoing Transfer & Fund Modifications | \$ 64,379 | \$ 63,149 | \$ 62,916 |
| Total Expenditures | | \$ 31,741,678 | \$ 33,258,315 | \$ 33,676,964 |
| Excess Expenditures Over Revenues | | \$ (679,716) | \$ (133,589) | \$ 83,627 |

| | <u>Original Budget</u> | | <u>Amendment</u> | | <u>Proposed Final</u> | |
|--|------------------------|--|------------------|-------|-----------------------|-------|
| Fund Balance Information | | | | | | |
| Fund Balance 7/1/21 | | | | | | |
| Unassigned | \$ 3,970,515 | | \$ 4,370,892 | | \$ 4,370,892 | |
| Assigned | \$ 32,877 | | \$ 33,097 | | \$ 33,097 | |
| Fund Balance Impact Surplus/Deficit | | | | | | |
| Unassigned | \$ (682,516) | | \$ (136,389) | | \$ 67,367 | |
| Assigned | \$ 2,800 | | \$ 2,800 | | \$ 16,260 | |
| Projected Ending Fund Balance 2021-22 | | | | | | |
| Unassigned | \$ 3,287,999 | | \$ 4,234,503 | 12.7% | \$ 4,438,259 | 13.2% |
| Assigned | \$ 35,677 | | \$ 35,897 | | \$ 49,357 | |

FURTHER RESOLVED, that no Board of Education member or employee of the school district shall expend any funds or obligate the expenditure of any funds except pursuant to appropriations made by the Board of Education and in keeping with the budgetary policy statement hitherto adopted. Changes in the amount appropriated shall require approval by the Board.

BE IT FURTHER RESOLVED, that the Superintendent is hereby charged with general supervision of the execution of the budget adopted by the Board and shall hold the department heads responsible for performance of their responsibilities within the amounts appropriated by the Board of Education and in keeping with the budgetary policy statement hitherto adopted by the Board of Education.
This act is to take effect on June 27, 2022.

MOTION by
SUPPORT by
ROLL CALL VOTE:

Motion _____

President, Fruitport Board of Education

BOARD ACTION REQUEST FORM

Meeting Date: June 27, 2022

To: Board of Education

Attachment # X-3

From: Mark Mesbergen

Subject to be Discussed and Policy Reference:

Approval of the 2021-22 School Service Fund (Early Childhood & Preschool, Food Service Program and Technology and Security Millage) Budget Amendment for 2021-2022.

Background Information:

Budgets are reviewed periodically as funding information becomes available, and as events occur during the fiscal year. Budgets are amended to align with projected revenues and expenditures.

Financial Impact:

Provides for proper authority to expend these funds.

Recommended Action:

Approval of 2021-2022 School Service Fund budget amendment as presented in the attached document.

Roll Call Vote...

Action Taken:

Vote: ___ Buckner ___ Burgess ___ Cole ___ Franklin ___ Hazekamp
 ___ Kelly ___ Meeuwenberg

RESOLVED, that the total revenues and unappropriated fund balance estimated to be available for appropriation in the SCHOOL SERVICE FUND of Fruitport Community Schools for fiscal year 2021-22 be adopted as follows:

| Code # | Original Budget | | | | Amendment | | | | Proposed Final | | | |
|----------------------------|---------------------|-------------------|-------------------|-------------------|---------------------|-------------------|-------------------|-------------------|---------------------|---------------------|-------------------|-------------------|
| | Food Service | ECC | Tech Millage | Fiduciary Act. | Food Service | ECC | Tech Millage | Fiduciary Act. | Food Service | ECC | Tech Millage | Fiduciary Act. |
| REVENUES: | | | | | | | | | | | | |
| 100 Local | \$ 38,000 | \$ 714,000 | \$ 5,000 | \$ 250,000 | \$ 41,000 | \$ 754,000 | \$ 5,000 | \$ 470,000 | \$ 54,250 | \$ 754,000 | \$ 11,000 | \$ 440,000 |
| 300 State | \$ 46,801 | \$ - | \$ - | \$ - | \$ 49,948 | \$ - | \$ - | \$ - | \$ 49,948 | \$ - | \$ - | \$ - |
| 400 Federal | \$ 1,483,796 | \$ - | \$ - | \$ - | \$ 1,513,796 | \$ - | \$ - | \$ - | \$ 1,814,492 | \$ 311,355 | \$ - | \$ - |
| 500-600 Incoming Transfers | \$ - | \$ - | \$ 520,000 | \$ - | \$ - | \$ - | \$ 545,000 | \$ - | \$ - | \$ - | \$ 545,000 | \$ - |
| Total Revenues | \$ 1,568,597 | \$ 714,000 | \$ 525,000 | \$ 250,000 | \$ 1,604,744 | \$ 754,000 | \$ 550,000 | \$ 470,000 | \$ 1,918,690 | \$ 1,065,355 | \$ 556,000 | \$ 440,000 |

BE IT FURTHER RESOLVED, that the amount designated below of the total available to appropriate in the SCHOOL SERVICE FUND is hereby appropriated in the amounts and for the purposes set forth below:

| | Original Budget | | | | Amendment | | | | Proposed Final | | | |
|------------------------------|---------------------|-------------------|-------------------|-------------------|---------------------|-------------------|-------------------|-------------------|---------------------|-------------------|-------------------|-------------------|
| | Food Service | ECC | Tech Millage | Fiduciary Act. | Food Service | ECC | Tech Millage | Fiduciary Act. | Food Service | ECC | Tech Millage | Fiduciary Act. |
| EXPENDITURES: | | | | | | | | | | | | |
| 220 Instructional Staff | \$ - | \$ - | \$ 310,730 | \$ - | \$ - | \$ - | \$ 406,700 | \$ - | \$ - | \$ - | \$ 773,200 | \$ - |
| 250 Business | \$ - | \$ 500 | \$ - | \$ - | \$ - | \$ 500 | \$ - | \$ - | \$ - | \$ 300 | \$ - | \$ - |
| 260 Operations & Maintenance | \$ 635 | \$ 850 | \$ - | \$ - | \$ - | \$ 650 | \$ - | \$ - | \$ - | \$ 800 | \$ - | \$ - |
| 270 Transportation | \$ 4,000 | \$ 5,850 | \$ - | \$ - | \$ 4,000 | \$ 5,850 | \$ - | \$ - | \$ 1,000 | \$ 5,850 | \$ - | \$ - |
| 280-290 Other | \$ 1,430,653 | \$ - | \$ 37,310 | \$ 240,000 | \$ 1,572,896 | \$ - | \$ 34,067 | \$ 500,000 | \$ 1,576,505 | \$ - | \$ 34,067 | \$ 475,000 |
| 300 Community Service | \$ - | \$ 683,716 | \$ - | \$ - | \$ - | \$ 753,536 | \$ - | \$ - | \$ - | \$ 910,242 | \$ - | \$ - |
| 400 Building Improvements | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 2,000 | \$ - | \$ - | \$ - | \$ 3,000 | \$ - |
| 600 Fund Modifications | \$ 50,000 | \$ 25,000 | \$ - | \$ - | \$ 50,000 | \$ 25,000 | \$ - | \$ - | \$ 60,000 | \$ 25,000 | \$ - | \$ - |
| Total Expenditures | \$ 1,485,288 | \$ 715,916 | \$ 348,040 | \$ 240,000 | \$ 1,626,896 | \$ 785,536 | \$ 442,767 | \$ 500,000 | \$ 1,637,505 | \$ 942,192 | \$ 810,267 | \$ 475,000 |

| Fund Balance Information | Original Budget | | | | Amendment | | | | Proposed Final | | | |
|--|-----------------|------------|--------------|----------------|--------------|-------------|--------------|----------------|----------------|------------|--------------|----------------|
| | Food Service | ECC | Tech Millage | Fiduciary Act. | Food Service | ECC | Tech Millage | Fiduciary Act. | Food Service | ECC | Tech Millage | Fiduciary Act. |
| Fund Balance 7/1/21 | | | | | | | | | | | | |
| Committed fund balance | | | | | | | | | | | | |
| Undesignated | \$ 450,556 | \$ 278,220 | \$ 247,180 | \$ 414,842 | \$ 526,813 | \$ 289,276 | \$ 284,158 | \$ 422,742 | \$ 526,813 | \$ 289,276 | \$ 284,158 | \$ 422,742 |
| Total Beginning Fund Balance | \$ 450,556 | \$ 278,220 | \$ 247,180 | \$ 414,842 | \$ 526,813 | \$ 289,276 | \$ 284,158 | \$ 422,742 | \$ 526,813 | \$ 289,276 | \$ 284,158 | \$ 422,742 |
| Surplus/Deficit | \$ 83,309 | \$ (1,916) | \$ 176,960 | \$ 10,000 | \$ (22,152) | \$ (31,536) | \$ 107,233 | \$ (30,000) | \$ 281,185 | \$ 123,163 | \$ (254,267) | \$ (35,000) |
| Projected Ending Fund Balance 2021-22 | \$ 533,865 | \$ 276,304 | \$ 424,140 | \$ 424,842 | \$ 504,661 | \$ 257,740 | \$ 391,391 | \$ 392,742 | \$ 807,998 | \$ 412,439 | \$ 29,891 | \$ 387,742 |

FURTHER RESOLVED, that no Board of Education member or employee of the school district shall expend any funds or obligate the expenditure of any funds except pursuant to appropriations made by the Board of Education and in keeping with the budgetary policy statement hitherto adopted. Changes in the amount appropriated shall require approval by the Board.

BE IT FURTHER RESOLVED, that the Superintendent is hereby charged with general supervision of the execution of the budget adopted by the Board and shall hold the department heads responsible for performance of their responsibilities within the amounts appropriated by the Board of Education and in keeping with the budgetary policy statement hitherto adopted by the Board of Education. This act is to take effect on February 21, 2022.

MOTION by

SUPPORT by

ROLL CALL VOTE:

Motion:

President, Fruitport Board of Education

BOARD ACTION REQUEST FORM

Meeting Date: June 27, 2022

To: Board of Education

Attachment # X-4

From: Mark Mesbergen

Subject to be Discussed and Policy Reference:

Approval of Budget Appropriations Act of the 2022-23 General Fund.

Background Information:

The Board of Education is required by law to adopt the General Fund budget for the ensuing fiscal year beginning July 1.

Financial Impact:

Provides for proper authorization for the expenditure of funds (see attached resolution).

Recommended Action:

Adoption of Budget Appropriations Act for 2022-23 General Fund as presented in the attached resolution.

Roll Call Vote...

Action Taken:

Vote: ___ Buckner ___ Burgess ___ Cole ___ Franklin ___ Hazekamp
 ___ Kelly ___ Meeuwenberg

RESOLVED, that this resolution shall be the GENERAL APPROPRIATIONS ACT of the Fruitport Community Schools district for the fiscal year 2022-23, an ACT to make appropriations; to provide for the expenditure of the appropriations; and to provide for the disposition of all income received by the Fruitport Community Schools district.

BE IT FURTHER RESOLVED, that the total revenues and unappropriated fund balance estimated to be available for appropriations in the GENERAL FUND of the Fruitport Community Schools district for fiscal year 2022-23 is as follows:

Code #

| <u>REVENUES:</u> | | <u>Original Budget</u> |
|-----------------------------------|--|-------------------------------|
| 100 | Local | \$ 3,519,950 |
| 300 | State | \$ 26,258,139 |
| 400 | Federal | \$ 3,742,004 |
| 500-600 | Incoming Transfers | \$ 1,485,821 |
| <u>Total Revenues</u> | | \$ 35,005,914 |
| | | |
| <u>EXPENDITURES:</u> | | |
| Instruction - | | |
| 110 | Basic Program | \$ 14,535,115 |
| 120 | Added Needs | \$ 6,110,102 |
| 130 | Adult & Continuing | \$ 89,221 |
| Total Instruction: | | \$ 20,734,438 |
| | | |
| Support Services - | | |
| 210 | Pupil | \$ 3,502,317 |
| 220 | Instructional Staff | \$ 1,513,194 |
| 230 | General Administration | \$ 555,325 |
| 240 | School/Building Administration | \$ 1,948,218 |
| 250 | Business | \$ 629,263 |
| 260 | Operations & Maintenance of Plant | \$ 3,087,430 |
| 270 | Transportation | \$ 2,042,745 |
| 280-290 | Other | \$ 474,031 |
| 293 | Athletics | \$ 688,383 |
| Total Support Services: | | \$ 14,440,906 |
| | | |
| 300 | Community Service | \$ 105,629 |
| 400-600 | Outgoing Transfer & Fund Modifications | \$ 63,149 |
| <u>Total Expenditures</u> | | \$ 35,344,122 |
| Excess Expenditures Over Revenues | | \$ (338,208) |

| Fund Balance Information | <u>Original Budget</u> | | |
|---------------------------------------|-------------------------------|-----------|-------|
| Fund Balance 7/1/22 | | | |
| Unassigned | \$ | 4,438,259 | |
| Assigned | \$ | 49,357 | |
| | | | |
| Fund Balance Impact Surplus/Deficit | | | |
| Unassigned | \$ | (341,008) | |
| Assigned | \$ | 2,800 | |
| | | | |
| Projected Ending Fund Balance 2022-23 | | | |
| Unassigned | \$ | 4,097,251 | 11.6% |
| Assigned | \$ | 52,157 | |

FURTHER RESOLVED, that no Board of Education member or employee of the school district shall expend any funds or obligate the expenditure of any funds except pursuant to appropriations made by the Board of Education and in keeping with the budgetary policy statement hitherto adopted. Changes in the amount appropriated shall require approval by the Board.

BE IT FURTHER RESOLVED, that the Superintendent is hereby charged with general supervision of the execution of the budget adopted by the Board and shall hold the department heads responsible for performance of their responsibilities within the amounts appropriated by the Board of Education and in keeping with the budgetary policy statement hitherto adopted by the Board of Education.

This act is to take effect on June 27, 2022.

MOTION by
SUPPORT by
ROLL CALL VOTE:

Motion _____

President, Fruitport Board of Education

BOARD ACTION REQUEST FORM

Meeting Date: June 27, 2022

To: Board of Education

Attachment # X-5

From: Mark Mesbergen

Subject to be Discussed and Policy Reference:

Approval of Budget Appropriations Act of the 2022-23 School Service Fund (Early Childhood & Preschool Programs, Food Service Program, Technology and Security Millage Fund, and Fiduciary Accounts).

Background Information:

The Board of Education is required by law to adopt the School Service Fund budgets for the ensuing fiscal year beginning July 1.

Financial Impact:

Provides for proper authorization for the expenditure of funds (see attached resolution).

Recommended Action:

Adoption of the 2022-23 School Service Fund as presented in the attached resolutions. **Roll Call Vote...**

Action Taken:

Vote: ___ Buckner ___ Burgess ___ Cole ___ Franklin ___ Hazekamp
 ___ Kelly ___ Meeuwenberg

RESOLVED, that the total revenues and unappropriated fund balance estimated to be available for appropriation in the SCHOOL SERVICE FUND of Fruitport Community Schools for fiscal year 2022-23 be adopted as follows:

| <u>Code #</u> | Original Budget | | | |
|------------------------------|------------------------|-------------------|---------------------|-----------------------|
| | Food Service | ECC | Tech Millage | Fiduciary Act. |
| REVENUES: | | | | |
| 100 Local | \$ 303,000 | \$ 784,500 | \$ 7,500 | \$ 465,000 |
| 300 State | \$ 49,948 | \$ - | \$ - | \$ - |
| 400 Federal | \$ 1,008,796 | \$ - | \$ - | \$ - |
| 500-600 Incoming Transfers | \$ - | \$ - | \$ 545,000 | \$ - |
| <u>Total Revenues</u> | \$ 1,361,744 | \$ 784,500 | \$ 552,500 | \$ 465,000 |

BE IT FURTHER RESOLVED, that the amount designated below of the total available to appropriate in the SCHOOL SERVICE FUND is hereby appropriated in the amounts and for the purposes set forth below:

| | Original Budget | | | |
|----------------------------------|------------------------|-------------------|---------------------|-----------------------|
| | Food Service | ECC | Tech Millage | Fiduciary Act. |
| EXPENDITURES: | | | | |
| 220 Instructional Staff | \$ - | \$ - | \$ 411,700 | \$ - |
| 250 Business | \$ - | \$ 300 | \$ - | \$ - |
| 260 Operations & Maintenance | \$ - | \$ 800 | \$ - | \$ - |
| 270 Transportation | \$ 2,000 | \$ 5,850 | \$ - | \$ - |
| 280-290 Other | \$ 1,523,596 | \$ - | \$ 34,205 | \$ 485,000 |
| 300 Community Service | \$ - | \$ 823,188 | \$ - | \$ - |
| 400 Building Improvements | \$ - | \$ - | \$ 3,000 | \$ - |
| 600 Fund Modifications | \$ 50,000 | \$ 25,000 | \$ - | \$ - |
| <u>Total Expenditures</u> | \$ 1,575,596 | \$ 855,138 | \$ 448,905 | \$ 485,000 |

Fund Balance Information

Fund Balance 7/1/22

Committed fund balance

Undesignated

Total Beginning Fund Balance

Surplus/Deficit

Projected Ending Fund Balance

2022-23

| Original Budget | | | | |
|-----------------|-------------|--------------|----------------|--|
| Food Service | ECC | Tech Millage | Fiduciary Act. | |
| \$ 807,998 | \$ 412,439 | \$ 29,891 | \$ 387,742 | |
| \$ 807,998 | \$ 412,439 | \$ 29,891 | \$ 387,742 | |
| \$ (213,852) | \$ (70,638) | \$ 103,595 | \$ (20,000) | |
| \$ 594,146 | \$ 341,801 | \$ 133,486 | \$ 367,742 | |

FURTHER RESOLVED, that no Board of Education member or employee of the school district shall expend any funds or obligate the expenditure of any funds except pursuant to appropriations made by the Board of Education and in keeping with the budgetary policy statement hitherto adopted. Changes in the amount appropriated shall require approval by the Board.

BE IT FURTHER RESOLVED, that the Superintendent is hereby charged with general supervision of the execution of the budget adopted by the Board and shall hold the department heads responsible for performance of their responsibilities within the amounts appropriated by the Board of Education and in keeping with the budgetary policy statement hitherto adopted by the Board of Education. This act is to take effect on June 27, 2022.

MOTION by

SUPPORT by

ROLL CALL VOTE:

Motion:

President, Fruitport Board of Education

BOARD ACTION REQUEST FORM

Meeting Date: June 27, 2022

To: Board of Education

Attachment # X-6

From: Mark Mesbergen

Subject to be Discussed and Policy Reference:

L-4029 for FY 2023

Background Information:

Every year the business office has to complete the L-4029, which is a form that tells the county and townships how much and when to levy our property taxes. Our financial advisor tells me how to split our 6.9 debt mills to pay for each debt each year which is shown on the attached allocation report. The L-4029 follows the board action taken in December with levying summer taxes in Fruitport and Spring Lake townships.

Financial Impact:

\$0 to the district as we are paying the hard caps. The employees will save money.

Recommended Action:

To approve the L-4029 for the fiscal year 2023.

Action Taken:

Vote: ___ Buckner ___ Burgess ___ Cole ___ Franklin ___ Hazekamp
 ___ Kelly ___ Meeuwenberg

Fruitport Community Schools
L-4029 Allocation Report
2022 Levy

| | 100% Summer | 100% Winter |
|----------------------|------------------------|--------------------|
| Crockery Township | | W |
| Spring Lake Township | S | |
| Fruitport Township | S | |
| Sullivan Township | | W |

Crockery Township & Sullivan Township

| | Summer | Winter |
|------------------------|---------------|----------------|
| General Fund Operating | - | 18.0000 |
| 2010 Voted Debt | - | 1.2000 |
| 2016 Voted Debt | - | 4.6000 |
| 2021 Voted Debt | - | 1.1000 |
| Totals | - | 24.9000 |

Fruitport Township & Spring Lake Township

| | Summer | Winter |
|------------------------|----------------|---------------|
| General Fund Operating | 18.0000 | - |
| 2010 Voted Debt | 1.2000 | - |
| 2016 Voted Debt | 4.6000 | - |
| 2021 Voted Debt | 1.1000 | - |
| Totals | 24.9000 | - |

2022 Tax Rate Request (This form must be completed and submitted on or before September 30, 2022)

MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS

Carefully read the instructions on page 2.

This form is issued under authority of MCL Sections 211.24e, 211.34 and 211.34d. Filing is mandatory; Penalty applies.

| | |
|--|---|
| County(ies) Where the Local Government Unit Levies Taxes Muskegon and Ottawa | 2022 Taxable Value of ALL Properties in the Unit as of 5-23-2022 743,505,956 |
| Local Government Unit Requesting Millage Levy Fruitport Community Schools | For LOCAL School Districts: 2022 Taxable Value excluding Principal Residence, Qualified Agricultural, Qualified Forest, Industrial Personal and Commercial Personal Properties. 178,642,168 |

This form must be completed for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec 211.119. The following tax rates have been authorized for levy on the 2022 tax roll.

| (1) Source | (2) Purpose of Millage | (3) Date of Election | (4) Original Millage Authorized by Election Charter, etc. | (5) ** 2021 Millage Rate Permanently Reduced by MCL 211.34d "Headlee" | (6) 2022 Current Year "Headlee" Millage Reduction Fraction | (7) 2022 Millage Rate Permanently Reduced by MCL 211.34d "Headlee" | (8) Sec. 211.34 Truth in Assessing or Equalization Millage Rollback Fraction | (9) Maximum Allowable Millage Levy * | (10) Millage Requested to be Levied July 1 | (11) Millage Requested to be Levied Dec. 1 | (12) Expiration Date of Millage Authorized |
|---------------|---------------------------|-------------------------|--|--|---|---|---|---|---|---|---|
| Voted | Oper-Non Homestead | 11/2020 | 18.5000 | 18.5000 | 1.0000 | 18.5000 | 1.0000 | 18.0000 | Allc Rpt | Allc Rpt | 12/2024 |
| Voted | Debt | 02/2010 | N/A | N/A | N/A | N/A | N/A | Unlimited | Allc Rpt | Allc Rpt | 06/2026 |
| Voted | Debt | 11/2016 | N/A | N/A | N/A | N/A | N/A | Unlimited | Allc Rpt | Allc Rpt | 06/2049 |
| Voted | Debt | 05/2021 | N/A | N/A | N/A | N/A | N/A | Unlimited | Allc Rpt | Allc Rpt | 06/2036 |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |

| | | | |
|--------------------------------------|---|---|---------------------------|
| Prepared by Mark Mesbergen | Telephone Number (231) 865-4005 | Title of Preparer Director of Business Services | Date 06/27/2022 |
|--------------------------------------|---|---|---------------------------|

CERTIFICATION: As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary to comply with the state constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary, to comply with MCL Sections 211.24e, 211.34 and, for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, 380.1211(3).

| | |
|---|----------------|
| Local School District Use Only. Complete if requesting millage to be levied. See STC Bulletin 2 of 2022 for instructions on completing this section. | |
| Total School District Operating Rates to be Levied (HH/Supp and NH Oper ONLY) | Rate |
| For Principal Residence, Qualified Ag., Qualified Forest and Industrial Personal | 0.0000 |
| For Commercial Personal | 6.0000 |
| For all Other | 18.0000 |

| | | | | |
|-------------------------------------|-----------|-----------|--------------------|-------------------|
| <input type="checkbox"/> | Clerk | Signature | Print Name | Date |
| <input checked="" type="checkbox"/> | Secretary | | Steve Kelly | 06/27/2022 |

| | | | | |
|-------------------------------------|-------------|-----------|----------------------|-------------------|
| <input type="checkbox"/> | Chairperson | Signature | Print Name | Date |
| <input checked="" type="checkbox"/> | President | | Dave Hazekamp | 06/27/2022 |

* Under Truth in Taxation, MCL Section 211.24e, the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in column 9. The requirements of MCL 211.24e must be met prior to levying an operating levy which is larger than the base tax rate but not larger than the rate in column 9.

** **IMPORTANT:** See instructions on page 2 regarding where to find the millage rate used in column (5).

Instructions For Completing Form 614 (L-4029) 2022 Tax Rate Request, Millage Request Report To County Board Of Commissioners

These instructions are provided under MCL Sections 211.24e (truth in taxation), 211.34 (truth in county equalization and truth in assessing), 211.34d (Headlee), and 211.36 and 211.37 (apportionment).

Column 1: Source. Enter the source of each millage. For example, allocated millage, separate millage limitations voted, charter, approved extra-voted millage, public act number, etc. Do not include taxes levied on the Industrial Facilities Tax Roll.

Column 2: Purpose of millage. Examples are: operating, debt service, special assessments, school enhancement millage, sinking fund millage, etc. A local school district must separately list operating millages by whether they are levied against ALL PROPERTIES in the school district or against the NON-HOME group of properties. (See State Tax Commission Bulletin 2 of 2022 for more explanation.) A local school district may use the following abbreviations when completing Column 2: "Operating ALL" and "Operating NON-HOME". "Operating ALL" is short for "Operating millage to be levied on ALL PROPERTIES in the local school district" such as Supplemental (Hold Harmless) Millages and Building and Site Sinking Fund Millages. "Operating NON-HOME" is short for "Operating millage to be levied on ALL PROPERTIES EXCLUDING PRINCIPAL RESIDENCE, QUALIFIED AGRICULTURAL, QUALIFIED FOREST AND INDUSTRIAL PERSONAL PROPERTIES in the local school district" such as the 18 mills in a district which does not levy a Supplemental (Hold Harmless) Millage.

Column 3: Date of Election. Enter the month and year of the election for each millage authorized by direct voter approval.

Column 4: Millage Authorized. List the allocated rate, charter aggregate rate, extra-voted authorized before 1979, each separate rate authorized by voters after 1978, debt service rate, etc. (This rate is the rate before any reductions.)

Column 5: 2021 Millage Rate Permanently Reduced by MCL 211.34d ("Headlee") Rollback. Starting with taxes levied in 1994, the "Headlee" rollback permanently reduces the maximum rate or rates authorized by law or charter. The **2021** permanently reduced rate can be found in column 7 of the **2021** Form L-4029. For operating millage approved by the voters after April 30, 2021, enter the millage approved by the voters. For debt service or special assessments not subject to a millage reduction fraction, enter "NA" signifying "not applicable."

Column 6: Current Year Millage Reduction Fraction. List the millage reduction fraction certified by the county treasurer for the current year as calculated on Form 2166 (L-4034), *2022 Millage Reduction Fraction Calculations Worksheet*. The millage reduction fraction shall be rounded to four (4) decimal places. The current year millage reduction fraction shall not exceed 1.0000 for 2022 and future years. This prevents any increase or "roll up" of millage rates. Use

1.0000 for new millage approved by the voters after April 30, 2022. For debt service or special assessments not subject to a millage reduction fraction, enter 1.0000.

Column 7: 2022 Millage Rate Permanently Reduced by MCL 211.34d ("Headlee") Rollback. The number in column 7 is found by multiplying column 5 by column 6 on this 2022 Form L-4029. This rate must be rounded DOWN to 4 decimal places. (See STC Bulletin No. 11 of 1999, Supplemented by Letter of 6/7/2000.) For debt service or special assessments not subject to a millage reduction fraction, enter "NA" signifying "not applicable."

Column 8: Section 211.34 Millage Rollback Fraction (Truth in Assessing or Truth in Equalization). List the millage rollback fraction for 2022 for each millage which is an operating rate. Round this millage rollback fraction to 4 decimal places. Use 1.0000 for school districts, for special assessments and for bonded debt retirement levies. For counties, villages and authorities, enter the Truth in Equalization Rollback Fraction calculated on STC Form L-4034 as TOTAL TAXABLE VALUE BASED ON CEV FOR ALL CLASSES/TOTAL TAXABLE VALUE BASED ON SEV FOR ALL CLASSES. Use 1.0000 for an authority located in more than one county. For further information, see State Tax Commission Bulletin 2 of 2022. For townships and cities, enter the Truth in Assessing Rollback Fraction calculated on STC Form L-4034 as TOTAL TAXABLE VALUE BASED ON ASSESSED VALUE FOR ALL CLASSES/TOTAL TAXABLE VALUE BASED ON SEV FOR ALL CLASSES. The Section 211.34 Millage Rollback Fraction shall not exceed 1.0000.

Column 9: Maximum Allowable Millage Levy. Multiply column 7 (2022 Millage Rate Permanently Reduced by MCL 211.34d) by column 8 (Section 211.34 millage rollback fraction). Round the rate DOWN to 4 decimal places. (See STC Bulletin No. 11 of 1999, Supplemented by Letter of 6/7/2000.) For debt service or special assessments not subject to a millage reduction fraction, enter millage from Column 4.

Column 10/Column 11: Millage Requested to be Levied. Enter the tax rate approved by the unit of local government provided that the rate does not exceed the maximum allowable millage levy (column 9). A millage rate that exceeds the base tax rate (Truth in Taxation) cannot be requested unless the requirements of MCL 211.24e have been met. For further information, see State Tax Commission Bulletin 2 of 2022. A LOCAL School District which levies a Supplemental (Hold Harmless) Millage shall not levy a Supplemental Millage in excess of that allowed by MCL 380.1211(3). Please see the memo to assessors dated October 26, 2004, regarding the change in the collection date of certain county taxes.

Column 12: Expiration Date of Millage. Enter the month and year on which the millage will expire.

BOARD ACTION REQUEST FORM

Meeting Date: June 27, 2022

To: Board of Education

Attachment # X-7

From: Mark Mesbergen

Subject to be Discussed and Policy Reference:

Purchase an Engraver

Background Information:

The engraver is going to be used for a marketing/entrepreneurship class for our Alternative High School. Kathy Steudle-Schwander is going to teach the class and partner along with the school store to sell those items that the students make. Our high school store will also be using it; thus, the school store will also be funding a portion of this equipment. The district has included multiple quotes which is included in the packet.

Financial Impact:

\$22,982 paid out of two different funding sources. \$15,982 paid out of the General Fund (\$10,000 coming from the Vocational Funds), and \$7,000 High School Store (Trust and Agency)

Recommended Action:

To approve the purchase of the engraver from Midwest via Quote 2115.

Action Taken:

Vote: ___ Buckner ___ Burgess ___ Cole ___ Franklin ___ Hazekamp
___ Kelly ___ Meeuwenberg

Midwest Laser Sales and Service, Inc.
 4319 Todd Dr
 Sylvania, OH 43560 US
 (866) 452-7377
 laser@buckeye-express.com

Estimate



Midwest Laser
Sales & Service Inc.
 Distributors of Universal Laser Systems since 1998
 Certified service Universal Laser Service Center
419-283-5503/419-356-3771
 4319 Todd Dr., Sylvania, OH 43560
 www.midwestlasers.com

| ADDRESS |
|---|
| Fruitport High School Kathy Steudle-Schwander 231-865-3101 ext 6129 |

| SHIP TO |
|---|
| Fruitport High School Kathy Steudle-Schwander 231-865-3101 ext 6129 |

| ESTIMATE # | DATE |
|------------|------------|
| 2115 | 05/23/2022 |

| ACTIVITY | QTY | RATE | AMOUNT |
|---|-----|-----------|-----------|
| VLS 3.60DT VLS 3.60DT with 24 x 12" Engraving Area engraving area, with coaxial air assist, red dot, with Laser Interface Plus software | 1 | 14,728.00 | 14,728.00 |
| ULR-30 ULR 30 watt Laser | 1 | 6,551.00 | 6,551.00 |
| Honeycomb Honeycomb Cutting Table | 1 | 744.00 | 744.00 |
| One Touch One Touch Photo Program | 1 | | |
| Direct Import Direct Import Software Feature | 1 | | |
| Discount Education Discount | 1 | -4,500.00 | -4,500.00 |
| Freight Shipping Charges | 1 | 325.00 | 325.00 |
| Sales On Site training | 1 | | 0.00 |
| BOFA Advantage BASE 1 Oracle:Advantage BASE 1 oracle BOFA Advantage BASE 1 Oracle with hose kit | 1 | 3,200.00 | 3,200.00 |
| Rotary Rotary Attachment | 1 | 1,934.00 | 1,934.00 |

Fruitport High School

TOTAL

\$22,982.00

Accepted By

Accepted Date



Scordato Sales International Inc
 407 N. Village Ave.
 Rockville Centre, NY
 11570-2329
 +1 5167639369
 contact@scordatosales.com

Quote

| ADDRESS |
|---|
| Kathy Steudle-Schwander Fruitport High School 357 North 5th Street Fruitport, MI 49415 USA |

| SHIP TO |
|---|
| Kathy Steudle-Schwander Fruitport High School 357 North 5th Street Fruitport, MI 49415 USA |

| QUOTE # | DATE | |
|----------------|------------|--|
| S-ULS-FHS-0622 | 06/07/2022 | |

| ACTIVITY | QTY | RATE | AMOUNT |
|--|-----|-----------|-----------|
| VLS 3.60DT Desktop laser - 12" x 24" processing area; includes lens kit and air assist | 1 | 14,316.00 | 14,316.00 |
| ULR-30 30 Watt laser cartridge | 1 | 6,551.00 | 6,551.00 |
| Downdraft Cutting Table (VLS3.60DT) 12" x 24" Honeycomb Cutting Table | 1 | 744.00 | 744.00 |
| Rotary Fixture (VLS3.60DT) Designed for VLS 3.60DT Desktop | 1 | 1,934.00 | 1,934.00 |
| Bofa Exhaust Hose kit included | 1 | 2,380.00 | 2,380.00 |
| Installation and Training | 1 | 1,200.00 | 1,200.00 |

| | |
|--------------|--------------------|
| SUBTOTAL | 27,125.00 |
| SHIPPING | 600.00 |
| TOTAL | \$27,725.00 |

Accepted By

Accepted Date

Prepared for:

Kathy Steudle-Schwander
Fruitport High School

Fruitport MI,
Phone: 231-865-3101 ext 6129

Quotation Number: 42821

Quotation Date: June 6, 2022

Expiration Date: July 6, 2022

Contact: Chuck Bosnos

The purchase and sale of the products reflected in this quotation shall be governed by the terms and conditions contained within this quotation and in the Universal Laser Systems, Inc. Terms and Conditions of Sale attached hereto and incorporated herein by reference.

Universal Laser Systems, Inc. Terms and Conditions will apply and shall prevail regardless of any terms and conditions submitted by Customer subsequent to the date of this quote, including, but not limited to, purchases of products, services, parts, or accessories.

Customer's submittal of a written or verbal Purchase Order for quoted goods or services will serve as acknowledgement and acceptance of Universal Laser System's Terms and Conditions. Universal's acceptance of Customer's Purchase Order, or Universal's registration as a supplier at Customer's request shall not constitute Universal's acceptance of Customer's Terms and Conditions which are contrary to Universal's Terms and Conditions of sale.

VLS3.60DT Laser System Quotation

VLS3.60DT System

(for a complete description of platform features, please visit our website at www.ulsinc.com)

Quick Change™ Laser Cartridge Description

Patented, air-cooled CO2 laser cartridge with integrated red dot pointer, cross platform compatibility (can be used on any Universal Laser Systems Platform), Permalign™ no alignment installation for easy upgradeability.

Included Features and Options

VLS3.60DT Laser System
VLS Desktop 2.0 Final Focusing Lens Kit (Lens Assembly and Focusing Tool)
ULR-50 Laser Source
Power Cord, C13, 10 Amp Right Angle UL/CSA
VLS3 Color Kit, Red
VLS 2.0 Coaxial Gas Assist Attachment
VLS3 Flow-Through Cutting Table
Power Cord, C13, 10 Amp Right Angle UL/CSA
VLS Filter Kit
VLS Desktop Air Cleaner Cart, 110V
Power Cord, C13, 10 Amp Right Angle UL/CSA
Domestic System Installation / Training

Total Customer Price for VLS3.60DT Including Options: **\$39,968.00**

Notes

Prices are "Ex-Works" from Universal Laser Systems factory in Scottsdale Arizona.
Shipping and insurance will be extra, billed at cost.

One day installation by Universal Laser is included.

Facility Requirements

| | | |
|------------------------------|---------------------|--|
| Computer | | USB2 2.0 High Speed Connection, 2 GHz Processor, 2 GB of RAM, 60 GB Hard Drive |
| Electrical Power – Main Unit | | 110V 10A or 220V/5A; 50/60 Hz, Single Phase 110V 10A or 220V/5A; 50/60 Hz, Single Phase |
| Exhaust | Air Filtration Unit | 110V 10A or 220V/5A; 50/60 Hz, Single Phase 110V 10A or 220V/5A; 50/60 Hz, Single Phase |
| | | External exhausting required unless Computer Controlled Air Cleaner/Cart is used. |
| | | (Contact factory for exhaust blower recommendations.) |

Delivery and Shipment

Shipment to be made 4 to 6 weeks ARO (at receipt of order). Actual delivery date is contingent on availability of products and will be determined at the time of placement of order. All shipments are EXW-Factory Scottsdale, Arizona, freight prepay-add. Please notify ULS or shipper if lift gate is needed. Freight quotes are provided one week prior to shipment or upon request.

Payment Terms

25% down payment required within 7 days of purchase order placement. Balance due prior to shipment. If leasing, please inform us of the source. Wire transfer or irrevocable letter of credit confirmed by U.S. bank is acceptable. All payments must be in U.S. Dollars. Wire transfer funds to the following:

J.P. Morgan Chase Bank, Phoenix, Arizona
 ABA Routing: 122100024
 For Credit to: Universal Laser Systems, Inc.
 Account Number: 02924-0569
 Swift Code: CHASUS33

Warranty (See attached warranty statement for full details)

Laser System Platform - 12 months warranty
Laser Source - 24 months warranty
Extended warranties available at additional cost

Thank you for your interest in Universal Laser Systems Inc. We are looking forward to a long-term relationship with you. Please reference the quotation number when placing your order. If you have any further questions, please call me at 800-859-7033.

This Quotation shall remain in effect for thirty (30) days from the date set forth above (unless earlier revoked by ULS), at which time it shall automatically expire.

Quote Acceptance:

| | | | |
|---------------------------|-------------|---------------------------|-------------|
| _____ | _____ | _____ | _____ |
| ULS Representative | Date | Customer Signature | Date |

Universal Laser Systems Limited Warranty

Universal Laser Systems, Inc. ("ULS") warrants to the original end user (the "Customer") of the laser system products (the "Products") listed on the packing slip accompanying the Products that, during the applicable Warranty Period, the Products will be free from manufacturing defects (materials and workmanship), under normal and proper use pursuant to ULS user and service documentation. Each Product is in one of the following Product Categories, each of which has a different Warranty Period:

| Product Category | Applicable Warranty Period |
|---|--|
| <ul style="list-style-type: none">Laser Source | 25 months from date of shipment |
| <ul style="list-style-type: none">System Platform | 13 months from date of shipment |
| <ul style="list-style-type: none">Accessories | 12 months from date of shipment [13 months from date of shipment for Accessories included as part of the Customer's original purchase of a Laser Source and System Platform] |
| <ul style="list-style-type: none">Consumables | 90 days from date of shipment |

The final section of this Limited Warranty contains a non-exhaustive list of Products within various Product Categories.

This Limited Warranty (a) extends only to, and may only be exercised by, the Customer, and (b) terminates automatically upon the earlier of (i) the Customer's transfer of ownership or possession of the Products to another person or entity, or (ii) the end of the applicable Warranty Period.

To exercise this Limited Warranty, the Customer must notify ULS of the defect via email (at support@ulsinc.com), promptly after discovery of the defect and before the end of the applicable Warranty Period. Please include the following information in the email: (a) description of Product and defect; (b) contact information (telephone and physical address); and (c) if the Customer purchased the Product from a third party sales representative or channel partner, the name of the third party, date of purchase, Serial No. (if applicable) and a purchase receipt or other original documentation of the Customer's purchase of the Product from the third party. If ULS or its authorized warranty service provider determines that the Product is defective and that the conditions of this Limited Warranty are satisfied, ULS will, at its sole option and discretion, either (i) repair or replace the defective Product at no charge to the Customer (ULS may, in its sole discretion, require the Customer to pay directly, or reimburse ULS for, any or all freight and shipping charges), or (ii) refund a pro rata portion of the purchase price paid by the Customer for the Product based on the percentage of the applicable Warranty Period remaining at the time the defect is reported. ULS may, at its discretion, use refurbished parts to repair or replace a defective Product. The warranty on any Product repaired or replaced by ULS will extend through the end of the original applicable Warranty Period plus any time elapsed between ULS's receipt of the defective Product from the Customer and ULS's shipment of the repaired or replacement Product to the Customer.

This Limited Warranty is void if ULS or its authorized warranty service provider determines that damage to, or failure of, a Product was, in whole or in part, caused by or otherwise attributable to (a) installation or use of non-ULS parts or components, (b) tampering with non-user serviceable components (as identified by notification labels or as described in the ULS user documentation), (c) any use of the Products for unintended or unauthorized application, including, but not limited to, use in medical or surgical applications, medical device manufacturing or any similar process or application requiring approval, testing or certification by the United States Food and Drug Administration or any other governmental authority, (d) an unauthorized act or omission of any person or entity other than ULS or its authorized warranty service provider, including, but not limited to, lack of supervision of use, accident, misuse, abuse (including, but not limited to, incorrect voltages, power surges, fires, water damage, improper or insufficient ventilation, failure to follow ULS-provided installation and operating instructions, and "acts of God") and service or modification of the Product by a person or entity other than ULS or its authorized warranty service provider, or (e) incompatibility of any third-party software used in connection with the Product.

EXCEPT FOR THE WARRANTIES SET FORTH IN THIS LIMITED WARRANTY, ULS IS PROVIDING THE PRODUCTS "AS IS." TO THE MAXIMUM EXTENT PERMITTED BY APPLICABLE LAW, ULS SPECIFICALLY DISCLAIMS ALL OTHER WARRANTIES, CONDITIONS AND REPRESENTATIONS (WHETHER EXPRESS OR IMPLIED, ORAL OR WRITTEN) WITH RESPECT TO THE PRODUCTS, INCLUDING, BUT NOT LIMITED TO, ANY IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE (WHETHER OR NOT ULS KNOWS, HAS REASON TO KNOW, HAS BEEN ADVISED OR IS OTHERWISE IN FACT AWARE OF ANY SUCH PURPOSE) OR CONDITIONS OF TITLE, NON-INFRINGEMENT OR NONINTERFERENCE, WHETHER ALLEGED TO ARISE BY OPERATION OF LAW, BY REASON OF CUSTOM OR USAGE IN THE TRADE OR BY COURSE OF DEALING.

TO THE MAXIMUM EXTENT PERMITTED BY APPLICABLE LAW, THE ENTIRE LIABILITY OF ULS, AND THE EXCLUSIVE AND SOLE REMEDY OF THE CUSTOMER, FOR ALL CLAIMS, LOSSES AND DAMAGES OF ANY NATURE RELATED TO THE PRODUCTS, INCLUDING, BUT NOT LIMITED TO, ANY CAUSE OF ACTION BASED ON WARRANTY, CONTRACT, TORT, STRICT LIABILITY, PATENT OR COPYRIGHT INFRINGEMENT OR MISAPPROPRIATION OF INTELLECTUAL PROPERTY, WILL BE LIMITED TO THE REMEDIES SET FORTH IN THIS LIMITED WARRANTY. IN NO EVENT WILL THE CUMULATIVE LIABILITY OF ULS EXCEED THE PURCHASE PRICE PAID BY THE CUSTOMER FOR THE PRODUCTS.

UNDER NO CIRCUMSTANCES WILL ULS BE LIABLE FOR ANY CONSEQUENTIAL, INCIDENTAL, INDIRECT, SPECIAL, EXEMPLARY OR PUNITIVE DAMAGES, WHETHER IN CONTRACT, IN TORT (INCLUDING NEGLIGENCE) OR OTHERWISE, OR FOR ANY LOSS OF PROFITS, LOSS OF SAVINGS, LOSS OF DATA OR LOSS OF USE DAMAGES, REGARDLESS OF WHETHER ULS WAS AWARE OF THE POSSIBILITY OF SUCH LOSS OR DAMAGE. IN NO EVENT WILL ULS BE LIABLE FOR ANY CLAIM BROUGHT MORE THAN ONE (1) YEAR AFTER THE CAUSE OF ACTION ACCRUED. THE FOREGOING LIMITATIONS WILL APPLY REGARDLESS OF ANY FAILURE OF THE ESSENTIAL PURPOSE OF ANY LIMITED REMEDY. BECAUSE SOME STATES DO NOT ALLOW THE EXCLUSION OR LIMITATION OF LIABILITY FOR CONSEQUENTIAL OR INCIDENTAL DAMAGES, THE ABOVE LIMITATION MAY NOT APPLY TO YOU.

This Limited Warranty grants the Customer specific legal rights. The Customer may also have other legal rights, which vary from state to state or foreign territories. Because some states or foreign territories do not permit certain exclusions or warranty disclaimers, limitations on the duration of an implied warranty, or limitation of liability for consequential or incidental damages some or all of the disclaimers or limitations set forth above may not apply. If any provision of this Limited Warranty is held to be unenforceable, the validity, legality, and enforceability of the remaining provisions will be in no way affected or impaired.

The following is a non-exhaustive list of Products within various Product Categories:

System Platform: includes all Accessories installed at time of purchase of ULS laser system

Accessories: UAC-4000 and UAC-2000 (excluding filter media); Rotary; Air Compressor; Back Sweep; Air Assist; Air Cleaner Cart (excluding filter media); Pin Table; Cones; Automation Interface; Dual Head; SuperSpeed; Traveling Exhaust; Embedded PC; Pass Through Class 1 and 4
Consumables: Optics; Mirrors; Belts – X, Y and Z Axis; Drive Gears – X, Y and Z Axis; Bearings – X and Y Axis; Pulleys – X and Y Axis; Idlers – X and Y Axis; Filter Media; Gaskets; Top Door Pressure Cylinders; Cutting Table Honeycomb Insert; 9 Volt Battery; Fire Suppression Tanks

Effective as of October 2015

Universal Laser Systems Terms and Conditions of Sale

1. Definitions.

- (a) "ULS" shall mean Universal Laser Systems, Inc., an Arizona corporation.
- (b) "Quotation" shall incorporate the ULS sales quotation together with these Terms and Conditions of Sale.
- (c) "Products" shall mean the laser system and products described in the Quotation.
- (d) "Standard Products" shall mean any products listed on the company's current price list as of the date of quotation.
- (e) "Special Order Products" shall mean any products not considered Standard Products as defined in 1(d).
- (f) "Contract Price" shall mean the purchase price including applicable taxes for the Products, as set forth in the Quotation.
- (g) "Customer" shall mean the party identified as such in the Quotation and refers only to the original purchaser of the Products.
- (h) "ULS Software" means any software or other computer program incorporated or embedded in the Products.

2. Scope.

(a) IF THIS QUOTATION IS DEEMED TO BE AN OFFER BY ULS TO SELL THE PRODUCTS TO CUSTOMER, CUSTOMER'S ACCEPTANCE OF THIS QUOTATION IS EXPRESSLY LIMITED TO THESE TERMS AND CONDITIONS OF SALE. ANY ADDITIONAL AND/OR CONFLICTING TERMS AND CONDITIONS IN ANY PURCHASE ORDER, ACKNOWLEDGEMENT OR OTHER DOCUMENT ISSUED OR PROVIDED BY CUSTOMER ARE HEREBY SPECIFICALLY REJECTED UNLESS EXPRESSLY ACCEPTED IN WRITING BY AN AUTHORIZED OFFICER OF ULS.

(b) IF THIS QUOTATION IS DEEMED TO BE A RESPONSE TO AN OFFER MADE BY CUSTOMER TO PURCHASE THE PRODUCTS, (i) THIS QUOTATION SHALL BE DEEMED TO BE A COUNTER OFFER, AND (ii) ULS'S ACCEPTANCE OF SUCH OFFER IS EXPRESSLY CONDITIONAL ON CUSTOMER'S ASSENT TO ANY ADDITIONAL AND/OR CONFLICTING TERMS IN THESE TERMS AND CONDITIONS OF SALE.

(c) In the absence of Customer's written acceptance or acknowledgement of this Quotation, Customer's payment of all or any part of the Contract Price shall constitute Customer's acceptance of this Quotation.

(d) This Quotation constitutes the entire agreement between the parties relating to the sale and delivery of the Products to Customer and supersedes all prior and contemporaneous agreements and understandings not incorporated herein by reference, whether written or oral, express or implied.

3. **Payment Terms.** Payment terms must be approved prior to the acceptance of order by ULS. Customer has the option of applying for payment terms or securing other payment options including:

- (a) **Net 30 Days.** Subject to ULS Credit Approval Guidelines. Exceptions require ULS Management's approval;
- (b) **Payment In Advance (PIA).** 25% of Standard Product price due upon order placement. Balance of system price due prior to shipment to customer. Exceptions require ULS Management's approval;
- (c) **Special Order Products (PIA).** Orders for Special Order Products require a non-refundable deposit of 40% of total order price due upon order placement;

(d) **Third Party Financing.** Financing party (leasing company, etc.) is subject to ULS Credit Approval Guidelines. Advance payment requirement will be waived if financing party provides executed Memorandum of Understanding detailing customer's intention to lease ordered system(s). Exceptions require ULS Management's approval.

Acceptable forms of payment include company or personal check (subject to bank verification); wire transfer; money order; irrevocable letter of credit; any of the following credit cards: Visa, Mastercard, Discover Card or American Express; or combination of any of the previous mentioned forms of payment as approved by ULS. Customer bears the cost of any wire transfer or letter of credit fees.

Interest shall accrue on any amounts not timely paid by Customer at a rate equal to the lesser of (i) one and one-half percent (1-1/2 %) per month, and (ii) the maximum rate permitted by applicable law. ULS may at its sole discretion change the terms of payment and/or credit at any time upon written notice to Customer. In the event that any proceeding is brought by or against Customer under any bankruptcy or insolvency law, ULS will ship any order to Customer C.O.D. or cancel any outstanding order and receive reimbursement from Customer for all costs and expenses incurred by ULS in connection with such cancellation.

4. **Order Cancellations.** Order cancellation of Standard Products by customer is subject to a 15% cancellation fee. Any exceptions to the foregoing require ULS Management's approval.

5. **Taxes.** The Contract Price is exclusive of future sales, transaction privilege, revenue and excise taxes, import duties and other taxes and fees applicable to the Products or the manufacture or sale thereof. To the extent applicable, such taxes and fees shall be invoiced to and paid by Customer unless Customer timely provides ULS with a valid tax exemption certificate.

6. **Delivery; Title; Risk of Loss.** All Products shall be delivered EXW (Ex works) ULS' facility in Scottsdale, Arizona. Customer shall be responsible for all shipping, insurance, delivery and related transportation charges. Customer shall notify ULS or shipper in writing in advance if a liftgate is needed. The estimated shipment date for the Products is set forth in this Quotation. ULS' liability as to risk of loss of the Products shall cease upon ULS' delivery of the Products, in saleable condition, to the carrier. ULS may exercise its own discretion to determine the method of shipment to be used.

7. **Acceptance; Rejection; Revocation.** Customer's right to reject nonconforming Products shall terminate ten (10) business days after Customer's receipt of the Products. If, within such time period, Customer fails to notify ULS in writing of its rejection of nonconforming Products and reasons substantiating same, Customer shall be deemed to have accepted such Products. Customer shall have the right to revoke acceptance of nonconforming Products only if (i) the nonconformity substantially impairs the value of the Products to Customer, (ii) the nonconformity was neither discovered nor reasonably discoverable prior to Customer's acceptance of the Products, and (iii) Customer notifies ULS in writing of the nonconformity within five (5) business days after the date the nonconformity is discovered or was first reasonably discoverable. The parties agree that the time periods set forth in this Section 7 for rejection and revocation of acceptance are reasonable.

8. **Intellectual Property.** Customer acknowledges and agrees that (i) the ULS Software, in its source code form, contains valuable trade secrets that belong to ULS, and (ii) except for the limited right to operate the ULS Software solely to use the Products for their intended purposes, nothing in this Quotation shall be deemed to convey to Customer any right, title or interest in or to the ULS Software or any other intellectual property of ULS. Customer shall not (i) reverse engineer, decompile, disassemble or otherwise translate any part of the ULS Software or permit or authorize any third party to do so, or (ii) use, copy or commercially exploit any concepts, ideas or techniques embodied in the ULS Software that are proprietary to the ULS Software or that constitute ULS trade secrets.

9. **Security Interest.** If the Contract Price is not paid in full prior to delivery of the Products to Customer, Customer agrees to grant to ULS a purchase money security interest in the Products. Such security interest shall take effect as of the date of delivery of the Products and shall remain in effect until Customer's payment in full of the Contract Price. Customer agrees (i) that ULS is authorized to file and record financing statements as necessary to perfect such security interest, and (ii) to take all actions reasonably requested by ULS to evidence and perfect such security interest.

10. **Excusable Delay.** ULS shall not be liable to Customer for nonperformance or delays in its performance under this Quotation due to causes beyond its reasonable control including, without limitation, acts of God, wars, riots, terrorist attacks, strikes or other labor disputes, fires, storms, floods, earthquakes, shortages of labor or materials, production difficulties, transportation embargoes and acts of any government or agency thereof. ULS shall notify Customer in writing of any such event or circumstance within a reasonable period after becoming aware of it.

11. **Limited Warranty; Disclaimer; Limitation of Liability.** All warranties pertaining to the Products are as set forth in the Universal Laser System Limited Warranty. EXCEPT AS SET FORTH IN THE UNIVERSAL LASER SYSTEMS LIMITED WARRANTY ATTACHED HERETO, ULS IS PROVIDING THE PRODUCTS TO CUSTOMER "AS IS" AND ULS SPECIFICALLY DISCLAIMS ANY AND ALL OTHER WARRANTIES, CONDITIONS OR REPRESENTATIONS (WHETHER EXPRESS OR IMPLIED, ORAL OR WRITTEN) WITH RESPECT TO THE PRODUCTS INCLUDING, WITHOUT LIMITATION, ANY AND ALL IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. THE LIABILITY OF ULS TO CUSTOMER IN CONNECTION WITH THE PRODUCTS IS LIMITED AS SET FORTH IN THE UNIVERSAL LASER SYSTEMS LIMITED WARRANTY. ULS FURTHER DISCLAIMS ANY KNOWLEDGE OF, OR REASON FOR KNOWLEDGE OF, ANY GENERAL OR PARTICULAR NEEDS OF CUSTOMER WITH RESPECT TO THE PRODUCTS OR OF ANY LOSS THAT COULD RESULT THEREFROM. **WARNING: UNIVERSAL LASER SYSTEMS PRODUCTS ARE NOT DESIGNED, TESTED, INTENDED OR AUTHORIZED FOR USE IN ANY MEDICAL APPLICATIONS, SURGICAL APPLICATIONS, MEDICAL DEVICE**

MANUFACTURING, OR ANY SIMILAR PROCEDURE OR PROCESS REQUIRING APPROVAL, TESTING, OR CERTIFICATION BY THE UNITED STATES FOOD AND DRUG ADMINISTRATION OR OTHER SIMILAR GOVERNMENTAL ENTITIES. SHOULD THE BUYER USE UNIVERSAL LASER SYSTEMS PRODUCTS FOR ANY SUCH UNINTENDED OR UNAUTHORIZED APPLICATION, ALL WARRANTIES REGARDING THE UNIVERSAL LASER SYSTEMS PRODUCTS SHALL BE NULL AND VOID. FURTHER, THE BUYER SHALL HAVE NO REMEDY AGAINST UNIVERSAL LASER SYSTEMS AND ITS OFFICERS, EMPLOYEES, SUBSIDIARIES, AFFILIATES AND DISTRIBUTORS FOR, AND THE BUYER SHALL INDEMNIFY AND HOLD THOSE PARTIES HARMLESS AGAINST, ANY AND ALL CLAIMS, COSTS, DAMAGES, EXPENSES AND REASONABLE ATTORNEYS' FEES ARISING OUT OF, DIRECTLY OR INDIRECTLY, ANY CLAIM ASSOCIATED WITH SUCH UNINTENDED OR UNAUTHORIZED USE, INCLUDING BUT NOT LIMITED TO ANY CLAIM BASED ON WARRANTY (EXPRESS OR IMPLIED), CONTRACT, TORT (INCLUDING ACTIVE, PASSIVE, OR IMPUTED NEGLIGENCE), STRICT LIABILITY, PATENT OR COPYRIGHT INFRINGEMENT OR MISAPPROPRIATION OF INTELLECTUAL PROPERTY.

12. Indemnity. Customer shall indemnify, defend and hold ULS harmless for, from and against any and all claims, damages, losses and liabilities (including, without limitation, attorneys' fees) ("Losses") arising from or relating to (i) Customer's use or treatment of the Products in a manner other than as contemplated by ULS-provided operating instructions, or (ii) any service of, or modification to, the Products that is not performed by ULS or an authorized representative of ULS; provided, however, that Customer's indemnity obligations under this Section 12 shall not extend to Losses that are directly attributable to ULS' gross negligence or willful misconduct.

13. Waiver of Additional Remedies. Customer hereby waives, to the fullest extent permitted by applicable law, any right and remedies available to it under Article 2 of the Uniform Commercial Code, except to the extent that such rights and remedies are specifically set forth in this Quotation.

14. Governing Law; Venue; Jurisdiction. This Quotation shall be governed by and construed in accordance with the laws of the State of Arizona. Customer agrees that, at ULS' election, all actions and proceedings arising in connection with this Quotation or the parties' respective rights and obligations hereunder shall be litigated in courts, and Customer hereby consents to the jurisdiction of any state or federal court located in Maricopa County, Arizona. Customer submits to the personal jurisdiction of any state or federal court located in Maricopa County, Arizona.

15. Notices. All notices and other communications permitted or required to be given hereunder shall be in writing and sent to the address of the applicable party specified in this Quotation via fax, expedited delivery service, certified mail with a copy also sent expedited delivery service, certified mail with proof of delivery or email and shall be deemed given when received. Either party will notify of change of address for receipt of notices, communications and payments.

16. Binding Agreement; Assignment; Modification. This Quotation shall be binding upon and enforceable by the parties and their respective successors and permitted assigns. Customer shall not assign any of its rights, or delegate any of its obligations, under this Quotation without the prior written consent of ULS. No modification of any part of this Quotation shall be binding upon the parties unless approved in writing and signed by Customer and a duly authorized officer of ULS.

17. Waiver. No waiver of any provision of, or default under, this Quotation or failure to insist on strict performance under this Quotation shall affect the right of either party to enforce such provision or to exercise any right or remedy in the event of any other default.

18. Severability. If any portion of this Quotation is declared unenforceable, such declaration shall not affect the enforceability of the remainder of this Quotation. If the scope of any obligation is too broad to permit enforcement to its full extent, such obligation shall be enforced to the maximum extent permitted by law.

19. Survival. The provisions of Sections 3, 4, 5, 6, 7, 8, 9, 11, 12, 13, 14, 15, 16, 17, 18 and 19 of this Quotation shall survive Customer's receipt of the Products and payment.



Personnel Committee
Monday, June 20, 2022
4:30 p.m.

MEETING MINUTES

Meeting Location:

Fruitport Community Schools Central Office
3255 E. Pontaluna Rd.
Fruitport, MI 49415

Attendance:

The meeting was called to order at 4:48 p.m. and Dave Hazekamp, Steve Kelly, and Jason Kennedy were present.

1. **Director of Technology** - The Committee reviewed the hiring process for the Director of Technology position. It is the recommendation of the District to hire Kyle Nielsen for the position. Kyle served as the network administrator at Whitehall District Schools from 2005-2011, and as the network and information security solutions architect at Grand Valley State University from 2012 to the present. Kyle also served as a network and security instructor at Baker College from 2009-2017.
2. **Beach Elementary School Principal** - The Committee reviewed the hiring process for the principal's position at Beach Elementary. First round interviews will be conducted on Friday, June 24, 2022 and second round interviews will be conducted on Tuesday, June 28, 2022.
3. **Central Office Administrative Assistant** - The Committee reviewed the hiring process for the central office administrative assistant's position. First round interviews were conducted on Monday, June 20, 2022 and second round interviews will be conducted on Monday, June 27, 2022.
4. **Teacher Hiring Recommendations** - The Committee reviewed the hiring process for the following positions: Second grade, middle school math, middle school math intervention, high school business, and middle school science.

5. **Agreement for Business Services with North Muskegon** - The Committee reviewed a proposed agreement between the District and North Muskegon Public Schools to continue to provide Business Services to that district. The agreement is for two years and includes a 3% increase in cost to North Muskegon for each of the two years. The Board will be asked to approve the Agreement.
6. **Other** - The Committee reviewed items from each of the other Board Committee meetings to provide a general overview of the topics to be discussed at the Regular Board Meeting on Monday, June 27, 2022.
7. Public Comment: None
8. Adjournment: The meeting was adjourned at 5:30 p.m.

Respectfully submitted by Jason Kennedy, Superintendent

BOARD ACTION REQUEST FORM

Meeting Date: June 27, 2022

To: Board of Education

Attachment # XI-2

From: Jason Kennedy

Subject to be Discussed and Policy Reference:

Shared Business Services with North Muskegon Public Schools.

Background Information: On July 1, 2020 the district entered into a shared services agreement with North Muskegon Public Schools where we provided business services to their district. This arrangement has been very successful, and therefore is recommended for renewal through June 30, 2024.

Financial Impact:

FCS will bill and NMPS will pay \$17,261 quarterly, for a total of \$69,044, for business services from July 1, 2022 to June 30, 2023. This represents a 3% increase over the annual cost for the prior year of the agreement. On July 1, 2023 a 3% increase will be added to the annual cost of this service for a total annual cost of \$71,116 from July 1, 2023 through June 30, 2024.

Recommended Action:

That the Shared Business Services Agreement with North Muskegon Public Schools be approved as presented.

Action Taken:

Vote: ___ Buckner ___ Burgess ___ Cole ___ Franklin ___ Hazekamp
 ___ Kelly ___ Meeuwenberg



**Fruitport Community Schools
Superintendent's Office**

3255 E. Pontaluna Road
Fruitport, MI 49415
Ph: 231-865-4100
Fax: 231-865-3393
www.fruitportschools.net

Agreement for Business Services

This agreement is made between North Muskegon Public Schools (NMPS) and Fruitport Community Schools (FCS) commencing July 1, 2022 and ending June 30, 2024.

For the term of this Agreement, FCS shall assign one or more financial services employees to provide the following business services to NMPS:

- Meet with the Superintendent and Board of Education to provide financial updates;
- Prepare and monitor annual district budget and amendments;
- Maintain grant records and financial reporting;
- Provide direct assistance with any State required audits;
- Handle investment transactions;
- Prepare negotiation documentation prior to NMPS negotiating its collective bargaining agreements;
- Reconcile bank statements;
- Distribute property tax and state aid payments;
- Prepare L 4029;
- Complete necessary journal entries; and
- Act as security administrator for financial system.

The total number of hours spent on such business services by FCS employees shall not exceed twenty-four (24) per week.

NMPS shall provide any and all financial information required by FCS and its employees to enable FCS to provide the above-stated business services. Such information shall include, but not be limited to bank statements, historical information, past audits, collective bargaining agreements, grant applications and reporting requirements, and access to computer systems.

FCS will provide the above-stated business services as an independent contractor and not as an employee of NMPS. Neither party shall have the right to assign its rights or duties under the Agreement without prior written consent of the other party.

FCS will bill and NMPS will pay \$17,261 quarterly, for a total of \$69,044, for business services from July 1, 2022 to June 30, 2023. This represents a 3% increase over the annual cost for the prior year of the agreement. On July 1, 2023 a 3% increase will be added to the annual cost of this service for a total annual cost of \$71,116 from July 1, 2023 through June 30, 2024. Prior to June 30, 2024, this contract will be reviewed and considered for extension with appropriate cost increase not to exceed 3%. This contract may be modified at any time with mutual consent, in writing, by both parties. Both NMPS and FCS agree to meet thirty (30) days prior to the contract's expiration to discuss renewal.

Non-Compete Clause: NMPS will not directly or indirectly induce or attempt to induce any FCS employee from its business office to leave employment with FCS to work for NMPS unless there is mutual agreement between the two districts.

North Muskegon Public Schools Superintendent

Date

Fruitport Community Schools Superintendent

Date

BOARD ACTION REQUEST FORM

Meeting Date: June 27, 2022

To: Board of Education

Attachment # XI-3

From: Mark Mesbergen

Subject to be Discussed and Policy Reference:

Non-affiliated increase for fiscal year 2023

Background Information:

After settling most of the contracts for Fruitport, the average increase for the upcoming fiscal year is 4%. The recommendation is to increase the non-affiliated staff wages by 4%. The breakdown of the staff with their increase is included. There were a couple of exemptions that were explained in the committees. These increases were used in the budget process that will also be presented at the June board meeting.

Financial Impact:

\$87,000 for the 2023 fiscal year.

Recommended Action:

To approve the non-affiliated increases as presented.

Action Taken:

Vote: ___ Buckner ___ Burgess ___ Cole ___ Franklin ___ Hazekamp

___ Kelly ___ Meeuwenberg

| Employee | Current | Proposed | Difference |
|-------------------|----------------|-----------------|-------------------|
| Randall, Kathy | \$64,959 | \$72,500 | \$7,541 |
| Winkas, John | \$88,293 | \$91,825 | \$3,532 |
| Mesbergen, Mark* | \$122,130 | \$127,015 | \$4,885 |
| Bergey, Pam | \$60,042 | \$63,000 | \$2,958 |
| Baker, Brenda | \$47,765 | \$49,676 | \$1,911 |
| Allison Camp | \$95,111 | \$98,915 | \$3,804 |
| | | | |
| Wiseman, Jessica* | \$57,133 | \$59,418 | \$2,285 |
| Ferels, Jenny | \$40,000 | \$43,500 | \$3,500 |
| Laus, James | \$49,828 | \$55,000 | \$5,172 |
| McMullin, Michael | \$48,000 | \$53,000 | \$5,000 |
| Schurman, Jeff | \$50,907 | \$52,943 | \$2,036 |
| Hazekamp, Dan | \$50,907 | \$52,943 | \$2,036 |
| Shawl, Katie | \$45,185 | \$46,992 | \$1,807 |
| | | | |
| Faulkner, Brad | \$24.84 | \$25.83 | \$0.99 |
| Jacobs, Diane | \$24.38 | \$25.36 | \$0.98 |
| Wypa, Jane | \$23.64 | \$24.59 | \$0.95 |
| Johnston, Kendra | \$18.00 | \$18.72 | \$0.72 |
| Cammenga, Robert | \$24.38 | \$25.36 | \$0.98 |
| Erny, Steve | \$24.97 | \$26.50 | \$1.53 |
| | | | |
| Noon Aides | \$11.50 | \$12.00 | \$0.50 |

* Per salary pay agreement which includes NMPS portion



Student Affairs Committee
Monday, June 20, 2022
5:30 p.m.

MEETING MINUTES

Meeting Location:

Fruitport Community Schools Central Office
3255 E. Pontaluna Rd.
Fruitport, MI 49415

Attendance:

The meeting was called to order at 5:31 p.m. with Tim Burgess, Susan Franklin, Dave Hazekamp, Allison Camp, and Jason Kennedy present.

- 1. Instructional Council Update: Curricular Resource Recommendations** - Allison Camp discussed the Curriculum Review Cycle and the process that was used in consultation with mathematics and social studies consultants from Muskegon Area Intermediate School District with the Committee. A document entitled, “6-12 Social Studies and K-5 Math Textbook Pilot and Purchase Process” was discussed. Allison shared purchase recommendations from the Instructional Council with the Committee. A recommendation to approve the following resources was provided to the Committee:
 - Grade K-5 Math: Into Math (HMH) - Cost: \$307,623.33
 - Grade 6-8 Social Studies: HMH - Cost: \$72,151
 - Grade 9-12 Social Studies: McGraw Hill - Cost: \$81,184.53
- 2. End of Year Goal Reporting Update** - Allison Camp shared a copy of the Extended COVID-19 Learning Plan Goal Reporting Form and highlighted the end of year benchmark assessment achievement data by grade level and subgroup. Progress on goals in reading/ELA and mathematics were discussed, as were iReady assessment updates and growth achievement with instructional usage.
- 3. Virtual Programming for 2022-2023: EdOptions Academy Course Catalog** - Allison Camp discussed virtual programming options for the upcoming year and recommended that students in grades 6-12 who select virtual programming for the 2022-2023 be enrolled

in the EdOptions Academy. It is recommended that students selecting virtual programming in grades 3-5 be enrolled in the Muskegon County Virtual Academy. It is recommended that the Board approve the EdOptions Academy Course Catalog pursuant to requirements under Michigan's Pupil Accounting Manual.

4. **Student Discipline: Updates to Student Handbooks** - A discussion was held pertaining to disciplinary consequences assigned to students for violations pertaining to racial harassment, as well as other forms of harassment. Recommendations will be made when student handbooks are presented to the Board for approval before the start of the 2022-2023 school year.
5. **Athletic Parent-Student Handbook** - The Athletic Handbook was presented to the Committee for review. The only recommended changes by the Athletic Department are date changes from the previous school year. The Board will be asked to approve the Athletic Handbook on June 27.
6. **Other** - The Committee reviewed items from each of the other Board Committee meetings to provide a general overview of the topics to be discussed at the Regular Board Meeting on Monday, June 27, 2022.
7. **Public Comment:** None
8. **Adjournment:** The meeting was adjourned at 6:30 p.m.

Respectfully submitted by Jason Kennedy, Superintendent

BOARD ACTION REQUEST FORM

Meeting Date: June 27, 2022

To: Board of Education

Attachment # XII-2

From: Allison Camp

Subject to be Discussed and Policy Reference:

K – 5 Math and 6 – 12 Social Studies Textbook Adoption

Background Information:

As a part of our Curriculum Review Cycle that was established by the Board of Education, we piloted and reviewed instructional materials in 21 – 22 school year for 6 – 12 Social Studies and K - 5 Math for purchase in the 22 - 23 fiscal year. Teams of teachers worked with ISD consultants to select materials to review, determine the selection criteria to judge the materials against, and evaluate feedback from staff and students to choose the most appropriate resources.

Financial Impact:

\$460,958.86 paid out of ESSER III.

Recommended Action:

To move forward with the purchase of the HMH product – Into Math for K – 5 Math; the HMH product for 6 – 8 Social Studies; and the McGraw Hill product for 9 – 12 Social Studies.

Action Taken:

Vote: ___ Buckner ___ Burgess ___ Cole ___ Franklin ___ Hazekamp
 ___ Kelly ___ Meeuwenberg

6 - 12 Social Studies and K - 5 Math Textbook Pilot and Purchase Process

- As a part of our [Curriculum Review Cycle](#) that was established by the Board of Education, in the 2021 - 22 school year we were scheduled to pilot and review instructional materials for Social Studies and K - 5 Math materials/textbooks for purchase in the 22 - 23 fiscal year.
- FCS worked in conjunction with the Social Studies and Math consultants from the Muskegon ISD to determine the materials, criteria, and timelines for review. After connecting with colleagues around the state and looking through a list of different publishers, he (Social Studies consultant) provided us with a list of materials to consider ([click here](#)). For math, we looked at those resources that have been vetted by EdReports ([click here](#)) and narrowed the list of those that “Meet Expectations.”
- To get to the list that we piloted in Social Studies, the departments at the middle school and high school utilized PD time to dive deeper into the texts and resources using demo accounts. In the end, both schools wanted to pilot materials from Savvas, McGraw Hill, and National Geographic. At the middle school, the team had been using the newest version of Houghton Mifflin Harcourt (HMH) because the online subscription we had previously been using stopped being supported after the end of the 2019 - 20 school year and we needed a product to get us through hybrid learning.
- In math, we took the list of programs that were labeled “Meet Expectations” and the ISD consultants reached out to their colleagues across the state for feedback on the list and we narrowed it down to Zearn Math, Bridges, Illustrative Mathematics, and Into Math.
- All teachers in 6 - 12 Social Studies participated in piloting 2 products - National Geographic and McGraw Hill. (The rep from Savvas never returned multiple emails or phone calls to get a pilot started and were subsequently taken off the list for consideration.) 27 K - 5 teachers participated in the math pilot.
- Using student and staff survey information, the leadership teams from K - 5 math and 6 - 12 Social Studies were able to make a recommendation for purchase in the 2022 - 23 fiscal year.
- Those recommendations were taken to Instructional Council (a committee of teachers and administrators from across the district). ([click here for presentation](#)). Instructional Council reviewed the materials and data that was collected and made a recommendation to Student Affairs (subcommittee of the Board of Education) and the Board to make the purchase as recommended. The recommendations are below.
 - K - 5th Math Teachers = Into Math - HMH
 - 6th - 8th Social Studies Teachers = HMH
 - 9th - 12th Social Studies Teachers = McGraw Hill
- Cost to the district...
 - [K - 5th Math](#) = \$307,623.33
 - [6th - 8th Social Studies](#) = \$72,151.00
 - [9th - 12th Social Studies Teachers](#) = ~~\$81,184.53~~
 - Total = \$460,958.86

BOARD ACTION REQUEST FORM

Meeting Date: June 27, 2022

To: Board of Education

Attachment #XII-3

From: Jason J. Kennedy

Subject to be Discussed and Policy Reference:

Virtual Programming for 2022-2023; Approval of EdOptions Academy Course Catalog.

Background Information: The District is recommending that students selecting virtual programming in grades 3-5 be enrolled in the Muskegon County Virtual Academy (MCVA). The District is recommending that students selecting virtual programming in grades 6-12 be enrolled in the EdOptions Academy. It is recommended that the Board approve the EdOptions Academy Course Catalog pursuant to requirements under Michigan's Pupil Accounting Manual.

Financial Impact:

MCVA costs approximately \$4500 per student and EdOptions costs approximately \$3300 per student. The full program is capped at 50 students (10 at the elementary and 40 at the secondary schools). All costs will be charged to ESSER III.

Recommended Action:

1. To approve the use of Muskegon County Virtual Academy as the District's grade 3-5 virtual programming provider for the 2022-2023 academic year.
2. To approve the use of EdOptions Academy as the District's grade 6-12 virtual programming provider for the 2022-2023 academic year.
3. To approve the EdOptions Academy Course Catalog, as presented and discussed.

Action Taken:

Vote: ___ Buckner ___ Burgess ___ Cole ___ Franklin ___ Hazekamp

___ Kelly ___ Meeuwenberg