



*Regular  
Board Meeting*

*Board Room*

*April 21, 2025*



**Fruitport Community Schools**  
**BOARD OF EDUCATION MEETING**  
**Board Room**  
3255 E. Pontaluna Rd, Fruitport 49415  
**Monday, April 21, 2025 - 7:00 p.m.**

- I. CALL to ORDER**
- II. PLEDGE of ALLEGIANCE**
- III. ROLL CALL**
- IV. APPROVAL OF AGENDA**
- V. PRESENTATIONS**
  - a. Above and Beyond Award Recognition – Abbey Postlewait
- VI. COMMUNICATIONS**
  - a. Michigan College Access Network (MCAN) – College Bound Champion Site
- VII. SUPERINTENDENT/ADMINISTRATIVE REPORTS**
  - a. May 2025 Bond Proposition
    - i. Updates on District Website
    - ii. Second Postcard Mailer
    - iii. Videos
  - b. Michigan Statewide School Facilities Study – District Level Report
  - c. Update on Severe Weather Damage and Progress at Beach Elementary
  - d. National Merit Finalists Scholar Announcement
  - e. Update on MAISD District Integration Process
  - f. Update on Director of Special Education and Director of Food Service Positions
- VIII. REMARKS FROM THE PUBLIC\***

**IX. CONSENT AGENDA**

- 1. Approval of Bill Listing (attachment IX-1)

<u><b>Fund</b></u>	<u><b>Amount</b></u>
<b>General Fund:</b>	\$407,213.15
<b>Other Funds:</b>	
Early Childhood Center	\$192.26
Food Service	\$82,312.29
Cooperative Educ (ISD) – Tech Millage	\$3,120.00
Debt Service Fund (2016)	\$500.00
Credit Cards (All Funds)	\$111,294.96
<b>Total Bill List:</b>	<u><b>\$604,632.66</b></u>

- 2. Acceptance of March 2025 General Fund Financial Report (attachment IX-2)
- 3. Acceptance of March 2025 Investments Report (attachment IX-3)
- 4. Approval of Personnel Report (includes confirmation of new hires, resignations,

retirees, and transfers) (attachment IX-4)

**X. GENERAL BOARD BUSINESS**

1. Update Regarding Hard Cap Adjustment for Calendar Year 2026 (attachment X-1); No action
2. MAISD FY 2026 Original Budget, Process, and Overview (attachment X-2); No action
3. MAISD Biennial Election – June 2, 2025 (attachment X-3); No action

**XI. BUSINESS & FINANCE COMMITTEE REPORTS & RECOMMENDATIONS**

**JB Meeuwenberg, Chairperson**

1. Report of Committee Meeting held April 14, 2025 (attachment XI-1)
2. Purchase of Windows for Administration Building at 259 N. 3<sup>rd</sup> Ave (attachment XI-2)

**XII. PERSONNEL COMMITTEE REPORTS & RECOMMENDATIONS**

**Steve Kelly, Chairperson**

1. Report of Committee Meeting held April 14, 2025 (attachment XII-1)
2. Request for Parenting Time / Child Care Leave of Absence (attachment XII-2)
3. Updates to Wage, Salary, and Benefits Handbooks (attachment XII-3)
  - a. Early Childhood Center Agreement Handbook
  - b. Non-affiliated Support Staff Agreement Handbook

**XIII. STUDENT AFFAIRS COMMITTEE REPORTS & RECOMMENDATIONS**

**Tim Burgess, Chairperson**

1. Report of Committee Meeting held April 14, 2025 (attachment XIII-1)
2. Resolution to Appoint a Student Reinstatement Committee (attachment XIII-2)
3. Thrun Law Firm Policy Update: March 2025 – Second Reading (attachment XIII-3)
  - a. Policy 4113 – Michigan Earned Sick Time Act (ESTA)
  - b. Form 4113 – Employee Notification: Michigan Earned Sick Time Act (ESTA)

**XIV. BOARD MEMBER REPORTS AND DISCUSSIONS**

**XV. AGENDA ITEMS FOR FUTURE MEETINGS**

The Board will need to confirm the following dates and times:

1. Business & Finance Committee Meeting: May 12, 2025 at 5:30 p.m.
2. Personnel Committee Meeting: May 12, 2025 at 5:00 p.m.
3. Student Affairs Committee Meeting: May 12, 2025 at 4:30 p.m.
4. Board of Education Meeting: May 19, 2025 at 7:00 p.m.

**XVI. REMARKS FROM THE PUBLIC\***

**XVII. 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. Note: Upon request to the Superintendent, the District shall make reasonable accommodation for a person with disabilities to be able to participate in this meeting.



**Fruitport Community Schools  
Superintendent's Office**  
3255 E. Pontaluna Road  
Fruitport, MI 49415  
Phone: (231) 865-4100  
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[www.fruitportschools.net](http://www.fruitportschools.net)

April 21, 2025

**Re: Above and Beyond Award Recognition**

Dear Abbey,

Congratulations! You have been nominated to receive recognition for your contributions to Fruitport Community Schools! It is an honor and a privilege to acknowledge your efforts. The Board of Education was presented with the following information:

*“Abbey exemplifies the spirit of service, innovation, and community connection that defines the Above and Beyond Award. Her extraordinary efforts have directly impacted students, families, and the broader Fruitport community. Over the past year, Abbey has initiated and led numerous impactful projects, including a summer school supply fundraiser that raised over \$1,700—thanks to her ability to engage local business support. She played a critical role in launching the inaugural Show Up & Glow Up event, securing sponsors and organizing a community resource fair with over 30 organizations.*

*Abbey has been a champion for student well-being through direct attendance interventions, meaningful caregiver engagement, and the creation of a mindfulness education series. Her programming offered accessible, hands-on strategies to reduce stress while supporting emotional regulation for both students and families.*

*She has secured over \$3,000 in Donors Choose grants, outfitting calming spaces, hygiene kits, a lending library, and even securing a washer and dryer for student use. Abbey's outreach has resulted in partnerships with numerous local businesses, bringing valuable resources—from feminine products to clothing drives—to support student success.*

*Her leadership in student-focused initiatives, such as the popular Fashion Club and mentoring programs, has provided vital opportunities for student connection and creativity. Abbey's work is tireless, intentional, and rooted in compassion. Her efforts not only go above and beyond expectations—they redefine them. It is with great appreciation and admiration that we recommend her for this well-deserved recognition.”*

Please accept this formal recognition and a big thank you for a job well done! We are fortunate to have dedicated people like you going “Above and Beyond” our expectations. Congratulations and thank you!

Sincerely,

President, Fruitport Board of Education

Superintendent, Fruitport Community Schools





Dear Superintendent Kennedy and Board President Hazekamp,

On behalf of the Michigan College Access Network, congratulations to **Fruitport High School** for being recognized as a **College Bound Michigan Champion Site** for **Michigan College Month** in the 2024-25 school year! This achievement is a testament to your team's hard work and, under **Jennifer Finnerty's** leadership, at least **80% of your seniors** applied to at least one college during **Michigan College Month (October)**.

This impact would not have been possible without your leadership, the dedication of your staff, and the exceptional efforts of **Jennifer Finnerty**, who has gone above and beyond to support students on their college journey.

College Bound Michigan (CBMI) is a statewide initiative that supports students through key postsecondary planning milestones: Michigan College Month (applications), the College Cash Campaign (FAFSA completion), and Decision Day (college commitment). By joining CBMI, your team has demonstrated a strong commitment to supporting students in their postsecondary journey and making college access a priority in your school.

Your commitment to expanding access to higher education aligns with our mission to promote equitable postsecondary opportunities for all students. By engaging in CBMI, you are helping to remove financial barriers, empower students to achieve their goals, and strengthen the future of our communities and workforce. We know that when school staff prioritize postsecondary planning, college enrollment increases—leading to more certificates and degrees, a more skilled workforce, stronger communities, and a thriving Michigan. This is how we'll achieve Sixty by 30.

To celebrate this accomplishment, we will be sending the school a banner to proudly display this achievement. Additionally, we will be issuing a press release recognizing Michigan College Month Champion Sites across the state and sharing your success with legislators to highlight the incredible work happening in your school.

We strive to support districts, school leaders, school counselors, and staff in your community to ensure that all students have the guidance and resources needed to explore and achieve their postsecondary goals. We encourage you to take advantage of these opportunities and reach out to Jeneen Hatoum ([jeneen@micollegeaccess.org](mailto:jeneen@micollegeaccess.org)), Director of High School Innovation, to learn more.

Once again, congratulations to you and your team on this well-earned achievement! Thank you for your leadership and commitment to empowering students and supporting their futures.

Sincerely,

Ryan Fewins-Bliss  
Executive Director

# VOTE ON OR BEFORE MAY 6, 2025

## EXPECTED ZERO MILL INCREASE FROM

### THE 2024 DEBT LEVY



**CURRENT  
MILLAGE  
RATE:  
6.900 MILLS**



**EXPECTED  
FUTURE  
MILLAGE  
RATE:  
6.900 MILLS**



**GENERATES \$82  
MILLION WITH  
AN EXPECTED  
ZERO MILL  
INCREASE**

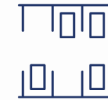
### Proposed Bond Projects



Construction of a new Edgewood Elementary School to provide an updated, modern, and safe learning facility.



Safety system updates, including updated fire alarm systems. Improvements to Beach, Shettler, and FMS based upon the District's Master Facilities Assessment.



Separate bus and parent pick-up and drop-off loops at Edgewood and the ECC; Added parking and improved safety.



Renovation of a part of the current Edgewood building to convert it into an Early Childhood Center. Allows for District growth at Beach, Shettler, and the Middle School, while improving access to early childhood programs.



Upgrades to barrier free school playgrounds, and the construction of a new Ken Erny Soccer Field to serve as a multipurpose field for recess, physical education, recreation, and competitive soccer.



Purchase of vehicles and school buses to update the District's transportation fleet.

Aligns with the District's Master Facilities Plan for the Responsible Fiscal Management of our Schools.



Paid for by:  
Fruitport Community Schools  
3255 E. Pontaluna Rd.  
Fruitport, MI 49415



Proposed New  
Edgewood  
Elementary



Proposed  
Edgewood Site  
Plan



Proposed New  
Ken Erny  
Multipurpose  
Field

Expected Zero  
Mill Increase  
from the 2024  
Debt Levy

Non-Profit Org.  
U.S. Postage  
PAID  
Fruitport, MI  
Permit No. 4



For More Information:

Scan the QR code to learn more about the District's bond proposal that will be on the May 6, 2025 ballot for voters to decide.



**FOR IMMEDIATE RELEASE:** Thursday, March 20, 2025

**CONTACT:** Christopher Behnan, **Byrum & Fisk Advocacy Communications**, (248) 767-4377

# School finance group announces release of first-of-its-kind school infrastructure study

*Statewide facility assessment in more than 500 districts addresses health, safety standards essential to student success*

**LANSING, Mich.** — The nonprofit **School Finance Research Foundation** (SFRF) today announced the release of the [Statewide School Facilities Study](#), a first-of-its-kind, comprehensive facility assessment of Michigan’s school districts and ISDs. In 2022, the Foundation set out to complete the state-funded assessment of traditional K-12 school facilities statewide to meet basic facility health, safety and wellness standards essential to student success.

The historic Statewide School Facilities Study builds on the findings of the [2018 School Finance Research Collaborative study](#) by analyzing school infrastructure needs statewide. The Collaborative produced Michigan’s first comprehensive school adequacy study that determined the true cost to educate a child in Michigan regardless of income, location or other circumstances.

The Foundation study is a historic, comprehensive look at the actual cost of bringing Michigan’s school buildings — many built prior to 1970 — up to basic standards to ensure a safe, healthy learning environment for students. Statewide, 2,534 buildings were evaluated to determine the cost for them to meet health, safety and wellness standards. The study engineers reviewed 89 individual components of school facility health and safety, and collected data in each participating school, including:

- **HVAC**, including boilers, ventilation, piping and temperature controls
- **Roofing**
- **Electrical**, including emergency lighting, exterior building lighting, fire alarms, security cameras and emergency generators

- **Plumbing**, including toilets, sinks, faucets and water heaters
- **Exterior closures**, including exterior walls, windows, exterior doors, overhead doors, and secure entry points
- **Interior construction**
- **Fire protection**
- **Site improvements**
- **Floor construction framing, roof construction framing and canopies**
- **Other building components**, including foundations, tunnels, staircases, elevators, window treatments, auditoriums and kitchens

In total, the study identified a \$22.8 billion gap in funding related to basic building health, safety and wellness standards over the next decade. It would require a \$10.9 billion investment to bring our schools' existing HVAC systems and roofs up to standards.

"This study will help educate the policymakers, school community and general public about the critical infrastructure needs facing so many of our schools," said **Steven Ezikian**, SFRF executive director. "We look forward to working with school leaders across Michigan to make school facilities an important part of the school funding conversation in 2025 and beyond. We encourage policymakers, school leaders, members of the media and the public to use this groundbreaking study as a resource for shaping important public policy discussions that affect our students for generations to come."

The study is the culmination of two years of research and 95,000 collective hours spent assessing buildings across Michigan. Roughly 1,500 engineering and other professionals assessed 243 million square feet of building space statewide.

"As educational leaders in Michigan, the health, safety and wellness of our students is our top priority," said **Dr. Daveda Colbert**, Wayne RESA superintendent. "And we know from experience and research that the condition of our schools and facilities, things like temperature, ventilation, and air quality just to name a few, are key factors in health and morale, which lead to educational success. This historic report will provide education leaders and elected leaders with detailed building-level information that can further inform their decision-making and contribute towards the state's understanding of the true costs of educating our students."

"Students deserve to learn in schools that meet safety, health and wellness standards," said **Ken Gutman**, Oakland Schools superintendent. "The SFRF comprehensive facility assessment illustrates there is much work to do to ensure every student in Michigan has access to a facility that helps them learn, grow and achieve."

“Study engineers completed a comprehensive review of 89 individual components of school facility health and safety, and collected data in each participating school, such as HVAC, roofing, and electrical and plumbing upgrades,” said **Dr. Steven Tunncliff**, Genesee Intermediate School District superintendent. “These are the basic needs to help ensure our students are safe, warm and dry every school day and highlight the magnitude of our building infrastructure needs.”

“This groundbreaking analysis assesses school building conditions across the state, with a strong focus on student health, safety and well-being,” said **Jason Mellema**, Ingham Intermediate School District superintendent. “As a proud SFRF Board member, I recognize this as a critical step toward ensuring all Michigan students have access to safe, high-quality learning environments while also providing actionable solutions to address these challenges.”

“The significance of this first-of-its kind comprehensive Statewide School Facilities Study cannot be overstated,” said **Doug Leisenring**, Delta-Schoolcraft Intermediate School District superintendent. “This was the first time we’ve taken a hard look at what it would cost to bring our school buildings up to standards that support a safe, healthy learning environment. The findings of our study help fill a major gap in Michigan’s current school funding model and provide important data for policymakers and educators.”

“While this data gives us an invaluable look into the condition of Michigan’s schools, there is more work to be done,” said **Dr. Nick Ceglarek**, Northwest Education Services superintendent. “It will take a collective effort from legislators, school officials and community leaders to make the investment needed to ensure facilities are maintained to a standard suitable for the health, safety and well-being of our students and staff.”

“It will take a collective effort from our legislators, school officials and community leaders to make the investment needed to ensure our schools are maintained to basic standards to help all students achieve and succeed,” **Dr. Stephen McNew**, Monroe County Intermediate School District Superintendent.

The study covers traditional K-12 school building needs. It does not assess administrative, athletic, playground or transportation facilities, additions, renovations or remodeling, replacing interior finishes or parking lots, or buildings only dedicated to preschool or adult education programs. With these results in hand, local districts, school boards and communities will have the best data to make decisions on investing in their school building needs at the local level.

Click here [\[hyperlink to study\]](#) to read the full Statewide School Facilities Study.

###





# Michigan Statewide School Facilities Study

## District-Level Report

FRUITPORT COMMUNITY SCHOOLS

Plante Moran Realpoint  
*in collaboration with* Barton Malow Builders

Sponsored by:  
School Finance Research Foundation

January 2025

Michigan Statewide School Facilities Study  
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District-Wide Report:  
**FRUITPORT COMMUNITY SCHOOLS**

The on-site facility condition assessments (FCAs) included in this study were completed by:  
**Owen-Ames-Kimball Co.**

Use and Limitations for the Report

1. **Intent.** As set forth in Section 11y of the State School Aid Act of 1979, this facility condition assessment (FCA) is intended to help determine the most cost-effective way to improve the health, safety, and wellness of the subject facility (the "Facility"). This FCA is not intended to be relied upon by the participating district or any other party for the identification or the implementation of any corrective action of any specific life-safety or code compliance issues.
2. **Noninvasive Representative Observations.** This FCA is not an exhaustive facility inspection. Rather, the FCA is based on noninvasive, representative observations of a reasonable number of typical building conditions for specified components and information the district provided. Unidentified and unreported conditions may exist that may impact the health, safety, or wellness of a building or its reported repair cost. Although the project team has taken steps to promote uniformity between the professionals conducting the FCAs, determinations of needs as critical, near-term, or long-term are, in part, based on the professional judgment of the team conducting the FCA. Accordingly, opinions may differ regarding the classification of needs. The following building components, among others, were not observed during this FCA: toilet partitions, toilet accessories, casework, lockers, folding walls, markerboard, wall finishes, floor finishes, ceiling finishes, gas lines, ductwork, primary electrical service, general outlets, gym equipment, interior lighting, clock systems, sound systems, scoreboards, appliances, asbestos, paving, playing fields, site storm sewer system, site fuel supply, site electrical supply.
3. **Cost Information.** The anticipated repair and replacement costs are based on RSMeans data, a proprietary cost database commonly used in the construction industry, historical cost data available to the project team, and other sources. Despite the project team's efforts to provide reasonable cost benchmarks to policymakers, the project team cannot control nor predict present or future market conditions. The actual repair or replacement costs will differ from those reported.
4. **Use of Study.** This FCA is intended solely for use by School Financial Research Foundation and the Facility Owner. Use of, or reliance on, this FCA by any other party is at their own risk.
5. **Specific Point in Time.** This FCA is based on information and conditions observed at the time of observation. This FCA does not account for subsequent changes to the conditions or information relied upon, nor do they account for capital programs that are in planning, design, or under construction.
6. **District Provided Information.** This FCA relies on information provided by the Facility Owner. Inaccuracies or incompleteness of district-provided information may impact the results of this FCA.
7. **Real Estate Decisions.** While this study provides data regarding costs for repair of the Facility, informed real estate decisions should not be based on one data point. Many factors are important to consider, such as future enrollment needs, design and construction approach, available capital, operations, and community input. Decisions regarding each building need to be made in the context of the larger portfolio as well, accounting for utilization and efficiencies that could be made through realignment and consolidation (e.g., foregoing repairs on multiple buildings to demolish and rebuild one that will be better utilized).



# CONTENTS

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<b>Section 1</b>	<b>Executive Summary</b>
<b>Section 2</b>	<b>Table Descriptions</b>
<b>Section 3</b>	<b>FCA Certification Dates</b>
<b>Section 4</b>	<b>District Results</b> Table 1 - District Summary
<b>Section 5</b>	<b>Building Data</b> Table 2 - Building FCA Summary Data (one per building) Table 3 - Building FCA Observation Detail (one per building)

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## PROJECT TEAM

### Sponsor



The School Finance Research Foundation (SFRF) is a nonprofit organization associated with the School Finance Research Collaborative (SFRC), a nonprofit organization composed of business leaders and education experts. One of SFRC's objectives is to identify the funding needed to provide an equitable educational environment to all Michigan students.

### Project Team



Plante Moran Realpoint (PMR) is the leading K-12 owner's representation and real estate consulting firm in Michigan. PMR has extensive K-12 bond planning and project management experience, helping more than 100 Michigan school districts complete billions of dollars in K-12 client capital projects over the past 30+ years.



Barton Malow Builders (BMB) has been at the forefront of the K-12 construction landscape since 1925. Their team has expanded to over 116 school construction management specialists, including planners, builders, and technology design experts, all dedicated to meeting the distinct needs of school districts across the nation.

### Participant

#### Owen-Ames-Kimball Co.



Michigan-based architectural/engineering firm specializing in K-12 construction conducted an on-site facility condition assessment (FCA) for all buildings included in the study.

# Executive Summary

## Approach

The project team approached the study in three phases: strategic planning, data collection, and analysis.

Strategic planning was primarily focused on establishing the scope of the study in terms of district participation, qualifying buildings, and building components to be observed. Procurement of the architectural/engineering firms that conducted the FCAs was also completed during this phase.

Data related to participating districts' building conditions came from district records (information about building square footage, age, and programming) and the on-site FCAs. The information went through a rigorous verification process and was certified by a Michigan-licensed architect or engineer.

To determine the most cost-effective way to bring a building to health, safety, and wellness standards, the project team first calculated the *cost to repair* over a ten-year period and the *cost to replace* over a three-year period. Cost to repair is informed by the FCA building condition observations. Cost to replace is based on the space needs of the existing student population, and therefore factors in square footage based on current student enrollment. Both cost calculations account for soft costs, regional price differences, and escalation over time.

The project team then performed a cost-effectiveness analysis that would allow a direct comparison between the two figures to determine which option; repair or replacement, was most cost-effective for any individual building. The outcome of this analysis is the aggregation of the most cost-effective method for all buildings.



### Phase 1: Strategic Planning



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- 80+** Standard building components identified related to health, safety, & wellness



### Phase 2: Data Collection

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-  District-provided building information such as building size, age, & programming
-  Observed building conditions specific to health, safety, & wellness from the facility condition assessments



### Phase 3: Analysis

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- 1** Total cost to repair and cost to replace for each building
- 2** Cost-effectiveness analysis



# Executive Summary

## Additional Considerations

While this study provides rough order of magnitude repair and new construction cost data, it does not definitively determine a recommended investment. The decision to invest in capital improvements of any kind lies with each school district and a variety of factors should be considered including, but not limited to, additional capital improvement costs, current utilization, pupil enrollment projections, ongoing operating and maintenance costs. These factors are discussed further below.

### SCOPE OF THIS STUDY VS. A TYPICAL K-12 CAPITAL IMPROVEMENT PLAN

The facility needs related to health, safety, and wellness included in this study are only a portion of the various improvement items that may be included in a typical capital improvement program, such as a bond program or sinking fund. As such, the cost to repair calculation in this study, as expressed by cost per recommended square foot, will not be comparable to the estimated cost per square foot of more comprehensive capital improvement programs. The building components included in this study typically account for 25% to 75% of the overall program costs for a comprehensive K-12 capital improvement program. K-12 capital improvement programs usually include additional construction-related items like new construction, additions, renovations or remodeling, replacing interior finishes, and athletic field improvements. Also, depending on the type of program, they may include technology infrastructure, instructional technology devices, non-instructional technology, security systems, furniture, loose equipment, buses, maintenance equipment, musical instruments, etc. Capital improvement plans range in duration but typically cover the same ten-year time horizon used in this study, with bond programs usually lasting five to seven years or up to ten years and sinking fund programs usually lasting five to ten years. Projecting construction costs more than ten years into the future is not common practice because the level of accuracy of cost projections decreases as time increases. Collecting additional information regarding the current conditions and costs of the items not included in the scope of this study would provide valuable insight to districts and the state for capital improvement planning purposes.

### OPERATING EXPENSES

Ongoing operational and maintenance expenses were not included in this study but are another important factor to consider before investing in repairs or new construction. Operating and maintenance expenses vary by building but typically range from \$7 to \$10 per square foot annually with newer buildings with more efficient equipment systems usually costing less to operate and maintain than older buildings. These costs would be incurred by districts in addition to those identified in this study. The space needed as well as the costs to maintain and operate it should be taken into consideration, in addition to the costs identified through this study, before investment in repairs and new construction.



# Executive Summary

## This Study Is:

- ✔ A high-level, non-invasive assessment of building conditions focused on health, safety, and wellness based on physical building observation and professional judgment.
- ✔ Inclusive of professional service fees associated with construction.
- ✔ Inclusive of escalation.

## This Study Is Not:

- ✘ Inclusive of testing, sampling, or diagnostics of building components.
- ✘ A facility condition assessment for use in the Department of Treasury's preliminary qualification (PQ) application process.
- ✘ Meant to identify or correct any issues or deficiencies in any district facility regarding space or programming.



The remainder of the report provides three different types of tables that report results in varying detail. Table 1 shows a district-wide summary of repair and replacement costs. Table 2 shows a summary of each FCA completed, with one table per building. Table 3 is a detailed version of Table 2 and shows each individual observation that the facility condition assessment (FCA) firm reported.

To calculate cost to repair and cost to replace, a standard cost-per-unit value was used to calculate direct costs. Additionally, all cost calculations account for indirect costs (30% of direct costs), regional price differences, and inflation (4% annual escalation).

Tables 2 and 3 are provided for each building observed in this study. The Building Category and Sub-Category columns in both Table 2 and Table 3 along with the Component column in Table 3 follow UNIFORMAT II, a classification format for building specifications, cost estimating, and cost analysis published by the U.S. Department of Commerce.

#### Table 1 - District Summary:

Table 1 provides an overview of all buildings within your district that were observed during this study. The table is organized in to four sections: Repair Costs, Replacement Costs, Net Present Values, and Most Cost-Effective. The following is an explanation of each.

**Repair:** The Repair section includes four columns outlining costs for Critical, Near-Term, and Long-Term repairs identified during the on-site FCA. These columns categorize repair needs by recommended replacement time frame:

- **Critical:** within 1-3 years
- **Near-Term:** within 4-6 years
- **Long-Term:** within 7-9 years

**Replace:** The cost to replace represents the "all-in" costs to construct a new building to serve the current student population. The recommended square footage factored into the replacement cost was calculated using standard square-foot space allocations based on the current student population of each building. For ISD buildings and buildings with less than 25 students assigned for the fall of 2023, the square footage of the existing building was used rather than a per-student allocation.

**Net Present Value & Most Cost-Effective:** After the cost to repair and cost to replace were calculated, the net present value (NPV) of both costs were calculated to determine the most cost-effective option for meeting health, safety, and wellness standards. If the NPV of the repair costs were more than the replacement costs, then the most cost-effective value shown is the replacement cost. If the NPV of the replacement costs were more than the repair costs, then the most cost-effective value shown is the base repair cost.

#### Table 2 - Building FCA Summary Data:

This table provides a high-level summary of repair costs by building category over time.

#### Table 3 - Building FCA Observation Detail:

This table provides the in-depth observation data collected during the on-site FCA. The table lists all reported observations for each individual building component and groups them by Building Category and Sub-Category (following UNIFORMAT II). The FCAs were confirmed by the FCA firm and reviewed by the project team's review team. Some assessment observations have recommended replacement time frames of over 10 years, which are deemed Future in the Assessment column since the scope of the study was based on a 10-year horizon. It is expected that if an individual observation has an assessment value of Future, then the Observation Cost column will be blank, as the future costs were not estimated.

**Age:** The age listed is the year the item was either originally installed or replaced. If there are multiple years listed, this may be due to an addition to the building. The age may also list the approximate age of an item if the exact installation year is unknown.

#### Unit Definitions:

- **SQFT - Square Foot:** This is a measurement of the surface area of an item. This can be either horizontal (length x width) or vertical surface (length x height).
- **EACH - Each:** This is a count of similar items. It is typically used for counting things such as number of similar doors or number of similar piece of mechanical equipment.
- **LNFT - Lineal Foot:** This is a measurement of the length of an item that has at least one uniform dimension. A common use may be perimeter of an item or length of trim.
- **LPSM - Lump Sum:** This is typically used for a singular system that may be made up of a few components that creates a composite item. This is used for items such as electrical switchgear.
- **ALLO - Allowance:** This is used for items that do not have any other standard unit of measure. These are often unique items with only one in a building, such as items used in a pool or auditorium.

Note: All observation notes in Table 3 are presented as originally provided by the FCA firm that generated the data. As such, they were not edited for grammar or punctuation.

## FCA CERTIFICATION DATES

As part of the FCA process, firms certified that each building was assessed through an on-site observation and that the observations were correct to the best of the FCA firm's knowledge. The list below outlines the dates each building within this district was certificated.

### FRUITPORT COMMUNITY SCHOOLS - Certification Dates

Building Name	Certification Date
BEACH ELEMENTARY SCHOOL	4/16/2024
FRUITPORT HIGH SCHOOL AND FRUITPORT ALTERNATIVE HIGH SCHOOL	4/16/2024
SHETTLER SCHOOL	4/16/2024

Building Name	Certification Date
EDGEWOOD ELEMENTARY SCHOOL AND FRUITPORT ADULT EDUCATION	4/16/2024
FRUITPORT MIDDLE SCHOOL	4/16/2024

**Table 1 – District Summary**

Building	Repair Costs				Replacement Costs	Net Present Values		
	Critical (1-3 yrs)	Near Term (4-6 yrs)	Long Term (7-9 yrs)	Total	Total	NPV Repair	NPV Replace	Most Cost-Effective
BEACH ELEMENTARY SCHOOL	\$1,474,282	\$2,999,402	\$8,760,720	\$13,234,405	\$31,449,493	\$12,076,828	\$30,012,073	\$13,234,405
EDGEWOOD ELEMENTARY SCHOOL AND FRUITPORT ADULT EDUCATION	\$3,575,541	\$6,641,031	\$5,990,988	\$16,207,560	\$62,420,252	\$15,149,436	\$59,567,294	\$16,207,560
FRUITPORT HIGH SCHOOL AND FRUITPORT ALTERNATIVE HIGH SCHOOL	\$0	\$304,720	\$322,866	\$627,587	\$110,985,117	\$573,693	\$105,912,469	\$627,587
FRUITPORT MIDDLE SCHOOL	\$6,755,707	\$1,168,219	\$9,389,935	\$17,313,861	\$69,013,586	\$16,190,348	\$65,859,275	\$17,313,861
SHETTLER SCHOOL	\$3,070,564	\$1,440,937	\$5,664,654	\$10,176,156	\$28,888,872	\$9,455,994	\$27,568,488	\$10,176,156
<b>District Total</b>	<b>\$14,876,094</b>	<b>\$12,554,309</b>	<b>\$30,129,165</b>	<b>\$57,559,568</b>	<b>\$302,757,320</b>	<b>\$53,446,299</b>	<b>\$288,919,599</b>	<b>\$57,559,568</b>

Table 2 – Building FCA Summary Data: BEACH ELEMENTARY SCHOOL

Building Category	Sub-Category	Critical (1-3 yrs)	Near Term (4-6 yrs)	Long Term (7-9 yrs)	Total
<b>A-Substructure</b>					
	A10-Foundation	\$0	\$0	\$0	\$0
	A20-Basement	\$0	\$0	\$369,136	\$369,136
	Substructure Subtotal	\$0	\$0	\$369,136	\$369,136
<b>B-Shell</b>					
	B10-Superstructure	\$0	\$0	\$0	\$0
	B20-Exterior Closure	\$0	\$627,412	\$74,706	\$702,118
	B30-Roofing	\$0	\$0	\$1,348,577	\$1,348,577
	Shell Subtotal	\$0	\$627,412	\$1,423,283	\$2,050,694
<b>C-Interiors</b>					
	C10-Interior Construction	\$383,282	\$470,051	\$527,337	\$1,380,670
	C20-Staircases	\$0	\$0	\$0	\$0
	Interiors Subtotal	\$383,282	\$470,051	\$527,337	\$1,380,670
<b>D-Services</b>					
	D10-Conveying Systems	\$0	\$0	\$0	\$0
	D20-Plumbing	\$0	\$290,406	\$119,530	\$409,936
	D30-HVAC	\$257,003	\$1,177,315	\$5,747,974	\$7,182,292
	D40-Fire Protection	\$4,168	\$0	\$0	\$4,168
	D50-Electrical	\$763,633	\$337,021	\$334,402	\$1,435,056
	Services Subtotal	\$1,024,804	\$1,804,742	\$6,201,905	\$9,031,451
<b>E-Equipment &amp; Furnishings</b>					
	E10-Equipment	\$0	\$65,632	\$175,779	\$241,411
	E20-Furnishings	\$57,305	\$313	\$0	\$57,617
	Equipment & Furnishings Subtotal	\$57,305	\$65,945	\$175,779	\$299,028
<b>F-Special Construction &amp; Demo</b>					
	F10-Special Construction	\$0	\$0	\$0	\$0
	Special Construction & Demo Subtotal	\$0	\$0	\$0	\$0
<b>G-Building Sitework</b>					
	G20-Site Improvements	\$8,891	\$31,253	\$63,280	\$103,425
	G30-Site Utilities	\$0	\$0	\$0	\$0
	G40-Site Electrical	\$0	\$0	\$0	\$0
	Building Sitework Subtotal	\$8,891	\$31,253	\$63,280	\$103,425
<b>BEACH ELEMENTARY SCHOOL TOTAL</b>		<b>\$1,474,282</b>	<b>\$2,999,402</b>	<b>\$8,760,720</b>	<b>\$13,234,405</b>



# BUILDING DATA – FRUITPORT COMMUNITY SCHOOLS

**Table 3 – Building FCA Observation Detail: BEACH ELEMENTARY SCHOOL**

Building Category	Sub-Category	Component	Location	Assessment	Quantity	Unit	Observation Notes	Age	Observation Cost
<b>A-Substructure</b>									<b>\$369,136</b>
A10-Foundation									\$0
		A1010 Foundations	All	Future	1,856	LNFT	Good condition - no issues that are known		
		A1030 Slab on Grade	All	Future	47,560	SQFT	Good condition - no issues that are known		
A20-Basement									<b>\$369,136</b>
		Tunnels		Long-Term	840	LNFT	Good condition - no issues that are known		\$369,136
<b>B-Shell</b>									<b>\$2,050,694</b>
B10-Superstructure									\$0
		B1020 Canopies	3 canopies on the exterior entrances	Future	375	SQFT	good condition - no noticeable flaws		
		B1020 Roof Construction	Overall	Future	47,560	SQFT	Good condition - wood and steel construction		
B20-Exterior Closure									<b>\$702,118</b>
		B2010 Exterior Walls (brick)	Overall	Near-Term	5,400	SQFT	The north portion of the building has brick that crumbling or cracking - not horrible but needs attention		\$464,113
		B2010 Exterior Walls (metal, insulated)	Canopies	Future	200	SQFT	good		
		B2010 Exterior Walls (metal, non-insulated)	Exterior north	Future		SQFT	Good condition - no visible issues		
		B2010 Exterior Walls (plaster/EIFS)	At canopies	Long-Term	400	SQFT	Decent condition - minimal cracking		\$17,578
		B2016 Exterior Soffits	Exterior	Future		SQFT	Good condition - minimal issues noticed		
		B2020 Exterior Windows	Overall	Near-Term	1,100	SQFT	Very old - need attention	1997	\$163,299
		B2030 Exterior Doors, FRP/aluminum	Exterior	Future	13	EACH			
		B2030 Exterior Doors, hollow metal	Exterior	Long-Term	5	EACH			\$30,761
		B2030 Exterior Doors, numbered	All	Future	18	EACH	Numbered recently		
		B2034 Overhead Doors	By storage	Long-Term	1	EACH	Decent condition		\$26,367
		single point of visitor entry	Front office entry point	Future	1	ALLO	Good - new secure entrance		
B30-Roofing									<b>\$1,348,577</b>
		B3010 Roof Coverings (rubber/epdm)	Rest of roof minus north end	Long-Term	38,360	SQFT	decent condition still but older and will need repairs at a sooner date than north end	2005	\$1,348,577
		B3010 Roof Coverings (rubber/epdm)	North end	Future	9,200	SQFT	2018 - good condition	2018	
<b>C-Interiors</b>									<b>\$1,380,670</b>
C10-Interior Construction									<b>\$1,380,670</b>
		C1010 Interior glazing (impact resistant)	All	Future	1	SQFT	Glass in entire school is impact resistant		
		C1010 Interior Walls		Long-Term	2,000	SQFT	Pretty good overall - minor issues, cracks etc.		\$527,337
		C1010 Interior Walls	Throughout	Critical	1,620	SQFT	Walls are okay but there is glass separation between classroom and corridors above lockers - not fire safe		\$337,577
		C1020 doors (outward opening)	all	Future	94	EACH	Outward opening for all egress/classrooms and offices		
		C1020 doors (wood or metal)	All	Near-Term	94	EACH	Doors are original but in good condition - could use replacing but access controls/keys are updated on doors		\$470,051
		C1023 door hardware, lock from inside classroom	all	Future	23	EACH	All classroom and office doors automatically lock/lock from inside room		
		C1035 Interior Signage, code compliant	All	Critical	94	EACH	Sign are newer but not code complaint for ADA		\$45,705
C20-Staircases									\$0
		C2010 Handrails (code compliant)	All - Exterior ramp rails and boiler room rails	Future	6	EACH	good condition - compliant		
		C2010 Handrails (code compliant)	Exterior	Future	1	EACH	Ramp - good condition		
<b>D-Services</b>									<b>\$9,031,451</b>
D20-Plumbing									<b>\$409,936</b>
		D2010 Faucet	All	Near-Term	17	EACH	Decent condition - same age as sinks. Repaired as needed but could use replacing soon		\$33,207
		D2010 Flush Valve	All	Near-Term	36	EACH	Replaced as needed - decent condition for age		\$42,192
		D2010 Sink	All	Near-Term	17	EACH	Pretty old but in decent condition. No major cracks or issues but could use replacing		\$33,207
		D2010 Toilet or Urinal	All	Near-Term	36	EACH	Old but in decent condition		\$70,320
		D2018 Drinking Fountain	All	Long-Term	8	EACH	Replaced recently - bottle fillers at most locations		\$84,374
		D2020 Domestic Water Distribution	All	Near-Term	47,560	SQFT	Old - needs replacing but not horrible. Original in most the building		\$111,481
		D2020 hot water heater	Boiler rooms	Long-Term	2	EACH	2 are ten years old and one was newly replaced		\$35,156
		D2020 hot water heater	Boiler room	Future	1	EACH	Recently replaced		
		D2023 Backflow Preventor		Future	1	LPSM			
		D2030 Sanitary Waste	All	Future	47,560	SQFT	No issues		
		D2040 Rain Water Drainage (roof conductors)	Throughout	Future	47,560	SQFT	No issues - fairly old		
D30-HVAC									<b>\$7,182,292</b>
		D3020 Heating Generating System (boiler, small)	boiler/mech room	Long-Term	4	EACH	decent condition - 10 years old so still have some life. No major issues		\$878,895
		D3022 Hydronic Plumbing	All	Near-Term	47,560	SQFT	Old - condition is okay been could use replacing/repair in near future		\$743,205
		D3030 Cooling Generating System (condensing unit)	Classrooms/Offices	Long-Term	32	EACH	New (ish) - 27 window units and 5 mini splits		\$2,812,464
		D3040 Exhaust fans	Bathrooms	Critical	7	EACH	Old - Repaired as needed but overall need work		\$48,622
		D3050 air handling unit (AHU)	Gymnasium	Critical	2	EACH	Old - okay but need replacing		\$208,381
		D3050 rooftop units (RTU), small	Office	Long-Term	1	EACH	Pretty good working condition	2016	\$87,890
		D3050 unit heater	Hallways near exterior doors	Near-Term	8	EACH	older - repaired as needed but could use replacing		\$62,507
		D3050 unit vents (UV)	Classrooms and offices	Long-Term	32	EACH	okay condition - repaired as needed		\$1,968,725
		D3060 Controls & Instrumentation		Near-Term	47,560	SQFT	Currently pneumatic		\$371,603
D40-Fire Protection									<b>\$4,168</b>
		D4030 Fire Extinguishers	Throughout	Critical	6	EACH	Coverage seems adequate but storage cabinets needs to be updated for code - labeling		\$4,168
D50-Electrical									<b>\$1,435,056</b>
		D5010 Electrical panels	Throughout - boiler rooms and corridors	Near-Term	12	EACH	Mix batch - some old and some updated. Overall could use an update		\$281,280
		D5020 Electrical Service & Distribution	Throughout	Critical	1	ALLO	Decent service but distribution is bad		\$416,762
		D5020 Exit & Emergency Lighting	Throughout	Long-Term	47,560	SQFT	Newer updates - coverage is adequate		\$62,700
		D5020 exterior building lighting	Throughout	Future	19	EACH	Coverage at all exits - Newer LEDs		
		D5031 mass notification system	Throughout	Near-Term	47,560	SQFT	PA System - could use more advanced system		\$55,740
		D5037 Fire Alarm System	Throughout	Critical	47,560	SQFT	OLD - needs update		\$214,730
		D5038 access control	Classrooms and exterior	Future	1	EACH	Adequate		
		D5038 security cameras (exterior)	Exterior Perimeter	Long-Term	47,560	SQFT	Adequate Coverage		\$20,900
		D5038 security cameras (interior)	Throughout	Long-Term	47,560	SQFT	Adequate coverage		\$41,800
		D5039 Local Area Network	Throughout	Long-Term	47,560	SQFT	Wifi - adequate		\$209,001
		D5090 Emergency generator	NONE	Critical	47,560	SQFT	NONE		\$132,141
<b>E-Equipment &amp; Furnishings</b>									<b>\$299,028</b>

E10-Equipment							\$241,411
E1020 Gym Backboards	Gymnasium	Near-Term	6	EACH		\$65,632	
E1090 Kitchens	Kitchen	Long-Term	1	ALLO	Good - has been updated when needed	\$175,779	
E20-Furnishings							\$57,617
E2013 Window Treatment	Classrooms and offices	Critical	55	EACH	Need replacement - old with blinds integrated	\$57,305	
E2015 Fixed Seating (gym bleachers)	Gymnasium	Near-Term	1	EACH	4 rows of seating - older	\$313	
F-Special Construction & Demo							\$0
G-Building Sitework							\$103,425
G20-Site Improvements							\$103,425
barricade at entry	Entrances	Near-Term	2	ALLO	Bollards at some of the entrances - not all of them	\$31,253	
G2020 ADA parking space	Parking lot	Future	6	EACH	adequate coverage		
G2030 ADA accessible route	Parking lot/Entrances	Future	3	ALLO	Ramps are adequate		
G2041 Fencing, around mechanical & electrical equipment	Exterior	Critical	100	LNFT	No fencing at equipment	\$8,891	
G2041 Fencing, around playground	Playground	Long-Term	1,125	LNFT	Fencing is present - good condition	\$63,280	
G2044 Signage, directional (staff, student, parent, visitor)		Future	1	EACH			
G2045 playground surface	Playground	Future	9,000	SQFT	Replaced/replenished annually		
G2050 Landscaping, no obstructions/hiding spots	Entrances	Future	1	ALLO	Good clearance		
G30-Site Utilities							\$0
G3010 Water Supply	All	Future	1	LPSM	City supply - adequate		
G3020 Sanitary Sewer	All	Future	1	LPSM	Adequate - septic, two drain fields		
G40-Site Electrical							\$0
G4020 Site Lighting	Throughout	Future	1	EACH	LED replaced somewhat recently		
<b>Total Costs</b>							<b>\$13,234,405</b>

## BUILDING DATA – FRUITPORT COMMUNITY SCHOOLS

Table 2 – Building FCA Summary Data: EDGEWOOD ELEMENTARY SCHOOL AND FRUITPORT ADULT EDUCATION

Building Category	Sub-Category	Critical (1-3 yrs)	Near Term (4-6 yrs)	Long Term (7-9 yrs)	Total
<b>A-Substructure</b>					
	A10-Foundation	\$0	\$0	\$0	\$0
	A20-Basement	\$0	\$0	\$0	\$0
	Substructure Subtotal	\$0	\$0	\$0	\$0
<b>B-Shell</b>					
	B10-Superstructure	\$0	\$0	\$0	\$0
	B20-Exterior Closure	\$0	\$338,474	\$259,274	\$597,748
	B30-Roofing	\$2,050,470	\$0	\$0	\$2,050,470
	Shell Subtotal	\$2,050,470	\$338,474	\$259,274	\$2,648,218
<b>C-Interiors</b>					
	C10-Interior Construction	\$662,235	\$0	\$911,238	\$1,573,473
	C20-Staircases	\$0	\$0	\$28,125	\$28,125
	Interiors Subtotal	\$662,235	\$0	\$939,363	\$1,601,598
<b>D-Services</b>					
	D10-Conveying Systems	\$0	\$0	\$0	\$0
	D20-Plumbing	\$0	\$532,401	\$73,827	\$606,229
	D30-HVAC	\$20,838	\$5,449,027	\$3,076,133	\$8,545,998
	D40-Fire Protection	\$6,251	\$0	\$0	\$6,251
	D50-Electrical	\$826,856	\$0	\$1,542,197	\$2,369,053
	Services Subtotal	\$853,946	\$5,981,428	\$4,692,157	\$11,527,531
<b>E-Equipment &amp; Furnishings</b>					
	E10-Equipment	\$0	\$65,632	\$0	\$65,632
	E20-Furnishings	\$0	\$133,608	\$0	\$133,608
	Equipment & Furnishings Subtotal	\$0	\$199,240	\$0	\$199,240
<b>F-Special Construction &amp; Demo</b>					
	F10-Special Construction	\$0	\$0	\$0	\$0
	Special Construction & Demo Subtotal	\$0	\$0	\$0	\$0
<b>G-Building Sitework</b>					
	G20-Site Improvements	\$8,891	\$121,888	\$100,194	\$230,973
	G30-Site Utilities	\$0	\$0	\$0	\$0
	G40-Site Electrical	\$0	\$0	\$0	\$0
	Building Sitework Subtotal	\$8,891	\$121,888	\$100,194	\$230,973
<b>EDGEWOOD ELEMENTARY SCHOOL AND FRUITPORT</b>		<b>\$3,575,541</b>	<b>\$6,641,031</b>	<b>\$5,990,988</b>	<b>\$16,207,560</b>

# BUILDING DATA – FRUITPORT COMMUNITY SCHOOLS

**Table 3 – Building FCA Observation Detail: EDGEWOOD ELEMENTARY SCHOOL AND FRUITPORT ADULT EDUCATION**

Building Category	Sub-Category	Component	Location	Assessment	Quantity	Unit	Observation Notes	Age	Observation Cost
<b>A-Substructure</b>									<b>\$0</b>
A10-Foundation									<b>\$0</b>
		A1010 Foundations	All	Future	2,695	LNFT	Good condition - no visible issues and no complaints on issues. No major cracking		
		A1030 Slab on Grade	All	Future	73,800	SQFT	Good condition - no visible issues and no complaints on issues		
<b>A20-Basement</b>									<b>\$0</b>
		Tunnels	All	Future	555	LNFT	Good condition - no issues		
<b>B-Shell</b>									<b>\$2,648,218</b>
B10-Superstructure									<b>\$0</b>
		B1020 Canopies	All	Future	200	SQFT	Good condition overall		
		B1020 Roof Construction	All	Future	73,800	SQFT	Good condition - no issues known or seen		
<b>B20-Exterior Closure</b>									<b>\$597,748</b>
		B2010 Exterior Walls (brick)	All	Future	1	SQFT	Overall good		
		B2010 Exterior Walls (metal, non-insulated)	All	Long-Term	1,000	SQFT	Good condition overall - some areas warped or rusted but not major		\$87,890
		B2010 Exterior Walls (plaster/EIFS)	all	Long-Term	2,500	SQFT	decent condition - minor cracking and flaws but no alarming issues		\$109,862
		B2016 Exterior Soffits	all	Long-Term	1,400	SQFT	Fine - no major issues		\$61,523
		B2020 Exterior Windows	All	Near-Term	2,280	SQFT	Old - 1997, no major issues but need replacement		\$338,474
		B2030 Exterior Doors, FRP/aluminum	All	Future	23	EACH	Older but in good condition		
		B2030 Exterior Doors, numbered single point of visitor entry	All	Future	23	EACH	Numbered recently		
			Main front entry	Future	1	ALLO	Good secure entry point		
<b>B30-Roofing</b>									<b>\$2,050,470</b>
		B3010 Roof Coverings (rubber/epdm)	All	Critical	73,800	SQFT	20+ years old		\$2,050,470
<b>C-Interiors</b>									<b>\$1,601,598</b>
C10-Interior Construction									<b>\$1,573,473</b>
		C1010 Interior glazing (impact resistant)	all	Future		SQFT	Updated to all impact resistant glass		
		C1010 Interior Walls	Corridors	Critical	2,400	SQFT	Glass walls in corridors above lockers		\$500,115
		C1010 Interior Walls	Corridors	Critical	400	SQFT	Cracking/Flaking - Glazed tile is cracking and sharp, other walls have some deterioration/paint cracks		\$83,352
		C1020 doors (outward opening)	Classrooms/offices	Future	162	EACH	all are outward opening for occupied spaces		
		C1020 doors (wood or metal)	Classrooms/offices/bathrooms etc.	Long-Term	162	EACH	Wood doors are old but in good working condition. Replaced/repairs as needed. Hardware newer		\$911,238
		C1023 door hardware, lock from inside classroom	All	Future	38	EACH			
		C1035 Interior Signage, code compliant	All	Critical	162	EACH	Newer but not code complaint for ADA, etc.- all are above the doors as shown in photo. No brail either		\$78,768
<b>C20-Staircases</b>									<b>\$28,125</b>
		C2010 Handrails (code compliant)	Boiler rooms, entrances	Long-Term	4	EACH	Photo is of exterior handrail, but all were in good condition interior and exterior		\$28,125
<b>D-Services</b>									<b>\$11,527,531</b>
D20-Plumbing									<b>\$606,229</b>
		D2010 Faucet	All	Near-Term	36	EACH	Decent condition - older but working. Could use replacement soon		\$70,320
		D2010 Flush Valve	all	Near-Term	55	EACH	Functioning - old and replaced as necessary		\$64,460
		D2010 Sink	All	Near-Term	36	EACH	Decent condition - no major issues but old and needs replacement in nearer future		\$70,320
		D2010 Toilet or Urinal	All	Near-Term	55	EACH	Old but functioning - repaired as needed through the years		\$107,433
		D2018 Drinking Fountain	All	Long-Term	7	EACH	Bottle fillers recently added		\$73,827
		D2020 Domestic Water Distribution	All	Near-Term	73,800	SQFT	Older	1997	\$172,987
		D2020 hot water heater	All	Near-Term	3	EACH	All are older and will need replacement in near future		\$46,880
		D2030 Sanitary Waste	All	Future	73,800	SQFT	Fine		
		D2040 Rain Water Drainage (roof conductors)	All	Future	73,800	SQFT	No issues		
<b>D30-HVAC</b>									<b>\$8,545,998</b>
		D3020 Heating Generating System (boiler, small)	Boiler room	Near-Term	6	EACH		2005	\$1,172,002
		D3022 Hydronic Plumbing	All	Near-Term	73,800	SQFT		1997	\$1,153,250
		D3030 Cooling Generating System (condensing unit)	All	Long-Term	35	EACH	Classrooms/Offices - window units are used currently - newer	2020	\$3,076,133
		D3040 Exhaust fans	All	Critical	3	EACH	There are very few - bathrooms if any. Most were taken out in the 70's	1970	\$20,838
		D3050 air handling unit (AHU)	Cafeteria	Near-Term	1	EACH			\$117,200
		D3050 air handling unit (AHU)	Gymnasium	Near-Term	1	EACH			\$117,200
		D3050 unit heater	All	Near-Term	9	EACH			\$70,320
		D3050 unit vents (UV)	All	Near-Term	41	EACH	Classrooms and offices etc.	1997	\$2,242,430
		D3060 Controls & Instrumentation	All	Near-Term	73,800	SQFT	Pneumatic - older system could use updates		\$576,625
<b>D40-Fire Protection</b>									<b>\$6,251</b>
		D4030 Fire Extinguishers	All	Critical	9	EACH	Need updated cabinets that are code compliant. Coverage seems pretty adequate		\$6,251
<b>D50-Electrical</b>									<b>\$2,369,053</b>
		D5010 Electrical panels	All	Long-Term	14	EACH	Some are updated and some are older - overall good and repaired as needed		\$369,136
		D5010 Electrical Service & Distribution	All	Critical	1	ALLO	Systems service is okay but distribution is bad		\$416,762
		D5020 Exit & Emergency Lighting	All	Future	20	SQFT	Adequate and somewhat recently updated exits		
		D5020 exterior building lighting	All	Future	20	EACH	Adequate coverage - newer LEDs		
		D5031 mass notification system	All	Critical	73,800	SQFT	PA system - could use more advanced/updated system for notifications		\$76,893
		D5037 Fire Alarm System	All	Critical	73,800	SQFT	Antiquated		\$333,201
		D5038 access control	All	Long-Term	95	EACH	Fairly updated access controls throughout building		\$751,455
		D5038 security cameras (exterior)	All	Long-Term	73,800	SQFT	Adequate coverage		\$32,431
		D5038 security cameras (interior)	All	Long-Term	73,800	SQFT	Adequate coverage		\$64,862
		D5039 Local Area Network	All	Long-Term	73,800	SQFT	Adequate		\$324,312
<b>E-Equipment &amp; Furnishings</b>									<b>\$199,240</b>
E10-Equipment									<b>\$65,632</b>
		E1020 Gym Backboards	All	Near-Term	6	EACH			\$65,632
		E1090 Kitchens	all	Future	1	ALLO	updated		
<b>E20-Furnishings</b>									<b>\$133,608</b>
		E2013 Window Treatment	Classrooms/Offices	Near-Term	114	EACH	Old and need replacement - blinds are integrated in window system		\$133,608
<b>F-Special Construction &amp; Demo</b>									<b>\$0</b>
<b>G-Building Sitework</b>									<b>\$230,973</b>
G20-Site Improvements									<b>\$230,973</b>
		barricade at entry	Entrances to building	Near-Term	1	ALLO	some have bollards, others do not		\$15,627
		G2020 ADA parking space	all	Future	5	EACH	adequate		
		G2030 ADA accessible route	All	Future	1	ALLO	ramps and adequate routes for ada		
		G2030 ADA accessible route	Back entry	Near-Term	1	ALLO	Ramp and rail needs a little attention in near future - cracking and uneven concrete		\$78,133
		G2041 Fencing, around mechanical & electrical equipment	exterior - near/on playground	Critical	100	LNFT	no fencing or barricade		\$8,891

G2041 Fencing, around playground	all	Long-Term	1,000	LNFT	Playground does have fencing around entire perimeter - good condition	\$56,249
G2044 Signage, directional (staff, student, parent, visitor)	all - exterior	Near-Term	12	EACH	adequate for most part, could use a bit more signage but not bad	\$28,128
G2045 playground surface	Playground	Future	2,500	SQFT	wood chips replaced yearly	
G2050 Landscaping, no obstructions/hiding spots	entrances and perimeter of building	Long-Term	1	ALLO	no hiding spots or critical areas	\$43,945
<b>G30-Site Utilities</b>						
G3010 Water Supply	City/site	Future	1	LPSM	good condition/no issues known	
G3020 Sanitary Sewer	City/Site	Future	1	LPSM	No issues known	
<b>G40-Site Electrical</b>						
G4020 Site Lighting	all	Future	18	EACH	updated to LEDs	
<b>Total Costs</b>						<b>\$16,207,560</b>

## BUILDING DATA – FRUITPORT COMMUNITY SCHOOLS

Table 2 – Building FCA Summary Data: FRUITPORT HIGH SCHOOL AND FRUITPORT ALTERNATIVE HIGH SCHOOL

Building Category	Sub-Category	Critical (1-3 yrs)	Near Term (4-6 yrs)	Long Term (7-9 yrs)	Total
<b>A-Substructure</b>					
	A10-Foundation	\$0	\$0	\$0	\$0
	A20-Basement	\$0	\$0	\$0	\$0
	Substructure Subtotal	\$0	\$0	\$0	\$0
<b>B-Shell</b>					
	B10-Superstructure	\$0	\$0	\$0	\$0
	B20-Exterior Closure	\$0	\$111,340	\$0	\$111,340
	B30-Roofing	\$0	\$0	\$0	\$0
	Shell Subtotal	\$0	\$111,340	\$0	\$111,340
<b>C-Interiors</b>					
	C10-Interior Construction	\$0	\$0	\$0	\$0
	C20-Staircases	\$0	\$0	\$0	\$0
	Interiors Subtotal	\$0	\$0	\$0	\$0
<b>D-Services</b>					
	D10-Conveying Systems	\$0	\$0	\$0	\$0
	D20-Plumbing	\$0	\$0	\$0	\$0
	D30-HVAC	\$0	\$164,080	\$0	\$164,080
	D40-Fire Protection	\$0	\$0	\$0	\$0
	D50-Electrical	\$0	\$0	\$298,539	\$298,539
	Services Subtotal	\$0	\$164,080	\$298,539	\$462,619
<b>E-Equipment &amp; Furnishings</b>					
	E10-Equipment	\$0	\$0	\$0	\$0
	E20-Furnishings	\$0	\$29,300	\$0	\$29,300
	Equipment & Furnishings Subtotal	\$0	\$29,300	\$0	\$29,300
<b>F-Special Construction &amp; Demo</b>					
	F10-Special Construction	\$0	\$0	\$0	\$0
	Special Construction & Demo Subtotal	\$0	\$0	\$0	\$0
<b>G-Building Sitework</b>					
	G20-Site Improvements	\$0	\$0	\$24,328	\$24,328
	G30-Site Utilities	\$0	\$0	\$0	\$0
	G40-Site Electrical	\$0	\$0	\$0	\$0
	Building Sitework Subtotal	\$0	\$0	\$24,328	\$24,328
<b>FRUITPORT HIGH SCHOOL AND FRUITPORT</b>		<b>\$0</b>	<b>\$304,720</b>	<b>\$322,866</b>	<b>\$627,587</b>



# BUILDING DATA – FRUITPORT COMMUNITY SCHOOLS

**Table 3 – Building FCA Observation Detail: FRUITPORT HIGH SCHOOL AND FRUITPORT ALTERNATIVE HIGH SCHOOL**

Building Category	Sub-Category	Component	Location	Assessment	Quantity	Unit	Observation Notes	Age	Observation Cost
<b>A-Substructure</b>									<b>\$0</b>
	A10-Foundation								<b>\$0</b>
		A1010 Foundations	Throughout	Future	2,745	LNFT	Good condition - no issues known		
		A1030 Slab on Grade	Throughout	Future	179,600	SQFT		Good condition overall	
	A20-Basement								<b>\$0</b>
		Tunnels	Underneath stage in auditorium	Future	75	LNFT	Good		
<b>B-Shell</b>									<b>\$111,340</b>
	B10-Superstructure								<b>\$0</b>
		B1010 Floor Construction	Second floor	Future	46,850	SQFT	Good		
		B1020 Canopies		Future	500	SQFT			
		B1020 Roof Construction	All	Future	179,600	SQFT			
	B20-Exterior Closure								<b>\$111,340</b>
		B2010 Exterior Walls (block)		Future		SQFT	Good - new		
		B2010 Exterior Walls (brick)	Throughout	Future		SQFT			
		B2010 Exterior Walls (metal, non-insulated)	Throughout exterior	Future		SQFT	Good - new		
		B2010 Exterior Walls (plaster/EIFS)	At exterior overhangs etc.	Future	500	SQFT	Good		
		B2016 Exterior Soffits	Exterior perimeter	Future	2,000	SQFT	Good, new		
		B2020 Exterior Windows	Throughout	Near-Term	750	SQFT	Existing windows not replaced in construction need attention		\$111,340
		B2020 Exterior Windows	Throughout	Future		SQFT	Good - new		
		B2030 Exterior Doors, FRP/aluminum	Throughout exterior	Future		EACH			
		B2030 Exterior Doors, numbered	Throughout	Future	22	EACH	All doors are numbered		
		B2034 Overhead Doors	North end of building	Future	3	EACH	New		
		single point of visitor entry	Main office/entry	Future	1	ALLO	New		
	B30-Roofing								<b>\$0</b>
		B3010 Roof Coverings (rubber/epdm)	Throughout	Future	179,600	SQFT	New or recently replaced		
		B3020 Skylights	Corridor	Future		SQFT	No issues		
<b>C-Interiors</b>									<b>\$0</b>
	C10-Interior Construction								<b>\$0</b>
		C1010 Interior glazing (impact resistant)	Throughout	Future		SQFT	All impact resistant recent reno - walls in overall good shape		
		C1010 Interior Walls	Throughout	Future		SQFT			
		C1020 doors (outward opening)	Throughout - all	Future		EACH	all outward opening for egress - classrooms/office etc		
		C1020 doors (wood or metal)	All	Future		EACH	New or recently replaced		
		C1023 door hardware, lock from inside classroom	All	Future		EACH	Yes- auto lock or locking from inside		
		C1035 Interior Signage, code compliant	Throughout	Future		EACH	Yes - code compliant		
	C20-Staircases								<b>\$0</b>
		C2010 Handrails (code compliant)	All	Future	10	EACH	Good - new. In compliance		
<b>D-Services</b>									<b>\$462,619</b>
	D10-Conveying Systems								<b>\$0</b>
		D1010 Elevators & Lifts	By auditorium	Future	1	EACH	newer		
	D20-Plumbing								<b>\$0</b>
		D2010 Faucet	Throughout	Future		EACH	good - updated		
		D2010 Flush Valve	Throughout	Future		EACH	good - updated		
		D2010 Sink	Throughout	Future		EACH	good - updated		
		D2010 Toilet or Urinal	all	Future		EACH	good - updated		
		D2018 Drinking Fountain	all	Future		EACH	good - updated		
		D2020 Domestic Water Distribution	Throughout	Future	226,450	SQFT	Good condition		
		D2020 hot water heater	Mech room north	Future	2	EACH	good - updated		
		D2023 Backflow Preventor		Future	1	LPSM			
		D2030 Sanitary Waste	all	Future	226,450	SQFT	good - updated		
		D2040 Rain Water Drainage (roof conductors)	all	Future	179,600	SQFT	good - updated		
	D30-HVAC								<b>\$164,080</b>
		D3020 Heating Generating System (boiler, large)	Mech room north	Future	4	EACH	good - updated		
		D3022 Hydronic Plumbing	Throughout	Future	226,450	SQFT	good condition		
		D3030 Cooling Generating System (condensing unit)	Throughout	Future		EACH	VAV's in each classroom		
		D3040 Exhaust fans	Throughout - bathrooms, locker rooms etc	Future		EACH	good overall condition		
		D3050 air handling unit (AHU)	Throughout	Future		EACH	Good condition overall - maintained		
		D3050 rooftop units (RTU), large	all	Future		EACH	new		
		D3050 unit heater	Mech room	Future		EACH	Good condition		
		D3050 unit vents (UV)	Old science wing	Near-Term	3	EACH	original/older		\$164,080
		D3050 unit vents (UV)	All other than old science wing	Future		EACH	good - updated		
		D3060 Controls & Instrumentation	Throughout	Future	226,450	SQFT	DDC - good		
	D40-Fire Protection								<b>\$0</b>
		D4010 Sprinklers	Throughout	Future	226,450	SQFT	good - updated		
		D4030 Fire Extinguishers	Throughout	Future	15	EACH	good coverage and up to code for cabinets		
	D50-Electrical								<b>\$298,539</b>
		D5010 Electrical panels	all	Future	20	EACH	Good		
		D5010 Electrical Service & Distribution	Throughout	Future	1	ALLO	Good and good		
		D5020 Exit & Emergency Lighting	Throughout	Future	226,450	SQFT	good - updated		
		D5020 exterior building lighting	all	Future	20	EACH	Good - LEDs		
		D5031 mass notification system	PA System throughout	Long-Term	226,450	SQFT	Good system but could use better notification system		\$298,539
		D5037 Fire Alarm System	Throughout	Future	226,450	SQFT	Good		
		D5038 access control	Throughout	Future	110	EACH	good - updated		
		D5038 security cameras (exterior)	Throughout - perimeter	Future	1	SQFT	Good - newer		
		D5038 security cameras (interior)	Throughout	Future	226,450	SQFT	Good - newer		
		D5039 Local Area Network	Throughout	Future	226,450	SQFT	Good - Wifi		
		D5090 Emergency generator	Exterior	Future	1	SQFT	Good - new		
<b>E-Equipment &amp; Furnishings</b>									<b>\$29,300</b>
	E10-Equipment								<b>\$0</b>
		E1020 Gym Backboards	Both gymnasiums	Future	12	EACH	good - updated		
		E1023 Auditoriums	Auditorium	Future	1	ALLO	good - updated		
		E1090 Kitchens	Kitchen	Future	1	ALLO	good - updated		
	E20-Furnishings								<b>\$29,300</b>
		E2013 Window Treatment	Throughout - D wing is the only area not updated	Future	100	EACH	Good and updated		
		E2013 Window Treatment	D-wing	Near-Term	25	EACH	older		\$29,300
		E2015 Fixed Seating (gym bleachers)	Both gyms	Future	2	EACH	Good		
<b>F-Special Construction &amp; Demo</b>									<b>\$0</b>
<b>G-Building Sitework</b>									<b>\$24,328</b>
	G20-Site Improvements								<b>\$17,578</b>
		barricade at entry	all entrances	Long-Term	1	ALLO	not barricaded at every entry		
		Frost Slab / Stoop		Future		EACH			
		G2020 ADA parking space	Parking lots	Future	10	EACH	sufficient		
		G2030 ADA accessible route	Throughout exterior	Future	8	ALLO	Sufficient		
		G2041 Fencing, around mechanical & electrical equipment	Exterior	Long-Term	60	LNFT	most have fencing but there are a couple spots that did not		\$6,750
		G2044 Signage, directional (staff, student, parent, visitor)	exterior throughout	Future	30	EACH	sufficient coverage - updated		
		G2050 Landscaping, no obstructions/hiding spots	Throughout	Future	1	ALLO	No obstructions		
	G30-Site Utilities								<b>\$0</b>
		G3010 Water Supply	Throughout/City	Future	1	LPSM	Good from city		
		G3020 Sanitary Sewer	Throughout - city	Future	1	LPSM	good from city		
	G40-Site Electrical								<b>\$0</b>
		G4020 Site Lighting	Throughout	Future	30	EACH	Good LED update		
<b>Total Costs</b>									<b>\$627,587</b>

## BUILDING DATA – FRUITPORT COMMUNITY SCHOOLS

Table 2 – Building FCA Summary Data: FRUITPORT MIDDLE SCHOOL

Building Category	Sub-Category	Critical (1-3 yrs)	Near Term (4-6 yrs)	Long Term (7-9 yrs)	Total
<b>A-Substructure</b>					
	A10-Foundation	\$0	\$0	\$0	\$0
	A20-Basement	\$0	\$0	\$0	\$0
	Substructure Subtotal	\$0	\$0	\$0	\$0
<b>B-Shell</b>					
	B10-Superstructure	\$0	\$0	\$0	\$0
	B20-Exterior Closure	\$403,579	\$0	\$102,391	\$505,970
	B30-Roofing	\$0	\$0	\$4,138,822	\$4,138,822
	Shell Subtotal	\$403,579	\$0	\$4,241,214	\$4,644,792
<b>C-Interiors</b>					
	C10-Interior Construction	\$172,262	\$0	\$1,481,817	\$1,654,079
	C20-Staircases	\$0	\$0	\$0	\$0
	Interiors Subtotal	\$172,262	\$0	\$1,481,817	\$1,654,079
<b>D-Services</b>					
	D10-Conveying Systems	\$0	\$0	\$175,779	\$175,779
	D20-Plumbing	\$570,014	\$31,253	\$595,891	\$1,197,158
	D30-HVAC	\$4,666,152	\$78,133	\$615,227	\$5,359,512
	D40-Fire Protection	\$84,603	\$0	\$0	\$84,603
	D50-Electrical	\$617,515	\$629,098	\$2,280,008	\$3,526,621
	Services Subtotal	\$5,938,284	\$738,485	\$3,666,905	\$10,343,673
<b>E-Equipment &amp; Furnishings</b>					
	E10-Equipment	\$0	\$390,667	\$0	\$390,667
	E20-Furnishings	\$232,692	\$0	\$0	\$232,692
	Equipment & Furnishings Subtotal	\$232,692	\$390,667	\$0	\$623,359
<b>F-Special Construction &amp; Demo</b>					
	F10-Special Construction	\$0	\$0	\$0	\$0
	Special Construction & Demo Subtotal	\$0	\$0	\$0	\$0
<b>G-Building Sitework</b>					
	G20-Site Improvements	\$8,891	\$39,067	\$0	\$47,958
	G30-Site Utilities	\$0	\$0	\$0	\$0
	G40-Site Electrical	\$0	\$0	\$0	\$0
	Building Sitework Subtotal	\$8,891	\$39,067	\$0	\$47,958
<b>FRUITPORT MIDDLE SCHOOL TOTAL</b>		<b>\$6,755,707</b>	<b>\$1,168,219</b>	<b>\$9,389,935</b>	<b>\$17,313,861</b>



# BUILDING DATA – FRUITPORT COMMUNITY SCHOOLS

**Table 3 – Building FCA Observation Detail: FRUITPORT MIDDLE SCHOOL**

Building Category	Sub-Category	Component	Location	Assessment	Quantity	Unit	Observation Notes	Age	Observation Cost
<b>A-Substructure</b>									<b>\$0</b>
	A10-Foundation								<b>\$0</b>
		A1010 Foundations	All	Future	3,234	LNFT	Good condition - no issues known		
		A1030 Slab on Grade	All	Future	117,728	SQFT	Good condition - no major cracking or known issues		
<b>B-Shell</b>									<b>\$4,644,792</b>
	B10-Superstructure								<b>\$0</b>
		B1010 Floor Construction	Second floor	Future	19,044	SQFT	No issues		
		B1020 Canopies	Exterior entrances	Future	750	SQFT	Good condition overall - no flaws that need immediate attention		
		B1020 Roof Construction	All	Future	117,728	SQFT	Steel and Tectum is in good shape. Older but no issues		
	B20-Exterior Closure								<b>\$505,970</b>
		B2010 Exterior Walls (brick)	Throughout	Future		SQFT	Brick is in overall good condition		
		B2010 Exterior Walls (metal, non-insulated)	Perimeter	Future		SQFT	Good condition		
		B2010 Exterior Walls (plaster/EIFS)	Exterior entrances/canopies	Long-Term	750	SQFT	good condition		\$32,959
		B2016 Exterior Soffits	Exterior Perimeter	Future		SQFT	Good		
		B2020 Exterior Windows	Throughout	Critical	3,058	SQFT			\$403,579
		B2030 Exterior Doors, FRP/aluminum	Mixed exterior doors	Future	36	EACH	Good condition		
		B2030 Exterior Doors, hollow metal	Mixed exterior doors	Long-Term	7	EACH	Good condition		\$43,066
		B2030 Exterior Doors, numbered	Throughout	Future	38	EACH	Doors are numbered		
		B2034 Overhead Doors	Kitchen	Long-Term	1	EACH	Decent condition		\$26,367
		single point of visitor entry	Main entry/office	Future	1	ALLO	Good new secure entry		
	B30-Roofing							2005	<b>\$4,138,822</b>
		B3010 Roof Coverings (rubber/epdm)	All	Long-Term	117,728	SQFT			<b>\$4,138,822</b>
<b>C-Interiors</b>									<b>\$1,654,079</b>
	C10-Interior Construction								<b>\$1,654,079</b>
		C1010 Interior glazing (impact resistant)	All	Future		SQFT	Is impact resistant throughout		
		C1010 Interior Walls	Throughout	Long-Term	500	SQFT	Walls are overall good - a couple instances with cracks or chips in block as pictured		\$131,834
		C1020 doors (outward opening)	All	Future	44	EACH	Outward opening		
		C1020 doors (outward opening)		Critical	4	EACH	Inward opening		\$55,568
		C1020 doors (wood or metal)	All	Long-Term	240	EACH	Good condition - old but no major issues		\$1,349,983
		C1023 door hardware, lock from inside classroom	All	Future	48	EACH	Doors automatically lock - locking from interior		
		C1035 Interior Signage, code compliant	All	Critical	240	EACH	Not code compliant		\$116,693
	C20-Staircases								<b>\$0</b>
		C2010 Handrails (code compliant)	Exterior staircases/mech rooms	Future	4	EACH	Good condition		
<b>D-Services</b>									<b>\$10,343,673</b>
	D10-Conveying Systems								<b>\$175,779</b>
		D1010 Elevators & Lifts	Corridor	Long-Term	1	EACH	Good condition - repaired as needed and maintained.		\$175,779
	D20-Plumbing								<b>\$1,197,158</b>
		D2010 Faucet	All	Long-Term	50	EACH	Old - working but could use updates		\$109,862
		D2010 Flush Valve	All	Long-Term	74	EACH	Decent condition - repaired/replaced as needed but could use full update		\$97,557
		D2010 Sink	All	Long-Term	50	EACH	Old but good - no major issues		\$109,862
		D2010 Toilet or Urinal	All	Long-Term	74	EACH			\$162,596
		D2018 Drinking Fountain	All	Long-Term	11	EACH	Updated to bottle fillers mostly - some older ones but mostly new		\$116,014
		D2020 Domestic Water Distribution	All	Future	136,772	SQFT	Replaced somewhat recently		
		D2020 hot water heater		Near-Term	2	EACH		2010	\$31,253
		D2020 hot water heater		Future	1	EACH		2022	
		D2030 Sanitary Waste	All	Critical	136,772	SQFT	Issues in hallways with sanitary lines - leaks etc. - repaired as necessary but could use replacement		\$570,014
		D2040 Rain Water Drainage (roof conductors)	All	Future	117,728	SQFT	Good working condition - no standing water issues on roof		
	D30-HVAC								<b>\$5,359,512</b>
		D3020 Heating Generating System (boiler, small)	Boiler room	Long-Term	2	EACH		2014	\$439,448
		D3020 Heating Generating System (boiler, small)	Boiler room	Future	1	EACH		2023	
		D3022 Hydronic Plumbing	All	Future	136,772	SQFT	Decent - no issues		
		D3030 Cooling Generating System (condensing unit)	Throughout classrooms/offices etc	Future	64	EACH	Newer mini splits - within last few years		
		D3040 Exhaust fans	All	Near-Term	10	EACH	Need updates		\$78,133
		D3050 air handling unit (AHU)	Aux gym, regular gym, auditorium	Critical	5	EACH	all in bad shape		\$520,953
		D3050 rooftop units (RTU), small	Roof	Long-Term	2	EACH	Okay condition		\$175,779
		D3050 unit heater	Corridors/entrances	Critical	12	EACH	old needs replacing		\$83,352
		D3050 unit vents (UV)	Classrooms, office etc	Critical	64	EACH	older		\$3,111,824
		D3060 Controls & Instrumentation	Throughout	Critical	136,772	SQFT	Older condition - needs updating, doesn't need immediate action but soon		\$950,023
	D40-Fire Protection								<b>\$84,603</b>
		D4010 Sprinklers	Auditorium	Critical	8,900	SQFT	Auditorium is only area sprinkled		\$74,184
		D4030 Fire Extinguishers	Throughout	Critical	15	EACH	Good coverage but cabinets needs to be updated/labeled for code		\$10,419
	D50-Electrical								<b>\$3,526,621</b>
		D5010 Electrical panels	Throughout	Long-Term	20	EACH	decent condition overall		\$527,337
		D5010 Electrical Service & Distribution	Throughout	Near-Term	1	ALLO	service is okay and distribution is bad		\$468,801
		D5020 Exit & Emergency Lighting	All - exits and throughout	Long-Term	136,772	SQFT	Good condition overall		\$180,312
		D5020 exterior building lighting	Exterior Perimeter	Future	25	EACH	Updated to LEDs		
		D5031 mass notification system	Throughout	Near-Term	136,772	SQFT	PA System		\$160,297
		D5037 Fire Alarm System	Throughout	Critical	136,772	SQFT	Antiquated		\$617,515
		D5038 access control	Throughout	Long-Term	100	EACH	Recently updated		\$791,006
		D5038 security cameras (exterior)	Throughout Perimeter	Long-Term	136,772	SQFT	good coverage - system fairly up to date		\$60,104
		D5038 security cameras (interior)	Throughout	Long-Term	136,772	SQFT	Good coverage mostly		\$120,208
		D5039 Local Area Network	Throughout	Long-Term	136,772	SQFT	Good overall - wifi		\$601,041
<b>E-Equipment &amp; Furnishings</b>									<b>\$623,359</b>
	E10-Equipment								<b>\$390,667</b>
		E1020 Gym Backboards	Gymnasiums	Future	8	EACH	Good condition - no issues		
		E1023 Auditoriums	Auditorium	Near-Term	1	ALLO	old and needs updates		\$390,667
		E1090 Kitchens	Kitchen	Future	1	ALLO	Up to date		
	E20-Furnishings								<b>\$232,692</b>
		E2013 Window Treatment	windows - classrooms, office, etc. throughout	Critical	90	EACH	bad condition		\$93,771
		E2015 Fixed Seating (gym bleachers)	Gymnasium	Critical	500	EACH	Not up to code - hand rails etc. needs update		\$138,921
<b>F-Special Construction &amp; Demo</b>									<b>\$0</b>
<b>G-Building Sitework</b>									<b>\$47,958</b>
	G20-Site Improvements								<b>\$47,958</b>
		barricade at entry	Exterior perimeter	Near-Term	1	ALLO	bollards are not present at most or any entry points		\$15,627
		G2020 ADA parking space	Parking lots	Future	10	EACH	sufficient		
		G2030 ADA accessible route	Entrances	Future	1	ALLO	Sufficient		
		G2041 Fencing, around mechanical & electrical equipment	Exterior	Critical	100	LNFT	Some equipment does not have fencing/all does not - bollards around for vehicle protection		\$8,891
		G2044 Signage, directional (staff, student, parent, visitor)	Parking/exterior	Near-Term	10	EACH	sufficient, could use some extra updates		\$23,440
		G2050 Landscaping, no obstructions/hiding spots	Exterior	Future	1	ALLO	does not appear to have any spots that could be good for hiding		

G30-Site Utilities							\$0
	G3010 Water Supply	City/site	Future	1	LPSM	Good condition	
	G3020 Sanitary Sewer	City/Site	Future	1	LPSM	Good condition - no issues known	
G40-Site Electrical							\$0
	G4020 Site Lighting	Exterior/Parking lots etc	Future	20	EACH	Good condition - no issues known - LEDs updated	
<b>Total Costs</b>							<b>\$17,313,861</b>

## BUILDING DATA – FRUITPORT COMMUNITY SCHOOLS

Table 2 – Building FCA Summary Data: SHETTLER SCHOOL

Building Category	Sub-Category	Critical (1-3 yrs)	Near Term (4-6 yrs)	Long Term (7-9 yrs)	Total
<b>A-Substructure</b>					
	A10-Foundation	\$0	\$0	\$0	\$0
	A20-Basement	\$0	\$0	\$218,845	\$218,845
	Substructure Subtotal	\$0	\$0	\$218,845	\$218,845
<b>B-Shell</b>					
	B10-Superstructure	\$0	\$0	\$0	\$0
	B20-Exterior Closure	\$0	\$175,331	\$401,655	\$576,986
	B30-Roofing	\$0	\$0	\$919,676	\$919,676
	Shell Subtotal	\$0	\$175,331	\$1,321,331	\$1,496,662
<b>C-Interiors</b>					
	C10-Interior Construction	\$79,879	\$0	\$264,372	\$344,251
	C20-Staircases	\$0	\$0	\$0	\$0
	Interiors Subtotal	\$79,879	\$0	\$264,372	\$344,251
<b>D-Services</b>					
	D10-Conveying Systems	\$0	\$0	\$0	\$0
	D20-Plumbing	\$90,854	\$167,987	\$63,280	\$322,121
	D30-HVAC	\$2,883,994	\$340,662	\$2,900,354	\$6,125,009
	D40-Fire Protection	\$6,946	\$0	\$0	\$6,946
	D50-Electrical	\$0	\$741,330	\$645,109	\$1,386,439
	Services Subtotal	\$2,981,794	\$1,249,979	\$3,608,743	\$7,840,516
<b>E-Equipment &amp; Furnishings</b>					
	E10-Equipment	\$0	\$0	\$175,779	\$175,779
	E20-Furnishings	\$0	\$0	\$0	\$0
	Equipment & Furnishings Subtotal	\$0	\$0	\$175,779	\$175,779
<b>F-Special Construction &amp; Demo</b>					
	F10-Special Construction	\$0	\$0	\$0	\$0
	Special Construction & Demo Subtotal	\$0	\$0	\$0	\$0
<b>G-Building Sitework</b>					
	G20-Site Improvements	\$8,891	\$15,627	\$75,585	\$100,103
	G30-Site Utilities	\$0	\$0	\$0	\$0
	G40-Site Electrical	\$0	\$0	\$0	\$0
	Building Sitework Subtotal	\$8,891	\$15,627	\$75,585	\$100,103
<b>SHETTLER SCHOOL TOTAL</b>		<b>\$3,070,564</b>	<b>\$1,440,937</b>	<b>\$5,664,654</b>	<b>\$10,176,156</b>

# BUILDING DATA – FRUITPORT COMMUNITY SCHOOLS

**Table 3 – Building FCA Observation Detail: SHETTLER SCHOOL**

Building Category	Sub-Category	Component	Location	Assessment	Quantity	Unit	Observation Notes	Age	Observation Cost
<b>A-Substructure</b>									<b>\$218,845</b>
A10-Foundation									\$0
	A1010	Foundations	The building in its entirety had suitable foundations	Future	1,338	LNFT	No noticeable/noted issues with the foundations - good condition		
	A1030	Slab on Grade	Entire building	Future	43,600	SQFT	Floor slabs are in good condition		
<b>A20-Basement</b>									<b>\$218,845</b>
		Tunnels	All tunnels	Long-Term	498	LNFT	Tunnel conditions are good and have no major issues		\$218,845
<b>B-Shell</b>									<b>\$1,496,662</b>
B10-Superstructure									\$0
	B1020	Canopies	Both canopies	Future	400	SQFT	canopies were in good condition - no visible flaws		
	B1020	Roof Construction	Entirety of roof structure	Future	43,600	SQFT	steel and tectum - appears to be in good working condition		
<b>B20-Exterior Closure</b>									<b>\$576,986</b>
	B2010	Exterior Walls (brick)	South facing	Long-Term	1,000	SQFT	Brick is cracking and crumbling in a few areas		\$96,678
	B2010	Exterior Walls (metal, non-insulated)	Upper portion of wall	Long-Term	300	SQFT	Good condition overall - worn from age		\$26,367
	B2010	Exterior Walls (plaster/EIFS)	Canopies	Long-Term	500	SQFT	Good condition - standard wear and tear		\$21,972
	B2016	Exterior Soffits	Perimeter	Long-Term	800	SQFT	Good condition		\$35,156
	B2020	Exterior Windows	Entire Perimeter	Near-Term	960	SQFT	Old pellas with shades in windows		\$142,515
	B2030	Exterior Doors, FRP/aluminum		Long-Term	18	EACH	Decent condition - old		\$221,482
	B2030	Exterior Doors, hollow metal		Near-Term	6	EACH	Older doors - decent condition		\$32,816
	B2030	Exterior Doors, numbered	All	Future	24	EACH	Doors are numbered		
		single point of visitor entry	Front Entrance - main office	Future	1	ALLO	Good secure entry		
<b>B30-Roofing</b>									<b>\$919,676</b>
	B3010	Roof Coverings (rubber/epdm)	remaining roof other than north side	Long-Term	26,160	SQFT	12-15 years old - okay condition		\$919,676
	B3010	Roof Coverings (rubber/epdm)	north end	Future	17,440	SQFT	good condition - replaced 4 years ago		
<b>C-Interiors</b>									<b>\$344,251</b>
C10-Interior Construction									\$344,251
	C1010	Interior glazing (impact resistant)	Entirety of the building	Future	1	SQFT	all glass is impact resistant around the through the buildings		
	C1010	Interior Walls	All interior walls	Future	1	SQFT	Walls are in good condition - minor flaws/cracks, nothing alarming		
	C1020	doors (outward opening)	Art & a couple bathrooms/storage	Critical	4	EACH	not outward opening		\$55,568
	C1020	doors (wood or metal)	whole building	Long-Term	47	EACH	there is a mix of replaced and new - all were in good working condition		\$264,372
	C1023	door hardware, lock from inside classroom	All	Future	25	EACH	Doors auto lock/lock inside room		
	C1035	Interior Signage, code compliant	All	Critical	50	EACH	Not code complaint		\$24,311
	C20	Staircases							\$0
	C2010	Handrails (code compliant)	Kindergarten	Future	1	EACH	good		
<b>D-Services</b>									<b>\$7,840,516</b>
D20-Plumbing									\$322,121
	D2010	Faucet	all	Near-Term	19	EACH	Most are original - replaced as needed. No major issues	1997	\$37,113
	D2010	Flush Valve	All restrooms	Near-Term	30	EACH	No major issues - old and original/some fixed as needed	1997	\$35,160
	D2010	Sink	All	Near-Term	19	EACH	Old and original but in decent condition - no major issues	1997	\$37,113
	D2010	Toilet or Urinal	All bathrooms	Near-Term	30	EACH	old/original but okay condition, no major cracks or flaws	1997	\$58,600
	D2018	Drinking Fountain	Throughout - Corridors	Long-Term	6	EACH	Recently installed - no issues		\$63,280
	D2020	Domestic Water Distribution	Throughout	Critical	43,600	SQFT	From the 50's - very old	1950's	\$90,854
	D2020	hot water heater	Boiler room	Future	1	EACH	New heater		
	D2030	Sanitary Waste	Throughout	Future	43,600	SQFT	Great condition - no issues		
	D2040	Rain Water Drainage (roof conductors)	All	Future	43,600	SQFT	No issues - all functioning		
<b>D30-HVAC</b>									<b>\$6,125,009</b>
	D3020	Heating Generating System (boiler, small)	Boiler room	Critical	2	EACH	Need to be replaced - very old		\$347,302
	D3022	Hydronic Plumbing	All	Critical	43,600	SQFT	Very old - functioning but needs replacement		\$605,694
	D3030	Cooling Generating System (condensing unit)	Each classroom and most offices	Long-Term	33	EACH	33 mini splits that are brand new	2023	\$2,900,354
	D3040	Exhaust fans	Throughout building	Critical	10	EACH	bad condition		\$69,460
	D3050	air handling unit (AHU)	Gymnasium	Critical	2	EACH	Very old		\$208,381
	D3050	unit heater	hallways/corridors by entrances	Critical	7	EACH	bad condition	1997	\$48,622
	D3050	unit vents (UV)	Classrooms/office spaces	Critical	33	EACH	very old	1997	\$1,604,534
	D3060	Controls & Instrumentation	throughout	Near-Term	43,600	SQFT	Pneumatic system		\$340,662
<b>D40-Fire Protection</b>									<b>\$6,946</b>
	D4030	Fire Extinguishers	corridors, boiler room etc	Critical	10	EACH	sufficient coverage but old cabinets not in code compliance/labeled		\$6,946
<b>D50-Electrical</b>									<b>\$1,386,439</b>
	D5010	Electrical panels	throughout	Long-Term	10	EACH	good condition overall		\$263,669
	D5010	Electrical Service & Distribution	Throughout	Near-Term	1	ALLO	service is good but distribution is bad		\$468,801
	D5020	Exit & Emergency Lighting	Throughout	Future	43,600	SQFT	Updated - good condition		
	D5020	exterior building lighting	Full perimeter of building	Future	16	EACH	good condition - LED		
	D5031	mass notification system	Throughout	Near-Term	43,600	SQFT	PA System - nothing beyond that. Could use upgraded mass notification system		\$51,099
	D5037	Fire Alarm System	Throughout	Near-Term	43,600	SQFT			\$221,430
	D5038	access control	Throughout	Long-Term	24	EACH	Access controls are adequate overall		\$189,841
	D5038	security cameras (exterior)	Throughout	Future	43,600	SQFT	Good coverage throughout		
	D5038	security cameras (interior)	Throughout	Future	43,600	SQFT	good coverage of entire building		
	D5039	Local Area Network	Throughout	Long-Term	43,600	SQFT	Wifi system - adequate		\$191,599
<b>E-Equipment &amp; Furnishings</b>									<b>\$175,779</b>
E10-Equipment									\$175,779
	E1020	Gym Backboards	Gymnasium	Future	6	EACH	New		
	E1090	Kitchens	Kitchen	Long-Term	1	ALLO	Great condition		\$175,779
<b>F-Special Construction &amp; Demo</b>									<b>\$0</b>
<b>G-Building Sitework</b>									<b>\$100,103</b>
G20-Site Improvements									\$100,103
		barricade at entry	Exterior	Near-Term	1	ALLO	Minimal and not full coverage of all areas necessary but okay		\$15,627
	G2020	ADA parking space	Parking lot	Future	4	EACH	Sufficient		
	G2030	ADA accessible route	Entrances & at library	Future	1	ALLO	Good condition		
	G2041	Fencing, around mechanical & electrical equipment	NONE	Critical	100	LNFT	Exterior		\$8,891
	G2041	Fencing, around playground	Playground - exterior	Future	1,400	LNFT	Good		
	G2044	Signage, directional (staff, student, parent, visitor)	Parking lots	Long-Term	12	EACH	Decent coverage and condition		\$31,640
	G2045	playground surface	Playground	Future	8,500	SQFT	wood chips - Replaced yearly		
	G2050	Landscaping, no obstructions/hiding spots	Exterior Entrys	Long-Term	1	ALLO	Open and does not seem to have any serious hiding areas		\$43,945
<b>G30-Site Utilities</b>									<b>\$0</b>
	G3010	Water Supply	City	Future	1	LPSM	Decent condition		
	G3020	Sanitary Sewer	Septic	Future	1	LPSM	Decent condition		
<b>G40-Site Electrical</b>									<b>\$0</b>
	G4020	Site Lighting	LED Exterior	Future	10	EACH	Good condition - replaced as needed		
<b>Total Costs</b>									<b>\$10,176,156</b>



# NATIONAL MERIT SCHOLARSHIP CORPORATION

1560 Sherman Avenue, Suite 200, Evanston, Illinois 60201-4897 (847) 866-5100

## NMSC Nationwide Announcements of 2025 Merit Scholarship® Winners

### **April 23: Announcement of Corporate-Sponsored Merit Scholarship Winners**

About 125 companies and businesses finance National Merit® Scholarships for Finalists who meet their specified criteria. Most of the approximately 770 corporate-sponsored awards are for children of a sponsor organization's employees, but some are specified for residents of communities where a company has plants or offices, and a few are provided for Finalists who have college major or career interests a sponsor wishes to encourage. The majority of these awards are offered between March 12 and March 31.

### **May 7: Announcement of National Merit® \$2500 Scholarship Winners**

The 2,500 National Merit \$2500 Scholarships are the awards for which every Finalist is considered. Winners are named in every state, in numbers based on the state's percentage of the nation's graduating high school seniors. In addition, a number of recipients are chosen in the District of Columbia, schools in U.S. commonwealths and territories, schools in other countries that enroll U.S. citizens, and U.S. boarding schools that enroll a sizable portion of students from outside the state in which the school is located. NMSC's own funds support the majority of the National Merit \$2500 Scholarships, but corporate sponsors help underwrite these awards with grants they provide in lieu of paying administrative fees. The majority of these awards are offered between March 20 and April 1.

### **June 4: First Announcement of College-Sponsored Merit Scholarship Winners**

About 150 colleges and universities currently underwrite approximately 3,600 National Merit Scholarships in each annual competition. Only Finalists who plan to attend a college or university that sponsors Merit Scholarship awards can be considered for one. Winners are chosen by officials of the sponsoring college or university. Each Finalist who accepts a college-sponsored award must use it at the institution financing it; a change in college choice will cancel the scholarship. The first round of college-sponsored awards is offered on May 1.

### **July 14: Announcement of College-Sponsored Merit Scholarship Winners**

A second announcement will be made on July 14 to recognize college-sponsored awardees not included in the June 4 announcement.

### **2025 National Merit Scholarship Competition**

Among all students who entered the 2025 National Merit Scholarship Program, only about 16,000 were named Semifinalists. They were designated on a state representational basis, in proportion to each state's percentage of the national total of graduating high school seniors. In order to advance in the competition and be considered for a Merit Scholarship award, a Semifinalist had to become a Finalist by fulfilling several requirements that included submitting a detailed scholarship application and presenting a record of very high academic performance. All winners of about 6,870 National Merit Scholarships are being chosen from the group of more than 15,000 distinguished Finalists.

**Fruitport**  
**March 20, 2025**

	Current State	Future State	Action Items
Systems	<ul style="list-style-type: none"> <li>● MTSS               <ul style="list-style-type: none"> <li>○ Varies per building                   <ul style="list-style-type: none"> <li>● Focus on tier 1 (Beach and Edgewood = reading, Shettler = math).</li> </ul> </li> </ul> </li> </ul> <hr/> <ul style="list-style-type: none"> <li>● MICIP               <ul style="list-style-type: none"> <li>○ Ongoing commitment and priority</li> </ul> </li> </ul> <hr/> <ul style="list-style-type: none"> <li>● Truancy               <ul style="list-style-type: none"> <li>○ K-12 Focus</li> </ul> </li> </ul> <hr/> <ul style="list-style-type: none"> <li>● ASD, MoCI, MiCI               <ul style="list-style-type: none"> <li>○ Regional -&gt; local (based on student need and IA data)</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>● MTSS               <ul style="list-style-type: none"> <li>○ Continue</li> <li>○ Adopt new 6-8 math and elementary reading curriculums</li> <li>○ Evaluate K-5 instructional assistant (IA) data</li> <li>○ Determine secondary intervention</li> </ul> </li> </ul> <hr/> <p>Complete Needs Assessment</p> <hr/> <p>Continue</p> <hr/> <p>Explore new programming (local)</p>	<ul style="list-style-type: none"> <li>● MTSS               <ul style="list-style-type: none"> <li>○ Complete MTSS manual K-12</li> <li>○ New curriculum support - Danielle and Mary</li> </ul> </li> </ul> <hr/> <p>Collaboration with Dave Hundt</p> <hr/> <p>Look at best practice - ongoing with Matt Dye</p> <hr/> <p>ISD - IS/SE collaboration</p>
Initiatives	<ul style="list-style-type: none"> <li>● Section 35 Reading and Dyslexia Work               <ul style="list-style-type: none"> <li>○ Implemented Diverse Classroom Libraries</li> </ul> </li> </ul> <hr/> <ul style="list-style-type: none"> <li>● Specialized Education and Instruction - resource rooms supporting tier 1 instruction</li> </ul> <hr/> <ul style="list-style-type: none"> <li>● LRE Monitoring               <ul style="list-style-type: none"> <li>○ Awareness and discussions</li> </ul> </li> </ul> <hr/> <ul style="list-style-type: none"> <li>● Restorative Practices - Administration training in restorative practice/ justice</li> </ul>	<p>Learning around new dyslexia regulations and grants</p> <hr/> <p>Assessment of current programs and services</p> <hr/> <p>Prepare for April 2026 audit</p> <hr/> <p>Create a district-wide strategic plan of how to implement strategies</p>	<p>Collaboration with Mary and Laura</p> <hr/> <p>ISD collaboration with IS/SE, (TTA team)</p> <hr/> <p>Learn from other counties</p> <hr/> <p>Support from Kiana and MSU</p>
PD	<ul style="list-style-type: none"> <li>● Asynchronous Learning Days               <ul style="list-style-type: none"> <li>○ Completed year 1</li> </ul> </li> </ul> <hr/> <ul style="list-style-type: none"> <li>● Solution Tree               <ul style="list-style-type: none"> <li>○ Secondary PLC's</li> </ul> </li> </ul> <hr/> <ul style="list-style-type: none"> <li>● Elementary Tier 1               <ul style="list-style-type: none"> <li>○ Literacy and math with MAISD and AIR</li> </ul> </li> </ul>	<p>Creating new options for staff</p> <hr/> <p>Ongoing</p> <hr/> <p>Ongoing</p>	<p>Continue collaboration with ISD-vetting</p> <hr/> <p>ISD - Content consultants</p> <hr/> <p>ISD - Mary, Danielle, Laura</p>

**BOARD ACTION REQUEST FORM**

**Meeting Date:** April 21, 2025

To: Board of Education

Attachments # IX-1 through IX-4

From: Jason Kennedy

**Subject to be Discussed and Policy Reference:**

- Bill Listing
- March 2025 General Fund Report
- March 2025 Investments Report
- Personnel Report

**Background Information:**

See attached

**Financial Impact:**

**Recommended Action:**

Approval of the Consent Agenda, as presented.

**Action Taken:**

**Vote:** \_\_\_ Burgess      \_\_\_ Cole      \_\_\_ Hazekamp      \_\_\_ Kelly  
         \_\_\_ Meeuwenberg      \_\_\_ Mueller      \_\_\_ Six



**FRUITPORT COMMUNITY SCHOOLS  
BILL LIST  
Month of March 2025**

<b><u>FUND</u></b>	<b><u>AMOUNT</u></b>
GENERAL FUND	\$407,213.15
EARLY CHILDHOOD CENTER	\$192.26
FOOD SERVICE	\$82,312.29
COOPERATIVE EDUC (ISD) - TECH MILLAGE	\$3,120.00
DEBT SERVICE FUND 2016	\$500.00
CREDIT CARDS (ALL FUNDS)	\$111,294.96
<b>GRAND TOTAL</b>	<b><u><u>\$604,632.66</u></u></b>





## MARCH 2025 GENERAL FUND FINANCIAL REPORT

	2025 ORIGINAL BUDGET	2025 AMENDED BUDGET	2025 YTD ACTUAL	MARCH MTD FY25	% YTD SPENT	2024 YTD ACTUAL
<b>Revenues:</b>						
100 LOCAL	3,986,559.00	4,417,009.00	3,646,071.97	(85.00)	82.55%	4,525,220.72
300 STATE	30,531,376.00	31,280,857.00	20,789,011.73	2,741,883.90	66.46%	32,141,457.37
400 FEDERAL	2,254,845.00	2,483,591.00	35,557.00	-	1.43%	4,165,108.39
500 TRANSFERS	1,621,283.00	1,946,962.00	281,310.36	-	14.45%	1,814,526.38
TOTAL	<u>38,394,063.00</u>	<u>40,128,419.00</u>	<u>24,751,951.06</u>	<u>2,741,798.90</u>	<u>61.68%</u>	<u>42,646,312.86</u>
<b>Expenses:</b>						
111 ELEMENTARY	(6,459,300.00)	(7,000,954.00)	(4,003,135.03)	(472,642.74)	57.18%	(6,628,979.05)
112 MIDDLE SCHOOL/JUNIOR HIGH	(3,399,564.00)	(3,557,021.00)	(1,960,650.41)	(243,710.33)	55.12%	(3,342,477.12)
113 HIGH SCHOOL	(4,937,084.00)	(5,025,756.00)	(2,866,746.45)	(373,137.44)	57.04%	(4,882,023.05)
122 SPECIAL EDUCATION	(5,581,430.00)	(5,625,070.00)	(3,182,020.08)	(412,185.97)	56.57%	(5,190,619.12)
125 COMPENSATORY EDUCATION	(1,179,017.00)	(1,414,665.00)	(712,080.68)	(74,074.61)	50.34%	(1,306,919.86)
127 VOCATIONAL EDUCATION	(160,323.00)	(169,800.00)	(88,356.41)	(11,378.18)	52.04%	(175,641.27)
131 BASIC ADULT/CONTINUING ED	(16,494.00)	(14,547.00)	(175.00)	-	1.20%	(17,275.19)
132 SECONDARY ADLT/CONTINUING EDUC	(148,287.00)	(158,433.00)	(98,966.27)	(12,889.01)	62.47%	(138,228.24)
211 TRUANCY/ABSENTEEISM SERVICES	-	(5,302.00)	(5,302.47)	-	100.01%	(5,000.00)
212 GUIDANCE SERVICES	(507,976.00)	(532,683.00)	(317,055.59)	(39,974.26)	59.52%	(480,291.92)
213 HEALTH SERVICES	(834,957.00)	(857,918.00)	(539,422.08)	(69,078.55)	62.88%	(715,911.85)
214 PSYCHOLOGICAL SERVICES	(358,865.00)	(384,465.00)	(224,450.52)	(27,526.07)	58.38%	(409,836.78)
215 SPEECH PATHOLOGY/AUDIOLOG SERV	(950,975.00)	(1,199,390.00)	(691,022.47)	(87,337.22)	57.61%	(884,438.60)
216 SOCIAL WORK SERVICES	(726,508.00)	(748,136.00)	(440,824.28)	(64,926.70)	58.92%	(698,603.07)
218 TEACHER CONSULTANT	-	-	(343.04)	-	100.00%	(385.92)
219 OTHER PUPIL SUPPORT SERVICES	(775,473.00)	(817,932.00)	(547,679.83)	(86,343.31)	66.96%	(734,571.16)
221 IMPROVEMENT OF INSTRUCTION	(443,433.00)	(473,571.00)	(323,922.16)	(55,875.31)	68.40%	(383,452.14)
222 EDUCATIONAL MEDIA SERVICES	(230,997.00)	(254,876.00)	(163,245.10)	(16,725.65)	64.05%	(249,951.16)
225 TECHNOLOGY ASSISTED INSTRUCTED	(12,650.00)	(37,782.00)	(35,156.50)	-	93.05%	(120,771.93)
226 SUPERVIS/DIR OF INSTRUCT STAFF	(998,351.00)	(1,059,955.00)	(808,414.92)	(86,722.72)	76.27%	(835,956.53)
227 ACADEMIC STUDENT ASSESSMENT	(31,819.00)	(25,250.00)	(17,372.55)	(550.00)	68.80%	(16,745.82)
231 BOARD OF EDUCATION	(67,344.00)	(66,993.00)	(46,231.55)	(398.30)	69.01%	(49,451.70)
232 EXECUTIVE ADMINISTRATION	(560,509.00)	(581,515.00)	(448,366.65)	(41,531.82)	77.10%	(557,252.05)
241 OFFICE OF THE PRINCIPAL	(2,100,740.00)	(2,178,380.00)	(1,398,595.40)	(159,121.28)	64.20%	(2,072,447.16)
249 OTHER SCHOOL ADMINISTRATION	(1,600.00)	(2,600.00)	(2,500.00)	-	96.15%	(8,579.09)
252 FISCAL SERVICES	(484,908.00)	(555,691.00)	(534,310.77)	(162,576.30)	96.15%	(504,255.70)
257 INTERNAL SERVICES	(34,209.00)	(28,463.00)	(10,222.37)	(181.07)	35.91%	(23,163.99)
259 OTHER BUSINESS SERVICES	(105,807.00)	(113,208.00)	(60,894.64)	(31,515.63)	53.79%	(91,049.69)
261 OPERATING BUILDING SERVICES	(3,321,839.00)	(3,653,757.00)	(2,682,587.98)	(245,035.80)	73.42%	(3,612,688.13)
266 SECURITY SERVICES	(85,000.00)	(85,000.00)	-	-	0.00%	(95,217.50)
271 PUPIL TRANSPORTATION SERVICES	(2,592,070.00)	(2,605,911.00)	(1,744,549.33)	(241,284.94)	66.95%	(2,642,233.02)
282 COMMUNICATION SERVICES	(17,800.00)	(12,800.00)	(3,469.95)	(3,439.95)	27.11%	(9,251.54)
283 STAFF/PERSONNEL SERVICES	(22,950.00)	(20,950.00)	(15,539.08)	(131.60)	74.17%	(33,739.12)
284 SUPPORT SERVICES TECHNOLOGY	(491,107.00)	(651,205.00)	(536,963.86)	(118,011.79)	82.46%	(664,717.13)
285 PUPIL ACCOUNTING	(5,838.00)	(5,438.00)	-	-	0.00%	(5,703.19)
289 OTHER CENTRAL SERVICES	(1,000.00)	(1,000.00)	-	-	0.00%	(1,203.00)
293 ATHLETIC ACTIVITIES	(803,466.00)	(815,610.00)	(642,487.17)	(39,363.74)	78.77%	(783,501.61)
299 OTHER SUPPORT SERVICES	(13,815.00)	(15,315.00)	-	-	0.00%	(13,434.69)
311 COMMUNITY SERVICES DIRECTION	(69,820.00)	(79,570.00)	(42,992.88)	(13,228.86)	54.03%	(99,562.95)
331 COMMUNITY ACTIVITIES	(8,859.00)	(3,800.00)	(517.65)	-	13.62%	(1,263.78)
371 NON-PUBIC SCHOOL PUPILS	(22,326.00)	(26,582.00)	(8,276.66)	(2,188.75)	31.14%	(28,986.69)
411 PAYMENTS TO OTHER PS IN MICH	-	-	(2,394.28)	-	100.00%	(9,600.00)
455 BLDG ACQUIS & CONSTRUCT SERV	(4,680.00)	-	-	-	100.00%	(4,679.71)
456 BUILDING IMPROVEMENT SERVICES	-	-	-	-	100.00%	(8,217.50)
511 DEBT SERV-S-LONG TERM-PRINCIPAL	(40,416.00)	(40,416.00)	(40,416.72)	-	100.00%	(40,416.72)
611 FUND MODIFICATIONS (GF)	(55,962.00)	(55,962.00)	-	-	0.00%	-
642 FUND MODIFICATIONS (B&S)	(237,000.00)	(187,000.00)	-	-	0.00%	(735,000.00)
TOTAL	<u>(38,902,568.00)</u>	<u>(41,150,672.00)</u>	<u>(25,247,658.78)</u>	<u>(3,193,087.90)</u>	<u>61.35%</u>	<u>(39,313,695.44)</u>
SURPLUS (DEFECIT)	(508,505.00)	(1,022,253.00)	(495,707.72)			3,332,617.42



## MARCH 2025 INVESTMENTS

### General Fund

#### Liquid Investments

Amount		Interest Rates
\$	3,191,743.64	Variable

#### Long Term Investments

Amount		Interest Rates	Maturity Dates
\$	4,525,000.00	4.24% - 4.31%	7/25-11/25

Total General Fund Investments \$ 7,716,743.64

### Building & Site

#### Liquid Investments

Amount		Interest Rates
\$	282,996.68	Variable

#### Long Term Investments

Amount		Interest Rates	Maturity Dates
\$	1,625,000.00	4.24% - 4.31%	7/25-11/25

Total Building & Site Investments \$ 1,907,996.68

### Trust & Agency

#### Liquid Investments

Amount		Interest Rates
\$	419,214.47	Variable

#### Long Term Investments

Amount		Interest Rates	Maturity Dates
\$	-	N/A	N/A

Total Building & Site Investments \$ 419,214.47

### Bond

#### Liquid Investments

Amount		Interest Rates
\$	638,783.33	Variable

#### Long Term Investments

Amount		Interest Rates	Maturity Dates
\$	-	N/A	N/A

Total Building & Site Investments \$ 638,783.33

## **Personnel Report – April 21, 2025**

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

Olivia Zienert – Director of Special Education

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

Robert Cammenga – Certified Occupational Therapy Assistant (COTA)

Jeanne Rance – HS MOCI Instructional Assistant

Rachel Schaub – Shettler Instructional Assistant

Christine Bowen – Transfer from Alternative Education to FHS ELA

The following positions are currently posted:

Educational Interpreter for Deaf and/or Hard of Hearing

Elementary Teacher – 4<sup>th</sup> Grade (2 positions)

Instructional Assistant (3) – Edgewood ASD, Beach, Beach MOCI  
Classroom

JV Girls Basketball Coach

Middle School Competitive Cheer Coach

Middle School Science and ELA Teacher

Premier Substitute Teacher

School Bus Driver

School Psychology Intern (Year 3)

Year Round Child Care Assistant

Jason Kennedy  
Superintendent  
Fruitport Community Schools

Dear Jason,

"I believe that children are our future. Teach them well and let them lead the way. Show them all the beauty they possess inside. Give them a sense of pride.... No matter what they take away from me, they can't take away my dignity.... Learning To Love Yourself; it's The Greatest Love of All!"

I borrowed these words from Whitney Houston in my biography at the start of my career at Fruitport Community Schools. The song became a theme for the beginning of my time at the schools. It is the same philosophy I held throughout, and now that at the end of my career, respecting the worth of human life no matter what state they may find themselves.

With this, I will inform you that I am retiring from Fruitport Community Schools at the end of the 2025 school year. The effective date for retirement will be July 1, 2025.

Sincerely,

Robert L. Cammenga

*Robert L. Cammenga COTA*



Kennedy, Jason <jkennedy@fruitportschools.net>

---

## Retirement

---

**Rance, Jeanne** <jrance@fruitportschools.net>

Fri, Mar 28, 2025 at 10:02 AM

To: Mark Mesbergen <mmesbergen@fruitportschools.net>, Jason Kennedy <jkennedy@fruitportschools.net>, Greg Bodrie <gbodrie@fruitportschools.net>

I thought I had already informed you of my retirement at the end of year. Please let me know if you need anything else you may need. I also hope to still sub next year for the HS MOCI rooms. Not sure what I need to do for this. Thank you!!  
Jeanne Rance





Kennedy, Jason <jkennedy@fruitportschools.net>

---

## Fwd: Resignation from Instructional Assistant Position

---

**Mesbergen, Mark** <mmesbergen@fruitportschools.net>

Mon, Mar 17, 2025 at 3:20 PM

To: Jason Kennedy <jkennedy@fruitportschools.net>, Danielle VanderMeulen <dvandermeulen@fruitportschools.net>

FYI.

----- Forwarded message -----

From: **Schaub, Rachel** <rschaub@fruitportschools.net>

Date: Mon, Mar 17, 2025 at 1:55 PM

Subject: Resignation from Instructional Assistant Position

To: Duffey, Janelle <jduffy@fruitportschools.net>, Mesbergen, Mark <mmesbergen@fruitportschools.net>, Greg Bodrie <gbodrie@fruitportschools.net>

Dear Janelle,

I am writing to formally resign from my position as an instructional assistant at Shettler Elementary, effective immediately.

While this is not what I hoped for, as I have valued my time working with the students and staff here at Shettler, I understand the conflict in my new schedule.

I am grateful for the opportunity I was given to work with my son and the other students. I learned so much about special education and also about myself. It truly was a privilege.

Please feel free to contact me if you're in need of anything else.

Kindly,  
Rachel Schaub

--



**Mark Mesbergen**

Director of Business Services

Phone: 231-865-4005

Fax: 231-865-4022



## Fruitport Community Schools

Superintendent's Office

*fruitportschools.net*

April 9, 2025

Christine Bowen  
562 Gardner St.  
Muskegon, MI 49442

Subject: Approval of Transfer Request

Dear Ms. Bowen,

This letter is to formally acknowledge and approve your request for a voluntary transfer from Fruitport Alternative Education High School to teach courses you are certified for at Fruitport High School in the fall of the 2025 - 26 school year.

After a review of your request and consideration of staffing needs across the district, we are pleased to support your transition to Fruitport High School. Your commitment to student success has been greatly valued in your current role, and we are confident that you will continue to bring the same level of dedication and skill to your new position.

Please coordinate with Lauren Chesney and the department head(s) for your new position to ensure a smooth transition of responsibilities and instructional materials.

We thank you for your continued service to the district and wish you success in your new assignment.

Sincerely,

Allison Camp  
Curriculum Director  
Fruitport Community Schools  
[acamp@fruitportschools.net](mailto:acamp@fruitportschools.net)  
231.865.4003

# Olivia Zienert

616-328-1021  
livzienert@gmail.com

## OBJECTIVE

Experienced special education administrator seeking to lead and enhance special education services within the Eastern Service Unit. Committed to fostering inclusive learning environments, ensuring compliance, and collaborating with stakeholders to support student success.

---

### SHELDON PINES INTERIM DIRECTOR

**Ottawa Area  
Intermediate  
School District**  
February 2025-  
June 2025

- Supervise and evaluate teachers and paraprofessionals
- Manage student disciplinary concerns
- Ensure building safety by communicating information provided by district safety and security team
- Plan and facilitate staff meetings
- Monitor provision of special education services to ensure alignment with the law and best practices
- Support the use of Graduation Alliance software for high school students

### YOUNG ADULT SERVICES ASSISTANT DIRECTOR

**Ottawa Area  
Intermediate  
School District**  
2021 - Present

- Supervise and evaluate teachers and paraprofessionals
- Plan and facilitate professional development
- Manage student disciplinary concerns
- Building Implementation Team member
- District Implementation Team member
- MTSS Tier 2/3 team
- OAISD Professional Development Committee

## CAREER

### SPECIAL EDUCATION TEACHER

**Ottawa Area  
Intermediate  
School District**  
2016 - 2021

- Adaptive Schools committee member
- Professional development planning committee
- Represented OAISD on the Michigan Department of Education Administrator Standards Stakeholder committee
- Represented Young Adult Services on the Return2Learn task force

### SPECIAL EDUCATION TEACHER

**Greenville  
Public Schools**  
2015-2016

- High school self-contained resource room teacher
  - Served students experiencing poverty
  - Served students with significant mental health needs
-

## OBJECTIVE

Experienced special education administrator seeking to lead and enhance special education services within the Eastern Service Unit. Committed to fostering inclusive learning environments, ensuring compliance, and collaborating with stakeholders to support student success.

---

## EDUCATION

**Grand Valley  
State University**  
2024

### SPECIAL EDUCATION ADMINISTRATION

- Full special educational administration approval

**Central  
Michigan  
University**  
2021

### EDUCATIONAL LEADERSHIP

*Master of Arts*

- Emphasis in supervision
- Leadership internship completed fall 2020

**Grand Valley  
State University**  
2015

### COMPREHENSIVE SCIENCE AND ARTS FOR TEACHING & SPECIAL EDUCATION

*Bachelor of Science*

- Magna Cum Laude
  - Most Outstanding Student Award
- 

## ADDITIONAL TRAINING

- PREPaRE Crisis Training
- Blue Envelop
  - Level 2 responder
- Behavior Threat Assessment & Management
- Crisis Prevention Institute (CPI)
- Adaptive Schools



To Whom It May Concern,

I am honored to write this letter of recommendation for Olivia Zienert, Assistant Director of Young Adult Services at the Ottawa Area Intermediate School District. I had the privilege of hiring Olivia for her current role 4.5 years ago, after she had already demonstrated exceptional dedication and expertise as a teacher in the Young Adult Services program for six years. Throughout her tenure, Olivia has continuously evolved into a strong and effective leader, making a significant impact on our programs and the students we serve.

Olivia is a true team player who exemplifies servant leadership. She willingly steps into any role where support is needed, demonstrating adaptability and an unwavering commitment to our mission. Most recently, she volunteered to take on the interim Director role at Sheldon Pines School, expanding her leadership experience and showcasing her ability to lead in diverse settings. Her problem-solving skills, inquisitive nature, and ability to navigate challenges with poise and professionalism are among her greatest strengths.

Beyond her formal responsibilities, Olivia actively contributes to various committees and initiatives within the district. She is well-respected throughout Ottawa County, not only for her expertise but also for her collaborative spirit and willingness to support colleagues in any capacity. Her dedication, integrity, and ability to build strong relationships make her an invaluable asset to our organization.

I highly recommend Olivia Zienert for any leadership opportunity she may pursue. She is an exceptional professional whose impact is felt by students, staff, and the greater community. Please do not hesitate to contact me if you require further information.

Sincerely,

Jennifer Wolters  
Assistant Superintendent of Teaching and Learning  
Ottawa Area Intermediate School District





STATE OF MICHIGAN  
DEPARTMENT OF TREASURY

GRETCHEN WHITMER  
GOVERNOR

RACHAEL EUBANKS  
STATE TREASURER

**March 28, 2025**

**PUBLIC EMPLOYER CONTRIBUTIONS TO MEDICAL BENEFIT PLANS  
ANNUAL COST LIMITATIONS – CALENDAR YEAR 2026**

For a medical benefit plan coverage year beginning on or after January 1, 2012, MCL 15.563, as last amended by 2018 Public Act 477, sets a limit on the amount that a public employer may contribute to a medical benefit plan.

For medical benefit plan coverage years beginning on or after January 1, 2013, MCL 15.563 provides that the dollar amounts that are multiplied by the number of employees with each coverage type be adjusted annually. Specifically, the dollar amounts shall be adjusted, by October 1 of each year after 2011 and before 2019, by the change in the medical care component of the United States consumer price index for the most recent 12-month period for which data are available. By April 1 of each year after 2018, the dollar amounts shall be adjusted by the change in the medical care component of the U.S. consumer price index for the most recent 12-month period for which data are available. For calendar year 2025, the limit on the amount that a public employer may contribute to a medical benefit plan was set to the sum of the following:

- \$7,718.26 times the number of employees and elected public officials with single-person coverage
- \$16,141.28 times the number of employees and elected public officials with individual-and-spouse coverage or individual-plus-1-nonspouse-dependent coverage
- \$21,049.85 times the number of employees and elected public officials with family coverage.

The limits for 2026 equal the 2025 limits increased by **2.9 percent**. The 2.9 percent is the percentage change in the medical care component from the period March 2023-February 2024 to the period March 2024-February 2025.

Thus, for medical benefit plan coverage years beginning on or after January 1, 2026, the limit on the amount that a public employer may contribute to a medical benefit plan equals the sum of the following:

- \$7,942.09 times the number of employees and elected public officials with single-person coverage
- \$16,609.38 times the number of employees and elected public officials with individual -and-spouse coverage or individual-plus-1-nonspouse-dependent coverage
- \$21,660.30 times the number of employees and elected public officials with family coverage.

*Rachael Eubanks*

Rachael Eubanks  
State Treasurer

March 28, 2025



**MAISD BOARD OF EDUCATION**

**2025-2026**

# **GENERAL FUND BUDGET**

**Fiscal Year Ending June 30, 2026**

***APRIL 21, 2025***

**MAISD**



**Muskegon Area  
Intermediate  
School District**

April 15, 2025

Dear Budget Review Representative:

I am pleased that your board has designated you to be its representative at the MAISD Budget Review for constituent districts. The budget has been prepared in a “function and program” format that should be helpful to you in reviewing the programs and services being offered by the MAISD.

The major assumptions we made in preparing the 2025-26 General Fund Budget are found on the pages immediately following this letter.

The MAISD coordinates over 100 different programs in the general education field. Our organization also oversees approximately \$43 million in special education funding. Our ISD also oversees the Head Start Program for Muskegon and Oceana Counties, as well as the Great Start Readiness Program for our constituent school districts as part of the Early Childhood Program. Additionally, the Technical Education funding for the county high schools and Career Tech Center flow through the MAISD. All of the programs see an ebb and flow of funding applications, oversight responsibility, and mandated reporting cycles handled by MAISD staff, thereby removing some of the burden of work from local schools and districts.

The funding of public education in Michigan presents us with even more challenges. We are able to accomplish a great deal when working together as a region. We have developed an economy of scale to increase productivity at all levels.

Our mission is to provide leadership, programs, and services that enhance the success of everyone it serves. As an example of this, the MAISD offers business services with four districts taking advantage of that service at this time, and also assist in coordinating collaborations in literacy coaching, school safety, operations, and technology services.

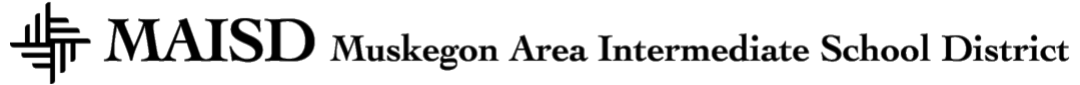
The MAISD appreciates your presence at this important meeting. As a reminder, the Budget Review meeting will take place on Thursday, May 1, 2025, at 5:30 p.m. We will limit the length to one hour and include a brief update on the MAISD’s use of its general fund to help sustain local school district priorities.

If you have any questions that cannot be answered by your local district, please contact Mike Schluentz, Associate Superintendent for Administrative Services, 767-7207, or me at 767-7201.

Sincerely,



Randy Lindquist  
Superintendent



## 2025-26 General Fund Budget

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### Table of Contents

Major Assumptions for the 2025-26 General Fund Budget .....	i
General Fund Budget by Function .....	ii
General Fund Budget by Program .....	iii
Special Education Fund Budget .....	iv
General Education and Special Education Fund Budgets Combined.....	v
Instructional Services - Academic Services .....	1
Early Childhood Education - Academic Services .....	9
Technology Services - Administrative Services .....	11
Administration .....	13
Business & Finance - Administrative Services.....	17

## 2025-26 MAISD Budget



### *Major Assumptions for Preparation of the Budget*

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#### **Revenues**

1. Property Taxes/Millage
  - A 5.0 % increase in property tax collections
  - Last year's increase was 9.31% less a .9917 roll-back to the millage rate
2. State Aid
  - Section 81 increase of 4.0% per Governor's budget proposal.
  - Reduced interest income by about 25%
  - Section 56 increase of \$800 thousand per Governor's budget proposal.
  - Loss of Section 147a(3) and 147a(4) to match the reduction of the UAAL from 20.96% to 15.21%. A loss of \$1,575,000 in revenues. The ORS contribution savings are estimated to be around \$650,000
  - All other State Aid calculations are based on no increase over FY2024.

#### **Expenditures**

1. Adjustments for all salary and wage schedules as follows:
  - Center-based Teachers and Paraprofessionals – 3.0% COLA plus steps.
  - CTC Teachers – 3.0% COLA plus steps.
  - All other staff are budgeted with a 3.0% COLA increase plus steps.
2. Employee health insurance costs are based on a 3.5% increase to the state mandated cap. Dental and vision rates were maintained.
3. The Michigan School Employees Retirement System's contribution rates range from 30.23% to 44.93%, compared to the prior year's range of 31.54% to 41.94%. The normal retirement rates increased by 1.72% for Basic and MIP plans and by 0.82% for both Pension Plus plans. The normal health cost rose by 2.58% for all plans with a health premium subsidy. The proposed UAAL increased from 10.58% to 15.02%.

**MUSKEGON AREA INTERMEDIATE SCHOOL DISTRICT**  
**General Fund Budget**  
**For Fiscal Year Ending June 30, 2026**  
**April 21, 2025**

<b>Category</b>	Actual 2022-23	Actual 2023-24	2024-25 Amended 1/21/2025	2025-26 Proposed 4/21/2025
Local Sources	12,504,314	14,243,289	14,865,499	15,960,716
State Sources	15,520,133	15,730,467	17,287,267	16,745,435
Federal Sources	12,065,422	11,694,341	14,288,478	14,135,823
Other Financing Sources	3,902,332	2,814,906	2,891,795	4,528,876
<b>Total Revenues</b>	<b>43,992,201</b>	<b>44,483,003</b>	<b>49,333,039</b>	<b>51,370,850</b>
Basic Programs	2,692,939	2,606,882	2,925,629	2,582,177
Added Needs	32,374	1,426	54,056	133,170
Adult and Continuing	86,074	87,877	70,700	0
Pupil	1,256,307	1,196,337	1,510,822	2,130,121
Instructional	6,618,158	6,163,929	8,161,413	7,269,265
General Administration	714,191	584,700	581,784	592,198
School Administration	404,280	392,884	433,197	404,263
Business	1,755,873	1,762,637	1,852,464	1,928,371
Operation & Maintenance	1,279,232	1,571,664	1,616,551	1,537,899
Pupil Transportation	822,124	971,719	299,529	170,600
Central Services	5,205,057	4,526,530	3,964,345	5,358,433
Other	0	0	0	0
Community Services	6,298,178	6,461,798	6,863,483	6,213,777
Other Financing Uses (LEA Distributions)	16,644,310	17,749,959	20,580,668	23,036,143
<b>Total Expenditures</b>	<b>43,809,097</b>	<b>44,078,342</b>	<b>48,914,641</b>	<b>51,356,417</b>
Excess Revenues (Expenditures)	183,104	404,661	418,398	14,433
Fund Balance, July 1	6,426,061	6,609,165	7,013,826	7,432,224
Fund Balance, June 30	<u>6,609,165</u>	<u>7,013,826</u>	<u>7,432,224</u>	<u>7,446,657</u>



**MUSKEGON AREA INTERMEDIATE SCHOOL DISTRICT**  
**General Fund Budget (Programs)**  
**For Fiscal Year Ending June 30, 2026**  
**April 21, 2025**

<b>Category</b>	Actual	Actual	2024-25	2025-26
	2022-23	2023-24	Amended 1/21/2025	Proposed 4/21/2025
Local	12,504,314	14,243,289	14,865,499	15,960,716
State	15,520,133	15,730,467	17,287,267	16,745,435
Federal	12,065,422	11,694,341	14,288,478	14,135,823
Other Financing Sources	3,902,332	2,814,906	2,891,795	4,528,876
<b>Total Revenues</b>	<b>43,992,201</b>	<b>44,483,003</b>	<b>49,333,039</b>	<b>51,370,850</b>
Instructional Services	9,302,475	9,282,510	14,274,870	13,250,455
Early Childhood Education	18,233,904	19,239,654	18,536,501	20,026,271
Non-Traditional Education	664	0	0	0
Technology Services	1,915,163	2,023,359	2,116,452	2,191,439
Administration	3,150,568	3,671,446	4,482,853	4,604,994
Administrative Services - Finance and Operations	5,732,481	3,956,840	3,163,192	4,634,985
Enhancement Millage Distributions	5,473,842	5,904,533	6,340,773	6,648,273
<b>Total Expenditures</b>	<b>43,809,097</b>	<b>44,078,342</b>	<b>48,914,641</b>	<b>51,356,417</b>
Excess Revenues (Expenditures)	183,104	404,661	418,398	14,433
Fund Balance, July 1	6,426,061	6,609,165	7,013,826	7,432,224
Fund Balance, June 30	<u>6,609,165</u>	<u>7,013,826</u>	<u>7,432,224</u>	<u>7,446,657</u>

**MUSKEGON AREA INTERMEDIATE SCHOOL DISTRICT**  
**Special Education Fund Budget**  
**For Fiscal Year Ending June 30, 2026**  
**April 21, 2025**

<b>Category</b>	Actual	Actual	2024-25	2025-26
	2022-23	2023-24	Amended 1/21/2025	Proposed 4/21/2025
Local Sources	17,921,899	18,398,366	21,890,305	22,707,589
State Sources	10,727,257	12,485,869	11,387,171	11,467,813
Federal Sources	9,602,125	9,490,325	9,233,622	8,970,053
Other Financing Sources	40,373	0	0	0
<b>Total Revenues</b>	<b>38,291,654</b>	<b>40,374,560</b>	<b>42,511,098</b>	<b>43,145,455</b>
Basic Programs	0	0	0	0
Added Needs	7,540,773	7,770,114	8,404,482	9,091,690
Adult and Continuing	0	0	0	0
Pupil	6,365,840	6,785,321	7,797,001	8,080,866
Instructional Staff	2,779,094	2,861,307	3,041,544	3,072,370
General Administration	36,607	42,638	49,070	49,070
School Administration	985,256	1,060,315	1,103,888	1,149,393
Business	1,282	1,284	5,500	5,500
Operation & Maintenance	674,779	620,671	728,854	728,273
Pupil Transportation	94,347	70,741	77,590	77,590
Central Services	908,732	1,186,241	963,213	993,599
Other	2,000	2,000	35,354	2,000
Community Services	1,258	845	1,900	1,900
Other Financing Uses (LEA Distributions)	19,138,820	19,588,993	20,820,200	19,893,204
<b>Total Expenditures</b>	<b>38,528,788</b>	<b>39,990,470</b>	<b>43,028,596</b>	<b>43,145,455</b>
Excess Revenues (Expenditures)	-237,134	384,090	-517,498	0
Fund Balance, July 1	1,120,542	883,408	1,267,498	750,000
Fund Balance, June 30	883,408	1,267,498	750,000	750,000

**MUSKEGON AREA INTERMEDIATE SCHOOL DISTRICT**  
**General Fund & Special Education Fund (Combined)**  
**For Fiscal Year Ending June 30, 2026**  
**April 21, 2025**

<b>Category</b>	Actual 2022-23	Actual 2023-24	2024-25 Amended 1/21/2025	2025-26 Proposed 4/21/2025
Local Sources	30,426,213	32,641,655	36,755,804	38,668,305
State Sources	26,247,390	28,216,336	28,674,438	28,213,248
Federal Sources	21,667,547	21,184,666	23,522,100	23,105,876
Other Financing Sources	3,942,705	2,814,906	2,891,795	4,528,876
<b>Total Revenues</b>	<b>82,283,855</b>	<b>84,857,563</b>	<b>91,844,137</b>	<b>94,516,305</b>
Basic Programs	2,692,939	2,606,882	2,925,629	2,582,177
Added Needs	7,573,147	7,771,540	8,458,538	9,224,860
Adult and Continuing	86,074	87,877	70,700	0
Pupil	7,622,147	7,981,658	9,307,823	10,210,987
Instructional	9,397,252	9,025,236	11,202,957	10,341,635
General Administration	750,798	627,338	630,854	641,268
School Administration	1,389,536	1,453,199	1,537,085	1,553,656
Business	1,757,155	1,763,921	1,857,964	1,933,871
Operation & Maintenance	1,954,011	2,192,335	2,345,405	2,266,172
Pupil Transportation	916,471	1,042,460	377,119	248,190
Central Services	6,113,789	5,712,771	4,927,558	6,352,032
Other	2,000	2,000	35,354	2,000
Community Services	6,299,436	6,462,643	6,865,383	6,215,677
Other Financing Uses (LEA Distributions)	35,783,130	37,338,952	41,400,868	42,929,347
<b>Total Expenditures</b>	<b>82,337,885</b>	<b>84,068,812</b>	<b>91,943,237</b>	<b>94,501,872</b>
Excess Revenues (Expenditures)	-54,030	788,751	-99,100	14,433
Fund Balance, July 1	7,546,603	7,492,573	8,281,324	8,182,224
Fund Balance, June 30	<u>7,492,573</u>	<u>8,281,324</u>	<u>8,182,224</u>	<u>8,196,657</u>
Fund Balance as a percentage of total expenditures	9.10%	9.85%	8.90%	8.67%

# Instructional Services

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MAISD Instructional Services department provides services and activities to the local districts around the following categories that focus on the need to assist and enable districts with instructional improvement for increased student learning and achievement:

- Arts Education Support
  - Complementary Student Programs and Models
  - Continuous Improvement
  - Curriculum and Assessment Development
  - Development of Effective Learning Environments and Positive Behavior Support Systems
  - Enhanced Content Area Awareness
  - Health and Wellness for Students and Staff
  - Multi-Tiered Systems of Support (MTSS)
  - Priority & Focus Schools
  - System Support
  - Title Programs
- 

## **Adolescent and School Health**

- Grant to support and advance comprehensive school health through expert consultation, collaboration with local schools and community groups, and coordination of community resources, thereby enabling students to learn positive health behaviors, reduce risk behaviors, and prevent disease
- Provides training and implementation of the Michigan Model for Health and supports comprehensive school health education curricula
- State funding through the State of Michigan Health and Wellness Initiatives
- Serves Muskegon, Newaygo, and Oceana counties

## **Aesthetic Education**

- Provides support for the Muskegon Museum of Art to carry out their Aesthetic Education program.

## **Aviation Camp**

- Provides registration support for Aviation Camp in partnership with Orchard View and Montague
- Allows middle school students to engage in high-quality learning about Aviation Careers

## **Balanced Formative Assessment**

- Provides professional learning for teachers and administrators around the elements of a balanced assessment system and focused support to districts for M-STEP, PSAT, and SAT

## **Critical Incident Stress Management**

- Provide a coordinated and consistent crisis response to support districts' stress management after traumatic events
- Trains teams of school staff in how to manage a crisis
- Creates a network of teams across the county to call upon in the event of an acute traumatic incident

# Instructional Services

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## Early Literacy Teacher Coaches

- Provides literacy coaching to support K-5th grade teachers in using research-supported instructional and assessment practices
- Provides goal-driven coaching cycles across the school year
- Develops building-level literacy leaders who support grade-level professional learning
- Develops a countywide professional learning network focused on research-supported practices for all students

## Farm to School

- Revenue from invoicing Creating Healthy Schools partner districts is used to support salary of Farm to School Specialist and applicable Food Literacy Educator(s)

## Hackley Community Care

- Supports partnership with Hackley Community Care (HCC)
- Collects various health-related data to identify district needs in the areas of physical, mental, and oral health of students
- Provides data reports to HCC, school districts, and other health-related agencies to determine the health needs of students and the community
- Helps districts develop needs-based, individualized school health plans and aligns districts with available community services and resources

## Health Professional Development

- Provides professional development training for health education-related workshops

## Improving Mathematics Sec. 23 H

- Provides professional learning and training of Math Recovery courses, including AVMR Course 1, AVMR Course 2, AVMR Fractions, MRSp1 and MRSp2
- Supports districts with implementation of Math Recovery within their Tier 1 systems
- Provides onsite support, consultation, and coaching related to Math Recovery courses

## Instructional Services

- Provides direct support to constituent groups including superintendents, curriculum specialists, high school principals, middle school principals, elementary school principals, and Prek-12 teachers
- Overall liaison responsibilities to the Michigan Department of Education and the General Education Leadership Network for school districts with regard to general education grants and legislative requirements
- Collects data on local district needs and performance as well as collects data on MAISD Instructional Services to engage districts in a coordinated and collaborative planning process resulting in equitable and efficient service delivery plans

## Literacy

- Coordinates, facilitates information, and provides professional development related to Pre-K to 12 English Language Arts and Literacy

# Instructional Services

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- Liaison with Michigan Department of Education, Michigan Association of Intermediate School Administrators (MAISA), and grant agencies for local districts regarding English Language Arts and Literacy
- On-site support, consultation, and coaching related to Pre-K- 12 English Language Arts and Literacy Development
- Coordinates information related to research-supported practices and innovative models for Pre-K-12 English Language Arts and Literacy instruction
- Coordinates and participates in local and state efforts to improve and enhance English Language Arts education, including MAISA Early Literacy task force and secondary disciplinary literacy initiatives; Early Literacy-Coaching grant
- Coordinates with Instructional Services Department and Special Education to ensure the successful implementation of the Michigan English Language Arts, PreK-12 Standards
- Focuses on professional development and support in Literacy for grades PreK-12 countywide with differentiated reading and writing instruction

## Math

- Coordinates and facilitates information and provides professional development related to PreK-12 mathematics education
- On-site support, consultation, and coaching related to mathematics education and school improvement
- Provides technical assistance relating to state and federal accountability requirements
- Coordinates and participates in local and state efforts to improve and enhance mathematics education, including MAISA Early Math Task Force initiatives, MiSTEM Network grant activities, and Math Recovery
- Coordinates with Instructional Services Department and Special Education to ensure the successful implementation of the Michigan Mathematics K-12 Standards

## MEDC PK-12 Strategic Investments Round 1

- Provides funding for Middle Vision Programming at the CTC for Muskegon, Orchard View, and Muskegon Heights 6th graders
- Provides funding for Design Thinking Professional Development with Teachers and Leaders
- Provides funding for Design Thinking Challenges in our MDE Accountability-identified Middle Schools

## Michigan Health Endowment Fund

- Working with selected districts to empower Food Service Directors to drive student nutrition initiatives such as breakfast after the bell, student wellness teams, student gardens, local food production, etc

## MiSTEM Advisory Council

- Place-based education (PBE) connects schools with their communities to create learning experiences for students that have a lasting impact on the local environment
- Engages teachers and students in meaningful watershed educational experiences utilizing PBE



# Instructional Services

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- Provides professional development for teachers to better facilitate inquiry-based and project-based learning
- Provides students with the civic engagement opportunity to address local environmental issues

## **MTSS / Continuous Improvement**

- Provides professional development and information dissemination in the areas of continuous improvement and instructional best practices to support tiered instruction
- Maintains a liaison with Michigan Department of Education for local districts regarding state assessments, Title I, and Continuous Improvement
- Supports and coordinates training for analyzing and preparing for state assessments at all levels and in all content areas
- Supports districts and schools in multiple aspects of data analysis associated with local and state assessments, specifically in the area of assessing needs
- Supports districts and schools in completing the Michigan Integrated Continuous Improvement Process (MICIP)
- Supports districts with compliance in regard to state and federal budgeting, programming, audits, and on-site reviews
- Supports continuous improvement teams
- Supports district and building leadership teams to establish an integrated MTSS framework in support of the whole child (academic, behavioral, physical, social, and emotional)
- Supports district and building leadership teams to provide ongoing professional learning (training, coaching, and technical assistance) related to implementing schoolwide and classroom Positive Behavioral Interventions and Supports (PBIS)

## **Muskegon County Virtual Academy**

- Virtual student program implemented in collaboration with participating districts
- Offers a 100% virtual option for students from districts that may not have the numbers to scale their program
- Uses a data and MTSS approach to focus on student success

## **MyAlliance Mental Health S.31 N Mental Health**

- Oversee and administer Section 31N grants offered through the State of Michigan
- Enhance and expand the availability of mental health services and support to general education K-12 students
- Integrate mental health support into school buildings through collaborative work with county agencies and organizations

## **One Room School**

- Promotes the Maple Ridge School Endowment
- Coordinates, manages, and supports the historical one-room school
- Offers student visits with teacher-guided instruction, play activities, and educational materials of the late 1800s and early 1900s

## **Out-Of-School Time**

# Instructional Services

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- Provides funds for local schools to host and provide high quality, summer programming for students
- Provides funds for bussing, supplies, and staff salaries

## **Positive Behavior Interventions and Supports (PBIS)**

- Enhance and expand systems of support for developing and sustaining a multi-tiered behavioral framework (PBIS) within Muskegon County districts
- Provides ongoing professional learning, coaching, and technical assistance to district and building leadership teams in multiple aspects of planning, structuring, and implementing a multi-tiered behavioral framework
- Training and Information dissemination in the areas of PBIS, trauma-sensitive schools, social and emotional learning, and school climate and culture
- Supports schools in multiple aspects of data analysis and problem-solving
- Supports integration of mental health services within schools

## **Project SAFE**

- Enhance and expand systems of support for developing and sustaining a multi-tiered behavioral framework (PBIS) within Muskegon County districts
- Provides ongoing professional learning, coaching, and technical assistance to district leadership teams, building leadership teams, and individual staff members in multiple aspects of planning, structuring, and implementing schoolwide and classroom Positive Behavior Intervention and Supports (PBIS) at Tiers 1, 2, and 3, with mental health integration (Interconnected Systems Framework)
- Training and Information dissemination in the areas of PBIS, school climate and culture, trauma-sensitive schools, social and emotional learning, restorative practices, and school mental health integration
- Supports schools in multiple aspects of data analysis and problem-solving
- Supports integration of mental health services within schools (ISF)

## **Regional Assistance Grant (RAG)**

- Provides assistance to Muskegon County schools identified under the Michigan school accountability system as Comprehensive Support and Improvement (CSI), Targeted Support and Improvement (TSI), and Additional Targeted Support (ATS)
- Provides support to districts and schools in the areas of data analysis, data-based decision-making, and evidence-based practices
- Provides support for professional development in areas matched to district and school needs
- Coordinates support efforts to CSI Schools as delineated by the Michigan Department of Education
- Supports districts with CSI Schools in the coordination of coaching supports
- Facilitates implementation of transformational supports within and across identified schools and districts
- Coordinates services to install systems for success provided by the MDE Coordinated Supports Partners, the Statewide Field Team, the MIMTSS Technical Assistance Center, and the Office of Partnership Districts

# Instructional Services

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## Regional Foundation Fund

- Place-based education (PBE) connects schools with their communities to create learning experiences for students that have a lasting impact on the local environment
- Engages teachers and students in meaningful watershed educational experiences utilizing PBE
- Provides professional development for teachers to better facilitate inquiry-based and project-based learning
- Provides students with the civic engagement opportunity to address local environmental issues

## REMC / Instructional Technology

- Instructional media and technology services are provided to school districts in Muskegon, Newaygo, and Oceana counties (approximately 44,000 students)
- Provides cooperative purchasing support
- Provides a Discovery Center of maker and STEM resources and support. Teachers may checkout collections of items/kits to support curriculum (i.e. resources include 3D printers, codable robots and drones, VR headsets, 360 cameras, electric circuit kits, and more)
- Offers regional and state consortium pricing for resources including annual Discovery Education Streaming and Public Performance Site licenses
- Professional development for emerging technology, i.e Artificial Intelligence (AI), teaching in a virtual environment, 3D printers, and online assessment tools
- Training and support for Google Apps including Google Classroom
- Professional development for administrators, teachers, and support staff in technology use and curriculum integration
- Professional development for MAISD/REMC 4 Technology Directors and MAISD/REMC 4 Librarians Group
- Provides support and training for MAISD/REMC 4 Technology Teachers Group
- Represent the needs of school districts on state REMC SAVE cooperative purchasing committees
- Provide community outreach - inviting staff from agencies and nonprofits to attend workshops, provide direct instruction for partner agencies, provide workshops for the community in area libraries, and partner with area libraries
- Provide customized Google Form support for special projects - i.e. facility use forms, school of choice forms, preschool report cards

## Science

- Coordinates information and professional development related to science education
- On-site support and consultation related to science education and school improvement
- Provides technical assistance relating to state and federal accountability requirements
- Coordinates and participates in local and state efforts to improve and enhance science education
- Coordinates with Instructional Services Department and Special Education to ensure the successful implementation of the Michigan Science Standards and the Common Core

## Social Studies

- Coordinates information and professional development related to social studies education
- On-site support and consultation related to social studies education and school improvement

# Instructional Services

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- Provides technical assistance relating to state and federal accountability requirements
- Coordinates and participates in local and state efforts to improve and enhance social studies education
- Collaborates with Instructional Services and Special Education Departments to ensure the successful implementation of the Michigan Social Studies Standards and C3.

## **STEAM K-12 Transport**

- Provides support for the use of Howmet STEAM funding meant to increase equity in attending field trips to local museums by funding the cost of a bus

## **STEM Academy**

- Provides professional development for teachers to better facilitate inquiry-based and project-based learning
- Provides students with the opportunity to make connections in already standing curricular content to their real world.
- Provides supplemental funding for teacher programs to implement PBL into their curriculum.

## **STEM (CTC)**

- Coordinates information and professional development related to STEM education and 3P learning
- On-site support, coaching, and consultation related to STEM education and 3P learning and school improvement
- Coordinates with Instructional Services Department and Special Education to ensure the successful implementation of the 3P learning across the disciplines.

## **T-3 Telelanguage**

- Provides access to on demand translation services over the phone in over 300 different languages for both the ISD and partnering schools; as well as, video ASL interpretation for the County.
- Contract with Propio is signed annually and is based on a preapproved number of minutes of translation.

## **Title III**

- Provides supplemental funding for district language acquisition programs to be used over and above the districts' required EL services
- Assists local districts in providing high-quality English language development to improve student proficiency and academic achievement

## **Title IX McKinney-Vento**

- Provides support to districts and schools in the areas of homeless identification, reducing barriers to enrollment and school participation, and advisement of student and family rights under McKinney-Vento law
- Provides professional development and information dissemination to support district homeless liaisons and McKinney-Vento homeless youth
- Maintains a liaison with Michigan Department of Education for local districts regarding

# Instructional Services

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McKinney-Vento legal requirements, funding, and grant coordination

## **Title IV Stronger Connections**

- Grant to support expanding mental health services in schools and promote safer, more inclusive, and positive school environments.
- Provides reimbursement to districts who hire a Tier 1 PBIS Classroom coach or an additional mental health professional for their district
- Provides Therapeutic Crisis Intervention training to one participant at each district
- Provides support and coaching from MAISD ELL systems coach for schools with multilingual learners

# Early Childhood Education

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The Special Education and Early Childhood Services departments operate the following grant-funded projects budgeted through the General Fund:

- 32p Early Childhood Programs
  - Early On
  - Great Start Readiness Program
  - Head Start and Early Head Start
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## **Early Childhood – 32p (Great Start Collaborative of Muskegon County)**

- Data is gathered from a diverse source of community partners, analyzed, and synthesized into a written plan of action
- Development and implementation of a comprehensive early childhood strategic plan for Muskegon County
- Establishment of a Parent Coalition that advocates to Lansing on a host of early childhood development topics
- Focus on providing early literacy and community information resources and referrals to families
- Financial support of community-based early literacy promotion, countywide ‘play and learn’ early literacy and socialization groups for parents/children, birth - five, maternal health, and Read Early. Read Often. early literacy campaign
- Provides financial support to community partners for book distribution efforts, including the United Way’s Dolly Parton Imagination Library.

## **Early On Michigan**

- Early identification, assessment, and follow-up of newborn infants at local hospitals who have a developmental delay or an established condition when discharged to home
- Provide early intervention services using a primary service provider model to empower caregivers to support their child’s development via strategies embedded in everyday routines
- Participate in public awareness activities to educate families, professionals, and agencies about *Early On* services and the importance of early intervention
- Participation in the Local Leadership Group in Muskegon County to support home visiting and inter-agency collaboration and support for all families
- Receive referrals from Core Well Health NICU, DeVos Clinics, and Trinity Health Services to promote coordinated care at home
- Provide professional development training and support for parents and professionals best practices and strategies to enhance a child’s development

## **Great Start Investment Fund**

- Provides GF support for early childhood initiatives

## **Great Start Home Visiting**

- State of Michigan Section 32p(4) grant - Early Head Start (state funding)
- State funding provided to support the Early Head Start model for two home visitors, serving 22 of the 165 Early Head Start children/pregnant women

## **Great Start Readiness – Pre-K**

- Great Start Readiness Program (GSRP) provides a free preschool experience to eligible four-



## **Early Childhood Education**

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year-old children. Funds 16 part-day, 272 HS/GSRP blend, 735 school day, and 65 extended day for a total of 1,088 children.

- State-funded preschool program for eligible four-year-old children
- Funding flows through the MAISD to several LEAs and Community-based Providers (i.e., private pre-schools per contractual agreements). MAISD operates GSRP programming in Muskegon, Muskegon Heights, Fruitport, and Mona Shores districts

### **Head Start Operations – Administration**

- Provide for Head Start and Early Head Start administration costs which cannot exceed 15% of total program operations

### **Head Start Operations – Program**

- Provide comprehensive early childhood development services to income-eligible families and preschool-aged children
- Serves 666 three- and four-year-old children in classrooms throughout Muskegon and Oceana counties
- Eligibility is based on federal poverty guidelines
- Program operated as a consortium of four partner districts and the MAISD is providing programming in Muskegon, Muskegon Heights, Fruitport, and Mona Shores districts

### **Early Head Start**

- Serves 165 pregnant women and families with children ages infant - three
- Weekly home visitation services provided to eligible families in Muskegon and Oceana counties.
- Federally-funded program providing comprehensive early childhood development services

### **Head Start Training & Technical Assistance**

- Professional development training for Head Start and Early Head Start staff

### **Read Early Read Often**

- Donated funds support early literacy enhancement activities, including book purchases
- Limited ISD funds support part-time staff liaison position

# Technology Services

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MAISD Technology Services provides data solutions and technical support to the MAISD and districts throughout West Michigan. Services include the Lakeshore Technology Consortium (LTC), Student Information Systems support and hosting, data integration support, internet services, Enterprise Solutions - Programs for Schools, management and support of the Shoreline Fiber Network, Network Services, and Client Services.

Other technology-related services provided include MI School Data and Our School Data (Data Warehouse Services), Instructional Technology support and training, and REMC media services and training.

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## **Data Warehouse**

- Our School Data is a data warehouse, hosted by Kent ISD, that is a central site for educational data, including demographics, state assessments, and local assessment data
- Our School Data offers a large variety of reports for data analysis, including the ability to cross-reference available data and drill down from district-wide information to individual student levels
- Assists with loading information into the data warehouse for access of reports and data by staff

## **Lakeshore Technology Consortium**

- Provides technology leadership and support to those local school districts (LEA) that choose to participate
- The LTC is a model for supporting districts as they integrate and advance their technology programs
- Assists with planning, acquiring, deploying, and supporting the appropriate technologies for school districts in a unified, efficient, timely, and cost-effective manner
- Technology services focus on vision and strategy, leadership, operational and budgetary oversight, and project coordination for the LTC team and member districts
- Client services focus on implementing technology projects and achieving the technology goals of the LEA; providing day-to-day technology support; and working closely with the LEA to implement technology best practices and standards of operation
- Network services targets the management/support of the LEA networks (both the network physical plant and electronics), server administration and hosting, and enterprise-level applications and systems

## **Network Services**

- Provides coordination of network repair and maintenance
- Network design, planning, and documentation
- Administration and support for server hosting, wireless networks, security systems, VOIP phone systems, network firewall and filtering, backup services, cabling plan, network directory, Google Applications for Education (GAFE), print management, multimedia/AV systems, and hardware acquisitions
- Provides service hosting for websites, Destiny, HelpSpot, PowerSchool, Moodle, servers and Active Directory, and ShoreTel VOIP

## **Phone System – VOIP**

- Supports Voice Over Internet Protocol (VOIP) system for all MAISD buildings
- Hosted VOIP service for eleven local districts

# Technology Services

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## Shoreline Fiber Network

- Management and support of a countywide fiber network that connects all local school districts, Muskegon County governmental sites, Central Police Dispatch (911) sites, and three higher education sites – Muskegon Community College, Baker College, and Merit Network, Inc.
- 130 miles of fiber attached to 3,500 poles
- Coordination of Internet service purchase from Merit Network, Inc., on behalf of all schools
- Repair and maintenance of fiber and equipment
- Provides locator services
- Pole transfers

## Student Management System

- Host and support the PowerSchool web-based student information system (SIS) for local MAISD school districts
- Grading setup/calculation for traditional and standards-based grades
- Attendance management and tracking for period or daily recording methods
- Parent/student portal support for real-time access to data, including grades, attendance, and teacher comments
- Scheduling support for counselors, including assistance/setup to gather student course requests, build master schedules, and schedule students
- Full support for Michigan Student Data System (MSDS) and related applications
- Customize reports for districts to define their own versions of transcripts and other official reports
- Development of custom modules and solutions
- Third-party data integration solutions
- MiDataHub data integration and support

## Technology Services

- Technical assistance with planning and design of local and wide area networks
- Assistance with district technology planning/visioning
- Firewall and filtering services
- Helpdesk/ticket support
- Technology hardware/equipment acquisition assistance
- Technology device management and support
- User account management
- Multimedia/AV systems support
- Project management
- Inventory asset ID and management
- Software licensing
- Applications/systems support
- Google Application for Education (GAPE) management
- Form workflow management
- Cybersecurity training and testing for staff

## Administration

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Administration oversees the Offices of the Superintendent, Associate Superintendent for Administrative Services, Associate Superintendent for Special Education, Associate Superintendent for Human Services & Auxiliary Programming, Executive Director for Early Childhood Services, Director of Communications, Director of Instructional Services, and Director of Technology

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### Administration

- Office of the Superintendent
- Positively impact the achievement and success of all students in the MAISD service area
- Enhance public understanding of and support for public education
- Maintain a highly qualified, dynamic staff that is committed to continuously learning
- Help educators collaborate on initiatives that benefit all students and staff
- Provide professional development programming that addresses the priorities of local school districts in the MAISD service area
- Engage local school districts in exploring a framework for the future of education
- Provides administrative support services to the entire organization
- Partners with Education Advocates of West Michigan (EAWM) to establish direct partnerships with business organizations, to develop a framework for determining legislative positions and community and legislative leader engagement strategies
- Coordinates local and regional community partnerships, grants, and programming (HealthWest, DHHS, United Way, Rotary, and many others)
- Represents various local, regional, and state association committees and boards that represent the work and needs of our county schools and districts

### Administrative Academy

- Professional development programs for administrators
- Provides leadership for the Muskegon Area Public Schools Superintendents' Association
- Engage local school districts in exploring a framework for the future of education

### Board of Education

- Five member board, selected by local school board members, establishes goals and policies, reviews the budget and aligns funding priorities with district goals, approves recommended curriculum, adopts policies governing staffing, and determines school facility needs
- Balanced geographic representation of large and small districts, as well as urban, suburban, and rural

### College Access

- Leads development of career and college programming
- Provides support for the Local College Access Network (LCAN) that helps students with college access services

### Communications

- Develops public image and range of public communications for the MAISD and local districts to build confidence in public education and advance the strategic goals of the MAISD
- Creates and implements informational campaigns and reports for MAISD programs and local school districts
- Produces video programs to support the strategic goals of the MAISD and constituent districts

# Administration

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- Builds relationships with news media to promote good news about public education
- Provides crisis communications support for MAISD and local districts
- Enhances MAISD and local district communications through consult, design, social media, and print services
- Equips local districts with the tools and skills to effectively communicate with a variety of stakeholders

## Community Involvement

- Serves as liaison connecting schools to community events and agencies
- Sustains and cultivates relationships and funding to sustain West Michigan Student Showcase
- Supports community events that are connected to schools

## Early College of Muskegon County

- Partnership between all school districts and Muskegon Community College
- Enables students to earn both a high school diploma and two years of college credit simultaneously at no cost to the student
- Support for Dean and Mentor expenses
- Provides marketing materials for the program

## Early/Middle College - Section 61b

- Covers costs for college credits offered through CTC programs
- Provides staff support for students working toward career goals

## Human Services

- Operation of the Human Services office, support services, and Pupil Membership for Muskegon County
- Serves as the district's compliance official
- Coordination and support of the Human Resources Managers' group
- Assists local districts in complying with federal and state employment, safety, and environmental regulations
- Assists districts with understanding and utilizing pupil accounting rules and regulations
- Coordinates the staff annual awards ceremony recognizing years of service, retiring staff and outstanding service
- Coordinates health insurance and retiree benefits for MAISD employees
- Acts as a chief negotiator for all employee contracts
- Responsible for recruiting potential employees
- Responsible for all new hire's training and the onboarding process

## Kickstart to Career

- A collaboration with the Community Foundation for Muskegon County
- Communicate with elementary principals and teachers to promote the program to students and schedule in-school activities
- Present program information to the community, donors, and parents to gain knowledge of the program layout
- Attend parent events to answer questions and provide explanations to their student accounts
- Participate in CSA consortium groups to share and gather data and best practices

# Administration

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## Legislative Services

- The Education Advocates of West Michigan acts as the state and federal government liaison
- Assist in legislation development beneficial to education and attend local legislative meetings
- Provides timely legislative reports and analysis

## Linked Muskegon - Section 107 Special Programs

- A collaboration between Muskegon County Adult Education programs, Michigan Works, the Muskegon Area Career Tech Center, and local employers
- Supports the cost of Navigator to work with students to design an Adult Learning Plan for the career pathway of each student
- Supports instruction costs for students attending CTC technical courses, employability skills curriculum, and recruitment/retention of adult education students

## Medicaid Caring 4 Students (C4S)

- Medicaid reimbursement for services provided to General Education students

## Print Services

- Enhances MAISD and local district communications through consult, design, and full-color printing and binding services
- Utilizes digital print and bindery equipment for the production and finishing of high-quality flyers, brochures, booklets, programs, newsletters, forms, posters, stickers, magnets, clings, notepads, business cards, and other customized materials
- Provides high-quality, customized printing and finishing at a low cost from a variety of compatible electronic files or hard-copy originals
- Coordinates with Communications Department and MAISD staff to quote and purchase promotional, marketing, and printed materials that Print Services is unable to produce internally such as high volume runs of letterhead, envelopes and newsletters, banners, yard signs, bumper stickers, rulers, and other specialized print pieces
- Facilitates professional design services for schools and MAISD community outreach programs, such as Early College, Muskegon Area Promise, Read Early Read Often, and more

## Promise Zone

- Provides leadership and support to schools to increase scholarship attainment
- Facilitates work of the Promise Zone Authority Board including fund development
- Leverages the Promise to improve student achievement

## Pupil Accounting Services

- Provides state-mandated auditing functions to assist districts with student count procedures
- Supports districts in their pupil accounting and documentation to maximize student count
- Provides technical support for local districts related to pupil membership and local district student data support
- Provides county-wide truancy services

## Security Services

- Oversees the safety and security of the organization
- Provides oversight and manages the Emergency Operations Plan for the organization

## Administration

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- Serves as the liaison between the MAISD and first responders, School Resource Officers, the Michigan State Police Office of School Safety, and similar organizations.
- Coordinates MAISD safety and security efforts with local first responders and other related agencies
- Provides support and guidance to local district leaders on school safety initiatives and requirements
- Provides training to MAISD personnel and districts

### Web and Social Media

- Manages website including annual maintenance and web redesign
- Serves as MAISD ADA Web Accessibility Coordinator/Web Compliance Officer
- Crafts Transparency Report and ISD Web Report
- Leverages website and social media to promote MAISD and enhance support for public education



# Business and Finance

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The Office of Business and Finance assists districts in fiscal matters and coordinates the Lakeshore School Business Officials and Facility Directors user groups.

Regulatory functions include state and federal reporting, financial auditing, transportation, and financial monitoring of grants.

On an internal basis, responsibilities lie in fiscal management, insurance programs, and facilities management.

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## **Building Improvements**

- Supports future facility needs using excess local property tax funds

## **District Financial Support**

- Provides business services for local school districts
- Processes payroll services for local school districts

## **Financial Management System**

- Provides management and support for participating districts
- Tyler MUNIS Enterprise Financial Management & Accounting Software is a multi-fund accounting system that integrates general ledger, payroll, and human resources
- Content Manager transforms paper forms and documents into electronic images and integrates with Tyler Content Manager
- Oversees compliance with local, state, and federal reporting including 1099, GASB, FID, ORS, REP, OSHA

## **Financial Services**

- Office of the Associate Superintendent for Administrative Services and administrative support services
- Provides technical assistance and support
- Acts as the liaison with local districts and the Michigan Department of Education
- Supports constituent groups including the Superintendent's Committee and Business Manager's Committee
- Provides administrative review of local districts targeted under Early Warning legislation
- Furnishes an annual Statistical Summaries & Information
- Coordinates district salary/benefit survey and rankings
- Provides state and federal grant oversight and financial reports
- Distributes Special Education funds to local districts as prescribed by the Special Education funding plan
- Develops and manages MAISD budgets
- Provides comprehensive accounting services and support

## **Headlee Obligations for Data Collection**

- Data collection for the Center for Educational Performance and Information (CEPI)

# Business and Finance

---

## **Insurance – Property**

- District property and liability insurance

## **Mail Services**

- Provides regular interschool mail delivery serving each local district

## **MAISD South Campus**

- Houses offices for MAISD Finance and Financial Systems staff
- Houses offices for MAISD Early Childhood staff

## **Operations and Maintenance**

- Supports the operation and maintenance costs of the MAISD North and South buildings and facilities
- Coordinates a cooperative purchasing system for custodial/maintenance supplies as needed
- Coordinates and supports a countywide Maintenance Directors Group

## **Post Employment Benefits**

- Provides life insurance and supplements health insurance costs

## **Technology Enhancement Millage**

- One-mill (Currently rolled back to 0.9749) property tax increase originally approved by Muskegon County voters on February 25, 2014, to support district technology and security
- All funds collected are passed through the MAISD to local districts, Public School Academies, and MAISD SE programs on a per-student basis.



[www.muskegonisd.org](http://www.muskegonisd.org)



[www.twitter.com/maisd](https://www.twitter.com/maisd)



[www.facebook.com/muskegonisd](https://www.facebook.com/muskegonisd)





# MAISD - 2025/26 Budget Original

May 1, 2025



# MAISD At a Glance - Assumptions

- 5% increase in taxable values (9.31% increase less 0.9917 roll-back last year)
- State increases/decreases (i.e. Sec. 56, 81 and 147c) are per Governor's budget proposal  
(A 4% Increase to Sec. 81, \$800k increase to Sec. 56, and \$1.575 million decrease to 147a/c )
- Wage increases were budgeted as follows:
  - Center Based Teachers and IAs - 3% COLA plus steps (Currently in negotiations)
  - CTC Teachers - 3% COLA plus steps. (Currently in negotiations)
  - All Non Affiliated Staff - 3% COLA plus steps.
- Health insurance costs are based on a 3.5% increase to the state mandated cap beginning January 1st 2026. Dental and Vision - budgeted with no increase. (Actual CAP increase is currently 2.9%)
- MPSERS rate show a district-wide savings of approximately \$650k when factoring in the UAAL decrease of 5.75% and the increase to the normal rates.



# MAISD At a Glance

Total 2025-26 Budget: \$105 million

Passthrough payments: \$43 million

7 Total Funds

3 Major Funds - General Fund, Special Education Fund, Vocational Education Fund

425+ Employees

# MAISD At a Glance - All Funds

## MAISD - All Funds

**Other Sources**

4.7%

**Federal Sources**

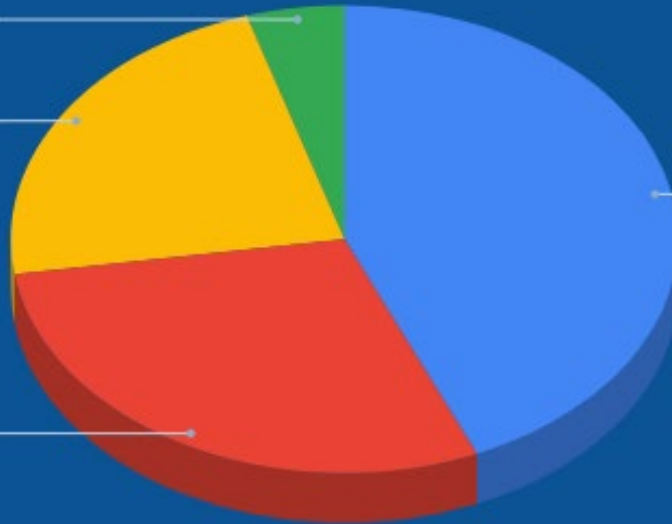
22.7%

**State Sources**

29.1%

**Local Sources**

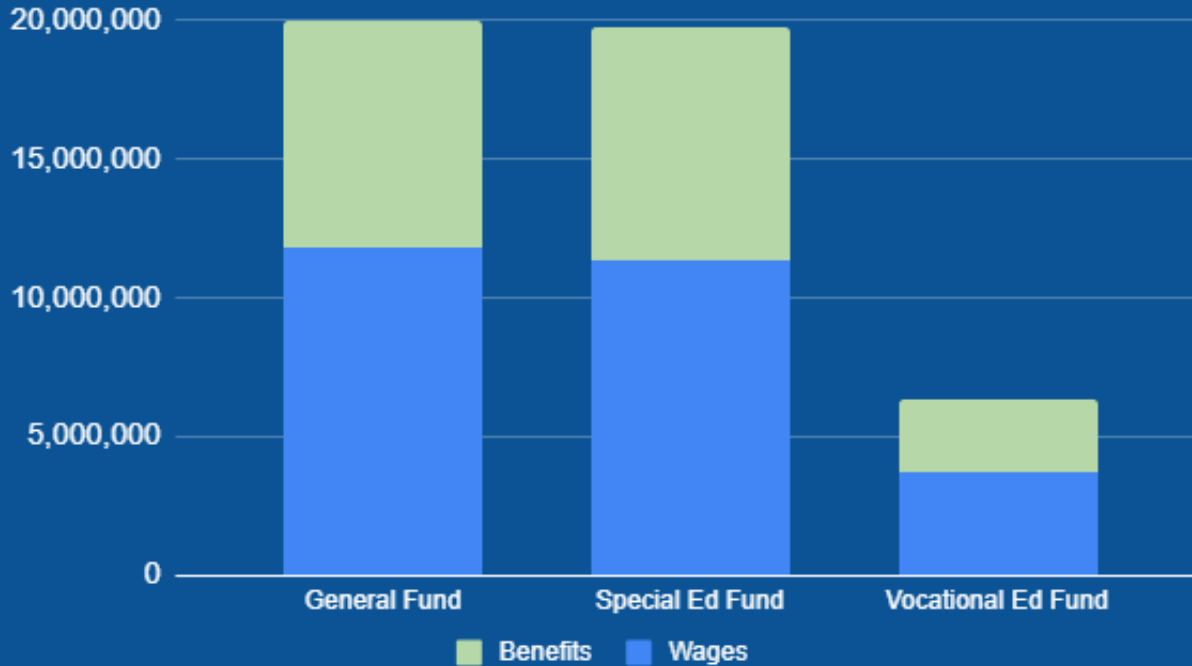
43.5%





# MAISD At a Glance - All Funds

MAISD Personnel (2025-26 Budget Original)

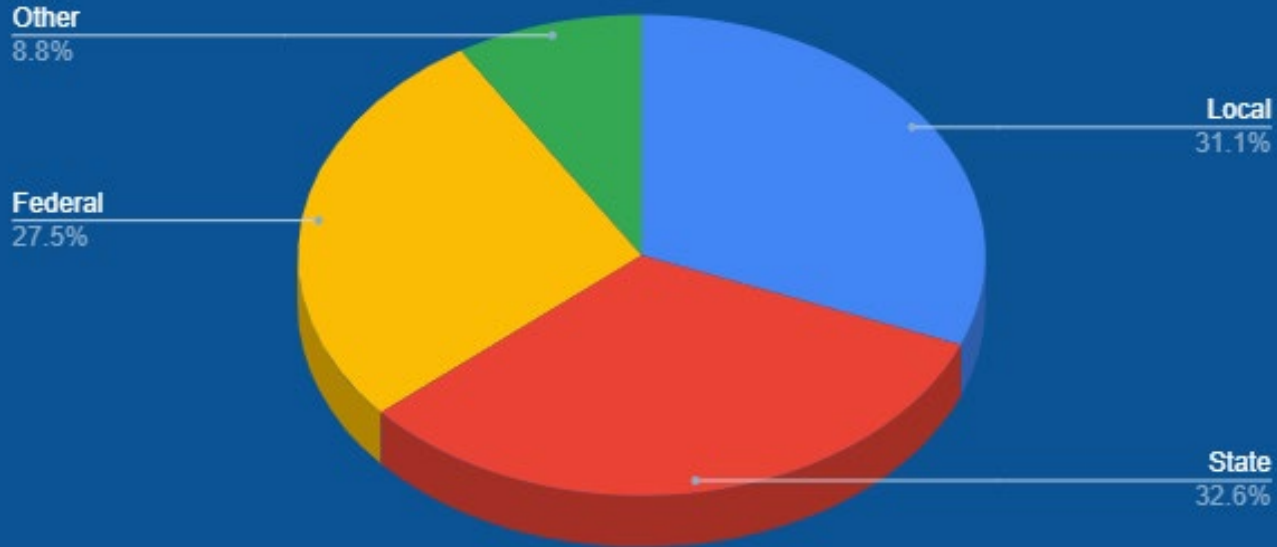


# General Fund & Special Ed Fund Budgets

	2022-23 Actual	2023-24 Actual	2024-25 Amended	2025-26 Original
<b>General Fund Budget</b>				
Total Revenues	\$43,992,201	\$44,483,003	\$49,333,039	\$51,370,850
Total Expenditures	43,809,097	44,078,342	48,914,641	51,356,417
Surplus (Deficit)	\$183,104	\$404,661	\$418,398	\$14,433
Ending Fund Balance	\$6,609,165	\$7,013,826	\$7,432,224	\$7,446,657
<b>Special Ed Fund Budget</b>				
Total Revenues	\$38,291,654	\$40,374,560	\$42,511,098	\$43,145,455
Total Expenditures	38,528,788	39,990,470	43,028,596	43,145,455
Surplus (Deficit)	<b>(\$237,134)</b>	\$384,090	<b>(\$517,498)</b>	\$0
Ending Fund Balance	\$883,408	\$1,267,498	\$750,000	\$750,000
<b>Combined GF &amp; SE Fund Balance</b>	<b>\$ 7,492,573</b>	<b>\$ 8,281,324</b>	<b>\$ 8,182,224</b>	<b>\$ 8,196,657</b>
<b>Percentage of Annual Expenditures</b>	<b>9.1%</b>	<b>9.9%</b>	<b>8.9%</b>	<b>8.7%</b>

# MAISD At a Glance - General Fund

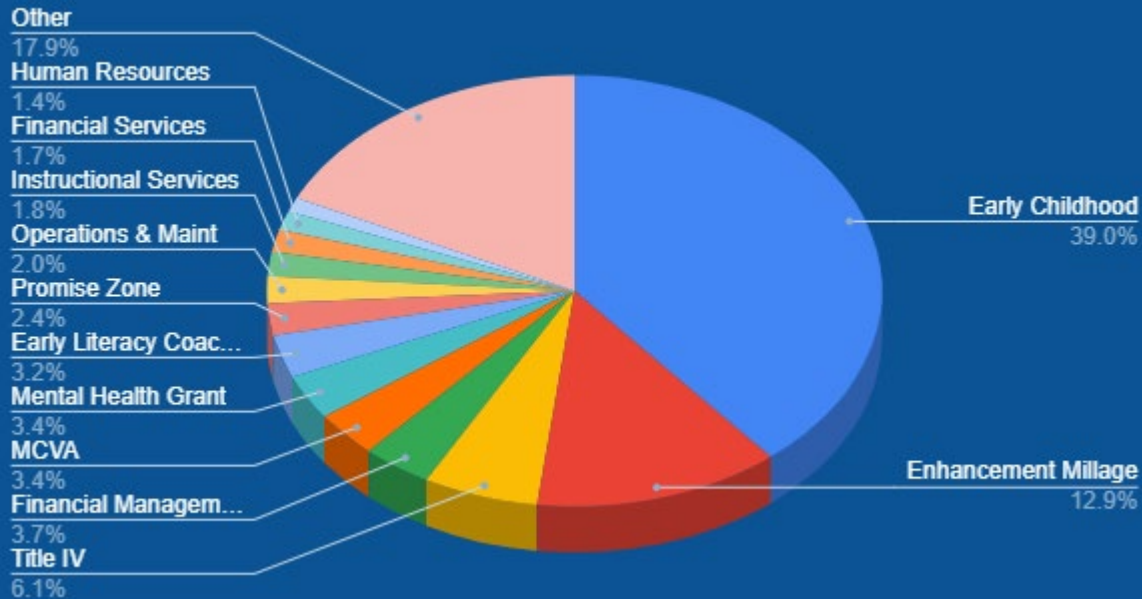
## MAISD - General Fund



# MAISD At a Glance - General Fund

Functionally,  
36% is  
focused on  
instructional  
and student  
programs...

MAISD General Fund - Major Programs



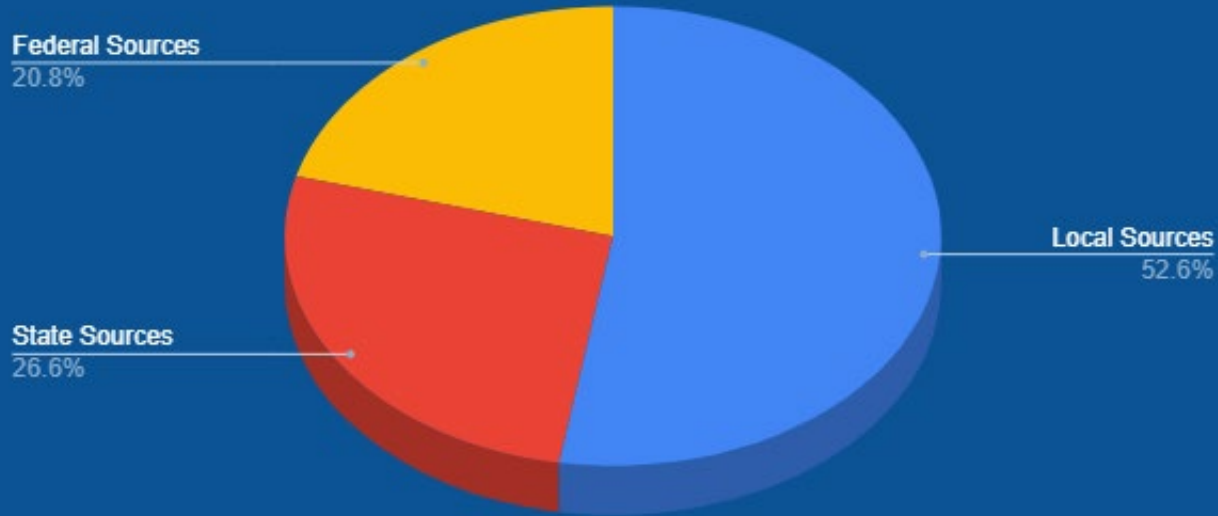
...45% on  
passthrough  
payments and  
the remaining  
19% on  
admin,  
operations  
and support  
services

# MAISD General Fund Highlight - Early Childhood

Early Childhood						
Program	Description	Budget	Source of Funds	# MAISD Employees	# Students	
Head Start	Program serving 666 eligible three- and four-year-old children in Muskegon & Oceana Counties at 15 centers. Eligibility primarily based on family income.	\$7,790,175	Federal Grant	42.8 ISD / 26.5 EDUSTAFF	666	
Early Head Start	Home visiting program providing weekly educational and social service services to 165 pregnant women and children ages 0-3. Serving Muskegon & Oceana Counties. Eligibility primarily based on family income.	\$1,841,222.00	Federal Grant State Grant	17.5	165	
Great Start Readiness Program	Program serving 932 eligible four-year-old children in Muskegon County. Eligibility primarily based on family income which are 3x higher than HDST thresholds.	\$8,088,452	State Grant	23.9 ISD / 23.5 EDUSTAFF	932	
Great Start Collaborative	State-designated early childhood planning committee which funds numerous community-based initiatives focused on building an early childhood development network.	\$173,041	State Grant	1.5	N/A	
Other	Donated funds, General Fund support line item, & miscellaneous small grants.	\$377,020	Federal, State, Local	N/A	N/A	
	<b>SubTotal</b>	<b>\$18,269,910</b>		<b>135.7</b>	<b>1763</b>	

# MAISD At a Glance - Special Education Fund

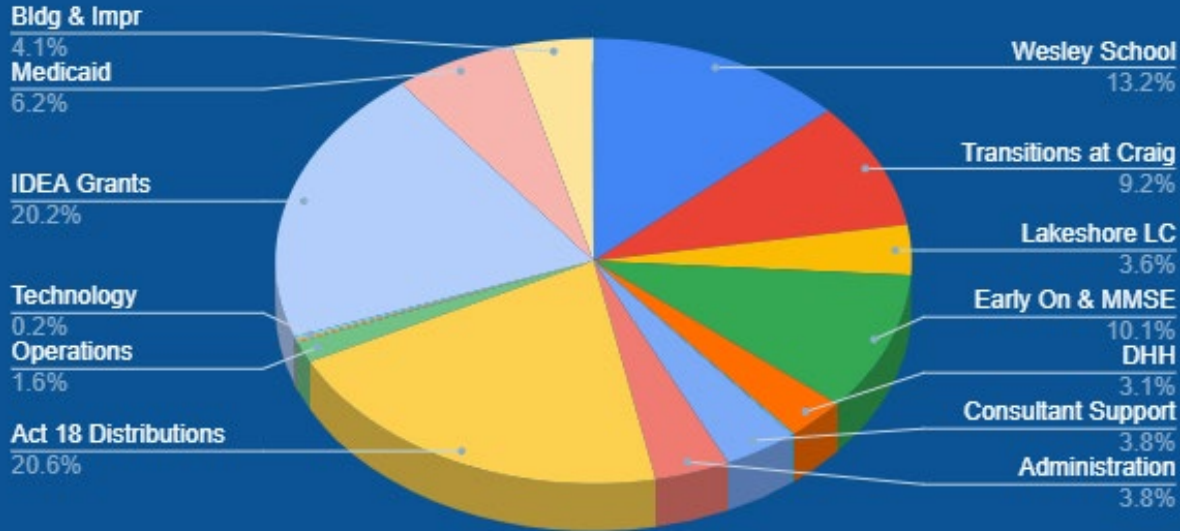
## MAISD Special Education Fund - Revenue



# MAISD At a Glance - Special Education Fund

## MAISD Special Education Programs

86.3% of the SE budget is devoted to...



...center based programs and passthrough payments (IDEA, Act 18, Medicaid)



# MAISD Special Education Fund Highlights

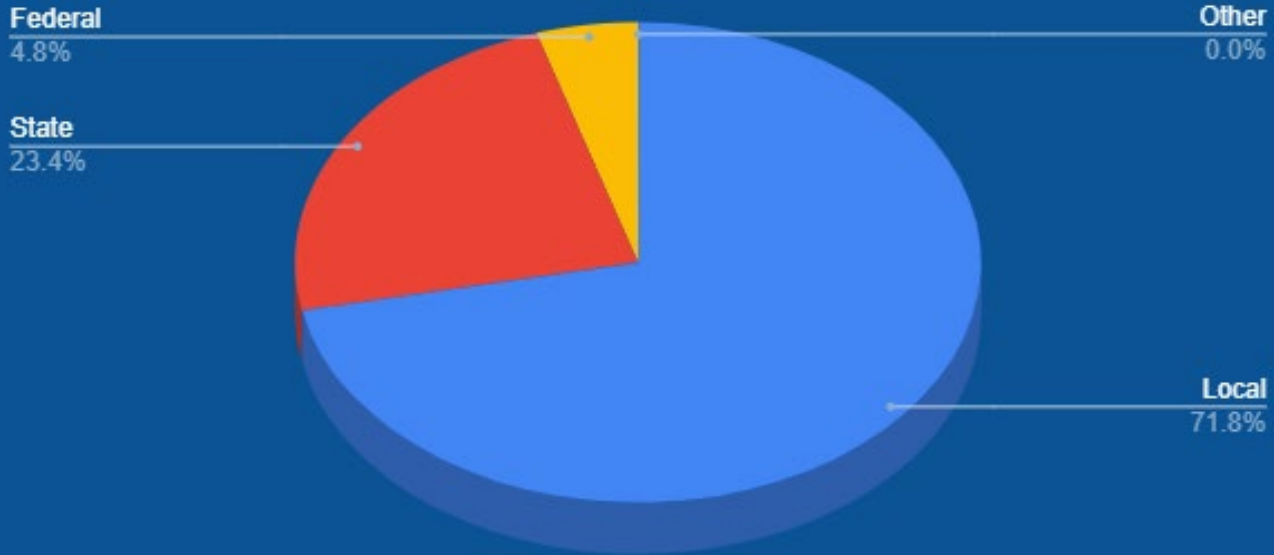
Special Education					
Program	Description	Budget	Source of Funds	# MAISD Employees	# Students
Wesley School	Center based special education program for students ages 3- grade 12. Students in this program have significant cognitive, communication, behavioral and /or medical disabilities.	\$5,348,560	State, Federal, Local	47 + 2 contracted nurses	68
Lakeshore Learning Center	Center based special education program for students grades K-12 identified with an emotional impairment that needs significant supports for mental health and safety.	\$1,649,611	State, Federal, Local	16	22
Craig Transition Campus	Center based special education program for participants age 18-26 who have an IEP and did not graduate with a diploma.	\$3,581,100	State, Federal, Local	35 + 2 contracted nurses	92
EarlyOn / Michigan Mandatory Special Education	Provides early intervention and special education supports to infants and toddlers ages birth-3 who have been identified with a developmental delay or disability. Services are provided in the home and community settings.	\$4,102,966	State, Federal, Local	29	486 active IFSPs
Program for Deaf and Hard of Hearing	Countywide center based program for children that are deaf and/or hard of hearing. Located in Reeths-Puffer. Program currently serves children ages 3- 1st grade.	\$1,031,823	State, Federal, Local	6 + 2 contracted language facilitators	17
Distribution to LEA's	Act 18 dollars distributed to LEA's	\$12,097,180	State, Local	NA	NA
Special Education	IDEA Grants, Medicaid, Consultant support	\$19,012,782	State, Federal, Local	NA	NA
	SubTotal	\$46,824,022	State, Federal, Local	134	648
<b>Special Ed Fund Total</b>		<b>\$46,824,022</b>			

# MAISD Other Funds

	2022-23 Actual	2023-24 Actual	2024-25 Amended	2025-26 Original
<b>Vocational Ed Fund Budget</b>				
Total Revenues	\$8,292,648	\$8,784,885	\$9,258,193	\$9,170,945
Total Expenditures	8,116,547	8,570,308	9,102,511	8,972,260
Surplus (Deficit)	\$176,101	\$214,577	\$155,682	\$198,685
Ending Fund Equity	\$3,797,454	\$4,012,031	\$4,167,713	\$4,366,398
<b>School Lunch Fund Budget</b>				
Total Revenues	\$134,829	\$194,075	\$124,750	\$132,250
Total Expenditures	194,177	178,927	129,895	132,250
Surplus (Deficit)	<b>(\$59,348)</b>	\$15,148	<b>(\$5,145)</b>	\$0
Ending Fund Equity	\$18,051	\$33,199	\$28,054	\$28,054

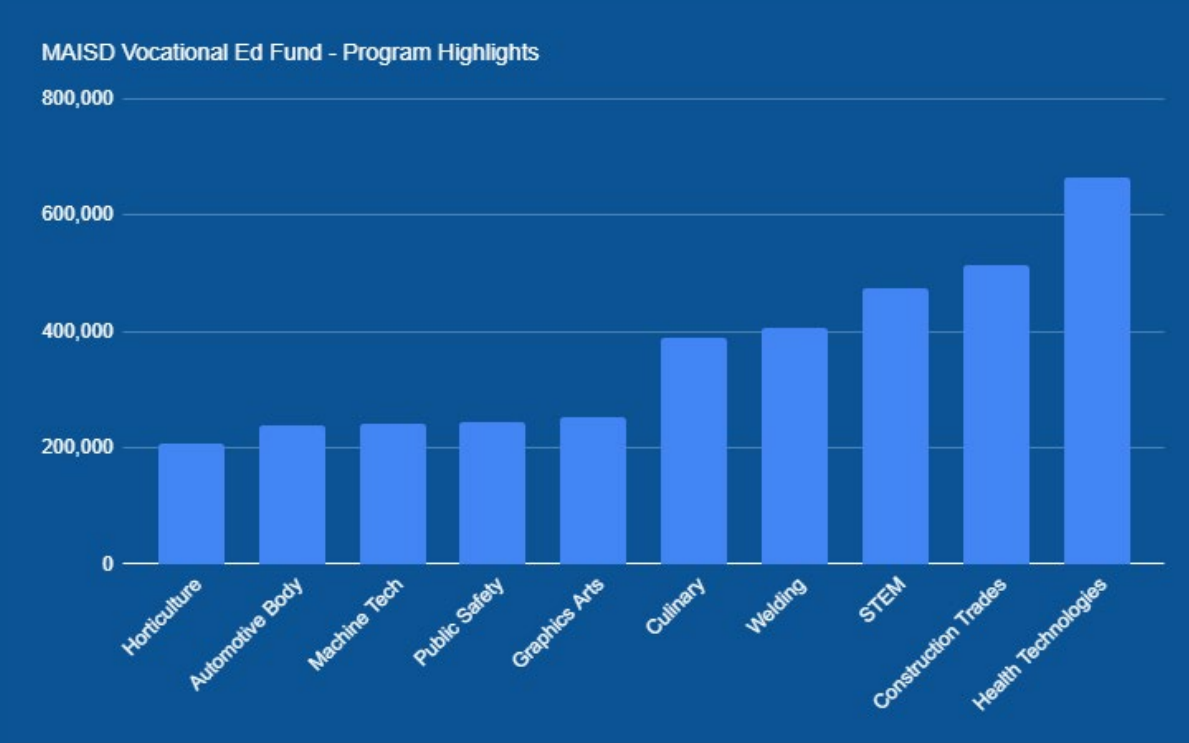
# MAISD At a Glance - Vocational Education Fund

MAISD Vocational Ed Fund - Revenue



# MAISD At a Glance - Vocational Education Fund

The current  
top 10  
student  
programs...



...represent  
about  
40.4% of  
the 2025-  
26 total for  
MACTC



# MAISD Budget - Original 2024/25

Questions...comments...feedback

Thank you!

## MEMO

To: Local Superintendents

From: Randy Lindquist, Superintendent

Date: March 25, 2025

Subject: **Resolution for MAISD Biennial Election – June 2, 2025**

The MAISD Board of Education biennial election is scheduled for Monday, June 2, 2025, at 5:30 p.m. at the MAISD Administrative Office (Superior Room), 630 Harvey Street, Muskegon. The ISD has two board seats available that will expire on June 30, 2031.

Ms. Mary Schaab was appointed in 2018 to fill a vacancy and was elected in 2019, and her term will expire on June 30, 2025. Ms. Schaab has indicated her desire to run for re-election. Mr. Dwight Vines was elected in 2013 for a term which expires on June 30, 2025. Mr. Vines has indicated that he will not seek re-election. The terms for the two open seats will be for six years. A press release will be sent out for any interested candidates.

Districts will receive notification from the County Clerk's office after May 5 naming the candidates seeking election to the ISD Board.

Enclosed is a resolution that must be adopted by your board of education for this election. Please read the resolution carefully and note that it **cannot be adopted before May 12, 2025**. **The resolution must be "considered" at not less than one public meeting (likely an April meeting) before adopting the resolution (at a May meeting).**

In the resolution, your board will designate a representative (and an alternate) to serve on the electoral body and also indicate which candidates your board supports for a position on the MAISD Board of Education.

Once the resolution is adopted by your board, it must be sent to our office no later than May 27. We must have all board resolutions on file prior to the election on June 2.

If you have any questions regarding the board resolution or the ISD board election process, please call Barb Irey at 767-7201.

Thank you for your cooperation in this matter.

**RESOLUTION OF THE \_\_\_\_\_**  
**BOARD OF EDUCATION**

WHEREAS, the biennial election of the Board of the Muskegon Area Intermediate School District will be held on Monday, June 2, 2025, at a meeting of representatives from constituent school boards.

WHEREAS, Section 614 of the Revised School Code requires a constituent school board to designate its representative and identify the intermediate school board candidate the board supports for each position to be filled on the board by a resolution adopted not earlier than 21 days prior to the date of the election; and

WHEREAS, Section 614 prescribes the method for passage of a resolution including the requirement of considering the resolution at not less than one public meeting before adopting the resolution; and

WHEREAS, the Board previously considered the resolution at an open meeting conducted in a manner prescribed under the Open Meetings Act on \_\_\_\_\_.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The Board designates \_\_\_\_\_ as its representative to serve on the 2025 electoral body responsible for electing members to the Muskegon Area Intermediate School District Board of Education and \_\_\_\_\_ as alternate representative in the event the designated representative is unable to attend.
2. The Board supports candidate \_\_\_\_\_ for a position on the Muskegon Area Intermediate School District Board of Education for a term of six years ending June 30, 2031.
3. The Board directs its representative \_\_\_\_\_ to vote for candidate \_\_\_\_\_ at least on the first ballot taken at the June 2, 2025 election.
4. The Board supports candidate \_\_\_\_\_ for a position on the Muskegon Area Intermediate School District Board of Education for a term of six years ending June 30, 2031.
5. The Board directs its representative \_\_\_\_\_ to vote for candidate \_\_\_\_\_ at least on the first ballot taken at the June 2, 2025 election.
6. The Board authorizes and directs its secretary to file this resolution with the secretary of the Muskegon Area Intermediate School District Board.

Ayes:       Members

Nays:       Members

Resolved this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Secretary, Board of Education





Business and Finance Committee  
Monday, April 14, 2025  
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 5:38 p.m. with Kris Cole, Dave Hazekamp, Jason Kennedy, JB Meeuwenberg, and Mark Mesbergen present.

1. **MAISD FY2026 Original Budget Process and Overview** - The Committee discussed the MAISD FY2026 original budget process. Budget documents will be shared with the District and included in the Board packet. These documents will be reviewed with the Board's delegate at the MAISD budget review meeting.
2. **Update Regarding Hard Cap Adjustments (PA 152)** - The Committee discussed the annual cost limitations for public employer contributions to medical benefit plans for the calendar year 2026 that were recently released by the Michigan Department of Treasury. The limits for 2026 equal the 2025 limits increased by 2.9 percent. The 2.9 percent is the percentage change in the medical care component from the period of March 2023-February 2024 to the period of March 2024-February 2025. The adjusted hard caps will take effect on January 1, 2026.
3. **Update on Severe Weather Damage and Progress at Beach Elementary** - The Committee was provided with an update on progress being made to repair damage to Beach Elementary School from the severe weather and high winds that damaged the building and surrounding grounds recently.
4. **MAISD Biennial Election - June 2, 2025** - The Committee discussed the need to consider a biennial election resolution at the April Board meeting, before adopting the

final resolution between May 12, 2025 and May 27, 2025 to participate in the election process of board members to the two (2) upcoming vacant MAISD board seats.

5. **Michigan Statewide School Facilities Study: District Level Report** - The Committee discussed the district level report of the Michigan Statewide School Facilities Study for Fruitport Community Schools. A copy of the District level report will be provided to all Board members in the Board packet.
6. **Other:**
  - a. **Purchase of Windows for the Administration Building at 259 N. 3rd Ave., Fruitport, MI 49415** - The Committee discussed three bids that were received to replace windows at the administration building, the former site of RAM Electronics. White Lake Glass bid \$37,500, Rycenga Building Center bid \$38,925, and Grand Valley Glass bid \$44,590. A recommendation to award the bid to White Lake Glass will be made at the Board meeting.
7. **Public Comment:** None
8. **Adjournment:** The meeting was adjourned at 6:11 p.m.

Respectfully submitted by Jason Kennedy, Superintendent

**BOARD ACTION REQUEST FORM**

**Meeting Date:** April 21, 2025

To: Board of Education

Attachment #: XI-2

From: Mark Mesbergen

**Subject to be Discussed and Policy Reference:**

Purchase of Windows for the Administration Building at 259 N. 3rd Ave., Fruitport, MI

**Background Information:**

The District received three bids to replace the windows at the new administration building, the former site of RAM Electronics. White Lake Glass bid \$37,500, Rycenga Building Center bid \$38,925, and Grand Valley Glass bid \$44,590. It is recommended to award the bid to White Lake Glass in the amount of \$37,500.

**Financial Impact:** \$37,500 coming from the General Fund

**Recommended Action:**

To approve the bid from White Lake Glass in the amount of \$37,500 to replace the windows at the site of the new administration building at 259 N. 3<sup>rd</sup> Ave., Fruitport, MI, as discussed.

**Action Taken:**

**Vote:** \_\_\_ Burgess      \_\_\_ Cole      \_\_\_ Hazekamp      \_\_\_ Kelly  
         \_\_\_ Meeuwenberg      \_\_\_ Mueller      \_\_\_ Six



**WHITE LAKE GLASS, INC**

3577 BLACKMER RD  
RAVENNA, MI 49451

**WHITE LAKE GLASS**  
SERVING WEST MICHIGAN'S STORE FRONT AND GLASS NEEDS

# Proposal

**Proposal Date:** 3/23/2025

**Proposal #:** 688

**Project:** FRUITPORT AD...

**Bill To:**

MQB  
Thomas Grimm  
2837 peck st  
muskegon, mi,49444

Description	Est. Hours/Qty.	Rate	Total
FIXED WINDOWS AND GLASS WITH OPERABLE WINDOWS IN EACH OFFICE 1 PER AWNING STYLE WITH CRANK OUT AND LOCKING MECHANISM. CLEAR LOW E HIGH PERFORMANCE GLASS 8 LARGE WINDOWS DIVIDED IN THIRD AND AND IN HALF, 4 SMALLER WINDOWS DIVIDED IN HALF, AND 1 DOUBLE WINDOW AT THE SOUTH END DIVIDED IN 4 PARTS		0.00 37,500.00	0.00 37,500.00
<b>Total</b>			<b>\$37,500.00</b>



Rycenga Building Center  
 1053 Jackson St.  
 P.O. Box 569  
 Grand Haven MI 49417-0569  
 616-842-5600  
 Fax: 616-842-2405



**QUOTE**

2504-501926

PAGE 1 OF 1

SOLD TO
MUSKEGON QUALITY BUILDERS 2837 PECK ST MUSKEGON HTS MI 49444

JOB ADDRESS
FRUITPORT AD BUILDING MUSKEGON QUALITY BUILDERS 2837 PECK ST MUSKEGON HTS MI 49444 231-733-4278

ACCOUNT	JOB
5130	1
CREATED ON	04/01/2025
EXPIRES ON	04/08/2025
BRANCH	1000
CUSTOMER PO#	FRUITPORT AD BLDG
STATION	RLH
CASHIER	RLH
SALESPERSON	RLH
ORDER ENTRY	RLH
MODIFIED BY	

Thank you for shopping  
 Rycenga Building Center.  
 We Appreciate Your Business!

Item	Description	D	Quantity	UM	Price	Per	Amount
WINDOW	1 LOT OF ANDERSEN WINDOWS WITH OPERABLE UNIT AT EACH OPENING		1	EA	38925.0000	EA	38,925.00
Pricing valid for 7 days but may be subject to change due to customer alterations, add on changes, field verification, and measurments. All Special Order's are not returnable.					Michigan 6.00%	Subtotal	38,925.00
						Sales Tax	2,335.50
						<b>Total</b>	<b>41,260.50</b>

Buyer: CRIBLEY, AARON

Signature



**Grand Valley Glass LLC**

14122 Ironwood Dr NW  
Grand Rapids, MI 49534

Date 4/1/2025 Proposal # 4884

Project

Fruitport Schools  
Window replacements

**Bill To:**

Muskegon Quality Builders  
2837 Peck St  
Muskegon, Mi 49444

Activity	Amount	Total
Grand Valley Glass proposes to supply and install aluminum, glass and glazing for the above referenced project per e-mail communication. Taxes and labor have been included.		
Fixed windows using the following: Tubelite T14000 thermally broken 2" x 4-1/2" flush glaze-center set system - Anodized aluminum finish - Low-E insulated glass	44,590.00	44,590.00
Operable windows using the following: Manko thermally broken operable windows - Sill, head and jamb receptors - Anodized aluminum finish - Low-E insulated glass units		
Freight Equipment fees Breakmetal sill flashing		
Excludes: - Final Cleaning - Caulking		
Due to the volatility of building materials lately, this quote valid for 30 days.	<b>Subtotal</b>	\$44,590.00
	<b>(6.0%)</b>	\$0.00
	<b>Total</b>	\$44,590.00

Phone:

616-677-5810

Fax:

616-677-0038

SIGNATURE \_\_\_\_\_



Personnel Committee  
Monday, April 14, 2025  
5:00 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 5:07 p.m. Dave Hazekamp, Kathy Six, and Jason Kennedy were present.

- 1. April 2025 Personnel Report** - The Committee reviewed the Personnel Report for April 2025. This report included each of the recommendations for new hire, resignations, retirement notices, transfers, and positions that are still posted and vacant in the District.
- 2. Update on Director of Special Education Position** - The Committee was provided with an update on the recommendation to hire Olivia Zienert as the Director of Special Education within Fruitport Community Schools and the Eastern Service Unit.
- 3. Update on Director of Food Service** - The Committee was provided with an update on the replacement of the food service director by Chartwells. The Director of Food Service is employed through Chartwells, a third party contractor that provides food service management services to Districts across the State, including Fruitport.
- 4. Request for Parenting Time Leave of Absence** - The Committee discussed a leave of absence request from Shettler teacher, Alexandra Gartland for purposes of child care. This is a one (1) year leave of absence request. Per the Collective Bargaining Agreement with the Fruitport Education Association (FEA), any additional child care leave within the next seven (7) years after an initial leave when a child is born, shall be at the Board's discretion and the bargaining unit member shall be returned from the additional child care leave as if they were on layoff status. It will be recommended that the Board approve the leave of absence request from Alexandra Gartland for the 2025-2026 school year.

5. **Updates to Wage, Salary, and Benefits Handbooks** - The Committee discussed updates to the Early Childhood Center Agreement and Handbook, and the Non-affiliated Support Staff Agreement and Handbook. Adjustments to the Early Childhood Center Agreement and Handbook were made to reflect the recently Board approved wage increases for Early Childhood Center staff, while also updating the Non-affiliated Support Staff Agreement and Handbook to reflect leave time adjustments.
  
6. **Update Regarding Hard Cap Adjustments (PA 152)** - The Committee discussed the annual cost limitations for public employer contributions to medical benefit plans for the calendar year 2026 that were recently released by the Michigan Department of Treasury. The limits for 2026 equal the 2025 limits increased by 2.9 percent. The 2.9 percent is the percentage change in the medical care component from the period of March 2023-February 2024 to the period of March 2024-February 2025. The adjusted hard caps will take effect on January 1, 2026.
  
7. **Other:** None
  
8. **Public Comment:** None
  
9. **Adjournment:** The meeting was adjourned at 5:38 p.m.

Respectfully submitted by Jason Kennedy, Superintendent



**BOARD ACTION REQUEST FORM**

**Meeting Date:** April 21, 2025

To: Board of Education

Attachment #: XII-2

From: Jason Kennedy

**Subject to be Discussed and Policy Reference:**  
Leave of Absence Request – Alexandra Gartland

**Background Information:**

The District received a leave of absence request from Shettler teacher, Alexandra Gartland for purposes of child care. This is a one (1) year leave of absence request. Per the Collective Bargaining Agreement with the Fruitport Education Association (FEA), any additional child care leave within the next seven (7) years after an initial leave when a child is born, shall be at the Board’s discretion and the bargaining unit member shall be returned from the additional child care leave as if they were on layoff status. It will be recommended that the Board approve the leave of absence request from Alexandra Gartland for the 2025-2026 school year.

**Financial Impact:** None

**Recommended Action:**

To approve the leave of absence request from Shettler Teacher, Alexandra Gartland, for the purposes of child care, as discussed.

**Action Taken:**

**Vote:** \_\_\_ Burgess      \_\_\_ Cole      \_\_\_ Hazekamp      \_\_\_ Kelly  
         \_\_\_ Meeuwenberg      \_\_\_ Mueller      \_\_\_ Six

**BOARD ACTION REQUEST FORM**

**Meeting Date:** April 21, 2025

To: Board of Education

Attachment #: XII-3

From: Jason Kennedy

**Subject to be Discussed and Policy Reference:**

Updates to Wage, Salary, and Benefits Handbooks

- a. Early Childhood Center Agreement Handbook
- b. Non-affiliated Support Staff Agreement Handbook

**Background Information:**

The Board approved an hourly wage increase of 50 cents per hour to the wage for Early Childhood Center staff at the Board meeting in March due to changes in minimum wage. The Early Childhood Center Agreement Handbook has been updated to include the new hourly wage for employees. The non-affiliated Support Staff Agreement Handbook has been updated to reflect adjustments to paid leave time, as required by the Earned Sick Time Act (ESTA).

**Financial Impact:** These updates reflect action already taken by the Board, and will not result in additional costs beyond what has been discussed in previous meetings.

**Recommended Action:**

To approve the updates to the wage, salary, and benefits agreement handbooks for staff at the Early Childhood Center and for the District's non-affiliated support staff, as discussed.

**Action Taken:**

**Vote:** \_\_\_ Burgess      \_\_\_ Cole      \_\_\_ Hazekamp      \_\_\_ Kelly  
         \_\_\_ Meeuwenberg      \_\_\_ Mueller      \_\_\_ Six

**FRUITPORT COMMUNITY SCHOOLS  
EARLY CHILDHOOD  
WAGE AND BENEFIT INFORMATION**



**July 1, 2024 – June 30, 2025**

## Table of Contents

Article I.	CLASSIFICATIONS	3
Article II.	QUALIFICATIONS	3
Article III.	HOLIDAYS	3
Article IV.	VACATION	3
Article V.	AUTHORIZED LEAVES OF ABSENCE	4
Article VI.	BENEFITS	5
Article VII.	MISCELLANEOUS PROVISIONS	6
Article VIII.	COMPENSATION	7

### **APPENDIX**

APPENDIX A	SALARY SCHEDULE	8
APPENDIX B	SALARY SCHEDULE	8

Article I. CLASSIFICATIONS

2.1 The following shall be the scheduled paid days including paid holidays per year.

Position	Days	Pay Schedule
<u>Year Round Staff</u>		
Teacher's Assistant	Year Round	7/01/24 - 6/30/25
Lead Teacher/Caregiver	Year Round	7/01/24 - 6/30/25

Article II. QUALIFICATIONS

Qualifications will be determined by individual job description and approved by the Superintendent or designee. Step placement on the Salary Schedule will be determined by the Superintendent or designee, after consideration of related job experience.

Article III. HOLIDAYS

3.1 The following designated days shall be recognized as holidays with pay for year round staff working a full year (260 days) for a minimum of 20 hours per week shall be granted the following holidays:

- Independence Day (July 4)
- Thanksgiving Day
- Christmas Day
- New Year's Day

Article IV. VACATION

- 4.1 Full-year employees shall receive vacation time. The employee shall receive one week of vacation for the first year. The employee will earn one additional day after every year of employment. The maximum number of vacation days earned in a given year is 15 (3 weeks).
- 4.2 Vacation days must be used within the contract year for which they are made available.
- 4.3 The employee shall schedule use of vacation days in a manner to minimize interference with the orderly operation and conduct of District business. All vacation scheduling is subject to the Supervisor's approval.
- 4.4 Request for use of vacation days must be submitted using the Employee Self-Service (ESS) application. Requests will be reviewed for approval by the employee's supervisor.

## Article V. AUTHORIZED LEAVES OF ABSENCE

### 5.1 Sick Leave

- A. Year round employees shall be allowed sick leave, (for personal illness), at the rate of 10 days per year. New employees shall earn sick leave after a 90 day employment period.
- B. Employees who have accumulated sick leave due to previous service but who are unable to begin a new contract year because of personal illness or personal injury shall be allowed to draw upon such sick leave accumulated until it is depleted or until resumption of assigned work, whichever occurs sooner.
- C. Accumulation of sick leave days shall be without limit.
- D. Employees who may have accumulated sick leave days under the provision of this Article and who terminate their employment with this school system for reason other than retirement shall not be compensated for unused sick leave days and shall not be carried forward in the case of subsequent reemployment by this school system. However, employees, upon retirement, receive compensation for each unused day of accumulated sick leave following Article 8.
- E. The Board reserves the right to consider all sick leave problems extending beyond the limitations set forth herein on the merits of each individual case. Any employee whose personal illness extends beyond the period compensated under this Article shall be granted a leave of absence without pay for such time as is necessary for complete recovery, (but not to exceed twelve (12) months). The position shall be declared vacant, and the employee terminated if the leave exceeds twelve (12) months.
- F. The employee shall request an absence using the designated absence management system. The request will be reviewed for approval by the Employee's supervisor.

### 5.2 Disability Leave

In the event of the employee's mental or physical incapacity to perform the duties of his/her office, he/she shall be granted an initial leave of one hundred and twenty (120) calendar days for the purpose of recovery. The employee shall first exhaust any accumulated sick leave and accrued vacation time, with the balance of the one hundred and twenty (120) calendar day period to be unpaid. Health plan premium payments shall be made on behalf of the employee during this interval to the extent required by law. Upon using leave under this provision, the employee shall furnish medical certification to the Board (or its designee) as to the need for the leave.

- A. If the Board (or designee) has reason to doubt the validity of the medical certification supplied by the employee, it may require a second opinion, at Board expense.

- B. The employee may request a one hundred and twenty (120) work-day unpaid leave extension in the event of his/her physical or mental inability to return to work at the expiration of the initial leave interval, as described above, provided that there is a verified prognosis that the employee will be able to resume his/her duties at the end of the extended leave interval. Medical certification shall be supplied by the employee as a condition to any leave extension. Any extensions of leave for this purpose shall be at the Board's discretion.
- C. If the employee is unable to or does not resume work at the conclusion of a leave taken under this paragraph (or any leave extension), his/her employment and contract may be terminated at the Board's option. However, no such termination shall occur where restoration after leave is required by the Family and Medical Leave Act.
- D. Before any resumption of duty after an unpaid leave of absence for a serious health condition, the employee shall provide to the Board a fitness-for-duty certification from the Administrator's health care provider. A second opinion may be required by the Board, at its expense, unless the securing of the second opinion is precluded by the Family and Medical Leave Act.

5.3 Worker's Compensation

In cases where an injury is determined to be job-related and incurred during the course of carrying out the responsibilities of the employee's employment, the employee may use authorized absence leave to make-up the difference between his/her salary and the benefits provided under the Michigan Worker's Compensation Act for the duration of the absence. In the event the employee exhausts their absence leave to make-up any difference, the District will make up the difference until the 90th calendar day is reached.

5.4 Parental and Maternity Leaves

A maternity leave shall be granted and taken by any employee pursuant to the provisions of the Sick Leave Article and to the extent required by applicable law.

Article VI. BENEFITS

6.1 All year round staff who are scheduled to work over 30 hours per week consecutively shall be offered the appropriate benefits under this article. Upon proper application and acceptance for enrollment by the appropriate insurance underwriter, policyholder, or third-party administrator, the Board shall make premium payments on behalf of the employee and his/her eligible dependents for the following insurance programs or comparable programs pursuant to Article 6.3:

- A. Health insurance. The Board shall provide a health plan and pay the annual January statutory hard cap amount toward insurance premium and deductible subject to PSA 152 for health insurance effective January 1 of each contract year.
- B. Insurance shall be prorated based upon year worked which includes their Health Savings Account.

- C. The Board has the right to allocate responsibility to the employee to pay a portion of the premium for the insurance coverages specified above, as may be determined by the Board in its sole discretion. Any such contribution, however, shall not be less than the amount determined by the Board as necessary to comply with the Publicly Funded Health Insurance Contribution Act, MCL 15.561 et seq. The Board will notify the employee of the premium amount for which he/she is responsible in excess of the Board paid premium contributions. The amount of premium contributions designated by the Board as the employee's responsibility shall be payroll-deducted from the employee's compensation.
- 6.2 Employees having health coverage through a spouse/other may opt out of the board paid health insurance and receive a cash benefit instead. The monthly cash amount is \$100.00. This amount is divided into equal payments over the first and second pays of each month.
- 6.3 Insurance Contracts  
The Board reserves the right to change the identity of the insurance carrier, policyholder, or third-party administrator for any of the above coverages, provided that comparable coverage (as determined by the Board) is maintained during the term of contract. Additionally, the Board reserves the right to self-fund any of the benefits listed in Article 6.1.
- A. The Board shall not be required to remit premiums for any insurance coverages for the employee and his/her eligible dependents if enrollment or coverage is denied by the insurance underwriter, policyholder, or third-party administrator.
  - B. The terms of any contract or policy issued by any insurance company or third-party administrator shall be controlling for all matters concerning benefits, eligibility, coverage, termination of coverage, and other related matters.
  - C. The employee is responsible for assuring completion of all forms and documents needed to receive the above-described insurance coverage.
  - D. The Board, by remitting the premium payments required to provide the above-described insurance coverage(s), shall be relieved from all liability for insurance benefits.

## Article VII. MISCELLANEOUS PROVISIONS

### 7.1 Expenses

The employee shall be eligible to be reimbursed for district required and approved travel, meals, and lodging in accordance with the per-diem expense and reimbursement procedures established by the Board. The employee shall be required to present an itemized account of his/her reasonable and necessary expenses in accordance with directions of the Board or its designee.



## 7.2 Professional Development

Subject to prior approval by the Director, the fees or dues for membership in appropriate professional organizations shall be paid by the Board. Subject to prior approval by the Director, the employee may attend appropriate professional meetings at the local, state, and national levels and shall be reimbursed for any related registration fees, tuition, travel, lodging, reasonable meal expenses for himself/herself not prepaid by the Board and in accordance with Board policy.

## Article VIII. COMPENSATION

8.1 The employee shall be paid a salary in consideration of his/her performance of the duties and responsibilities of the position assigned in conformance with the requirements and expectations of the Board and Superintendent and as scheduled by the Superintendent. All compensation will be pro-rated if the employee leaves prior to completion of the contract. Appendix A aligns the position with what each salary schedule the employee is allocated to. Appendix B shows the steps for each salary schedule.

- A. For year round employees, they shall fill out timecards for each pay period. Failure to submit timecards in the appropriate timing may lead to not getting paid on the pay period.
- B. The Board retains the right to adjust the employee's hourly rate.
- C. Any adjustment in salary made shall be in the form of a written amendment, and when executed by the employee and the Board, shall become a part of the employee's individual Contract of Employment.
- D. Unless expressly stated in writing, any such salary adjustment amendment shall not be considered a new contract or an extension of the Contract of Employment termination date.
- E. Consistent with Section 1250 of the Revised School Code, the employee's job performance and job accomplishments as evaluated will be a significant factor in determining any adjustment to the employee's compensation.

## 8.2 Retirement (Unused Leave)

Employees that are retiring through the Michigan Retirement system shall, upon retirement into MPERS, receive 50% of the employee's hourly wage for each unused hour of accumulated sick leave.

## 8.3 Sick Leave Bank Capacity

- A. Employees who may have accumulated sick leave days and who terminate their employment, shall not be compensated by unused sick leave days and said unused sick leave may not be carried forward in case of subsequent reemployment by this school

system.

## Appendix A

Position	Salary Schedule
Teacher's Assistant	E1
Lead Teacher/Caregiver	E2

## Appendix B

<b>E1</b>			<b>E2</b>		
Step	With ECE/1yr Exp. Hourly Rate	W/o ECE/1yr Exp. Hourly Rate	Step	With CDA/Associates/ 12 college hours Hourly Rate	Minimal Credentials Hourly Rate
A	\$ 12.50	\$ 12.00	A	\$ 15.50	\$ 15.00
1*	\$ 13.50	\$ 13.00	1*	\$ 16.50	\$ 16.00
2	\$ 14.50	\$ 14.00	2	\$ 17.50	\$ 17.00
3	\$ 15.50	\$ 15.00	3	\$ 18.50	\$ 18.00
4	\$ 15.50	\$ 15.00	4	\$ 18.50	\$ 18.00
5	\$ 15.50	\$ 15.00	5	\$ 18.50	\$ 18.00
6	\$ 16.50	\$ 16.00	6	\$ 19.50	\$ 19.00
7	\$ 16.50	\$ 16.00	7	\$ 19.50	\$ 19.00
8	\$ 16.50	\$ 16.00	8	\$ 19.50	\$ 19.00
9	\$ 18.50	\$ 18.00	9	\$ 21.00	\$ 20.50
10	\$ 18.50	\$ 18.00	10	\$ 21.00	\$ 20.50
11^	\$ 18.70	\$ 18.20	11^	\$ 21.20	\$ 20.70

\* Employee moves from step A to step 1 after 90 days with a positive review.

^ After 10 completed years, the employee will receive an additional \$.20 per year.

**FRUITPORT COMMUNITY SCHOOLS  
NON-AFFILIATED SUPPORT  
WAGE AND BENEFIT INFORMATION**



**July 1, 2024 – June 30, 2025**

## Table of Contents

Article I.	CLASSIFICATIONS	4
Article II.	QUALIFICATIONS	4
Article III.	HOLIDAYS	5
Article IV.	VACATION	6
Article V.	AUTHORIZED LEAVES OF ABSENCE	6
Article VI.	BENEFITS	8
Article VII.	MISCELLANEOUS PROVISIONS	9
Article VIII.	COMPENSATION	10

### **APPENDIX**

APPENDIX A	SALARY SCHEDULE	11
APPENDIX B	SALARY SCHEDULE	12

Article I. CLASSIFICATIONS

2.1 The following shall be the scheduled paid days including paid holidays per year.

Position	Days	Pay Schedule
<u>Year Round Staff</u>		
Admin Assistant – Central Office	Year Round	7/01/24 - 6/30/25
Accountant	Year Round	7/01/24 - 6/30/25
District Network Technician	Year Round	7/01/24 - 6/30/25
Lead Technician	Year Round	7/01/24 - 6/30/25
Payroll – Benefits Coordinator	Year Round	7/01/24 - 6/30/25
Bus Mechanic	Year Round	7/01/24 - 6/30/25
Transportation Specialist	Year Round	7/01/24 - 6/30/25
<u>School Year Staff</u>		
Academic Interventionists	School Schedule	8/19/24 - 6/11/25
Truancy Specialist	School Schedule	8/19/24 - 6/11/25
Secondary Student Life Advocate, Mentor	School Schedule	8/19/24 - 6/11/25
PTA/COTA/OTA	School Schedule	8/19/24 - 6/11/25
Graduate Advocate	School Schedule	8/19/24 - 6/11/25
Student Support Specialist Assistant	School Schedule	8/19/24 - 6/11/25
Impact Leaders	School Schedule	8/19/24 - 6/11/25
Tier 1 PBIS Classroom Coach	School Schedule	8/19/24 - 6/11/25
Mental Health Clinician	School Schedule	8/19/24 - 6/11/25
<u>Unclassified</u>		
Noon Aides	School Schedule	8/19/24 - 6/11/25
Bus Aides	School Schedule	8/19/24 - 6/11/25
Adult Education Teachers	School Schedule	8/19/24 - 6/11/25
Adult Education Aide	School Schedule	8/19/24 - 6/11/25

Article II. QUALIFICATIONS

Qualifications will be determined by individual job description and approved by the Superintendent or designee. Step placement on the Salary Schedule will be determined by the Superintendent or designee, after consideration of related job experience.

### Article III. HOLIDAYS

3.1 The following designated days shall be recognized as holidays with pay for year round staff working a full year (260 days) for a minimum of 20 hours per week shall be granted the following holidays:

- Independence Day (July 4)
- Labor Day
- Thanksgiving Day
- Day after Thanksgiving
- Christmas Eve
- Christmas Day
- New Year's Eve
- New Year's Day
- Dr. Martin Luther King Jr Day (if a non-student day)
- Memorial Day

3.2 The following designated days shall be recognized as holidays with pay for all school year staff (does not include the unclassified staff) working the academic calendar for a minimum of 20 hours per week shall be granted the following holidays:

- Labor Day
- Thanksgiving Day
- Day after Thanksgiving
- Christmas Eve
- Christmas Day
- New Year's Eve
- New Year's Day
- Dr. Martin Luther King Jr Day (if a non-student day)
- Memorial Day

Article IV. VACATION

4.1 ~~Full-year~~ ~~Year Round Staff~~ employees who are scheduled for 260 days per year shall receive vacation time. The vacation time schedule is as follows:

- 10 days starting at employment; pro-rated at July 1
- 15 days after the completion of five years
- 20 days after the completion of ten years

¶

- 4.2 Vacation days must be used within the contract year for which they are made available. The Superintendent may allow carry of ten (10) vacation days.
- 4.3 The employee shall schedule use of vacation days in a manner to minimize interference with the orderly operation and conduct of District business. All vacation scheduling is subject to the Supervisor's approval.
- 4.4 Request for use of vacation days must be submitted using the Employee Self-Service (ESS) application. Requests will be reviewed for approval by the employee's supervisor.

Article V. AUTHORIZED LEAVES OF ABSENCE

5.1 Sick Leave

- A. Year round employees shall be allowed sick leave, (for personal illness), at the rate of 12 days per year. School year employees shall be at the rate of 10 days per year.  
~~Unclassified employees shall be at the rate of 10 days per year.~~
- B. Employees who have accumulated sick leave due to previous service but who are unable to begin a new contract year because of personal illness or personal injury shall be allowed to draw upon such sick leave accumulated until it is depleted or until resumption of assigned work, whichever occurs sooner.
- C. Accumulation of sick leave days shall be without limit.
- D. Employees who may have accumulated sick leave days under the provision of this Article and who terminate their employment with this school system for reason other than retirement shall not be compensated for unused sick leave days and shall not be carried forward in the case of subsequent reemployment by this school system. However, employees, shall, upon retirement, receive compensation for each unused day of accumulated sick leave following Article 8.
- E. The Board reserves the right to consider all sick leave problems extending beyond the limitations set forth herein on the merits of each individual case. Any employee whose personal illness extends beyond the period compensated under this Article shall be granted a leave of absence without pay for such time as is necessary for complete recovery, (but not to exceed twelve (12) months). The position shall be declared

vacant, and the employee terminated if the leave exceeds twelve (12) months.

- F. An employee may be required to provide a doctor's certificate for an absence of three (3) working days or if a pattern of absence is in evidence.
- G. The employee shall request an absence using the designated absence management system. The request will be reviewed for approval by the Employee's supervisor.

## 5.2 Funeral Leave

The employee shall be entitled to receive up to five (5) days with pay due to death of a member of the immediate family, which shall be interpreted to mean current spouse, child, parent, grandparent, grandchildren, brother, sister, father-in-law, mother-in-law, daughter-in-law, son-in-law, step-parent, step-child, or any other member of the family who lives in the employee's home.

## 5.3 Personal Leave

~~Full-time (y~~Year round ~~d)~~ staff shall be granted 3 days for personal leave. School year staff shall be granted 2 days for personal leave. ~~-~~Unused personal leave days will be moved to the employee's sick bank at the end of the fiscal year. If the employee fails to work a full contract year, their personal leave days will be subject to proration based on contract days actually worked.

## 5.4 Disability Leave

In the event of the employee's mental or physical incapacity to perform the duties of his/her office, he/she shall be granted an initial leave of one hundred and twenty (120) calendar days for the purpose of recovery. The employee shall first exhaust any accumulated sick leave and accrued vacation time, with the balance of the one hundred and twenty (120) calendar day period to be unpaid. Health plan premium payments shall be made on behalf of the employee during this interval to the extent required by law. Upon using leave under this provision, the employee shall furnish medical certification to the Board (or its designee) as to the need for the leave.

- A. If the Board (or designee) has reason to doubt the validity of the medical certification supplied by the employee, it may require a second opinion, at Board expense.
- B. The employee may request a one hundred and twenty (120) work-day unpaid leave extension in the event of his/her physical or mental inability to return to work at the expiration of the initial leave interval, as described above, provided that there is a verified prognosis that the employee will be able to resume his/her duties at the end of the extended leave interval. Medical certification shall be supplied by the employee as a condition to any leave extension. Any extensions of leave for this purpose shall be at the Board's discretion.
- C. If the employee is unable to or does not resume work at the conclusion of a leave taken under this paragraph (or any leave extension), his/her employment and contract may be terminated at the Board's option. However, no such termination shall occur



where restoration after leave is required by the Family and Medical Leave Act.

- D. Before any resumption of duty after an unpaid leave of absence for a serious health condition, the employee shall provide to the Board a fitness-for-duty certification from the Administrator's health care provider. A second opinion may be required by the Board, at its expense, unless the securing of the second opinion is precluded by the Family and Medical Leave Act.

#### 5.5 Worker's Compensation

In cases where an injury is determined to be job-related and incurred during the course of carrying out the responsibilities of the employee's employment, the employee may use authorized absence leave to make-up the difference between his/her salary and the benefits provided under the Michigan Worker's Compensation Act for the duration of the absence. In the event the employee exhausts their absence leave to make-up any difference, the District will make up the difference until the 120<sup>th</sup> calendar day is reached.

#### 5.6 Parental and Maternity Leaves

A maternity leave shall be granted and taken by any employee pursuant to the provisions of the Sick Leave Article and to the extent required by applicable law.

### Article VI. BENEFITS

6.1 All year round staff and school year staff shall be offered the appropriate benefits under this article. Upon proper application and acceptance for enrollment by the appropriate insurance underwriter, policyholder, or third-party administrator, the Board shall make premium payments on behalf of the employee and his/her eligible dependents for the following insurance programs or comparable programs pursuant to Article 6.3:

- A. Health insurance. The Board shall provide a health plan and pay the annual January statutory hard cap amount toward insurance premium and deductible subject to PSA 152 for health insurance effective January 1 of each contract year.
- B. Dental insurance. The Board shall provide a dental insurance plan and pay the full cost of premium.
- C. Term life insurance. The Board shall provide Group Life Insurance including AD&D with a value of \$100,000. The aforementioned benefits will be paid to the employee's designated beneficiary.
- D. Vision insurance. The Board shall provide a vision insurance plan and pay the full cost of premium.
- E. Long Term Disability insurance. The employee is required to enroll in negotiated long-term disability and is responsible for 100% of the premium.

- F. Insurance shall be prorated based upon year worked which includes their Health Savings Account.
  - G. The Board has the right to allocate responsibility to the employee to pay a portion of the premium for the insurance coverages specified above, as may be determined by the Board in its sole discretion. Any such contribution, however, shall not be less than the amount determined by the Board as necessary to comply with the Publicly Funded Health Insurance Contribution Act, MCL 15.561 et seq. The Board will notify the employee of the premium amount for which he/she is responsible in excess of the Board paid premium contributions. The amount of premium contributions designated by the Board as the employee's responsibility shall be payroll-deducted from the employee's compensation.
- 6.2 Cash in lieu of health insurance includes all of the above benefits except health. Employees having health coverage through a spouse/other may opt out of the board paid health insurance and receive a cash benefit instead. The monthly cash amount is \$500.00. This amount is divided into equal payments over the first and second pays of each month.
- 6.3 Insurance Contracts  
The Board reserves the right to change the identity of the insurance carrier, policyholder, or third-party administrator for any of the above coverages, provided that comparable coverage (as determined by the Board) is maintained during the term of contract. Additionally, the Board reserves the right to self-fund any of the benefits listed in Article 6.1.
- A. The Board shall not be required to remit premiums for any insurance coverages for the employee and his/her eligible dependents if enrollment or coverage is denied by the insurance underwriter, policyholder, or third-party administrator.
  - B. The terms of any contract or policy issued by any insurance company or third-party administrator shall be controlling for all matters concerning benefits, eligibility, coverage, termination of coverage, and other related matters.
  - C. The employee is responsible for assuring completion of all forms and documents needed to receive the above-described insurance coverage.
  - D. The Board, by remitting the premium payments required to provide the above-described insurance coverage(s), shall be relieved from all liability for insurance benefits.
- 6.4 As of July 1, 2024, the Accountant shall receive a non-elective 403b contribution for working at another school district. This section shall continue until the partnership ends. The payment shall be equally divided at the end of each quarter.

## Article VII. MISCELLANEOUS PROVISIONS

### 7.1 Expenses

The employee shall be eligible to be reimbursed for district required and approved travel, meals, and lodging in accordance with the per-diem expense and reimbursement procedures established by the Board. The employee shall be required to present an itemized account of his/her reasonable and necessary expenses in accordance with directions of the Board or its designee.

## 7.2 Inclement Weather

Whenever weather conditions are such that school will not be conducting regular classroom schedules, notice of this decision shall be communicated (ie, radio, television, school message) as soon as can reasonably be accomplished. Unless specifically notified to the contrary, year round employees shall be expected to work, reporting in a safe and timely manner if conditions allow. School year **and unclassified** employees shall not be expected to work.

## 7.3 Professional Development

Subject to prior approval by the Board, the fees or dues for membership in appropriate professional organizations shall be paid by the Board. Subject to prior approval by the Superintendent, the employee may attend appropriate professional meetings at the local, state, and national levels and shall be reimbursed for any related registration fees, tuition, travel, lodging, reasonable meal expenses for himself/herself not prepaid by the Board and in accordance with Board policy.

# Article VIII. COMPENSATION

8.1 The employee shall be paid a salary in consideration of his/her performance of the duties and responsibilities of the position assigned in conformance with the requirements and expectations of the Board and Superintendent and as scheduled by the Superintendent. All compensation will be pro-rated if the employee leaves prior to completion of the contract. Appendix A aligns the position with what each salary schedule the employee is allocated to. Appendix B shows the steps for each salary schedule.

A. For year round employees, the annual salary shall be paid in twenty-six (26) equal bi-weekly installments, beginning with the commencement of the fiscal/contract year (July 1 - June 30). School year staff will have their bi-weekly installments from first pay in September through the second pay in August.

a. School year staff may request to have their pay spread over the summer, which would be spread based on the above language. If the employees does not want that, they will need to fill out a timecard.

b. Unclassified staff shall fill out timecards for each pay period.

B. The Board retains the right to adjust the employee's annual salary.

C. Any adjustment in salary made shall be in the form of a written amendment, and when executed by the employee and the Board, shall become a part of the employee's

individual Contract of Employment.

D. Unless expressly stated in writing, any such salary adjustment amendment shall not be considered a new contract or an extension of the Contract of Employment termination date.

E. Consistent with Section 1250 of the Revised School Code, the employee's job performance and job accomplishments as evaluated will be a significant factor in determining any adjustment to the employee's compensation.

#### 8.2 Retirement (Unused Leave)

Employees that are retiring through the Michigan Retirement system shall, upon retirement into MPERS, receive \$75 dollars for each unused day of accumulated sick leave.

#### 8.3 Sick Leave Bank Capacity

A. When sick leave bank capacity of 100 days is reached, the employee may request an off scheduled payment (no retirement) of yearly unused sick leave at a rate of \$75 per day up to a max amount of \$750 in December. A written request must be submitted to the Superintendent or designee by December 1st of each year.

B. Employees who may have accumulated sick leave days and who terminate their employment, shall not be compensated by unused sick leave days and said unused sick leave may not be carried forward in case of subsequent reemployment by this school system.

#### 8.4 Vacation Payout

Vacation days must be used within the contract year for which they are made available. If an employee is going to carry over more than the 10 days, the Superintendent may approve the payout of excess vacation days above the 10 that is allowed.

#### 8.5 Tuition

The Board shall provide tuition reimbursement up to \$600 in a fiscal year for year round and school year employees who have three or more years of continued employment with Fruitport Community Schools. Coursework must relate to the enhancement of the employee's work skills, relate to professional education certification, or courses necessary for the completion of a degree program. Notice of intent to take a course must be submitted prior to registration of the class and approved by the Superintendent or his/her designee.

#### 8.6 Cell Phone Stipend

The district holds a district cell phone plan for certain support staff. The employee shall pay \$20 per month plus any cost for the device. If the employee requests or was hired before July 1, 2023, the district will provide a \$40 per month stipend for their personal cell

phone plan.

## Appendix A

<b>Position</b>	<b>Salary Schedule</b>
Admin Assistant – Central Office	S2
Accountant	B1
District Network Technician	T7
Lead Technician	T7
Payroll – Benefits Coordinator	B2
Bus Mechanic	T2
Transportation Specialist	T3
Academic Interventionists	C3
Truancy Specialist	C2
Secondary Student Life Advocate, Mentor	C1
PTA/COTA/OTA	S6
Graduate Advocate	C3
Student Support Specialist Assistant	C4
Impact Leaders	C1
Tier 1 PBIS Classroom Coach	C5
Mental Health Clinician	C6

## Appendix B

### **UNCLASSIFIED STAFF**

Noon Aides	\$ 14.50
Bus Aides	\$ 18.00
Adult Education Teacher	\$ 32.50
Adult Education Aide	\$ 22.00



<b>B1</b>	
Step	Contracted Salary
1	\$ 55,000
2	\$ 56,666
3	\$ 58,332
4	\$ 59,998
5	\$ 61,664
6	\$ 63,330
7	\$ 64,996
8	\$ 66,662
9	\$ 68,328
10	\$ 70,000

<b>B2</b>	
Step	Contracted Salary
1	\$ 50,000
2	\$ 51,700
3	\$ 53,400
4	\$ 55,100
5	\$ 56,800
6	\$ 58,500
7	\$ 60,200
8	\$ 61,900
9	\$ 63,600
10	\$ 65,300

<b>C1</b>	
Step	Contracted Salary
1	\$ 53,000
2	\$ 54,650
3	\$ 56,300
4	\$ 57,950
5	\$ 59,600
6	\$ 61,250
7	\$ 62,900
8	\$ 64,550
9	\$ 66,200
10	\$ 68,000

<b>C2</b>	
Step	Contracted Salary
1	\$ 60,000
2	\$ 61,600
3	\$ 63,200
4	\$ 64,800
5	\$ 66,400
6	\$ 68,000
7	\$ 69,600
8	\$ 71,200
9	\$ 72,800
10	\$ 74,400

<b>C3</b>	
Step	Hourly Rate
1	\$ 28.00
2	\$ 29.00
3	\$ 30.00
4	\$ 31.00
5	\$ 32.00
6	\$ 33.00
7	\$ 34.00
8	\$ 35.00
9	\$ 36.00
10	\$ 37.00

<b>C4</b>	
Step	Hourly Rate
1	\$ 20.00
2	\$ 20.75
3	\$ 21.50
4	\$ 22.25
5	\$ 23.00
6	\$ 23.75
7	\$ 24.50
8	\$ 25.25
9	\$ 26.00
10	\$ 26.75

<b>C5</b>	
Step	Contracted Salary
1	\$ 80,000
2	\$ 82,500
3	\$ 85,000
4	\$ 87,500
5	\$ 90,000
6	\$ 92,500
7	\$ 95,000
8	\$ 97,500
9	\$100,000
10	\$102,500

<b>C6</b>	
Step	Contracted Salary
1	\$ 54,556
2	\$ 56,556
3	\$ 58,556
4	\$ 60,556
5	\$ 62,056
6	\$ 63,956
7	\$ 65,856
8	\$ 68,356
9	\$ 70,556
10	\$ 72,856

<b>S2</b>	
Step	Contracted Salary
1	\$ 45,000
2	\$ 46,800
3	\$ 48,600
4	\$ 50,400
5	\$ 52,200
6	\$ 54,000
7	\$ 55,800
8	\$ 57,600
9	\$ 59,400
10	\$ 61,200

<b>S6</b>	
Step	Hourly Rate
1	\$ 24.00
2	\$ 24.75
3	\$ 25.50
4	\$ 26.25
5	\$ 27.00
6	\$ 27.75
7	\$ 28.50
8	\$ 29.25
9	\$ 30.00
10	\$ 31.00

<b>T2</b>	
Step	Hourly Rate
1	\$ 25.00
2	\$ 26.50
3	\$ 27.50
4	\$ 28.50
5	\$ 29.50
6	\$ 30.50
7	\$ 31.50
8	\$ 32.50
9	\$ 33.50
10	\$ 35.00

<b>T3</b>	
Step	Hourly Rate
1	\$ 19.00
2	\$ 20.00
3	\$ 21.00
4	\$ 22.00
5	\$ 23.00
6	\$ 24.00
7	\$ 25.00
8	\$ 26.00
9	\$ 27.00
10	\$ 28.00

<b>T7</b>	
Step	Contracted Salary
1	\$ 55,000
2	\$ 56,666
3	\$ 58,332
4	\$ 59,998
5	\$ 61,664
6	\$ 63,330
7	\$ 64,996
8	\$ 66,662
9	\$ 68,328
10	\$ 70,000

Percentage increases are the Board of Education discretion respecting current market demands, additional responsibilities and/or other bargaining unit increases.





Student Affairs Committee  
Monday, April 14, 2025  
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 4:30 p.m. with Tim Burgess, Dave Hazekamp, Josh Mueller, and Jason Kennedy present.

1. **Reminder: Student Disciplinary Hearings** - The Committee was reminded of two (2) student disciplinary hearings that have been scheduled for April 21, 2025. The first hearing will take place at 6:00 p.m., and the second hearing will take place at 6:30 p.m. on that date.
2. **Petition for Student Reinstatement Hearing** - The District has received a request to conduct a student reinstatement hearing for a middle school student that has previously been expelled from the District. A board resolution to appoint a reinstatement committee will be presented to the Board for consideration at the April 21, 2025 Board meeting.
3. **Review MAISD District Integration Process** - The Committee discussed the notes that were prepared by MAISD staff highlighting the continuous improvement efforts that are ongoing within the District. Many of these efforts are supported by staff from the MAISD.
4. **National Merit Finalists Announcement** - The Committee discussed the continuing academic performance and achievement of our students. In particular, the Committee discussed Elijah Hulka and Lydia Shi being named National Merit Finalists.
5. **Thrun Law Policy Updates: March 2025** - The Committee discussed a policy update from Thrun Law Firm pertaining to a new policy, Michigan Earned Sick Time Act

(ESTA), Policy 4113. A copy of the policy was provided to each member of the Committee for review as the first reading of the new policy in March, with a second reading of the policy occurring in April.

6. **School Climate Survey Follow-up** - The Committee discussed concerns pertaining to school climate surveys and the response of the District. These surveys were not administered at the middle school. The Committee discussed the importance of following the recommendations of legal counsel, while also not implementing practices that would violate Presidential Executive Orders, or other legal requirements.
7. **Other:**
  - a. The Committee discussed a federal update on the anti-discrimination obligations that Districts are required to certify to continue to receive federal financial assistance. As of the Committee meeting on April 14, 2025, the compliance date has been extended to April 24, 2025.
  - b. The Committee discussed the movement of Fruitport High School from Class B to Class A for the 2025-2026 school year, and potential impacts on athletic programs as a result of this reclassification.
8. **Public Comment:** None
9. **Adjournment:** The meeting was adjourned at 5:07 p.m.

Respectfully submitted by Jason Kennedy, Superintendent

**BOARD ACTION REQUEST FORM**

**Meeting Date:** April 21, 2025

To: Board of Education

Attachment #: XIII-2

From: Jason Kennedy

**Subject to be Discussed and Policy Reference:**  
Resolution to Appoint a Student Reinstatement Committee

**Background Information:**

The District has received a reinstatement hearing request from a student that has previously been expelled from Fruitport Community Schools. Per Board policy, the Board will need to appoint a committee to hear the reinstatement.

**Financial Impact:**

**Recommended Action:**

To approve the resolution to appoint a reinstatement committee for the purposes of considering the reinstatement of a student to Fruitport High School, as discussed.

**Action Taken:**

**Vote:** \_\_\_ Burgess      \_\_\_ Cole      \_\_\_ Hazekamp      \_\_\_ Kelly

\_\_\_ Meeuwenberg      \_\_\_ Mueller      \_\_\_ Six

**Series 5000: Students, Curriculum, and Academic Matters**

**5200 Student Conduct and Discipline**

***5206-F-15 Board Resolution: Appointing Reinstatement Committee***

**Fruitport Community Schools  
BOARD RESOLUTION APPOINTING REINSTATEMENT COMMITTEE**

A regular meeting of the Board of Education (the “Board”) was held in the Boardroom, within the boundaries of the District, on the 21st day of April, 2025, at 7:00 o’clock in the p.m. (the “Meeting”).

The meeting was called to order by Dave Hazekamp, President

Present:

Absent:

The following preamble and resolution were offered by Member \_\_\_\_\_ and supported by Member \_\_\_\_\_:

**WHEREAS:**

1. On June 24, 2024, the Board permanently expelled a student whose identity is known to the Board (the “Student”) for a violation of the Student Code of Conduct and as authorized by the Revised School Code
2. The Student submitted a timely petition for reinstatement.
3. The Revised School Code and Board Policy require that after receiving a petition for reinstatement, the Board must appoint a committee consisting of two (2) school board members, one (1) school administrator, one (1) teacher, and one (1) parent/guardian to review the petition and to make a recommendation to the Board on whether to grant, conditionally grant, or deny the petition.

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

1. The Board appoints the following people to serve on the reinstatement committee (the “Committee”):

Board Member 1: \_\_\_\_\_

Board member 2: \_\_\_\_\_

School Administrator: Monte Kelly, Trista Stingle, and Jason Kennedy

Teacher: To be determined by Middle School Administration

Parent/Guardian: To be determined by Middle School Administration

## **5206-F-15 Board Resolution: Appointing Reinstatement Committee**

2. The Board appoints the Superintendent, Jason Kennedy, to serve as the Committee's chairperson.

3. The Board directs the Superintendent to prepare and submit to the Committee information about the circumstances surrounding the Student's expulsion and any factors for and against reinstatement.

4. The Board encourages the Student and the Student's parents/guardians to submit additional information to the Committee in support of the reinstatement petition.

5. The Board directs the Committee to convene not later than 10 school days from today to review the reinstatement petition and supporting documentation submitted by the Student and parents/guardians and to review the information submitted by the Superintendent. The Committee may request that the Student and the Student's parents/guardians appear in person to answer questions.

6. The Board directs the Committee to prepare and submit to the Board within 10 school days from today a written recommendation whether the Board should unconditionally reinstate the Student, conditionally reinstate the Student, or deny reinstatement to the Student. If the Committee recommends a conditional reinstatement, the Committee shall provide the Board with a suggested list of conditions. The Committee's recommendation shall be based on all the following factors:

- The extent to which reinstatement would create a risk of harm to other students or personnel;
- The extent to which reinstatement would create a risk of school liability or individual liability for the Board or school personnel;
- The age and maturity of the Student;
- The Student's school record before the incident that caused the expulsion;
- The Student's attitude concerning the incident that caused the expulsion;
- The Student's behavior since the expulsion and the Student's prospects for remediation; and
- The degree of cooperation and support that the parent/guardian has provided and the degree of cooperation that the parent/guardian can be expected to provide if the Student is reinstated, including the parent/guardian's toward possible reinstatement conditions.

7. The Board will consider the Committee's recommendation no later than its next regularly scheduled meeting.

8. The administration is directed and authorized to implement all terms of this resolution and is delegated all necessary authority to do so.

9. All resolutions and parts of resolutions insofar as they conflict with provisions of this resolution are hereby rescinded.

Ayes:

**5206-F-15 Board Resolution: Appointing Reinstatement Committee**

Nays:

Resolution declared adopted.

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

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Board Secretary

**BOARD ACTION REQUEST FORM**

**Meeting Date:** April 21, 2025

To: Board of Education

Attachment #: XIII-3

From: Jason Kennedy

**Subject to be Discussed and Policy Reference:**

Thrun Law Policy Update – March 2025

- a. Policy 4113 – Michigan Earned Sick Time Act (ESTA)
- b. Form 4113 – Employee Notification: ESTA

**Background Information:**

The Board has reviewed policy 4113, Michigan Earned Sick Time Act, and has conducted two readings of the policy updates. It is recommended that the Board approve the new Michigan Earned Sick Time Act (ESTA), to comply with the new law. Form 4113 should also be approved as the employee notification that is distributed to employees and serves as notices of the Board’s policy, per the new law.

**Financial Impact:** Additional paid leave time will be provided to employees, per the new law.

**Recommended Action:**

To approve the second reading of Thrun Law Policy 4113, Michigan Earned Sick Time (ESTA), and to adopt the policy, as discussed. This action includes the approval of both the policy and the employee notification, also as discussed.

**Action Taken:**

**Vote:** \_\_\_ Burgess      \_\_\_ Cole      \_\_\_ Hazekamp      \_\_\_ Kelly  
         \_\_\_ Meeuwenberg      \_\_\_ Mueller      \_\_\_ Six

## Series 4000: District Employment

### 4100 Employee Rights and Responsibilities

#### 4113 *Michigan Earned Sick Time Act (ESTA)* [Required for Districts with More Than 10 Employees]

##### A. General

Eligible employees will accrue paid leave as provided by the ESTA. Applicable provisions of a collective bargaining agreement, individual employment contract, or handbook remain in place and may provide additional paid leave time that is not provided by the ESTA.

Unless otherwise agreed with union representation, the ESTA does not apply to employees subject to a conflicting collective bargaining agreement in effect on February 21, 2025, until the collective bargaining agreement expires.

The ESTA does not apply to an employee subject to a conflicting individual employment contract in effect on February 21, 2025, until that contract expires, if all of the following are satisfied:

- the District and the employee signed the contract on or before December 31, 2024;
- the contract is effective for not longer than 3 years; and
- the District notified the Michigan Department of Labor and Economic Opportunity (LEO) of the contract.

##### B. Definitions

1. “ESTA benefit year” means the 12-month period from July 1 to June 30.
2. “Eligible employee” means an employee engaged in service to the District. The following, however, are not eligible employees:
  - a. an unpaid trainee or unpaid intern;
  - b. a person employed in accordance with the Michigan Youth Employment Standards Act, MCL 409.101, *et seq*; or
  - c. positions when the employee may schedule their own working hours as approved by the Superintendent or designee. For those approved positions, the District will not take adverse personnel action for failure to schedule a minimum amount of working hours.

If a collective bargaining agreement or contract meets the requirements in Section A above, then an employee covered by that contract is not an eligible employee until the contract expires.



3. "Family member" is defined as:
  - a. biological, adopted, or foster child, stepchild or legal ward, a child of a domestic partner, or a child to whom the eligible employee stands *in loco parentis*;
  - b. biological parent, foster parent, stepparent, or adoptive parent or legal guardian of an eligible employee or an eligible employee's spouse (under the laws of any state) or domestic partner or a person who stood *in loco parentis* when the eligible employee was a minor child;
  - c. an individual to whom the eligible employee is legally married under the laws of any state or a domestic partner;
  - d. grandparent, grandchild, and biological, foster, or adopted sibling;
  - e. an individual related by blood; or
  - f. an individual whose close association with the eligible employee is the equivalent of a family relationship.
4. "Earned sick time" means paid leave as allowed by the ESTA.
5. All other ESTA-defined terms apply to this Policy.

#### C. Wait Period and Leave Reinstatement Upon Re-Employment

A newly hired eligible employee may not use accrued earned sick time until 120 calendar days after the employee's start date, unless otherwise provided in a collective bargaining agreement, individual employment contract, employee handbook, or the ESTA.

Upon discharge or other separation from employment, an employee automatically loses accrued earned sick time unless the employee is rehired by the District within 2 months of the separation.

Accrued earned sick time that is not used before an employee's separation from employment will have no monetary value. If an employee separates from employment and is rehired by the District not more than two (2) months after separation, the District will reinstate previously accrued and unused earned sick time and allow the employee to use that earned sick time and accrue additional earned sick time upon reinstatement. This paragraph does not apply if the District paid the employee the value of the employee's unused accrued earned sick time at the time of separation.

#### D. ESTA Leave Accrual and Frontloading

1. Leave Accrual

Unless the District frontloads earned sick time under Section D(2), an eligible employee begins accruing earned sick time on February 21, 2025 or the employee's start date, whichever is later.

An eligible employee will accrue 1 hour of earned sick time for every 30 hours worked, but the eligible employee may only use up to 72 hours of earned sick time in a single ESTA benefit year. An FLSA-exempt eligible employee is assumed to work 40 hours per workweek unless the employee's normal workweek is less than 40 hours.

Up to 72 hours of unused accrued earned sick time will carry over from ESTA benefit year to ESTA benefit year.

## 2. Frontloading Leave

For each ESTA benefit year, the District may frontload earned sick time consistent with this policy, a collective bargaining agreement, or individual employment contract.

If frontloading, the District will grant a full-time eligible employee 72 hours of earned sick time at the beginning of an ESTA benefit year. For a part-time eligible employee, the District will provide the employee with:

- a written notice of how many hours the employee is expected to work during the ESTA benefit year at the time of hire;
- an amount of earned sick time at the beginning of the ESTA benefit year that is proportional to the earned sick time the employee would accrue if the employee worked all the hours in that written notice; and
- 1 hour of earned sick time for every 30 hours worked after the employee exceeds the work hours in that written notice.

Frontloaded earned sick time will not carry over from one ESTA benefit year to the next unless authorized in the applicable collective bargaining agreement, individual employment contract, or handbook.

## 3. Compliance Presumption

The District is in compliance with this Section D if it:

- provides an eligible employee with paid time off in at least the same amounts of time off described in the ESTA that may be used for ESTA purposes or any other approved purpose, with the time used for an ESTA purpose being subject to the ESTA; or
- is a signatory to a collective bargaining agreement that requires contributions to a multiemployer plan under the Employee Retirement Income Security Act, subject to certain conditions.

## E. Additional Absences

Additional absences, above and beyond earned sick time under the ESTA, are governed by an applicable collective bargaining agreement, individual employment contract, or Board Policy.

## F. Permissible Uses

An eligible employee may use earned sick time for the following reasons:

1. the employee's mental or physical illness, injury, or health condition; medical diagnosis, care, or treatment of the employee's mental or physical illness, injury, or health condition; or preventative medical care for the employee;
2. for the employee's family member's mental or physical illness, injury, or health condition, medical diagnosis, care, or treatment of the employee's family member's mental or physical illness, injury, or health condition or preventative medical care for a family member of the employee;
3. if the employee or the employee's family member is a victim of domestic violence or sexual assault, for medical care or psychological or other counseling for physical or psychological injury or disability, to obtain services from a victim services organization, to relocate due to domestic violence or sexual assault, to obtain legal services, or to participate in any civil or criminal proceedings related to or resulting from the domestic violence or sexual assault;
4. for meetings at a child's school or place of care related to the child's health or disability, or the effects of domestic violence or sexual assault on the child; or
5. for closure of the employee's place of business by order of a public official due to a public health emergency, for an employee's need to care for a child whose school or place of care has been closed by order of a public official due to a public health emergency, or when it has been determined by the health authorities having jurisdiction or by a health care provider that the employee's or employee's family member's presence in the community would jeopardize the health of others because of the employee's or family member's exposure to a communicable disease, whether or not the employee or family member has actually contracted the communicable disease.

## G. Use of Earned Sick Time

If the eligible employee's need to use leave is foreseeable, the employee must provide notice to the District of the employee's intent to use earned sick time at least 7 days prior to the date leave is to begin. If the eligible employee's need to use leave is not foreseeable, the employee must provide notice to the District of the employee's intent to use earned sick time as soon as practicable. For leave of more than 3 consecutive days, upon District request, the eligible employee must provide the District – within 15 days after the request – reasonable documentation

that earned sick time was used for an ESTA purpose. The District will be responsible for paying the eligible employee's costs in obtaining the requested documentation.

In cases of domestic violence or sexual assault, reasonable documentation includes any of the following:

- a police report indicating that the employee or the employee's family member was a victim of domestic violence or sexual assault;
- a signed statement from a victim and witness advocate affirming that the employee or the employee's family member is receiving services from a victim services organization; or
- a court document indicating that the employee or the employee's family member is involved in legal action related to domestic violence or sexual assault.

All health, sexual assault, and domestic violence information and documentation received from an employee about earned sick time remains confidential and will not be disclosed, except to the employee, with the employee's written permission, or as and to the extent required by law.

Failure to comply with notice procedures or document requests to support the use of earned sick time, or using earned sick time for a non-permissible use, may result in discipline, including discharge.

Unless otherwise provided in an employee's collective bargaining agreement, individual employment contract, or handbook:

- earned sick time must be used in 15 minute increments; and
- an employee using earned sick time will not receive overtime pay, holiday pay, or bonuses for the earned sick time.

#### H. Notice and Recordkeeping

The District will:

1. provide an ESTA notice created by LEO to each eligible employee at hire or by March 23, 2025, whichever is later (see 4113-F);
2. display in a conspicuous location in each of its buildings the ESTA poster created by LEO; and
3. retain for not less than 3 years records documenting hours worked and earned sick time taken by eligible employees.

Legal authority: MCL 408.934b, 408.961 et seq., *Mothering Justice v Attorney General*, 2024 Mich LEXIS 1454 (July 31, 2024)

Date adopted:

Date revised:

## Series 4000: District Employment

### 4100 Employee Rights and Responsibilities

#### 4113-F Michigan Earned Sick Time Act (ESTA) Form

##### ESTA Hire Notice

Pursuant to the Michigan Earned Sick Time Act (ESTA), an eligible employee generally (1) earns 1 hour of earned sick time for every 30 hours worked, but the District may cap use of earned sick time to 72 hours per ESTA benefit year, or (2) receives at least 72 hours of earned sick time at the beginning of the District's ESTA benefit year (prorated for a part-time employee under certain circumstances). The District's ESTA benefit year is the 12-month period from July 1 to June 30.

Retaliatory personnel action by the employer against an employee for requesting or using earned sick time for which the employee is eligible is prohibited. An eligible employee may file a complaint with the Michigan Department of Labor and Economic Opportunity (LEO) for any ESTA violation.

Terms under which earned sick time may be used are identified in the ESTA and in District Policy 4113, which terms are incorporated by reference into this Notice. An eligible employee may use earned sick time for the following reasons:

1. the employee's mental or physical illness, injury, or health condition; medical diagnosis, care, or treatment of the employee's mental or physical illness, injury, or health condition; or preventative medical care for the employee;
2. for the employee's family member's mental or physical illness, injury, or health condition, medical diagnosis, care, or treatment of the employee's family member's mental or physical illness, injury, or health condition or preventative medical care for a family member of the employee;
3. if the employee or the employee's family member is a victim of domestic violence or sexual assault, for medical care or psychological or other counseling for physical or psychological injury or disability, to obtain services from a victim services organization, to relocate due to domestic violence or sexual assault, to obtain legal services, or to participate in any civil or criminal proceedings related to or resulting from the domestic violence or sexual assault;
4. for meetings at a child's school or place of care related to the child's health or disability, or the effects of domestic violence or sexual assault on the child; or
5. for closure of the employee's place of business by order of a public official due to a public health emergency, for an employee's need to care for a child whose school or place of care has been closed by order of a public official due to a public health emergency, or when it has been determined by the health authorities having jurisdiction or by a health care provider that the employee's or employee's family member's presence in the community would jeopardize the health of others because

of the employee's or family member's exposure to a communicable disease, whether or not the employee or family member has actually contracted the communicable disease.

A LEO ESTA brochure is attached to this notice, along with a copy of the ESTA.

**[Attach LEO Hire Notice When Published by LEO]**