



*Regular
Board Meeting*

Board Room

November 21, 2022



Fruitport Community Schools
BOARD OF EDUCATION MEETING
Board Room
3255 E. Pontaluna Rd, Fruitport 49415
Monday, November 21, 2022 - 7:00 p.m.

- I. CALL to ORDER**
- II. PLEDGE of ALLEGIANCE**
- III. ROLL CALL**
- IV. APPROVAL OF AGENDA**
- V. PRESENTATIONS**
- VI. COMMUNICATIONS**
- VII. SUPERINTENDENT/ADMINISTRATIVE REPORTS**
- VIII. REMARKS FROM THE PUBLIC***

IX. CONSENT AGENDA

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

<u>Fund</u>	<u>Amount</u>
General Fund:	\$163,549.99
Other Funds:	
Early Childhood Center	\$1,666.31
Food Service	\$96,025.90
Cooperative Educ (ISD) – Tech Millage	\$72,164.39
Total Bill List:	<hr/> \$333,406.59

- 2. Acceptance of Monthly Financial, Bond, and Capital Projects Report (attachment IX-2)
- 3. Acceptance of Student Activity Summary Report (attachment IX-3)
- 4. Acceptance of Credit Card and Utilities Report (attachment IX-4)
- 5. Approval of Transfers and ACH Transactions Report (attachment IX-5)
- 6. Approval of Personnel Report (includes confirmation of new hires, resignations, retirees, and transfers) (attachment IX-6)
- 7. Approval of Special Meeting Minutes of November 18, 2022 (attachment IX-7)

X. GENERAL BOARD BUSINESS

- a. Fall 2022 Pupil Membership Count Update
- b. Technology and Security Millage Renewal Election Resolution
- c. Merit Based Compensation Requirement – MCL 380.1250

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

1. Report of Committee Meeting held November 14, 2022 (attachment XI-1)
2. Transportation Fuel System Recommendation (attachment XI-2)
3. Tender and Release Agreement – Bond Project Fencing

XII. PERSONNEL COMMITTEE REPORTS & RECOMMENDATIONS

Steve Kelly, Chairperson

1. Report of Committee Meeting held November 14, 2022 (attachment XI-1)

XIII. STUDENT AFFAIRS COMMITTEE REPORTS & RECOMMENDATIONS

Susan Franklin, Chairperson

1. Report of Committee Meeting held November 14, 2022 (attachment XIII-1)
2. Overnight Trip Request: Michigan Youth in Government (attachment XIII-2)
3. Overnight Trip Request: DECA State Competition (attachment XIII-3)
4. Overnight Trip Request: London, Paris and Madrid Trip (attachment XIII-4)
5. Instructional Council: Final Math Year Credit for Early College Students
6. Special Education Parent Advisory Committee Recommendation

XIV. BOARD MEMBER REPORTS AND DISCUSSIONS

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

1. Business & Finance Committee Meeting: Discuss Date and Time
2. Personnel Committee Meeting: December 5, 2022 at 5:00 p.m.
3. Student Affairs Committee Meeting: December 5, 2022 at 5:30 p.m.
4. Board of Education Meeting: December 12, 2022 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.



Attachment IX-1

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

<u>FUND</u>	<u>AMOUNT</u>
GENERAL FUND	\$163,549.99
EARLY CHILDHOOD CENTER	\$1,666.31
FOOD SERVICE	\$96,025.90
COOPERATIVE EDUC (ISD) - TECH MILLAGE	\$72,164.39
GRAND TOTAL	<u><u>\$333,406.59</u></u>

Fruitport Community Schools Monthly Financial Report 10/31/2022

		GENERAL FUND	SCHOOL SERVICE FUNDS			CAPITAL PROJECTS			Attachment: IX-2				Totals
			Food Service	Tech/Security	ECC	Bldg & Site	Capital Projects 2017	Capital Projects 2021	2010	2012 Refund	2017	2021	
Beginning Fund Balance:		4,487,616	594,146	133,486	341,801	1,302,156	2,461,178	6,302,002	171,739	121,133	514,218	145,123	
Revenues:													
Budgeted revenues:		35,005,914	1,361,744	552,500	784,500	-	-		-	-	-	-	
Actual revenues:													
	Jul.	37,102	39	142	55,649	1,606	2,945	7,695	4,264	-	16,346	3,908	129,697
	Aug.	206,070	10,500	8,948	68,880	2,394	4,009	10,719	70,824	-	271,525	64,918	718,788
	Sep.	1,320,472	4,617	45,106	75,257	2,566	3,926	9,592	188,407	-	722,318	172,698	2,544,959
	Oct.	2,166,759	6,642	-	245,878	731	3,804	3,714	-	-	-	-	2,427,528
Total Actual Revenues		3,730,404	21,798	54,196	445,663	7,297	14,684	31,721	263,495	-	1,010,189	241,524	3,393,444
Pro Rated budget Variance to date: Rev		7,938,233.62	432,116.19	129,970.75	(184,163.27)								
Expenses:													
Budgeted expenditures:		(35,344,122)	(1,575,596)	(448,905)	(855,138)	-	-	-	-	-	-	-	
Actual expenditures: [^]													
	Jul.	(612,624)	(27,634)	(6,513)	(83,954)	-	-	-	-	-	-	(500)	(731,225)
	Aug.	(1,098,675)	(30,556)	(2,868)	(61,846)	-	(157,481)	(444,244)	-	-	-	-	(1,795,670)
	Sep.	(3,651,163)	(144,251)	(7,610)	(98,598)	(48,912)	(234,535)	(613,404)	-	-	-	-	(4,798,473)
	Oct.	(2,396,037)	(157,595)	(7,621)	(21,735)	(67,435)	-	-	-	-	-	-	(2,650,423)
Total Actual Expenses		(7,758,499)	(360,036)	(24,613)	(266,133)	(116,347)	(392,016)	(1,057,648)	-	-	-	(500)	(7,325,368)
Pro Rated budget Variance to date: Exp		(4,022,874.77)	(165,163.05)	(125,022.15)	(18,913.10)								
Ending Balance to date:		459,521	255,909	163,069	521,331	1,193,106	2,083,846	5,276,076	435,234	121,133	1,524,407		
Projected Ending Balance:		4,149,408	380,294	237,081	271,163	1,302,156	2,461,178	6,302,002	171,739	121,133	514,218		
Revenues over(under) Expenses to date:												(3,931,924)	

[^]Fifth Third Bank auto deductions have been included in actual expenditure totals

Project Summary: 2021 Bond Budget Overview

All Work within all buildings

	Treasury App	Schematic Design	Fiscal Year 2021	Fiscal Year 2022	Fiscal Year 2023	Total Spent	
Athletic Turf	1,548,523.00	2,442,764.00	-	1,339,052.84	1,459,693.91	2,798,746.75	114.57%
Track Replacement	314,353.00	750,000.00	-	-	-	-	0.00%
Middle School Natatorium to Gym	1,215,355.00	1,215,355.00	-	-	-	-	0.00%
Athletic Supplies		34,075.00				-	
Total Athletics	3,078,231.00	4,442,194.00	-	1,339,052.84	1,459,693.91	2,798,746.75	63.00%
Beach Elementary	352,556.00	352,556.00	-	-	-	-	0.00%
Shettler Elementary	576,532.00	576,532.00	-	-	-	-	0.00%
Edgewood Elementary	100,000.00	25,000.00	-	-	-	-	0.00%
Middle School	1,387,815.00	1,387,815.00	-	-	-	-	0.00%
High School	1,023,954.00	416,099.00	-	924,074.00	42,025.38	966,099.38	232.18%
Total Mechanical/Controls/AC	3,440,857.00	2,758,002.00	-	924,074.00	42,025.38	966,099.38	35.03%
Overall Contingency	790,912.00	-29,639.00	-	-	-	-	0.00%
Tower Pinkster Fees	0.00	465,000.00	-	223,547.93	49,415.08	272,963.01	58.70%
Technology	0.00	0.00	-	-	-	-	#DIV/0!
Non HS Furniture/Band	150,000.00	150,000.00	-	-	-	-	0.00%
Transportation	500,000.00	200,000.00	-	-	-	-	0.00%
Cost of Issuance	60,000.00	74,443.00	30,450.00	43,993.60	-	74,443.60	100.00%
Total Bond	8,020,000.00	8,060,000.00	30,450.00	2,530,668.37	1,551,134.37	4,112,252.74	51.02%
Estimated Interest Earned (investment)	-20,000.00	-60,000.00	(2.18)	(12,172.73)	(31,721.35)	(43,896.26)	73.16%
Total Capital Projects Fund	8,000,000.00	8,000,000.00	30,447.82	2,518,495.64	1,519,413.02	4,068,356.48	50.85%
Overage (Surplus)							

Project Summary: 2017 Bond Budget Overview

All Work within all buildings

	Orig Bid	Change Orders	Total Revised Contract
Construction Total - HS	39,814,014.00	2,498,706.00	42,312,720.00
FFE - Furniture/fixature/equip	1,299,520.00	0.00	1,299,520.00
Alloc. Architect Fees (HS only) + AE Costs	3,113,343.00	0.00	3,113,343.00
CM Fee (HS only)	1,386,606.00	87,456.00	1,474,062.00
Roofs	0.00	274,532.00	274,532.00
Contingency	3,661,732.00	-2,586,162.00	1,075,570.00
TOTAL HS Project	49,275,215.00	0.00	49,549,747.00
Cost of Issuance - PFM	350,000.00	-142,209.00	207,791.00
Shettler Elementary	473,840.00	-168,913.00	304,927.00
Beach Elementary	320,393.00	-95,534.00	224,859.00
Edgewood Elementary	228,088.00	0.00	228,088.00
Middle School	640,005.00	-10,085.00	629,920.00
Non HS Furniture	0.00	4,113.00	4,113.00
Transportation	270,000.00	1,458,022.00	1,728,022.00
State Police Grant Expense	0.00	614,016.00	614,016.00
Total Bond	51,557,541.00	1,659,410.00	53,491,483.00
Estimated Interest Earned (investment)	-450,000.00	-1,421,328.00	(1,871,328.00)
State Police Grant (Revenue)	0.00	-428,030.00	(428,030.00)
VW Reimbursement			
Total Capital Projects Fund	51,107,541.00	-189,948.00	51,192,125.00
Overage (Surplus)	(207,459.00)		(122,875.00)

29.37%

Fiscal Year 2017	Fiscal Year 2018	Fiscal Year 2019	Fiscal Year 2020	Fiscal Year 2021	Fiscal Year 2022 YTD	Fiscal Year 2023 YTD	Total Spent	
36,863.73	2,965,446.81	18,607,869.58	10,914,209.02	6,635,503.21	3,222,940.55	677,660.88	43,060,493.78	101.77%
-	1,370.85	91,217.60	532,345.40	277,291.30	240,399.91	7,939.31	1,150,564.37	88.54%
1,017,776.57	1,355,075.18	99,774.36	82,429.26	302,749.86	123,939.23	41,692.00	3,023,436.46	97.11%
-	101,224.00	655,412.00	377,251.00	231,699.00	140,142.00	14,312.00	1,520,040.00	103.12%
					223,177.30	-	223,177.30	81.29%
							-	
1,054,640.30	4,423,116.84	19,454,273.54	11,906,234.68	7,447,243.37	3,950,598.99	741,604.19	48,977,711.91	98.85%
79,757.78	128,033.77	-	-	-	-	-	207,791.55	100.00%
-	-	86,983.22	160,516.90	10,173.00	23,846.50	-	281,519.62	92.32%
-	11,996.00	-	15,327.00	3,027.00	151,358.80	-	181,708.80	80.81%
-	-	53,318.13	46,784.00	-	-	-	100,102.13	43.89%
-	-	31,341.90	227,640.97	335,245.00	-	-	594,227.87	94.33%
-	4,112.55	-	-	59,196.21	18,669.80	-	81,978.56	1993.16%
229,330.00	202,930.00	-	331,535.00	495,825.00	468,402.00	-	1,728,022.00	100.00%
-	-	-	577,065.95	36,950.00	-	-	614,015.95	100.00%
1,363,728.08	4,770,189.16	19,625,916.79	13,265,104.50	8,387,659.58	4,612,876.09	741,604.19	52,767,078.39	98.65%
(33,086.56)	(270,225.99)	(1,102,501.63)	(421,207.98)	(23,385.40)	(5,616.72)	(14,684.32)	(1,870,708.60)	99.97%
-	-	-	(368,923.28)	(59,107.69)	(103,875.00)	-	(428,030.97)	100.00%
1,330,641.52	4,499,963.17	18,523,415.16	12,474,973.24	8,201,291.49	4,607,259.37	726,919.87	50,364,463.82	98.38%

Fruitport Community Schools
Student Activity Summary Report - Attachment IX-3
Month ending October 31, 2022

Student Activity Sub Totals	BEGINNING BALANCE	NET CHANGE	ENDING BALANCE
District Wide Student Activity Accounts	50,085.21	(6,430.28)	43,654.93
Beach Elementary Student Activity Accounts	26,526.36	(809.24)	25,717.12
Edgewood Elementary Student Activity Accounts	52,247.54	(24,087.16)	28,160.38
High School Class of Student Activity Accounts	7,554.47	-	7,554.47
High School Athletic Student Activity Accounts	99,144.10	(41,037.21)	58,106.89
High School Student Activity Accounts	180,274.51	(7,552.62)	172,721.89
Middle School Student Activity Accounts	33,120.50	(2,438.03)	30,682.47
Shettler Elementary Student Activity Accounts	26,051.48	(930.38)	25,121.10
Alt. High School Student Activity Accounts	600.44	-	600.44
Millionaire Party Accounts	17,552.77	(1,062.56)	16,490.21
Total Student Activity Fund	\$ 493,157.38	\$ (84,347.48)	\$ 408,809.90

Credit Card and Utilities Detail - Attachment IX-4
For the month ending October 31, 2022

	July	August	September	October	November	December	January	February	March	April	May	June	Total
Utilities:													
Consumers	\$ 643.35	\$ 612.41	\$ 932.65	\$ 238.57									\$ 2,426.98
Frontier	\$ 45.44	\$ 46.64	\$ 46.80	\$ 46.80									\$ 185.68
MISEC	\$ 20,984.57	\$ 22,461.53	\$ 19,381.06	\$ 23,316.47									\$ 86,143.63
Total Utilities	\$ 21,673.36	\$ 23,120.58	\$ 20,360.51	\$ 23,601.84	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 88,756.29
Credit Cards:													
General Fund	\$ 66,527.66	\$ 114,824.97											\$ 181,352.63
Early Childhood	\$ 2,202.70	\$ 3,950.38											\$ 6,153.08
Tech/Security Millage	\$ 1,444.80	\$ 5,818.73											\$ 7,263.53
Student Activities	\$ 6,540.48	\$ 25,787.45											\$ 32,327.93
Total Credit Card Charges	\$ 76,715.64	\$ 150,381.53	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 227,097.17

***Credit cards are always a month behind

October 2022 Transfers - Attachment IX-5

Payment Date	Debit Account Desc	Credit Account Desc	Amount
10/13/2022	Checking - General Fnd Inv - USD	Checking - Payroll - USD ***10/14/22 Payroll & ORS Transfer	\$ 879,064.48
10/27/2022	Checking - General Fnd Inv - USD	Checking - Payroll - USD ***10/28/22 Payroll & ORS Transfer	\$ 898,756.28
			<u>\$ 1,777,820.76</u>

Personnel Report – November 21, 2022

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

Marissa Higgs – Guidance Counselor (FHS)
Chandler Nichols – Mathematics Teacher (FHS)
Janine Laliberte – Instructional Assistant (FHS)
Takya Longmire – Administrative Assistant (Adult Education)
Amber Compagner – Transportation
Andrew Hecksel – HVAC Technician and Maintenance

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

Sarah Krajewski – Health Teacher (FMS and FHS)

The following positions are currently posted:

Secondary Health Teacher
Bus Driver
Instructional Assistants (6 positions)
School Psychologist
Childcare Assistant

Memo

To: FCS Board of Education
From: Allison Camp, Curriculum Director
Date: November 2, 2022
Re: Recommendation for Hire

Recently, Lauren Chesney, Jenn Finnerty, Tanya Fehler, and myself completed two rounds of interviews for the high school counseling position. After receiving glowing recommendations from two administrators at her current school district, the team offered the position to **Marissa Higgs**. Marissa started her work in counseling as a liaison between the Michigan College Access Network, the MAISD, and school counselors in the county as the Local College Access Network Coordinator. From there she worked as a school counselor at Muskegon Catholic Central and West Ottawa High School. Both of her degrees are from Grand Valley State University. We are very excited to have her join the FCS team.

Marissa Higgs
5001 Lake Harbor Rd
Norton Shores, Michigan 49441
616-402-0996 phone, mhiggs4669@gmail.com

Education

- Master of Education - School Counseling, Winter 2009 - Grand Valley State University
 - Graduate Dean's Citation for Academic Excellence in a Major – awarded by the School of Education – School Counseling, April 2009
 - Master's Project – Culturally Competent Schools: Involving Parents in the Education Process
- Bachelor of Science - Liberal Studies Winter 2007 - Grand Valley State University
- Associate of Art - Liberal Arts - Aquinas College

Work Experience

School Counselor - *West Ottawa High School, grades 9-12* *August 1, 2015 - Current*

Leadership - Department chair (2018-2021): plan and run weekly counseling meetings, professional learning communities, participate in monthly School Improvement Team meetings, Supervise counseling interns, Mentor new counselors; Coordinate and manage all aspects of the Early College Program including, but not limited to, student level and cohort level costs, contracts, and student oversight; Develop, test, pilot and launch online platforms, working with programmers and developers for program optimization and utilization; Write all associated work instructions, training materials, and correspondence (parents, students, staff), conduct teacher training as needed; conduct parent, student, staff presentation and trainings, lead 504 meetings, participate in Individual Development Plan (IEP) meetings; collaborate with Director of Special Education, Director of Finance, Director of Education Technology, I.T. specialists, teachers, students, parents, hospital social workers, deputies, colleges and universities, and other community/key stakeholders. **KEY WORDS:** Relational capacity, innovative, collaboratorative, leader, active engagement, agent of change.

Responsibilities - Conduct one-on-one student EDP meetings; Conduct walk-in, phone-in, and scheduled student and parent meetings (in-person and virtual) to address academic, college and career, personal, and social needs; Conduct restorative meetings, Conduct risk to self evaluations and refer accordingly, Participate in risk to others assessments, Complete necessary DHS and CPS paperwork; observe students in the classroom; assist students in the development of Education Development Plans (EDPs)

School Counselor – *Muskegon Catholic Central, grades 7-12* *August 1, 2012 – June 2015*

Leadership - Member of the school leadership team, create the master schedule for grades six through twelve, coordinator for the annual M-Step assessment, and conduct teacher training.

Responsibilities - Conduct one-on-one student EDP meetings; coordinate and proctor AP, PSAT and ACT accommodated tests; conduct walk-in, phone-in, and scheduled student and parent meetings; complete the necessary DHS and CPS paperwork; observe students in the classroom; participate in 504 and Non-Public Service Plan (IEP) meetings; collaborate with teachers, directors of special education, colleges and universities, and other community/key stakeholders. **KEY WORDS:** Aquinas College, advisory, dual enrollment, Early College, senior seminar, student interviews, teacher training, NCAA, MHSAA academic eligibility, PowerSchool, CareerCruising, and Leadership team.

Coordinator – *Muskegon Opportunity* *January 4, 2010 – June 29, 2012*

Leadership & Responsibilities - Collaborate with the superintendents, principals, and counselors in public, non-public and charter schools within Muskegon County; served as the liaison between the Michigan College Access Network (MCAN), the MAISD, and county school counselors; served as a Michigan College Access Network (MCAN) consultant to other state Local College Access Networks (LCAN), presenting best practices when creating and implementing a local college access network; created and supported state, regional, and community-based partnerships around the college access initiatives; managed and reported on all grants, including monthly budgets and annual projections, and served on the Early College of Muskegon County development committee.

Marissa Higgs
5001 Lake Harbor Rd
Norton Shores, Michigan 49441
616-402-0996 phone, mhiggs4669@gmail.com

Full-time Student – Grand Valley State University

September 2007 – June 2009

Senior Buyer/New Product Support Specialist – P&WC Component Solutions, Inc.

February 2000 – August 2007

Team Development / Purchasing Manager Delegate

Responsibilities - Offered guidance to and share best practices with New Product Support, Sales Support Associate, and Accessory Buyer team members; serve as PWCS Purchasing representative to CPW144 Suppliers, driving synergies and collaborative efforts between PWCS and other PWC business units; communicate strategic direction from Purchasing Manager to the purchasing team, promote the A.C.E. methodology, and encourage participation in company initiatives such as inventory reduction.

New Product Support

Responsibilities – Participated in PW600 Entry Into Service (EIS) activities, including: travel to Montreal for 3P and Kaizen events to plan procurement and stocking strategies for the EIS; participate in conference calls with Pratt representatives around the world; work with the various OEMs prior to EIS to ensure: repair vs. replace factors, repair sources and CPW source of supplies for accessory support. Additionally, participated in campaign planning and writing with Pratt Canada engineering, CPW 144 Supplier liaison as well as the supplier, prior to campaign release. Provisioned and procured material based on campaign parameters.

New Parts Procurement

Responsibilities – Built, defined, planned and launched a min/max system to manage inventory fluctuations; work with OEM to ship required parts around the world and collaboratively measure on time delivery; coordinate with various departments to validate MRP findings, procure and track open orders. Developed and managed procurement processes to support component acquisition planning in regard to inventory, turns and gross profit targets. Analyzed and reported inventory and cost data/information to appropriate internal departments: Management, Sales and Finance. Took corrective action to remedy discrepancies in inventory, pricing or quality.

Inventory Management

Responsibilities – Analyzed Pratt Network inventory for profitability prior to transfer. Analyzed the network inventory against the Corporate E&O numbers and confirmed reserve transfer amounts. Wrote the work instructions required for transfer analysis to ensure standardization. Reconciled transfers upon receipt. Worked with the accounting department for monetary recovery, if necessary.

Other Relevant Information

Proficiencies

- Proficient in MS Office such as Word, Excel, PowerPoint and Publisher
- Proficient in Google Suite such as Drive, Docs, Sheets, Slides, Classrooms, Hangouts
- Proficient in Infinite Campus & PowerSchool (student management systems)

Skills

- Solution focused
- Relationship builder
- Collaborative leader
- Excellent verbal and written communication
- Curious
- Detail oriented
- Open minded
- Quick thinker

Memo

To: FCS Board of Education
From: Allison Camp, Curriculum Director
Date: November 7, 2022
Re: Recommendation for Hire

Recently, Lauren Chesney, Rob Rogers, Jane Robbins, and Sam Moore completed two rounds of interviews for the high school math teaching position. Four candidates were invited in for the first round of interviews and 2 finalists were selected for teaching interviews. From the finalists, Chandler Nichols was chosen as the next math teacher for FHS. Chandler is currently finishing his student teaching at North Muskegon Middle and High School. He will receive his Bachelor of Arts degree in Secondary Education (Math and Outdoor Education and Leadership) in December. We are very excited to have him join the FCS team.

Chandler Nichols

(He, Him, His)
nicho2cw@cmich.edu
(231) 780-749



Teaching Philosophy: To uphold the safety of all students, empower them with a growth mindset, and produce thoughtful, happy adults

EDUCATION

Central Michigan University

Graduation Date: December 2022

Bachelor of Arts in Secondary Education

Focus in Mathematics with a minor in Outdoor Education and Leadership

3.75 GPA

TEACHING EXPERIENCE

Student Teaching

August 2022 – December 2022

North Muskegon Middle & High School

- Taught 8th Grade Math, Precalculus, and Calculus between 8th and 12th Grade
- Developed hands-on teaching skills, created lesson plans, and led activities for classrooms of varying sizes
- Maintained positive relationships with students, and developed skills in maintaining and organizing a strong, healthy classroom environment

Pre-Student Teaching

January 2022 – May 2022

Breckenridge High School

- Taught Algebra and Geometry between 9th and 10th Grade
- Observed lessons and teaching methods while helping students to better understand lesson material
- Gained experience working on lesson plans and developing skills for working with children

S.T.E.M. Education Scholar

August 2018 – December 2022

S.T.E.M. Education / Central Michigan University

- Gained hands-on experience teaching STEM related projects to groups of 15-20 students
- Work alongside STEM professionals to learn more about the field and how to teach STEM related material

REFERENCES

Laurel Peterson

Cooperating Teacher – North Muskegon

lpeterson@nmps.net

Cynthia Hughes

Student Teacher Coordinator – CMU

hughe1c@cmich.edu

Julie Cunningham

CMU Center for Excellence in STEM Education

cunni2ja@cmich.edu

Gabrielle Gerlach

Chief Operations Officer – Muskegon YMCA

ggerlach@pendalouan.org

RELEVANT WORK EXPERIENCE

Assistant Coach

March 2018 – March 2021

Whitehall Girls Varsity Soccer / Whitehall, MI

- Create different activities including drills and workshops to further develop communication and ability to work together in a team-based environment
- Review plays and facilitate commutation for areas of opportunity for future games
- Further developed ability to communicate instruction to ensure understanding and team success

YMCA Summer Camp Teen Director

August 2019 – August 2022

Camp Counselor

June 2015 – August 2019

Camp Pentalouan / Montague, MI

- Lead activities for 10-15 kids to teach them important leadership skills and development
- Taught kids our four main values responsibly, respect, honesty, and caring through modeling and exemplifying them through activities
- Schedule daily activities for the teen program alongside our camp director to make sure the program runs as efficient as possible
- Facilitate all actives within the Teen Program and direct reflection conversations to pull important skills and lessons

Resident Assistant

August 2019 – May 2020

Central Michigan University

- Working with a diverse group of CMU students to create a safe, welcoming environment for all
- Hosting various programs, events, and self-guided opportunities
- Improved ability to solve problems on the spot by handling roommate conflicts
- Create an inclusive environment in which everyone feels comfortable to shares their ideas, concerns, and ask questions

AWARDS AND SCHOLARSHIPS

Langenburg-Dunn Endowed Scholarship	August 2022
YMCA Camp Pentalouan Bill Boyden Scholarship	August 2022
College of Education and Human Services Learning and Leading Award	May 2022
Cleon C. Richtmeyer Scholarship Fund	June 2021
Susan Colby Maly Endowed Scholarship	May 2020
STEM Education Scholar Award	June 2018
Central Michigan University Academic Excellence Award	May 2018
Stephen C. Privacky Memorial Scholarship	May 2018
Eric Marcil Memorial Scholarship	May 2018
William D. Munroe & Marie P. Munroe Farnsworth Scholarship	May 2018

CERTIFICATIONS

Pediatric/Adult CPR/First Aid/AED	June 2022
Wilderness First Responder with Epinephrine	February 2021
Blood Borne Pathogens	August 2021
Project Learning Tree	March 2019
Low Course Facilitation	September 2021

Takya L. Longmire

231 886 4331 • Muskegon, MI 49442 • takyalenay@gmail.com

Clerical Assistant

Organization | Critical Thinking | Communication

Detail-oriented and hardworking professional passionate about working in education. Offering 4 years experience in customer service and 1 year experience in clerical support. Seeking employment with Fruitport Community Schools where I can fully utilize my talents and grow professionally.

WORK EXPERIENCE

Muskegon Family Care – *Muskegon Height, Michigan*

March 7, 2022- Present

Clerical Support Staff

Provide day to day non-clinical administrative support and ensure high-quality customer service to patients.

- Answering phone calls, directing the calls as required and handling all queries
- Communicate with patients to set up and schedule medical appointments
- Organize and input patient information into patient account
- Inquire and process patient health insurance
- Communicate with internal office team and providers to insure patients are helped accordingly

Child Care - *Muskegon, Michigan*

Aug 26, 2021- October 8, 2021

Nanny

Provided children with transportation to and from school, made meals, and took care of house chores during the day.

- Prepared breakfast lunch and dinner for the children
- Fed and took care of the dogs
- Completed household chores
- Transported children to and from school

Campus Den - *Muskegon, Michigan*

Aug 2019- March 21, 2020

Customer Service/Cashier

Exceeded or met personal sales targets, while demonstrating a solid customer focus. Also contributing to team effort and overall success of the store.

- Greeted Customers entering establishment

Takya Longmire

takyalenay@gmail.com

- Itemized and total customer merchandise selection at checkout counter, using cash register, and accepted cash or charge card for purchase.
- Stocked shelves, racks, cases, bins, and tables with new or transferred merchandise.
- Maintained a clean safe work environment for customers and co-workers.

Lombardo's Pizza - Muskegon, MI

March 2018 – Aug 2020

Front Counter Cashier/Food Prep

Worked cash register while completing behind the counter task and food prep.

- Promptly handled customer complaints and resolved issues
- Quickly and accurately took in-face and over the phone orders
- Communicated with team members and upper management to meet customer needs
- Assisted in food preparation when necessary

EDUCATION

Muskegon High School - Muskegon, MI

High School Diploma – High School Education, September 2018- May 2021

Muskegon Area Career Tech Center - Muskegon, MI

Blood Borne Pathogen, CPR, AED, and first aid certification, September 5, 2019- January 22, 2020

PROFESSIONAL SKILLS

- Computer application experience
- Superlative oral and written communication skills
- Critical-thinking
- Problem-solving
- Ability to work alone or part of a team

VOLUNTEER EXPERIENCE

21st Century Summer School Program - Muskegon, MI

Educational Summer School Program

- Assist teachers with student driven curricular
- Aided in student behavioral issues when needed
- Prepared learning material and set up student environment

Personal assistant

- Created spread-sheets and word documents
- Organized and took notes on student and teacher classroom research

AWARDS AND HONORS

National Honors Society - Muskegon, MI

February 3, 2020

- Demonstrated scholarship, service, leadership, and character

Takya Longmire

takyalenay@gmail.com

- GPA was held above 3.0

Janine Laliberte

Headstart Assistant 3 years + Special Needs Assistant

Spring Lake, MI 49456

janinelaliberte2_g2j@indeedemail.com

+1 231 468 8939

Security / 6 years

Willing to relocate: Anywhere

Authorized to work in the US for any employer

Work Experience

Bus Driver/Nursing home

BAYVIEW NURSING HOME - Saint Augustine, FL

May 2022 to Present

Transport residents to medical appointments

Bus Driver/Chaperone

Florida School for the Deaf and the Blind - Saint Augustine, FL

January 2021 to January 2022

Monitor students on the school bus

Security: On demand, live on site 8 years. Emergency Responder

Harbor View Apartments - Cadillac, MI

April 2012 to September 2020

On call evenings and 3 weekends a month. I work independently for a 100 unit apartment building. Emergency Responder for Seniors and people with disabilities.

Education

High school or equivalent in Marketing/Bookkeeping/Retailing

Trade school 2 years - Cadillac, MI

Skills

- CDL class B P & S (10+ years)
- Childcare
- Customer Service
- Cash Handling
- Management
- Organizational Skills
- Security

- Stocking
- Typing
- School Bus Driving
- Bus Driving
- Bookkeeping
- Commercial Driving
- Delivery Driver Experience
- Driving
- Marketing
- Leadership
- Shuttle Driving
- Developmental Disabilities Experience
- Senior Care
- Food service
- Experience with children
- Food Safety
- Box Truck
- Load & Unload
- Van driver
- Time management
- Caregiving
- Cooking

Certifications and Licenses

Class B S P

Present

First Aid Certification

CDL B

Driver's License

School Bus Endorsement

Passenger Endorsement

CDL C

Assessments

Supervisory Skills: Directing Others — Proficient

September 2019

Motivating others through feedback to identify improvements or corrective actions.

Full results: [Proficient](#)

Work Style: Reliability — Highly Proficient

November 2020

Tendency to be dependable and come to work

Full results: [Highly Proficient](#)

Food Safety — Familiar

October 2020

Proper food handling, storage, and equipment use for preventing the spread of foodborne illness.

Full results: [Familiar](#)

Customer Focus & Orientation — Proficient

October 2020

Responding to customer situations with sensitivity

Full results: [Proficient](#)

Indeed Assessments provides skills tests that are not indicative of a license or certification, or continued development in any professional field.

Andrew Hecksel

Professional | Reliable | Problem solver

Spring Lake, MI 49456

andrewhecksel2_svf@indeedemail.com

+1 616 430 4290

I am eager to utilize all of the knowledge and skills that I have acquired through my many experiences to better my community, my environment, as well as challenge myself in a career that will allow for growth

Authorized to work in the US for any employer

Work Experience

Foreman/Tree Care Specialist

Hecksel Tree Service - Spring Lake, MI

June 2017 to October 2022

Tree care specialist duties include, identifying trees, plants, diseases, damage, as well as pruning suggestions, removal consultation, land management, wildlife management, and small scale lumber harvesting. sometimes utilizing a 3rd party crane company to assist in precarious Tree removals unable to be climbed by an Ariel employee due to safety hazards. EHAP training was given as well.

Mechanical duties include operating, maintaining, and repairing heavy equipment including skid steers, tractors, trucks, loaders, chain saws, and wood chippers. Also felling trees, utilizing rigging equipment to assist a climbing arborist with selective limb/Tree removal, equipment recovery, and safety procedures.

Foreman duties include training, leading, and responsibility for a team of workers. Also included duties such as project planning, sales, customer service, and scheduling.

HVAC Service Technician

Affordable Plumbing and Heat - Colorado Springs, CO

June 2016 to November 2017

Service technician responsibilities included troubleshooting, diagnosing and repairing heating and cooling systems. Comfort advisory including sales, customer service, dispatch, and project estimations. Other responsibilities included planning business projects, basic financial analysis, and training service team members as well as overseeing operations and safety.

Utilities Equipment Repairer

Department of Defense, United States Army - Colorado Springs, CO

2014 to 2016

Completed utilities equipment repair on armored combat vehicles, tracked vehicles, refrigerator units, DRASH units, construction equipment, furnaces and more. This included troubleshooting, diagnosing problems, and repairing a wide variety of additional equipment, tools, and machines. A very high mechanical aptitude was required to work on electrical systems, diesel engines, vehicular heating and cooling systems, as well as tools, calibrating devices, and other equipment.

HVAC Apprentice

French Heating and cooling - Grand Haven, MI
2012 to 2014

HVAC apprentice responsibilities included troubleshooting, diagnosing and repairing residential and light commercial heating and cooling systems. Other responsibilities included customer service and service dispatch organization. Specialized in marine HVAC systems.

Manufacturing Technician

Shape Corp - Grand Haven, MI
2011 to 2012

Entry level position operating an automated welding line that produced automotive bumpers. Troubleshooting and high mechanical aptitude skills were required. Operated 600 ton punch press, forklift certified, shipping and receiving experience. MIG/TIG/ARC welding. Sheet metal work, destruction testing, Overhead crane experience.

Education

AIT in 91-c Utilities equipment repair

U.S. Army Ordnance school - Fort Lee, VA
2014 to 2015

High school diploma

Spring Lake High School - Spring Lake, MI
May 2011

Skills

- Automotive Diagnostics
- Tree Care
- Stamping Press
- DoD Experience
- Diesel Engine Repair
- Mechanical Knowledge
- Equipment Repair
- Security
- Brake Repair
- Suspension
- Blueprint Reading
- Facilities Maintenance
- Mechanic Experience
- Service Technician Experience
- Welding
- Hydraulics

- Lawn Care
- Refrigeration

Languages

- English - Expert

Military Service

Branch: United States Army

Service Country: United States

Rank: Private First Class

2014 to 2016

Commendations:

National defense ribbon, Army service ribbon, Army Achievement Medal, global war on terrorism medal, distinguished honor graduate 91-c AIT, Expert marksmanship awards for rifle & machine gun, expert mechanic, and expert driver awards, certificate of achievement for Professionalism.

Certifications and Licenses

Chauffer liscence

February 2022 to July 2025

Michigan Chauffeur's license

CDL class A Permit

March 2022 to March 2023

Allows for operation of CDL Class A,B vehicles under direct supervision of class A CDL liscence holder. Allows holder to access training programs to obtain CDL.

EPA Type II

EPA Type I

EPA 609 Certification

Amber Compagner

Dental Insurance Coordinator

Muskegon, MI 49444

eeyoreblue19746_x4r@indeedemail.com

616-212-1613

I am looking for a job in a friendly working environment. A job which will enable me to utilize the skills I have acquired throughout my working experience and education.

Authorized to work in the US for any employer

Work Experience

Dental Insurance Coordinator

Infinity Dental Spring Lake - Spring Lake, MI

March 2021 to June 2021

I took care of All insurance payments, rejection, and information. I answered phones, took payments from patients and did treatment planning.

Front Desk Insurance Coordinator

Coopersville Dental Associates - Coopersville, MI

May 2017 to January 2021

Insurance coordinator, scheduling, financial arrangements, treatment planning, posting mail, billing, patient payments, insurance tracking, answering phones, patient care. I also implemented how to collect money from patients who refused to pay, I set up monthly payment plans for these patients, and I made it so patients would pay their portion at time of service. I know how to get instant payment from Delta Dental, BCBS, and Alway scare. I started providing instant treatment plans for patients so they would know their out of pocket cost, and not be surprised.

Certified Dental Assistant front desk coordinator

Grand Haven Smiles - Grand Haven, MI

July 2008 to October 2016

Insurance coordinator, scheduling, treatment planning, financial arrangements, collecting payments, mail, billing, assist Dr. Wilton, sterilize instruments, order supplies, infection control monitor, managed the entire office.

Certified Dental Assistant

Dr. Creason, Dr. Weber, & Dr. Scholtz - Grand Haven, MI

May 2007 to April 2008

I was the full time Dental Assistant to Dr. Drew Schultz. I performed Assistant duties, such as patient greet and seat, room sterilization, instruments sterilization, taking impressions, pouring up models, talking with the patient to find out what tooth issues they were having, taking x-rays. Dr. Scholtz left the practice in April of 2008, and when that happened, there was no job for me. Dr. Creason and Dr. Weber let me go sadly with 2 weeks severance pay.

Certified Dental Assistant/Front desk Coordinator

Dr. Bowen & Dr. Thornley - Grand Haven, MI

May 2003 to July 2007

I was Assistant to Dr. Bowen and performed all dental assistant duties. Take x-rays, diagnosis patient problems and report to Dr. Bowen, take impressions, pour up models, sterilize room and instruments, greet and seat patients.

I also, tracked insurances, posted mail, did treatment planning, financial arrangements, answer phones, scheduling, and figure out patient problems to be able to schedule accordingly.

Education

Associate in Psychology

University of Phoenix-Online Campus - Grand Rapids, MI

February 2007 to May 2009

Certificate for dental assisting in Dental Assisting

Olympic College - Grand Rapids, MI

September 2002 to May 2003

Skills

- Billing (10+ years)
- Customer Service Skills (10+ years)
- Receptionist (10+ years)
- Scheduling (10+ years)
- Clerical (10+ years)
- Filing (10+ years)
- Microsoft Word (10+ years)
- Dental Assisting (10+ years)
- Dental Receptionist (10+ years)
- Eaglesoft (10+ years)
- Dentrix (Less than 1 year)
- Chairside Assisting (10+ years)
- Infection Control Training (10+ years)
- Laboratory Experience (10+ years)
- Office Management (6 years)
- Insurance Verification (10+ years)
- Guest Services (10+ years)
- Phone Etiquette (10+ years)
- HIPAA (10+ years)
- Office experience
- Time management

- Dental office experience
- Management

Certifications and Licenses

Cpr certified

November 2019 to November 2021

Xray certified

May 2003 to Present

Certified Dental Assistant

September 2006 to January 2017

Additional Information

I am a kind, caring, compassionate person, who is a team player. I take pride in my work and always give a 110% in what I do. I love helping people very much, and will go the extra mile for them. I do this simply, because its what I would want someone to do for me. I am willing to learn anything, and gladly take on any task presented to me.

Sarah Krajewski
2950 Memorial Dr.
Muskegon, MI 49445
231-557-8492

November 14, 2022

Dear Middle and High School Administrative Team,

Please accept this letter as a formal notice of my resignation of my position as a middle and high school teacher at Fruitport Community Schools, effective January 20th at the end of the first semester. My life and circumstances have changed dramatically since I started teaching in Fruitport and after many months of deliberation, I know I am making the right decision for myself and my family.

I was hired at FCS following a very difficult time in my life after losing both of my parents to heart attacks within a year and also going through a divorce. Coworkers and administrators were welcoming and I felt comfortable and appreciated throughout my time here. Being employed as an educator during covid was an interesting experience and I am proud of the way that Fruitport handled these very challenging and difficult times in supporting teachers and the various needs of all of the student population. It has been a pleasure working under the administrative teams at both the high school and middle school.

Perhaps the greatest opportunity at FCS was the experience of teaching new classes and electives. This semester in Social Responsibility class, for example, we are working on a middle school mentorship program with Coach Nate Smith as an adviser. I am so excited about this program (as are my students) and I plan to finish ALL of my classes this semester to the very best of my ability as an educator.

In the last year, the catering business that I started in 2020 has blossomed into a full time gig. Cooking food and serving people has always been my passion. Given the physicality of the work, this is not something I can pursue in my retirement and I know now is the time to go "all in" on building this business into its full potential. The strain of trying to do both jobs is beginning to take a toll on my family and I recognize the need to make a decision sooner rather than later.

I apologize for the work that will be needed to fill my position mid-way through the year. If I can be of any assistance in transitioning in a new teacher, I would be happy to do so. Also, I would be happy to complete an exit interview if that would be helpful.

Sincerely,

Sarah Krajewski



Fruitport Community Schools
SPECIAL BOARD MEETING MINUTES
Monday, November 14, 2022 – 6:00 p.m.

Meeting Location:

Fruitport Community Schools Central Office
Board of Education Meeting Room
3255 E. Pontaluna Rd.
Fruitport, MI 49415

- I. **CALL TO ORDER:** The Special Meeting of the Board of Education was called to order at 6:00 p.m. by Board President, Dave Hazekamp.
- II. **ROLL CALL:** Present – Tim Burgess, Kris Cole, Susan Franklin, Dave Hazekamp, Steve Kelly, and JB Meeuwenberg; Absent - Elroy Buckner.

III. APPROVAL OF AGENDA

Item 22-150. MOTION by Franklin, SECOND by Cole to approve the agenda as presented.

MOTION CARRIED 6-0; 1 absent.

IV. REMARKS FROM THE PUBLIC: None

V. GENERAL BOARD BUSINESS:

A. Regular Board Meeting Minutes of October 17, 2022

Item 22-151. MOTION by Cole, SECOND by Franklin to approve the Regular Board Meeting Minutes of October 17, 2022, as presented.

MOTION CARRIED 6-0; 1 absent.

B. Food Service Delivery / Dry Freight Truck Purchase

Item 22-152. MOTION by Cole, SECOND by Franklin to approve the purchase of a Food Service Delivery / Dry Freight Truck via MiDeal 3958-0118 for a total of \$75,049, to be paid for using Food Service Funds, as discussed.

MOTION CARRIED 6-0; 1 absent.

C. Other

Dave Hazekamp expressed his appreciation and gratitude for the support of the food service employees who assisted with the Fruitport Hall of Fame Banquet that was held at the high school. It was recommended to honor these employees with an Above and Beyond recognition at an upcoming Board meeting.

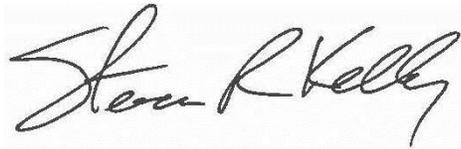
VI. ADJOURNMENT

Item 22-153. MOTION by Kelly, SECOND by Franklin to adjourn.

MOTION CARRIED: 6-0; 1 absent

The meeting adjourned at 6:12 p.m.

Respectfully submitted,

A handwritten signature in black ink that reads "Steve R. Kelly". The signature is written in a cursive style with a large, stylized "S" and "K".

Steve Kelly, Board Secretary

Danielle VanderMeulen, Recording Secretary

Fall 2022 FTE Pupil Membership Count 10/5/2022

Grade	Edgewood		Shettler		Beach		Elem Totals		Grand Total				
	Reg Ed	Spec Ed	Reg Ed	Spec Ed	Reg Ed	Spec Ed	Reg Ed	Spec Ed	Elementary				
ECSE				20.60						20.60			
K	99.14	0.86	54.87	0.13	50.00	1.00	204.01	1.99	206.00	100.00	55.00	51.00	
Gr 1	97.55	2.45	54.85	0.15	54.68	0.32	207.08	2.92	210.00	100.00	55.00	55.00	
Gr 2	88.09	0.91	49.00	0.00	44.99	3.01	182.08	3.92	186.00	89.00	49.00	48.00	
Gr 3	83.69	2.31	48.55	0.45	50.90	9.10	183.14	11.86	195.00	86.00	49.00	60.00	
Gr 4	101.13	2.87	58.87	0.13	43.77	2.23	203.77	5.23	209.00	104.00	59.00	46.00	
Gr 5	99.62	1.38	50.55	0.45	44.55	3.45	194.72	5.28	200.00	101.00	51.00	48.00	
	569.22	10.78	316.69	21.91	288.89	19.11	1174.80	51.80	1226.60				
Building Total:	580.00		338.60		308.00								
Change:	24.00		5.60		-7.00								
Grade	Middle School		High School		Alt Ed		Adult Options		Grand Total				
	Reg Ed	Spec Ed	Reg Ed	Spec Ed	Reg Ed	Spec Ed	Reg Ed	Spec Ed	GE Sub.	Secondary			
6	195.19	6.81							195.19	202.00	202.00		
7	189.01	6.99							189.01	196.00	196.00		
8	187.79	8.21							187.79	196.00	196.00		
9			198.43	6.24		0.00	5.67		204.10	210.34	204.67		
10			208.04	10.12	6.00		5.00		219.04	229.16	218.16		
11			181.45	6.55	6.99	0.01	7.00		195.44	202.00	188.00		
12			186.42	11.58	3.00		1.33		190.75	202.33	198.00		
	571.99	22.01	774.34	34.49	15.99	0.01			1381.32	1437.83			
Building Total:	594.00		808.83		16.00		19.00						
Change	3.55		7.63		1.67		2.00						
Grand Total District K-12 Funding:									2,664.43				
									2,626.98	Fall 2021 Count			
Change in Enrollment (Fall 2021 to Fall 2022)									37.45				
									1.43%				

iReady Grant Numbers	
K	
1	
2	
3	
4	
5	
6	
7	
8	
Total K-8	0.00

_____ (the “District”)

A meeting of the board of education of the District (the “Board”) was held in the _____, within the boundaries of the District, on the _____ day of _____, 20____, at _____ o’clock in the __.m. (the “Meeting”).

The Meeting was called to order by _____, President.

Present: Members

Absent: Members

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

WHEREAS:

1. Section 705 of the Revised School Code authorizes a constituent district to request that the question of a regional enhancement property tax be submitted to the voters by the intermediate school district at the next regular school election, or at a special election if the request is made more than 180 days before such regular election date; and

2. This Board determines that it is in the best interest of the District to request that Muskegon Area Intermediate School District (the “ISD”) place a regional enhancement millage renewal question before the voters at a special election to be held in accordance with Section 705 of the Revised School Code.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The District requests that the ISD submit a regional enhancement property tax millage renewal proposal for 0.9831 mill for ten (10) years, 2024 to 2033, inclusive, to the voters at a special election to be held in each of the constituent districts located within the ISD.

2. The Superintendent, or a designee thereof, is hereby authorized to deliver a certified copy of this resolution and its attachments to the Secretary of the ISD Board on or before Friday, December 30, 2022.

3. The regional enhancement property tax question to be submitted to the voters is set forth on Exhibit A attached hereto and is approved and incorporated herein by reference.

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

Ayes: Members

Nays: Members

Resolution declared adopted.

Secretary, Board of Education

The undersigned duly qualified and acting Secretary of the Board of Education of _____, hereby certifies that the foregoing constitutes a true and complete copy of a resolution adopted by the 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).

Secretary, Board of Education

MDG/keh

EXHIBIT A

**MUSKEGON AREA INTERMEDIATE SCHOOL DISTRICT
REGIONAL ENHANCEMENT MILLAGE RENEWAL PROPOSAL**

This proposal will allow the intermediate school district to continue to levy regional enhancement millage that will expire with the 2023 levy. Pursuant to state law, the revenue raised by the proposed millage will be collected by the intermediate school district and distributed to constituent districts based on pupil membership count.

Shall the limitation on the amount of taxes which may be assessed against all property in Muskegon Area Intermediate School District, Michigan, be renewed by 0.9831 mill (\$0.9831 on each \$1,000 of taxable valuation) for a period of 10 years, 2024 to 2033, inclusive, to provide operating funds to enhance other state and local funding for constituent district operating and capital acquisition purposes related to security and technology; the estimate of the revenue the intermediate school district will collect if the millage is approved and levied in 2024 is approximately \$5,550,146, which funds will be disbursed as required by statute to: Fruitport Community Schools, Holton Public Schools, Mona Shores Public Schools, Montague Area Public Schools, Public Schools of the City of Muskegon, Muskegon Covenant Academy, Muskegon Heights Public School Academy, Muskegon Heights Public Schools, Muskegon Maritime Academy, Muskegon Montessori Academy for Environmental Change, North Muskegon Public Schools, Oakridge Public Schools, Orchard View Schools, Ravenna Public Schools, Reeths-Puffer Schools, Three Oaks Academy, Timberland Academy, Whitehall District Schools, and Muskegon Area Intermediate School District (this is a renewal of millage that will expire with the 2023 levy)?

THE REVISED SCHOOL CODE (EXCERPT)
Act 451 of 1976

380.1250 Compensation including job performance and accomplishments as factors; effect of collective bargaining agreement; length of service or achievement of advanced degree as factor.

Sec. 1250. (1) Except as otherwise provided in this section, a school district, public school academy, or intermediate school district shall implement and maintain a method of compensation for its teachers and school administrators that includes job performance and job accomplishments as a significant factor in determining compensation and additional compensation. The assessment of job performance shall incorporate a rigorous, transparent, and fair evaluation system that evaluates a teacher's or school administrator's performance at least in part based upon data on student growth as measured by assessments and other objective criteria.

(2) If a collective bargaining agreement is in effect for teachers or school administrators of a school district, public school academy, or intermediate school district as of January 4, 2010, and if that collective bargaining agreement prevents compliance with subsection (1), then subsection (1) does not apply to that school district, public school academy, or intermediate school district until after the expiration of that collective bargaining agreement.

(3) For teachers and school administrators who are hired by a community district after September 1, 2019, the community district shall implement and maintain a method of compensation that includes job performance and job accomplishments as the primary factor in determining compensation and additional compensation. A teacher's or school administrator's job performance shall be evaluated based on the teacher's annual evaluation under section 1249 or the school administrator's annual evaluation under section 1249b, as applicable.

(4) For teachers and school administrators who are hired by a community district after September 1, 2019, the community district shall not use length of service or achievement of an advanced degree as a factor in compensation levels or adjustments in compensation except as follows:

(a) For a teacher with a secondary level teaching certificate who has a subject area endorsement and who teaches in that subject area, an advanced degree achieved in that subject area may be considered as a factor in the teacher's base compensation.

(b) For a teacher with an elementary level teaching certificate who teaches in an elementary grade, an advanced degree in elementary education may be considered as a factor in the teacher's base compensation.

History: Add. 1995, Act 289, Eff. July 1, 1996;—Am. 2009, Act 205, Imd. Eff. Jan. 4, 2010;—Am. 2016, Act 192, Imd. Eff. June 21, 2016;—Am. 2018, Act 601, Eff. Mar. 29, 2019.

Popular name: Act 451

Business and Finance Committee

Tuesday, November 8, 2022

4:00 p.m., Superintendent's Office

Meeting Minutes

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

1. Transportation Fuel System Recommendation

Mark provided a recommendation from Kathy Randall regarding our fuel system. With Fruitport having a fuel tank, there is a requirement to have fuel system. This system tracks where our fuel goes per vehicle for accountability. We also have a district that fills up with our fuel while they drop off their students and we use the system to track the number of gallons so that we can bill the district.

2. Pool Renovation Recommendation

Mark provided an update regarding the pool renovation. There was suppose to be a recommendation however the bids came in higher than expected. The team is working to make sure that we have everything that they need and working through options. The team is planning on coming to the December meeting to present the recommendation.

3. Merit Pay Requirement

Jason gave an update on merit pay and what is required. The district will be coming up with ideas to ensure that the district meets the requirements of the law.

4. Pupil Membership Count Update

Jessica gave an update on our Fall count. The district's pupil membership has increased compared to las Fall!

5. Technology and Security Millage Renewal Election Resolution

Jason and Mark gave an update about the renewal of the Technology/Security Millage from the MAISD. Fruitport receives roughly \$550,000 per year for technology and security needs around the district. The 2022-23 fiscal year is year 9 of 10 of our current millage.

6. Other – Food Service Truck

Mark provided an quote for a food service truck. This is through the same site that Fruitport purchases our operation's trucks through. The food service program has excess fund balance that would be used to purchase the truck. A special board meeting has been created to take action on the recommendation.

Meeting adjourned at 4:45 p.m.

Respectfully submitted by Mark Mesbergen

BOARD ACTION REQUEST FORM

Meeting Date: November 21, 2022

To: Board of Education

Attachment #XI-2

From: Mark Mesbergen

Subject to be Discussed and Policy Reference:

Transportation Fuel System

Background Information:

Our current fuel management system is outdated and we are no longer able to get parts to fix the system. The transportation department has been looking for the past couple of years as this upgrade is needed. Most systems are built for gas stations or other large companies. The proposal fits our smaller needs for recording where our fuel goes and other requirements that are needed to maintain the fuel tank. The system will be used to track fuel for all vehicles and also used to determine the monthly bill to one other local school district that uses our tank for their special education buses.

Financial Impact:

\$19,151 to come from the transportation budget within the general fund. Roughly \$2,150 as ongoing costs for upgrades and support in future years.

Recommended Action:

To approve the proposal E2205102.01 from Eco Fuel Services (attached) for a new fuel system.

Action Taken:

Vote: ___ Buckner ___ Burgess ___ Cole ___ Franklin

___ Hazekamp ___ Kelly ___ Meeuwenberg



ECO FUEL SERVICES

Environmentally Sound Solutions for
Your Fuel Maintenance Needs

Sourcewell

Awarded Contract

Contract # 092920-MTF

October 7, 2022
Proposal No. E2205102.01

Mr. Brad Faulkner
Fruitport Community Schools Transportation Department
3113 E. Pontaluna Rd
Fruitport, MI 49415
231-750-2453

bfaulkner@fruitportschools.net

RE: Updated Proposal - Fuel Management Solution – Fruitport Community Schools

Mr. Faulkner:

Eco Fuel Services is pleased to present the Fruitport Community Schools Transportation Department this proposal to provide and install a new FuelForce fuel management solution and new tank gauging system for your fueling facility. It is our understanding that the fueling facility consists of the following:

- One (1) 15,000-gallon horizontal aboveground compartmentalized tank, to remain in place as part of this proposal:
 - 12,500-gallon diesel
 - 2,500-gallon regular unleaded
 - Ground level tank fill points
 - Morrison Bros. clock level gauges
- OPW Site Sentinel iTouch Tank-Gauge, to be replaced as part of this proposal
- One (1) single product, two hose Wayne Select Series electronic fleet fuel dispenser with suction pump(s) for unleaded gasoline, to remain in place as part of this proposal
- One (1) single product, two hose Wayne Select Series electronic fleet fuel dispenser with suction pump(s) for diesel fuel, to remain in place as part of this proposal
- One (1) PetroVend fuel management system, to be replaced as part of this proposal, that includes:
 - K800 island controller
 - FSC3000TM Fuel Site Controller
 - Phoenix Software

Scope of Work

Eco Fuel Services is pleased to present the Fruitport Community Schools the following FuelForce fuel management systems Scope of Work:

Fuel Management Solution – Hardware

Eco Fuel Services proposes to provide a hosted web based FuelForce Fuel Management Solution as follows:

- One (1) FuelForce FF894-AC4 Island Mounted Site Controller with numeric keypad for control of up to four (4) fuel transfer pumps:
 - Cellular network communication for FuelServ.net
 - Fueling transaction authorization will be accomplished using keypad entry to identify the vehicle, piece of equipment or fuel can, vehicle/equipment odometer/hour meter reading and user
- FuelServe.net single site license - Cloud Based Web Host with I/T support 1st year
- Factory Services (fully programmed system), Project Management, Installation Support, Customer Training, and S&H
- Training FuelForce Programs the System, and Trains the Customer
- One-year parts warranty*

Fuel Management Solution – Installation

Eco Fuel Services will provide:

- Mount the new island mounted fuel management site controller
- Complete the wiring and wire termination between the site controllers and dispensers using new and existing wiring and conduit
- Complete system commissioning and testing
- One-year labor warranty*

Optional TankWatch Integration to the Fuel Management Solution

Eco Fuel Services is pleased to offer to options for the integration of TankWatch into our proposed fuel management solution:

- The Centeron cellular tank level monitoring system to work alongside your existing tank level monitoring system
- The Omntec electronic tank level monitoring system to replace the existing OPW Site Sentinel tank level monitoring system

Option 2 – Centeron Tank Monitoring System Installation

Eco Fuel Services will provide a Centeron LTE cellular radar tank monitor for each of your two tank compartments based on the following scope:

- Provide and install the Centeron tank monitors
- Provide a 1,000 cellular call block for daily monitoring of the tank monitors
- Complete installation by installing a tee into the tank working vents to allow the installation of the radar tank monitors
- 1-year warranty

Option 2 – Omntec Electronic Tank Monitoring System Installation

Eco Fuel Services will provide a Omntec PROTEUS-K electronic tank monitoring system and the installation of the PROTEUS-K based on the following scope:

- Provide and install the PROTEUS-K controller in place of the current OPW Site Sentinel

- Complete installation using new and existing conduit and wiring
- 1-year warranty

Option 3 – Omntec Add-Ons

There is limited information available at the time of quoting the replacement of the OPW Site Sentinel tank level monitoring system, the two items may be required if the Option 2 – Omntec Electronic Tank Monitoring System Installation is selected:

- Fuel tank interstitial leak detection/monitoring
- Remote Hi-Level alarm for overfill prevention

Fee

Eco Fuel Services has estimated that the above Scope of Work could be completed for the following lump sums:

Fuel Management Solution – Hardware

Description	Cost Per	Qty	Extended Cost
FF894-AC4 – Island Mounted Fuel Controller, 12" Stainless Pedestal Base, Numeric Keypad, Cell Modem, 4-Hose	\$8,084.00	1	\$8,084.00
FSN 001 – Fuelserve.net SaaS - Standard Customer Support, includes Cellular or Network Communication Service (Annual License)	\$2,150.00	1	\$2,150.00
SS100-01 – Setup Service (Single Site Controller) includes Account Setup, Preload Data, Remote User Training.	\$1,010.00	1	\$1,010.00
ISP-1 – Installation Support for Fuel Management System	\$100.00	8	\$800.00
Shipping and Handling	\$250.00	1	\$250.00
Fuel Management Solution – Hardware Total			\$12,294.00

Fuel Management Solution – Installation

Description	Cost Per	Qty	Extended Cost
FuelForce Fuel Management System Installation	\$2,883.00	1	\$2,883.00
Fuel Management Solution – Installation Total			\$2,883.00

Optional TankWatch Integration to the Fuel Management Solution

Option 1 – Centeron Tank Monitoring System Installation

Description	Cost Per	Qty	Extended Cost
TW 001 – FuelForce TankWatch Software – for Automatic Tank Reconciliation to customer provided ATG system (add site licenses)	\$1,066.00	1	\$1,066.00
CENCELLRAD12-4G – Centeron 12FT 4G LTE Cellular Radar Monitor, Intrinsically Safe	\$821.00	2	\$1,642.00
CENCALL1000 – Centeron Data Call Block 1000 Calls	\$425.00	1	\$425.00
Installation Service	\$755.00	1	\$755.00
Shipping and Handling – Estimated	\$86.00	1	\$86.00
Option 1 – Centeron Tank Monitoring System Installation Total			\$3,974.00

Option2 – Omntec Electronic Tank Monitoring System Installation

Description	Cost Per	Qty	Extended Cost
TW 001 – TankWatch Software - for Automatic Tank Reconciliation to customer provided ATG system (add site licenses)	\$1,066.40	1	\$1,066.40
WC 005-01 – ATG Wireless Radio Link Set for Wireless Communication	\$1,040.00	1	\$1,040.00
PROTEUS-K controller with 7in color touch screen, 1 RS-232 port, and ethernet. accepts up to 4 mtg series magnetostrictive probes and 16 BX series leak sensors.	\$3,355.00	1	\$3,355.00
Magnetostrictive rigid steel probe with 1 thermistor and product and water capability part no. Mtg-Rs-R1f2-XXXXXX (Overall Length 120in-132in)	\$1,701.00	2	\$3,402.00
Diesel float kit for probes. Includes 4-in buna floats, 6ft yellow cable, spacers, 4-in cap, sk-4 (sealing kit), white clips, and cathodic boot.	\$85.00	1	\$85.00
Gas float kit for probes. Includes 4-in buna floats, 6ft yellow cable, spacers, 4-in cap, sk-4 (sealing kit), white clips, and cathodic boot.	\$85.00	1	\$85.00
Pre-program the system at the factory	\$247.86	1	\$247.86
Shipping and Handling - estimate	\$650.00	1	\$650.00
Installation Service	\$2,110.00	1	\$2,110.00
Option2 – Omntec Electronic Tank Monitoring System Installation Total			\$12,041.26

Option 3 – Omntec Add-Ons

Description	Cost Per	Qty	Extended Cost
BX series non-product distinguishing interstitial leak sensor. comes with 12ft cable	\$335.00	1	\$335.00
2in cap for bx-ls interstitial sensors	\$61.20	1	\$122.40
Low voltage high level remote audio/visual annunciator with acknowledge switch/test switch	\$357.00	1	\$357.00
Installation Service	\$554.00	1	\$554.00
Option 3 – Omntec Add-Ons Total			\$1,368.40

Estimated Required Annual Cost – After First Year

Process, terms, conditions, and cost of these options are subject to change, and are provided here for informational and future planning purposes only, and is not intended a guarantee of future cost or service

Description	Estimated Cost Ea.
One Of the Following Three Options Is Required **	
Per Incident – Web Host FuelServe.net Per Incident or Pay as you go option with one incident prebilled per year for every controller. The price of that option may vary per year and includes, among other things, the communication cost for the year plus an hourly rate based on the nature of the service call – invoiced and serviced through Multiforce	TBD
Basic – Web Host FuelServe.net (cellular or hardwire data communication) – Estimated Cost – invoiced and serviced through Multiforce	\$1,075.00
Standard – Web Host FuelServe.net (cellular or hardwire data communication) – Estimated Cost – invoiced and serviced through Multiforce	\$2,150.00

Description	Estimated Cost Ea.
Annual Hardware Service Contract for The FuelForce System – Labor* Only – invoiced and serviced through Eco Fuel Services	\$2,380.00
Annual Hardware Support Contract for The FuelForce System – Parts* Only – Estimated – invoiced and serviced through Multiforce	\$575.00

****Web Host Service Level Identification Matrix**

Process, terms, and conditions of these options are subject to change

Value Proposition	Standard	Basic	Per-Incident
Unlimited Help Desk Support	X		
Automatic Scheduled File Download	X		
Multiple Users Access	X		
Remote Comm. Conversion Support	X		
Automatic Daily Polling	X		

Value Proposition	Standard	Basic	Per-Incident
Cellular Communication Service	X	X	
Email Help Desk Support	X	X	
Fleet & Credit Card Service Support	X	X	
Unlimited Vehicles and Drivers	X	X	X
Database Administration Capability	X	X	X

Terms

Standard Terms

100% of installation cost due at time of contract acceptance

Tax

Taxes are not included in the proposal price. Taxes, if applicable, are the responsibility of the end user.

Duration

All prices will remain valid for fifteen (15) days from the date of this proposal and will be subject to review and escalation beyond that time.

Service

Eco Fuel Services would like to thank you for this opportunity to be of service and we look forward to working with you. Please feel free to contact me if you have any questions regarding this proposal or to place an order.

Respectfully,

Warren van Dongen

Warren van Dongen

810.423.2854 – Direct

ecofuelservices@gmail.com



Personnel Committee
Monday, November 14, 2022
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 5:00 p.m. and Dave Hazekamp, JB Meeuwenberg, Steve Kelly, and Jason Kennedy were present.

1. **Recommendation for Hire - FHS Guidance Counselor** - The Committee discussed the recommendation to hire Marissa Higgs as a guidance counselor at FHS. Marissa started her work in counseling as a liaison between the Michigan College Access Network, the MAISD, and school counselors in the county as the Local College Access Network Coordinator. From there she worked as a school counselor at Muskegon Catholic Central, and then, West Ottawa High School, where she is currently employed. It is recommended that her hiring be approved through the consent agenda at the Board meeting.
2. **Recommendation for Hire - FHS Mathematics Teacher** - The Committee discussed the recommendation to hire Chandler Nichols as a mathematics teacher at FHS. Chandler is currently finishing his student teaching at North Muskegon Middle and High School. He will receive his Bachelor of Arts degree in Secondary Education (Math and Outdoor Education and Leadership) in December. It is recommended that his hiring be approved through the consent agenda at the Board meeting.
3. **Merit Pay Requirement** - The Committee discussed the need to comply with MCL 380.1250 and provide compensation for professional staff that is based upon job performance and accomplishments as factors for determining merit pay. A recommendation from the administration will be formulated and presented to the Committee at an upcoming meeting.

4. **Technology and Security Enhancement Millage Renewal Resolution** - The Committee discussed the need for school boards in Muskegon County to consider a resolution to place a renewal of the countywide Technology and Security Enhancement Millage on the May 2023 ballot. The Board will be asked to consider this resolution at the December 12, 2022 Board meeting.
5. **Other** - The Committee reviewed items from the other Board Committee meetings that will be discussed at the Regular Board Meeting on Monday, November 21, 2022.
6. **Public Comment:** None
7. **Adjournment:** The meeting was adjourned at 5:37 p.m.

Respectfully submitted by Jason Kennedy, Superintendent



Student Affairs Committee
Monday, November 14, 2022
5:30 p.m.

MEETING MINUTES

Meeting Location:

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

Attendance:

The meeting was called to order at 5:38 p.m. with Tim Burgess, Susan Franklin, Dave Hazekamp, and Jason Kennedy present.

- 1. Instructional Council: Final Year Math Credit for Early Middle College Students -**
The Committee discussed the Fifth Year Math Proposal that was approved by the District's Instructional Council on September 22, 2022. It is recommended that the Board approve the following Muskegon Community College courses to count toward a 5th year Early Middle College student's final year math requirement: CIS (Computer Information Systems, chemistry, physics, accounting, engineering, and Computer Aided Design (CAD)).
- 2. Overnight Field Trip Request: Michigan Youth in Government -** The Committee discussed an overnight field trip request by Deeann Skov to the Kellogg Center in East Lansing for students to participate in a mock legislature at the State Capital. Costs are covered through a Michigan Youth in Government grant and some additional funds from the students, families, and District. It is recommended that the Board approve the overnight trip request.
- 3. Overnight Field Trip Request: DECA State Competition -** The Committee discussed an overnight field trip request by Danielle Hershey to the Huntington Place Convention Center in Detroit for our DECA students to participate in the DECA state competition. Costs are covered through CTE funding, fundraising, and student contributions. It is recommended that the Board approve the overnight trip request.

4. **SEAB Recommendation on Guest Speakers** - The Committee discussed the two year request from the high school health department to allow Planned Parenthood to be used as a guest speaker to address the contraception lesson at the high school as a part of the health curriculum. As policy and law requires, the Committee required that advanced notification to parents and parent opt out were openly and transparently provided to parents. This partnership has existed for many years, and has been approved by the SEAB, as the Muskegon County Health Department does not have the staffing capacity to provide this support to all schools.
5. **Technology and Security Enhancement Millage Renewal Resolution** - The Committee discussed the need for school boards in Muskegon County to consider a resolution to place a renewal of the countywide Technology and Security Enhancement Millage on the May 2023 ballot. The Board will be asked to consider this resolution at the December 12, 2022 Board meeting.
6. **Special Education Parent Advisory Committee Member Recommendation** - The Committee discussed the need to have the Board approve a parent to serve on the intermediate school district's Parent Advisory Committee. The parent must be a resident of the local district and have a child who has an IEP. It is recommended that Stephanie Detamore be nominated by the Fruitport Community Schools' Board of Education to the MAISD Special Education Parent Advisory Committee for a term that runs retroactively from July 1, 2022 through July 2024.
7. **Other** - The Committee reviewed items from the other Board Committee meetings that will be discussed at the Regular Board Meeting on Monday, November 21, 2022.
8. **Public Comment:** None
9. **Adjournment:** The meeting was adjourned at 5:55 p.m.

Respectfully submitted by Jason Kennedy, Superintendent

BOARD ACTION REQUEST FORM

Meeting Date: November 21, 2022

To: Board of Education

Attachment #: XIII-2

From: Jason Kennedy

Subject to be Discussed and Policy Reference:

Overnight Trip Request: Michigan Youth in Government

Background Information:

High school teacher, Deeann Skov, has requested an overnight trip to be approved to go to the Kellogg Center in East Lansing for students to participate in a mock legislature at the State Capital. It is recommended that the Board approve the overnight trip request. Supporting detail has been included in the Board packet.

Financial Impact:

Costs are covered through a Michigan Youth in Government grant, with additional funds from students, families, and the District being used to support the trip. \$628 in District funds will be used to cover the cost of the trip.

Recommended Action:

To approve the overnight trip request from Deeann Skov for high school students to go to the Kellogg Center in East Lansing to participate in a mock legislature at the State Capital, as discussed.

Action Taken:

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



**Fruitport Community Schools
Overnight Field Trip Request**

The details for this overnight trip are as follows:

Background Information

Group Requesting Permission: Michigan Youth In Government (MYIG)
Staff Person(s) in Charge: Deeann Skov
Start of Trip Date 2/16/2023
End of Trip Date 2/19/2023
Funding Sources: MYIG grant, district, students
Are all students Participating? Yes
Chaperone/Student Ratio: 1-17

Destination Information

Destination: Lansing
Destination Information: Kellogg Center 219 S Harrison Rd, East Lansing, MI 48824
Purpose of Trip: Students will participate in a mock legislature at the state capitol.

Lodging Information

Lodging Accommodations: Either Kellogg Center or Best Western
Lodging information: 219 S Harrison Rd, East Lansing, MI 48824
Transportation Arrangements: Need one bus for Thursday at 11:00pm and pick-up on Sunday

Emergency Information

Emergency Contact: Lauren Chesney
Emergency Forms Complete? No
Parent Notification is Complete and Attached to this Form? No


Principal/Supervisor Signature


Date



**FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY**

Program Overview

A YMCA Michigan Youth in Government (MYIG) is a program of the State Alliance of Michigan YMCA's. YMCA MYIG will help teens build historical and civic perspective. Teens who participate in YMCA MYIG cultivate skills in **public discourse, decision making and civic participation**. They also experience character development through practicing the **YMCA core values of Caring, Honesty, Respect and Responsibility**. YMCA Michigan Youth in Government programs give teens the tools they need to put what they learn in the classroom into action through hands-on experiences with their peers from all across Michigan.

In alignment with the 2019 Michigan Social Studies standards, the four pillars of responsible citizenship are Disciplinary Knowledge, Thinking Skills, Democratic Values and Civic Participation. The disciplinary knowledge and democratic values taught in social studies classrooms across Michigan are the foundation of our Democracy. Through participation in YMCA MYIG, teens will be able to put into action the disciplinary knowledge they gain in the classroom in spaces where they will use critical thinking skills, strengthen their Democratic values and have REAL experiences in civic participation to become the responsible citizens our Democracy needs in the future.

This step-by-step guide is a framework for effective, engaged and exciting participation in the YMCA MYIG program. All communities in Michigan can be involved in the YMCA MYIG programs and events as long as they meet the following requirements;

1. A Lead Advisor to sponsor and lead the delegation.
2. Attend overnight events with a 1 to 10 adult to student ratio.
3. Register at least 5 students who follow the base curriculum during the school year.
4. Secure sponsorship by a school and/or local YMCA Association. Watch our pitch video today!

Schools who participate in YMCA MYIG from September to May and meet the following accountability standards are eligible to receive support **funding through the State Alliance of Michigan YMCA's**. This is made possible by HB4411, Section 99bb passed by Michigan's Legislature to support the YMCA MYIG program. Delegations that receive State Alliance of Michigan YMCA's grant funding must fulfill these additional requirements as laid out in the Funding Language:

1. Hold at least one meeting with an elected official (local, state or federal) with participating teens during the school year.
2. Register at least one Delegation Leader (student leader) with the YMCA MYIG office.
3. Submit at least 1 bill per 4 legislative students registered for Lansing Conferences.
4. A minimum of 65% of participants complete a comprehensive program survey.
5. Hold a minimum of 10 meetings between August 1st and April 1 st
6. At least one advisor participates in the Civic Health Champions National Network
7. Submit an annual grant application. (Lead Advisor Account needed to view application)

These requirements help us ensure that the YMCA Michigan Youth in Government experience is meaningful, delivers on our mission to provide leadership training to meet the needs of a democratic society. At YMCA MYIG we aim to create an inclusive environment in which students develop an understanding and appreciation of the diversity of others. To strengthen young people and communities through emphasizing character development and the values of caring, honesty, respect and responsibility in all that we do.

Michigan Youth in Government 2023

	Cost	MYIG Grant	District Cost
Transportation (Bus & driver)	\$1000	\$800	\$200
Event Registration	450 per student	400	50 covered by student
Event Registration	600 per advisor	400	200
Advisor-food	120		120
Advisor-substitute	108		108
			628

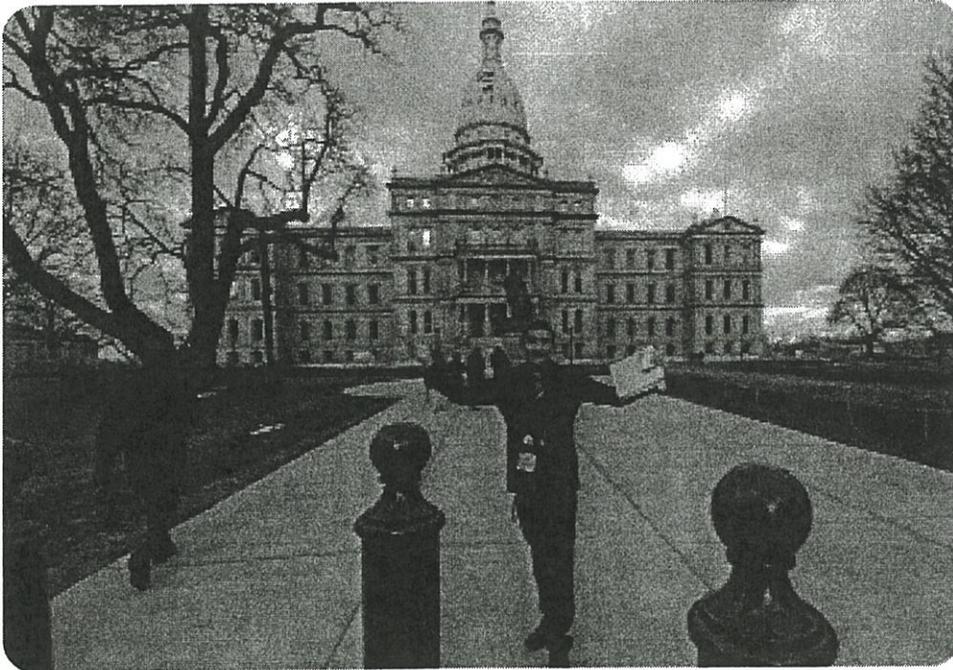
Projected cost to the District: \$628



Last Year

FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

YMCA Michigan Youth in Government Spring Conference Guide



2022 YMCA MYIG Early Spring Conference

February 17th-20th

Accommodations/Meeting Spaces

Delegates attending early conference will be staying at the Kellogg Center Hotel located at 219 S. Harrison Rd. East Lansing, MI 48824. Or, the Best Western Hotel located at 2209 University Park Dr. Okemos, MI 48864. Our meetings will take place primarily at the hotel on Thursday and in the downtown Capitol area on Friday and Saturday. If you have questions, please contact the staff directly at 517-639-4480, not the hotel.

Arrival

Arrive at your assigned hotel between 12 and 2pm on the first day of the conference. If you are assigned to the Best Western, a shuttle will be provided to take you to the Kellogg Center for the first meeting. You can be dressed in a casual, yet dress code appropriate outfit (see the dress code document for more info). You will be directed to our registration desk to receive your badge, schedule and other materials. You should bring lunch or eat before arrival. Your first meeting starts at 2:30pm in the Kellogg Center Hotel.

bring snacks!

Have questions? Contact the YMCA MYIG staff today!

- staff@myig.org
- 517-639-4480
- www.myig.org *

Fast Facts

Arrival:

- Arrive between 12-2pm on Thurs. February 17th
- Please arrive at the hotel you are assigned to
 - Best Western: 2209 University Park Dr. Okemos, MI 48864
 - Kellogg Center: 219 S. Harrison Rd. East Lansing, MI 48824

Departure:

- Early Conference-Dismiss 11:30-12:00pm on Sun. February 20th.
- Students should be picked up at the hotel they are assigned to.



Thursday - February 17, 2022

Dress Code: Casual Appropriate

	Nerve Center	Willy Room
	Bill Tracking Center	Central Lobby
	MJP Center	South Lobby
1:00 – 2:30 pm	Kellogg Registration (advisors only).....	South Lobby
	Kellogg Luggage Storage.....	Room 106/107
12:00 – 2:00 pm	Best Western Registration (advisors only)	Stadium Lobby
	Best Western Luggage Storage	Stadium Room
12:30 pm	Shuttle Bus to Kellogg Center	Best Western Lobby
1:00 pm	Shuttle Bus to Kellogg Center	Best Western Lobby
1:30 pm	Shuttle Bus to Kellogg Center	Best Western Lobby
2:05 pm	Shuttle Bus to Kellogg Center	Best Western Lobby
1:45 pm	Specialist Training for Advisors	Lincoln
2:30 – 3:15 pm	General Assembly.....	Big Ten AB
	Welcome	Red Speaker of the House
3:30 – 4:15 pm	2022 Elections – Nomination Convention	
4:00 – 6:00 pm	Model Judiciary Program - Round 1	
4:25 – 5:45 pm	Orientation Sessions	
5:00 pm	Leadership Breakouts (dismissal from Orientation Session)	
5:05 pm	Advisor Meeting	Lincoln
.6:00 pm – 7:00 pm	Dinner	Big Ten AB
7:00 – 9:00 pm	Program Area Sessions	
7:45	Model Judiciary Program - Round 1	
9:00 - 9:30 pm	Family Group Session (required for all participants, assignment on name badge)	
9:45 pm	Shuttle Bus to Best Western – Round 1.....	Kellogg Center Lobby
10:15 pm	Shuttle Bus to Best Western – Round 2.....	Kellogg Center Lobby
10:00 pm	Kellogg Center Delegation Meetings	Assigned locations
11:00 pm	Kellogg Center Delegates in Assigned Rooms & Quiet Please	
10:45 pm	Best Western Delegation Meetings.....	Assigned locations
11:30 pm	Best Western Delegates in Assigned Rooms & Quiet Please	

Saturday - February 19, 2022

Dress Code: Business

Nerve Center Willy and Speakers Library, Room 252
 Bill Tracking Center Central Lobby, Speakers Library
 MJP Center Lansing Center Lobby
 Best Western Delegation Luggage Storage Room 107

6:30 – 8:00 am Breakfast On you own

7:15 am Shuttle bus 2 to Kellogg Center Best Western Lobby
 7:30 am MJP shuttle bus 3 to Lansing Center Best Western Lobby
 7:30 am MJP shuttle bus 4 to Lansing Center Kellogg Center Lobby
 8:00 am Shuttle bus 1 to Kellogg Center Best Western Lobby
 8:05 am Shuttle bus 2 to Kellogg Center Best Western Lobby
 8:10 am Shuttle to bus 3 Kellogg Center Best Western Lobby
 8:30 am Shuttle to bus 4 Kellogg Center Best Western Lobby

8:45 – 11:00 am Model Judiciary Program Round 5 Kellogg Center

9:00 am National Issues Forum bus to Lansing Center Kellogg Center Lobby

9:00 – 10:00 am Blue Legislature Committee Hearings Kellogg Center

9:55 am Red and White Legislature, Gov Cab and Lobbyists bus to Capitol Kellogg Center Lobby

11:00 – 12:00 pm Lunches Downtown

11:00 – 12:15 pm Oversight Hearing 1 3rd Floor, House Appropriations Room

11:15 am -1:15 pm Blue Legislature and Press bus to Capitol Kellogg Center Lobby

12:15 – 2:15 pm Model Judiciary Program Round 6 Kellogg Center

1:00 – 4:00 pm National Issues Forum General Assembly Lansing Center, Room 205

1:00 – 4:45 pm Program Areas Downtown

2:30 pm MJP Semi Finals Announcement Lansing Center Lobby

2:30 – 4:30 pm Model Judiciary Semi Finals

3:15 pm Blue Legislature bus to Kellogg Center Lansing Center
 4:05 pm Red Legislature bus to Kellogg Center Capitol Ave
 4:40 pm Lobbyists, Press, Governor’s Cabinet bus to Kellogg Center Capitol Ave
 5:00 – 6:00 pm MJP National Competition Overview Big Ten C
 5:45 pm Bill Signing Ceremony North Lobby
 5:45 pm NIF bus to Kellogg Center Lansing Center

6:30 – 8:00 pm Governor’s Banquet-Dress Code: Business Big Ten AB

8:00 - 8:30 pm Family Group Session – See Name Badge for assignment

8:30 – 10:00 pm Evening Activities-Dress Code: MYIG T-Shirt
 Talent Show Big Ten AB
 Game Room Red Cedar AB
 Movie Auditorium
 Homework Room Heritage
 MJP Conference Finals Centennial ABC

9:30 pm Shuttle bus 1 to Best Western Kellogg Center Lobby

8. Participants are NOT allowed in any lodging rooms except their own or those of the adult advisors. When students and adults are in lodging rooms the door must remain propped wide open.
9. Participants shall observe quiet hours as posted. Participants shall be in, and remain in their assigned hotel room by the curfew listed in the official program schedule. Curfew will remain in effect until 6:00 AM the following morning.
10. Name tags shall be worn at all times when you're outside assigned hotel room. Name tags shall be worn visibly on the front of the upper torso.
11. Each participant shall attend all scheduled program functions, activities, meetings and training sessions.
12. Participants, advisors and staff will dress according to the provided dress code during scheduled program activities and official functions.
13. Use of electronic devices such as cell phones, computers, tablets must be turned to silent or vibrate during program activities.
14. Chewing gum, candy, food and beverages are not permitted in the Capitol Building or courtrooms.
15. Participants shall not remove or tamper with any materials or furnishings of the Capitol building or other conference facilities. Each participant is legally and financially responsible for any defacing or willful damage to public or private property. This includes the property of fellow participants, advisors and staff, organizations, businesses, hotel and conference facilities, and the State of Michigan.
16. No participant shall leave a program function unless the approval of his or her advisor AND the YMCA MYIG is secured. Participants may not use or be transported in private vehicles during any program function without approval of a parent or legal guardian and adult advisor and the YMCA MYIG staff.
17. Hotel room switches will not be permitted without the approval of the delegation advisor and the YMCA MYIG staff.
18. Guests and official observers to the program are restricted to lobbies and visitors' galleries and are not permitted in the student hotel rooms or comingling with delegates in program area spaces. All guests must sign in and wear a guest badge.
19. YMCA MYIG does not provide transportation to or from conferences and assumes no obligation or liability for any such transportation.
20. In accordance with CDC guidance all participants must comply with documentation, testing, and other health and safety protocols as set forth for each individual event.

APPLICATION AGREEMENT

As a participant in YMCA Michigan Youth in Government I realize that such a privilege involves certain responsibilities. I have read the Code of Conduct (on back) and understand that all rules and regulations exist for the good of the program. I further understand that if my conduct does not meet these standards, I relinquish the right to all opportunities afforded to me by YMCA MYIG.

Delegate Signature: _____ Date _____

I hereby authorize my child to participate in all activities of YMCA MYIG I understand that he/she will participate in various meetings and program events; will travel to the convention facility, Capitol Complex and other sites as designated; will reside in the hotel under the supervision of his/her advisor. I understand that some of my child's biographical data will be in the participants' directory for distribution to other delegates, adult advisors and program sponsors; that all photos are the property of YMCA MYIG and that they can be used hereafter without further permission.

Parent/Guardian Signature: _____ Date _____

This student has read and understands this application and has my permission to attend YMCA MYIG.

Advisor Signature: _____ Date _____

BOARD ACTION REQUEST FORM

Meeting Date: November 21, 2022

To: Board of Education

Attachment #: XIII-2

From: Jason Kennedy

Subject to be Discussed and Policy Reference:

Overnight Trip Request: DECA State Competition – Huntington Place: Detroit, MI

Background Information:

High school teacher and DECA advisor, Danielle Hershey, has requested an overnight field trip on March 9-11, 2023 to the Huntington Place Convention Center in Detroit for our DECA students to participate in the DECA state competition. It is recommended that the Board approve the overnight trip request.

Financial Impact:

Costs are covered through CTE funding, fundraising, and student contributions, with the total dollar amount that students need to fundraise or cover being \$175.

Recommended Action:

To approve the overnight trip request from Danielle Hershey for students to participate in the DECA State Competition at the Huntington Place in Detroit, as discussed.

Action Taken:

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



Fruitport Community Schools Overnight Field Trip Request

The details for this overnight trip are as follows:

Background Information

Group Requesting Permission: DECA

Staff Person(s) in Charge: Danielle Hershey

Start of Trip Date 3/9/2023

End of Trip Date 3/11/2023

Funding Sources: CTE funding, school store, fundraiser, student contributions

Are all students Participating? No

Chaperone/Student Ratio: 1/12

Destination Information

Destination: Detroit-Huntington Place

Destination Information: 1 Washington Blvd, Detroit, MI 48226

Purpose of Trip: DECA State Competition

Students advancing from our district competition will attend

Lodging Information

Lodging Accommodations: We are in a hotel lottery for 5 downtown hotels, but my first choice is Courtyard by Marriott

Lodging information: 333 E Jefferson, Detroit, MI 48226

Transportation Arrangements: We share a charter bus with Montague DECA

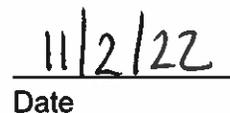
Emergency Information

Emergency Contact: Danielle Hershey 231-638-3324

Emergency Forms Complete? Yes

Parent Notification is Complete and Attached to this Form? Yes


Principal/Supervisor Signature


Date



Dear DECA Parents/Guardians,

Congratulations! Your student has taken top honors at our DECA District competition! As an overall medal finalist, your student has advanced to the next level of competition, the State Career Development Conference.

The competition will be held at Huntington Place (former Cobo Hall) in Detroit from March 9-11. We are in a housing lottery, so I do not know exactly what hotel we will be staying in quite yet. It will either be the Courtyard Marriot, Westin, or Doubletree.

Conference Costs:

The cost to attend the competition is approximately \$260, which includes 2 nights lodging in a quad room, T-shirt, conference registration, hotel security, charter-bus transportation, 2 food vouchers for TCF food court, and 1 dinner at Niki's Pizza in Greektown. Our DECA and school store fundraisers will give each student \$85 toward their competition costs. **The portion of the conference that your student will be responsible for is \$175.** If your student would like to fundraise more for this portion of the registration, I have some ideas for individual fundraisers that students have done in the past! Just have them check in with me!

I will be paying all the costs for the competition up front; therefore, I ask that you and your student sign below to confirm that your student will be attending the conference and return to me by 1/31/2023. Your signature acknowledges that the conference fee must be paid. Final payment is due before Feb 10. Payment plans may be made if needed, don't hesitate to ask!

Refund for the conference:

Michigan DECA offers refunds if cancelled before certain dates. If cancelled before Feb 14 there is a 50% refund available, Feb 21 there is a 25% refund, and after Feb 21 there are no refunds available. Unfortunately, if a student is ill and cannot attend in March there will be no refund.

Please let me know if you have any questions or concerns. I can be reached at 231-865-4041 or by email at dhershey@fruitportschools.net. I will send more information as it becomes available. This is a great experience and I sincerely hope your student can attend!

Regards,

Danielle Hershey
DECA Advisor

Yes! My student will be attending DECA's State Career Development Competition in Detroit Mar 9-11. I understand there is a fee for this competition of \$175 due by 2/10/2023 and also understand the refund policy if my student cannot attend the conference due to illness or any other reasons.

Student Name _____

Parent/Guardian Signature _____ **Date** _____



COVID-19 ACKNOWLEDGEMENT AND LIABILITY WAIVER

All conference participants will be required to complete and turn in this fully signed form when arriving at any Michigan DECA conference.

Michigan DECA has implemented protective measures and protocols aimed at reducing the likelihood of spread of the novel coronavirus ("COVID-19") between participants and others attending its events. These measures and protocols are designed to be consistent with current guidance from the U.S. Centers for Disease Control and Prevention ("CDC"), as well as state and local authorities. However, Michigan DECA cannot guarantee that event participants will not be exposed to COVID-19 while participating in or attending its events.

By signing this agreement, I acknowledge the risk of COVID-19 transmission while participating in or attending Michigan DECA's events and further acknowledge that I am knowingly assuming that risk by voluntarily participating in or attending an event. I further agree to comply with all protective measures and protocols implemented by Michigan DECA, the event's host hotel, the event's suppliers, and partners, and/or established by the CDC and state or local authorities.

I specifically affirm and attest to the following, to the best of my knowledge:

- I am not presently experiencing any symptoms of COVID-19, including, but not limited to, a fever in excess of 100.4 degrees, cough, shortness of breath or difficulty breathing, sore throat, body aches or chills, or new loss of taste or smell.
- I have not been in close contact with someone with a suspected or confirmed case of COVID-19.
- I have not been diagnosed with COVID-19 and/or have been cleared as non-contagious by my medical provider or public health authorities, consistent with CDC guidance.
- If I (a) develop any symptom of COVID-19, (b) come in close contact with someone with a suspected or confirmed case of COVID-19, or (c) am diagnosed with COVID-19, I will not attend the event.
- I am following all guidance from the CDC and state and local authorities regarding COVID-19 and limiting exposure to the COVID-19 virus.
- If I have tested positive, I will not attend the event within 5 days of testing positive, and not until a negative test result is received.

Refer to the specific conference deadlines for cancellations and refunds. Refunds are not available after the posted date.

Accordingly, I voluntarily agree to assume all risks and accept sole responsibility for any COVID-19 infection that may result due to my participation in or attendance at the event. I hereby release, covenant not to sue, discharge, and hold harmless Michigan DECA, its employees, agents, and representatives, of and from any claims associated with, arising from, or related to COVID-19 infection, including all liabilities, claims, actions, damages, costs, or expenses of any kind arising out of or relating thereto. I understand and agree that this release includes any claims based on the actions or omissions of Michigan DECA, its employees, agents, and representatives, whether a COVID-19 infection occurs before, during, or after my participation in or attendance at the event.

Delegate's Printed Name School/Chapter

Delegate's Signature Date

Parent/Guardian's Signature (required if under 18) Date

Principal's Signature Date

DELEGATE CODE OF CONDUCT

Name _____ Chapter _____

Conference _____ Conference Date _____

Attendance at any DECA sponsored conference or activity is a privilege. The following conduct policies will apply to all delegates: students, adults, and any other authorized persons attending the conference. This form must be signed by each student, and the student's parent or guardian, attending a DECA conference or activity (including, but not limited to; conferences, meetings, workshops, etc.) and brought to the conference by the chapter advisor.

Delegates shall abide by the rules and practices of DECA at all times, including to and from the designated point of origin of the activity. Delegates shall respect and abide by the authority vested in Michigan DECA. Determination of penalties for violations will be at the discretion of Michigan DECA. Additional penalties may be imposed by the local school district.

The following shall be regarded as major violations of the DECA Code of Conduct and will result in the student being sent home and not being allowed to participate in any DECA activities for the remainder of the school year. Determination of other penalties for violations will be at the discretion of Michigan DECA, the DECA chapter advisor or local school district.

1. **Alcohol, drugs, and tobacco:** A student shall not possess, use, transmit, be under the influence of, or show evidence of having used an alcoholic beverage, other drugs, substances or tobacco products capable of or intended, purported, or presumed to be capable of altering a student's mood, perception, behavior or judgment; other than properly used, over-the-counter pain relievers and medication prescribed by a physician for an individual student and must be on record with the advisor. Nor shall the student possess, use, sell or transmit paraphernalia associated with drugs, alcohol or chemical substances in any form (including tobacco), at any time, or under any circumstances, on public or private properties. All local and state laws concerning personal behavior will be honored.
2. **Willful companionship:** Being in the willful companionship of someone who violates any portion of the Code of Conduct, or failing to report any direct knowledge (other than hearsay) of the Code of Conduct violations.
3. **Personal conduct:** Conducting acts and/or possession of weapons capable of causing bodily harm or fear of life, defacing or stealing any public or private property (for which financial responsibility will rest solely with offending individuals or their chapter); throwing objects out the window or into the hallway; other serious violations of personal conduct regulations.
4. **Private transportation:** No driving or riding in a private automobile during a conference, unless accompanied by an authorized advisor (delegates are required to stay at state selected hotels). Occasionally a chapter advisor, under special circumstances, may allow a student to drive or ride in a private automobile to a conference. Once a driving/riding delegate has arrived at the conference site, s/he shall not be in a private automobile again until leaving the site at the end of the conference.
5. **Abusive behavior and lewd conduct:** A student shall not engage in any lewd, indecent, sexual or obscene act or expression. A student shall not engage in written, verbal, physical or electronic activities that may lead to harassment, hazing or bullying. The use of any harassment against anyone on the basis of race, color, creed, national origin, ancestry, age, gender, sexual orientation, or disability is prohibited.
6. **Violations of the student's school district code of conduct.**

Should a code of conduct violation occur for the following items, regardless of when exposed, the violating student(s) may be sent home and may not be allowed to participate in any DECA activities for the remainder of the school year. Determination of other penalties for violations will be at the discretion of Michigan DECA, the DECA chapter advisor or local school district.

7. **Conference Conduct:** Failing to wear the supplied conference ID badge and wristband (when provided) at all times from arrival at the conference until departure at the end of the conference; leaving sessions prior to their conclusion (except in the case of emergency); failing to attend all general sessions and assigned activities (including workshops, competitive events, committee meetings, etc.) for which a delegate is registered (unless engaged in a specific assignment taking place at the same time). Delegates displaying rude or unprofessional behavior during conference sessions or activities will be subject to disciplinary action.
8. **Curfew:** Failing to be in your assigned sleeping room from the curfew time designated until 6 a.m.; causing any noise or other disturbance audible by anyone in the hallway after designated curfew time; ordering or receiving any food after the designated curfew time; causing any other unnecessary disturbance or participating in any other inappropriate activity after the designated curfew time.
9. **Failing to abide by the dress regulations established for the conference, as outlined in the Dress Code.**
10. **Personal Conduct:** Failing to keep adult advisors informed of activities and whereabouts at all times; participating in unapproved social activities; having a member of the opposite sex in a room if no adult chaperone is present or for behavior unbecoming of a delegate.
11. **Hotel Conduct:** Failing to meet the professional standards of housing facilities; accruing incidental room charges (i.e., phone calls, room service, pay-per-view movies, etc.) without settling the account prior to check-out; moving hotel furniture from rooms (e.g., onto the balcony); failing to follow hotel rules and regulations; inappropriate noise or verbal abuse; and not demonstrating respect for other hotel guests not participating with the DECA conference.
12. **Unregistered individuals are not permitted at DECA conferences.**
13. **Cell phones and electronic devices are not permitted at meetings or conference activities, sessions, or competitions. Students may use them during free-time.**
14. **The chapter advisor shall be responsible for their chapter delegates' conduct. Delegates that do not follow the Code of Conduct may subject their entire delegation to be sent home at the individual's and/or chapter's expense.**
15. **Advisors are responsible for room checks. No group or chapter activities are to be scheduled by advisors after curfew.**
16. **Delegates shall allow Michigan DECA to use conference photographs, video footage, and their names for promotional purposes.**



DELEGATE CODE OF CONDUCT

DECA is committed to creating and maintaining a healthy and respectful environment for all of our emerging leaders and entrepreneurs. Our philosophy is to ensure all members, regardless of race, color, religion, sex, national origin, age, disability, sexual orientation, or socio-economic status, are treated equally and respectfully. Any behavior in the form of discrimination, harassment or bullying will not be tolerated. It is the responsibility of all members to uphold and contribute to this climate.

As parent/guardian, I have reviewed the Delegate Code of Conduct with our son/daughter, and he/she agrees to abide by the rules. The Chapter Advisors and/or Michigan DECA has the right to send the delegate home from the activity, at my expense, provided that he/she has violated the Delegate Code of Conduct and I have been notified of the violation and transportation arrangements.

The delegate has my permission to attend the Michigan DECA activity. I understand the delegate will be supervised by the DECA chapter advisor. I, the parent/guardian, will not hold the school, the advisor, the Board of Education, Michigan DECA, nor the conference staff responsible for any injuries while attending or while en-route to and from the DECA sponsored activity.

In the event of accident or illness requiring emergency medical treatment, occurring while in attendance at this DECA activity, I, the undersigned parent/guardian hereby authorizes the DECA chapter advisor to procure suitable medical treatment for the below signed delegate, and I will provide for the payment of those costs on behalf of the named delegate. I also expect the DECA chapter advisor to contact me by telephone, as soon as possible, if medical services are necessary.

Conference or Activity Date

Name of School

Name of Delegate Date of Birth

Address City State Zip

Daytime Phone Evening Phone

Emergency Contact Emergency Contact's Phone

Please list any medications or physical limitations: _____

Parent/Guardian's Signature Date

Delegate's Signature Date

Advisor's Signature Date

Principal's Signature Date

Medical Insurance Company Policy Number

The DECA Chapter Advisor must bring a signed form for each delegate to each conference.
It is recommended that this form be notarized for out-of-state travel.

BOARD ACTION REQUEST FORM

Meeting Date: November 21, 2022

To: Board of Education

Attachment #: XIII-2

From: Jason Kennedy

Subject to be Discussed and Policy Reference:

Overnight Trip Request: Trojan Travelers – London, Paris, and Madrid World Language Trip

Background Information:

The Trojan Travelers and teachers, Tammy Ruch and Kerri Jacobs, are requesting approval of an overnight trip to London, Paris, and Madrid on June 17-June 25, 2023. Students will have at least five fundraising opportunities, but have had as many as ten fundraising opportunities for past trips. A detailed itinerary is included in the Board packet and it is recommended that the overnight trip request be approved.

Financial Impact:

Cost of the trip is \$4983 per student, and will be covered through student fundraising, as well as student and family payments to cover the cost after fundraising proceeds are applied.

Recommended Action:

To approve the overnight trip request from the Trojan Travelers for students to visit London, Paris, and Madrid, with no expense to the District, as discussed.

Action Taken:

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



**Fruitport Community Schools
Overnight Field Trip Request**

The details for this overnight trip are as follows:

Background Information

Group Requesting Permission: Trojan Travelers

Staff Person(s) in Charge: Tammy Ruch

Start of Trip Date 6/17/2023

End of Trip Date 6/25/2023

Funding Sources: Students will be able to participate in at least 5 fundraisers. This could include Culver's, a casino bus trip, Chick-fil-A cookies, and a raffle.

Are all students Participating? No

Chaperone/Student Ratio: 1/6

Destination Information

Destination: London, Paris, France

Destination Information: On itinerary within 30 days of the trip

Purpose of Trip: on attached proposal

Lodging Information

Lodging Accommodations: On itinerary within 30 days of the trip

Lodging information: On itinerary within 30 days of the trip

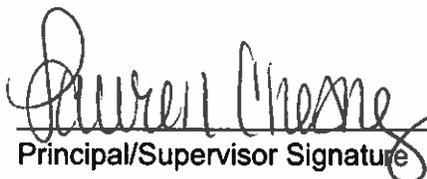
Transportation Arrangements: On attached proposal

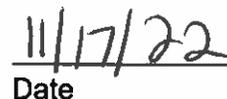
Emergency Information

Emergency Contact: Tammy Ruch 616-402-0952

Emergency Forms Complete? No

Parent Notification is Complete and Attached to this Form? Yes


Principal/Supervisor Signature


Date

Travel is fatal to prejudice, bigotry, and narrow-mindedness, and many of our people need it sorely on these accounts. Broad, wholesome, charitable views of men and things cannot be acquired by vegetating in one little corner of the earth all one's lifetime. — Mark Twain

Trip Title: London, Paris, and Madrid

Trip Locations: London, United Kingdom, Paris, France, and Madrid, Spain

Trip Staff Chaperones: Tammy Ruch, Kerri Jacobs (If enough travelers sign-up)

Trip Dates: Monday, June 17, 2024 - Tuesday, June 25, 2024

Trip Cost: \$4,983 per student

We will offer multiple fundraisers for travelers to participate in. For our 2022 trip we offered more than 10 fundraisers. Some students earned over \$1,500 towards their trip.

Trip Itinerary:

Day 1 Start tour

Day 2 Hello London

Meet your tour director and check into hotel

London city walk

Thames River, Trafalgar Square, National Gallery visit, Piccadilly Circus, Covent Garden, Leicester Square, Soho

Day 3 London landmarks

London guided sightseeing tour

Houses of Parliament, Westminster Abbey, Trafalgar Square, Piccadilly Circus, St. Paul's Cathedral, Buckingham Palace

Day 4 London--Paris

Eurostar Channel crossing

Paris guided sightseeing tour

Arc de Triomphe, Champs Élysées, Eiffel Tower, Les Invalides, Notre Dame Cathedral

Optional Eiffel Tower Ascent

Day 5 Paris

Versailles Guided Excursion

State Apartments, Hall of Mirrors, Gardens of Versailles

LEAP Seize the Château!

Louvre visit

Day 6 Paris--Madrid

Optional LEAP Cover the Canvas

Art Workshop, Art studio workshop class

Fly to Madrid

Day 7 Madrid landmarks

Madrid guided sightseeing tour

Prado guided visit with Whisper headsets, Plaza Colon visit, Plaza de España, Royal Palace

Reina Sofia Museum visit

LEAP Cocina Española!

Cooking class and dinner

Day 8 Madrid

Optional El Escorial half day excursion

LEAP Spanish Civil War

Free time in Madrid

Day 9 End tour

Trip Reasoning: The benefits of taking this trip may vary for each student. For some, this trip is a great way to see the world and expand their knowledge of other cultures. Many of our students rarely leave Michigan and have no idea what opportunities exist around the world for them. For those students that are history buffs, this is a great opportunity to see and experience some history in London, Paris & Madrid from a different perspective than we provide in class. For the art enthusiasts, students will have the opportunity to view famous pieces they have only read about or viewed online. For our language lovers, this trip provides an opportunity to use the Spanish language and see the Spanish culture they have been learning in their Spanish classes. What better way to practice language by reading it on signs, menus, and by hearing it all around them during a museum tour, dance lesson, and cooking class? Moreover, this trip allows students to not only connect with each other, but also connect with educators from Fruitport. As we all know, feeling connected to other students and adults is essential to one's well being. Finally, as the quote from Mark Twain suggests, travel can open students' minds and help erase prejudice they may have. This trip offers an amazing opportunity to help students become better people and perhaps leave Fruitport High School more ready for the challenges of adult life.

Michigan World Language Standards Covered During the Trip:

1 - Communication: Communicate in Languages Other than English

1.1 Interpersonal Communication: Students engage in conversations, provide and obtain information, express feelings and emotions, and exchange opinions.

1.2 Interpretive Communication: Students understand and interpret written and spoken language on a variety of topics.

2 - Cultures: Gain Knowledge and Understanding of Other Cultures

2.1 Practices and Perspectives: Students demonstrate an understanding of the relationship between the practices and perspectives of the culture studied.

2.2 Products and Perspectives: Students demonstrate an understanding of the relationship between the products and perspectives of the culture studied.

3 - Connections: Connect with Other Disciplines and Acquire Information

3.1 Knowledge: Students reinforce and further their knowledge of other disciplines through the world language.

3.2 Point of View: Students acquire information and recognize the distinctive viewpoints that are only available through the world language and its cultures.

4 - Comparisons: Develop Insight into the Nature of Language and Culture

4.2 Comparing Cultures: Students demonstrate understanding of the concept of culture through comparisons of the cultures studied and their own

5 - Communities: Participate in Multilingual Communities at Home and Around the World

5.1 Use of Language: Students use the language both within and beyond the school setting.

5.2 Personal Enrichment: Students show evidence of becoming life-long learners by using the language for personal enjoyment and enrichment.

District Support Requests:

A staff training trip is offered and recommended. The travel company pays for flight, lodging, and food. I would potentially need to take two school business days for this training.

Students and staff chaperones will not need to miss any days of school, unless the school calendar changes or WorldStrides can't schedule us on these dates. We receive one free chaperone for every 6 students. Kerri Jacobs will be the second chaperone on the trip if we have enough students sign up to go.



Supporting Educational Travel

A Guide for School Administration



WorldStrides At a Glance

Our History

In 1964, a middle school history teacher from Chicago discovered the incredible educational experience of traveling to Washington, D.C. with his students. He was so encouraged by the powerful effects travel had on his students' eagerness and ability to learn that he left teaching in 1967 to start Lakeland Tours. His vision to make educational travel easy, fun, and safe for teachers and students came to fruition as Lakeland Tours grew and became the leader in educational student travel.

Who We Are Today

Over the years, Lakeland Tours joined forces with other leaders in the student travel field to form WorldStrides, setting us apart as the premier educational travel organization in the nation. We're specialists in providing educational travel and experiences for students of all ages across their lifetime learning journey, delivering high-quality and high-value learning opportunities that support students' growth and development over time. Each learner's journey is different, which is why we offer a broad range of program categories for groups and individuals, including educational travel, performing arts, career exploration, study abroad, language immersion, sports, and service-learning tours.

Our Mission

All WorldStrides programs are united under one mission: to create experiences that enable participants to view the world and themselves in new ways. We help learners grow as people by developing independence, leadership, problem-solving skills, worldliness, and maturity; and we help them grow as citizens by building compassion, understanding, connections, and perspectives that transcend boundaries and borders.

When planning group travel, it's critical that your travel provider has the resources and experience necessary to smoothly and efficiently coordinate a student travel group in the areas that you will visit. We are confident that our decades-long history as student travel specialists provides us with this level of experience.

Educational travel requires special skills that go far beyond making simple hotel and airline reservations. When emergencies arise, this experience is critical. We also realize that price is important, and our prices consistently provide the highest value for your student travelers' investment. Not all companies have the same priorities or experience, and WorldStrides sets the bar high. In terms of safety, education, and passion for student travel, our team consistently beats all other competitors. WorldStrides is the standard by which every other company measures themselves.

Experience with Educational Travel Groups

Number of years in student travel business	✓ 50+
Number of participants during this period	✓ 9 million+
Number of participants per year	✓ 450,000
Number of educators that partner with us each year	✓ 50,000+
Number of full-time staff dedicated to educational travel programs	✓ 1,000+

Qualifications to Coordinate Your Program

Does your travel provider have a single point of contact for all on-program issues?	✓ Yes
Does your travel provider employ and train its own Tour Directors?	✓ Yes
Will a Tour Director stay at the hotel with the group?	✓ Yes
Does your travel provider arrange detailed training for its staff on how to best work with students?	✓ Yes

Educational Focus

Does your travel provider employ a full-time Curriculum and Academics team?	✓ Yes
Does your travel provider offer students the opportunity to earn high school and college credit?	✓ Yes
Does your travel provider offer teachers the opportunity to earn professional development?	✓ Yes
Is your travel provider accredited by regional accrediting bodies across the United States?	✓ Yes

Who issues accreditation for the organization?

- Western Association of Schools and Colleges	✓ WASC
- Middle States Association Commissions on Elementary and Secondary Schools	✓ MSA
- Cognia	✓ Cognia

Insurance and Consumer Protection

Does your travel provider maintain liability insurance?	✓ Yes
Does this coverage apply to the Program Leader (teacher)?	✓ Yes
What are the limits of this policy?	✓ \$50 million
What is the cost for supplemental medical and dental insurance?	✓ \$0
Does your travel provider pay if an emergency mandates an itinerary change?	✓ Yes
Does your travel provider maintain USTOA consumer protection coverage of \$1 million?	✓ Yes
Does your travel provider comply with all Federal and State regulations, including all U.S. Seller of Travel Laws?	✓ Yes

The Safety of our Travelers is our #1 Priority

Planning for a Safe Experience Before Departure

BEHAVIOR CONTRACT

Safety is the number one priority at WorldStrides. All participants are expected to demonstrate high standards of conduct, courteousness, and consideration toward others. Students and their parent/legal guardian must agree to adhere to the behavior and conduct rules established by the Program Leader and a code of conduct may be required.

MEDICAL RELEASE FORM

A parent/legal guardian for each participant must complete a medical release form and provide emergency contact information and authorization for treatment in the event of an emergency.

TRAVEL SMART, TRAVEL SAFE

Compiled by our travel experts, 'Travel Smart, Travel Safe' is designed to share some best practices based on our experience sending more than 100,000 students to international destinations. Each group receives a document with information pertinent to their trip and specific to their destination.

Students' Safety While on the Program

ADULT SUPERVISION

With our default chaperone-to-student ratio of 1:6 (customizable), students receive proper attention and supervision. The Program Leader will identify the chaperones for the program. WorldStrides suggests selecting adults who are flexible, helpful, and comfortable with the students.

TOUR DIRECTORS

A specially-trained Tour Director guides each group throughout your program. Tour Directors devote 100% of their attention to the students, challenging them to assess and apply what they learn through firsthand experience, so they take the most away from the program.

ON TOUR SUPPORT

Our WorldAssist team can be reached 24 hours a day, seven days a week, because safety is our first priority. Should your group require an extended stay due to an airline problem or weather-related issue, WorldAssist will make arrangements to accommodate your group (hotel, meals, re-booking airline seats, and providing additional bus usage).

DOCTORS ON CALL PROGRAM

WorldStrides has an exclusive partnership with The George Washington University Department of Emergency Medicine. A George Washington University doctor serves on our staff as the WorldStrides Medical Director, overseeing medical response planning for the organization and providing direct case management in the event of a medical response issue anywhere in the world. Our partnership gives us access to doctors who are available 24 hours a day to provide consultations to all our traveling students, parents, and teachers.

AXA MENTAL HEALTH SERVICES

WorldStrides also has a partnership with AXA, one of the world's leading providers of behavioral health assistance programs. Travelers have direct access to confidential and immediate support from an experienced, U.S.-based healthcare provider while traveling. This service also provides coordination with local professionals for referrals to provide additional support, if needed.

Other Industry-Leading Safety Measures

TRAVEL ARRANGEMENTS

WorldStrides travelers stay in 3- and 4-star quality hotels located in safe, central locations. They'll enjoy plentiful breakfasts each morning and hearty, three-course dinners that provide an authentic taste of the local cuisine.

EMERGENCY MANUAL

We have developed an extensive emergency manual that details how we deal with all types of emergency situations, and all of our on-site staff members have been trained to carry out these plans. Set procedures, checklists, and immediate access to emergency phone numbers results in faster and more accurate responses, which is critical when dealing with an emergency situation.

LIABILITY INSURANCE

We maintain an industry-leading multi-million-dollar level of liability coverage. Our insurance automatically covers teachers, chaperones, and the school. WorldStrides' insurance is truly geared to protect you. Additionally, accident, illness, and accident-related dental insurance coverage are provided for WorldStrides program participants. Limits per single occurrence are \$7,500 for accident, \$1,500 for illness, and \$750 for accident-related dental.

CERTIFIED STUDENT TRAVEL ORGANIZATION

WorldStrides is a Certified Student Travel Organization (CSTO), verified by the Student & Youth Travel Association (SYTA). This certification highlights our commitment toward meeting and exceeding safety and risk management standards for student travel safety as defined by SYTA.

Flexibility and Assurance

The WorldStrides Team

Our passionate and professional team of travel experts will work closely with your group from the time you decide to lead a WorldStrides program until your group returns home safely. Our primary goal is to provide a safe and secure travel experience. We strive to enrich lives by taking students beyond classroom walls and inspiring student travelers by providing a unique and experiential educational program. WorldStrides has a staff of more than 700 professionals, many of whom are former educators, and all of whom are dedicated to making sure every aspect of your program is a success.

Travel with Confidence

When you travel with WorldStrides or participate in one of our programs, you can rest assured knowing that we have spent five decades putting a network of support in place to safeguard your group and your experience. The world has thrown us lots of curveballs over our 50+ years in business, and we have and will continue to refine our best practices for safety to fit the current environment, and to match the age and stage of life for all of our students. Our resources are deep and our team is prepared. This detailed and challenging work behind the scenes lets educators and students focus on what's most important—learning and enjoying the experience at hand!

We have developed a comprehensive approach to ensure each group's comfort and safety, and your peace of mind. WorldStrides can be reached 24 hours a day, both in the United States and overseas. In the event of an emergency, every participant is covered by an international network that provides medical referral, medical translation, medical monitoring, repatriation, and other emergency services.

50+ Years of Trusted Travel

WorldStrides is by your side every step of the way. If something doesn't go as planned on tour, we've got you covered. Just take it from our Program Leaders and school administrators that we supported during the COVID-19 pandemic:

“

Worldstrides is an amazing company. Not only do they take care of everything while abroad, but they are also the kindest people. From those who helped set up the trip, to those who helped during the trip, I was in complete awe. They really take care of our students and teachers.

Whitney M., Program Leader

“ We recognize that WorldStrides went above and beyond to accommodate our families. Our administration, faculty, and trustees are beyond grateful.

Genifer R., School Administrator

“

You all have been helpful, open, communicative, and understanding in a time that I'm sure has been chaotic and stressful for you. I have talked to many other teachers and families that were supposed to have traveled with other companies, and hands down, you guys had the best refund policy and were the most understanding and helpful of them all.

Liz K., Program Leader

The Educational Value of Student Travel

Learning through personal experience takes education beyond the classroom. Through educational travel, students use knowledge acquired in the classroom to analyze the world around them and make a personal connection by applying their knowledge to their understanding and view of the future.

Educational Innovation

WorldStrides programs are designed to build on your students' natural curiosity while encouraging them to grow through live exploration. Our educational philosophy, LEAP (Learning through Exploration and Active Participation), brings contemporary teaching strategies, used by excellent teachers in the classroom, to the environments encountered while traveling.

LEAP is the entire relationship between each student, the places they encounter, and their Tour Director acting as a cultural mediator, not just a series of activities. Students learn best when they are engaged, and challenged, and in any group, a multitude of learning styles and social skills will be represented, each student deserving an opportunity to shine. LEAP is designed specifically to replace the old-fashioned lecturing style of traditional tour guides with a dynamic, inclusive, and constructivist approach.

Accreditation Sets WorldStrides Apart

In 1996, WorldStrides became the first accredited student travel organization in the nation. Accreditation recognizes educational institutions for performance, integrity, and quality and entitles them to the confidence of the educational community and the public. WorldStrides is accredited through multiple regional accrediting bodies across the nation, including Cognia (formerly AdvancED, parent organization for North Central Association Commission on Accreditation and School Improvement, Northwest Accreditation Commission, and the Southern Association of Colleges and Schools Council on Accreditation and School Improvement), Western Association of Schools and Colleges, and Middle States Association of Colleges and Schools.



Professional Development for Teachers

WorldStrides' professional development is unique—it is far removed from the time spent in the school's library listening to an "expert" talk for hours. Instead, our professional development opportunities allow teachers to consider the specific needs of their classes, their students, and their school. By working closely with WorldStrides staff from start to finish, teachers gain valuable skills and tools that can be implemented beyond the travel program. Teachers earn professional development certificates that can support teaching license renewal or be used as evidence of program participation.

Academic Credit for Students

Through our Discovery for Credit Program, students have access to courses that will allow them to reflect upon many of the themes and topics explored during their travel program. Students in grades 6-12 at the time of travel can earn free elective high school credit upon successful completion of both the travel program and online course. Through our university partner, George Mason University, eligible students in grades 9-12 at the time of travel can also earn up to three college credits upon successful completion of both the travel program and online course. Students have six months to complete their courses after travel. Upon successful completion, they will receive a transcript directly either from George Mason University or WorldStrides. Students who earn credit with WorldStrides will find this gives them a competitive advantage on college applications, distinguishes them as online learners, and gives them a jump-start on their path to a successful higher education experience.

Educational Travel Programs vs. School Field Trips

Because WorldStrides programs are typically non-school-sponsored, they do not follow the traditional model of a school field trip. When you let your administration know about your plans to travel, it may be helpful for you to highlight the points outlined below.

NON-SCHOOL-SPONSORED STATUS

Unlike a school field trip, a WorldStrides educational travel program is not sponsored by the school and does not require the school or school district to allocate funds.

PROGRAMS DON'T OCCUR DURING SCHOOL TIME

Just like a part-time job or sporting activity, a WorldStrides program does not result in lost class time for students. Additionally, there is no need for a substitute instructor when a teacher leads a travel program.

VOLUNTARY STUDENT PARTICIPATION

Since the trip is not paid for by the school and does not take place during school time, neither the school nor the students are obligated to participate. Similar to summer camp, this program is available for all students, but only some will decide to go.

Summer camps, supplemental enrichment programs, Boy Scouts and Girl Scouts, and even the Little League are all non-school-sponsored programs that are embraced by the community and promoted in schools. Most administrators are very supportive of WorldStrides educational travel programs.

BOARD ACTION REQUEST FORM

Meeting Date: November 21, 2022

To: Board of Education

Attachment #: XIII-5

From: Jason Kennedy

Subject to be Discussed and Policy Reference:

Instructional Council: Fifth Year Math Credit for Early Middle College Students

Background Information:

It is recommended that the Board approve the following Muskegon Community College courses to count toward a 5th year Early Middle College student's final year math requirement: CIS (Computer Information Systems, chemistry, physics, accounting, engineering, and Computer Aided Design (CAD)). Additional supporting information is included in the Board packet.

Financial Impact:

None

Recommended Action:

To approve the following Muskegon Community College courses to count toward a 5th year Early Middle College student's final year math requirement: CIS (Computer Information Systems, chemistry, physics, accounting, engineering, and Computer Aided Design (CAD)), as discussed.

Action Taken:

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

FCS Instructional Council Continuous Improvement: 5th Year Math Credits

September 22, 2022



What is Early Middle College

- An Early Middle College (EMC) is a **five-year high school program of study** designed to allow a pupil to earn a high school diploma while also earning one of the following: an associate degree, a Michigan Early Middle College Association (MEMCA) technical certificate*, a professional certification, participation in a registered apprenticeship, or 60 transferable college credits.

Requirements for the district...

- A school district or ISD must apply to the Michigan Department of Education (MDE) to receive approval to open an Early Middle College. An Early Middle College must maintain the following documentation.
 - the five (5) year program of study the pupil is working toward
 - a signed Memorandum of Understanding (MOU) with all postsecondary partners
 - the local district(s) Board of Education minutes showing approval of a five (5) year program of study, for Early Middle College students, **that requires the successful completion of a math or math related course, that counts toward high school graduation in the final (5th) year of high school**
 - pupil's Educational Development Plan (EDP) showing the 5th year of study
 - a copy of the transcript(s) or the certificate that the student completed

Where it gets sticky...

- **If a student is flagged as a 5th year Early Middle College student, does the 5th year math requirement mean that they can take 5 years of math? In other words, what if a student completes 4 years of math by the end of the fourth year of their Early Middle College experience, do they still need a final year of math (in their 5th year)?**
 - The Michigan Merit Curriculum graduation requirements state that students must take at least 4 years of math, with one of the math classes being successfully completed the final year of high school, to graduate. This applies to Early Middle College students just as it does for all other students. An Early Middle College student must successfully complete a math/math related class during their 5th year of high school and have completed at least 3 years or more of math previously. [The Michigan Merit Curriculum FAQ can be found here](#). The 3500 code puts the student in a five-year graduation cohort; therefore, their final year of high school is year five.
 - [Taken from Early Middle College FAQ document](#)

The rule about 4th credit/final year math courses...

- **Does the 4th credit/final year mathematics course need to be an actual mathematics course?**
 - No. The law provides local districts with the flexibility to determine what counts for the 4th/final year mathematics credit, including the content and duration. It does not need to be aligned with the mathematics standards because those are covered in the other 3 credits. The credit could be in a basic or an applied math area, such as Business Math, Accounting, Pre-algebra, etc. The course could also be an advanced mathematics course such as Pre-calculus, or college-level courses through dual enrollment or early middle college programs. Non-mathematics courses or experiences where students apply mathematics can also counts as the 4th credit/Senior year mathematics course such as computer programming, science or art courses; Career and Technical Education (CTE), work study program, or practicum where the students are using the mathematics they have already learned.

[Taken from the Michigan Merit Curriculum: High School Graduation Requirements Document](#)

What we would like to propose...

- Our 5th year Early Middle College students, are allowed to have the classes below count for their final year math credit through MCC:
 - CIS (Computer Information Systems)
 - Chemistry
 - Physics
 - Accounting
 - Engineering
 - CAD (computer-aided design)

BOARD ACTION REQUEST FORM

Meeting Date: November 21, 2022

To: Board of Education

Attachment #: XIII-6

From: Jason Kennedy

Subject to be Discussed and Policy Reference:

Special Education Parent Advisory Committee Recommendation

Background Information:

Local school districts in Michigan are required in Rule 340.1838 of the Michigan Administrative Rules for Special Education (MARSE) to nominate a parent to the serve on the intermediate school district's Parent Advisory Committee. The parent must be a resident of the local district and have a child who has an IEP. It is recommended that Stephanie Detamore be nominated by Fruitport Community Schools Board of Education to fill the following term on the MAISD SEPAC: 07/2022-07/2024. Additional information is included in the Board packet.

Financial Impact:

None

Recommended Action:

To approve Stephanie Detamore to be nominated by the Fruitport Community Schools' Board of Education to fill the following term on the MAISD SEPAC: 07/2022-07/2024, as discussed.

Action Taken:

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

November 21, 2022

To: Board of Education

From: Greg Bodrie: Director of Special Education

Re: Special Education Parent Advisory Committee (SEPAC) Recommendation

Local school districts in Michigan are required in Rule 340.1838 of the Michigan Administrative Rules for Special Education (MARSE) to nominate a parent to the serve on the intermediate school district's Parent Advisory Committee. The parent must be a resident of the local district and have a child who has an IEP.

The MARSE lists the responsibilities of the parent advisory committee, which include the following: The parent advisory committee shall participate in the development of the intermediate school district's plan or any modification of the plan for the delivery of special education programs and services. The parent advisory committee may provide advisory input on any matters that the committee deems appropriate to the improvement of special education services within the intermediate school district. The mission of the MAISD's Special Education Parent Advisory Committee (SEPAC) is to represent the interests and concerns of students with special needs and their parents. It also strives to promote partnerships between parents, students, the local school district and the MAISD by facilitating communication and cooperation.

It is recommended that Stephanie Detamore be nominated by Fruitport Community Schools Board of Education to fill the following term on the MAISD SEPAC: 07/2022- 07/2024.

Stephanie Detamore is the parent of a special education student at Edgewood Elementary School. In addition, Stephanie studied Early Childhood Education at Muskegon Community College. Stephanie started working for Fruitport Community Schools in the SAC program at Shettler Elementary School in January of 2001. In September of 2001, Stephanie moved to the Early Childhood Center as an assistant in the Toddler 2 Room. Then, in February 2014, after furthering her education, Stephanie took over as a lead teacher at our Early Childhood Center, where she works with our toddlers. Stephanie has been an employee of the District and has been committed to our youngest learners. As a parent of a special education child in the District, and as an employee who loves serving our youngest learners, Stephane will be a wonderful addition to the Parent Advisory Committee.