



*Regular  
Board Meeting*

*Board Room*

*November 15, 2021*

**Fruitport Community Schools**  
**BOARD OF EDUCATION MEETING**  
**Board of Education Meeting Room**  
**Monday, November 15, 2021 - 7:00 p.m.**

**I. CALL to ORDER**

**II. PLEDGE OF ALLEGIANCE**

**III. ROLL CALL**

**IV. APPROVAL OF AGENDA**

**V. PRESENTATIONS**

**VI. COMMUNICATIONS**

**VII. REMARKS FROM THE PUBLIC\***

**VIII. SUPERINTENDENT/ADMINISTRATIVE REPORTS**

1. OSHA Emergency Temporary Standard (ETS): COVID-19 Vaccination, Testing, and Face Covering Standards - Thrun Law eBlast
2. COVID-19 Update
3. Updated Fall 2021 Student Full Time Equivalency Count
4. ESSER III Stakeholder Engagement Survey and Board Presentation

**IX. CONSENT AGENDA**

1. Approval of Special Meeting Minutes of October 26, 2021 (attachment IX-1)
2. Approval of Bills (attachment IX-2)

General Fund	\$236,368.65
Other Funds:	
Early Childhood Center	16,915.61
Food Service	170,358.01
Coop Ed (ISD) Tech Millage	28,901.39
Building and Site	44,767.21
Capital Projects (Bond) 2017	7,840.00
<b>Total Bill List</b>	<b><u>\$505,150.87</u></b>
3. Acceptance of Monthly Financial Report and ACH Transactions (attachment IX-3)
4. Acceptance of Student Activity Summary Report (attachment IX-4)
5. Acceptance of Credit Card and Utilities Report (attachment IX-5)
6. Approval of Capital Projects Progress Report (attachment IX-6)
7. Approval of 2021 Bond Report (attachment IX-7)
8. Approval of Personnel Report (includes confirmation of new hires, resignations, retirees, and transfers) (attachment IX-8)

**X. GENERAL BOARD BUSINESS**

1. 2021-2022 Calendar Date Change (attachment X-1)

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

1. Report of Committee Meeting held November 8, 2021 (attachment XI-1)

**XII. PERSONNEL COMMITTEE REPORTS & RECOMMENDATIONS  
Steve Kelly, Chairperson**

1. Report of Committee Meeting held November 8, 2021 (attachment XII-1)
2. Tentative Agreement with Fruitport Transportation and Food Service Association (attachment XII-2)
3. Tentative Agreement with Fruitport Education Association (attachment XII-3)

**XIII. STUDENT AFFAIRS COMMITTEE REPORTS & RECOMMENDATIONS Susan Franklin, Chairperson**

1. Report of Committee Meeting held November 10, 2021 (attachment XIII-1)
2. Professional Development Advisory Committee (attachment XIII-2)
3. Overnight Trip Requests (attachment XIII-3)

**XIV. BOARD MEMBER REPORTS AND DISCUSSIONS**

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

1. Business & Finance Committee will meet December 6, 2021 @ 11:30 a.m.
2. Personnel Committee Meeting will meet December 6, 2021 @ 4:30 p.m.
3. Student Affairs Committee Meeting will meet December 8, 2021 @ noon
4. Geskus Professional Board Pictures December 13, 2021 @ 6:00 p.m. in the FHS Media Center
5. Regular Board Meeting December 13, 2021 @ 7:00 p.m. in the FHS Media Center

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

**XVII. CLOSED SESSION TO DISCUSS NEGOTIATIONS**

**XVIII. 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.**



GORDON W. VANWIJEN, JR.  
MARTHA J. MARCERO  
LISA L. SWEM  
JEFFREY J. SOLES  
ROY H. HENLEY  
MICHAEL D. GRESENS

CHRISTOPHER J. IAMARINO  
RAYMOND M. DAVIS  
MICHELE R. EADDY  
KIRK C. HERALD  
MARGARET M. HACKETT  
MATTHEW F. HISER

ROBERT A. DIETZEL  
KATHERINE WOLF BROADDUS  
DANIEL R. MARTIN  
JENNIFER K. STARLIN  
TIMOTHY T. GARDNER, JR.  
IAN F. KOFFLER

FREDRIC G. HEIDEMANN  
RYAN J. NICHOLSON  
PHILIP G. CLARK  
PIOTR M. MATUSIAK  
CRISTINA T. PATZELT  
JESSICA E. MCNAMARA

RYAN J. MURRAY  
ERIN H. WALZ

November 5, 2021

## Re: OSHA COVID-19 Vaccination, Testing, and Face-Covering Standards

Dear Retainer Client:

Today, the U.S. Department of Labor's Occupational Safety and Health Administration ("OSHA") published the anticipated COVID-19 vaccination, testing, and face-covering [emergency temporary standards](#) ("ETS"), which apply to many employers with at least 100 employees. OSHA has also issued [FAQs](#) about the ETS.

### Overarching Principles

#### 1. *Do the ETS apply to Michigan public schools with at least 100 employees?*

**Not yet.** OSHA does not have authority to regulate Michigan public schools. The Michigan Occupational Safety and Health Administration ("MIOSHA"), however, does have such authority.

As discussed in more detail in our September 17, 2021 [E-Blast](#), MIOSHA is expected to issue emergency rules within the next 30 days (i.e., by December 6, 2021) that adopt the ETS. Those MIOSHA rules will make the ETS requirements applicable to Michigan public schools with at least 100 employees.

We contacted a MIOSHA representative and verified that MIOSHA still intends to adopt the ETS by December 6, 2021. Accordingly, school officials are encouraged to become familiar with ETS requirements as they are expected to soon apply to Michigan public schools.

#### 2. *Do the ETS require employers to adopt a written policy?*

**Yes.** The ETS require, among other things, that employers with at least 100 employees establish, implement, and enforce one of the following written policies:

- A policy that requires each employee to be fully vaccinated against COVID-19 "as soon as practicable," or
- A policy that requires each employee to "choose either to be fully vaccinated against COVID-19 or provide proof of regular testing for COVID-19."

The ETS also require that employers mandate each employee who is not fully vaccinated to wear a "face covering" when indoors at the workplace or when occupying a vehicle with another person for work purposes.



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**3. *Do part-time employees count toward the 100 employee threshold?***

**Yes.** The ETS preamble states: “Part-time employees do count towards the company total.” OSHA FAQs clarify that employees are not prorated. That is, a part-time employee counts as one employee toward the 100 employee threshold.

**4. *Do the ETS apply to all employees?***

**No.** The ETS do not apply to employees:

- Who do not report to a workplace where other people are present.
- While working from home.
- Who work exclusively outdoors.

**5. *Do the ETS apply to students?***

**No, unless a student is also an employee.** OSHA regulates *employee* safety and health.

**6. *Do the ETS require employers to pay for employee COVID-19 vaccinations, testing, or face coverings?***

**No.** The ETS state that an employer *may*, but is not required, to pay for employee COVID-19 vaccinations, testing, or face coverings.

**7. *Are the ETS requirements effective immediately?***

**Yes, but with compliance grace periods.** Employers have 60 days to comply with the employee testing requirement. Employers must comply with all other requirements within 30 days. We anticipate that MIOSHA rules adopting the ETS will contain similar, if not identical, grace periods.

**8. *How long will the ETS be in effect?***

**Up to 6 months.** Although the ETS do not contain an expiration date, federal regulations cap ETS duration to 6 months. Note, however, that OSHA may incorporate the ETS requirements into a permanent standard that would extend beyond that 6-month period.

### **Vaccination Standards**

- 1. If an employer adopts a policy that requires each employee to be fully vaccinated, must the employer consider medical and religious exemption requests from employees?***

**Yes.** The ETS state that if an employer adopts a policy that requires each employee to be fully vaccinated, the policy must require:

Vaccination of all employees, including vaccination of all new employees as soon as practicable, other than those employees: (i) For whom a vaccine is medically contraindicated; (ii) For whom medical necessity requires a delay in vaccination; or (iii) Who are legally entitled to a reasonable accommodation under federal civil rights laws because they have a disability or sincerely held religious beliefs, practices, or observances that conflict with the vaccination requirement.

For more information about evaluating requests for reasonable accommodation for a disability or sincerely held religious belief, employers should consult with their legal counsel and consider the Equal Employment Opportunity Commission’s regulations, guidance, and technical assistance, including [“What You Should Know About COVID-19 and the ADA, the Rehabilitation Act, and Other EEO Laws.”](#)

- 2. When is an employee “fully vaccinated”?***

An employee is considered fully vaccinated:

- Two weeks after receiving an approved COVID-19 vaccine that requires only one dose, or
- Two weeks after receiving the second dose of an approved COVID-19 vaccine that requires two doses.

- 3. Do the ETS require employers to grant paid time off for COVID-19 vaccination?***

**Yes.** Each employer must provide up to 4 hours of paid time, at the employee’s regular rate of pay, for purposes of the employee obtaining a COVID-19 vaccination. The ETS preamble states that this paid time is in addition to any other leave that the employee may have already accrued, such as paid sick leave.

- 4. Do the ETS require employers to grant paid time off for COVID-19 vaccine side effects?***

**Yes.** The ETS require each employer to provide paid sick leave for employees to recover from COVID-19 vaccine side effects. Importantly, the ETS preamble clarifies that employers may

require employees to use paid sick leave benefits otherwise provided by the employer to offset these costs.

**5. Do the ETS require employees to provide COVID-19 vaccine documentation to an employer?**

**Yes.** The ETS state that employers must require each vaccinated employee to provide “acceptable proof of vaccination status,” including whether they are fully or partially vaccinated. A copy of any of the following is acceptable proof of vaccination status:

- Record of immunization from a health care provider or pharmacy.
- COVID-19 vaccination card.
- Medical records documenting the vaccination.
- Immunization records from a public health, state, or tribal immunization information system.
- Other official documentation that contains the type of vaccine, administration date(s), and the name of the health care professional(s) or clinic(s) administering the vaccine(s).

If the employee is unable to produce any of the above, a signed and dated statement by the employee is also acceptable if that statement:

- Attests that the employee is fully or partially vaccinated,
- Attests that the employee lost or is otherwise unable to produce a copy of any of the above documents, and
- Includes the following language: “I declare (or certify, verify, or state) that this statement about my vaccination is true and accurate. I understand that knowingly providing false information regarding my vaccination status on this form may subject me to criminal penalties.”

The signed employee statement should, but is not required to, contain the following information to the best of the employee’s knowledge: type of vaccine, administration date(s), and name of the health care professional(s) or clinic(s) administering the vaccine(s).

**6. Must employers retain documentation concerning each employee’s COVID-19 vaccination status?**

**Yes.** The ETS state that employers must maintain an employee roster that reflects each employee’s vaccination status. Employers must also maintain acceptable proof of vaccination status for each employee who is fully or partially vaccinated. The ETS regulations designate roster and proof as “medical records,” meaning they must be kept confidential. Employers must maintain those

records for the duration of the ETS and as required to comply with applicable record retention and disposal schedules.

### **Testing Standards**

- 1. If an employer adopts a policy that requires employees to be either fully vaccinated or subject to regular COVID-19 testing, must the employer consider medical and religious exemption requests from employees?***

**Yes.** Note, however, that an exemption is available only if the employee can neither obtain the COVID-19 vaccine nor participate in regular COVID-19 testing due to a disability or sincerely held religious belief.

- 2. What is “regular” COVID-19 testing for employees who are not fully vaccinated?***

The ETS establish two groups of employees for purposes of “regular” COVID-19 testing: (1) employees who report to the workplace at least once every 7 days, and (2) employees who do not report to the workplace at least once every 7 days.

For employees who report at least once every 7 days, to satisfy the “regular” COVID-19 testing requirement, the employees must:

- Be tested for COVID-19 at least once every 7 days, and
- Provide documentation of the most recent COVID-19 test result to the employer no later than the 7<sup>th</sup> day following the date on which the employee last provided a test result.

For employees who do not report at least once every 7 days, to satisfy the “regular” COVID-19 testing requirement, the employees must:

- Be tested for COVID-19 within 7 days prior to returning to the workplace, and
- Provide documentation of that test result upon return to the workplace.

- 3. Are employers required to retain employee COVID-19 test result documentation?***

**Yes.** The employer must retain each test result document provided by each employee. The records must be retained for the duration of the ETS and as necessary to comply with applicable record retention and disposal schedules. Test result documents are “medical records,” meaning they must be kept confidential.

**4. *What happens if an employee fails to provide required COVID-19 test result documentation?***

The employer must keep that employee away from the workplace until the employee provides the required documentation.

**5. *Must employers require employees to report a positive COVID-19 test result or a COVID-19 diagnosis by a licensed healthcare provider to the employer?***

**Yes.** An employer must require each employee to “promptly” notify the employer when the employee tests positive for COVID-19 or is diagnosed with COVID-19 by a licensed healthcare provider. Such an employee must be removed from the workplace.

**6. *How long must an employee who tests positive for COVID-19 or receives a COVID-19 diagnosis by a licensed healthcare provider remain away from the workplace?***

The employee must remain away from the workplace until the employee:

- Receives a negative test result on a COVID-19 nucleic acid amplification test (NAAT) following a positive result on a COVID-19 antigen test if the employee chooses to seek a NAAT test for confirmatory testing,
- Meets the return-to-work criteria in the CDC’s “Isolation Guidance,” or
- Receives a recommendation to return to work from a licensed healthcare provider.

Note that the Michigan [COVID-19 Employment Rights Act](#) may require an employee to remain away from the workplace for a longer duration.

**7. *Do the ETS require an employer to grant paid leave to an employee who tests positive for COVID-19 or receives a positive COVID-19 diagnosis?***

**No.** The ETS state that an employer is not required by the ETS to grant paid leave for this purpose. Note, however, that the employee may be entitled to paid leave under the Michigan Paid Medical Leave Act, a collective bargaining agreement, a memorandum of understanding, an individual employment contract, or a policy.

### **Face Covering Standards**

**1. *What is a “face covering”?***

A face covering is a covering that meets all of the following requirements:

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- Completely covers the employee’s nose and mouth.
- Is made with at least two layers of breathable fabric that is tightly woven.
- Is secured to the head with ties, ear loops, or elastic bands that go behind the head.
- Fits snugly over the nose, mouth, and chin with no large gaps on the outside of the face.
- Is a solid piece of material without slits, exhalation valves, visible holes, punctures, or other openings.

A face covering also includes a covering with a clear plastic panel that, despite the non-fabric material, otherwise meets the above requirements and which may be used to facilitate communication with people who are deaf or hard-of-hearing or others who need to see a speaker’s mouth or facial expressions to understand speech or sign language.

**2. *Is a face shield a “face covering”?***

**No.** Face shields do not fall within the definition of a “face covering.” Further, ETS state that face shields may be worn in addition to face coverings, meaning that face shields are not themselves face coverings.

**3. *What is a “facemask”?***

A facemask is an FDA-approved surgical, medical procedure, dental, or isolation mask.

**4. *Are there any exceptions to the ETS face covering requirement for employees who are not fully vaccinated?***

**Yes.** The face covering requirement for employees who are not fully vaccinated does not apply to an employee who is:

- Alone in a room with floor to ceiling walls and a closed door,
- Eating or drinking for a limited time,
- Asked to remove a face covering for identification purposes in compliance with safety and security requirements, or
- Wearing a respirator or facemask.

The face covering requirement also does not apply if the employer can show that the use of a face covering is infeasible or creates a hazard (e.g., when a face covering presents a risk of serious injury or death to the employee or others).

**5. *Must an employer consider face covering medical and religious exemption requests from employees?***

**Yes.** Note, however, that an exemption is available only if the employee can neither obtain the COVID-19 vaccine nor wear a face covering due to a disability or sincerely held religious belief.

**Other Considerations**

**1. *Must an employer bargain with a union about whether it will comply with the ETS?***

**No.** Based on the doctrine of legal necessity, an employer subject to the ETS or the anticipated MIOSHA emergency rules (i.e., a school with at least 100 employees) is not required to bargain with a union about whether it will comply with the ETS or the MIOSHA emergency rules. An employer may, however, be required to bargain about the impact of the ETS or the MIOSHA emergency rules on bargaining unit members. To minimize unanticipated surprises, schools with at least 100 employees are encouraged to discuss the anticipated MIOSHA emergency rules with unions sooner rather than later.

For schools with less than 100 employees, COVID-19 vaccine, testing, and face covering requirements, and the impact of those requirements, are likely a mandatory bargaining subject, absent a MIOSHA emergency rule or local health department order requiring COVID-19 vaccinations, testing, or face coverings for those schools.

**2. *Do the ETS contain an employer notice requirement?***

**Yes.** The ETS require that an employer inform each employee, “in a language and at a literacy level the employee understands,” about:

- ETS requirements,
- Employer policies and procedures established to implement ETS requirements,
- COVID-19 vaccine efficacy, safety, and the benefits of being vaccinated by providing the CDC document entitled “[Key Things to Know About COVID-19 Vaccines](#)” to employees,
- Specified regulations, including those that prohibit an employer from discharging or discriminating against an employee for reporting work-related injuries or illness, and
- Specified laws that establish criminal penalties for knowingly supplying false statements or documentation.

**3. *Do the ETS require employers to report COVID-19 work-related incidents to OSHA?***

**Yes.** The ETS require that an employer report to OSHA each work-related COVID-19 fatality within 8 hours of the employer learning about the fatality. An employer must also report to OSHA



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each work-related COVID-19 in-patient hospitalization within 24 hours of the employer learning about that hospitalization.

**4. *What will be the penalty for violating the anticipated MIOSHA emergency rules?***

An employer that violates MIOSHA rules is typically subject to a fine of up to \$7,000 for each violation. An employer that willfully or repeatedly violates MIOSHA rules may be fined up to \$70,000 for each violation. A willful violation that causes an employee's death is a felony subject to a fine up to \$10,000, imprisonment up to 1 year, or both.

**Conclusion**

Many questions remain about how the anticipated MIOSHA emergency rules adopting the ETS will impact Michigan schools. It is, however, important for school officials to become familiar with ETS requirements due to their potential significant effect on schools.

We will continue to monitor developments regarding these legal requirements. As always, please contact us with any questions.

**Thrun Law Firm, P.C.**

*This client communication is intended to provide helpful information on school law topics and is not intended as legal advice or opinion for specific facts, matters, situations, or issues. Legal counsel should be consulted about the application of this information to a specific circumstance or situation.*

## Fruitport 75% Membership Report

Date	Enrolled	Absent	Present	Percent Present
10/15/2021	2596	195	2401	92.49%
10/18/2021	2669	257	2412	90.37%
10/19/2021	2670	246	2424	90.79%
10/20/2021	2672	221	2451	91.73%
10/21/2021	2677	248	2429	90.74%
10/22/2021	2600	239	2361	90.81%
10/25/2021	2677	312	2365	88.35%
10/26/2021	2680	304	2376	88.66%
10/27/2021	2680	256	2424	90.45%
10/28/2021	2682	299	2383	88.85%
10/29/2021	2593	274	2319	89.43%
11/01/2021	2683	382	2301	85.76%
11/02/2021	2683	362	2321	86.51%
11/03/2021	2684	344	2340	87.18%
11/04/2021	2686	371	2315	86.19%
11/05/2021	2601	317	2284	87.81%
11/08/2021	2688	292	2396	89.14%
11/09/2021	2687	305	2382	88.65%
11/10/2021	2687	303	2384	88.72%

Position:

Teacher

Count of Substitute Full Name    Column Labels

Row Labels	COVERED	NO SUB NEEDED	NOT COVERED	Grand Total
30-Aug	3			3
31-Aug	4		2	6
1-Sep	4	1		5
7-Sep	4			4
8-Sep	5	1		6
9-Sep	7			7
10-Sep	6	1	1	8
13-Sep	12		1	13
14-Sep	4	1		5
15-Sep	7		1	8
16-Sep	12	1	5	18
17-Sep	12	1	5	18
20-Sep	10	5	4	19
21-Sep	10	1	6	17
22-Sep	13	3	4	20
23-Sep	13	2		15
24-Sep	11	3	5	19
27-Sep	12	3	6	21
28-Sep	15	3	5	23
29-Sep	11	2	4	17
30-Sep	10	1	4	15
1-Oct	11	5	4	20
4-Oct	11	2	3	16
5-Oct	8	2	1	11
6-Oct	9	2	3	14
7-Oct	16	3	4	23
8-Oct	13	3	4	20
11-Oct	11	3	6	20
12-Oct	5	1	4	10
13-Oct	9	1	3	13
14-Oct	11	1	5	17
15-Oct	14	3	6	23
18-Oct	11	2	4	17
19-Oct	9	1	3	13
20-Oct	9	2	4	15
21-Oct	11	2	6	19
22-Oct	17	2	14	33
25-Oct	14	2	4	20
26-Oct	13	2	3	18
27-Oct	9	3	3	15

28-Oct	16	2	2	20
29-Oct	16	2	2	20
1-Nov	15	3	6	24
2-Nov	18	4	3	25
3-Nov	17	2	2	21
4-Nov	26	2	10	38
5-Nov	18	2	8	28

## Fall 2021 FTE Pupil Membership Count 11/11/2021

Grade	Edgewood		Shettler		Beach		Elem Totals		Grand Total Elementary			
	Reg Ed	Spec Ed	Reg Ed	Spec Ed	Reg Ed	Spec Ed	Reg Ed	Spec Ed		Reg Ed	Spec Ed	
ECSE				22.00					22.00			
K	113.76	1.24	48.97	0.03	53.74	0.26	216.47	1.53	218.00	115.00	49.00	54.00
Gr 1	80.00	1.00	52.00	0.00	44.92	3.08	176.92	4.08	181.00	81.00	52.00	48.00
Gr 2	83.31	1.69	50.83	0.17	53.97	7.03	188.11	8.89	197.00	85.00	51.00	61.00
Gr 3	94.06	1.94	58.97	0.03	50.92	2.08	203.95	4.05	208.00	96.00	59.00	53.00
Gr 4	89.96	2.04	49.80	0.20	45.38	2.62	185.14	4.86	190.00	92.00	50.00	48.00
Gr 5	85.71	1.29	48.69	0.31	47.60	3.40	182.00	5.00	187.00	87.00	49.00	51.00
	546.80	9.20	309.26	22.74	296.53	18.47	1152.59	50.41	1203.00			
Building Total:	556.00		332.00		315.00							
Change:	57.50		13.00		-16.00							
Grade	Middle School		High School		Alt Ed		Adult Options		Grand Total Secondary			
	Reg Ed	Spec Ed	Reg Ed	Spec Ed	Reg Ed	Spec Ed	Reg Ed	Spec Ed		GE Sub.	Reg Ed	Spec Ed
6	188.05	6.20							188.05	194.25		194.25
7	192.23	6.52							192.23	198.75		198.75
8	191.47	5.83							191.47	197.30		197.30
9			215.27	9.73			2.00		217.27	227.00		225.00
10			191.96	5.04	4.00		3.00		198.96	204.00		197.00
11			193.81	12.39	4.33		6.00		204.14	216.53		206.20
12			168.45	4.55	6.00		6.00		180.45	185.00		173.00
	571.75	18.55	769.49	31.71	14.33	0.00			1372.57	1422.83		
Building Total:	590.30		801.20		14.33			17.00				
Change	1.61		38.89		-7.42			5.00				
<b>Grand Total District K-12 Funding:</b>									<b>2,625.83</b>			
									2,533.25	Fall 2020 Count		
Change in Enrollment (Fall 2020 to Fall 2021)									<b>92.58</b>			
									3.65%			

**Special Education**

Acct	Description	Sec53a	Resident Sec52	Non-Resident Sec52	Total
110	Programs for Mild Cognitive Impairment	0.00	0.00	0.00	<b>0.00</b>
120	Programs for Moderate Cognitive Impairment	0.00	14.31	29.00	<b>43.31</b>
130	Programs for Severe Cognitive Impairment	0.00	0.00	0.00	<b>0.00</b>
140	Programs for Emotional Impairment	0.00	0.00	0.00	<b>0.00</b>
150	Programs for Learning Disabled	0.00	0.00	0.00	<b>0.00</b>
160	Programs for Hearing Impairment	0.00	0.00	0.00	<b>0.00</b>
170	Programs for Visual Impairment	0.00	0.00	0.00	<b>0.00</b>
180	Programs for Physical or Other Health Impairment	0.00	0.00	0.00	<b>0.00</b>
190	Programs for Severe Multiple Impairment	0.00	0.00	0.00	<b>0.00</b>
191	Early Childhood Special Education (Classroom) Program	0.00	22.00	0.00	<b>22.00</b>
192	Programs for Severe Language Impairment	0.00	0.00	0.00	<b>0.00</b>
193	Programs for Autism Spectrum Disorder	0.00	0.00	0.00	<b>0.00</b>
194	Elementary or Secondary-Level Resource Program	0.00	29.14	6.22	<b>35.36</b>
270	Early Childhood Special Education Services	0.00	0.00	0.00	<b>0.00</b>
<b>Special Education Total</b>		<b>0.00</b>	<b>65.45</b>	<b>35.22</b>	<b>100.67</b>

2021-2022 Fall FTE Count

Fruitport Community Schools (61080 )

Audit Status: Unaudited (DS4061)

Updated By on

Audited By:

### K-12 Pupil Membership (FTE) in General Education

Grade	FTE w/o Graded Alt Ed	FTE Graded Alt Ed Only	Total
Kindergarten	216.47	0.00	216.47
First Grade	176.92	0.00	176.92
Second Grade	188.11	0.00	188.11
Third Grade	203.95	0.00	203.95
Fourth Grade	185.14	0.00	185.14
Fifth Grade	182.00	0.00	182.00
Sixth Grade	188.05	0.00	188.05
Seventh Grade	192.23	0.00	192.23
Eighth Grade	191.47	0.00	191.47
Ninth Grade	215.27	2.00	217.27
Tenth Grade	191.96	7.00	198.96
Eleventh Grade	197.14	7.00	204.14
Twelfth Grade	168.45	12.00	180.45
Special Education Transition	0.00	0.00	0.00
Alternative Education	0.00	0.00	0.00
<b>Total General Ed</b>	<b>2497.16</b>	<b>28.00</b>	<b>2525.16</b>

2021-2022 Fall FTE Count

Fruitport Community Schools (61080 )

Audit Status: Unaudited (DS4061)

Updated By on

Audited By:

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### Additional Information on K-12 Pupils

Grade	Special Education	General Education	Total
Non-public resident of district	0.00	1.10	<b>1.10</b>
Non-resident pupils without release	0.00	0.00	<b>0.00</b>
Special Ed and General Ed FTE (Sec. 24)	0.00	0.00	<b>0.00</b>

**Residency Related Information**

District	Non K-12 District		Section 105/105C Schools of Choice		Non-Public Non-Resident		All Other		Total
	Spec. Ed	Gen. Ed	Spec. Ed	Gen. Ed	Spec. Ed	Gen. Ed	Spec. Ed	Gen. Ed	
61010 Muskegon, Public Schools of the City of	0.00	0.00	2.61	190.97	0.00	0.00	0.00	7.00	<b>200.58</b>
61020 Muskegon Heights School District	0.00	0.00	0.00	23.00	0.00	0.00	0.00	0.00	<b>23.00</b>
61060 Mona Shores Public School District	0.00	0.00	0.13	58.37	0.00	0.00	0.05	5.95	<b>64.50</b>
61065 Oakridge Public Schools	0.00	0.00	0.17	24.83	0.00	0.00	9.16	1.84	<b>36.00</b>
61120 Holton Public Schools	0.00	0.00	0.15	2.85	0.00	0.00	0.00	0.00	<b>3.00</b>
61190 Orchard View Schools	0.00	0.00	0.73	55.27	0.00	0.00	11.00	7.00	<b>74.00</b>
61210 Ravenna Public Schools	0.00	0.00	0.00	23.00	0.00	0.00	9.00	7.00	<b>39.00</b>
61220 Reeths-Puffer Schools	0.00	0.00	0.00	13.00	0.00	0.00	0.00	3.00	<b>16.00</b>
61230 North Muskegon Public Schools	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00	<b>1.00</b>
62050 Grant Public School District	0.00	0.00	0.00	1.00	0.00	0.00	0.00	0.00	<b>1.00</b>
70010 Grand Haven Area Public Schools	0.00	0.00	0.50	21.50	0.00	0.00	0.41	5.59	<b>28.00</b>
70070 West Ottawa Public School District	0.00	0.00	0.00	3.00	0.00	0.00	0.00	0.00	<b>3.00</b>
70300 Spring Lake Public Schools	0.00	0.00	1.07	50.93	0.00	0.00	0.24	1.76	<b>54.00</b>
<b>Total</b>	<b>0.00</b>	<b>0.00</b>	<b>5.36</b>	<b>467.72</b>	<b>0.00</b>	<b>0.00</b>	<b>29.86</b>	<b>40.14</b>	<b>543.08</b>

2021-2022 Fall FTE Count

Fruitport Community Schools (61080 )

Audit Status: Unaudited (DS4061)

Updated By on

Audited By:

**Adult Education Participants (July Count Date)**

Description	--- Under 20 ---			--- 20 and Over ---			Total
	w/GED	w/Diploma	w/o GED/Diploma	w/GED	w/Diploma	w/o GED/Diploma	
<b>Total</b>							<b>0</b>

2021-2022 Fall FTE Count

Fruitport Community Schools (61080 )

Audit Status: Unaudited (DS4061)

Updated By on

Audited By:

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### Adult Education Participants (September Count Date)

Description	--- Under 20 ---			--- 20 and Over ---			Total
	w/GED	w/Diploma	w/o GED/Diploma	w/GED	w/Diploma	w/o GED/Diploma	
<b>Total</b>							<b>0</b>

### Total Adult Ed Participants this Submission

July Participants for Fall 2021-2022	0
September Participants for Fall 2021-2022	0
<b>Total Adult Education Count for Fall 2021-2022</b>	<b>0</b>

### Summary of Membership

Total Special Education	100.67
Subtract: Non Resident Special Education without Release Form	0.00
<b>Total Adjusted Special Education Count</b>	<b>100.67</b>
K-12 Pupils	2,525.16
Subtract: Non Resident General Education without Release Form	0.00
<b>Total Adjusted K-12 Membership Count</b>	<b>2,525.16</b>
<b>Total Adjusted K-12 &amp; Special Education FTE</b>	<b>2,625.83</b>

### Section 25 Net Adjustments

Special Education Section 25 Adjustments	0.00
General Education Section 25 Adjustments	0.00
<b>Total Section 25 Adjustments</b>	<b>0.00</b>

**BOARD ACTION REQUEST FORM**

**Meeting Date:** November 15, 2021

To: Board of Education

Attachments # IX-1  
through IX-8

From: Jason Kennedy

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

- Special Meeting Minutes of October 26, 2021
- Bills, Monthly Financial Report, and ACH Transactions
- Student Activity Summary Report
- Credit Card and Utilities Report
- Capital Projects Progress Report
- 2021 Bond Report
- Personnel Report

**Background Information:**

See attached

**Financial Impact:**

**Recommended Action:**

Approval of the Consent Agenda as presented.

**Action Taken:**

**Vote:** \_\_\_ Buckner      \_\_\_ Burgess      \_\_\_ Cole      \_\_\_ Franklin      \_\_\_ Hazekamp  
          \_\_\_ Kelly      \_\_\_ Meeuwenberg



Fruitport Community Schools  
**SPECIAL BOARD MEETING**  
 Tuesday, October 26, 2021 – 6:00 p.m.  
 Board of Education Meeting Room

**MINUTES**

**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 – Elroy Buckner, Kris Cole, Susan Franklin, Dave Hazekamp, and JB Meeuwenberg. Absent – Tim Burgess and Steve Kelly.

**III. APPROVAL OF AGENDA**

Item 21-176. MOTION by Buckner, SECOND by Cole to approve the agenda as presented. MOTION CARRIED 5-0.

**IV. REMARKS FROM THE PUBLIC**

None.

**V. GENERAL BOARD BUSINESS**

A. Approval of Regular Board Meeting Minutes of October 18, 2021

Item 21-177. MOTION by Franklin, SECOND by Buckner to approve the Regular Board Meeting Minutes of October 18, 2021, as presented. MOTION CARRIED 5-0.

B. Overnight Trip Request: Cross Country Team to State Finals

C. Overnight Trip Request: Marching Band to State Finals

Item 21-178. MOTION by Buckner, SECOND by Franklin to approve the overnight trip requests for the high school cross country teams and the high school marching band, as presented and discussed. MOTION CARRIED 5-0.

D. Letter of Agreement with the FEA: Professional Development Day on 11/01/2021

Item 21-179. MOTION by Franklin, SECOND by Buckner to not approve the Letter of Agreement between the Board and the Fruitport Education Association, as presented and discussed. MOTION CARRIED 5-0.

E. Other

None.

**VI. ADJOURNMENT**

Item 21-180. MOTION by Buckner, SECOND by Franklin to adjourn. MOTION CARRIED 5-0

The meeting adjourned at 6:26 p.m.

Respectfully submitted,  
Susan Franklin  
Acting Board Secretary

Jason Kennedy  
Acting Recording Board Secretary



**FRUITPORT COMMUNITY SCHOOLS  
BILL LIST  
Month of October 2021**

<u>FUND</u>	<u>AMOUNT</u>
GENERAL FUND	\$236,368.65
EARLY CHILDHOOD CENTER	\$16,915.61
FOOD SERVICE	\$170,358.01
COOPERATIVE EDUC (ISD) - TECH MILLAGE	\$28,901.39
CAPITAL PROJECTS (BOND)2017	\$44,767.21
CAPITAL PROJECTS (BOND)2021	\$7,840.00
<b>GRAND TOTAL</b>	<b><u><u>\$505,150.87</u></u></b>

		GENERAL FUND	SCHOOL SERVICE FUNDS			CAPITAL PROJECTS							Totals
			Food Service	Tech/Security	ECC	Bldg & Site	Capital Projects 2017	Capital Projects 2021	2010	2012 Refund	2017	2021	
<b>Beginning Fund Balance:</b>		4,003,392	450,556	247,180	278,220	1,182,791	8,651,268	7,992,981	182,703	266,837	1,111,081	-	
<b>Revenues:</b>													
Budgeted revenues:		31,061,962	1,568,597	525,000	714,000	-	-	-	-	-	-	-	
Actual revenues:													
	Jul.	23,799	-	-	64,041	18	221	72					88,152
	Aug.	338,825	1,842	3,046	61,224	18	186	84	62,322	56,045	230,010	99,985	853,589
	Sep.	1,054,197	-	43,780	74,435	71,012	99	67	188,259	169,297	694,796	302,026	2,597,969
	Oct.	1,913,752	4,540	-	-	12	77	70	-	-	-	-	1,918,451
Total Actual Revenues		3,330,573	6,383	46,826	199,700	71,061	584	293	250,581	225,343	924,806	402,011	5,458,161
Pro Rated buget Variance to date: Rev		7,023,414.30	516,483.07	128,173.91	38,299.87								
<b>Expenses:</b>													
Budgeted expenditures:		(31,741,678)	(1,485,288)	(348,040)	(715,916)	-	-	-	-	-	-	-	
Actual expenditures: <sup>^</sup>													
	Jul.	(743,974)	(13,333)	(22,180)	(36,566)	-	-	(63,927)	-	-	-	-	(879,979)
	Aug.	(725,627)	(11,214)	(116,099)	(53,661)	-	(1,343,270)	(18,000)	-	-	-	-	(2,267,872)
	Sep.	(2,195,593)	(53,496)	(53,436)	(55,687)	(59,978)	(903,835)						(3,322,025)
	Oct.	(3,126,493)	(243,598)	(7,603)	(38,915)	-	(973,799)	(7,840)	(168,013)	(9,138)	(1,136,500)	(88,851)	(5,800,749)
Total Actual Expenses		(6,791,688)	(321,641)	(199,318)	(184,828)	(59,978)	(3,220,905)	(89,767)	(168,013)	(9,138)	(1,136,500)	(88,851)	(12,270,625)
Pro Rated budget Variance to date: Exp		(3,788,871.60)	(173,455.28)	83,304.22	(53,810.22)								
<b>Ending Balance to date:</b>		542,277	135,298	94,689	293,092	1,193,873	5,430,947	7,903,507	265,272	483,042	899,387		
<b>Projected Ending Balance:</b>		3,323,676	533,865	424,140	276,304	1,182,791	8,651,268	7,992,981	182,703	266,837	1,111,081		
<b>Revenues over(under) Expenses to date:</b>												(6,812,465)	

<sup>^</sup>Fifth Third Bank auto deductions have been included in actual expenditure totals

**October 2021 Transfers**

Payment Date	Debit Account Desc	Credit Account Desc	Amount
10/14/2021	Checking - General Fnd Inv - USD	Checking - Payroll - USD ***10/15/21 Payroll & ORS Transfer	\$ 866,210.16
10/28/2021	Checking - General Fnd Inv - USD	Checking - Payroll - USD ***10/29/21 Payroll & ORS Transfer	\$ 798,180.94
Total Transfers in October			<u>\$ 1,664,391.10</u>

**October 2021 ACH's**

EduStaff (contracted staff/subs)	\$	200,445.09
Credit Card	\$	141,334.13
Arbiter (official pay)	\$	2,229.00
E-Pars (employee 403b)	\$	47,772.32
Insurance (MESSA, Priority, Set Seg & HSA's)	\$	782,565.67
Total ACH's in October	<u>\$</u>	<u>1,174,346.21</u>

Fruitport Community Schools  
Student Activity Summary Report  
Month ending October 31, 2021

<b>Student Activity Sub Totals</b>	<b>BEGINNING BALANCE</b>	<b>NET CHANGE</b>	<b>ENDING BALANCE</b>
District Wide Student Activity Accounts	46,109.52	3,060.41	49,169.93
Beach Elementary Student Activity Accounts	24,509.05	(998.20)	23,510.85
Edgewood Elementary Student Activity Accounts	25,142.13	(234.10)	24,908.03
High School Class of Student Activity Accounts	7,554.47	-	7,554.47
High School Athletic Student Activity Accounts	83,631.06	16,284.01	99,915.07
High School Student Activity Accounts	154,321.50	(6,861.74)	147,459.76
Middle School Student Activity Accounts	37,479.06	2,943.44	40,422.50
Shettler Elementary Student Activity Accounts	19,229.15	(806.70)	18,422.45
Alt. High School Student Activity Accounts	669.93	-	669.93
Millionaire Party Accounts	11,125.08	1.87	11,126.95
<b>Total Student Activity Fund</b>	<b>\$ 409,770.95</b>	<b>\$ 13,388.99</b>	<b>\$ 423,159.94</b>

Credit Card and Utilities Detail  
For the month ending October 31, 2021

	July	August	September	October	November	December	January	February	March	April	May	June	Total
Utilities:													
<b>Consumers</b>	\$ 999.46	\$ 1,019.37	\$ 1,012.98	\$ 1,051.86									\$ 4,083.67
<b>Frontier</b>	\$ 46.94	\$ 46.83	\$ 46.83	\$ 46.83									\$ 187.43
<b>MISEC</b>	\$ 26,029.81	\$ 20,219.50	\$ 17,802.29	\$ 24,662.29									\$ 88,713.89
<b>Total Utilities</b>	\$ 27,076.21	\$ 21,285.70	\$ 18,862.10	\$ 25,760.98	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 92,984.99
Credit Cards:													
<b>General Fund</b>	\$ 41,753.46	\$ 118,552.16											\$ 160,305.62
<b>Early Childhood</b>	\$ 1,685.50	\$ 1,421.18											\$ 3,106.68
<b>Tech/Security Millage</b>	\$ 20,152.63	\$ 1,744.82											\$ 21,897.45
<b>Student Activities</b>	\$ 7,160.78	\$ 17,193.28											\$ 24,354.06
<b>Total Credit Card Charges</b>	\$ 70,752.37	\$ 138,911.44	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 209,663.81

\*\*\*Credit cards are always a month behind

Project Summary: 2017 Bond Budget Overview

All Work within all buildings

	Orig Bid	Change Orders	Total Revised Contract		Fiscal Year 2017	Fiscal Year 2018	Fiscal Year 2019	Fiscal Year 2020	Fiscal Year 2021 YTD	Fiscal Year 2022 YTD	Total Spent	
Construction Total - HS	39,814,014.00	2,498,706.00	42,312,720.00		36,863.73	2,965,446.81	18,607,869.58	10,914,209.02	6,635,503.21	2,173,952.48	41,333,844.83	97.69%
FFE - Furniture/fixture/equip	1,299,520.00	0.00	1,299,520.00		-	1,370.85	91,217.60	532,345.40	277,291.30	83,616.41	985,841.56	75.86%
Alloc. Architect Fees (HS only) + AE Costs	3,113,343.00	0.00	3,113,343.00		1,017,776.57	1,355,075.18	99,774.36	82,429.26	302,749.86	19,420.89	2,877,226.12	92.42%
CM Fee (HS only)	1,386,606.00	87,456.00	1,474,062.00		-	101,224.00	655,412.00	377,251.00	231,699.00	77,176.00	1,442,762.00	97.88%
Roofs	0.00	274,532.00	274,532.00		-	-	-	-	-	209,522.30	209,522.30	76.32%
Contingency	3,661,732.00	-2,586,162.00	1,075,570.00	29.37%	-	-	-	-	-	-	-	-
<b>TOTAL HS Project</b>	<b>49,275,215.00</b>	<b>0.00</b>	<b>49,549,747.00</b>		<b>1,054,640.30</b>	<b>4,423,116.84</b>	<b>19,454,273.54</b>	<b>11,906,234.68</b>	<b>7,447,243.37</b>	<b>2,563,688.08</b>	<b>46,849,196.81</b>	<b>94.55%</b>
<b>Cost of Issuance - PFM</b>	<b>350,000.00</b>	<b>-142,209.00</b>	<b>207,791.00</b>		<b>79,757.78</b>	<b>128,033.77</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>207,791.55</b>	<b>100.00%</b>
<b>Shettler Elementary</b>	<b>473,840.00</b>	<b>-168,913.00</b>	<b>304,927.00</b>		<b>-</b>	<b>-</b>	<b>86,983.22</b>	<b>160,516.90</b>	<b>10,173.00</b>	<b>23,846.50</b>	<b>281,519.62</b>	<b>92.32%</b>
<b>Beach Elementary</b>	<b>320,393.00</b>	<b>-95,534.00</b>	<b>224,859.00</b>		<b>-</b>	<b>11,996.00</b>	<b>-</b>	<b>15,327.00</b>	<b>3,027.00</b>	<b>151,358.80</b>	<b>181,708.80</b>	<b>80.81%</b>
<b>Edgewood Elementary</b>	<b>228,088.00</b>	<b>0.00</b>	<b>228,088.00</b>		<b>-</b>	<b>-</b>	<b>53,318.13</b>	<b>46,784.00</b>	<b>-</b>	<b>-</b>	<b>100,102.13</b>	<b>43.89%</b>
<b>Middle School</b>	<b>640,005.00</b>	<b>-10,085.00</b>	<b>629,920.00</b>		<b>-</b>	<b>-</b>	<b>31,341.90</b>	<b>227,640.97</b>	<b>335,245.00</b>	<b>-</b>	<b>594,227.87</b>	<b>94.33%</b>
<b>Non HS Furniture</b>	<b>0.00</b>	<b>4,113.00</b>	<b>4,113.00</b>		<b>-</b>	<b>4,112.55</b>	<b>-</b>	<b>-</b>	<b>59,196.21</b>	<b>18,669.80</b>	<b>81,978.56</b>	<b>1993.16%</b>
<b>Transportation</b>	<b>270,000.00</b>	<b>1,458,022.00</b>	<b>1,728,022.00</b>		<b>229,330.00</b>	<b>202,930.00</b>	<b>-</b>	<b>331,535.00</b>	<b>495,825.00</b>	<b>468,402.00</b>	<b>1,728,022.00</b>	<b>100.00%</b>
<b>State Police Grant Expense</b>	<b>0.00</b>	<b>614,016.00</b>	<b>614,016.00</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>577,065.95</b>	<b>36,950.00</b>	<b>-</b>	<b>614,015.95</b>	<b>100.00%</b>
<b>Total Bond</b>	<b>51,557,541.00</b>	<b>1,659,410.00</b>	<b>53,491,483.00</b>		<b>1,363,728.08</b>	<b>4,770,189.16</b>	<b>19,625,916.79</b>	<b>13,265,104.50</b>	<b>8,387,659.58</b>	<b>3,225,965.18</b>	<b>50,638,563.29</b>	<b>94.67%</b>
Estimated Interest Earned (investment)	-450,000.00	-1,421,328.00	(1,871,328.00)		(33,086.56)	(270,225.99)	(1,102,501.63)	(421,207.98)	(23,385.40)	(583.74)	(1,850,991.30)	98.91%
State Police Grant (Revenue)	0.00	-428,030.00	(428,030.00)		-	-	-	(368,923.28)	(59,107.69)	-	(428,030.97)	100.00%
VW Reimbursement									(103,875.00)		(103,875.00)	
<b>Total Capital Projects Fund</b>	<b>51,107,541.00</b>	<b>-189,948.00</b>	<b>51,192,125.00</b>		<b>1,330,641.52</b>	<b>4,499,963.17</b>	<b>18,523,415.16</b>	<b>12,474,973.24</b>	<b>8,201,291.49</b>	<b>3,225,381.44</b>	<b>48,255,666.02</b>	<b>94.26%</b>
Overage (Surplus)	(207,459.00)		(122,875.00)									

## Project Summary: 2021 Bond Budget Overview

## All Work within all buildings

	Treasury App	Schematic Design	Fiscal Year 2021	Fiscal Year 2022	Total Spent	
Athletic Turf	1,548,523.00	1,540,120.00	-	7,840.00	7,840.00	0.51%
Track Replacement	314,353.00	757,170.00	-	-	-	0.00%
Middle School Natatorium to Gym	1,215,355.00	1,215,355.00	-	-	-	0.00%
<b>Total Athletics</b>	<b>3,078,231.00</b>	<b>3,512,645.00</b>	<b>-</b>	<b>7,840.00</b>	<b>-</b>	<b>0.00%</b>
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	1,109,074.00	-	-	-	0.00%
<b>Total Mechanical/Controls/AC</b>	<b>3,440,857.00</b>	<b>3,450,977.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.00%</b>
<b>Overall Contingency</b>	<b>790,912.00</b>	<b>331,935.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.00%</b>
<b>Tower Pinkster Fees</b>			<b>-</b>	<b>37,933.62</b>	<b>37,933.62</b>	<b>#DIV/0!</b>
<b>Technology</b>	<b>0.00</b>	<b>0.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>#DIV/0!</b>
<b>Non HS Furniture/Band</b>	<b>150,000.00</b>	<b>150,000.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.00%</b>
<b>Transportation</b>	<b>500,000.00</b>	<b>500,000.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.00%</b>
<b>Cost of Issuance</b>	<b>60,000.00</b>	<b>74,443.00</b>	<b>30,450.00</b>	<b>43,993.60</b>	<b>74,443.60</b>	<b>124.07%</b>
<b>Total Bond</b>	<b>8,020,000.00</b>	<b>8,020,000.00</b>	<b>30,450.00</b>	<b>89,767.22</b>	<b>112,377.22</b>	<b>1.40%</b>
Estimated Interest Earned (investment)	-20,000.00	-20,000.00	(2.18)	(293.28)	(295.46)	1.48%
<b>Total Capital Projects Fund</b>	<b>8,000,000.00</b>	<b>8,000,000.00</b>	<b>30,447.82</b>	<b>89,473.94</b>	<b>112,081.76</b>	<b>1.40%</b>
Overage (Surplus)						

## **Personnel Report – November 15, 2021**

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

Alyssa Shiness – Adult Ed Program Assistant

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

Stosha Cherney - Adult Ed Program Assistant

The following positions are currently posted:

Bus Aide

Bus Driver

Bus Driver Substitute

Instructional Assistant, Edgewood

Long-term Teacher Sub, Middle School

Mather Interventionist, Edgewood

Reading Interventionist, Shettler

School Age Care Program Director, ECC



Fruitport Adult Education  
3255 East Pontaluna Road  
Fruitport, MI 49415  
Phone: (231) 865-4130  
Fax: (231) 865-4046

TO: Fruitport School Board of Education Members

FROM: Brenda Baker,  
Fruitport Adult Education Director

DATE: October 29, 2021

RE: New Hire for Adult Education Program Assistant

The team of Rob Henry, Emily Nieboer, and Brenda Baker interviewed Alyssa Shinew for the position of Adult Education Program Assistant.

We all agree that Alyssa is highly qualified for this position and would be a vital asset to our program and our student population. We would like to recommend Alyssa for this position.

Alyssa Shinew  
3255 Lenedo  
Muskegon, MI 49444

The starting salary for this position is \$16.00 per hour. If there are any questions regarding this matter, please feel free to contact me at (231) 865-4130.

cc: Jason Kennedy  
Katie Shawl

# Alyssa Shiner

Muskegon, MI 49444

alyssashiner285\_dmj@indeedemail.com

+1 231 750 4244

## Work Experience

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### **Paraprofessional**

Fruitport Community Schools - Fruitport, MI

September 2013 to June 2017

My job as a paraprofessional was to assist students both individually and in a group setting with both physical and academic needs.

## Education

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### **High school diploma**

Fruitport High School - Muskegon, MI

September 2001 to June 2005

## Skills

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- Special Education
- Autism Experience
- Experience Working With Students
- Time Management
- Organizational skills
- Teamwork

## Certifications and Licenses

---

### **Cosmetology**

March 2006 to October 2021

Licensed cosmetologist

October 14, 2021

Brenda Baker

It is with my deepest regrets that I unfortunately will not be able to continue to work as the Program Assistant at Fruitport Community Schools. I have accepted a full time position with a company outside of the school district. It's truly been an honor working for you and alongside you. I've learned so much in my short time in this department. My last day will be October 28<sup>th</sup>, 2021.

Sincerely,

*Stosha Cherney*

Stosha Cherney

**BOARD ACTION REQUEST FORM**

**Meeting Date:** November 15, 2021

To: Board of Education

Attachment X-1

From: Jason J. Kennedy

**Subject to be Discussed and Policy Reference:** 2021-2022 calendar date change; Adding a professional development day to the calendar.

The Board will discuss modifying the 2021-2022 calendar to change Monday, December 13, 2021 from a day of in-person pupil instruction to a professional development day for teachers and staff. This day will still be counted toward the required days and hours of pupil instruction, and will ensure that we are providing the appropriate number of professional development hours to staff. See reference to statute below.

**Background Information:** State law allows for up to 38 hours of professional development to be counted toward the day and clock hour requirements for schools. See MCL 388.1701. For all teachers in their first three years of teaching, the District must provide the equivalent of 15 days of professional development to these teachers across the first three years they are with the district. Further, the board of each school district, intermediate school district, or public school academy shall provide at least 5 days of teacher professional development each school year. See MCL 380.1527.

**Financial Impact:** Cost of professional development supplies; possible food and meal costs.

**Recommended Action:** To approve the Superintendent, or his designee, to enter into negotiations with the Fruitport Education Association (FEA) for the purposes of developing of a Letter of Agreement (LOA) that would change December 13, 2021 from a day of pupil instruction with students in school to a day of professional development with staff, whereby students would not report to school on December 13, 2021, as discussed. Approval of this action item will also allow the Superintendent, or his designee, to sign and execute the LOA.

**Action Taken:**

**Vote:** \_\_\_ Buckner      \_\_\_ Cole      \_\_\_ Franklin      \_\_\_ Hazekamp  
         \_\_\_ Burgess      \_\_\_ Kelly      \_\_\_ Meeuwenberg

**Business and Finance Committee**

Monday, November 8, 2021

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

**Meeting Minutes**

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

1. Collective Bargaining Update: Tentative Agreement(s)  
Mark gave an update on the process with all of the unions/associations within the district. There will be a board action request coming through personnel with any tentative agreements.
2. Calendar Change: Add Professional Development Day  
Jason gave an update regarding the possibility of amending our current calendar to add a professional development day.
3. COVID-19 Update  
Jason gave an update on COVID-19.
4. Other- ESSER III Presentation  
Mark gave an update on the requirements of ESSER III. Mark will present at the upcoming board meeting.

Meeting adjourned at 12:14 p.m.

Respectfully submitted by Mark Mesbergen



Personnel Committee  
Monday, November 8, 2021  
4:30 p.m.

## **MEETING MINUTES**

### **Meeting Location:**

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

### **Attendance:**

Dave Hazekamp, JB Meeuwenberg, and Jason Kennedy

1. A negotiations update on each of the collective bargaining agreements currently being bargained was provided to the Committee.
2. A discussion took place around the calendar for the 2021-2022 school year, and the need to change an upcoming date that was originally scheduled for student instruction to a day of professional development for teachers and staff.
3. A COVID-19 update was discussed with the committee, including increasing positive case counts, potential staffing impacts and shortage areas, as well as the Emergency Temporary Standard (ETS) issued by OSHA.
4. Other: Updates from each of the other committee agendas were discussed with the Personnel Committee.
5. Public Comment: None
6. Adjournment: The meeting was adjourned at 4:53 p.m.

Respectfully submitted by Jason Kennedy, Superintendent

**BOARD ACTION REQUEST FORM**

**Meeting Date:** November 15, 2021

To: Board of Education

Attachment # XII-2

From: Mark Mesbergen

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

Tentative Agreement with the Fruitport Transportation-Food Service Association for a 3 year contract.

**Background Information:**

A tentative agreement has been signed with the Transportation-Food Service Association regarding their contract. If ratified, it would be a three year contract. Transportation would receive \$19.50 per hourly in year one, then \$20.50 for year two and then \$22.00. Each year the field trip wage rate will increase by \$1. If ratified, Food Service would receive steps and movement that will allow that all food service employees to be paid at one rate (minus the head cooks). After the third year, the employees will be paid at \$16.50 per hour. The language elements in the tentative agreement cleaning up the field trip language, eliminating the attendance bonus and giving all employees the same paid holidays.

**Financial Impact:**

Yr 1 - \$70,000 for transportation and \$51,255 for Food Service  
Yr 2 - \$50,000 for transportation and \$30,155 for Food Service  
Yr 3 - \$50,000 for transportation and \$31,909 for Food Service

**Recommended Action:**

That the Tentative Agreement for a three year contract with the Fruitport Transportation-Food Service Association be ratified as presented.

**Action Taken:**

**Vote:** \_\_\_ Buckner      \_\_\_ Burgess      \_\_\_ Cole      \_\_\_ Franklin      \_\_\_ Hazekamp  
         \_\_\_ Kelly      \_\_\_ Meeuwenberg

# **Proposal – October 22, 2021**

## **Association's Language Proposal**

**Whole Contract Changes - Changing Pronouns to employee**

**District's Response: Agree**

**Article 10(B)5 Change - Change rate from \$6.50 to 50% for a year-end bonus**

**District's Response: Agree**

**Article 11(A) Change - Everyone gets the same holidays and add 4th of July**

**District's Response: Agree with all employees getting the same holidays. 4th of July will be only paid to employees that have lost wages. Association and District agree in the above concept and language will be determined when amending the contract.**

**Article: 12(l)11 Change - Increase Field Trip reimbursement for meals**

**District's Response: Agree with the increase in reimbursement as meals have increased in cost. Both parties agree to look at the language to ensure the language within this article properly reflects the intention of the language (IE out of town).**

**Appendix A Change - Creating a Retention Bonus**

**District's Response: Disagree. The district will be taking the money allocated and putting that money into the employee's hourly rate. The district will keep the attendance bonus for food service for the first quarter of the year (ending on 11/4/21). After the first quarter, the attendance bonus will be removed.**

## **District's Language Proposal**

**Transportation Longevity**

**Eliminate the longevity payment after the 2021-22 fiscal year.**

## Financials:

All increases will go into effect on November 8, 2021.

## Food Service:

**2021-2022** (current step 1 goes to step 1; step 2 goes to step 2; and step 4 goes to step 3) Eliminate current step 1

1.	\$13.46
2.	\$14.05
3.	\$15.06
HC.	\$16.61

**2022-2023** Steps and eliminate step 1

1.	\$14.80
2.	\$15.80
HC.	\$17.35

**2023-2024** Steps and eliminate step 1

1.	\$16.50
HC.	\$18.50

## Transportation:

**2021-2022** Current Classification

Drive:	\$19.50
FieldTrip:	\$17.00

**2022-2023** Current Classification

Drive:	\$20.50
FieldTrip:	\$18.00

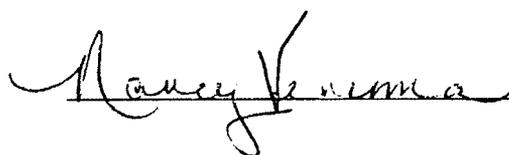
**2023-2024** Current Classification

Drive:	\$22.00
FieldTrip:	\$19.00

DISTRICT



ASSOCIATION



**BOARD ACTION REQUEST FORM**

**Meeting Date:** November 15, 2021

To: Board of Education

Attachment # XII-3

From: Mark Mesbergen

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

Tentative Agreement with the Fruitport Education Association for a 3 year contract.

**Background Information:**

A tentative agreement has been signed with the Teacher’s Association regarding their contract. The tentative agreement has some language changes, calendars for the next two years along with a restructured salary schedule. The first year consists of employees receiving two steps on the current salary schedule. The second year is when the employees will move to a new salary schedule. Placement for the second year and third year are in accordance to a document within the contract.

**Financial Impact:**

\$624,675 for FY 2022; \$653,122 for FY 2023; and \$581,454 for FY 2024

**Recommended Action:**

That the Tentative Agreement for a three year contract with the Fruitport Education Association be ratified as presented.

**Action Taken:**

**Vote:** \_\_\_ Buckner      \_\_\_ Burgess      \_\_\_ Cole      \_\_\_ Franklin      \_\_\_ Hazekamp  
         \_\_\_ Kelly      \_\_\_ Meeuwenberg

Student Affairs Committee  
Wednesday, November 10, 2021  
12:00 p.m.

## MEETING MINUTES

### **Meeting Location:**

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

### **Attendance:**

Susan Franklin, Dave Hazekamp, Tim Burgess, Allison Camp, and Jason Kennedy

1. An overview of the District's Continuous Improvement Process was reviewed by Allison Camp. This included a review of the strategies being focused on in each of the buildings, as well as the strategy implementation and monitoring processes for each school.
2. The Committee discussed modifying the 2021-2022 calendar to change Monday, December 13, 2021 from a day of in-person pupil instruction to a professional development day for teachers and staff. This day would still be counted toward the required days and hours of pupil instruction, and will ensure that we provide the appropriate number of professional development hours to staff.
  - a. A recommendation to approve the calendar change, as discussed, will be made to the Board of Education.
  - b. A recommendation to approve the District's Instructional Council as the District's Professional Development Advisory Committee will be made to the Board of Education.
3. A review of the Noncriminal Justice Agency (NCJA) audit and required policy updates was discussed. The District is working with Thrun Law Firm, P.C. to revise Board policies to ensure compliance. Thrun Law Firm, P.C. anticipates a release of the updated Board policies by the week of November 15, 2021, with the updated policies appearing on the December 13, 2021 Board agenda for approval. It is anticipated that the updated Board policies will be presented to the committees to review in December prior to request for approval from the full Board of Education.
4. A COVID-19 update was provided, including an overview of the District's 75% pupil membership attendance report, impacts to staffing and unfilled vacancies, and an overview of the Emergency Temporary Standard for vaccination, testing, and facial covering standards.
5. Other: An overview of the certified fall 2021 pupil membership count was discussed.
6. Public Comment: None.

Meeting adjourned at 12:47 p.m.

Respectfully submitted by Jason Kennedy, Superintendent

**BOARD ACTION REQUEST FORM**

**Meeting Date:** November 15, 2021

To: Board of Education

Attachment #XIII-2

From: Jason J. Kennedy

**Subject to be Discussed and Policy Reference:** Professional Development Advisory Committee

According to MCL 388.1701, Section 101(10), a district may count up to 38 hours of professional development for teachers as hours of pupil instruction. In order to do so, the Board must appoint a committee to review and recommend at least eight (8) hours of that professional development that will be counted toward pupil instructional time. It is recommended that the Board approve the District’s Instructional Council as the Professional Development Advisory Committee pursuant to this section of the statute.

**Background Information:** Per MCL 388.1701, at least 8 hours of the professional development counted as hours of pupil instruction must be recommended by a districtwide professional development advisory committee appointed by the district board. The advisory committee must be composed of teachers employed by the district who represent a variety of grades and subject matter specializations, including special education; nonteaching staff; parents; and administrators. The majority membership of the committee must be composed of teachers.

**Financial Impact:** None.

**Recommended Action:** To approve the District’s Instructional Council as the Professional Development Advisory Committee for the District pursuant to recommendation of professional development that will count toward pupil instructional time.

**Action Taken:**

**Vote:** \_\_\_ Buckner      \_\_\_ Burgess      \_\_\_ Cole      \_\_\_ Franklin      \_\_\_ Hazekamp  
         \_\_\_ Kelly      \_\_\_ Meuwenberg

**BOARD ACTION REQUEST FORM**

**Meeting Date:** November 15, 2021

To: Board of Education

Attachment # XIII-3

From: Jason Kennedy

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

Approval of Trip Requests as Follows:

- November 20-21, 2021 – Varsity Boys Basketball, Camp Henry, Newaygo Michigan 49337
- March 10-12, 2022 – DECA State Competition, TCF Center (Cobo Hall), Detroit Michigan 48226
- March 10 -13, 2022 – BPA State Competition, Amway Grand Plaza, Grand Rapids, MI 49503
- April 1-10, 2022 – Track Team Trip, Myrtle Beach, South Carolina 29582

**Background Information:**

See attached

**Financial Impact:**

None to the district. All expenses will be paid through various fundraisers, grant monies or by individual participants.

**Recommended Action:**

Approval of the trip request at no cost to the district as presented above.

**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: Fruitport Boys Varsity Basketball

Staff Person(s) in Charge: Steve Erny

Funding Sources: Boys Basketball Internal Account

Are all students Participating? Yes

Chaperone/Student Ratio: 4 to 1 (players to coaches)

### **Destination Information**

Destination: Camp Henry

Destination Information: Camp Henry: 5575 S Gordon Ave, Newaygo, MI 49337; (616) 459-2267

Purpose of Trip: This is a trip intended to bring the team together at the beginning of the season. Team bonding activities, special speakers, and opportunities to scrimmage vs. other teams will all take place. 2 Years ago we were able to attend this camp and every single player noted this trip as their favorite season memory. Players put away their cell phones for 24 hours and engage with their teammates in a way that just can't happen back home in the normal "routines" of life.

### **Lodging Information**

Lodging Accommodations: Cabins on site

Lodging information: 5575 S Gordon Ave, Newaygo, MI 49337; (616) 459-2267

Transportation Arrangements: Saturday, Nov 20: Leave at 1PM from Fruitport HS in school vans. Arrive to Camp Henry by 2PM. 2:30 PM--Team Building/Low Ropes Courses, 6:00 PM --Dinner, 7:00 PM--Contests/Competitions, 8:30 PM--Team meetings/Cabins

Sunday, Nov 21: 8:00 AM -- Breakfast, 9:00 AM --Scrimmages at Newaygo HS, 12:30 PM--Wrap Up/Depart for home.

### **Emergency Information**

Emergency Contact: 2317368012

Emergency Forms Complete? No

Parent Notification is Complete and Attached to this Form? No

  
Principal/Supervisor Signature

\_\_\_\_\_  
Date

Dear Players/Parents,

We will be taking a Varsity team Camp Henry on November 20-21. Our coaching staff will carpool the players to location. Our departure time on for this trip is Saturday at 12:30 PM. We will return to FHS on Sunday the 22nd in the early afternoon. There is no cost for this trip. We intend on making this trip possible through our fundraising efforts this year.

This camp will not only give us a chance to compete hard, but also provide an opportunity for team bonding and fun. We expect each player to conduct himself in a way that reflects positively on our program and our school.

We are looking forward to a great couple of days at Camp Henry. Please don't hesitate to call/text me with any questions or concerns you might have. Thank you.

Coach Steve Erny  
231-736-8012  
serny@fruitportschools.net



## Fruitport Community Schools Overnight Field Trip Request

October 14, 2021

The details for this overnight trip are as follows:

### **Background Information**

Group Requesting Permission: DECA

Date of Trip: March 10-12

Staff Person(s) in Charge: Danielle Hershey

Funding Sources: DECA fundraisers, School store fund, Voc funding and student contribution

Total Cost per Student: registration/hotel costs are not yet published, but in the past it has been around \$350 per student including registration, hotel, and transportation

Are all students Participating? Students who won at the district competition are allowed to compete at the State competition

Chaperone/Student Ratio: 1/10

### **Destination Information**

Destination: Detroit

Destination Information: Competition will take place in the TCF Center (former Cobo Hall)

Purpose of Trip: State Competition

### **Lodging Information**

Lodging Accommodations: We are in a hotel lottery, but my first choice option is Courtyard By Marriott

Lodging information: Students will be quad rooms

333 East Jefferson Avenue, Detroit, MI 48226 313-222-7700

Transportation Arrangements: Typically charter a bus with Montague HS

### **Emergency Information**

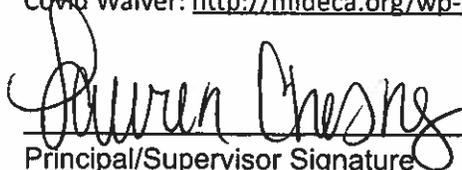
Emergency Contact: Danielle Hershey

Emergency Forms Complete? This is a password protected DECA form for the code of conduct that parents will receive. **Password is mideca** <http://mideca.org/wp-content/uploads/coc-1.pdf>

Parent Notification is Complete and Attached to this Form?

<https://docs.google.com/document/d/1E3S7N4iriGyGESirO1oKAPY7zs08y5Ro/edit?usp=sharing&oid=104203119639539085976&rtpof=true&sd=true>

Covid Waiver: <http://mideca.org/wp-content/uploads/covidwaiver.pdf>

  
Principal/Supervisor Signature

10/14/21  
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.

# 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.

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, omissions, or negligence 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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Delegate's Signature

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Principal's Signature

\_\_\_\_\_  
Date



**Date of Trip \***

Date

03/10/2022

**Purpose of Trip \***

The rationale that indicated how this activity will promote learning for students. Please include how the success of the trip will be evaluated/reported and what follow-up activities are planned.

BPA State

**Lodging Accomodations \***

Amway Grand

**Lodging Information \***

Address and phone contact for lodging

187 Monroe, Grand Rapids, (616) 774-2000

**Transportation Arrangements \***

The travel itinerary and a schedule of activities for the field trip.

bus

**Chaperon/Student Ratio \***

1/10



**Funding Sources \***

Please list all fundraisers and sources of revenue for the activity.

Vocational

**Total Cost Per Student \***

What is the total cost for the trip?

\$300

**Are all students in the group/class participating? \***

Yes

No

**Emergency Contact \***

Who will be the emergency contact for the trip and what is the contact number?

Cindy Briggs (231) 329-2453

**Emergency Forms Complete? \***

Yes

No



Parent Notification is Complete and Attached to this Form? \*

Yes

No

Submit

Clear form

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Google Forms



**FRUITPORT HIGH SCHOOL  
FIELD TRIP PERMISSION FORM**

My son/daughter has my permission to attend the field trip/event described below. I, the parent/guardian, will not hold the school, the teacher, the Board of Education, or any student organization for which my child is a member, responsible of any injuries sustained while attending or in route to and from the event.

As parent/guardian, I have reviewed the handbook with my son/daughter, and he/she agrees to abide by the rules. In the event of accident or illness requiring emergency medical treatment while in attendance on this field trip, the undersigned parent/guardian hereby authorizes the teacher/advisor to procure suitable medical treatment for the below signed delegate. I will provide for the payment of those costs on behalf of the named delegate. I also expect a representative of Fruitport High School to contact me by telephone at the numbers below, as soon as possible, if medical services are necessary.

Teacher/Advisor: Cindy Briggs Event Name: BPA State  
Location: Grand Rapids Transportation:  Bus  Van  
Date: 3/10/2022-3/13/2022 Departure Time 5:00 pm Return Time 1:00 pm

Student Name \_\_\_\_\_ Date of Birth \_\_\_\_\_

Address \_\_\_\_\_ City, State, Zip \_\_\_\_\_

Parent's Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

Please list any medications or physical limitations: \_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Parent/Guardian's Signature and Date  
Cindy Briggs  
\_\_\_\_\_  
Teacher/Advisor's Signature

\_\_\_\_\_  
Student's Signature  
Julien Cheaney  
\_\_\_\_\_  
Principal's Signature

\_\_\_\_\_  
Insurance Company

\_\_\_\_\_  
Policy Number



# STATE LEADERSHIP CONFERENCE

**March 10-13, 2022**



Business Professionals of America members are provided an opportunity for the development of leadership skills, personal and professional growth, and career-related competencies. Involvement in Business Professionals of America will enhance social awareness, civic responsibility, and understanding of the business community. The state leadership conference (SLC) is the highlight of the Michigan Association year, and helps more than 2,000 members accomplish these objectives.

The 50th Annual State Leadership Conference will be held in Grand Rapids, Michigan, on March 10-13, 2022 at the Amway Grand Plaza Hotel.

The parade of presidents, workshops, state officer elections, Workplace Skills Assessment Program events and a semi-formal dinner are highlights of the conference. Delegates are able to meet people and make many new friends. More than 100 schools located throughout the state were planning to attend the conference.

More details will be posted here as they become available.

## **Future State Leadership Conference Dates**

March 9-12, 2023: Grand Rapids, Michigan

# **Stay connected**





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NEWSLETTER**

# Text us

**MICHIGAN BPA**  
EASTERN MICHIGAN  
UNIVERSITY  
208 KING HALL  
YPSILANTI, MI 48197  
PHONE: 734.487.1700  
FAX: 866.204.4455

JUST SEND MIBPA TO 855-981-0714 TO CONNECT  
WITH THE STATE OFFICERS THROUGHOUT THE YEAR.

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**Fruitport Community Schools  
Overnight Field Trip Request**

The details for this overnight trip are as follows:

**Background Information**

Group Requesting Permission: Track

Staff Person(s) in Charge: Derek Brown, Randy Johnson, Leti Longoria

Funding Sources: house has already been paid for with fundraising. We pay for gas and food. Kids pay their own way or fundraise on their own.

Are all students Participating? No

Chaperone/Student Ratio: 4 kids to 1 adult

**Destination Information**

Destination: Myrtle Beach, South Carolina

Destination Information: 625 Sea Mountain Highway, North Myrtle Beach, South Carolina US 29582

Purpose of Trip: see attached

**Lodging Information**

Lodging Accommodations: Rental house

Lodging information: see attached

Transportation Arrangements: see attached

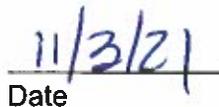
**Emergency Information**

Emergency Contact: 2316387205

Emergency Forms Complete? Yes

Parent Notification is Complete and Attached to this Form? Yes

  
Principal/Supervisor Signature

  
Date

**Parents and Athletes:**

We are planning a team trip to Myrtle Beach South Carolina during Spring Break of 2022. April 1 through April 10 The total cost of the trip will be around 300 pp.

**Fundraisers:** We will not be doing any fundraising but will support you if you want to get donations on your own.

**Food:** Athletes will be responsible for their own meals. We recommend about 20 a day or 140 for the week. We will be providing snacks and breakfast for the week. This is in addition to the 300 for the trip.

**Transportation:** The school will be providing us 4 vans. We will need to pay for the gas. This is included in the cost of the trip.

**Lodging:** We are renting a 10 room house on North Myrtle Beach. The cost of the house is \$4,000 for the week. The house is on the beach, has a pool and is located about 20 minutes from a community Track. There will be 6-8 coaches and spouses going and will be taking about 18 athletes. The house can comfortably hold 32 people. Below is a link to the house:

<https://www.northmyrtlebeachvacations.com/north-myrtle-beach-vacation-rentals/home/livin-the-dream/>

**Training:** We will be training daily to stay in shape for the season. We will be running on the beach and the community track. In the past, we have found spring break to be problem area that ruins our training. By going on this trip we keep our training going and have a great season.

**Extras:** We will be doing some fun activities which will also cost money. Activities such as a ropes course, miniature golf, Escape room, Go Karts, and Shopping will all cost extra if they want to go.

If you have any questions please let me know,  
Coach Johnson  
231-638-7205  
[rjohnson@fruitportschools.net](mailto:rjohnson@fruitportschools.net)  
5090 Pontaluna Rd.  
Fruitport, MI 49415

## Purpose for Trip

Every year we work for 3 weeks to get athletes out for track and begin their conditioning for the season. Then spring break happens. During this week students are gone on vacation and have little time to continue their training. When we come back from break, students are once again out of shape and some even quit. This trip will help solve this problem. Families and athletes will travel down to Myrtle beach to spend time in the warmer climate and workout. During this week the students get to know the coaches and each other on a very personal level. We discuss team rules, expectations, experiences, goals and dreams. We do a lot of fun conditioning runs which helps us prepare for a successful season. Students also learn a lot of personal responsibility. All of this is designed to have fun and come together as a team.

**BOARD ACTION REQUEST FORM**

**Meeting Date:** November 15, 2021

To: Board of Education

Attachment #: XVII

From: Jason J. Kennedy

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

Negotiation strategy connected with the collective bargaining agreements between the Board and multiple Associations. Permissible under MCL 15.268 Sec. 8(c).

**Background Information:**

The Board and Associations have entered into negotiations on successor agreements, and the closed session is necessary to discuss negotiation strategy connected with these Agreements.

**Financial Impact:**

None

**Recommended Action:**

To enter into a closed session meeting to discuss strategy and negotiation sessions connected with the negotiation of collective bargaining agreements, as requested by the District.

**Action Taken:**

**Vote:** \_\_\_ Buckner      \_\_\_ Burgess      \_\_\_ Cole      \_\_\_ Franklin      \_\_\_ Hazekamp  
         \_\_\_ Kelly      \_\_\_ Meeuwenberg