

# **BOARD OF EDUCATION MEETING PACKET**

**August 22, 2022**

**7:00pm**

**Bates Boardroom**



*Our Vision:*

*Champion Learning –*

*Develop, Educate, and Inspire!*

*This meeting is a meeting of the Board of Education in public for the purpose of conducting the School District's business and is not to be considered a public community meeting. There is time for public participation during the meeting as indicated in the agenda below. Upon request to the Superintendent the District shall make reasonable accommodation for a person with disabilities to be able to participate in this meeting.*

## BOARD MEETING AGENDA

### A. CALL TO ORDER

1. Roll Call
2. Oath of Office

### B. MEETING MINUTES (8/8/2022)

### C. APPROVAL OF AGENDA

### D. SCHOOL PRESENTATIONS – *none*

### E. PUBLIC PARTICIPATION (up to ~30 minutes/max 5 per person)

### F. ADMINISTRATIVE & BOARD UPDATES

1. Superintendent
  - a. School Lunch Reminder
  - b. Back-to-School Updates
2. Board President
3. Student Representatives

### G. CONSENT ITEMS

1. Personnel - Resignations
2. Personnel - New Hires
3. Personnel - Retirements

### H. ACTION ITEMS

1. Ratify DEA Contract
2. Policies - First Reading

### I. DISCUSSION ITEMS

1. Decline to Sign Resolution
2. MASB Delegate
3. Community Chats

### J. PUBLIC PARTICIPATION (up to ~15 minutes/max 3 per person)

### K. BOARD COMMENTS

### L. INFORMATION ITEMS

1. Board Bulletin (August 8, 2022)
2. Committee Roster

### M. CLOSED SESSION – *none*

### N. ADJOURNMENT

---

## CALENDAR

- \*September 6 – First Day of School (half day)
  - \*September 12 – 7:00pm Board Meeting
  - \*September 15 – 7:00pm Board Candidate Forum Bates Boardroom
  - \*September 26 – 7:00pm Board Meeting
- 

*Public Participation Policy 0167.3: Those interested in making a public comment will be asked to raise their hands so the time may be divided equally. Each speaker will be asked to announce his/her name and address and indicate if he/she represents any organization or agency. No person may speak more than once on the same subject during a single meeting.*



---

## **BOARD OF EDUCATION OATH OF OFFICE**

I do solemnly swear, (or affirm) that I will support the Constitution of the United States and the Constitution of this State, and that I will faithfully discharge the duties of the Office of School Trustee of the Dexter Community School District to the best of my ability.

**BOARD MEETING NOTES**  
**AUGUST 22, 2022**

**A. CALL TO ORDER**

1. Roll Call.
2. Oath of Office. Student Representative Will O'Haver

**B. MEETING MINUTES**

Your packet includes meeting minutes from 8/8/2022.

- \* An appropriate motion might be, "I move that the Board of Education approve the minutes from 8/8/2022 as presented/amended."

**C. APPROVAL OF AGENDA**

1. Approval of Agenda. Board policy provides that the Superintendent of Schools shall prepare an agenda for all Board meetings as directed by the President of the Board of Education.

- \* An appropriate motion might be, "I move that the Board of Education approve the agenda as presented/amended."

**D. SCHOOL PRESENTATIONS – none**

**E. PUBLIC PARTICIPATION** (full guidelines at link)

Each speaker is allotted a maximum of 5 minutes for a total of 30 minutes unless otherwise notified. At this point in the meeting, those interested in making a public comment will be asked to raise their hands so the time may be divided equally. Each speaker will be asked to announce his/her name and district of residence and indicate if he/she represents any organization or agency. No person may speak more than once on the same subject during a single meeting nor yield their time to another speaker. The Board does not respond to comments during the meeting. Those wishing to receive a personal response from the Board or Superintendent must complete a [public comment form](#) available at the meeting entrance and on our website.

**F. ADMINISTRATIVE & BOARD UPDATES**

1. Superintendent
  - a. School Lunch Reminder
  - b. Back-to-School Updates
2. Board President
3. Student Representatives

**G. CONSENT ITEMS**

Consent Items are typically approved in bulk.

- \* An appropriate motion might be, "I move that the Board of Education approve the consent items in bulk."



**BOARD MEETING NOTES**  
**AUGUST 22, 2022**

1. Personnel - Resignations.  
Your packet includes resignation letters from teachers Natalie Hanlon and Meredith Nickerson.

\* [If separated] An appropriate motion might be, "I move that the Board of Education accept Natalie Hanlon's and Meredith Nicerson's resignations."

2. Personnel - New Hires.  
Your packet includes resumes and recommendations for hire for open teaching positions at the Wylie Elementary and Dexter High School from principals Katie See and Melanie Nowak.

\* [If separated] An appropriate motion might be, "I move that the Board of Education offer probationary teaching contracts for the 2022-2023 school year to Christopher Donoghue, Rachel Kelly, and Nolan Peterson."

3. Personnel - Retirements.  
Your packet contains a retirement letter for Executive Director of Strategic Initiatives Mollie Sharrar, effective November 1, 2022.

\* An appropriate motion might be, "I move that the Board of Education acknowledge the retirement of Mollie Sharrar."

#### **H. ACTION ITEMS**

1. Ratify DEA Contract.  
Your packet contains an executive summary regarding the recently ratified DEA successory agreement as well as the agreement itself. This item is presented for action this evening.

\* An appropriate motion might be, "I move that the Board of Education ratify the attached DEA successor agreement."

2. Policies - First Reading.  
Your packet draft policies 6114 - *Cost Principles*, 6152 - *Student Fees, Fines and Supplies*, 7450 *Property Inventory*, and 4210 *Staff Ethics*. These were reviewed by the policy committee on June 2 and are presented this evening for first reading. 6114, 6152, and 7450 all include edits required by legal updates. Policy 4210 is a support staff version of policy 3210 which governs certified staff ethics.

\* An appropriate motion might be, "I move that the Board of Education approve draft policies 6114, 6152, 7450, and 4210 for first reading as presented/amended."

#### **I. DISCUSSION**

1. Decline to Sign Resolution.  
Your packet includes a draft resolution regarding the "Let MI Kids Learn" and "Student Opportunity Scholarship" statutory initiatives. This item is presented for discussion this evening.

**BOARD MEETING NOTES**  
**AUGUST 22, 2022**

2. MASB Delegate.
3. MASB's 2022 Delegate Assembly will begin Thursday, Oct. 20 at 7pm at the Grand Traverse Resort. Delegates selected by boards of education across the state will decide MASB's positions on a wide variety of issues affecting education. The Board of Education must choose and certify a delegate and an alternate by September 23. Please check your calendars for availability. This item is presented for discussion this evening.
4. Community Chats.  
Prior to the COVID-19 pandemic, the Board of Education had set up in-person community chats to connect with community members outside of meetings. These usually happened approximately once a month, often an hour before a board meeting with occasional alternate dates/times. If the Board would like to resume these chats, it is recommended that only two board members participate at any single chat to avoid an impromptu committee meeting in violation of board bylaw 0168.3. This item is presented for discussion.

**J. PUBLIC PARTICIPATION (up to ~ 15 minutes/max 3 per person)**

Each speaker is allotted a maximum of 3 minutes for a total of 15 minutes unless otherwise notified. At this point in the meeting, those interested in making a public comment will be asked to raise their hands so the time may be divided equally. Each speaker will be asked to announce his/her name and district of residence and indicate if he/she represents any organization or agency. No person may speak more than once on the same subject during a single meeting nor yield their time to another speaker.. The Board does not respond to comments during the meeting. Those wishing to receive a personal response from the Board or Superintendent must complete a [public comment form](#) available at the meeting entrance and on our website.

**K. BOARD COMMENTS**

**L. INFORMATION ITEMS**

1. Board Bulletin (August 8, 2022)
2. Committee Roster

**M. CLOSED SESSION – *none***

**N. ADJOURNMENT**

**DEXTER COMMUNITY SCHOOLS  
BOARD OF EDUCATION MEETING MINUTES  
AUGUST 8, 2022**

**A. CALL TO ORDER – 7:00pm**

1. Roll Call

**Members Present:** Daniel Alabré, Brian Arnold, Elise Bruderly, Mara Greateorex, Jennifer Kangas, Melanie Szawara, Student Representative Griffin Patel

**Members Absent:** Dick Lundy, Student Representative Will O'Haver

**Administrative & Supervisory Staff:** Ryan Bruder, Craig McCalla, Barb Santo, Mollie Sharrar, Christopher Timmis

**DCS Staff:** Melanie McIntyre

**Guests:** Wendy Martin, Christy Vander Haagen, Claire Vander Haagen, Kevin Creech, Connie Creech, Barbara Read

**B. MEETING MINUTES**

Jennifer Kangas made a motion to approve the meeting minutes from 7/18/2022 and 7/28/2022 as presented. Elise Bruderly seconded the motion. **Motion Carried (unanimous).**

**C. APPROVAL OF AGENDA**

Elise Bruderly made a motion to approve the agenda as presented. Melanie Szawara seconded the motion. **Motion Carried (unanimous).**

**D. SCHOOL PRESENTATIONS – none**

**E. PUBLIC PARTICIPATION**

1. Wendy Martin commented on the millage campaign and thanked the Board for their service.

**F. ADMINISTRATIVE & BOARD UPDATES**

1. Superintendent Update.

a. Dr. Timmis shared:

- The District was asked to help the senior center find stable funding, hence the Multigenerational Activities Millage proposal. He noted that the District cannot fund senior renovations to District buildings and can't fund a senior center; the District will continue to support seniors in any way possible as it has in the past.
- Hiring continues; the District particularly needs Special Education teachers and that there is a shortage; the State has recently enacted a law that allows retirees to return to work without penalties.
- Fall athletics started this week.
- The Consortium buildings/trades students will be constructing storage sheds on campus this semester as traditional house building/renovating items are limited.
- Dexter High School assistant principal Lauren Thompson recently published a chapter in a teacher textbook on resilience.

**DEXTER COMMUNITY SCHOOLS  
BOARD OF EDUCATION MEETING MINUTES  
AUGUST 8, 2022**

2. Board President.  
Mara Greatorex read a statement regarding the M.A.M. millage.
3. Student Representatives Update. Griffin Patel noted that athletics and marching band are back in swing; Dexter Daze is coming [August 13 &14]; the first home football game is September 2.

**G. CONSENT ITEMS**

Elise Bruderly made a motion that the Board of Education approve the consent items in bulk. Melanie Szawara seconded the motion. **Motion Carried (unanimous).**

1. Personnel - Resignations. The Board accepted the resignation of Sarah Fisk.
2. Personnel - New Hires.  
The Board of Education offered probationary teaching contracts for the 2022-2023 school year to Timothy Bernhardt, Amanda Parker, Courtney Petrie, and Jeffrey Totten.

**H. ACTION ITEMS**

1. Approve 2022-2023 School Calendar.  
Melanie Szawara made a motion that the Board of Education approve the 2022-2023 school calendar as attached. Elise Bruderly seconded the motion. **Motion Carried (unanimous).**
2. Administrator Hiring Recommendation.  
The Board of Education offered a probationary teaching contract for the Creekside Assistant Principal position for the 2022-2023 school year to Abby Holland.
3. Pamoja Courses.  
Elise Bruderly made a motion that the Board of Education approve the addition of Pamoja courses to the District catalog. Brian Arnold seconded the motion. **Motion Carried (unanimous).**
4. Student Meal Price Adjustment and Breakfast Program Recommendation.  
Melanie Szawara made a motion that the Board of Education approve meal price increases to \$3.50 for [grades] Y5-6 and \$3.75 for [grades] 7-12, and increase breakfast prices to \$1.75 for [grades] Y5-6 and \$2.00 for grades 7-12 for the 2022-2023 school year. Brian Arnold seconded the motion. **Motion Carried (unanimous).**
5. MASB Training Approval.  
Jennifer Kangas made a motion that the Board of Education approve funding for attendance at the Summer Institute and Annual Leadership Conference for any interested trustees, as well as funds to take up to six CBA courses between now and December 31, 2022 for any interested trustees and student representatives. Melanie Szawara seconded the motion. **Motion Carried (unanimous).**

**I. DISCUSSION ITEMS – none**

**DEXTER COMMUNITY SCHOOLS  
BOARD OF EDUCATION MEETING MINUTES  
AUGUST 8, 2022**

**J. PUBLIC PARTICIPATION**

1. Kevin Creech commented on the school calendar.

**K. BOARD COMMENTS**

1. Daniel Alabré asked that community members be kind to teachers.

**M. INFORMATION ITEMS**

1. Board Bulletin (7/18/2022)
2. MDE Food & Nutrition Grant
3. Finance Committee Draft Minutes (7/25/2022)

At approximately 7:42pm, Melanie Szawara made a motion that the Board of Education move into closed session for the purpose of discussing negotiations following a five-minute break. Jennifer Kangas seconded the motion. **Motion Carried (unanimous).**

**N. CLOSED SESSION**

At approximately 8:21pm, the Board returned to open session.

**O. ADJOURNMENT**

At approximately 8:22pm, President Mara Greateorex adjourned the meeting.

MINUTES/hlv

---

Jennifer Kangas  
Secretary, Board of Education



---

## Fwd: Resignation from DCS

1 message

---

Sun, Aug 14, 2022 at 11:59 AM

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

From: **Meredith Nickerson** <[nickersonm@dexterschools.org](mailto:nickersonm@dexterschools.org)>

Date: Fri, Aug 12, 2022 at 3:01 PM

Subject: Resignation from DCS

To: Barb Santo <[santob@dexterschools.org](mailto:santob@dexterschools.org)>

Cc: Chris Timmis <[timmisc@dexterschools.org](mailto:timmisc@dexterschools.org)>, Katherine See <[seek@dexterschools.org](mailto:seek@dexterschools.org)>

Barb & Chris,

After 12 years with Dexter Community Schools, I regret to inform you that I am taking a new position with Ann Arbor Public Schools for the 2022-2023 school year.

My district technology (DCS laptop, iPad, and Chromebook) are all secure in the office in the Wylie Media Center, and I can drop off my district key when possible. Please let me know if there are other steps I need to take during this transition out of the district.

Thank you for the opportunities presented to me over the past 12 years in Dexter. They are appreciated and have helped me grow into a stronger, more passionate educator.

Meredith Nickerson

--



July 18, 2022

Dexter School Board and Administration,

I wish to formally notify you that I am resigning from my position as a 4<sup>th</sup> grade teacher for Dexter Community Schools as of July 18<sup>th</sup>, 2022. Words cannot describe how much I truly appreciate all of the leadership opportunities that I have been given at Wylie. It has been a pleasure working with Katie See. She is by far the best principal I have ever worked with and is incredibly passionate about students and her staff. I also want to thank my colleagues and administration for the support and guidance along the way.

Sincerely,

Natalie Hanlon



# DEXTER HIGH SCHOOL

Melanie Nowak, Principal  
200 N. Parker Road, Dexter, Michigan 48130  
(734) 424-4240 fax (734) 424-4214  
nowakm@dexterschools.org

---

To: Dexter Board of Education  
From: Melanie Nowak  
Subject: High School Counseling Recommendation  
Date: August 16, 2022

As a result of our most recent interview process, we would like to recommend Mr. Christopher Donoghue for our Dexter High School Counseling position. Mr. Donoghue comes to us from Detroit Public Schools Community District, more specifically Frank Cody High School. With 14 years of experience, Chris is well-versed in student academic scheduling and youth counseling. Not only does Chris have extensive experience at the High School Counseling level, he also spent time mentoring and counseling youth at the Ozone House in Ann Arbor, teaching students the skills they need in order to become successful, independent adults who are able to cope with emotional, developmental, and interpersonal concerns.

Mr. Donoghue is passionate about connecting with students, their families, and the community. He is excited to become a part of the Dexter Community and participate in events inside and outside of the school. Chris will be a great fit at Dexter High School.

Interview committee: Brandy Jacobs, Kristie Doyle, Abby Holland, Lauren Thompson, David Teddy, Melanie Nowak



### EDUCATION

Eastern Michigan University, Ypsilanti, Michigan, April 2008  
Master of Arts in Counseling: School Counseling Specialization  
Advanced Graduate Certificate in Helping Interventions In A Multicultural Society  
Eastern Michigan University, Ypsilanti, Michigan, April 2003  
Bachelor of Science- Psychology/Sociology (cum laude)

### PROFESSIONAL COUNSELING EXPERIENCE

January 2019-Current **Frank Cody H.S. Detroit, MI**

Development, implementation and delivery of comprehensive ASCA School Counseling curriculum to all students. Credit recovery Counselor, Student Council staff representative, Robotics Team Mentor

November 2018-December 2018 **Tappan Middle School, Ann Arbor, MI**

August 2018-November 2018 **Frank Cody H.S. Detroit, MI**

Development, implementation and delivery of comprehensive ASCA School Counseling curriculum to all students.

November 2014-August 2018 **Ypsilanti Comm. H.S. and STEMM Middle College, Ypsilanti, MI.**

*Individual Student Support-* Counseled students individually and in groups/classrooms regarding post-secondary planning support and options. Utilized careercruising to complete EDP's as well as facilitate career and technical education and/or dual-enrollment opportunities. As the high school dual enrollment coordinator I advised students on all aspects of applying for, scheduling, and succeeding in college courses at Washtenaw Community College.

*Systemic Support-* Responsible for all aspects of scheduling, facilitating communications with administration regarding schedule design as well as schedule building and maintaining. Proficient and experienced with Powerschool/Powerscheduler. Serve as high school NCAA clearinghouse liaison and manager. As the Dual Enrollment Coordinator at the high school I collaborated with Washtenaw Community College staff to develop, manage, implement and coordinate programs such as Certified Nursing Assistant, Manufacturing and Machining, Child Development and general dual enrollment.

*Stakeholder Support-* Connected students with job and volunteer opportunities in support of personal and career interests. Facilitated evening events such as financial aid, FAFSA, and NCAA clearinghouse.

August 2010 – November 2014 **Leslie Middle School, Leslie, Michigan**

*Individual Student Support:* Solution-focused, strength-based approach to address career, academic, and personal-social concerns. Utilized multiple interventions to support student academic success. EDP development utilizing classroom and Career Cruising

*Group Counseling/Advocacy:* 3 grade level groups of PALS (Peer Assistance and Leadership Students). 2 grade level groups of SADD. 2 separate student newspapers. Tuesday Tutoring. Implementation of comprehensive counseling curriculum using individual, small group and classroom support to address a myriad of student concerns including grief, study skills, substance abuse, healthy relationships, friendship skills, positive culture development, and more

*Systems Support:* Utilized Powerschool to create and maintain student and building scheduling. Utilization of Career Cruising to facilitate 7<sup>th</sup> and 8<sup>th</sup> grade EDP completion. Served as building MEAP coordinator, 504 coordinator, active role on RTI, Leadership, District Advisory Committee, Parent Committee, and Policy Committee.

July 2008 – June 2010 **Coal Ridge High School, New Castle, Colorado**

*Individual Student Support:* Counseled students using solution-focused, strength-based approach to address career, academic, and personal-social concerns. Utilized multiple interventions to support student academic success.

*Group Counseling/Advocacy:* Diversity Club, La Raza Student Group

*Systems Support:* Worked with teachers to assist in managing students' behavioral and attendance issues. Worked with administrators and school personnel to assist in advocating for the best interests of students. RTI (Response To Intervention) student case manager. Assisted parents in utilizing community resources. Responsible for scheduling.

*Standardized Testing:* Responsible for organization, student preparation, administration and interpretation of PLAN, PSAT, ACT and ASVAB tests.

*Post Secondary Planning:* Individual and classroom counseling implementing awareness, exploration, and preparation regarding post-secondary options under counseling curriculum. Utilized collegeincolorado.org as a resource for counselor and students. Organized college fair, financial aid night, senior parent night.

*Collaboration:* Leadership team member, RTI case manager, various other collaborative efforts to organize school functions, including Parent's Night Out. Communication and coordination with community resources and organizations.

#### INTERNSHIP EXPERIENCE

Jan. 2008- Apr. 2008 Huron High School, Ann Arbor, Michigan

Individual Student Support Assisted in Junior Interviews as well as individual counseling  
Systems Support Collaborated with all Departments, Teachers, Administration and Parents to respond to student needs  
Group Counseling Co-facilitated Clean Teens group and SOAP group (Alcohol Prevention)  
Classroom Guidance Assisted in the implementation of power school and visits to area middle schools. Proctored MME. Assisted with ACT prep.

#### PRACTICUM EXPERIENCE

Sep. 2007- Dec. 2007 Counseling Clinic at EMU, Ypsilanti Public Schools, Michigan

Counseled individual adolescents and adults utilizing a Cognitive-Behavioral, Person- Centered, Systemic Approach to assist clients in addressing issues ranging from sexual abuse, anger/self-control, grief and loss, cultural concerns, anxiety, stress management as well as a myriad of other concerns. Co-facilitated and developed anger-management group at East Middle School. Guest Co-facilitated Get Fit and Mentor groups.

#### RELATED WORK EXPERIENCE

**Therapeutic Riding** - Ann Arbor MI 2000-Current  
Tack assistant, Mounting assistant and Sidewalker in Hippotherapy program

**Ozone House** - Ann Arbor, MI., 2007-2008

Worked as a youth specialist to assist young adults in attaining success in transitioning to independent living. Focused on career, coping skills, depression, interpersonal, health, and developmental and maturity concerns as well as a myriad of other concerns.

**Substitute Teacher** - Manchester, Ann Arbor, and Ypsilanti, MI., 2006-2008

Worked as a substitute teacher to maintain classroom expectations and student success. Worked with grades 2-12, in Charter schools and public schools (Manchester High School and Middle School, Victory Academy in Ypsilanti and Central Academy in Ann Arbor).

**Holy Cross Children's Services** - Monroe, MI., 2003-2004

Worked as a treatment specialist to assist adjudicated youth in a group treatment setting focused on self-growth and interpersonal relationships.

**ADDITIONAL SKILLS** Computer proficient, can type ~60 wpm, familiar with word processing programs and Internet usage. Ability to learn any computer application and system. Extensive experience with Powerschool/teacher, Career Cruising, Collegeincolorado.org (student database/application site)

#### VOLUNTEER WORK

Safehouse Center Ann Arbor, MI. Children's Volunteer, Speakers Bureau 2007–2008  
Washtenaw Literacy Washtenaw County, MI. Individual Tutor, Events Volunteer 2006–2007  
Therapeutic Riding Ann Arbor, MI. Side Walker, Tack Assistant 2002-2008, 2010-Current  
April Center Colchester, England Outreach/Shelter Worker 2005

#### COACHING EXPERIENCE

2008-09 and 2009-10 Coal Ridge High School Assistant Boys Soccer Coach  
2010-14 LYSC 5<sup>th</sup> grade Boys Soccer Coach  
2014-16 Ypsilanti Community Schools Varsity Girls Soccer Coach

#### References

Mrs. Carol Franz  
Former Leslie Middle School Principal  
[REDACTED]

Mr. Justin Armstrong  
Cody HS Counselor  
[REDACTED]

Mr. Quentin Love  
Urge Consulting Firm / Cody HS Cody Rouge Initiative  
[REDACTED]

Mr. Corey Gildersleeve  
Ypsilanti HS Principal  
[REDACTED]

Mr. Ezekiel Ohan  
Former Cody High School Principal  
[REDACTED]



# DEXTER HIGH SCHOOL

Melanie Nowak, Principal  
200 N. Parker Road, Dexter, Michigan 48130  
(734) 424-4240 fax (734) 424-4214  
nowakm@dexterschools.org

---

To: Dexter Board of Education  
From: Melanie Nowak  
Subject: High School Special Education Recommendation  
Date: August 18, 2022

As a result of our most recent interview process, we would like to recommend Ms. Rachel Kelly for our Dexter High School Special Education position. Ms. Kelly comes to us with 6 years of experience as a special education teacher in both Las Vegas, Nevada and Hamilton, New Jersey school districts. Rachel has a passion for special education - she said that it is truly a gift to be able to work with students with special needs, to encourage them and help them achieve their highest potential.

Ms. Kelly is a fierce advocate for her students. She is committed to making sure that her students and families feel empowered and have every opportunity available to them. Her advocacy for students with special education accommodations will be invaluable at Dexter High School.

Interview committee: Lauren Thompson, Anne Nakon, Melanie Nowak

## **Rachel Kelly**



### **Skills Summary**

- Ability to develop and implement an IEP for each student in association with parents and other educational staff.
- Assessing the student's work completed during class
- Developing and adapting individualized teaching methods that are suitable for each student.
- Mother of four children, where two require IEP for a better learning environment both at school and at home.
- Always participated in my children's schools by volunteering in their classrooms.

### **Experience**

#### **Chelsea School District via Edustaff LLC, Chelsea, MI.**

##### **Premier Substitute Teacher and Substitute Teacher 2019 to present**

- Excelling with provided lesson plans as well as comradery with fellow teachers to ensure smooth transitions.
- Always willing and able to take any assignment given for the days needs.
- Guest teacher at North Creek, South Meadows, Beach Middle and Chelsea High School.
- Excellent rapport with students and teachers in Independence Hall for over a year.
- Was given a paraprofessional schedule to offer academic support in the general education classroom at Chelsea High with Independence Hall students.

#### **Dancer's Edge Remote Learning Center, Dexter MI**

##### **Teacher September 2020 to March 2021 (During COVID)**

- Assisted students, at multiple grade levels, with school provided assignments.
- Oversaw planning of multiple students schedules to ensure students attended remote classes and participated in zoom call.
- Programmed free time with activities as well as walking field trips throughout the community of Dexter on a daily basis.
- Supported and reassured parents and students during remote learning to make the most of the child's experience.

#### **Hamilton Township Board of Education, Hamilton Township NJ**

##### **Special Education Teacher 2001 to April 2006 (Missed one year of teaching, see below)**

- Completed student teaching at University Heights.
- Hired directly out of school to immediately begin teaching at University Heights.
- Taught 2<sup>nd</sup> and 3<sup>rd</sup> grade SLD self-contained classroom.
- Managed and prepared lesson plans for the classroom paraprofessional.
- Organized student schedules in conjunction with each child's therapy needs.
- Individual plans for learning were designed and implemented for in school hours to maximize the child's ability to retain the material.
- Communicated with parents to keep them up to date on progress and achievements.

#### **Clark County Board of Education, Las Vegas NV**

##### **Special Education Teacher 2002 to 2003 school year**

- Taught 1<sup>st</sup> grade self-contained SLD classroom in John S. Park Elementary School.

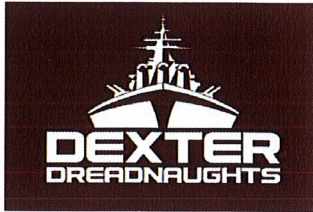
- The school itself was located just off the Las Vegas Strip and students were predominately economically disadvantaged.
- Provided a safe and supportive learning environment, many times providing school supplies and clothing.
- Worked successfully through cultural and language barriers to ensure the children were given an appropriate education to meet their needs.

**Education**

Kean University

Union, NJ

Bachelor of Arts in Teacher of the Handicap/ January 2001



Wylie Elementary School  
3060 Kensington, Dexter, Michigan 48130  
Katie See, Principal  
734-424-4140  
seek@dexterschools.org

---

To: Dexter Board of Education  
From: Katie See  
Subject: Classroom Teacher Recommendation  
Date: August 10, 2022

As a result of our most recent interview process, we would like to recommend Nolan Peterson for the third grade teaching position at Wylie. Nolan taught 4<sup>th</sup> and 5<sup>th</sup> grades in the Adrian Public Schools. Ms. Peterson is a graduate of Eastern Michigan University where he received his Bachelor of Science degree in elementary education.

Our interview committee was comprised of: Angela Anderson, Kylie Benson, Kris Bowman, Krista Early, Kaitlyn Tietsema, Wylie third and fourth grade students and me. We highly recommend Nolan and are confident that he will make a difference in the lives of Dexter students for years to come.

Thank you,  
*Katie See*  
Katie See  
Principal

# NOLAN A. PETERSON

## SUMMARY

Dedicated elementary educator, passionate about promoting learning and developing student potential. Competent in managing classroom environments and student behavior with positive and proactive strategies. Good relationship-building and problem-solving abilities.

---

## SKILLS

- Compassion
  - Outstanding organizational skills
  - Adaptability
  - Problem-solving
  - Time management
  - Excellent listener
  - Creative
- 

## EXPERIENCE

**4<sup>th</sup>/5<sup>th</sup> Grade Classroom Teacher/** Adrian Public Schools- Adrian, MI

*08/2021-06/2022*

- Plan lessons for daily instruction
- Taught math, science, social studies, writing, and reading
- Worked on managing a classroom
- Managed student behaviors
- Communicated with parents
- Used virtual classroom

**Caregiver /** Community Alliance of Southeast Michigan

*05/2019- 06/2021*

- Caregiver for child with autism, cognitive impairment and ADHD.
- Worked on developing independent living skills and community skills.
- Worked on developing reading and math skills.
- Monitor for elopement and dangerous behaviors.
- Communicate with parents about child's behavior.
- Acted as respite for the parents.

**5<sup>th</sup> Grade Student Teacher /** Ann Arbor Public Schools - Ann Arbor, MI

*01/2019 – 4/2019*

- Created and taught full unit on poetry.
- Shadowed classroom teacher to learn about current standards and best practices.
- Collaborated with parents to discuss student behaviors and needs.
- Created lesson plans that incorporated mandated topics and included immersive activities for student engagement.
- Built and strengthened positive relationships with students, parents and teaching staff to enhance student learning and classroom success.
- Assessed students and used findings to guide instruction (formative, summative, formal and informal).

**Substitute Teacher /** Edustaff - Washtenaw County, MI

*12/2018 – 6/2019*

- Promoted learning by using a range of traditional and modern strategies.
- Mentored, tutored, and instructed students in need of additional support.
- Managed daily classroom functions to promote positive learning outcomes.



- Communicated with parents.
- Instructed students grades 3-8 in ringing handbells and singing.
- Prepares weekly lessons for students.
- Managed student behavior.

**Camp Counselor** / Rolling Hills County Park - Ypsilanti, MI

*06/2018 - 08/2018*

- Protected safety of every person enjoying recreational activities at Rolling Hills County Park by enforcing disciplined and consistent policies.
- Checked on campers struggling with various social and recreational skills to maintain camper and parent satisfaction.
- Communicated with parents about camper behaviors.

**Camp Counselor** / Judson Collins Camp - Onsted, MI

*05/2017 - 08/2017*

- Adjusted activity plans to better engage users of differing ability or interest levels.
- Protected safety of every person enjoying recreational activities at camp by enforcing disciplined and consistent policies.
- Checked on campers struggling with various social and recreational skills to maintain camper and parent satisfaction.
- Participated in camp-centered activities, including canoeing, swimming, hiking, fishing and sports, while monitoring campers of all ages.

---

**EDUCATION AND TRAINING**

Eastern Michigan University - Ypsilanti, MI

*2019*

**Bachelor of Science:** Elementary Education Mathematics

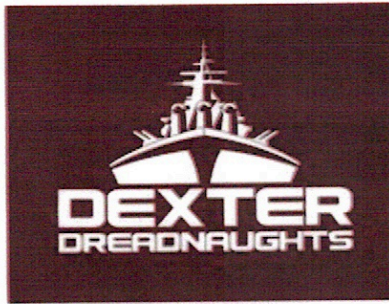
GPA: 3.98

Awards: Excellence in Education, Outstanding Senior in Elementary Mathematics

---

**CERTIFICATIONS**

- Elementary Education K-5
- Mathematics K-8
- First aid and CPR certified



DEXTER COMMUNITY SCHOOLS  
2200 N. PARKER RD.  
Dexter, MI 48130  
(734) 424-4240 ext. 7346  
email: [sharrarm@dexterschools.org](mailto:sharrarm@dexterschools.org)

**Mollie Sharrar**  
Executive Director of  
Instruction and  
Strategic Initiatives

August 17, 2022

Dear Dr. Timmis and Dexter Board of Education,

After 32 years working for the Dexter Community School District, I have decided it is time to retire, effective November 1, 2022. This is not a decision I have taken lightly. I feel extremely fortunate to have had so many wonderful experiences during my career in the community of Dexter. I started as an 8th grade science teacher at Wylie Middle School and over the years I was lucky enough to hold multiple administrative positions during my tenure. This provided me the opportunity to establish relationships with many students, families, and staff members across the school district.

I have been truly blessed to live, work, and raise my kids in such an amazing community. Our district is composed of wonderful students, a great administrative team, a dynamic and caring staff, and involved and supportive parents. I know I will miss being part of the energy, excitement, and learning that takes place in Dexter. I will continue to cherish the friendships of those with whom I've had the pleasure of working with in this community.

I have been working collaboratively with Dr. Timmis and district administrators to help with the transition as I retire. I am confident in the direction that Dexter Community Schools has planned for the future. We are lucky to have an extremely dedicated staff that always puts the needs of our students first.

I am looking forward to spending more time with family and friends, golfing, hiking, reading, volunteering, and enjoying new travel adventures in the future. As a Dexter graduate and now soon-to-be staff alum, I will always be proud to call myself a Dreadnaught.

With much gratitude,

Mollie Sharrar

cc: Human Resources

**Dexter Community Schools  
Board of Education  
Executive Summary and Recommendation**

- Purpose:** To ratify a successor agreement with the Dexter Education Association.
- Explanation:** The attached tentative agreement with the DEA represents the successor agreement between the DCS Board of Education and the Dexter Education Association for August 22, 2022 and June 30, 2025. There is a financial reopener in 2023-2024 and 2024-2025. Base salaries will increase by 5%, on-schedule. In addition, steps are granted. Steps 1-3 are eliminated in order to move the starting teacher wages higher to recruit new teachers. The new starting salaries are amongst the highest in the county and area. In addition, steps 6 & 9 are eliminated in order to more competitively compensate our teachers with regard to surrounding districts. In addition, teachers at steps 14 and beyond will receive an additional off-schedule in recognition of their longevity and dedication to DCS. The agreement also includes a significant increase in district health care contributions. The agreement also includes changes to extra duty position compensation, compensation for participation in Professional Learning Communities, and basic hourly teacher rate along with some general language clarification. Overall, the agreement represents an additional financial investment of over \$2,400,000 toward teacher salary and benefits. DCS students are fortunate to have such a dedicated and talented teaching staff. This agreement represents competitive salaries to compensate and retain our DCS teachers
- Recommendation:** It is the recommendation of the Superintendent for the Dexter Community Schools Board of Education to ratify the attached tentative agreement for a successor agreement between the DCS Board of Education and the Dexter Education Association.



**TENTATIVE AGREEMENT  
BETWEEN THE  
DEXTER COMMUNITY SCHOOLS BOARD OF EDUCATION  
AND THE  
DEXTER EDUCATION ASSOCIATION/  
WASHTENAW COUNTY EDUCATION ASSOCIATION, MEA/NEA**

Re: 2022-2025 CBA Negotiations

This Tentative of Agreement is entered into between and among the Dexter Community Schools Board of Education (the "Board") and the Washtenaw County Education Association/Dexter Education Association (the "Association"), collectively referred to as "the parties".

The parties agree as follows:

- **For 2022-2023, Steps will be given plus a 5% increase on-schedule.**
- The salary schedule will be increased at all steps and lanes by ~~\$52.50~~ to account for the elimination of Article V Section H. **\$53.00**
- Steps 6 & 9 will be skipped starting in 2022-2023.
- Add to Article XVI, B. Make a B 4 that states, "For the 2022-2023 and 2023-2024 school years, new hires with no teaching experience will start at Step 4 on the salary schedule. This does not equate to the previous language compounding for experience credits plus Step 4 on the salary schedule. Anyone at or below Step 3 in 2021-2022 will be moved to Step 4 starting in the 2022-2023 school year."
- There will be a financial re-opener for 2023-2024 and 2024-2025.
- PLC's: Teachers who voluntarily participate in a districtwide Professional Learning Community in the 2022-2023 school year will receive a one-time stipend of \$2,000 for the additional time spent working as part of the Professional Learning Community. The PLC work will focus on the development of the Dexter Instructional Framework. Participation expectations will be to attend a one-day initial kickoff meeting **in September plus** a total of 2.5 hours per month in meetings outside of school hours held at least monthly through June of 2023. Sign-up will be provided upon ratification of the contract with teachers choosing to participate, selecting the day(s) of the week that best fit the teacher's schedule to participate in a districtwide after-school PLC. PLC's will be created on a district-wide basis for the days that are identified in this survey. Participants will be expected to actively participate through the entire year. We know that one or two conflicts/illnesses may arise and will plan accordingly to accommodate within the PLC for the conflict or illness. One half of the stipend will be paid no later than November 30th and one-half on the last pay in May.

- CT 8/3/22  
L.A.  
J.B.  
M.A.  
J.D.  
V.J.  
BS
- Teachers on steps 14 and beyond for 2022-2023 will receive a one-time stipend of \$1,000 in recognition of their longevity. The stipend will be paid at a time mutually agreed upon by the Board and Association.
  - Appendix B - Changes to extra duty schedule
    - Change art stipend to "Art (2% per teacher)"
    - Change 7th grade camp - remove "1% each"
    - Add First Responders to Tier 1 (max 6 per building)
  - Article IV
    - B.8. 9-12: In 2021-2022, the high school moved to a schedule which provided the same planning as teachers in grades 7-8. If a future change is made, such a plan will become effective if and only if 2/3 of the building classroom teachers and counselor(s) vote to approve it, and the Superintendent and Board approves it.
    - C. When teachers are required to travel between buildings that are not connected (i.e., ~~Anchor - Beacon~~ **Wylie - Creekside**) during the school day, no less than twenty (20) minutes for such travel time shall be provided in lieu of other passing time.
    - D. Elementary ~~Art, Music, Physical Education, World Cultures and Media~~ **specials** teachers shall be provided no less than five (5) minutes transition time between classes.
    - G. Teachers who volunteer and are assigned **by the principal** to supervise students during bus loading or unloading will be paid at the Basic Teacher Hourly Pay rate with a half hour minimum.
  - Article V
    - G. A Labor Management Committee will meet monthly between representation from the Association and the District to discuss issues of concern. **The Committee will consist of Superintendent, HR Director, DEA President, DEA Vice President or alternate delegate.**
    - ~~H. Each teacher shall be allowed to spend on his/her own judgment up to \$52.50. The Board agrees to reimburse the teacher for such expense on or about October 15th and May 15th, by check provided that the teacher keeps accurate records of such purchases.~~
    - M. Use of school building facilities shall be prioritized as follows:
      1. Activities related to the delivery of the core Y5-12 academic program of the schools.
      2. Extra-curricular academic and athletic activities provided for Y5-12 students.



3. Community Education and Child Care programs that are community focused.

4. Programs external to the school community.

Teachers who want to reserve the following facilities for September – August of the following school year must do so by June 15 of the preceding year.

Requests after that date will be honored as received.

Center for Performing Arts\*

Copeland Auditorium\*

Amphitheater\*

DHS common area

Mill Creek cafeteria

Wylie swimming pool

DHS gymnasium

DHS media center

DHS swimming pool

DHS Aerobics and Fitness area

Mill Creek gymnasium

Creekside cafeteria

Creekside gymnasium

Wylie cafeteria

Beacon cafeteria

Anchor cafeteria

**Bates Gym**

**Bates Cafeteria**

~~\*The Theater CPA Director reserves these spaces; all other spaces are reserved through Community Education.~~ **All spaces are reserved through Community Education.**

A master scheduling meeting will be held after May 15 but prior to the end of the school year. Members in attendance at this meeting will be: CPA Director, Athletic Director, Community Education Director, music personnel, drama/forensic coach(es). At this meeting, dates for plays, athletic contests, banquets, concerts and performances will be booked. Administration will properly enter these events into the District calendar. After May 15, additional requests will be honored in the order listed in Article V, Section L, 1-4 on an as- received basis.

● Article IX

- A.1.b. If a teacher plans to use three (3) or more consecutive school days for leave (other than for illness), the request must be approved in advance by the Labor-Management Committee [**Superintendent, HR Director, DEA President, DEA Vice President or alternate delegate**].
- A. 1. g. - separate paragraphs as shown below:  
Both parties share the goal of reducing the average number of substitute teacher days by one day in order to reallocate that money to teacher salaries.

**It is a shared belief that our students need their teachers in class when our kids are in school. Certainly there are days where a teacher is sick or has personal business to attend to. This is why we provide leave days. Leave days**

CT 8/3/22  
L.B.  
J.B.  
mag  
J.S.  
V.Y.  
BS

**are not intended for typical activities that can be conducted outside of the work day and school year.”**

The Labor-Management Committee will study attendance data each school year and mutually agree on any solutions to district-wide leave day use as a result of the data review.

- A.2.g. An expectant mother or adopting parent may use up to 10 accumulated leave days immediately before ~~her~~ the due date. or the arrival of the adopted child. For recovery, leave days may be used by the mother may use leave days during the 6 calendar weeks following a natural delivery or arrival of an adopted child or during the 8 calendar weeks following a c-section delivery. The use of these leave days will not come under the guidelines of part (a.) of this section.

**For paternity leave, to attend to the birth and acclimation of bringing a new child home, any request over 5 days must be a pre-approved leave of absence. Refer to (f.) above if the nature of the situation is a serious health condition. A doctor certification would be required. Any other days taken are unpaid.**

**Change Article IX, Section B (d) iii from:**

“The Board will consider reasonable requests for leaves of absence for adoptive parents and provisions of such leaves, if granted, shall be similar to Article IX, d.i. above. The prospective father shall notify the Board of his decision if he decides to take an unpaid leave, sixty (60) days before the leave is to begin. Paternity leaves may be granted for a period of time up to the remainder of the semester in which the leave begins plus two (2) additional semesters. Should an emergency arise, a father may apply for a leave outside the timelines. Employees on parental/child care leave shall have their insurance benefit paid for by the District for the first twelve (12) weeks of the leave, according to the terms of the Family Medical Leave Act.”

**To:**

**“iii.** The Board will consider reasonable requests for leaves of absence for adoptive parents and provisions of such leaves, if granted, shall be similar to Article IX, d.i. above.

**iv.** The prospective father shall notify the Board of his decision if he decides to take an unpaid leave, sixty (60) days before the leave is to begin. Paternity leaves

CT 8/3/22  
L.P.  
J.P.  
M.P.  
R.S.  
V.J.  
J.  
P.S.



may be granted for a period of time up to the remainder of the semester in which the leave begins plus two (2) additional semesters. Should an emergency arise, a father may apply for a leave outside the timelines.

v. Employees on parental/child care leave shall have their insurance benefit paid for by the District for the first twelve (12) weeks of the leave, according to the terms of the Family Medical Leave Act."

- B.3.F - Teachers on leaves of absence during the second semester of the school year who are due to return from such leaves by the following September must notify the Board of their intent to return or not to return by March 1 by certified mail. Provided the Board has notified the teacher of this clause by February 15, by certified mail, failure to properly notify the Board under the above condition shall constitute resignation from the District.

- Article XIII

- F. last bullet point - ~~tenure recommendation for all applicable teachers~~

- Article XVI

- A. The payments made to the Basic Michigan Public School Employees Retirement System are made by the District, and are in addition to the salaries listed in Appendix A.

- 1. Semester credit hours of graduate study toward a Master's degree or semester credit hours of graduate study beyond a Master's degree must be from an institution either accredited by the appropriate regional accreditation agency for all credit hours other than educational hours or from an institution accredited by the National Council for Accreditation of Teacher Education and must be:

Transcript of credits is required. Application for submission of such is September 25 1st annually. Failure to submit the transcript prior to such date will mean loss of credit for the contract year. (official electronic copies are preferred and don't wait until the day before the deadline if you are having issues obtaining the transcript)

- B. Experience Credit. Teachers with experience in Dexter for portions of a school year shall have the experience credited in the following manner.
  - 1. A full semester or more will count as a full step on the salary schedule.
  - 2. Experience for less than a full semester will not count as experience.

CT 8/3/22  
L.A.  
J.B.  
W.D.  
R.D.  
J.Y.  
P.S.



3. Teachers who teach less than one-half (1/2) day for two (2) full years shall move one (1) step on the salary schedule. Teachers who teach one-half (1/2) day or more for a full year shall move one (1) full step on the salary schedule.

**4. For the 2022-2023 and 2023-2024 school years, new hires with no teaching experience will start at Step 4 on the salary schedule. This does not equate to compounding for experience credits plus Step 4 on the salary schedule (i.e, members on step 3 in 2021-2022 eligible to move steps will only move to step 4 in 2022-2023). Anyone at or below Step 3 in 2021-2022 will be moved to Step 4 starting in the 2022-2023 school year.**

- C. Payday - Pay dates will be the 15th and last day of each month or last business day prior if pay date falls on the weekend or a holiday. Teachers may be paid in either 24 or ~~19~~ 20 pays by requesting the pay they desire. The decision on the pay plan must be made on or before the opening day of school for the children, and once selected can be changed during the contract year only with the approval of the administration. On pay dates, ~~live checks will be distributed and~~ direct deposit stubs will be posted into the web-based system for access/printing by employees. A history of pay stubs will be maintained in the web-based system for employee convenience. If a force majeure day falls on a date on which live checks are to be issued, the checks will be available for pickup on the next return to work day after such an occurrence.

Pay for all other Extra-Curricular (non-coaching) assignments will be as follows:

- Extra-duty assignments that are completed by December 31 will be paid **no later than** November ~~15~~30th.
  - Extra-duty assignments that are completed January 1 through the end of school year will be paid on the last pay in May.
  - Extra-duty assignments that run for an entire year will be paid one-half ~~on~~ **no later than** November ~~15~~30th. and one-half on the last pay in May.
  - Overloads, terminal leave pay, and basic teacher hourly pay rate will be paid as worked during the year based on the beginning of the year salary schedule.
- G. There shall be a Basic Teacher Hourly Pay Rate of ~~\$41~~ \$42 for the length of this agreement.
  - H. In those cases where regular substitutes are not available and a regular teacher voluntarily agrees to serve as a substitute during non-teaching periods of his/her

CT  
8/8/22  
L.A.  
J.B.  
J.S.  
J.S.  
BS

regular daily assignment, the teacher shall be paid according to the Basic Teacher Hourly Pay Rate for each period substituted.

**In those cases where regular substitutes are not available and a regular teacher voluntarily agrees to accept another teachers' students by combining classes, said teacher will be compensated at the teacher hourly rate.**

All such arrangements will be made by the principal of the school.

- Article XVII

Effective January 1, 2023, the above Board maximum contribution levels shall be increased to reflect a district contribution to health care premiums for 2023 benefit plan year to:

- Single = \$554.96 per month
- Double = \$1,186.39 per month
- Family = \$1,513.53 per month

Effective January 1, 2024, and on each ensuing medical benefit plan coverage year thereafter (unless prevented by Public Act 54 of 2011), the above Board maximum contribution levels shall be increased by the percentage increase factor specified by the State Treasurer for medical benefit plans in the applicable year, as is set forth in Section 3(1) of the Publicly Funded Health Insurance Contribution Act. Provided, in no event shall the resulting adjusted maximum Board contribution level amount not to exceed three percent (3%) more than the amount of the Board's monthly maximum contribution levels that became effective at the beginning of the previous medical benefit plan coverage year.

No further or additional adjustments in the Board's medical benefit plan cost contributions, beyond those stated above at the times designated above, shall be made as a result of this formula.

- Article XVIII

- E. change last paragraph - strike "spring" and "on as needed basis"
- G. ~~is this section still needed - what is our current plan - leave alone~~  
Period needed in 3. after the word minimized

CT  
8/3/22

L. H.

J. B.

W. S.

V. J.

BS

8/3/22

**DEXTER COMMUNITY SCHOOLS  
BOARD OF EDUCATION**

By: \_\_\_\_\_

Its: \_\_\_\_\_

By: \_\_\_\_\_

Its: \_\_\_\_\_

**WASHTENAW EDUCATION  
ASSOCIATION/DEXTER EDUCATION  
ASSOCIATION, MEA/NEA**

By: \_\_\_\_\_

Its: \_\_\_\_\_

By: \_\_\_\_\_


Its: \_\_\_\_\_



2022-23	BA	BA+10	BA+20	MA	MA+10	MA+20	MA+30/SPEC	PHD/DR
1	42,041	42,407	42,971	46,410	47,768	49,066	50,742	53,870
2	43,234	43,610	44,190	47,726	49,122	50,446	52,181	55,397
3	44,458	44,846	45,443	49,078	50,514	51,876	53,660	56,968
4	45,719	46,117	46,730	50,469	51,947	53,346	55,181	58,582
5	47,015	47,424	48,055	51,899	53,420	54,858	56,745	60,243
6	48,347	48,768	49,417	53,370	54,933	56,414	58,354	61,951
7	51,014	51,457	52,143	56,315	57,963	59,525	61,573	65,367
8	53,827	54,296	55,018	59,420	61,159	62,808	64,969	68,971
9	56,796	57,290	58,051	62,697	64,533	66,272	68,550	72,776
10	59,928	60,450	61,254	66,154	68,090	69,926	72,331	76,789
11	63,232	63,782	64,631	69,802	71,845	73,782	76,320	81,023
12	66,719	67,301	68,195	73,652	75,808	77,851	80,529	85,492
13	70,399	71,013	71,958	77,714	79,988	82,145	84,969	90,208
14	70,514	71,127	72,074	77,840	80,118	82,278	85,108	90,353
15	70,627	71,243	72,191	77,966	80,248	82,411	85,245	90,500
16	70,742	71,358	72,307	78,092	80,379	82,545	85,384	90,647
17	70,856	71,474	72,425	78,220	80,509	82,679	85,521	90,792
18	70,972	71,589	72,541	78,346	80,639	82,812	85,661	90,941
19	71,174	71,794	72,749	78,570	80,870	83,050	85,906	91,201
20	71,378	72,000	72,957	78,795	81,102	83,287	86,151	91,461
21	71,583	72,206	73,166	79,020	81,334	83,526	86,399	91,724
22	71,787	72,412	73,376	79,247	81,566	83,765	86,646	91,985
23	71,993	72,620	73,586	79,473	81,799	84,004	86,894	92,250
24	72,395	73,025	73,997	79,918	82,257	84,474	87,379	92,764
25	72,799	73,432	74,409	80,363	82,715	84,944	87,866	93,282
26	73,205	73,841	74,825	80,811	83,176	85,418	88,356	93,802
27	73,613	74,254	75,241	81,262	83,641	85,894	88,849	94,325
28	74,024	74,668	75,661	81,715	84,107	86,373	89,345	94,851
29	74,690	75,340	76,342	82,450	84,864	87,151	90,149	95,704
PLUS \$53 at each step and Lane								

CT  
8/3/22  
2-10-  
9.3.  
100  
2-2.  
V. J.  
108

2022-23	BA	BA+10	BA+20	MA	MA+10	MA+20	MA+30/SPEC	PHD/DR
1								
2								
3								
4	14.19%	14.18%	14.18%	14.18%	14.19%	14.18%	14.18%	14.18%
5	7.98%	7.98%	7.98%	7.97%	7.98%	7.98%	7.98%	7.98%
6 eliminate								
7	13.93%	13.93%	13.93%	13.93%	13.93%	13.93%	13.93%	13.93%
8	10.79%	10.79%	10.79%	10.79%	10.79%	10.79%	10.79%	10.79%
9 eliminate								
10	16.90%	16.90%	16.90%	16.90%	16.90%	16.90%	16.90%	16.90%
11	10.79%	10.79%	10.79%	10.79%	10.79%	10.79%	10.79%	10.79%
12	10.79%	10.79%	10.79%	10.79%	10.79%	10.79%	10.79%	10.79%
13	10.79%	10.79%	10.79%	10.79%	10.79%	10.79%	10.79%	10.79%
14	5.17%	5.17%	5.17%	5.17%	5.17%	5.17%	5.17%	5.17%
15	5.17%	5.17%	5.17%	5.17%	5.17%	5.17%	5.17%	5.17%
16	5.17%	5.17%	5.17%	5.17%	5.17%	5.17%	5.17%	5.17%
17	5.17%	5.17%	5.17%	5.17%	5.17%	5.17%	5.17%	5.17%
18	5.17%	5.17%	5.17%	5.17%	5.17%	5.17%	5.17%	5.17%
19	5.30%	5.30%	5.30%	5.30%	5.30%	5.30%	5.30%	5.30%
20	5.30%	5.30%	5.30%	5.30%	5.30%	5.30%	5.30%	5.30%
21	5.30%	5.30%	5.30%	5.30%	5.30%	5.30%	5.30%	5.30%
22	5.30%	5.30%	5.30%	5.30%	5.30%	5.30%	5.30%	5.30%
23	5.30%	5.30%	5.30%	5.30%	5.30%	5.30%	5.30%	5.30%
24	5.59%	5.59%	5.59%	5.59%	5.59%	5.59%	5.59%	5.59%
25	5.59%	5.58%	5.59%	5.59%	5.58%	5.59%	5.59%	5.59%
26	5.59%	5.59%	5.59%	5.59%	5.59%	5.59%	5.59%	5.59%
27	5.59%	5.59%	5.58%	5.59%	5.59%	5.59%	5.59%	5.59%
28	5.59%	5.59%	5.59%	5.59%	5.59%	5.59%	5.59%	5.59%
29	5.94%	5.95%	5.95%	5.94%	5.94%	5.95%	5.95%	5.94%

  
 5/8/22  
 J.B.  
 J.P.  
 J.P.  
 J.P.  
 J.P.

Book	Policy Manual
Section	Vol. 36, No. 1 - September 2021
Title	First Reading COST PRINCIPLES - SPENDING FEDERAL FUNDS
Code	po6114
Status	
Adopted	November 7, 2016

## 6114 - **COST PRINCIPLES - SPENDING FEDERAL FUNDS**

The Superintendent is responsible for the efficient and effective administration of grant funds through the application of sound management practices. Such funds shall be administered in a manner consistent with all applicable Federal, State, and local laws, the associated agreements/assurances, program objectives, and the specific terms and conditions of the grant award.

### **Cost Principles**

Except where otherwise authorized by statute, costs shall meet the following general criteria in order to be allowable under Federal awards:

- A. Be necessary and reasonable for proper and efficient performance and administration of the Federal award and be allocable thereto under these principles.

To determine whether a cost is reasonable, consideration shall be given to:

1. whether a cost is a type generally recognized as ordinary and necessary for the operation of the District or the proper and efficient performance of the Federal award;
2. the restraints or requirements imposed by such factors as sound business practices, arm's length bargaining, Federal, State, local, tribal, and other laws and regulations;
3. market prices for comparable goods or services for the geographic area;
4. whether the individuals concerned acted with prudence in the circumstances considering their responsibilities; and
5. whether the cost represents any significant deviation from the established practices or Board of Education policy which may unjustifiably increase the expense.

While Federal regulations do not provide specific descriptions of what satisfies the "necessary" element beyond its inclusion in the reasonableness analysis above, whether a cost is necessary is determined based on the needs of the program. Specifically, the expenditure must be necessary to achieve an important program objective. A key aspect in determining whether a cost is necessary is whether the District can demonstrate that the cost addresses an existing need, and can prove it.

When determining whether a cost is necessary, consideration may be given to whether:

1. the cost is needed for the proper and efficient performance of the grant program;
2. the cost is identified in the approved budget or application;
3. there is an educational benefit associated with the cost;
4. the cost aligns with identified needs based on results and findings from a needs assessment;
5. the cost addresses program goals and objectives and is based on program data.

A cost is allocable to the Federal award if the goods or services involved are chargeable or assignable to the Federal award in accordance with the relative benefit received. This standard is met if the cost: is incurred specifically for the Federal award; benefits both the Federal award and other work of the District and can be distributed in proportions that may be approximated using reasonable methods; and is necessary to the overall operation of the District and is assignable to the Federal award in accordance with cost principles mentioned here.

- B. Conform to any limitations or exclusions set forth in the cost principles in Part 200 or in the terms and conditions of the Federal award.
- C. Be consistent with policies and procedures that apply uniformly to both Federally-financed and other activities of the District.
- D. Be accorded consistent treatment. A cost cannot be assigned to a Federal award as a direct cost if any other cost incurred for the same purpose in like circumstances has been allocated to a Federal award as an indirect cost under another award.
- E. Be determined in accordance with generally accepted accounting principles.
- F. Be representative of actual cost, net of all applicable credits or offsets.

The term "applicable credits" refers to those receipts or reductions of expenditures that operate to offset or reduce expense items allocable to the Federal award. Typical examples of such transactions are: purchase discounts; rebates or allowances; recoveries or indemnities on losses; and adjustments of overpayments or erroneous charges. To the extent that such credits accruing to or received by the State relating to the Federal award, they shall be credited to the Federal award, either as a cost reduction or a cash refund, as appropriate.

- G. Be not included as a match or cost-share, unless the specific Federal program authorizes Federal costs to be treated as such.
- H. Be adequately documented:
  - 1. in the case of personal services, the Superintendent shall implement a system for District personnel to account for time and efforts expended on grant-funded programs to assure that only permissible personnel expenses are allocated;
  - 2. in the case of other costs, all receipts and other invoice materials shall be retained, along with any documentation identifying the need and purpose for such expenditure if not otherwise clear.
- I. Be incurred during the approved budget period.

The budget period means the time interval from the start date of a funded portion of an award to the end date of that funded portion during which recipients are authorized to carry out authorized work and expend the funds awarded, including any funds carried forward or other revisions pursuant to the law. Prior written approval from the Federal awarding agency or State pass-through entity may be required to carry forward unobligated balances to subsequent budget periods unless waived.

### **Selected Items of Cost**

The District shall follow the rules for selected items of cost at 2 C.F.R. Part 200, Subpart E when charging these specific expenditures to a Federal grant. When applicable, District staff shall check costs against the selected items of cost requirements to ensure the cost is allowable. In addition, State, District, and program-specific rules, including the terms and conditions of the award, may deem a cost as unallowable and District personnel shall follow those rules as well.

### **The following rules of allowability must apply to equipment and other capital expenditures:**

- A. **Capital expenditures for general purpose equipment, buildings, and land are unallowable as direct charges, except with the prior written approval of the Federal awarding agency or pass-through entity.**
- B. **Capital expenditures for special purpose equipment are allowable as direct costs, provided that items with a unit cost of \$5,000 or more have the prior written approval of the Federal awarding agency or pass-through entity.**
- C. **Capital expenditures for improvements to land, buildings, or equipment that materially increase their value or useful life are unallowable as a direct cost except with the prior written approval of the Federal awarding agency, or pass-through entity.**
- D. **Allowability of depreciation on buildings, capital improvements, and equipment shall be in accordance with 2 CFR 200.436 and 2 CFR 200.465.**
- E. **When approved as a direct cost by the Federal awarding agency or pass-through entity under Sections A-C, capital expenditures will be charged in the period in which the expenditure is incurred, or as otherwise determined appropriate and negotiated with the Federal awarding agency.**
- F. **If the District is instructed by the Federal awarding agency to otherwise dispose of or transfer the equipment, the costs of such disposal or transfer are allowable.**



## Cost Compliance

The Superintendent shall require that grant program funds are expended and are accounted for consistent with the requirements of the specific program and as identified in the grant application. Compliance monitoring includes accounting for direct or indirect costs and reporting them as permitted or required by each grant. Costs incurred for the same purpose in like circumstances shall be treated consistently as either direct or indirect costs, but may not be double charged or inconsistently charged as both.

### Determining Whether a Cost is Direct or Indirect:

- A. Direct costs are those costs that can be identified specifically with a particular final cost objective, such as a Federal award, or other internally or externally funded activity, or that can be directly assigned to such activities relatively easily with a high degree of accuracy.

These costs may include: salaries and fringe benefits of employees working directly on a grant-funded project; purchased services contracted for performance under the grant; travel of employees working directly on a grant-funded project; materials, supplies, and equipment purchased for use on a specific grant; program evaluation costs or other institutional service operations; and infrastructure costs directly attributable to the program (such as long-distance telephone calls specific to the program, etc.). **Direct costs may also include capital expenditures if approved by the Federal awarding agency or pass-through entity, as well as capital expenditures for special purpose equipment with a unit cost of less than \$5,000.**

- B. Indirect costs are those that have been incurred for a common or joint purpose benefitting more than one cost objective, and not readily assignable to the cost objectives specifically benefitted, without effort disproportionate to the results achieved. Costs incurred for the same purpose in like circumstances shall be treated consistently as either direct or indirect costs.

These costs may include: general data processing, human resources, utility costs, maintenance, accounting, etc.

Federal education programs with supplement not supplant provisions must use a restricted indirect cost rate. In a restricted rate, indirect costs are limited to general management costs. General management costs do not include divisional administration that is limited to one component of the District, the governing body of the District, compensation of the Superintendent, compensation of the chief executive officer of any component of the District, and operation of the immediate offices of these officers.

The salaries of administrative and clerical staff should normally be treated as indirect costs. Direct charging of these costs may be appropriate only if all of the following conditions are met:

1. Administrative or clerical services are integral to a project or activity.
2. Individuals involved can be specifically identified with the project or activity.
3. Such costs are explicitly included in the budget or have the prior written approval of the Federal awarding agency.
4. The costs are not also recovered as indirect costs.

Where a Federal program has a specific cap on the percentage of administrative costs that may be charged to a grant, that cap shall include all direct administrative charges as well as any recovered indirect charges.

Effort should be given to identify costs as direct costs whenever practical, but allocation of indirect costs may be used where not prohibited and where indirect cost allocation is approved ahead of time by the Michigan Department of Education (MDE) or the pass-through entity (Federal funds subject to 2 C.F.R. Part 200 pertaining to determining indirect cost allocation).

### **Equipment and other capital expenditures are unallowable as indirect costs.**

### Timely Obligation of Funds

Financial obligations are orders placed for property and services, contracts and subawards made, and similar transactions that require payment. This term is used when referencing a recipient's or subrecipient's use of funds under a Federal award.

The following list illustrates when funds are determined to be obligated under the U.S. Department of Education ("USDOE") regulations:

If the obligation is for:

- A. Acquisition of property - on the date which the District makes a binding written commitment to acquire the property.



- B. Personal services by an employee of the District - when the services are performed.
- C. Personal services by a contractor who is not an employee of the District - on the date which the District makes a binding written commitment to obtain the services.
- D. Performance of work other than personal services - on the date when the District makes a binding written commitment to obtain the work.
- E. Public utility services - when the District receives the services.
- F. Travel - when the travel is taken.
- G. Rental of property - when the District uses the property.
- H. A pre-agreement cost that was properly approved by the Secretary (USDOE) under the cost principles in 2 C.F.R. Part 200, Subpart E - Cost Principles - on the first day of the project period.

## Period of Performance

All financial obligations must occur during the period of performance. Period of performance means the total estimated time interval between the start of an initial Federal award when the District is permitted to carry out the work authorized by the grant and the planned end date. The period of performance may include one or more funded portions or budget periods. The period of performance is dictated by statute and will be indicated in the grant award notification ("GAN"). As a general rule, State-administered Federal funds are available for obligation within the year that Congress appropriates the funds for. However, given the unique nature of educational institutions, for many Federal education grants, the period of performance is twenty-seven (27) months. This maximum period includes a fifteen (15) month period of initial availability, plus a twelve (12) month period for carryover. For direct grants, the period of performance is generally identified in the GAN.

In the case of a State-administered grant, financial obligations under a grant may not be made until the application is approved or is in substantially approvable form, whichever is later. In the case of a direct grant, a grantee may use grant funds only for obligations it makes during the grant period, unless an agreement exists with the awarding agency or the pass-through entity (e.g., MDE) to reimburse for pre-approval expenses.

If a Federal awarding agency or pass-through entity approves an extension, or if the District extends under C.F.R. 200.308(e)(2), the Period of Performance will be amended to end at the completion of the extension. If a termination occurs, the Period of Performance will be amended to end upon the effective date of termination. If a renewal is issued, a distinct Period of Performance will begin.

For both State-administered and direct grants, regardless of the period of availability, the District shall liquidate all financial obligations incurred under the award not later than ninety (90) days after the end of the funding period unless an extension is authorized. Any funds not obligated within the period of performance or liquidated within the appropriate timeframe are said to lapse and shall be returned to the awarding agency. Consequently, the District shall closely monitor grant spending throughout the grant cycle.

2 C.F.R. 200.344(b), 200.403-.407, 200.413(a)-(c), 200.430(a), 200.431(a), 200.439(b)(2), 200.458

2 C.F.R. 200.474(b)

34 C.F.R. 76.707-.708(a), 75.703

## © Neola 2021

Legal	2 C.F.R. 200.344(b), 200.403-.407, 200.413(a)-(c), 200.430(a), 200.431(a), 200.439(b)(2), 200.458
	2 C.F.R. 200.474(b)
	34 C.F.R. 76.707-.708(a), 75.703

Book	Policy Manual
Section	Vol. 36, No. 1 - September 2021
Title	First Reading STUDENT FEES, FINES, AND SUPPLIES
Code	po6152
Status	
Adopted	March 17, 2003
Last Revised	April 2, 2007

## 6152 - **STUDENT FEES, FINES, AND SUPPLIES**

### **Fees**

The Board of Education may assess certain charges to students to cover the costs for extra-curricular and noncredit activities. Such charges might be made for expendable items such as magazines, workbook materials, paperback selections, and laboratory supplies and materials for clubs, independent study or special projects, and as well transportation costs and admission/participation fees for District-sponsored trips and activities.

No student, however, shall be deprived of participation in any mandatory school activity or required curriculum activity due to a lack of financial ability to pay and fees will not be charged for such activities. Extra-curricular activities for which fees will be charged may not be used in determining credit or grades in any course.

A fee shall not exceed the combined cost of the service(s) provided and/or materials used. ~~An accurate accounting of all fees collected and all fees expended shall be provided to the Superintendent or his/her designee for each fee-based activity at the conclusion of the activity, along with remission of any fees not expended.~~

### **Fines**

When school property, equipment, or supplies are damaged, lost, or taken by a student, whether in a regular course or extra-curricular offering, a fine will be assessed. The fine will be reasonable, seeking only to compensate the school for the expense or loss incurred.

The late return of borrowed books or materials from the school libraries will be subject to appropriate fines. Failure to pay the fines may result in loss of privileges.

Any fees or fines collected by members of the staff are to be turned in to the designated secure location within twenty-four (24) hours after collection.

In the event the above course of action does not result in the fee being collected, the Board authorizes the Superintendent (or designee) to take the student and/or his/her parents to Small Claims Court for collection.

### **Supplies**

The District will provide all basic supplies needed by the student to complete the required course curriculum. The student and/or his/her family may choose to purchase their own supplies if they desire to have a greater quantity or quality of supplies, or desire to help conserve the limited resources for use by others. The teacher or appropriate administrator may recommend useful supplies for these purposes.

### **[x-] Payment**

For convenience to families, the Board may enter into an agreement with one or more credit card/online payment processing vendors to facilitate online payment of fees, fines, and charges. Parents/guardians or students may elect but are not required to make payments online. Vendors will comply with all Board policies and procedures related to confidentiality and security of information transmitted electronically. Payees will be notified of any processing or other nominal fees that may be charged for use of an online payment system before the transaction is completed.

**[END OF OPTION]**

**Students Experiencing Homelessness - McKinney-Vento Act**

**No fine or fee shall be charged to a student identified as a student experiencing homelessness unless it is determined that the student has the ability to pay the fee or fine and that its imposition does not create a barrier to the student's ability to enroll, or attend school, achieve academic success, or cause the student to be identified as experiencing homelessness. Any dispute regarding a fine or a fee that is imposed shall not delay the student's enrollment or serve as a barrier to enrollment by delaying the transfer of student records to another school or school district if applicable.**

**Immediate enrollment notwithstanding fines or fees shall be extended to extra-curricular and co-curricular activities as well as to academic programming.**

**~~Students experiencing homelessness who are able to pay ( ) fees or fines ( ) fees or fines and refuse to do so [END OF OPTION] may be prohibited from participating in graduation ceremonies until paid. No such student shall be prevented from receiving his/her student records, including diploma if earned, and final transcripts.[-]~~**

© Neola ~~2004~~**2021**

Book	Policy Manual
Section	Vol. 36, No. 1 - September 2021
Title	First Reading PROPERTY INVENTORY
Code	po7450
Status	
Adopted	March 17, 2003
Last Revised	November 7, 2016

#### 7450 - **PROPERTY INVENTORY**

As steward of this District's property, the Board of Education recognizes that efficient management and full replacement upon loss requires accurate inventory and properly maintained property records.

The Board shall

- ( ) conduct a complete inventory
- (~~x~~) maintain a continuous inventory

of all District-owned property subject to inventory. ~~equipment~~

- ~~(-) and supplies~~
- ~~(-) annually.~~
- ~~(-) every \_\_\_\_\_ years. [specify number; Federal regulations require at least once every two (2) year]~~
- ~~(-) at such intervals as will coincide with property insurance renewal.~~
- ~~(-) and Generally Accepted Accounting Principles ("G.A.A.P.") reporting requirements.~~

For purposes of this policy, "equipment" shall mean a unit of furniture or furnishings, an instrument, a machine, an apparatus, or a set of articles which retains its shape and appearance with use, is nonexpendable, costs at least \$5,000. \_\_\_\_\_

- ( ) to replace
- (~~x~~) as a single unit

and does not lose its identity when incorporated into a more complex unit. ~~When defining supplies for inventory purposes, no items will be counted whose total value is less than \$ \_\_\_\_\_. [The Federal threshold for a supply designation is \$5,000 regardless of length of useful life, however, the District may set an early acquisition cost level for designation as supply. Capital expenditures with a unit cost of \$5,000 or more require prior written approval of the Federal awarding agency or pass-through entity.]~~

#### Capital Assets

All property that costs at least \$5,000 as a single unit either purchased or donated to the District shall be entered on the inventory records.

It shall be the duty of the Chief Financial Officer to ensure that inventories are recorded systematically and accurately and property records of equipment are updated and adjusted annually by reference to purchase orders and withdrawal reports.

Major items of equipment shall be subject to annual spot check inventory to determine loss, mislocation, or depreciation; any major loss shall be reported to the Board.

The Chief Financial Officer shall maintain a system of property records which shall show, as appropriate to the item recorded, the description and identification, year of purchase, initial cost, location, and depreciation.

#### Technology Equipment

-

Technology equipment with a moderate or high risk of theft must be properly labeled and entered into the technology inventory records. This includes laptop computers, desktop computers, tablet devices, handheld computers, iPads, iPods, fax machines, copiers, projectors, voice enhancement systems, security cameras, video cameras, still cameras, GPS units, document cameras, etc., regardless of the funding source or purchase price.

It shall be the duty of the Technology Director to ensure that inventories are recorded systematically and accurately and property records of technology equipment are updated and adjusted annually by reference to purchase orders and withdrawal reports.

Items of technology equipment shall be observed and accounted for on an ongoing basis and subject to spot check to identify loss or mislocation; any major loss shall be reported to the Board.

The Technology Director shall maintain a system of property records which shall show, as appropriate to the item recorded, the description and identification, manufacturer, year of purchase, initial cost, and location.

### Federal Funds

~~It shall be the duty of the~~

~~( ) Superintendent~~

~~( ) Business Manager~~

~~( ) \_\_\_\_\_~~

~~to ensure that inventories are recorded systematically and accurately and property records of equipment are updated and adjusted annually by reference to purchase orders and withdrawal reports.~~

~~[ ] Major items of equipment shall be subject to annual spot check inventory to determine loss, mislocation, or depreciation; any major loss shall be reported to the Board.~~

~~[ ] Property records of consumable supplies shall be maintained on a continuous inventory basis.~~

~~[ ] The \_\_\_\_\_ shall maintain a system of property records which shall show, as appropriate to the item recorded, the:~~

~~A. ( ) description and identification;~~

~~B. ( ) manufacturer;~~

~~C. ( ) year of purchase;~~

~~D. ( ) initial cost;~~

~~E. ( ) location;~~

~~F. ( ) condition and depreciation;~~

~~G. ( ) evaluation in conformity with insurance requirements.~~

Equipment acquired under a Federal award will vest upon acquisition to the District, subject to the following conditions:

A. The equipment shall be used for the authorized purposes of the award project during the period of performance or until the equipment is no longer needed for the purposes of the project.

B. The equipment shall not be encumbered without the approval of the Federal awarding agency or the pass-through entity.

C. The equipment may only be used and disposed of in accordance with the provisions of the Federal awarding agency or the pass-through entity and Policy 7300 and Policy 7310, and AG 7310.

D. Property records shall be maintained that include a description of the equipment, a serial number or other identification number, the source of funding for the equipment (including the Federal Award Identification Number (FAIN), title entity, acquisition date, cost of the equipment, percentage of Federal participation in the project costs for the award under which the equipment was acquired, the location, use, and condition of the equipment, and ultimate disposition data, including date of disposal and sale price of the equipment.

E. A physical inventory of the property must be taken and results reconciled with property records at least once every two (2) years.

F. A control system shall be developed to provide adequate safeguards to prevent loss, damage, or theft of the property. Any such loss, damage, or theft shall be investigated.

G. Adequate maintenance procedures shall be implemented to keep the property in good condition.

H. Proper sales procedures shall be established to ensure the highest possible return, in the event the District is authorized or required to sell the equipment/property.

I. When original or replacement equipment acquired under a Federal award is no longer needed for the original project/program or for activities currently or previously supported by a Federal awarding agency, and except as otherwise provided by Federal statutes, regulations, or Federal awarding agency disposition instructions, the District shall request disposition instructions from the Federal awarding agency if required by the terms and conditions of the Federal award. Disposition of the equipment shall be made in accordance with the provisions of C.F.R. 200.313.

© Neola 2021

Legal

2 C.F.R. 200.313

Book	Policy Manual
Section	Vol. 34, No. 1 - September 2019
Title	First Reading SUPPORT STAFF ETHICS
Code	po4210
Status	

#### 4210 - **STAFF ETHICS**

An effective educational program requires the services of men and women of integrity, high ideals, and human understanding. To maintain and promote these essentials, the Board of Education expects all support staff members to maintain high standards in their working relationships, and in the performance of their professional duties, to:

##### **A. Responsibility to the Profession**

1. demonstrate responsibility for oneself as an ethical professional;
2. acknowledge, address and attempt to resolve ethical issues in an appropriate manner;
3. promote and advance the profession within and beyond the school community;

##### **B. Responsibility to Professional Competence**

1. demonstrate commitment to high standards of practice;
- 2.
3. act in the best interest of all students;

##### **C. Responsibility to Students**

1. respect the rights and dignity of students;
2. demonstrate an ethic of care for students;
3. maintain student trust and confidentiality in a developmentally appropriate manner and within appropriate limits;

##### **D. Responsibility to the School Community**

1. promote effective and appropriate relationships with parents/guardians;
2. promote effective and appropriate relationships with colleagues;
3. promote effective and appropriate relationships with the community and other stakeholders;
4. promote effective and appropriate relationships with employers;
5. understand the problematic nature of dual or multiple relationships;

##### **E. Responsible and Ethical Use of Technology**

1. use technology in a responsible manner;
2. ensure student safety and well-being when using technology;
3. maintain confidentiality in the use of technology;
4. promote the appropriate use of technology in educational settings;

- F. **(x)** recognize basic dignities of all individuals with whom they interact in the performance of duties;
- G. **(x)** represent accurately their qualifications;
- H. **(x)** exercise due care to protect the mental and physical safety of students, colleagues, and subordinates;
- I. **(x)** seek and apply the knowledge and skills appropriate to assigned responsibilities;
- J. **(x)** keep in confidence legally-confidential information as they may secure;
- K. **(x)** ensure that their actions or those of another on their behalf are not made with specific intent of advancing private economic interests;
- L. **(x)** avoid accepting anything of value offered by another for the purpose of influencing judgment;
- M. **(x)** refrain from using position or public property, or permitting another person to use an employee's position or public property for partisan political or religious purposes. This will not be implemented in a manner that limits constitutionally or legally protected rights as a citizen.

In keeping with the ethical responsibilities of support staff, the Board of Education prohibits staff from engaging in a romantic or sexual relationship of any kind with students of this District, regardless of the student's age. Staff should not provide alcohol, drugs, cigarettes, or any other contraband to a student.

© Neola 2019

Legal	Michigan Code of Educational Ethics
	M.C.L. 750.520b, 750.520c, 750.520d, 750.520e



## **RESOLUTION OPPOSING “LET MI KIDS LEARN” VOUCHER INITIATIVES**

**WHEREAS**, the Michigan Constitution states, “No public monies or property shall be appropriated or paid or any public credit utilized, by the legislature or any other political subdivision or agency of the state directly or indirectly to aid or maintain any private, denominational or other nonpublic, preelementary, elementary, or secondary school;” and

**WHEREAS**, vetoed House Bills 4504 and 4505, and vetoed Senate Bills 687 and 688 conferred an eventual \$1 billion per year in unconstitutional tax credits to be used for an unconstitutional, backdoor private school voucher program; and

**WHEREAS**, letters vetoing those bills pointedly stated, “Redirecting public school dollars for private gain is not only ineffective, it has been roundly rejected by Michigan voters, with more than 69% voting “no” on a proposal that would have allowed the use of tuition vouchers for nonpublic schools,” and “Simply put, our schools cannot provide the high-quality education our kids deserve if we turn private schools into tax shelters for the wealthy;” and

**WHEREAS**, in response to the vetoes, tuition voucher advocates have launched the “Let MI Kids Learn” and “Student Opportunity Scholarship” statutory initiatives to place those bills into law; and

**WHEREAS**, under Michigan law, the Legislature can bypass Michigan citizens’ ability to vote on a statutory initiative that collects only 340,047 signatures from the more than 8 million registered voters.

### **Now, therefore, be it resolved as follows:**

1. That the Dexter Community Schools Board of Education opposes the “Let MI Kids Learn” and “Student Opportunity Scholarship” statutory initiatives being solicited by the organization called “Let MI Kids Learn”; and
2. That the Dexter Community Schools Board of Education calls upon the Legislature to reject the statutory initiatives in the event they are presented to the Legislature; and
3. That the Dexter Community Schools Board of Education calls upon the Legislature, in the event they do not reject the statutory initiatives, to refrain from voting on them, to allow the citizens of Michigan to vote on the matter; and
4. That a copy of this resolution be sent to: (1) all elected members of the Michigan House of Representatives and Michigan State Senate who represent the Dexter Community Schools School District, (2) the leadership of the Michigan House of Representatives and Michigan Senate, and (3) to the Michigan Association of School Boards.

Resolved and adopted this \_\_\_\_\_ day of August, 2022.

---

Jennifer Kangas, Secretary



---

## 2022 MASB Call for Delegates

1 message

---

Tue, Jul 26, 2022 at 9:28 AM

If this email does not display properly, view the [online version](#).



---

Dear Hope,

MASB's 2022 Delegate Assembly will begin Thursday, Oct. 20 at 7 p.m. at the Grand Traverse Resort and Spa in Acme. Delegates selected by boards of education across the state will decide MASB's positions on a wide variety of issues affecting education.

Below is a link to use to certify the official voting delegates and alternates who will represent your board of education. All delegates and alternates must be school board members. Only delegates and alternates named by your board may offer motions and vote on issues. However, all school board members may speak on the issues and participate in the debate. Your 2022-2023 MASB dues must be paid in order for a district to participate in the Delegate Assembly.

**All delegates must be certified and submitted by Friday, Sept 23.** A notification message is also being sent to your board president and superintendent. Please ensure that this topic is added to your next board meeting agenda and then complete the form at the link below (Note: please do not share this link—it is specific to you).

[Certify Your Delegates Here](#)

### **FIRST OPPORTUNITY FOR PUBLIC PARTICIPATION**

A parent, who also teaches at WISD and DHS, commented on the recent Multigenerational Activities Millage and board trustee dedicated service and professionalism.

### **ADMINISTRATIVE & BOARD UPDATES**

#### **Superintendent Update**

#### **Multigenerational Activities Millage (MAM) Update**

Superintendent Dr. Timmis opened his comments with the Multigenerational Activities Millage (which did not pass on August 2), sharing that the District had been asked by the community to help find stable funding for seniors, as well as a permanent location for the senior center after the sale of Copeland. As a school district, the only way to help seniors with funding was through a recreation millage that would also support all members of the Dexter Schools community. Though the millage did not pass, DCS will continue to support the seniors and help them find a new location. If they were to move to Bates, the building would need renovations, for which the District cannot pay unless it is a shared space and the renovations would benefit K-12 use (i.e. changing out child-sized toilets for standard-size toilets does not qualify).

Dr. Timmis recently met with a senior center representative and shared that they are still figuring out next steps to secure stable funding in order to effectively serve the senior community in Dexter. However, the District must now focus on starting the school year.

#### **Other Updates**

DCS is looking for special education teachers, as there is a national shortage. The newest state budget has changed the law so that retired educators can return to work without limitations to their pensions. The District is working through how retired teachers can return as substitute teachers.

Fall sports started today, with students practicing all over the DCS campus.

There will be a change to the Building Trades Consortium course this fall. In the past, students built new homes in Saline or Habitat for Humanity homes in Ypsilanti, but with mortgage rates and other considerations, these options aren't as widely available as in the past. Instead, DCS will host Building Trades students on our campus this fall, who will build several sheds for our District, perform outdoor and indoor renovation work on the blue house next to the Baker Rd. roundabout, and work on other District teardowns and rebuilds. Principal for Operations Craig McCalla is the point person for these new projects.

DHS Assistant Principal Lauren Thompson recently had a teacher resource book chapter published entitled, "Cultivating Teacher Resilience in Pre-Service Education Programs: Making a Case and Providing an Educational Framework."

August 8, 2022

---

The District received \$12,500 for the Michigan 10 Cents A Meal for Michigan's Kids and Farms grant (see Information Items below).

DCS has 50-80 staff openings right now; hiring hourly jobs several weeks before the start date is difficult, so this is typically the time the District does a lot of hiring.

### **Board President Update**

#### **MAM Update**

Board President Mara Greateorex read the following statement about the Multigenerational Activities Millage:

*Dexter Community Schools has for many years enjoyed a great relationship with the Dexter Senior Center, and I didn't fully know the extent of that relationship until I became a Trustee on the school board. I knew their space was right next to Copeland, but I didn't know the seniors rented it from the District for a very small annual fee of \$1.00. And, over the nearly three years I have served on the Board, I have realized that it is a strong relationship built not only on "cheap rental fees," but also on integrity and trust. Helping the seniors is the right thing to do for all the right reasons, and something that perhaps not many people knew about the District's role in until recently.*

*We were glad that the seniors trusted us enough to turn to us to help them find a stable funding source through the Multigenerational Activities Millage, and I am disappointed that we were not able to win that support from the community for them. The District will of course continue to help seniors as much as we can by providing space for them at Bates, if that's what they would like. We are not able to use District funds, as Dr. Timmis said, to renovate the space into exactly what they had hoped to expand into. We also cannot legally use District funds to grow their programming or outreach services. However, I feel like I need to make this point clear: **DCS cares about our seniors and will continue our support for them.***

*With this millage, we had also hoped to offer more opportunities for kids and adults through the community recreation department for no fees for District residents. The community recreation department will not disappear, and will hopefully continue to grow. As Dr. Timmis said, Dexter Community Schools will not be revisiting or proposing another recreation millage at this time. We are already a week into August, Target has consolidated their Back-to-School section to make way for Halloween and Christmas, and despite the heat, the inevitable is coming and summer is ending. School is starting in just four fast weeks and we need to return to our main focus: education.*

### **Student Representative Update**

Student Representative Griffin Patel commented that the school year is approaching, and fall sports have started. Marching band started last week, and the first football game has been

changed to September 2<sup>nd</sup>. Dexter Daze is this weekend, which is always a big event for the District.

### **CONSENT ITEMS**

The evening's consent items were unanimously approved in bulk, and included the following:

#### **Personnel - Resignations**

Trustees accepted the resignation of Sarah Fisk, Social Worker at Anchor Elementary.

#### **Personnel - New Hires**

Trustees approved offering probationary teaching contracts for the 2022-2023 school year to Timothy Bernhardt (Special Education, Creekside), Amanda Parker (5th Grade, Creekside), Courtney Petrie (Kindergarten, Beacon), and Jeffrey Totten (Special Education Teacher Consultant, DHS)."

### **ACTION ITEMS**

#### **Approve 2022-2023 School Calendar**

The school day has been extended by one minute per day. Trustees unanimously approved the 2022-2023 School Calendar recently ratified by the DEA.

#### **Administrator Hiring Recommendation**

A letter of recommendation from Dr. Timmis to hire Abby Holland for the open Creekside Assistant Principal position was included in the evening's packet.

A trustee asked what the administrator hiring process entails. Dr. Timmis relayed the position is posted, staff from the particular building and some administration to "meet and greets" to screen down to 5-6 candidates, after which full interviews are held with a large interview committee. The final round of interviews is conducted by the superintendent and another administrator, and sometimes a union representative.

The Board unanimously approved offering a probationary administrative account to Holland for the 2022-2023 school year.

#### **Pamoja Courses**

An executive summary regarding the recommendation to add Pamoja Courses to the District Course Catalog was provided. Due to the credentialing criteria for International Baccalaureate (IB), Dexter High School has been limited with some of its course offerings. These courses are available through a credentialed, trusted online vendor, Pamoja. By offering virtual IB courses through Pamoja, we will be able to provide additional learning opportunities for our students.

A short discussion included support for the addition of Pamoja courses. Specifically, partnering with this online program would provide more flexibility and opportunity for IB students, courses will be available to students in Fall 2022, and these added options might increase the number of students enrolled in the IB Diploma program.

Trustees unanimously approved the addition of Pamoja courses to the District Course Catalog.

### **School Meals Price Increase**

At the July 18 BOE meeting, Trustees discussed a memo from Food and Nutrition Director Jennifer Mattison regarding a proposed increase to school meal prices.

The Board of Education unanimously approved lunch price increases to \$3.50 for Y5-6 and \$3.75 for 7-12 and increased breakfast prices to \$1.75 for Y5-6 and \$2.00 for grades 7-12 for the 2022-23 school year.

### **MASB Training Approval**

There are two upcoming MASB training opportunities: The Summer Institute, taking place August 19-21 in Muskegon, and the Annual Leadership Conference, scheduled for October 20-23 in Traverse City. In addition to approving funds to attend conferences, the Board typically pre-approves trustees to attend up to six MASB board certification classes twice a year. Funding for attendance includes registration, travel, meals and lodging.

Trustees unanimously approved funding for attendance at the Summer Institute and Annual Leadership Conference for any interested trustees, as well as funds to take up to six CBA courses between now and December 31, 2022 for any interested trustees and student representatives.

### **DISCUSSION ITEMS**

None at this time.

### **SECOND OPPORTUNITY FOR PUBLIC PARTICIPATION**

A DCS parent commented that there are no finals scheduled on the school calendar, and asked for it to be reviewed.

### **BOARD COMMENTS**

Dan Alabr  asked the community to be kind and respectful to teachers when school starts.

### **INFORMATION ITEMS**

1. [Board Bulletin](#) (July 18, 2022) - pp. 40-43
2. [MDE Food & Nutrition Grant](#) - pg. 44
3. [Finance Committee Draft Minutes](#) (July 25, 2022) - pg. 45

### **CLOSED SESSION**

The Board moved into closed session to discuss negotiations at approximately 7:45 p.m.



# DEXTER COMMUNITY SCHOOLS

Bates School, 2704 Baker Road, Dexter, Michigan 48130  
(734) 424-4100 fax (734) 424-4111  
[www.dexterschools.org](http://www.dexterschools.org)

## Committee Roster 2022-23

Updated August 2022

X = Chair      X = Member

<u>Committee</u>	<u>Alabré</u>	<u>Arnold</u>	<u>Bruderly</u>	<u>Greatorex</u>	<u>Kangas</u>	<u>Lundy</u>	<u>Szawara</u>	<u>Community Members</u>
Policy			<u>X</u>	X			X	
Finance	X	X			X	<u>X</u>		
Contracts & Negotiations			X	X		X		
Supt. Evaluation					<u>X</u>		X	
Facilities	X			<u>X</u>		X		Ron Darr Jerry Brand
WASB/LRN Rep.								
EFD Rep.				X				

The Superintendent is an ex-officio member of each committee.