

**September 15, 2025 Committee of the Whole Meeting – 6:30 p.m.**

Harry L. Wheeler Community Center and Administrative Offices • 24076 F.V. Pankow Boulevard, Clinton Township, Michigan 48036

*\* Indicates Board Action Needed \*\* Indicates Roll Call Vote Needed*

**A. Call to Order, Pledge of Allegiance, Roll Call, Voting Meeting**

**B. Hearing of School District Patrons**

*Please note: The Board will provide 30 minutes for public comment and speakers will be asked to limit their comments to 5 minutes. If you did not have a chance to speak, the Board will provide additional time at the end of the meeting for public comment.*

**C. Superintendent's Report**

1. District Update
2. Department Updates

**D. Student Reinstatements**

1. \*Reinstatement of Student #0348
2. \*Reinstatement of Student #0422
3. \*Reinstatement of Student #0423

**E. Curriculum and Instruction Office**

1. Student Travel Requests
2. \*35m-Funded Elementary Pilot Program Materials: Amplify's Core Knowledge Language Arts (CKLA)

**F. Business Office**

1. Consent Agenda Items
  - Budget Report (*No report this month due to audit*)
  - Payment Registers
  - Purchases (*None this month*)
  - Summary of Investments & Wire/ACH Transfers

**G. Human Resources Office**

1. Employment Recommendations

**H. Operations**

1. Macomb/Oakland Fuel Consortium Recommendation

**I. Other Matters**

1. Letter to Prosecutor
2. Board Policy & Operating Procedures

**J. Hearing of School District Patrons Follow-up**

**K. Board Member Comment**

**L. \*Adjournment**

**Keith Howell**  
SUPERINTENDENT

**Lisa E. Montpas**  
ASSISTANT SUPERINTENDENT  
FOR CURRICULUM AND INSTRUCTION

**Kimberly Rawski**  
DIRECTOR FOR  
SECONDARY EDUCATION

**Dr. Tony Sedick**  
INTERIM DIRECTOR FOR  
ELEMENTARY EDUCATION

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CLINTON TWP., MI 48036-1304  
586.783.6300  
586.783.6312 FAX  
[WWW.LC-PS.ORG](http://WWW.LC-PS.ORG)

Initiator: Lisa Montpas

Board Meeting: September 15, 2025

Agenda Item: Student Travel Requests

☐ Board Action Required

☒ Informational Material

☐ Other \_\_\_\_\_

☐ CONFIDENTIAL

### Background:

According to Board Policy Article VIII, Section 19 *Field Trips and Other District Sponsored Trips* "Board approval is required for field trips and other District-sponsored trips which are planned to take students out of the United States or overnight."

### Current Status:

The following student travel requests have been received for approval. These student travel trips are educational trips, aligned to curriculum, chaperoned and organized by School Personnel:

1. Student travel is requested for 22 L'Anse Creuse High School German students to travel to Germany, Switzerland, and Italy on March 27, 2027 and return on April 4, 2027 (dates are approximate – trip will be the week of spring break). This trip is for students to experience the language and culture in Europe. The trip is requested by Michael Bilen. There will be 2 staff; M. Bilen and E. Lesniak and 1 parent to chaperone the trip. Students and families are responsible for the cost.
2. Student travel is requested for 75 L'Anse Creuse Middle School North 8<sup>th</sup> grade students to travel to Washington, D.C. the week of May 4, 2025 for 3 days. The students will visit the Capitol, many historical locations and learn about American history. The trip is requested by Carrie Fajou. There will be 6 staff; C. Fajou, A. Krcek, K. Biernat, N. Garza, B. Salter, and S. Sherman and 12 parents to chaperone the trip. Students and families are responsible for the cost.
3. Student travel is requested for 11 members of the L'Anse Creuse Community Education Dance Team (ages 9 – 12) to travel to Orlando, Florida on January 28, 2026 and return on February 2, 2026. The dance team has been invited to compete in the National Competition at Walt Disney World. The trip is requested by Alyssa Duche. There will be 3 dance coaches; A. Duche, A. Pevac, and A. Brownlie and 25 parents to chaperone the trip. Students and families are responsible for the cost.
4. Student travel is requested for 29 members of the L'Anse Creuse Community Ed Dance Team (Elite & Mini Grades K – 5) to travel to Schaumburg, Illinois on January 2, 2026 and return on January 4, 2026. The dance team will be competing in the UDA Dance Challenge Competition. The trip is requested by Alyssa Duche. There will be 3 dance coaches; A. Duche, A. Brownlie, and A. Pevac and 29 parents to chaperone the trip. Students and families are responsible for the cost.

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5. Student travel is requested for approximately 5 Pankow 2<sup>nd</sup> Year Horticulture students to travel to East Lansing, Michigan on October 8, 2025 and return on October 9, 2025. The students who qualify will compete in the State Agriscience Teacher Leadership Contest. We expect to know the exact number of students who qualify by October 1st. The trip is requested by Holly Glomski. There will be 1 staff; H. Glomski to chaperone the trip. The cost of the trip for students will be covered by CTE funds.

**Future Direction (Notes or Comments):**

Administration recommends approval for the above student travel requests.

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Initiator: Dr. Tony Sedick

Board Meeting: September 15, 2025

Agenda Item: CKLA Pilot Materials Purchase

☒ Board Action Required

☐ Informational Material

☐ Other \_\_\_\_\_

☐ CONFIDENTIAL

### Background:

L'Anse Creuse Public Schools has been awarded \$850,511 from Michigan's Section 35m Grant—the 12th highest allocation statewide (out of 511 local and intermediate school districts that applied for the grant)—to implement [Core Knowledge Language Arts \(CKLA\)](#), a top-rated (by the Michigan Department of Education), Science of Reading–aligned, *comprehensive* K–5 ELA program. The funds, expiring September 2026, will support accelerated piloting in 2025–26 and full adoption by 2026–27. Over 24 teachers have already volunteered to pilot CKLA, with final selections balancing grade levels and buildings. Training and scheduling plans will follow, marking a major step in strengthening literacy instruction districtwide. This is an *amazing* opportunity for our school district!

The Section 35m grant is a biproduct of the Michigan K-12 Literacy and Dyslexia Law (PA 146), which was signed into law on October 10, 2024. The focus of this law is to improve reading outcomes for K-12 learners. The law outlines the features of Tier 1, class-wide reading instruction (consistent with a portion of the former Read by Grade 3 law). Within the law, there is new language that outlines Tier 1, curriculum resources, and instructional methods to teach decoding and word recognition using a “code-emphasis approach.” *Core Knowledge Language Arts (CKLA)* is aligned to this approach.

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### **Current Status:**

CKLA pilot kits only provide a portion of the year's content. Knowing that these grant funds will be utilized to purchase the full program across the district, we are providing our pilot teachers with the full year kit. This will result in savings for the district, which will allow us to maximize and stretch the 35m grant funds further in our multi-year implementation of this curricular resource.

### **Recommended Motion:**

The Curriculum Department is recommending the approval of \$90,746.00 in expenses to purchase full-year pilot materials for Amplify's Core Knowledge Language Arts (CKLA) curricular resource for K-5 reading and writing. The quote for this expense is attached. If approved, the 35m grant funds that have been awarded to L'Anse Creuse Public Schools will cover/reimburse this expense, when the funds are released to districts.

Administration will recommend the Board motion to approve this recommendation for making the CKLA program pilot materials purchase of \$90,746.00 at their Committee of the Whole meeting on September 15, 2025.

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## Price Quote

### Amplify

55 Washington Street, Suite 800  
Brooklyn, NY 11201  
Phone: (800) 823-1969  
Fax: (646) 403-4700

Quote #: Q-587086-1  
Date: 8/18/2025  
Expires On: 9/17/2025  
Delivery Service Level: Standard

### Customer Contact Information

Tony Sedick  
L'Anse Creuse School District  
586-747-4655  
sedican@lc-ps.org

### Amplify Contact Information

Heather Freeman  
Senior Account Executive  
hfreeman@amplify.com

### Grade K

PRODUCT	PRICE	QUANTITY FREE	QUANTITY CHARGE	TOTAL DISCOUNT	TOTAL PRICE
Amplify CKLA 3rd Ed GK Complete Teacher License Presidents/Seasons - 1yr (2025-2026)	\$200.00	4	0	\$800.00	\$0.00
Amplify CKLA 3rd Ed GK Complete Student License Presidents/Seasons - 1yr (2025-2026)	\$30.00	116	0	\$3,480.00	\$0.00
Amplify CKLA 3rd Ed GK Student Consumable Set Presidents/Seasons	\$32.00	0	116	\$0.00	\$3,712.00
Amplify CKLA 3rd Ed GK Complete Classroom Kit Presidents/Seasons	\$2,800.00	0	4	\$0.00	\$11,200.00
Amplify CKLA 3rd Ed GK Student Readers & Chaining Folder Set	\$48.00	0	20	\$0.00	\$960.00
TOTAL				\$4,280.00	\$15,872.00

### Grade 1

PRODUCT	PRICE	QUANTITY FREE	QUANTITY CHARGE	TOTAL DISCOUNT	TOTAL PRICE
Amplify CKLA 3rd Ed G1 Complete Teacher License Fairy Tales/Early Americas - 1yr (2025-2026)	\$200.00	4	0	\$800.00	\$0.00
Amplify CKLA 3rd Ed G1 Complete Student License Fairy Tales/Early Americas - 1yr (2025-2026)	\$30.00	116	0	\$3,480.00	\$0.00
Amplify CKLA 3rd Ed G1 Student Consumable Set Fairy Tales/Early Americas	\$32.00	0	116	\$0.00	\$3,712.00
Amplify CKLA 3rd Ed G1 Complete Classroom Kit Fairy Tales/Early Americas	\$2,450.00	0	4	\$0.00	\$9,800.00

PRODUCT	PRICE	QUANTITY FREE	QUANTITY CHARGE	TOTAL DISCOUNT	TOTAL PRICE
Amplify CKLA 3rd Ed G1 Student Reader Set	\$23.00	0	20	\$0.00	\$460.00
TOTAL				\$4,280.00	\$13,972.00

## Grade 2

PRODUCT	PRICE	QUANTITY FREE	QUANTITY CHARGE	TOTAL DISCOUNT	TOTAL PRICE
Amplify CKLA 3rd Ed G2 Complete Teacher License Immigration/Nutrition - 1yr (2025-2026)	\$200.00	4	0	\$800.00	\$0.00
Amplify CKLA 3rd Ed G2 Complete Student License Immigration/Nutrition - 1yr (2025-2026)	\$30.00	128	0	\$3,840.00	\$0.00
Amplify CKLA 3rd Ed G2 Student Consumable Set Immigration/Nutrition	\$32.00	0	128	\$0.00	\$4,096.00
Amplify CKLA 3rd Ed G2 Complete Classroom Kit Immigration/Nutrition	\$2,450.00	0	4	\$0.00	\$9,800.00
Amplify CKLA 3rd Ed G2 Student Reader Set	\$23.00	0	32	\$0.00	\$736.00
TOTAL				\$4,640.00	\$14,632.00

## Grade 3

PRODUCT	PRICE	QUANTITY FREE	QUANTITY CHARGE	TOTAL DISCOUNT	TOTAL PRICE
Amplify CKLA 3rd Ed G3 Complete Teacher License Charlotte's Web/Light & Sound - 1yr (2025-2026)	\$200.00	4	0	\$800.00	\$0.00
Amplify CKLA 3rd Ed G3 Complete Student License Charlotte's Web/Light & Sound - 1yr (2025-2026)	\$30.00	128	0	\$3,840.00	\$0.00
Amplify CKLA 3rd Ed G3 Student Consumable Set Charlotte's Web/Light and Sound	\$32.00	0	128	\$0.00	\$4,096.00
Amplify CKLA 3rd Ed G3 Complete Classroom Kit Charlotte's Web/Light & Sound	\$1,900.00	0	4	\$0.00	\$7,600.00
Amplify CKLA 3rd Ed G3 Student Readers Single Set Charlotte's Web/Light & Sound	\$38.00	0	32	\$0.00	\$1,216.00
TOTAL				\$4,640.00	\$12,912.00

## Grade 4

PRODUCT	PRICE	QUANTITY FREE	QUANTITY CHARGE	TOTAL DISCOUNT	TOTAL PRICE
Amplify CKLA 3rd Ed G4 Complete Teacher License Mixed-Up Files/Treasure Island - 1yr (2025-2026)	\$200.00	4	0	\$800.00	\$0.00
Amplify CKLA 3rd Ed G4 Complete Student License Mixed-Up Files/Treasure Island - 1yr (2025-2026)	\$30.00	140	0	\$4,200.00	\$0.00
Amplify CKLA 3rd Ed G4 Student Consumable Set Mixed-Up Files/Treasure Island	\$32.00	0	140	\$0.00	\$4,480.00

PRODUCT	PRICE	QUANTITY FREE	QUANTITY CHARGE	TOTAL DISCOUNT	TOTAL PRICE
Amplify CKLA 3rd Ed G4 Complete Classroom Kit Mixed-Up Files/Treasure Island	\$1,400.00	0	4	\$0.00	\$5,600.00
Amplify CKLA 3rd Ed G4 Student Readers Single Set Mixed-Up Files/Treasure Island	\$41.00	0	44	\$0.00	\$1,804.00
TOTAL				\$5,000.00	\$11,884.00

#### Grade 5

PRODUCT	PRICE	QUANTITY FREE	QUANTITY CHARGE	TOTAL DISCOUNT	TOTAL PRICE
Amplify CKLA 3rd Ed G5 Complete Teacher License Tollbooth/Renaissance - 1yr (2025-2026)	\$200.00	4	0	\$800.00	\$0.00
Amplify CKLA 3rd Ed G5 Complete Student License Tollbooth/Renaissance - 1yr (2025-2026)	\$30.00	140	0	\$4,200.00	\$0.00
Amplify CKLA 3rd Ed G5 Student Consumable Set Tollbooth/Renaissance	\$32.00	0	140	\$0.00	\$4,480.00
Amplify CKLA 3rd Ed G5 Complete Classroom Kit Tollbooth/Renaissance	\$1,400.00	0	4	\$0.00	\$5,600.00
Amplify CKLA 3rd Ed G5 Student Readers Single Set Tollbooth/Renaissance	\$38.00	0	44	\$0.00	\$1,672.00
TOTAL				\$5,000.00	\$11,752.00

#### S&H

SHIPPING AND HANDLING	DELIVERY SERVICE LEVEL	SHIPPING COST	TOTAL DISCOUNT	TOTAL PRICE
Amplify Shipping and Handling	Standard	\$9,722.88	\$0.00	\$9,722.88

TOTAL DISCOUNT	\$27,840.00
GRAND TOTAL	\$90,746.88

#### Scope and Duration

##### Payment Terms:

- This Price Quote (including all pricing and other terms) is valid through Quote Expiration Date stated above.
- Payment terms: net 30 days.
- Prices do not include sales tax, if applicable.
- Pricing terms in the Price Quote are based on the scope of purchase and other terms herein.
- The Federal Tax ID # for Amplify Education, Inc. is 13-4125483. A copy of Amplify's W-9 can be found at: <http://www.amplify.com/w-9.pdf>

##### License and Services Term:

- Licenses: 07/01/2025 until 06/30/2026.

- Services: 18 months from order date. Unless otherwise stated above, all training and other services purchased must be scheduled and delivered within such term or will be forfeited.

Special Terms:

- **FOR SHIPPED MATERIALS:**
  - Print materials and kits are non-returnable and non-refundable, except in the case of defective or missing materials reported by Customer within 60 days of receipt.
- **FOR SERVICES:**
  - Training and professional development sessions cancelled with less than one week notice will be deemed delivered.

### Quote Special Terms

**CKLA Dig Exp Included with Consumables**

Please note that the above pricing reflects the receipt of one Student Digital Experience License included with every purchase of a student print consumable set for CKLA products.

**Free-with-Order Digital Experience License**

Please note that the above pricing reflects the receipt of one Elementary Teacher Digital Experience License free-with-order in proportion to the purchase of 25 Student Digital Experiences Licenses per grade level in K-5.

### How to Order Our Products

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**Please include these three documents with your order:**

- Authorized purchase order or check
- A copy of your Price Quote
- A copy of your Tax-Exemption Certificate

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The information requested above is essential to ensure the smooth completion of your order with Amplify. Failure to submit documents will prevent your order from processing.

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that are subject to a good faith dispute of which Customer has notified Amplify in writing. Customer will be responsible for all state or local sales, use or gross receipts taxes, and federal excise taxes unless Customer provides a then-current tax exemption certificate in advance of the delivery, license, or performance of any Product, as applicable.

6. Shipments. Unless otherwise specified on the Quote, physical Products will be shipped FOB origin in the US (Incoterms 2010 EXW outside of the US) and are deemed accepted by Customer upon receipt. Upon acceptance of such Products, orders are non-refundable, non-returnable, and non-exchangeable, except in the case of defective or missing materials reported to Amplify by Customer within 60 days of receipt. In such case, Customer may not return Products without Amplify's written authorization.

7. Account Information. For subscription Products, the authentication of Authorized School Users is based in part upon information supplied by Customer or Authorized School Users, as applicable. Customer will and will cause its Authorized School Users to (a) provide accurate information to Amplify or a third-party service as applicable, and promptly report any changes to such information, (b) not share login credentials or otherwise allow others to use their account, (c) maintain the confidentiality and security of their account information, and (d) use the Products solely via such authorized accounts. Customer agrees to notify Amplify immediately of any unauthorized use of its or its Authorized School Users' accounts or related authentication information. Amplify will not be responsible for any losses arising out of the unauthorized use of accounts created by or for Customer and its Authorized School Users.

8. Confidentiality. Customer acknowledges that, in connection with this Agreement, Amplify has provided or will provide to Customer and its Authorized School Users certain sensitive or proprietary information, including software, source code, assessment instruments, research, designs, methods, processes, customer lists, training materials, product documentation, know-how, or trade secrets, in whatever form ("Confidential Information"). Customer agrees (a) not to use Confidential Information for any purpose other than use of the Products in accordance with this Agreement and (b) to take all steps reasonably necessary to maintain and protect the Confidential Information of Amplify in strict confidence. Confidential Information shall not include information that, as evidenced by Customer's contemporaneous written records: (i) is or becomes publicly available through no fault of Customer; (ii) is rightfully known to Customer prior to the time of its disclosure; (iii) has been independently developed by Customer without any use of the Confidential Information; or (iv) is subsequently learned from a third party not under any confidentiality obligation.

9. Student Data. The parties acknowledge and agree that in the course of providing the Products to the Customer, Amplify may collect, receive, or generate information that directly relates to an identifiable current or former student of Customer ("Student Data"). Student Data may include personal information from a student's "educational records," as defined by the Family Educational Rights and Privacy Act of 1974 ("FERPA"). Student Data is owned and controlled by the Customer and Amplify receives Student Data as a "school official" under Section 99.31 of FERPA for the purpose of providing the Products hereunder. Individually and collectively, Amplify and Customer agree to uphold our obligations, as applicable, under FERPA, the Children's Online Privacy Protection Act ("COPPA"), the Protection of Pupil Rights Amendment ("PPRA"), and applicable state laws relating to student data privacy. Amplify's [Privacy Policy](https://amplify.com/customer-privacy) at [amplify.com/customer-privacy](https://amplify.com/customer-privacy) ("Privacy Policy") will govern collection, use, and disclosure of Student Data collected or stored on behalf of Customer under this Agreement. Customer is responsible for providing notice and obtaining appropriate consents under applicable laws to authorize Authorized School Users' use of the Products, including making a copy of the [Privacy Policy](https://amplify.com/customer-privacy) available to the parents or guardians of users who are under the age of 13. In addition, Amplify has entered into the Data Privacy Agreements listed at [amplify.com/privacy-security](https://amplify.com/privacy-security) aligned with state and national templates to facilitate compliance with applicable state laws and help expedite Customer's student data privacy documentation process.

10. Customer Materials and Requirements. Customer represents, warrants, and covenants that it has all the necessary rights, including consents and IP Rights, in connection with any data, information, content, and other materials provided to or collected by Amplify on behalf of Customer or its Authorized School Users using the Products or otherwise in connection with this Agreement ("Customer Materials"), and that Amplify has the right to use such Customer Materials as contemplated hereunder or for any other purposes required by Customer. Customer is solely responsible for the accuracy, integrity, completeness, quality, legality, and safety of such Customer Materials. Customer is responsible for meeting hardware, software, telecommunications, and other requirements listed at [amplify.com/customer-requirements](https://amplify.com/customer-requirements).

11. Warranty Disclaimer. PRODUCTS ARE PROVIDED "AS IS" AND WITHOUT WARRANTY OF ANY KIND BY AMPLIFY. AMPLIFY EXPRESSLY DISCLAIMS ALL WARRANTIES, EXPRESS OR IMPLIED, INCLUDING ANY WARRANTY AS TO TITLE, NON-INFRINGEMENT, MERCHANTABILITY, OR FITNESS FOR A PARTICULAR PURPOSE OR USE. CUSTOMER ASSUMES RESPONSIBILITY FOR SELECTING THE PRODUCTS TO ACHIEVE CUSTOMER'S INTENDED RESULTS AND FOR THE ACCESS AND USE OF THE PRODUCTS, INCLUDING THE RESULTS OBTAINED FROM THE PRODUCTS. WITHOUT LIMITING THE FOREGOING, AMPLIFY MAKES NO WARRANTY THAT THE PRODUCTS WILL BE ERROR-FREE OR FREE FROM INTERRUPTIONS OR OTHER FAILURES OR WILL MEET CUSTOMER'S REQUIREMENTS. AMPLIFY IS NEITHER RESPONSIBLE NOR LIABLE FOR ANY THIRD-PARTY CONTENT OR SOFTWARE INCLUDED IN PRODUCTS, INCLUDING THE ACCURACY, INTEGRITY, COMPLETENESS, QUALITY, LEGALITY, USEFULNESS, OR SAFETY OF, OR IP RIGHTS RELATING TO, SUCH



THIRD-PARTY CONTENT AND SOFTWARE. ANY ACCESS TO OR USE OF SUCH THIRD-PARTY CONTENT AND SOFTWARE MAY BE SUBJECT TO THE TERMS AND CONDITIONS AND INFORMATION COLLECTION, USAGE, AND DISCLOSURE PRACTICES OF THIRD PARTIES.

12. **Limitation of Liability.** IN NO EVENT WILL AMPLIFY BE LIABLE TO CUSTOMER OR TO ANY AUTHORIZED USER FOR ANY INCIDENTAL, SPECIAL, CONSEQUENTIAL, PUNITIVE, RELIANCE, OR COVER DAMAGES, DAMAGES FOR LOST PROFITS, LOST DATA OR LOST BUSINESS, OR ANY OTHER INDIRECT DAMAGES, EVEN IF AMPLIFY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. TO THE EXTENT PERMITTED BY APPLICABLE LAW, AMPLIFY'S ENTIRE LIABILITY TO CUSTOMER OR ANY AUTHORIZED USER ARISING OUT OF PERFORMANCE OR NONPERFORMANCE BY AMPLIFY OR IN ANY WAY RELATED TO THE SUBJECT MATTER OF THIS AGREEMENT, REGARDLESS OF WHETHER THE CLAIM FOR SUCH DAMAGES IS BASED IN CONTRACT, TORT, STRICT LIABILITY, OR OTHERWISE, MAY NOT EXCEED THE AGGREGATE OF CUSTOMER'S OR ANY AUTHORIZED USER'S DIRECT DAMAGES UP TO THE FEES PAID BY CUSTOMER TO AMPLIFY FOR THE AFFECTED PORTION OF THE PRODUCTS IN THE PRIOR 12-MONTH PERIOD. UNDER NO CIRCUMSTANCES WILL AMPLIFY BE LIABLE FOR ANY CONSEQUENCES OF ANY UNAUTHORIZED USE OF THE PRODUCTS THAT VIOLATES THIS AGREEMENT OR ANY APPLICABLE LAW OR REGULATION.

13. **Term/Termination.** This Agreement will be in effect for the Term and may be renewed or extended by mutual agreement of the parties. Without prejudice to any rights either party may have under this Agreement, in law, equity, or otherwise, a party will have the right to terminate this Agreement if the other party (or in the case of Amplify, an Authorized School User) materially breaches any term, provision, warranty, or representation under this Agreement and fails to correct the breach within 30 days of its receipt of written notice thereof. Upon termination, Customer will: (a) cease using the Products, (b) return, purge, or destroy (as directed by Amplify) all copies of any Products and, if so requested, certify to Amplify in writing that such surrender or destruction has occurred, (c) pay any fees due and owing hereunder, and (d) not be entitled to a refund of any fees previously paid, unless otherwise specified in the Quote. Customer will be responsible for the cost of any continued use of the Products following termination. Upon termination, Amplify will return or destroy any Student Data provided to Amplify hereunder. Notwithstanding the foregoing, nothing will require Amplify to return or destroy any data that does not include Student Data, including de-identified information or data that is derived from access to Student Data but which does not contain Student Data. Sections 3–14 will survive the termination of this Agreement.

14. **Miscellaneous.** This Agreement, including all addenda, attachments, and the Quote, as applicable, constitutes the entire agreement between the parties relating to the subject matter hereof. The provisions of this Agreement will supersede any conflicting terms and conditions in any Customer purchase order, other correspondence or verbal communication, and will supersede and cancel all prior agreements, written or oral, between the parties relating to the subject matter hereof. This Agreement may not be modified except in writing signed by both parties. All defined terms in this Agreement will apply to their singular and plural forms, as applicable. The word "including" means "including without limitation." This Agreement will be governed by and construed and enforced in accordance with the laws of the U.S., state of New York, without giving effect to the choice of law rules thereof. This Agreement will be binding upon and inure to the benefit of the parties and their respective successors and assigns. The parties expressly understand and agree that their relationship is that of independent contractors. Nothing in this Agreement will constitute one party as an employee, agent, joint venture partner, or servant of another. Each party is solely responsible for all of its employees and agents and its labor costs and expenses arising in connection herewith. Neither this Agreement nor any of the rights, interests or obligations hereunder may be assigned or delegated by Customer or any Authorized School User without the prior written consent of Amplify. If one or more of the provisions contained in this Agreement will for any reason be held to be unenforceable at law, such provisions will be construed by the appropriate judicial body to limit or reduce such provision or provisions so as to be enforceable to the maximum extent compatible with applicable law. Amplify will have no liability to Customer or to third parties for any failure or delay in performing any obligation under this Agreement due to circumstances beyond its reasonable control, including acts of God or nature, fire, earthquake, flood, epidemic, pandemic, strikes, labor stoppages or slowdowns, civil disturbances or terrorism, national or regional emergencies, supply shortages or delays, action by any governmental authority, or interruptions in power, communications, satellites, the Internet, or any other network. Each party represents and warrants that it has all necessary right, power, and authority to enter into this Agreement and to comply with the obligations hereunder.

We are delighted to work with you and we thank you for your order!





**Keith Howell**  
SUPERINTENDENT

**BUSINESS OFFICE**

**Kathy Konon, CPA**  
ASSISTANT SUPERINTENDENT FOR  
BUSINESS AND OPERATIONS

**Beth Disbrow**  
DIRECTOR FOR FINANCE

24076 F.V. PANKOW BLVD.  
CLINTON TWP., MI 48036-1304  
586.783.6300  
586.783.6312 FAX  
[WWW.LC-PS.ORG](http://WWW.LC-PS.ORG)

Initiator: Kathy Konon, CPA

Board Meeting: September 15, 2025

Agenda Item: Budget Report & Quarterly Budget Update

☐ Board Action Required ☐ CONFIDENTIAL  
☒ Informational Material  
☐ Other \_\_\_\_\_

**Background:**

The monthly budget report provides the Board with an overview of expenditures by fund for the 2025–2026 fiscal year. It includes the original total budgeted expenditures, actual month-to-date expenditures, year-to-date encumbrances, and the remaining balance in each category as of the current month. In addition, the report compares the Board-approved original budget to the actual revenues and expenditures recorded month-to-date. A Comparative Statement is also provided quarterly, to present financial data of district revenues and expenditures by comparing actual spending to the current year's Board approved budget and the prior fiscal year's expenditures for the same quarter.

**Current Status:**

During July of each year, there are timing adjustments made during the audit that affect both the prior year and current year amounts on the budget report as of July 31<sup>st</sup>; therefore, no budget report is included. An updated budget report will be available as of August 31<sup>st</sup> in the October consent agenda. Our next Quarterly Budget Update will cover the period ending September 30, 2025 and will be available in November consent agenda.

**Future Direction (Notes or Comments)/Recommended Motion:**

This is a component item of the consent agenda and Administration is presenting for informational purposes only.

KK/jh

**BOARD OF EDUCATION**

**Adam Lipski**  
PRESIDENT

**Al Doss**  
VICE PRESIDENT

**Sharon Ross**  
SECRETARY

**John Da Via**  
TREASURER

**Jeffrey Cyprus**  
TRUSTEE

**Sandra Hernden**  
TRUSTEE

**Shane Sellers**  
TRUSTEE

**Keith Howell**  
SUPERINTENDENT

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CLINTON Twp., MI 48036-1304  
586.783.6300  
586.783.6312 FAX

Initiator: Kathy Konon, CPA

Board Meeting: September 15, 2025

Agenda Item: Payment Registers

☐ Board Action Required

☐ CONFIDENTIAL

☒ Informational Material

☐ Other \_\_\_\_\_

**Background:**

The Payment Register and Purchase Card Report for all funds are presented to the Board of Education each month for review as part of the Consent Agenda. Each check run for the month is summarized and totaled by fund, providing a clear financial overview.

**Current Status:**

The Payment Register for all funds are presented as of July 31, 2025, as follows:

- July 08, 2025
- July 09, 2025
- July 15, 2025
- July 16, 2025
- July 22, 2025
- July 23, 2025
- July 28, 2025
- Purchase Card Reports for June 2025 (reviewed)

**Future Direction (Notes or Comments)/Recommended Motion:**

This report is a component item of the consent agenda and Administration will recommend that the Board motion to approve the Payment Registers at their next regular Board Meeting.

KK/jh

**BOARD OF EDUCATION**

**Adam Lipski**  
PRESIDENT

**Al Doss**  
VICE PRESIDENT

**Sharon Ross**  
SECRETARY

**John Da Via**  
TREASURER

**Jeffrey Cyprus**  
TRUSTEE

**Sandra Hernden**  
TRUSTEE

**Shane Sellers**  
TRUSTEE

CHECK REGISTER

DATE: July 8, 2025

CHECKS	<u>85845 - 85857</u>	GENERAL FUND		Actual Total
			Fund 11 \$ 216,155.41	
			Fund 12 \$ 6,175.00	
			Fund 14	
			Fund 15	
			Fund 24	
			Fund 26	
			Fund 27	
			Fund 37	
			Fund 39	
				GF Total \$ 222,330.41
CHECKS	<u></u>	CAFETERIA FUND		
			Fund 25	
		STUDENT/SCHOOL ACTIVITY FUNDS		
			Fund 29	
		SCHOLARSHIP FUND		
			FUND 62	IF/CF Total \$ -
CHECKS	<u></u>	BLDG & SITE 2025 Series 1		
			Fund 41	B41 Total \$ -
				Total \$ <u>222,330.41</u>

CHECK NUMBER	CHECK DATE	ASN	VEND #	VENDOR NAME	INVOICE NO	PO #	DESCRIPTION	AMOUNT
11 GENERAL FUND								
85845	7/08/25	109723	17481	ADN ADMINISTRATORS INC	27802-PB2		ADM FEE - DENTAL	533.31
85845	7/08/25	109723	17481	ADN ADMINISTRATORS INC	28339		REPLENISHMENT AS OF 7/1/25	4,891.32
							*COMPUTER CHECK TOTAL*	5,424.63
85847	7/08/25	104680	15126	DELTA NETWORK SERVICES	7689	280023	FORTINET - UNIFIED THREAT	61,231.50
							*COMPUTER CHECK TOTAL*	61,231.50
85848	7/08/25	108682	9908	LINDNER TECHNOLOGY GROUP,	250701-LCPS	280153	SOFTWARE MAINTENANCE FOR	6,933.35
85848	7/08/25	108682	9908	LINDNER TECHNOLOGY GROUP,	250701-LCPS	280153	SOFTWARE MAINTENANCE FOR	2,317.00
							*COMPUTER CHECK TOTAL*	9,250.35
85849	7/08/25	104082	15599	LOGISOFT COMPUTER PRODUCT	124592	280150	ADOBE VIPCC ALL APPS	327.60
85849	7/08/25	102764	15599	LOGISOFT COMPUTER PRODUCT	125329	280150	ADOBE VIP Enterprise CC	1,175.00
85849	7/08/25	108164	15599	LOGISOFT COMPUTER PRODUCT	125329	280150	ADOBE VIP ENTERPRISE CC	1,175.00
85849	7/08/25	104682	15599	LOGISOFT COMPUTER PRODUCT	125487	280150	VMware vSphere Foundation	19,261.44
85849	7/08/25	104682	15599	LOGISOFT COMPUTER PRODUCT	86246	280150	VEEAM BACKUP&REPLICATION	2,167.53
							*COMPUTER CHECK TOTAL*	24,106.57
85850	7/08/25	109720	17337	MADISON NATIONAL LIFE INS	16559		JULY 25 LIFE	3,019.91
85850	7/08/25	109721	17337	MADISON NATIONAL LIFE INS	16559		JULY 25 LTD	3,692.53
							*COMPUTER CHECK TOTAL*	6,712.44
85851	7/08/25	103778	17766	MAPLE PRESS PRINTING & DE	158609	280241	Green Time Sheets	415.00
							*COMPUTER CHECK TOTAL*	415.00
85852	7/08/25	109559	9182	METROPOLITAN DETROIT BURE	2025M044	273491	Membership Fee FY 2025-26	3,814.00
							*COMPUTER CHECK TOTAL*	3,814.00
85853	7/08/25	104680	16175	PARK PLACE TECHNOLOGIES L	PUSA10090184309	280162	MAINTENANCE SERVICE	12,149.52
							*COMPUTER CHECK TOTAL*	12,149.52
85854	7/08/25	104682	18127	POWERSCHOOL GROUP LLC	INV455442	280232	SCHOOL MESSENGER RENEWAL	15,099.84
85854	7/08/25	104682	18127	POWERSCHOOL GROUP LLC	INV455442	280232	SCHOOL MESSENGER SECURE	4,725.12
							*COMPUTER CHECK TOTAL*	19,824.96
85855	7/08/25	104182	18116	RED ROVER TECHNOLOGIES	INV13329	280084	Hiring/ Absence Managemen	24,300.00
85855	7/08/25	103782	18116	RED ROVER TECHNOLOGIES	INV13329	280084	Time Tracking	20,000.00
							*COMPUTER CHECK TOTAL*	44,300.00
85856	7/08/25	104682	12074	RIGHT RESPONSE LLC	SS250605	280164	SCHOOL STREAM ELECTRONIC	5,283.00
							*COMPUTER CHECK TOTAL*	5,283.00
85857	7/08/25	104682	17405	SERGEANT LABORATORIES, IN	051225-63A	280226	ONE-YEAR ARISTOTLEK12	23,643.44
							*COMPUTER CHECK TOTAL*	23,643.44

\*TOTAL 11 GENERAL FUND

COMPUTER CHECKS	12	\$216,155.41
MANUAL CHECKS		
TOTAL CHECKS	12	\$216,155.41

\*\*\* VOID SUMMARY \*\*\*

7/08/25 9.44.02  
L'ANSE CREUSE PUBLIC SCHOOLS

HISTORY CHECK REGISTER - BY FUND  
FROM 7/08/25 TO 7/08/25

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CHECK CHECK  
NUMBER DATE ASN VEND # VENDOR NAME INVOICE NO PO # DESCRIPTION AMOUNT

11 GENERAL FUND

COMPUTER VOID CHECKS \*NON-PAYMENT\*  
VOID CHECKS - COMPUTER  
VOID CHECKS - MANUAL  
TOTAL VOID CHECKS

TOTAL NET CHECKS 12 \$216,155.41

REPLACEMENT CHECKS

7/08/25 9.44.02  
L'ANSE CREUSE PUBLIC SCHOOLS

Sharon L. Boss  
(84) 7/19/25

HISTORY CHECK REGISTER - BY FUND  
FROM 7/08/25 TO 7/08/25

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CHECK NUMBER	CHECK DATE	ASN	VEND #	VENDOR NAME	INVOICE NO	PO #	DESCRIPTION	AMOUNT
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12 ATHLETIC FUND

85846	7/08/25	537045	6161	COLORADO TIME SYSTEMS, LLC	2019330-IN	280139	SWIM TOUCHPADS & SHIPPING	2,628.00
85846	7/08/25	537045G	6161	COLORADO TIME SYSTEMS, LLC	2019330-IN	280139	SWIM TOUCHPADS & SHIPPING	2,517.00
85846	7/08/25	537044	6161	COLORADO TIME SYSTEMS, LLC	2019330-IN	280139	SWIM TOUCHPADS & SHIPPING	1,030.00
*COMPUTER CHECK TOTAL*								6,175.00

\*TOTAL 12 ATHLETIC FUND

COMPUTER CHECKS	1	\$6,175.00
MANUAL CHECKS		
TOTAL CHECKS	1	\$6,175.00

\*\*\* VOID SUMMARY \*\*\*  
COMPUTER VOID CHECKS \*NON-PAYMENT\*  
VOID CHECKS - COMPUTER  
VOID CHECKS - MANUAL  
TOTAL VOID CHECKS

TOTAL NET CHECKS	1	\$6,175.00
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REPLACEMENT CHECKS

## CHECK REGISTER

DATE: July 9, 2025

CHECKS	<u>85858 -85884</u>	GENERAL FUND			Actual Total
			Fund 11	\$ 93,968.32	
			Fund 12		
			Fund 14		
			Fund 15	\$ 8,524.39	
			Fund 24		
			Fund 26	\$ 1,832.00	
			Fund 27		
			Fund 37		
			Fund 39		
					GF Total \$ 104,324.71
CHECKS	<u>85885 - 85889</u>	CAFETERIA FUND			
			Fund 25	\$ 24,586.00	
		STUDENT/SCHOOL ACTIVITY FUNDS			
			Fund 29	\$ 16,612.94	
		SCHOLARSHIP FUND			
			FUND 62		IF/CF Total \$ 41,198.94
CHECKS	<u>41032</u>	BLDG & SITE 2025 Series 1			
			Fund 41	59.00	B41 Total \$ <u>59.00</u>
					Total \$ <u>145,582.65</u>



CHECK NUMBER	CHECK DATE	ASN	VEND #	VENDOR NAME	INVOICE NO	PO #	DESCRIPTION	AMOUNT
11 GENERAL FUND								
85858	7/09/25	108535G	10176	AMSOIL INC.	23739691 RI	273677	SYNTHETIC 5W40 DIESEL OIL *COMPUTER CHECK TOTAL*	8,871.39 8,871.39
85859	7/09/25	108564	55130	BUCKS OIL CO INC	61790	273685	USED OIL FILTERS *COMPUTER CHECK TOTAL*	50.00 50.00
85860	7/09/25	108640	12681	CARNEGIE LEARNING, INC.	1037026	280249	German High School and *COMPUTER CHECK TOTAL*	17,692.45 17,692.45
85861	7/09/25	108544	9948	CINTAS CORPORATION	5277354405	273674	MISC FIRST AID SUPPLIES *COMPUTER CHECK TOTAL*	64.45 64.45
85862	7/09/25	109375	5834	CLARK HILL PLC	1580346	273697	Isssance Compliance Polic	312.00
85862	7/09/25	109075	5834	CLARK HILL PLC	1580346	273697	Bus Damage *COMPUTER CHECK TOTAL*	268.00 580.00
85863	7/09/25	104177	1204	COLLINS & BLAHA, P.C.	APRIL 2025	273692	HR-NEGOTIATING EXPENSE	5,253.00
85863	7/09/25	109575	1204	COLLINS & BLAHA, P.C.	APRIL 2025	273692	SUPERINTENDENT LEGAL	340.00
85863	7/09/25	109375	1204	COLLINS & BLAHA, P.C.	APRIL 2025	273692	Edoff ORS Appeal	1,785.00
85863	7/09/25	109375	1204	COLLINS & BLAHA, P.C.	DECEMBER 2024	273692	LEGAL FEES - BOE	301.75
85863	7/09/25	109575	1204	COLLINS & BLAHA, P.C.	DECEMBER 2024	273692	LEGAL FEES - SUPT. OFFICE *COMPUTER CHECK TOTAL*	905.25 8,585.00
85864	7/09/25	108564	14186	C3 BUSINESS COMMUNICATION	16412	273688	RADIO REPAIR *COMPUTER CHECK TOTAL*	245.00 245.00
85866	7/09/25	108522D	17325	GEN OIL COMPANY	396473622	270568	2024/2025 DIESEL FUEL *COMPUTER CHECK TOTAL*	20,491.63 20,491.63
85867	7/09/25	104683	17855	GOPHERMODS, LLC	7108	273695	Chromebook Repairs Jun 25 *COMPUTER CHECK TOTAL*	1,419.00 1,419.00
85868	7/09/25	108523	258700	LESLIE TIRE	2191581	273676	11R225 RET TIRES *COMPUTER CHECK TOTAL*	4,279.80 4,279.80
85870	7/09/25	000286	8644	MACOMB COUNTY TREASURER		273704	Resident Tax Refund *COMPUTER CHECK TOTAL*	1,963.83 1,963.83
85872	7/09/25	108535	17338	MIDWEST TRANSIT EQUIPMENT	X105026276-01	273686	FUEL FILTER W/HEAT *COMPUTER CHECK TOTAL*	698.73 698.73
85875	7/09/25	103764	15863	RICOH USA	5071628036	273707	District Copies	6,681.33
85875	7/09/25	103764	15863	RICOH USA	5071628369	273707	District Copies *COMPUTER CHECK TOTAL*	198.39 6,879.72
85876	7/09/25	100896	451350	SEHI COMPUTER PRODUCTS, I	JUNE 2025 TONER	273693	Pellerin June 25 Toner	189.15
85876	7/09/25	105096	451350	SEHI COMPUTER PRODUCTS, I	JUNE 2025 TONER	273693	SpEd June 25 Toner	86.18
85876	7/09/25	107642	451350	SEHI COMPUTER PRODUCTS, I	JUNE 2025 TONER	273693	Pankow June Toner	74.77
85876	7/09/25	102296	451350	SEHI COMPUTER PRODUCTS, I	JUNE 2025 TONER	273693	Carkenord June 25 Toner	86.04
85876	7/09/25	106096	451350	SEHI COMPUTER PRODUCTS, I	JUNE 2025 TONER	273693	MSC June 25 Toner	131.58
85876	7/09/25	107596	451350	SEHI COMPUTER PRODUCTS, I	JUNE 2025 TONER	273693	LCBS June 25 Toner	184.19

7/09/25 11.02.25  
LANSE CREUSE PUBLIC SCHOOLS

HISTORY CHECK REGISTER - BY FUND  
FROM 7/09/25 TO 7/09/25

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CHECK CHECK  
NUMBER DATE ASN VEND # VENDOR NAME INVOICE NO PO # DESCRIPTION AMOUNT

11 GENERAL FUND

85876	7/09/25	103896	451350	SEHI COMPUTER PRODUCTS, I	JUNE 2025 TONER	273693	JJC June 25 Toner	435.83
85876	7/09/25	100696	451350	SEHI COMPUTER PRODUCTS, I	JUNE 2025 TONER	273693	ATW June 25 Toner	86.04
85876	7/09/25	105696	451350	SEHI COMPUTER PRODUCTS, I	JUNE 2025 TONER	273693	MSN June 25 Toner	89.72
							*COMPUTER CHECK TOTAL*	1,363.50
85877	7/09/25	108535	1179	SHELBY GENERATOR, LLC	32676	273672	STARTERS	1,103.42
							*COMPUTER CHECK TOTAL*	1,103.42
85878	7/09/25	104243	17207	SHRED-IT, C/O STERICYCLE,	8011280475	280276	Shred it small box	83.16
85878	7/09/25	106043	17207	SHRED-IT, C/O STERICYCLE,	8011280475	280276	Shred it Small Box	35.64
85878	7/09/25	103764	17207	SHRED-IT, C/O STERICYCLE,	8011280475	280276	DISTRICT SHREDDING	770.66
85878	7/09/25	107544	17207	SHRED-IT, C/O STERICYCLE,	8011335148	280276	Extra Boxes	96.00
85878	7/09/25	101543	17207	SHRED-IT, C/O STERICYCLE,	8011335148	280276	Extra Boxes	47.52
85878	7/09/25	106544	17207	SHRED-IT, C/O STERICYCLE,	8011335148	280276	Extra Boxes	47.52
85878	7/09/25	103764	17207	SHRED-IT, C/O STERICYCLE,	8011335148	280276	DISTRICT SHREDDING	473.74
							*COMPUTER CHECK TOTAL*	1,554.24
85879	7/09/25	102164	17397	SRB CLEANING SERVICES, LL	651	272996	deep clean of culinary -	3,200.00
							*COMPUTER CHECK TOTAL*	3,200.00
85880	7/09/25	103495	12293	STAFFORD-SMITH, INC.	5080268	272239	counters-LCN school store	6,156.00
85880	7/09/25	104964	12293	STAFFORD-SMITH, INC.	5080269	272239	fabric cutting table	1,628.00
85880	7/09/25	104964	12293	STAFFORD-SMITH, INC.	5080269	272239	installation	950.00
							*COMPUTER CHECK TOTAL*	8,734.00
85881	7/09/25	108535	13650	TRACTION-HEAVY DUTY PARTS	1401P175747	273673	SERPENTINE BELTS	135.27
							*COMPUTER CHECK TOTAL*	135.27
85882	7/09/25	104663	16029	TRIPLE R CONSULTANTS	3085	273703	Appeal & support for ECF	2,400.00
							*COMPUTER CHECK TOTAL*	2,400.00
85883	7/09/25	108535	516300	UNITY SCHOOL BUS PARTS	0613873-IN	273687	THOMAS, HI-BACK SEAT	656.89
							*COMPUTER CHECK TOTAL*	656.89
85884	7/09/25	109376	17129	YEO & YEO PC	617629	273708	Annual Audit ending	3,000.00
							*COMPUTER CHECK TOTAL*	3,000.00

\*TOTAL 11 GENERAL FUND

COMPUTER CHECKS	22	\$93,968.32
MANUAL CHECKS		
TOTAL CHECKS	22	\$93,968.32

\*\*\* VOID SUMMARY \*\*\*  
COMPUTER VOID CHECKS \*NON-PAYMENT\*  
VOID CHECKS - COMPUTER  
VOID CHECKS - MANUAL  
TOTAL VOID CHECKS

TOTAL NET CHECKS	22	\$93,968.32
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REPLACEMENT CHECKS

7/09/25 11.02.25  
L'ANSE CREUSE PUBLIC SCHOOLS

HISTORY CHECK REGISTER - BY FUND  
FROM 7/09/25 TO 7/09/25

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CHECK CHECK  
NUMBER DATE ASN VEND # VENDOR NAME INVOICE NO PO # DESCRIPTION AMOUNT

15 FEDERAL GRANTS

85865	7/09/25	158643	18374	FORTE'	89071495	273271	TechProtectus Shockproof *COMPUTER CHECK TOTAL*	754.20 754.20
85869	7/09/25	147542	16712	MACOMB COUNTY JUVENILE JU	2024/25-1.6	273661	MCJJC Title 1D-INCENTIVES	1,073.90
85869	7/09/25	147542	16712	MACOMB COUNTY JUVENILE JU	2024/25-3.6	273661	MCJJC Title 1D-PHYSICAL	21.76
85869	7/09/25	147542M	16712	MACOMB COUNTY JUVENILE JU	2024/25-7.6	273661	MCJJC Title 1D-MUSIC	499.32
85869	7/09/25	147542	16712	MACOMB COUNTY JUVENILE JU	2024/25-8.6	273661	MCJJC Title 1D-EDUCATIONA	750.82
85869	7/09/25	147542	16712	MACOMB COUNTY JUVENILE JU	2024/25-9.6	273661	MCJJC Title 1D-LIFE *COMPUTER CHECK TOTAL*	768.52 3,114.32
85873	7/09/25	147542T	358500	NEW READERS PRESS	33583	273541	MCJJC TITLE 1D - TEACHING *COMPUTER CHECK TOTAL*	2,120.37 2,120.37
85874	7/09/25	147542M	404510	PRO-ED, INC.	3091885	273620	MCJJC TITLE 1D- TEACHING	1,215.50
85874	7/09/25	147542T	404510	PRO-ED, INC.	3091888	273620	MCJJC TITLE 1D- TEACHING *COMPUTER CHECK TOTAL*	1,320.00 2,535.50

\*TOTAL 15 FEDERAL GRANTS

COMPUTER CHECKS	4	\$8,524.39
MANUAL CHECKS		
TOTAL CHECKS	4	\$8,524.39

\*\*\* VOID SUMMARY \*\*\*  
COMPUTER VOID CHECKS \*NON-PAYMENT\*  
VOID CHECKS - COMPUTER  
VOID CHECKS - MANUAL  
TOTAL VOID CHECKS

TOTAL NET CHECKS	4	\$8,524.39
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REPLACEMENT CHECKS



7/09/25 11.02.25  
L'ANSE CREUSE PUBLIC SCHOOLS

HISTORY CHECK REGISTER - BY FUND  
FROM 7/09/25 TO 7/09/25

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CHECK CHECK  
NUMBER DATE ASN VEND # VENDOR NAME INVOICE NO PO # DESCRIPTION AMOUNT

25 CAFETERIA

85888	7/09/25	516665	12293	STAFFORD-SMITH, INC.	5080550	273359	CONVECTION OVEN MSE	9,641.00
85888	7/09/25	517765	12293	STAFFORD-SMITH, INC.	5080550	273359	HEATED CABINET AT HSN	10,564.00
85888	7/09/25	517565	12293	STAFFORD-SMITH, INC.	5080550	273359	UNDERCOUNTER REFRIGERATOR	3,286.00
85888	7/09/25	517565	12293	STAFFORD-SMITH, INC.	5080550	273359	FREIGHT & INSTALLATION	3,075.00
85888	7/09/25	517565	12293	STAFFORD-SMITH, INC.	5080550	273359	ENERGY STAR REBATES	1,980.00-
*COMPUTER CHECK TOTAL*								24,586.00

\*TOTAL 25 CAFETERIA

COMPUTER CHECKS	1	\$24,586.00
MANUAL CHECKS		
TOTAL CHECKS	1	\$24,586.00

\*\*\* VOID SUMMARY \*\*\*  
COMPUTER VOID CHECKS  
VOID CHECKS - COMPUTER  
VOID CHECKS - MANUAL  
TOTAL VOID CHECKS

\*NON-PAYMENT\*

TOTAL NET CHECKS	1	\$24,586.00
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REPLACEMENT CHECKS

7/09/25 11.02.25  
LANSE CREUSE PUBLIC SCHOOLS

*Sharon G. Ross*  
*SR 7/19/25*

HISTORY CHECK REGISTER - BY FUND  
FROM 7/09/25 TO 7/09/25

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CHECK NUMBER	CHECK DATE	ASN	VEND #	VENDOR NAME	INVOICE NO	PO #	DESCRIPTION	AMOUNT
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26 COMMUNITY EDUCATION FUND

85871	7/09/25	100964	15442	MAD SCIENCE OF DETROIT	5567	280155	Mad Digging Dino camp	1,832.00
							*COMPUTER CHECK TOTAL*	1,832.00

\*TOTAL 26 COMMUNITY EDUCATION FUND

COMPUTER CHECKS	1	\$1,832.00
MANUAL CHECKS		
TOTAL CHECKS	1	\$1,832.00

\*\*\* VOID SUMMARY \*\*\*  
COMPUTER VOID CHECKS  
VOID CHECKS - COMPUTER  
VOID CHECKS - MANUAL  
TOTAL VOID CHECKS

\*NON-PAYMENT\*

TOTAL NET CHECKS	1	\$1,832.00
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REPLACEMENT CHECKS

7/09/25 11.02.25  
L'ANSE CREUSE PUBLIC SCHOOLS

Sharon J. Boon  
(8r) 7/19/25

HISTORY CHECK REGISTER - BY FUND  
FROM 7/09/25 TO 7/09/25

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CHECK NUMBER	CHECK DATE	ASN	VEND #	VENDOR NAME	INVOICE NO	PO #	DESCRIPTION	AMOUNT
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29 STUDENT/SCHOOL ACTIVITY FUNDS

85885	7/09/25	707705	18407	CAMP KESEM NATIONAL	CAMP KESEM DONA	273595	DONATION-MSU CHAPTER *COMPUTER CHECK TOTAL*	10,269.26 10,269.26
85886	7/09/25	707569	16647	COLLEGE BOARD	P2411558321	273605	P2411558321 PSAT TESTING *COMPUTER CHECK TOTAL*	2,533.68 2,533.68
85887	7/09/25	703704	17855	GOPHERMODS, LLC	7108	273696	Chromebook Repairs Jun 25 *COMPUTER CHECK TOTAL*	810.00 810.00
85889	7/09/25	707729	2407	WESTERN MICHIGAN UNIVERSI	617935265	273602	KARIM TCHAKOUTE-SCHOLARSH *COMPUTER CHECK TOTAL*	3,000.00 3,000.00

\*TOTAL 29 STUDENT/SCHOOL ACTIVITY FUNDS

COMPUTER CHECKS	4	\$16,612.94
MANUAL CHECKS		
TOTAL CHECKS	4	\$16,612.94

\*\*\* VOID SUMMARY \*\*\*  
COMPUTER VOID CHECKS  
VOID CHECKS - COMPUTER  
VOID CHECKS - MANUAL  
TOTAL VOID CHECKS

\*NON-PAYMENT\*

TOTAL NET CHECKS	4	\$16,612.94
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REPLACEMENT CHECKS

7/09/25 11.02.25  
L'ANSE CREUSE PUBLIC SCHOOLS

Sharon L. Ross  
(SLR) 7/10/25

HISTORY CHECK REGISTER - BY FUND  
FROM 7/09/25 TO 7/09/25

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CHECK NUMBER	CHECK DATE	ASN	VEND #	VENDOR NAME	INVOICE NO	PO #	DESCRIPTION	AMOUNT
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41 2025 SCHOOL BOND FUND SERIES 1

41032	7/09/25	419540	5834	CLARK HILL PLC	1580346	273706	Bond Policy	59.00
							*COMPUTER CHECK TOTAL*	59.00

\*TOTAL 41 2025 SCHOOL BOND FUND SERIES 1

COMPUTER CHECKS	1	\$59.00
MANUAL CHECKS		
TOTAL CHECKS	1	\$59.00

\*\*\* VOID SUMMARY \*\*\*

COMPUTER VOID CHECKS		
VOID CHECKS - COMPUTER		
VOID CHECKS - MANUAL		
TOTAL VOID CHECKS		

\*NON-PAYMENT\*

TOTAL NET CHECKS	1	\$59.00
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REPLACEMENT CHECKS

## CHECK REGISTER

DATE: July 22, 2025

CHECKS	<u>85895 - 85918</u>	GENERAL FUND			Actual Total
			Fund 11	\$ 228,572.65	
			Fund 12		
			Fund 14		
			Fund 15	\$ 12,882.00	
			Fund 24		
			Fund 26	\$ 12,006.85	
			Fund 27	\$ 50.19	
			Fund 37	\$ 24,124.00	
			Fund 39		
					GF Total \$ 277,635.69
CHECKS	<u>85919 - 85931</u>	CAFETERIA FUND			
			Fund 25	\$ 2,603.48	
		STUDENT/SCHOOL ACTIVITY FUNDS			
			Fund 29	\$ 34,223.76	
		SCHOLARSHIP FUND			
			FUND 62		IF/CF Total \$ 36,827.24
CHECKS	<u>41033 - 41034</u>	BLDG & SITE 2025 Series 1			
			Fund 41	29,606.90	B41 Total \$ <u>29,606.90</u>
					<b>Total \$ <u>344,069.83</u></b>



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CHECK NUMBER	CHECK DATE	ASN	VEND #	VENDOR NAME	INVOICE NO	PO #	DESCRIPTION	AMOUNT
11 GENERAL FUND								
85895	7/22/25	109723	17481	ADN ADMINISTRATORS INC	29136-PB2		ADM FEE- DENTAL	6.24
							*COMPUTER CHECK TOTAL*	6.24
85896	7/22/25	104095E	20800	APPLE INC.	JULY 2025	270222	IPAD LEASE JULY 2025 PYMT	133,781.80
							*COMPUTER CHECK TOTAL*	133,781.80
85897	7/22/25	109362	71400	CHARTER TOWNSHIP OF HARRI	062725	280278	Operating 25 Summer Taxes	13,991.92
85897	7/22/25	109362	71400	CHARTER TOWNSHIP OF HARRI	062725	280278	25 Summer Tax Oper MCC	5,066.04
85897	7/22/25	109362	71400	CHARTER TOWNSHIP OF HARRI	062725	280278	25 Summer Tax Oper MISD	5,066.04
							*COMPUTER CHECK TOTAL*	24,124.00
85898	7/22/25	103163	17281	COGNIA INC	00187489	280304	MEMBERSHIP PELLERIN CTR	1,400.00
85898	7/22/25	103163	17281	COGNIA INC	00187489	280304	MEMBERSHIP LCHS	1,400.00
85898	7/22/25	103163	17281	COGNIA INC	00187489	280304	MEMBERSHIP LCHS-N	1,400.00
							*COMPUTER CHECK TOTAL*	4,200.00
85899	7/22/25	109064X	17947	CONTROL SOLUTIONS, INC	21433CW	280171	HVAC Programming	342.50
85899	7/22/25	109064X	17947	CONTROL SOLUTIONS, INC	21480CW	280171	HVAC Programming	1,592.50
							*COMPUTER CHECK TOTAL*	1,935.00
85900	7/22/25	109072	117825	DOWNRIVER REFRIGERATION S	2078115	280172	Refridge.Heating/Cooling	192.50
85900	7/22/25	109072	117825	DOWNRIVER REFRIGERATION S	2079133	280172	Refridge.Heating/Cooling	476.44
							*COMPUTER CHECK TOTAL*	668.94
85901	7/22/25	109064F	9125	CERTASITE, LLC	12743626	280168	Extinguisher/Suppression	567.20
85901	7/22/25	109064F	9125	CERTASITE, LLC	12743659	280168	Extinguisher/Suppression	1,168.82
							*COMPUTER CHECK TOTAL*	1,736.02
85902	7/22/25	109082	18384	FACILITIES MANAGEMENT EXP	40111	280246	Core Maintenance Mgmt	7,050.00
85902	7/22/25	109082	18384	FACILITIES MANAGEMENT EXP	40111	280246	Software Sales w/discount	750.00
85902	7/22/25	104682	18384	FACILITIES MANAGEMENT EXP	40111	280246	Technology Request/Reserv	3,666.00
85902	7/22/25	104682	18384	FACILITIES MANAGEMENT EXP	40111	280246	Software Sales w/discount	500.00
85902	7/22/25	103782	18384	FACILITIES MANAGEMENT EXP	40111	280246	Schedule Request/Reserv	6,486.00
85902	7/22/25	103782	18384	FACILITIES MANAGEMENT EXP	40111	280246	Software Sales w/discount	750.00
							*COMPUTER CHECK TOTAL*	19,202.00
85903	7/22/25	104581	15936	IMPERIAL DADE	90093576-03	280207	Custodial Supplies TW	2.96
85903	7/22/25	103381	15936	IMPERIAL DADE	90096235-01	280207	Custodial Supplies Lobbb.	14.17
85903	7/22/25	106681	15936	IMPERIAL DADE	90096236-01	280207	Custodial Supplies MSE	57.41
85903	7/22/25	104281	15936	IMPERIAL DADE	90097424-01	280207	Custodial Supplies SR	328.14
85903	7/22/25	107581	15936	IMPERIAL DADE	90098251-00	280207	Custodial Supplies HS	85.66
85903	7/22/25	101881	15936	IMPERIAL DADE	90098777-00	280207	Custodial Supplies Green	43.64
85903	7/22/25	102281	15936	IMPERIAL DADE	90099151-00	280207	Custodial Supplies Cark.	1,272.93
85903	7/22/25	107781	15936	IMPERIAL DADE	90099159-00	280207	Custodial Supplies HSN	614.36
85903	7/22/25	101881	15936	IMPERIAL DADE	90099161-00	280207	Custodial Supplies Green	1,425.36
85903	7/22/25	103381	15936	IMPERIAL DADE	90099167-00	280207	Custodial Supplies Lobbb.	66.93
85903	7/22/25	109581	15936	IMPERIAL DADE	90099168-00	280207	Custodial Supplies	169.37
85903	7/22/25	109581	15936	IMPERIAL DADE	90099169-00	280207	Custodial Supplies	544.06
							*COMPUTER CHECK TOTAL*	4,624.99
85905	7/22/25	107556X	5103	MACOMB COUNTY	AR25000770 HS	280182	HS SRO Monthly Salary	6,176.50

CHECK NUMBER	CHECK DATE	ASN	VEND #	VENDOR NAME	INVOICE NO	PO #	DESCRIPTION	AMOUNT
11 GENERAL FUND								
85905	7/22/25	107756X	5103	MACOMB COUNTY	AR25000770 HSN	280182	HSN SRO MONTHLY SALARY *COMPUTER CHECK TOTAL*	6,176.50 12,353.00
85906	7/22/25	109720	17337	MADISON NATIONAL LIFE INS	16559		AUG 25 LIFE	3,040.62
85906	7/22/25	109721	17337	MADISON NATIONAL LIFE INS	16559		AUG 25 LTD *COMPUTER CHECK TOTAL*	4,342.94 7,383.56
85907	7/22/25	103163	18078	MAKE MATH MOMENTS, INC	1449	280302	DISTRICT IMPROVEMENT *COMPUTER CHECK TOTAL*	4,995.00 4,995.00
85908	7/22/25	104159	10642	MSBO/MICHIGAN SCHOOL BUSI	CASH-24545	280293	MSBO MEMBERSHIP RENEWAL	150.00
85908	7/22/25	104159	10642	MSBO/MICHIGAN SCHOOL BUSI	CASH-27983	280293	MSBO DUES *COMPUTER CHECK TOTAL*	65.00 215.00
85909	7/22/25	109064X	354500	NATIONAL TIME & SIGNAL CO	164035	280186	Maintenance Charges	1,124.20
85909	7/22/25	109064X	354500	NATIONAL TIME & SIGNAL CO	164097	280186	Maintenance Charges	875.47
85909	7/22/25	109064X	354500	NATIONAL TIME & SIGNAL CO	164098	280186	Maintenance Charges *COMPUTER CHECK TOTAL*	262.13 2,261.80
85910	7/22/25	104682	12074	RIGHT RESPONSE LLC	SS250703	280250	Account Sync Deployment	598.00
85910	7/22/25	104682	12074	RIGHT RESPONSE LLC	SS250703	280250	Account Sync Annual Sub *COMPUTER CHECK TOTAL*	1,390.00 1,988.00
85913	7/22/25	109064	17989	WOLVERINE POWER SYSTEMS	0294818-IN	280198	Generator Repairs	739.80
85913	7/22/25	109064	17989	WOLVERINE POWER SYSTEMS	0294819-IN	280198	Generator Repairs *COMPUTER CHECK TOTAL*	263.00 1,002.80
85914	7/22/25	102982	18425	XELLO, INC	INV47622	280288	Data Integrations Service *COMPUTER CHECK TOTAL*	1,800.00 1,800.00
85915	7/22/25	104164	17994	GALLAGHER BENEFIT SERVICE	346339	280290	Consulting Services *COMPUTER CHECK TOTAL*	6,000.00 6,000.00
85916	7/22/25	109072	561100	YOUNG SUPPLY COMPANY	16243205-00	280199	Heating & Cooling Supply *COMPUTER CHECK TOTAL*	44.50 44.50
85918	7/22/25	000295	18428	JOELLE WRIGHT TERRY	REFUND		SUMMER SCHOOL REFUND *COMPUTER CHECK TOTAL*	250.00 250.00

\*TOTAL 11 GENERAL FUND

COMPUTER CHECKS	20	\$228,572.65
MANUAL CHECKS		
TOTAL CHECKS	20	\$228,572.65

\*\*\* VOID SUMMARY \*\*\*  
COMPUTER VOID CHECKS \*NON-PAYMENT\*  
VOID CHECKS - COMPUTER  
VOID CHECKS - MANUAL  
TOTAL VOID CHECKS

TOTAL NET CHECKS	20	\$228,572.65
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7/22/25 10.59.41  
L'ANSE CREUSE PUBLIC SCHOOLS

HISTORY CHECK REGISTER - BY FUND  
FROM 7/16/25 TO 7/22/25

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*Sam Bell* 7-24-25

CHECK NUMBER	CHECK DATE	ASN	VEND #	VENDOR NAME	INVOICE NO	PO #	DESCRIPTION	AMOUNT
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11	GENERAL FUND							

REPLACEMENT CHECKS

7/22/25 10.59.41  
L'ANSE CREUSE PUBLIC SCHOOLS

HISTORY CHECK REGISTER - BY FUND  
FROM 7/16/25 TO 7/22/25

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*SPM* *Seelen* 7-24-25

CHECK NUMBER	CHECK DATE	ASN	VEND #	VENDOR NAME	INVOICE NO	PO #	DESCRIPTION	AMOUNT
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15 FEDERAL GRANTS

85904	7/22/25	143864	7235	KAGAN	K141819	280143	PROFESSIONAL DEVELOPMENT	11,208.00
85904	7/22/25	143864	7235	KAGAN	700165	280143	BONUS MATERIALS	1,674.00
*COMPUTER CHECK TOTAL*								12,882.00

\*TOTAL 15 FEDERAL GRANTS

COMPUTER CHECKS	1	\$12,882.00
MANUAL CHECKS		
TOTAL CHECKS	1	\$12,882.00

\*\*\* VOID SUMMARY \*\*\*  
COMPUTER VOID CHECKS \*NON-PAYMENT\*  
VOID CHECKS - COMPUTER  
VOID CHECKS - MANUAL  
TOTAL VOID CHECKS

TOTAL NET CHECKS	1	\$12,882.00
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REPLACEMENT CHECKS

*[Signature]*  
7-24-25

7/22/25 10.59.41  
L'ANSE CREUSE PUBLIC SCHOOLS

HISTORY CHECK REGISTER - BY FUND  
FROM 7/16/25 TO 7/22/25

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*John Jelle* 7-24-25  
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CHECK NUMBER	CHECK DATE	ASN	VEND #	VENDOR NAME	INVOICE NO	PO #	DESCRIPTION	AMOUNT
25 CAFETERIA								
85921	7/22/25	519022M	18144	BERKSHIRE DAIRY DISTRIBUT	JUNE 2025	280240	MILK CARKENORD SUMMER *COMPUTER CHECK TOTAL*	244.63 244.63
85923	7/22/25	510465	2006	HUBERT COMPANY	257734	280291	MOBILE BRK CART	1,700.00
85923	7/22/25	510465	2006	HUBERT COMPANY	257734	280291	BREAKFAST BASKET FOR CART	108.00
85923	7/22/25	510465	2006	HUBERT COMPANY	257734	280291	MAGNETIC VINYL SIGN	99.00
85923	7/22/25	510465	2006	HUBERT COMPANY	257734	280291	SHIPPING *COMPUTER CHECK TOTAL*	175.00 2,082.00
85928	7/22/25	510175	18422	LAURA AZZOPARDI	REFUND	280244	REFUND FOR LUNCH ACCT *COMPUTER CHECK TOTAL*	16.05 16.05
85929	7/22/25	510175	18424	ANNA MILS	REFUND	280279	REFUND OF LUNCH ACCOUNT *COMPUTER CHECK TOTAL*	24.95 24.95
85930	7/22/25	510175	18423	KAREN RESK	REFUND	280245	REFUND OF LUNCH ACCOUNT *COMPUTER CHECK TOTAL*	38.80 38.80
85931	7/22/25	510175	18421	RENEE SCAPINI	REFUND	280243	REFUND OF LUNCH ACCOUNTS *COMPUTER CHECK TOTAL*	197.05 197.05

\*TOTAL 25 CAFETERIA

COMPUTER CHECKS	6	\$2,603.48
MANUAL CHECKS		
TOTAL CHECKS	6	\$2,603.48

\*\*\* VOID SUMMARY \*\*\*  
COMPUTER VOID CHECKS \*NON-PAYMENT\*  
VOID CHECKS - COMPUTER  
VOID CHECKS - MANUAL  
TOTAL VOID CHECKS

TOTAL NET CHECKS	6	\$2,603.48
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REPLACEMENT CHECKS

*John Jelle* 7-24-25



7/22/25 10.59.41  
L'ANSE CREUSE PUBLIC SCHOOLS

HISTORY CHECK REGISTER - BY FUND  
FROM 7/16/25 TO 7/22/25

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CHECK NUMBER	CHECK DATE	ASN	VEND #	VENDOR NAME	INVOICE NO	PO #	DESCRIPTION	AMOUNT
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26 COMMUNITY EDUCATION FUND

85911	7/22/25	100950	14978	THE SCREEN PRINT DEPT., I	362761	280305	Camp shirts for 3 teams *COMPUTER CHECK TOTAL*	2,028.85 2,028.85
85912	7/22/25	100950	18390	UNIVERSAL DANCE ASSOC.	REG-0011454854	280334	MS Camp balance	4,301.00
85912	7/22/25	100950	18390	UNIVERSAL DANCE ASSOC.	REG-0011454855	280334	Elite Camp balance *COMPUTER CHECK TOTAL*	5,083.00 9,384.00
85917	7/22/25	100950	18419	CHARISE KUNKLE	0001	280261	Lawn signs for LC/DT *COMPUTER CHECK TOTAL*	594.00 594.00

\*TOTAL 26 COMMUNITY EDUCATION FUND

COMPUTER CHECKS	3	\$12,006.85
MANUAL CHECKS		
TOTAL CHECKS	3	\$12,006.85

\*\*\* VOID SUMMARY \*\*\*  
COMPUTER VOID CHECKS  
VOID CHECKS - COMPUTER  
VOID CHECKS - MANUAL  
TOTAL VOID CHECKS

\*NON-PAYMENT\*

TOTAL NET CHECKS	3	\$12,006.85
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REPLACEMENT CHECKS

*[Handwritten signature]*  
7-24-25

7/22/25 10.59.41  
L'ANSE CREUSE PUBLIC SCHOOLS

HISTORY CHECK REGISTER - BY FUND  
FROM 7/16/25 TO 7/22/25

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CHECK NUMBER	CHECK DATE	ASN	VEND #	VENDOR NAME	INVOICE NO	PO #	DESCRIPTION	AMOUNT
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27 PRESCHOOL FUND

85903*	7/22/25	550381	15936	IMPERIAL DADE	90099160-00	280210	Custodial Supplies Burdi	50.19
							*COMPUTER CHECK TOTAL*	50.19

\*TOTAL 27 PRESCHOOL FUND

COMPUTER CHECKS	1	\$50.19
MANUAL CHECKS		
TOTAL CHECKS	1	\$50.19

\*\*\* VOID SUMMARY \*\*\*  
COMPUTER VOID CHECKS  
VOID CHECKS - COMPUTER  
VOID CHECKS - MANUAL  
TOTAL VOID CHECKS

\*NON-PAYMENT\*

TOTAL NET CHECKS	1	\$50.19
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REPLACEMENT CHECKS

\*=CHECK ALSO EXISTS IN A PRIOR FUND



Please See General Fund

*[Signature]*  
7-24-25

7/22/25 10.59.41  
L'ANSE CREUSE PUBLIC SCHOOLS

HISTORY CHECK REGISTER - BY FUND  
FROM 7/16/25 TO 7/22/25

DETAIL

*Shane Boer* 7-24-25  
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CHECK NUMBER	CHECK DATE	ASN	VEND #	VENDOR NAME	INVOICE NO	PO #	DESCRIPTION	AMOUNT
29 STUDENT/SCHOOL ACTIVITY FUNDS								
85894	7/16/25	707526	18427	STATE OF MI CHARITABLE GA			LICENSE FOR RAFFLE	50.00
							*COMPUTER CHECK TOTAL*	50.00
85919	7/22/25	703704	20800	APPLE INC.	JA48073848	280231	CREDIT MEMO JA48073848	190.00-
85919	7/22/25	703704	20800	APPLE INC.	MB82283726	280231	20 W USB-C Adapter	2,204.00
85919	7/22/25	703704	20800	APPLE INC.	MB82283726	280231	USB-C Lightning Cable	1,976.00
							*COMPUTER CHECK TOTAL*	3,990.00
85920	7/22/25	707750	18142	ATS PRINTING	497962	280299	APPAREL-STUDENT COUNCIL	518.76
							*COMPUTER CHECK TOTAL*	518.76
85922	7/22/25	707738	9348	CHAMPION CHEERLEADING	10330	280256	cheer camp Varsity	11,854.00
85922	7/22/25	707738	9348	CHAMPION CHEERLEADING	10354	280256	jv cheer camp	10,421.00
							*COMPUTER CHECK TOTAL*	22,275.00
85924	7/22/25	707729	3451	MICHIGAN TECHNOLOGICAL UN	M47554502	280296	MICHAEL HEADLEY-MACLEAN SCHLRP	3,000.00
							*COMPUTER CHECK TOTAL*	3,000.00
85925	7/22/25	707743	18418	MIDWEST ATHLETICS, LLC	1681	280255	G Basketball summer camp	1,190.00
							*COMPUTER CHECK TOTAL*	1,190.00
85926	7/22/25	707729	3946	PURDUE UNIVERSITY	0035865245	280294	CONNOR CLAYTON-SCHOLARSHIP	3,000.00
							*COMPUTER CHECK TOTAL*	3,000.00
85927	7/22/25	707743	18416	REGINA HIGH SCHOOL	2025105	280254	summer basketball League	250.00
							*COMPUTER CHECK TOTAL*	250.00

\*TOTAL 29 STUDENT/SCHOOL ACTIVITY FUNDS

COMPUTER CHECKS	8	\$34,273.76
MANUAL CHECKS		
TOTAL CHECKS	8	\$34,273.76
*** VOID SUMMARY ***		
COMPUTER VOID CHECKS		*NON-PAYMENT*
VOID CHECKS - COMPUTER		
VOID CHECKS - MANUAL		
TOTAL VOID CHECKS		
TOTAL NET CHECKS	8	\$34,273.76

REPLACEMENT CHECKS

*Shane Boer* 7-24-25



7/22/25 10.59.41  
L'ANSE CREUSE PUBLIC SCHOOLS

HISTORY CHECK REGISTER - BY FUND  
FROM 7/16/25 TO 7/22/25

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CHECK NUMBER	CHECK DATE	ASN	VEND #	VENDOR NAME	INVOICE NO	PO #	DESCRIPTION	AMOUNT
37 2015 REFUNDER- DEBT RETIREMENT								
85897*	7/22/25	370820	71400	CHARTER TOWNSHIP OF HARRI	062725	280278	Debt 2025 Summer Taxes	13,991.92
85897	7/22/25	370820	71400	CHARTER TOWNSHIP OF HARRI	062725	280278	25 Summer Tax Debt MCC	5,066.04
85897	7/22/25	370820	71400	CHARTER TOWNSHIP OF HARRI	062725	280278	25 Summer Tax Debt MISD	5,066.04
*COMPUTER CHECK TOTAL*								24,124.00

\*TOTAL 37 2015 REFUNDER- DEBT RETIREMENT

COMPUTER CHECKS	1	\$24,124.00
MANUAL CHECKS		
TOTAL CHECKS	1	\$24,124.00

\*\*\* VOID SUMMARY \*\*\*  
COMPUTER VOID CHECKS \*NON-PAYMENT\*  
VOID CHECKS - COMPUTER  
VOID CHECKS - MANUAL  
TOTAL VOID CHECKS

TOTAL NET CHECKS	1	\$24,124.00
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\*=CHECK ALSO EXISTS IN A PRIOR FUND

REPLACEMENT CHECKS



Please See General Fund

*[Handwritten signature]*  
7-24-25

7/22/25 10.59.41  
L'ANSE CREUSE PUBLIC SCHOOLS

HISTORY CHECK REGISTER - BY FUND  
FROM 7/16/25 TO 7/22/25

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*Shirley Seelers* 7-24-25

CHECK NUMBER	CHECK DATE	ASN	VEND #	VENDOR NAME	INVOICE NO	PO #	DESCRIPTION	AMOUNT
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41	2025	SCHOOL BOND FUND SERIES 1						
41033	7/22/25	414741	15936	IMPERIAL DADE	90097160-00	273743	Floor Scrubber for Yacks	10,081.90
							*COMPUTER CHECK TOTAL*	10,081.90
41034	7/22/25	4195510	18210	RISK PROGRAM ADMINISTRATO	5667870	273748	Builders Risk Insurance	19,525.00
							*COMPUTER CHECK TOTAL*	19,525.00

\*TOTAL 41 2025 SCHOOL BOND FUND SERIES 1

COMPUTER CHECKS	2	\$29,606.90
MANUAL CHECKS		
TOTAL CHECKS	2	\$29,606.90

\*\*\* VOID SUMMARY \*\*\*  
COMPUTER VOID CHECKS \*NON-PAYMENT\*  
VOID CHECKS - COMPUTER  
VOID CHECKS - MANUAL  
TOTAL VOID CHECKS

TOTAL NET CHECKS	2	\$29,606.90
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REPLACEMENT CHECKS

*[Signature]*  
7-24-25

## CHECK REGISTER

DATE: July 23, 2025

CHECKS	<u>85932 -85973</u>	GENERAL FUND		Actual Total
		Fund 11	\$ 104,319.15	
		Fund 12	\$ 1,675.00	
		Fund 14		
		Fund 15		
		Fund 24		
		Fund 26	\$ 784.50	
		Fund 27	\$ 3,819.85	
		Fund 37		
		Fund 39		
				GF Total \$ 110,598.50
CHECKS	<u>85974 - 85978</u>	CAFETERIA FUND		
		Fund 25	\$ 5,025.76	
		STUDENT/SCHOOL ACTIVITY FUNDS		
		Fund 29	\$ 1,597.76	
		SCHOLARSHIP FUND		
		FUND 62		IF/CF Total \$ 6,623.52
CHECKS	<u>41035 - 41042</u>	BLDG & SITE 2025 Series 1		
		Fund 41	3,673,098.49	B41 Total \$ <u>3,673,098.49</u>
				Total \$ <u>3,790,320.51</u>

CHECK NUMBER	CHECK DATE	ASN	VEND #	VENDOR NAME	INVOICE NO	PO #	DESCRIPTION	AMOUNT
11 GENERAL FUND								
85932	7/23/25	109067	4355	AERO FILTER INC	1229240	273735	Filters for Higgins	640.80
85932	7/23/25	109067	4355	AERO FILTER INC	1229825	273735	Filters for Yacks	350.64
85932	7/23/25	109067	4355	AERO FILTER INC	1229859	273735	Filters for Graham	382.56
							*COMPUTER CHECK TOTAL*	1,374.00
85933	7/23/25	109064	17365	ARCH ENVIRONMENTAL GROUP,	2506124	273710	Stormwater Consulting	2,989.43
							*COMPUTER CHECK TOTAL*	2,989.43
85934	7/23/25	109067	739	CHET'S RENT-ALL	15199A-4	273732	Mower Rental	1,591.98
							*COMPUTER CHECK TOTAL*	1,591.98
85935	7/23/25	103775	5834	CLARK HILL PLC	1592070	273753	Legal Fees	1,139.00
85935	7/23/25	109375	5834	CLARK HILL PLC	1592292	273753	LEGAL FEES	67.00
85935	7/23/25	103775	5834	CLARK HILL PLC	1592292	273753	LEGAL FEES	100.50
							*COMPUTER CHECK TOTAL*	1,306.50
85936	7/23/25	109375	1204	COLLINS & BLAHA, P.C.	MAY 2025	280292	BOE Legal fees	2,070.19
85936	7/23/25	104177	1204	COLLINS & BLAHA, P.C.	MAY 2025	280292	HR Negt. May	2,851.16
85936	7/23/25	104175	1204	COLLINS & BLAHA, P.C.	MAY 2025	280292	HR Legal fees may	3,156.17
85936	7/23/25	109575	1204	COLLINS & BLAHA, P.C.	MAY 2025	280292	Superintendent Legal	951.48
							*COMPUTER CHECK TOTAL*	9,029.00
85937	7/23/25	109064	18255	CONSTRUCTION REPAIRS INC	1130	273729	Clean Up at Brender	920.85
							*COMPUTER CHECK TOTAL*	920.85
85938	7/23/25	109064X	17947	CONTROL SOLUTIONS, INC	21332CW	273712	SR OAT Sensor Issues	290.00
85938	7/23/25	109064X	17947	CONTROL SOLUTIONS, INC	21350CW	273712	Band room Unit Issues	1,737.50
85938	7/23/25	109064X	17947	CONTROL SOLUTIONS, INC	21364CW	273712	AC-2 Controller Replace.	3,827.34
							*COMPUTER CHECK TOTAL*	5,854.84
85939	7/23/25	109095	16490	DEERE & COMPANY	11108003	273414	JD X350 Tractors with	5,792.19
85939	7/23/25	109095	16490	DEERE & COMPANY	11108003	273414	JD X350 TRACTOR	5,792.19
							*COMPUTER CHECK TOTAL*	11,584.38
85940	7/23/25	109067	117825	DOWNRIVER REFRIGERATION S	2073933	273736	CO2 Refill	42.18
85940	7/23/25	109067	117825	DOWNRIVER REFRIGERATION S	2074097	273736	Coil for MSE	514.97
85940	7/23/25	109067	117825	DOWNRIVER REFRIGERATION S	2074143	273736	V-Belts for HS	41.84
85940	7/23/25	109067	117825	DOWNRIVER REFRIGERATION S	2074217	273736	V-Belts for Higgins	84.58
85940	7/23/25	109067	117825	DOWNRIVER REFRIGERATION S	2074414	273736	V-Belts for Higgins	86.00
85940	7/23/25	109067	117825	DOWNRIVER REFRIGERATION S	2074517	273736	Disconnect Switch MSN	292.56
85940	7/23/25	109067	117825	DOWNRIVER REFRIGERATION S	2075440	273736	Refrigerant for Pankow	325.00
85940	7/23/25	109067	117825	DOWNRIVER REFRIGERATION S	2075830	273736	Parts for Repairs at MSS	34.57
85940	7/23/25	109067	117825	DOWNRIVER REFRIGERATION S	2076049	273736	Gauge for MSN	36.66
85940	7/23/25	109067	117825	DOWNRIVER REFRIGERATION S	2076052	273736	Parts for Repairs MSN	878.02
85940	7/23/25	109067	117825	DOWNRIVER REFRIGERATION S	2076819	273736	V-Belts for HSN	118.88
							*COMPUTER CHECK TOTAL*	2,455.26
85942	7/23/25	109064F	9125	CERTASITE, LLC	12738665	273711	Fire Extinguisher Inspec.	733.84
85942	7/23/25	109064F	9125	CERTASITE, LLC	12738725	273711	Fire Extinguisher Inspec	1,225.25
85942	7/23/25	109064F	9125	CERTASITE, LLC	12739232	273711	Fire Extinguisher Inspec.	1,704.87
85942	7/23/25	109064F	9125	CERTASITE, LLC	12739256	273711	Fire Extinguisher Inspec	1,606.91

*Shan Secker* 7-24-25

CHECK NUMBER	CHECK DATE	ASN	VEND #	VENDOR NAME	INVOICE NO	PO #	DESCRIPTION	AMOUNT
11 GENERAL FUND								
85942	7/23/25	109064F	9125	CERTASITE, LLC	12740573	273711	Fire Extinguisher Inspec.	403.00
85942	7/23/25	109064F	9125	CERTASITE, LLC	12740616	273711	Fire Extinguisher Inspec.	2,163.78
85942	7/23/25	109064F	9125	CERTASITE, LLC	12742965	273711	Fire Extinguisher Inspec.	773.36
							*COMPUTER CHECK TOTAL*	8,611.01
85943	7/23/25	109064	155900	FJF DOOR SALES COMPANY, I	188790	273728	Repair Garage Door at SR	150.00
							*COMPUTER CHECK TOTAL*	150.00
85944	7/23/25	109064	17471	FRESH-AIRE MECHANICAL, INC	37921	273713	Replaced Blower Motor	2,925.00
85944	7/23/25	109064	17471	FRESH-AIRE MECHANICAL, INC	37949	273713	Service at Burdi	205.00
							*COMPUTER CHECK TOTAL*	3,130.00
85945	7/23/25	109067	9347	GREAT LAKES SECURITY HARD	0000076505	273737	Mortise Lock & Latch	328.00
							*COMPUTER CHECK TOTAL*	328.00
85946	7/23/25	109064	17937	GCC	25-17379F	273731	My-EOP App Annual Renewal	3,000.00
							*COMPUTER CHECK TOTAL*	3,000.00
85947	7/23/25	102281	15936	IMPERIAL DADE	JUNE 2025 MULTI	273721	Custodial Supplies Cark	8.48
85947	7/23/25	102281	15936	IMPERIAL DADE	JUNE 2025 MULTI	273721	Custodial Supplies Green	355.98
85947	7/23/25	102281	15936	IMPERIAL DADE	JUNE 2025 MULTI	273721	Custodial Supplies SR	214.14
85947	7/23/25	102281	15936	IMPERIAL DADE	JUNE 2025 MULTI	273721	Custodial Supplies SR	44.30
85947	7/23/25	102281	15936	IMPERIAL DADE	JUNE 2025 MULTI	273721	Custodial Supplies SR	62.54
85947	7/23/25	102281	15936	IMPERIAL DADE	JUNE 2025 MULTI	273721	Custodial Supplies SR	134.68
85947	7/23/25	101881	15936	IMPERIAL DADE	JUNE 2025 MULTI	273721	Custodial Supplies Green	58.80
85947	7/23/25	104581	15936	IMPERIAL DADE	JUNE 2025 MULTI	273721	Custodial Supplies TW	111.19
85947	7/23/25	106081	15936	IMPERIAL DADE	JUNE 2025 MULTI	273721	Custodial Supplies MSC	972.36
85947	7/23/25	109083	15936	IMPERIAL DADE	JUNE 2025 MULTI	273721	Custodial Supplies Repair	478.06
85947	7/23/25	109083	15936	IMPERIAL DADE	JUNE 2025 MULTI	273721	Custodial Supplies Repair	95.00
85947	7/23/25	109083	15936	IMPERIAL DADE	JUNE 2025 MULTI	273721	Custodial Supplies HSN	995.90
85947	7/23/25	109083	15936	IMPERIAL DADE	JUNE 2025 MULTI	273721	Custodial Supplies HSN	87.44
							*COMPUTER CHECK TOTAL*	3,618.87
85948	7/23/25	109069	10863	INTEGRITY TESTING AND SAF	47380	273727	DOT Testing for Grounds	70.50
							*COMPUTER CHECK TOTAL*	70.50
85949	7/23/25	109067	233554	K/E ELECTRIC SUPPLY CORP	I 525631	273738	GE- Control for Green	1,226.79
85949	7/23/25	109067	233554	K/E ELECTRIC SUPPLY CORP	I 526147	273738	Fuses for MSN	198.34
85949	7/23/25	109067	233554	K/E ELECTRIC SUPPLY CORP	I 526148	273738	Fuses for MSN	236.50
							*COMPUTER CHECK TOTAL*	1,661.63
85950	7/23/25	108044	242418	KONICA MINOLTA BUSINESS S	9010499174	280286	copier maintenance	11.41
							*COMPUTER CHECK TOTAL*	11.41
85951	7/23/25	109067	16398	KUCHENMEISTER LIGHTING AN	8839	273739	Bulbs for Atwood	243.00
85951	7/23/25	109067	16398	KUCHENMEISTER LIGHTING AN	8841	273739	Bulbs for Graham	333.00
85951	7/23/25	109067	16398	KUCHENMEISTER LIGHTING AN	8842	273739	Bulbs for Atwood	1,151.40
85951	7/23/25	109067	16398	KUCHENMEISTER LIGHTING AN	8845	273739	Bulbs for MSE	227.40
85951	7/23/25	109067	16398	KUCHENMEISTER LIGHTING AN	8846	273739	Bulbs for Lobbestael	135.00
85951	7/23/25	109067	16398	KUCHENMEISTER LIGHTING AN	8848	273739	Bulbs for MSN	78.75
85951	7/23/25	109067	16398	KUCHENMEISTER LIGHTING AN	8850	273739	Bulbs for Graham	359.88

CHECK NUMBER	CHECK DATE	ASN	VEND #	VENDOR NAME	INVOICE NO	PO #	DESCRIPTION	AMOUNT
11 GENERAL FUND								
85951	7/23/25	109067	16398	KUCHENMEISTER LIGHTING AN	8854	273739	Bulbs for MSE	2,187.00
85951	7/23/25	109067	16398	KUCHENMEISTER LIGHTING AN	8855	273739	Bulbs for Wheeler	547.50
85951	7/23/25	109067	16398	KUCHENMEISTER LIGHTING AN	8858	273739	Bulbs for HS	648.00
85951	7/23/25	109067	16398	KUCHENMEISTER LIGHTING AN	8859	273739	Bulbs for HSN	810.00
85951	7/23/25	109067	16398	KUCHENMEISTER LIGHTING AN	8860	273739	Bulbs for Lobbestael	162.00
85951	7/23/25	109067	16398	KUCHENMEISTER LIGHTING AN	8861	273739	Bulbs for MSE	555.00
85951	7/23/25	109067	16398	KUCHENMEISTER LIGHTING AN	8862	273739	Bulbs for Tenniswood	289.50
							*COMPUTER CHECK TOTAL*	7,727.43
85952	7/23/25	109067	12870	LINDE GAS & EQUIPMENT INC	50486122	273733	Cylinder Rental	241.58
							*COMPUTER CHECK TOTAL*	241.58
85953	7/23/25	109064	7842	MACOMB COUNTY DEPARTMENT	39400	273714	Traffic Signal Maint.	442.67
							*COMPUTER CHECK TOTAL*	442.67
85954	7/23/25	109064	17442	MECHANICAL SYSTEM SERVICE	250526	273715	Seal Kit Install on Pump	1,480.00
							*COMPUTER CHECK TOTAL*	1,480.00
85955	7/23/25	104164	17958	MICHIGAN STATE POLICE CAS	551-660435	280285	fingerprinting fees	378.00
							*COMPUTER CHECK TOTAL*	378.00
85956	7/23/25	109711	13020	MIDAMERICA/ENVOY ADMINIST	0303331	273749	1Q25 Administration Fee	392.00
							*COMPUTER CHECK TOTAL*	392.00
85957	7/23/25	103764	456	MISD	120912	273709	Laser/Postage/Checks	5.38
							*COMPUTER CHECK TOTAL*	5.38
85958	7/23/25	109064	336000	MT CLEMENS GLASS & MIRROR	1086020	273734	Window Repair at MSC	300.25
							*COMPUTER CHECK TOTAL*	300.25
85959	7/23/25	109064X	354500	NATIONAL TIME & SIGNAL CO	163955	273716	Service Call at Pankow	881.83
							*COMPUTER CHECK TOTAL*	881.83
85960	7/23/25	109064	165	NOVA ENVIRONMENTAL, INC.	17688	273722	6 Month Serveillance	2,150.00
							*COMPUTER CHECK TOTAL*	2,150.00
85961	7/23/25	109067	17548	OUTDOOR EQUIPMENT CO	304419	273725	Tire Repair on XMark	871.97
							*COMPUTER CHECK TOTAL*	871.97
85962	7/23/25	109064	14981	POWERVAC OF MICHIGAN, INC	41004259	273717	Grease Trap Cleaning	3,612.00
85962	7/23/25	109064	14981	POWERVAC OF MICHIGAN, INC	41501991	273717	Garage Pit Cleanings	4,704.00
							*COMPUTER CHECK TOTAL*	8,316.00
85963	7/23/25	108544	6290	PRINTING BY JOHNSON INC	54238	273649	Vehicle Decales	185.00
							*COMPUTER CHECK TOTAL*	185.00
85964	7/23/25	109064	17549	PRIORITY WASTE LLC	INV1166475	273719	Waste Removal	6,276.56
							*COMPUTER CHECK TOTAL*	6,276.56
85966	7/23/25	109093	15359	SCHENA ROOFING & SHEET ME	2316970	273718	Roof Repairs at Atwood	982.60
85966	7/23/25	109093	15359	SCHENA ROOFING & SHEET ME	2316971	273718	Roof Repairs at MSS	761.20



*Shane Seeler* 7-24-25

CHECK NUMBER	CHECK DATE	ASN	VEND #	VENDOR NAME	INVOICE NO	PO #	DESCRIPTION	AMOUNT
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11 GENERAL FUND

85966	7/23/25	109064	15359	SCHEMA ROOFING & SHEET ME	2317854	273718	Roof Repairs at Pellerin	1,298.00
							*COMPUTER CHECK TOTAL*	3,041.80
85967	7/23/25	102224	7753	SEMCO ENERGY GAS COMPANY	77754831		CARKENORD 06-01 TO 06-30, 2025	210.35
85967	7/23/25	101824	7753	SEMCO ENERGY GAS COMPANY	77754832		GREEN 06-01 TO 06-30, 2025	384.80
85967	7/23/25	100424	7753	SEMCO ENERGY GAS COMPANY	77754833		HIGGINS 06-01 TO 06-30, 2025	357.39
85967	7/23/25	106624	7753	SEMCO ENERGY GAS COMPANY	77754834		MSE 06-01 TO 06-30, 2025	826.68
							*COMPUTER CHECK TOTAL*	1,779.22
85968	7/23/25	109067	15349	TAMARACK MATERIALS INC	59079-00	273741	Ceiling Tiles for HSN	431.65
85968	7/23/25	109067	15349	TAMARACK MATERIALS INC	59670-00	273741	Ceiling Tiles for Lobb	380.16
							*COMPUTER CHECK TOTAL*	811.81
85969	7/23/25	109064C	507700	TRANE	315480955	273723	Chiller Repair at SR	739.00
							*COMPUTER CHECK TOTAL*	739.00
85970	7/23/25	107582	11559	WIND SURF & SAIL POOLS, IN	202954-1	273720	HS Pool Chemicals	326.35
							*COMPUTER CHECK TOTAL*	326.35
85971	7/23/25	109067	561100	YOUNG SUPPLY COMPANY	JUNE 2025 MULTI	273740	Parts for Repairs	950.00
85971	7/23/25	109067	561100	YOUNG SUPPLY COMPANY	JUNE 2025 MULTI	273740	Parts for Repairs HSN	32.60
85971	7/23/25	109067	561100	YOUNG SUPPLY COMPANY	JUNE 2025 MULTI	273740	Parts for Repairs	227.08
85971	7/23/25	109067	561100	YOUNG SUPPLY COMPANY	JUNE 2025 MULTI	273740	Parts for Repairs	372.80
85971	7/23/25	109067	561100	YOUNG SUPPLY COMPANY	JUNE 2025 MULTI	273740	Parts for Repairs Pankow	384.85
85971	7/23/25	109067	561100	YOUNG SUPPLY COMPANY	JUNE 2025 MULTI	273740	Parts for Stock in Van	268.00
85971	7/23/25	109067	561100	YOUNG SUPPLY COMPANY	JUNE 2025 MULTI	273740	Parts for Repairs	332.00
85971	7/23/25	109067	561100	YOUNG SUPPLY COMPANY	JUNE 2025 MULTI	273740	Parts for Repairs	6.70
85971	7/23/25	109067	561100	YOUNG SUPPLY COMPANY	JUNE 2025 MULTI	273740	Parts for Stock in Van	965.30
85971	7/23/25	109067	561100	YOUNG SUPPLY COMPANY	JUNE 2025 MULTI	273740	Parts for Repairs Pankow	444.90
85971	7/23/25	109067	561100	YOUNG SUPPLY COMPANY	JUNE 2025 MULTI	273740	Parts for Repairs	586.33
85971	7/23/25	109067	561100	YOUNG SUPPLY COMPANY	JUNE 2025 MULTI	273740	Parts for Repairs Brender	4,222.10
85971	7/23/25	109067	561100	YOUNG SUPPLY COMPANY	JUNE 2025 MULTI	273740	Parts for Repairs Peller	766.30
85971	7/23/25	109067	561100	YOUNG SUPPLY COMPANY	JUNE 2025 MULTI	273740	Parts for Repairs Pankow	677.28
85971	7/23/25	109067	561100	YOUNG SUPPLY COMPANY	JUNE 2025 MULTI	273740	Parts for Repairs	48.40
							*COMPUTER CHECK TOTAL*	10,284.64

\*TOTAL 11 GENERAL FUND

COMPUTER CHECKS	38	\$104,319.15
MANUAL CHECKS		
TOTAL CHECKS	38	\$104,319.15

\*\*\* VOID SUMMARY \*\*\*  
COMPUTER VOID CHECKS \*NON-PAYMENT\*  
VOID CHECKS - COMPUTER  
VOID CHECKS - MANUAL  
TOTAL VOID CHECKS

TOTAL NET CHECKS	38	\$104,319.15
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REPLACEMENT CHECKS



7/23/25 10.18.50  
L'ANSE CREUSE PUBLIC SCHOOLS

HISTORY CHECK REGISTER - BY FUND  
FROM 7/23/25 TO 7/23/25

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CHECK NUMBER	CHECK DATE	ASN	VEND #	VENDOR NAME	INVOICE NO	PO #	DESCRIPTION	AMOUNT
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12 ATHLETIC FUND

85965	7/23/25	537214	18040	RELENTLESS PURSUIT,LLC	RP 02016	273730	Football Conditioning HS *COMPUTER CHECK TOTAL*	1,350.00 1,350.00
85972	7/23/25	537144	18075	KARL BRUNSMAN	HS25-2408400732	280253	Lacrosse Assigner *COMPUTER CHECK TOTAL*	325.00 325.00

\*TOTAL 12 ATHLETIC FUND

COMPUTER CHECKS	2	\$1,675.00
MANUAL CHECKS		
TOTAL CHECKS	2	\$1,675.00

\*\*\* VOID SUMMARY \*\*\*  
COMPUTER VOID CHECKS  
VOID CHECKS - COMPUTER  
VOID CHECKS - MANUAL  
TOTAL VOID CHECKS

\*NON-PAYMENT\*

TOTAL NET CHECKS	2	\$1,675.00
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REPLACEMENT CHECKS

7/23/25 10.18.50  
L'ANSE CREUSE PUBLIC SCHOOLS

HISTORY CHECK REGISTER - BY FUND  
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CHECK NUMBER	CHECK DATE	ASN	VEND #	VENDOR NAME	INVOICE NO	PO #	DESCRIPTION	AMOUNT
25 CAFETERIA								
85976	7/23/25	519031	176775	GORDON FOOD SERVICE, INC.	MAY/JUNE 2025	280239	SANITATION	71.38
85976	7/23/25	519028	176775	GORDON FOOD SERVICE, INC.	MAY/JUNE 2025	280239	DISPOSABLES	1,057.54
85976	7/23/25	519032	176775	GORDON FOOD SERVICE, INC.	MAY/JUNE 2025	280239	COMMODITIES	2,365.92
85976	7/23/25	519026	176775	GORDON FOOD SERVICE, INC.	MAY/JUNE 2025	280239	GROCERIES	1,456.66
85976	7/23/25	519028C	176775	GORDON FOOD SERVICE, INC.	MAY/JUNE 2025	280239	CATERING NON FOOD	74.26
*COMPUTER CHECK TOTAL*								5,025.76

\*TOTAL 25 CAFETERIA

COMPUTER CHECKS	1	\$5,025.76
MANUAL CHECKS		
TOTAL CHECKS	1	\$5,025.76
*** VOID SUMMARY ***		
COMPUTER VOID CHECKS		*NON-PAYMENT*
VOID CHECKS - COMPUTER		
VOID CHECKS - MANUAL		
TOTAL VOID CHECKS		
TOTAL NET CHECKS	1	\$5,025.76

REPLACEMENT CHECKS

*JPink* *Becker* 7-24-25

7/23/25 10.18.50  
L'ANSE CREUSE PUBLIC SCHOOLS

HISTORY CHECK REGISTER - BY FUND  
FROM 7/23/25 TO 7/23/25

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*[Signature]* 7-24-25

CHECK NUMBER	CHECK DATE	ASN	VEND #	VENDOR NAME	INVOICE NO	PO #	DESCRIPTION	AMOUNT
26 COMMUNITY EDUCATION FUND								
85941	7/23/25	119644	18097	DAVE WARNER	0000036	280300	SDC NORTH SHIRTS	27.50
							*COMPUTER CHECK TOTAL*	27.50
85973	7/23/25	000304A	18426	MARY DUNN	SACC REFUND	273746	SACC Refund Acct 2328	757.00
							*COMPUTER CHECK TOTAL*	757.00

\*TOTAL 26 COMMUNITY EDUCATION FUND

COMPUTER CHECKS	2	\$784.50
MANUAL CHECKS		
TOTAL CHECKS	2	\$784.50

\*\*\* VOID SUMMARY \*\*\*  
COMPUTER VOID CHECKS \*NON-PAYMENT\*  
VOID CHECKS - COMPUTER  
VOID CHECKS - MANUAL  
TOTAL VOID CHECKS

TOTAL NET CHECKS	2	\$784.50
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REPLACEMENT CHECKS

*[Signature]* 7-24-25

CHECK NUMBER	CHECK DATE	ASN	VEND #	VENDOR NAME	INVOICE NO	PO #	DESCRIPTION	AMOUNT
27 PRESCHOOL FUND								
85947*	7/23/25	550381	15936	IMPERIAL DADE	JUNE 2025 MULTI	273721	Custodial Supplies Burdi	391.57
85947	7/23/25	550381	15936	IMPERIAL DADE	JUNE 2025 MULTI	273721	Custodial Supplies Burdi	1,082.17
85947	7/23/25	550381	15936	IMPERIAL DADE	JUNE 2025 MULTI	273721	Custodial Supplies MSN	403.44
85947	7/23/25	550381	15936	IMPERIAL DADE	JUNE 2025 MULTI	273721	Custodial Supplies HS	1,616.94
85947	7/23/25	550381	15936	IMPERIAL DADE	JUNE 2025 MULTI	273721	Custodial Supplies HSN	121.66
							*COMPUTER CHECK TOTAL*	3,615.78
85967*	7/23/25	550324	7753	SEMCO ENERGY GAS COMPANY	77754830		BURDI 06-01 TO 06-30, 2025	204.07
							*COMPUTER CHECK TOTAL*	204.07

\*TOTAL 27 PRESCHOOL FUND

COMPUTER CHECKS	2	\$3,819.85
MANUAL CHECKS		
TOTAL CHECKS	2	\$3,819.85

\*\*\* VOID SUMMARY \*\*\*  
COMPUTER VOID CHECKS  
VOID CHECKS - COMPUTER  
VOID CHECKS - MANUAL  
TOTAL VOID CHECKS

\*NON-PAYMENT\*

TOTAL NET CHECKS	2	\$3,819.85
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\*=CHECK ALSO EXISTS IN A PRIOR FUND

REPLACEMENT CHECKS

*See* *7-24-25*

*\* Please See General Fund*

7/23/25 10.18.50  
L'ANSE CREUSE PUBLIC SCHOOLS

HISTORY CHECK REGISTER - BY FUND  
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CHECK NUMBER	CHECK DATE	ASN	VEND #	VENDOR NAME	INVOICE NO	PO #	DESCRIPTION	AMOUNT
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29 STUDENT/SCHOOL ACTIVITY FUNDS

85974	7/23/25	707709	11302	THE ARGUS-PRESS CO.	187714	280297	SENIOR NEWSPAPER-NORTH ST *COMPUTER CHECK TOTAL*	638.76 638.76
85975	7/23/25	707735	4274	AOC/AWARDS AND OFFICE CEN	5160	280251	plaque ingraving softball *COMPUTER CHECK TOTAL*	195.00 195.00
85977	7/23/25	707738	17304	WORLD CHEER EXCHANGE		280252	cheer camp *COMPUTER CHECK TOTAL*	500.00 500.00
85978	7/23/25	707761	18419	CHARISE KUNKLE	0002	280259	Dance Lawn Signs *COMPUTER CHECK TOTAL*	264.00 264.00

\*TOTAL 29 STUDENT/SCHOOL ACTIVITY FUNDS

COMPUTER CHECKS	4	\$1,597.76
MANUAL CHECKS		
TOTAL CHECKS	4	\$1,597.76

\*\*\* VOID SUMMARY \*\*\*  
COMPUTER VOID CHECKS \*NON-PAYMENT\*  
VOID CHECKS - COMPUTER  
VOID CHECKS - MANUAL  
TOTAL VOID CHECKS

TOTAL NET CHECKS	4	\$1,597.76
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REPLACEMENT CHECKS

 7-24-25



CHECK NUMBER	CHECK DATE	ASN	VEND #	VENDOR NAME	INVOICE NO	PO #	DESCRIPTION	AMOUNT
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41	2025	SCHOOL BOND FUND SERIES 1						
41035	7/23/25	419042	18415	ARIENS COMPANY	19195	273669	PRO TURN 360 MOWER *COMPUTER CHECK TOTAL*	37,332.36 37,332.36
41036	7/23/25	419551G	1024	BARTON MALOW COMPANY	90126429	273581	GEN COND & GL INS 4.5%	27,663.29
41036	7/23/25	419551B	1024	BARTON MALOW COMPANY	90126429	273581	PROJECT MGMNT 1.99%	12,938.63
41036	7/23/25	419551F	1024	BARTON MALOW COMPANY	90126429	273581	OFFICE COSTS .15%	2,500.00
41036	7/23/25	419551S	1024	BARTON MALOW COMPANY	90126429	273581	STAFF 5.76% CONST PHASE	63,804.28
41036	7/23/25	417710S	1024	BARTON MALOW COMPANY	90126429	273581	HSN ATHLETIC FIELDS	256,716.70
41036	7/23/25	417510S	1024	BARTON MALOW COMPANY	90126429	273581	HSC ATHLETIC FIELDS	69,846.28
41036	7/23/25	413332	1024	BARTON MALOW COMPANY	90126429	273581	Lobbestael Flooring	124,110.00
41036	7/23/25	414532	1024	BARTON MALOW COMPANY	90126429	273581	Tenniswood Flooring	80,676.00
41036	7/23/25	414732	1024	BARTON MALOW COMPANY	90126429	273581	Yacks Flooring	91,170.00
41036	7/23/25	419534	1024	BARTON MALOW COMPANY	90126429A	273581	Bond Planning *COMPUTER CHECK TOTAL*	262,100.00 991,525.18
41037	7/23/25	419540	5834	CLARK HILL PLC	1592292	273752	Bond Legal Fee *COMPUTER CHECK TOTAL*	9,246.00 9,246.00
41038	7/23/25	4177320	17947	CONTROL SOLUTIONS, INC	19389CW	273747	New Jace at HSN *COMPUTER CHECK TOTAL*	8,498.50 8,498.50
41039	7/23/25	419551T	18440	INTEGRATED DESIGN SOLUTIO	49760	273756	DESIGN TECH FEE *COMPUTER CHECK TOTAL*	23,620.00 23,620.00
41040	7/23/25	417732R	1181	LUTZ ROOFING COMPANY, INC	10890301	272289	Roofing Project at HSN	2,042,017.05
41040	7/23/25	411532R	1181	LUTZ ROOFING COMPANY, INC	108904001	272289	Roofing Project at Graham *COMPUTER CHECK TOTAL*	493,699.52 2,535,716.57
41041	7/23/25	4180500	17562	PARTNERS IN ARCHITECTURE,	5774	273760	PANKOW CULINARY IMPROVEME	4,702.50
41041	7/23/25	4133500	17562	PARTNERS IN ARCHITECTURE,	5775	273760	Lobbestael Floor Replace	2,595.20
41041	7/23/25	4147500	17562	PARTNERS IN ARCHITECTURE,	5775	273760	Yacks Floor Replacement	2,595.20
41041	7/23/25	4145500	17562	PARTNERS IN ARCHITECTURE,	5775	273760	Tenniswood Floor Replace	2,595.20
41041	7/23/25	4175500	17562	PARTNERS IN ARCHITECTURE,	5776	273760	HS Athletic Fields	22,938.20
41041	7/23/25	4177500	17562	PARTNERS IN ARCHITECTURE,	5776	273760	HSN Athletic Fields	29,194.08
41041	7/23/25	4175500	17562	PARTNERS IN ARCHITECTURE,	5777	273760	HS Pool Improvments	868.50
41041	7/23/25	4177500	17562	PARTNERS IN ARCHITECTURE,	5777	273760	HSN Pool Improvements *COMPUTER CHECK TOTAL*	868.50 66,357.38
41042	7/23/25	419550R	18244	STONER ADVISORY GROUP LLC	460	273750	Project Scope & Accountin *COMPUTER CHECK TOTAL*	802.50 802.50

\*TOTAL 41 2025 SCHOOL BOND FUND SERIES 1

COMPUTER CHECKS	8	\$3,673,098.49
MANUAL CHECKS		
TOTAL CHECKS	8	\$3,673,098.49

\*\*\* VOID SUMMARY \*\*\*  
COMPUTER VOID CHECKS \*NON-PAYMENT\*  
VOID CHECKS - COMPUTER  
VOID CHECKS - MANUAL

7/23/25 10.18.50  
L'ANSE CREUSE PUBLIC SCHOOLS

HISTORY CHECK REGISTER - BY FUND  
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TOTAL VOID CHECKS

TOTAL NET CHECKS 8 \$3,673,098.49

REPLACEMENT CHECKS



Shane Bell 7-24-25

Transaction Search - Company											
BMO - Mastercard, Statement Period 05/28/2025 to 06/27/2025											
Mapped Cards											
Posting Date	Tran Date	Employee Last name	Employee First name	Supplier	Line Amount	Department	ASN	Fund	Hierarchy	Business Purpose	Line Description
					-	Department Total					
6/2/2025	5/30/2025			Jostens Inc.	17.07	Adult Education	100869	General Fund	Building Admin & Staff	Student Supp/Recognition	one additional student diploma ordered
6/5/2025	6/4/2025			Jostens Inc.	33.55	Adult Education	100869	General Fund	Building Admin & Staff	Student Supp/Recognition	5 additional student diplomas ordered
6/6/2025	6/6/2025			Amazon MktpL Nh1v87xn2	82.11	Adult Education	100843	General Fund	Building Admin & Staff	Office Supplies	Badge punch for I.D.'s, lanyards, batteries, pencil holders, manila folders and black pens
5/29/2025	5/29/2025			Amazon MktpL N66sw9zx2	29.81	Adult Education	709221	Internal Fund	Building Admin & Staff	Miscellaneous	Plates, napkins, silverware for Retirement party - 6-4-25
5/30/2025	5/29/2025			Marcos Pizza - 1238	48.77	Adult Education	709209	Internal Fund	Building Admin & Staff	Student Activity	Pizza Party for students who completed all assessments on time May 25, 2025
6/5/2025	6/4/2025			Father & Son Pizzeria	249.54	Adult Education	709221	Internal Fund	Building Admin & Staff	Miscellaneous	25 person package chicken and pizzas for end of year staff luncheon 6-4-25
6/6/2025	6/4/2025			Walmart.Com 8009256278	42.96	Adult Education	709221	Internal Fund	Building Admin & Staff	Miscellaneous	1 half sheet cake for retirement party
6/19/2025	6/17/2025			Menards Chesterfield M	323.43	Adult Education	709226	Internal Fund	Building Admin & Staff	Miscellaneous	8 6x6x8 Green treated lumber/railroad ties for Pellerin Landscape to retain rocks in garden bed
					827.24	Adult Education Total					
6/4/2025	6/4/2025			Amazon.Com Nh5c14ll2	27.49	Atwood Elementary	100643	General Fund	Building Admin & Staff	Office Supplies	9 x 12 envelopes
6/5/2025	6/4/2025			Amazon MktpL N61ij4bp1	492.78	Atwood Elementary	100643	General Fund	Building Admin & Staff	Miscellaneous Supplies	replacement filter for water fountain
6/16/2025	6/15/2025			Amazon MktpL Na84a1w82	353.98	Atwood Elementary	100696	General Fund	Building Admin & Staff	Technology Supplies	Ink for Plotter and media center printer
5/28/2025	5/28/2025			Amazon MktpL Nn3c08jx0	29.99	Atwood Elementary	700607	Internal Fund	Building Admin & Staff	Miscellaneous Supplies	cups for field day
6/3/2025	6/2/2025			Scholastic, Inc.	25.50	Atwood Elementary	700601	Internal Fund	Building Admin & Staff	Miscellaneous	Scholastic News
6/3/2025	6/2/2025			Cormic Services, Inc	135.00	Atwood Elementary	700607	Internal Fund	Building Admin & Staff	Miscellaneous	Port a potty for field day
6/4/2025	6/3/2025			Bjs.Com #5490	51.82	Atwood Elementary	700605	Internal Fund	Building Admin & Staff	Miscellaneous	Staff end of the year breakfast
					1,116.56	Atwood Elementary Total					
6/13/2025	6/13/2025			Vzwlrs My Vz Vb P	47.15	Business Office	104664	General Fund	Accounts Payable	Contracted Services	SUPPORT SERVICES -
6/23/2025	6/22/2025			Formstack, Llc	222.40	Business Office	103764	General Fund	Accounts Payable	Contracted Services	DISTRICT-WIDE MONTHLY CHARGE FOR ONLINE FORMS
6/6/2025	6/5/2025			Amazon MktpL N63zk97n1	40.49	Business Office	103743	General Fund	Central Admin & Staff	Office Supplies	Office Mat for Chair
6/11/2025	6/11/2025			Amazon MktpL Nh3cy6qp0	14.39	Business Office	103743	General Fund	Central Admin & Staff	Office Supplies	Plastic Hanging Wall Mount
6/12/2025	6/12/2025			Amazon MktpL Na8gk3v32	12.54	Business Office	103743	General Fund	Central Admin & Staff	Office Supplies	Self Stick Notes
6/24/2025	6/23/2025			Amazon Mktplace Pmts	(40.49)	Business Office	103743	General Fund	Central Admin & Staff	Office Supplies	Returned Mat
6/24/2025	6/23/2025			Usps Po 2564100046	73.00	Business Office	103743	General Fund	Central Admin & Staff	Office Supplies	Stamps
6/26/2025	6/23/2025			Kerr Albert Office Sup	37.66	Business Office	103743	General Fund	Central Admin & Staff	Office Supplies	Office Supplies expanding folders
					407.14	Business Office Total					
6/5/2025	6/5/2025			Amazon MktpL N66i85hc0	9.98	Carlenord Elementary	102243	General Fund	Building Admin & Staff	Miscellaneous Supplies	Key tag holder
5/28/2025	5/27/2025			Amazon.Com Nn2rc13j1	9.99	Carlenord Elementary	157841	Grant	Building Admin & Staff	Student Supp/Recognition	how to make a mystery book
6/9/2025	6/8/2025			Amazon MktpL Nh4181zq1	1,687.47	Carlenord Elementary	157844	Grant	Building Admin & Staff	Student Supp/Recognition	math deck for kids, think tank triangle multiplication addition sub
6/9/2025	6/8/2025			Amazon MktpL Nh3396lc0	2,314.62	Carlenord Elementary	157844	Grant	Building Admin & Staff	Student Supp/Recognition	math deck for kids, think tank triangle multiplication addition sub
5/29/2025	5/28/2025			Bjs.Com #5490	89.04	Carlenord Elementary	702216	Internal Fund	Building Admin & Staff	Student Supp/Recognition	Coyote Day beverages-PTC Sponsored
5/29/2025	5/29/2025			Amazon MktpL Nn2wh85r1	5.99	Carlenord Elementary	702215	Internal Fund	Building Admin & Staff	Miscellaneous Supplies	Shelf pegs for bookshelves
5/29/2025	5/29/2025			Amazon.Com Nn2tu65b1	36.04	Carlenord Elementary	702215	Internal Fund	Building Admin & Staff	Student Supp/Recognition	Playground ball/Kickballs
6/3/2025	6/2/2025			Marcos Pizza - 1238	404.39	Carlenord Elementary	702216	Internal Fund	Building Admin & Staff	Student Supp/Recognition	Pizza/Salad for Coyote Day Staff and Volunteers- PTC Sponsored
6/5/2025	6/5/2025			Amazon MktpL N66ta9bf0	72.38	Carlenord Elementary	702215	Internal Fund	Building Admin & Staff	Student Activity	Volleyballs
6/5/2025	6/5/2025			Amazon MktpL Nh1ce1a32	92.57	Carlenord Elementary	702215	Internal Fund	Building Admin & Staff	Student Activity	Volleyball and kickballs
					4,722.47	Carlenord Elementary Total					
5/28/2025	5/27/2025			Amazon MktpL Nn8421r22	17.18	Child Care	141550	Grant	Building Admin & Staff	Teaching Supply	report card paper
5/30/2025	5/27/2025			Kerr Albert Office Sup	54.76	Child Care	141549	Grant	Building Admin & Staff	Office Supplies	Large envelopes, address labels
5/30/2025	5/27/2025			Kerr Albert Office Sup	57.32	Child Care	141550	Grant	Building Admin & Staff	Teaching Supply	manila folders
6/2/2025	5/29/2025			Kerr Albert Office Sup	81.23	Child Care	141550	Grant	Building Admin & Staff	Teaching Supply	Card stock and neon paper

*Done/Sorted* 7-24-25

Posting Date	Tran Date	Employee Last name	Employee First name	Supplier	Line Amount	Department	ASN	Fund	Hlerarchy	Business Purpose	Line Description
6/2/2025	5/29/2025			Kerr Albert Office Sup	103.98	Child Care	141550	Grant	Building Admin & Staff	Teaching Supply	Tab file folders and poly colored folders
6/2/2025	5/29/2025			Kerr Albert Office Sup	189.60	Child Care	141549	Grant	Building Admin & Staff	Miscellaneous	colored paper, address labels, card stock and folders
6/2/2025	5/30/2025			Homedepot.Com	17.47	Child Care	141559	Grant	Building Admin & Staff	Miscellaneous	Playground shepherds hook
6/4/2025	6/2/2025			Kerr Albert Office Sup	31.90	Child Care	141549	Grant	Building Admin & Staff	Miscellaneous	Neon paper for flyers
6/9/2025	6/5/2025			The Home Depot #2734	154.73	Child Care	141559	Grant	Building Admin & Staff	Student Activity	bbq grill playset, mulch for new rock garden, birdseed for feeders
6/9/2025	6/6/2025			Amazon Mktpl N64o61r91	12.06	Child Care	141550	Grant	Building Admin & Staff	Teaching Supply	binder
6/9/2025	6/6/2025			Amazon Mktpl Nh9jv85b2	21.13	Child Care	141550	Grant	Building Admin & Staff	Teaching Supply	Binder
6/9/2025	6/6/2025			Homedepot.Com	31.88	Child Care	141559	Grant	Building Admin & Staff	Student Activity	Spray and Play pad for playground
6/9/2025	6/6/2025			Homedepot.Com	36.61	Child Care	141559	Grant	Building Admin & Staff	Student Activity	Canvas teepee for playground
6/9/2025	6/6/2025			Homedepot.Com	49.94	Child Care	141559	Grant	Building Admin & Staff	Miscellaneous	Playground plants
6/9/2025	6/6/2025			Homedepot.Com	69.99	Child Care	141559	Grant	Building Admin & Staff	Student Activity	Water play table for playground
6/9/2025	6/6/2025			Homedepot.Com	80.20	Child Care	141559	Grant	Building Admin & Staff	Student Activity	bird feeder dispensers for playground
6/9/2025	6/6/2025			Amazon Mktpl N656v89p0	119.99	Child Care	141559	Grant	Building Admin & Staff	Teaching Supply	Wobble disks/climbing domes for playground
6/9/2025	6/6/2025			Homedepot.Com	29.98	Child Care	141559	Grant	Building Admin & Staff	Student Activity	Coiled hose for playground
6/9/2025	6/6/2025			Homedepot.Com	249.00	Child Care	141558	Grant	Building Admin & Staff	Miscellaneous	Ice maker for GSRP classrooms
6/9/2025	6/7/2025			Amazon Mktpl Nh3Sr0oj0	16.95	Child Care	141550	Grant	Building Admin & Staff	Teaching Supply	binder
6/9/2025	6/7/2025			Amazon Mktpl Nh7gv5cs1	238.49	Child Care	141550	Grant	Building Admin & Staff	Teaching Supply	toner cartridges, packing tape, sticky notes, bubble refill
6/9/2025	6/8/2025			Amazon.Com Nh9nb1ny0	187.62	Child Care	141559	Grant	Building Admin & Staff	Miscellaneous	Playground garbage can and two equipment storage units
6/10/2025	6/9/2025			Amazon Mktpl Nh9pd80t1	199.99	Child Care	141550	Grant	Building Admin & Staff	Teaching Supply	toner cartridges for GSRP
6/11/2025	6/9/2025			Homedepot.Com	35.84	Child Care	141559	Grant	Building Admin & Staff	Student Activity	BBQ Play set for playground
6/13/2025	6/12/2025			Amazon Mktpl Nh9q27r71	555.74	Child Care	141550	Grant	Building Admin & Staff	Teaching Supply	broad and fine line marker sets, expo markers, glue, glue sticks, kwik stix paint sticks
6/16/2025	6/13/2025			The Home Depot #2734	(17.47)	Child Care	141559	Grant	Building Admin & Staff	Student Activity	Return of damaged shepherds hook
6/17/2025	6/16/2025			Amazon Mktpl Na7gd6qx1	13.17	Child Care	141550	Grant	Building Admin & Staff	Teaching Supply	painter's tape, face part stickers
6/23/2025	6/20/2025			S&s Worldwide, Inc.	194.91	Child Care	141550	Grant	Building Admin & Staff	Teaching Supply	noise reducing headphones, rainbow visual timer, galaxy music star projector, liquid water colors
6/25/2025	6/19/2025			Kerr Albert Office Sup	684.65	Child Care	141550	Grant	Building Admin & Staff	Teaching Supply	Tempura paint, construction paper and folders
6/25/2025	6/25/2025			Amazon.Com Nq6me1l31	675.01	Child Care	141550	Grant	Building Admin & Staff	Teaching Supply	black, yellow, blue, white and green roll paper
6/26/2025	6/23/2025			Kerr Albert Office Sup	531.79	Child Care	141550	Grant	Building Admin & Staff	Teaching Supply	Notebooks, highlighters, Sharpie markers, post-it notes, tape, colored paper, sheet prtc, staples
6/27/2025	6/25/2025			Kerr Albert Office Sup	29.35	Child Care	141550	Grant	Building Admin & Staff	Teaching Supply	Neon paper
6/3/2025	6/2/2025			Dollar Tree	53.75	Child Care	141550	Grant	Early Childhood Staff	Classroom Supplies	Sand buckets for end of the year gift to hold students items.
6/6/2025	6/5/2025			Amazon Mktpl N69u19k91	17.98	Child Care	141550	Grant	Early Childhood Staff	Teaching Supply	sand timers
6/2/2025	5/30/2025			Dollartree	13.75	Child Care	551642	General Fund	Declining Balance Group	Teaching Supply	sand buckets for Summer Camp
6/2/2025	5/30/2025			Dollartree	37.75	Child Care	551642	General Fund	Declining Balance Group	Teaching Supply	Sidewalk chalk, bubbles, sunglasses and pinwheels for Summer Camp
6/2/2025	5/30/2025			Dollartree	0.83	Child Care	709203	Internal Fund	Building Admin & Staff	Teaching Supply	Sales tax to be reimbursed
6/2/2025	5/30/2025			Dollartree	2.27	Child Care	709203	Internal Fund	Building Admin & Staff	Teaching Supply	Sales tax to be reimbursed
5/28/2025	5/27/2025			Amazon.Com Nn2l92ym2	13.51	Child Care	141550	Grant	Early Childhood Staff	Classroom Supplies	End of year family gift
6/2/2025	5/30/2025			Meijer.Com #105	156.66	Child Care	551144	General Fund	Building Admin & Staff	Classroom Supplies	Breakfast/Snack Food
6/9/2025	6/9/2025			Amazon Mktpl Nh9v02ae0	34.60	Child Care	551142	General Fund	Building Admin & Staff	Classroom Supplies	Summer Journals
6/11/2025	6/10/2025			Meijer # 105	35.98	Child Care	551144	General Fund	Building Admin & Staff	Classroom Supplies	Breakfast/Snack Food
6/12/2025	6/10/2025			Gfs Store #0240	116.49	Child Care	551044	General Fund	Building Admin & Staff	Classroom Supplies	Food Service Items for Breakfast/Snack
6/20/2025	6/18/2025			Meijer.Com #105	144.75	Child Care	551144	General Fund	Building Admin & Staff	Classroom Supplies	Breakfast/Snacks for Summer Camp
6/4/2025	6/4/2025			Amazon.Com Nh4ms84u2	59.99	Child Care	141550	Grant	Building Admin & Staff	Classroom Supplies	Storage Bins for GSRP
6/6/2025	6/6/2025			Amazon Mktpl Nh8t96g32	15.69	Child Care	141550	Grant	Building Admin & Staff	Classroom Supplies	Classroom Materials
6/9/2025	6/6/2025			Amazon Mktpl Nh5f01m92	249.90	Child Care	141550	Grant	Building Admin & Staff	Classroom Supplies	GSRP Nap Bags
6/9/2025	6/8/2025			Amazon Mktpl Nh9029l01	443.24	Child Care	141550	Grant	Building Admin & Staff	Classroom Supplies	Classroom Supplies
6/9/2025	6/9/2025			Amazon Mktpl Nh5qv5tj0	457.63	Child Care	141550	Grant	Building Admin & Staff	Classroom Supplies	Classroom Materials GSRP
6/13/2025	6/12/2025			Amazon Mktpl Na9825832	56.95	Child Care	141550	Grant	Building Admin & Staff	Classroom Supplies	Tape and Ice Packs
6/16/2025	6/14/2025			Amazon.Com Na0dd6a01	23.68	Child Care	141550	Grant	Building Admin & Staff	Classroom Supplies	Batteries
6/20/2025	6/20/2025			Amazon Mktpl No6j69ky2	38.95	Child Care	141550	Grant	Building Admin & Staff	Classroom Supplies	Classroom materials
6/23/2025	6/23/2025			Amazon Mktpl No89q52il	568.37	Child Care	141550	Grant	Building Admin & Staff	Classroom Supplies	Classroom Materials
6/24/2025	6/23/2025			Amazon Mktpl Nq8wn81s2	37.82	Child Care	141550	Grant	Building Admin & Staff	Classroom Supplies	Classroom Materials



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Posting Date	Tran Date	Employee Last name	Employee First name	Supplier	Line Amount	Department	ASN	Fund	Hierarchy	Business Purpose	Line Description
6/25/2025	6/24/2025			Amazon Mktp1 No3rt79y0	190.77	Child Care	141550	Grant	Building Admin & Staff	Classroom Supplies	Classroom materials
5/29/2025	5/28/2025			Amazon.Com Nn0a28a60	13.51	Child Care	141550	Grant	Building Admin & Staff	Teaching Supply	End of year gifts for students
6/9/2025	6/9/2025			Amazon Mktp1 Nh0s66af0	360.32	Child Care	551742	General Fund	Building Admin & Staff	Classroom Supplies	craft supplies, project items, materials for summer camp
6/13/2025	6/12/2025			Py Imagination Print	235.44	Child Care	141549	Grant	Building Admin & Staff	Classroom Supplies	staff tshirts
6/17/2025	6/16/2025			Naeyc National Assoc	1,000.00	Child Care	141565	Grant	Building Admin & Staff	Instructional Support	NAEYC memberships for GSRP staff
6/19/2025	6/18/2025			Naeyc National Assoc	152.00	Child Care	141565	Grant	Building Admin & Staff	Classroom Supplies	naeyc memberships for gsrp
6/23/2025	6/19/2025			Lakeshore Learning Mat	42.03	Child Care	141550	Grant	Building Admin & Staff	Classroom Supplies	part of a whole charge of 1,332.49 (puppets, cots, tape, bins, paint, ink pads, paper sorter, caddy)
6/23/2025	6/19/2025			Lakeshore Learning Mat	713.40	Child Care	141550	Grant	Building Admin & Staff	Classroom Supplies	part of a whole charge of 1,332.49 (puppets, cots, tape, bins, paint, ink pads, paper sorter, caddy)
6/23/2025	6/20/2025			Amazon.Com No7h28n10	284.47	Child Care	141550	Grant	Building Admin & Staff	Classroom Supplies	tempera paint sticks, gallon paint jugs set of 11
6/24/2025	6/23/2025			School Specialty Ecomm	289.67	Child Care	141550	Grant	Building Admin & Staff	Classroom Supplies	construction paper and large motor roller tunnel
6/24/2025	6/24/2025			Amazon Mktp1 No77p52m0	18.99	Child Care	141550	Grant	Building Admin & Staff	Classroom Supplies	dollhouse family set
6/24/2025	6/24/2025			Amazon Mktp1 Nq2v91xh2	660.13	Child Care	141550	Grant	Building Admin & Staff	Classroom Supplies	stampers, calm down area pillows, stickers, staples, paper clips, chalk, sticky notes, pens, etc.
6/25/2025	6/19/2025			Lakeshore Learning Mat	157.63	Child Care	141550	Grant	Building Admin & Staff	Classroom Supplies	part of a whole charge of 1,332.49 (puppets, cots, tape, bins, paint, ink pads, paper sorter, caddy)
6/25/2025	6/25/2025			Amazon.Com Nq6lq7842	104.59	Child Care	141550	Grant	Building Admin & Staff	Classroom Supplies	dollhouse and stampers
6/25/2025	6/25/2025			Amazon Mktp1 No2jn2ww0	423.26	Child Care	141550	Grant	Building Admin & Staff	Classroom Supplies	pencils, craft materials, stacking stones, sensory toys, white boards
6/25/2025	6/25/2025			Amazon Mktp1 Nq28d1bu2	631.64	Child Care	141550	Grant	Building Admin & Staff	Classroom Supplies	crayons, glue, craft materials, butcher paper, play dough
6/26/2025	6/25/2025			Amazon.Com Nq8580d12	39.99	Child Care	141550	Grant	Building Admin & Staff	Classroom Supplies	storage boxes- replacements custodian threw out our original shipment
6/26/2025	6/25/2025			Amazon Mktp1 Nq78383b1	182.79	Child Care	141550	Grant	Building Admin & Staff	Classroom Supplies	crayons, pencils, expo markers, notepads, ladybug and butterfly houses
6/19/2025	6/19/2025			Amazon Mktp1 No2o46b02	143.86	Child Care	709203	Internal Fund	Building Admin & Staff	Classroom Supplies	bladeless fans for room 1, having issue with air conditioning in this classroom
6/9/2025	6/8/2025			Amazon Mktp1 Nh4fn5zq0	17.95	Child Care	551142	General Fund	Early Childhood Staff	Classroom Supplies	Summer program: wooden frames for kids craft
					12,997.97	Child Care Total					
6/2/2025	5/30/2025			Sams Club #6662	79.47	Community Ed/SACC/SDC	552574	General Fund	SACC/SDC Staff	Teaching Supplies	Graham SACC In house trip - Ice Cream Party
5/29/2025	5/28/2025			Kroger #622	58.57	Community Ed/SACC/SDC	553342	General Fund	SACC/SDC Staff	Teaching Supplies	Lobbestael SACC - Snacks
6/12/2025	6/12/2025			Amazon Mktp1 Nh5rm19g1	65.94	Community Ed/SACC/SDC	109644	General Fund	SACC/SDC Staff	Teaching Supplies	SDC-S Snacks and Supplies
6/13/2025	6/12/2025			Amazon.Com Nh2q38iw1	232.54	Community Ed/SACC/SDC	109644	General Fund	SACC/SDC Staff	Teaching Supplies	SDC-S Snacks and Supplies
6/16/2025	6/13/2025			Amazon.Com Na3066or0	19.98	Community Ed/SACC/SDC	109644	General Fund	SACC/SDC Staff	Teaching Supplies	SDC-S Snacks and Supplies
6/16/2025	6/13/2025			Amazon Mktp1 Na50t7d22	183.22	Community Ed/SACC/SDC	109644	General Fund	SACC/SDC Staff	Teaching Supplies	SDC-S Snacks and Supplies
6/16/2025	6/13/2025			Wm Supercenter #2692	218.07	Community Ed/SACC/SDC	109644	General Fund	SACC/SDC Staff	Teaching Supplies	Summer Day Camp South Supplies and Snacks
6/16/2025	6/16/2025			Amazon.Com Na24g9pd0	10.39	Community Ed/SACC/SDC	109644	General Fund	SACC/SDC Staff	Teaching Supplies	SDC-S Snacks and Supplies
6/18/2025	6/18/2025			Amazon Mktp1 Na7ue1rh1	14.50	Community Ed/SACC/SDC	109644	General Fund	SACC/SDC Staff	Teaching Supplies	Summer Day Camp South Supplies
6/19/2025	6/18/2025			Amazon Mktp1 Na9mg0740	168.71	Community Ed/SACC/SDC	109644	General Fund	SACC/SDC Staff	Teaching Supplies	Summer Day Camp South Snacks and Supplies
5/30/2025	5/28/2025			Gfs Store #0632	23.21	Community Ed/SACC/SDC	554542	General Fund	SACC/SDC Staff	Teaching Supplies	Tenniswood SACC - Snacks and Supplies
6/18/2025	6/17/2025			Fsp The New Rink	2,075.45	Community Ed/SACC/SDC	119674	General Fund	SACC/SDC Staff	Teaching Supplies	SDC-N Field Trip - The Rink
6/25/2025	6/24/2025			Marcos Pizza - 1238	112.50	Community Ed/SACC/SDC	119644	General Fund	SACC/SDC Staff	Teaching Supplies	Summer Day Camp North Food
6/26/2025	6/24/2025			Imagine Macomb	510.81	Community Ed/SACC/SDC	119674	General Fund	SACC/SDC Staff	Teaching Supplies	Summer Day Camp North
6/26/2025	6/24/2025			Imagine Macomb	497.19	Community Ed/SACC/SDC	119644	General Fund	Central Admin & Staff	Teaching Supplies	Summer Day Camp North
6/26/2025	6/24/2025			Imagine Macomb	1,119.36	Community Ed/SACC/SDC	119644	General Fund	SACC/SDC Staff	Teaching Supplies	Summer Day Camp North
5/28/2025	5/27/2025			Meijer # 243	26.97	Community Ed/SACC/SDC	550642	General Fund	SACC/SDC Staff	Teaching Supplies	Atwood SACC Snacks
6/3/2025	6/2/2025			Meijer # 243	11.98	Community Ed/SACC/SDC	550642	General Fund	SACC/SDC Staff	Teaching Supplies	Atwood SACC Snacks
6/3/2025	6/2/2025			Outdoor Advent Center	110.00	Community Ed/SACC/SDC	119674	General Fund	SACC/SDC Staff	Teaching Supplies	Summer Day Camp South - Field Trip Deposit - MI Outdoors
6/19/2025	6/17/2025			Imagine Macomb	2,369.00	Community Ed/SACC/SDC	119674	General Fund	SACC/SDC Staff	Teaching Supplies	SDC-S Field Trip Imagine Macomb
6/25/2025	6/24/2025			Fsp The New Rink	1,041.60	Community Ed/SACC/SDC	109644	General Fund	SACC/SDC Staff	Teaching Supplies	Summer Day Camp South
6/25/2025	6/24/2025			Fsp The New Rink	1,142.00	Community Ed/SACC/SDC	119674	General Fund	Central Admin & Staff	Teaching Supplies	Summer Day Camp - The Rink
5/28/2025	5/27/2025			Identogo - Mi Fingerpr	65.00	Community Ed/SACC/SDC	550564	General Fund	Central Admin & Staff	Teaching Supplies	SACC Lara Prints - Sebastian
6/4/2025	6/3/2025			Amazon.Com Nh76j0o22	18.99	Community Ed/SACC/SDC	550543	General Fund	Central Admin & Staff	Teaching Supplies	SACC - Office Supplies - Pens
6/6/2025	6/5/2025			Marcos Pizza - 1238	99.46	Community Ed/SACC/SDC	550474	General Fund	Central Admin & Staff	Teaching Supplies	SACC - Higgins - Marcos Pizza
6/9/2025	6/6/2025			Identogo - Mi Fingerpr	65.00	Community Ed/SACC/SDC	550564	General Fund	Central Admin & Staff	Teaching Supplies	LARA prints - Fetter

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Posting Date	Tran Date	Employee Last name	Employee First name	Supplier	Line Amount	Department	ASN	Fund	Hierarchy	Business Purpose	Line Description
6/9/2025	6/6/2025			Marcos Pizza - 1238	92.50	Community Ed/SACC/SDC	552274	General Fund	Central Admin & Staff	Teaching Supplies	SACC Carkenord - Marcos Pizza
6/16/2025	6/13/2025			Fsp Cpr Certified Trai	240.00	Community Ed/SACC/SDC	550564	General Fund	Central Admin & Staff	Teaching Supplies	SACC/SDC CPR Training Certificates
6/2/2025	5/30/2025			Amazon Mktpl Nn0u74si1	109.43	Community Ed/SACC/SDC	554242	General Fund	SACC/SDC Staff	Teaching Supplies	South River SACC - Snacks and Supplies
6/6/2025	6/5/2025			Elite Sportswear	1,077.67	Community Ed/SACC/SDC	000107	General Fund	Central Admin & Staff	Student Activities	FY2026 ASN 100950 Uniforms for Dance Team Mini's
6/6/2025	6/5/2025			Elite Sportswear	(200.00)	Community Ed/SACC/SDC	700902	Internal Fund	Central Admin & Staff	Student Activities	Refund for the Fit Kit we returned, Dance uniforms
5/29/2025	5/28/2025			Meijer # 105	76.13	Community Ed/SACC/SDC	552242	General Fund	SACC/SDC Staff	Teaching Supplies	Carkenord SACC Snacks
5/29/2025	5/28/2025			Meijer # 105	18.98	Community Ed/SACC/SDC	550442	General Fund	SACC/SDC Staff	Teaching Supplies	Higgins SACC - Snacks
5/30/2025	5/29/2025			Amazon Mktpl Nn1y99hb1	71.46	Community Ed/SACC/SDC	550442	General Fund	SACC/SDC Staff	Teaching Supplies	Higgins SACC Snacks and Supplies
6/2/2025	5/30/2025			Bjs Wholesale #0385	62.96	Community Ed/SACC/SDC	550442	General Fund	SACC/SDC Staff	Teaching Supplies	Higgins SACC Snacks and Supplies
6/4/2025	6/4/2025			Amazon.Com N60137511	54.20	Community Ed/SACC/SDC	550442	General Fund	SACC/SDC Staff	Teaching Supplies	Higgins SACC Snacks and Supplies
6/5/2025	6/4/2025			Bjs Wholesale #0385	39.94	Community Ed/SACC/SDC	550474	General Fund	SACC/SDC Staff	Teaching Supplies	Higgins SACC - In house field trip
6/12/2025	6/11/2025			Bjs Wholesale #0385	208.42	Community Ed/SACC/SDC	119644	General Fund	SACC/SDC Staff	Teaching Supplies	SDC-N Snacks and Supplies
6/19/2025	6/18/2025			Meijer # 105	135.87	Community Ed/SACC/SDC	119644	General Fund	SACC/SDC Staff	Teaching Supplies	SDC-N Snacks Supplies
6/25/2025	6/24/2025			Bjs Wholesale #0385	305.76	Community Ed/SACC/SDC	119644	General Fund	SACC/SDC Staff	Teaching Supplies	Summer Day Camp North Snacks
6/25/2025	6/24/2025			Bjs Wholesale #0385	306.72	Community Ed/SACC/SDC	119644	General Fund	SACC/SDC Staff	Teaching Supplies	Summer Day Camp North Snacks
6/26/2025	6/24/2025			Bjs Wholesale #0385	{306.72}	Community Ed/SACC/SDC	119644	General Fund	SACC/SDC Staff	Teaching Supplies	Summer Day Camp North Refund because tax was charged.
6/27/2025	6/26/2025			Meijer # 105	128.35	Community Ed/SACC/SDC	119644	General Fund	SACC/SDC Staff	Teaching Supplies	SDC-N Snacks and Supplies
					12,761.58	Community Ed/SACC/SDC Total					
5/30/2025	5/30/2025			Amazon.Com N69f40e82	83.33	Curriculum & Instruction	103142	General Fund	Central Admin & Staff	Teaching Supplies	8 copies of Station Eleven and 1 copy of A Cold Day in Paradise for ELA coach
6/2/2025	6/2/2025			Amazon.Com N64ku7zg1	37.43	Curriculum & Instruction	103142	General Fund	Central Admin & Staff	Teaching Supplies	Highlighters and 1 copy of A Cold Day in Paradise for ELA coach
6/6/2025	6/5/2025			Www.Mathrecovery.Org	60.00	Curriculum & Instruction	103159	General Fund	Central Admin & Staff	Membership and Dues	Math Recovery Membership
6/9/2025	6/6/2025			Macomb Intrmdt Sch Dis	15.00	Curriculum & Instruction	103172	General Fund	Central Admin & Staff	Professional Development	Registration fee Supporting Bridges in Mathematics 6/18/25
6/11/2025	6/10/2025			Macomb Intrmdt Sch Dis	15.00	Curriculum & Instruction	103172	General Fund	Central Admin & Staff	Professional Development	Registration fee Supporting Bridges in Mathematics S. 6/18/25
6/11/2025	6/10/2025			Macomb Intrmdt Sch Dis	20.00	Curriculum & Instruction	103172	General Fund	Central Admin & Staff	Professional Development	Registration fee Trauma Informed Resilient Schools A. 6/16/25
6/11/2025	6/10/2025			Macomb Intrmdt Sch Dis	60.00	Curriculum & Instruction	103172	General Fund	Central Admin & Staff	Professional Development	Registration fee for Bridges Overview, Organizing and Number Corner 8/14-8/15
6/12/2025	6/11/2025			Amazon.Com	(17.96)	Curriculum & Instruction	103142	General Fund	Central Admin & Staff	Teaching Supplies	Returned 2 copies of Station Eleven—not needed
6/13/2025	6/11/2025			Natl Ccl Teachers Of M	113.74	Curriculum & Instruction	103142	General Fund	Central Admin & Staff	Teaching Supplies	2 copies of Catalyzing Change in Middle School Mathematics
6/16/2025	6/13/2025			Macomb Intrmdt Sch Dis	40.00	Curriculum & Instruction	103172	General Fund	Central Admin & Staff	Professional Development	Registration fees Trauma Informed Resilient Schools 6/16/25
6/5/2025	6/4/2025			Math Learning Center	275.00	Curriculum & Instruction	143873	Grant	Central Admin & Staff	Professional Development	Registration fee for Bridges Virtual Leadership Institute 6/24-6/26 A. Title IV Funds
6/5/2025	6/4/2025			Math Learning Center	275.00	Curriculum & Instruction	143873	Grant	Central Admin & Staff	Professional Development	Registration fee for Bridges Virtual Leadership Institute 6/24-6/26 Title IV Funds
6/6/2025	6/5/2025			Amazon Mktpl N67xp42j1	541.86	Curriculum & Instruction	147642	Grant	Central Admin & Staff	Teaching Supplies	Materials (books, games) for extended year program Section 41 funds
6/6/2025	6/6/2025			Amazon.Com N62k352s0	128.46	Curriculum & Instruction	147642	Grant	Central Admin & Staff	Teaching Supplies	Materials (books, games) for extended year program. Section 41 funds
6/9/2025	6/7/2025			Amazon Mktpl Nh1lf8cg1	110.38	Curriculum & Instruction	147642	Grant	Central Admin & Staff	Teaching Supplies	Materials (books, games) for extended year program. Section 41 funds
6/9/2025	6/8/2025			Amazon.Com Nh12a6982	255.99	Curriculum & Instruction	147642	Grant	Central Admin & Staff	Teaching Supplies	Materials (books, games) for extended year program. Section 41 grant funds
6/11/2025	6/10/2025			Msu Payment Online	350.00	Curriculum & Instruction	143864	Grant	Central Admin & Staff	Professional Development	Registration fee CMP4 Summer Session A. Rea 6/25-6/26 Title IV Funds
6/11/2025	6/11/2025			Amazon.Com Na7s06eu2	103.20	Curriculum & Instruction	143642	Grant	Central Admin & Staff	Instructional Support	Storage boxes for holding professional development for teachers
6/18/2025	6/17/2025			Super Teacher Workshee	249.50	Curriculum & Instruction	147663	Grant	Central Admin & Staff	Teaching Supplies	10 individual Super Teacher memberships. Section 41 grant funds
6/23/2025	6/20/2025			International Literacy	68.00	Curriculum & Instruction	143881	Grant	Central Admin & Staff	Membership and Dues	International Literacy Membership, Literacy Today and Reading Teacher Online Title IV

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Posting Date	Tran Date	Employee Last name	Employee First name	Supplier	Line Amount	Department	ASN	Fund	Hierarchy	Business Purpose	Line Description
6/25/2025	6/24/2025			Kellogg Center Online	128.42	Curriculum & Instruction	143864	Grant	Central Admin & Staff	Professional Development	Hotel stay for CMP4 Summer Session A. Rea 6/25-6/26 Title IV Funds
6/9/2025	6/6/2025			Bcs Lanse Creuse Publ	13.50	Curriculum & Instruction	157046	Grant	Central Admin & Staff	Miscellaneous	SACC for homeless student
6/9/2025	6/6/2025			Bcs Lanse Creuse Publ	18.00	Curriculum & Instruction	157046	Grant	Central Admin & Staff	Miscellaneous	SACC for homeless student
6/9/2025	6/6/2025			Bcs Lanse Creuse Publ	147.60	Curriculum & Instruction	157046	Grant	Central Admin & Staff	Miscellaneous	SACC for homeless students
6/9/2025	6/6/2025			Bcs Lanse Creuse Publ	189.00	Curriculum & Instruction	157046	Grant	Central Admin & Staff	Miscellaneous	SACC for homeless student
6/9/2025	6/6/2025			Bcs Lanse Creuse Publ	202.50	Curriculum & Instruction	157046	Grant	Central Admin & Staff	Miscellaneous	SACC for homeless student
6/9/2025	6/6/2025			Bcs Lanse Creuse Publ	216.00	Curriculum & Instruction	157046	Grant	Central Admin & Staff	Miscellaneous	SACC for homeless student
6/9/2025	6/6/2025			Bcs Lanse Creuse Publ	216.00	Curriculum & Instruction	157046	Grant	Central Admin & Staff	Miscellaneous	SACC for homeless student
6/9/2025	6/6/2025			Bcs Lanse Creuse Publ	454.55	Curriculum & Instruction	157046	Grant	Central Admin & Staff	Miscellaneous	SACC for homeless students
6/9/2025	6/6/2025			Bcs Lanse Creuse Publ	609.30	Curriculum & Instruction	157046	Grant	Central Admin & Staff	Miscellaneous	SACC for homeless students
6/18/2025	6/17/2025			Bc Uber Cash	500.00	Curriculum & Instruction	709506	Grant	Central Admin & Staff	Miscellaneous	Uber Transportation for student Summer School at HS
6/2/2025	5/30/2025			Mlb Detroit Tigers I	540.00	Curriculum & Instruction	147666	Grant	Central Admin & Staff	Miscellaneous	Field trip extended year summer program ELL students Comerica Park 6/19/25
6/6/2025	6/5/2025			45 Lakeshore Learning	212.74	Curriculum & Instruction	147642	Grant	Central Admin & Staff	Teaching Supplies	Materials for extended year summer program Section 41 funds
6/9/2025	6/6/2025			Enchanted Learning Llc	200.00	Curriculum & Instruction	147663	Grant	Central Admin & Staff	Teaching Supplies	Enchanted Learning 1 year subscription renewal Section 41 funds
6/16/2025	6/12/2025			Gfs Store #0240	73.29	Curriculum & Instruction	147642	Grant	Central Admin & Staff	Miscellaneous	Snacks and supplies for extended year summer program Section 41 funds
6/16/2025	6/13/2025			Ls Learning Gizmos, I	352.91	Curriculum & Instruction	143942	Grant	Central Admin & Staff	Instructional Support	Games and other learning materials for extended day and year ELL students Title III Immigrant Funds
6/10/2025	6/9/2025			Amazon Mktpl Na6m74cp2	28.86	Curriculum & Instruction	108643	General Fund	Central Admin & Staff	Office Supplies	office supplies - batteries
6/10/2025	6/10/2025			Amazon Mktpl Nh8715vp0	24.27	Curriculum & Instruction	108643	General Fund	Central Admin & Staff	Office Supplies	office supplies -batteries
6/24/2025	6/23/2025			Amazon Mktpl Nq9al60h2	206.82	Curriculum & Instruction	104842	General Fund	Central Admin & Staff	Teaching Supplies	watercolors, pencils, mesh pouches,name badges,baggies, hand sanitizer for Summer Explorers
6/24/2025	6/23/2025			Amazon Mktpl Nq9al60h2	17.94	Curriculum & Instruction	104843	General Fund	Central Admin & Staff	Office Supplies	watercolors, pencils, mesh pouches, name badges, cardstock, baggies, wipes, hand sanitizer for SE
6/25/2025	6/24/2025			Amazon.Com Nq0pw9oq1	10.64	Curriculum & Instruction	108643	General Fund	Central Admin & Staff	Office Supplies	pencils, index cards
6/25/2025	6/24/2025			Amazon Mktpl Nq2lt8f71	22.26	Curriculum & Instruction	104842	General Fund	Central Admin & Staff	Office Supplies	band aids for Summer Explorers
6/25/2025	6/24/2025			Bjs Wholesale #0385	25.72	Curriculum & Instruction	104842	General Fund	Central Admin & Staff	Summer School Supplies	Water, pretzels and goldfish snacks for Summer Explorers
6/9/2025	6/9/2025			Amazon.Com Nh72m9jx0	58.84	Curriculum & Instruction	147642	Grant	Central Admin & Staff	Teaching Supplies	materials for extended year program section 41 funds
6/23/2025	6/21/2025			Scholastic, Inc.	6.50	Curriculum & Instruction	145245	Grant	Central Admin & Staff	Teaching Supplies	35a Summer Explorers - Shipping for Scholastic Order
6/24/2025	6/23/2025			Amazon Mktpl No5fh96t0	197.83	Curriculum & Instruction	157041	Grant	Central Admin & Staff	Teaching Supplies	Title I Supplies for Summer Explorers-hand sanitizer, wipes, pencils, baggies, name badges, paint
6/24/2025	6/24/2025			Amazon Mktpl Nq6zo5xt2	745.60	Curriculum & Instruction	145245	Grant	Central Admin & Staff	Teaching Supplies	35a Supplies for Summer Explorers-name badges, markers, pencils, wipes, glue sticks, pens, play doh
6/25/2025	6/24/2025			Scholastic, Inc.	20.00	Curriculum & Instruction	145245	Grant	Central Admin & Staff	Teaching Supplies	35a books for Summer Explorers
6/25/2025	6/24/2025			Scholastic, Inc.	1.20	Curriculum & Instruction	708601	Internal Fund	Central Admin & Staff	Teaching Supplies	tax charged for Scholastic-cash deposit of \$1.20 will be made to reimburse this ASN
					8,224.22	Curriculum & Instruction Total					
5/29/2025	5/28/2025			Amazon Mktpl Nn4mf0pv1	22.99	F.V. Pankow Center	101942	CTE Funds	K to 12 Staff	Classroom Supplies	white sand
5/29/2025	5/28/2025			Amazon Mktpl Nn3ei2jo0	34.99	F.V. Pankow Center	101942	CTE Funds	K to 12 Staff	Classroom Supplies	10 stalks of lucky bamboo
5/30/2025	5/29/2025			Amazon Mktpl Nn38x7gf0	32.99	F.V. Pankow Center	101942	CTE Funds	K to 12 Staff	Classroom Supplies	aquatic soil
5/30/2025	5/29/2025			Amazon Mark N687m2eb2	104.56	F.V. Pankow Center	101942	CTE Funds	K to 12 Staff	Classroom Supplies	pliers, organizer boxes, portable caddy
5/30/2025	5/29/2025			Amazon Mark N611i5eg2	190.04	F.V. Pankow Center	101942	CTE Funds	K to 12 Staff	Classroom Supplies	garden tweezers, lava rock, surge protector
5/30/2025	5/29/2025			Amazon Mark Nn9bt45b0	369.52	F.V. Pankow Center	101942	CTE Funds	K to 12 Staff	Classroom Supplies	aquarium lights, folding step stools, 29 gallon aquarium, aquarium plant holders
5/28/2025	5/28/2025			Amazon Mktpl Nn2lq9ji0	11.98	F.V. Pankow Center	101942	CTE Funds	K to 12 Staff	Classroom Supplies	fuel line hose for tractor
5/30/2025	5/29/2025			Fsp Ndeo	440.00	F.V. Pankow Center	108772	CTE Funds	K to 12 Staff	Professional Development	National Dance Education Organization conference
6/2/2025	5/29/2025			Homedepot.Com	(572.96)	F.V. Pankow Center	104995	CTE Funds	K to 12 Staff	Capital Outlay	return of 2 dented garage cabinets
6/2/2025	5/30/2025			Homedepot.Com	508.80	F.V. Pankow Center	104995	CTE Funds	K to 12 Staff	Capital Outlay	2 freestanding garage cabinets
6/2/2025	6/1/2025			Sq Square Paid Servc	35.00	F.V. Pankow Center	107642	CTE Funds	K to 12 Staff	Classroom Supplies	Advanced access for square
6/3/2025	6/2/2025			Mrla Education	250.00	F.V. Pankow Center	102172	CTE Funds	K to 12 Staff	Professional Development	Michigan Restaurant & Lodging Association conference
6/9/2025	6/7/2025			Culinary Dish	75.00	F.V. Pankow Center	102142	CTE Funds	K to 12 Staff	Classroom Supplies	DISH for classroom discussions

*JPB* *7-24-25*

Posting Date	Tran Date	Employee Last name	Employee First name	Supplier	Line Amount	Department	ASN	Fund	Hierarchy	Business Purpose	Line Description
6/11/2025	6/10/2025			Airgas - North	470.40	F.V. Pankow Center	102679	CTE Funds	K to 12 Staff	Misc Supplies	cylinder rental
6/2/2025	5/28/2025			Kerr Albert Office Sup	62.10	F.V. Pankow Center	107342	General Fund	K to 12 Staff	Classroom Supplies	colored paper
6/5/2025	6/4/2025			Amazon Mark Nh4be63g2	69.30	F.V. Pankow Center	107342	General Fund	K to 12 Staff	Classroom Supplies	rechargeable batteries
6/12/2025	6/10/2025			Amazon Mark Nh4be63g2	(69.30)	F.V. Pankow Center	107342	General Fund	K to 12 Staff	Classroom Supplies	return of calculator batteries
6/2/2025	5/30/2025			Emu Web Purchase	661.26	F.V. Pankow Center	708039	Internal Fund	K to 12 Staff	Student Activity	SkillsUSA National conference
6/4/2025	6/3/2025			Bjs Wholesale #0385	12.99	F.V. Pankow Center	708003	Internal Fund	K to 12 Staff	Misc Supplies	cupcakes for retirement party
6/6/2025	6/5/2025			Mu Alpha Theta	70.00	F.V. Pankow Center	708017	Internal Fund	K to 12 Staff	Student Activity	Mu Alpha Theta membership dues
6/6/2025	6/5/2025			Mu Alpha Theta	310.00	F.V. Pankow Center	708017	Internal Fund	K to 12 Staff	Student Activity	Mu Alpha Theta membership dues
6/16/2025	6/13/2025			Vmo Vimeo.Com	300.00	F.V. Pankow Center	108142	CTE Funds	K to 12 Staff	Classroom Supplies	video hosting service annual subscription
5/29/2025	5/28/2025			Educational Theatre As	129.00	F.V. Pankow Center	708040	Internal Fund	K to 12 Staff	Student Activity	annual dues for 2025 - 2026
6/23/2025	6/22/2025			Speedway 43856	53.15	F.V. Pankow Center	708040	Internal Fund	K to 12 Staff	Student Activity	gas for Thespian trip in Indian University
5/30/2025	5/29/2025			Atl Centennial Park On	1,500.00	F.V. Pankow Center	102969	CTE Funds	K to 12 Staff	Student Activity	Hotel for Skills USA Nationals
6/11/2025	6/29/2025			Amazon Mark Nb06w0wz1	(42.99)	F.V. Pankow Center	102044	CTE Funds	K to 12 Staff	Classroom Supplies	Refund from previous purchase.
5/30/2025	5/29/2025			Atl Centennial Park On	645.18	F.V. Pankow Center	708039	Internal Fund	K to 12 Staff	Student Activity	Hotel for Skills USA Nationals
5/30/2025	5/29/2025			Atl Centennial Park On	500.00	F.V. Pankow Center	708001	Internal Fund	K to 12 Staff	Student Activity	Hotel for Skills USA Nationals
					6,174.00	F.V. Pankow Center Total					
5/28/2025	5/27/2025			Wm Supercenter #2692	8.36	Food Service	519025C	Food Services	Central Admin & Staff	Miscellaneous	Catering food for event
5/28/2025	5/27/2025			Wm Supercenter #2692	71.48	Food Service	519025C	Food Services	Central Admin & Staff	Miscellaneous	Catering Beverages for Event
5/28/2025	5/28/2025			Panera Bread #606152 O	120.48	Food Service	519025C	Food Services	Central Admin & Staff	Miscellaneous	Catering food for event at Atwood
5/29/2025	5/28/2025			Amazon Mktpl Nn0ek5t40	19.98	Food Service	519028C	Food Services	Central Admin & Staff	Miscellaneous	Catering supplies
5/29/2025	5/29/2025			Amazon Mktpl N67nw9nn2	25.58	Food Service	519028C	Food Services	Central Admin & Staff	Miscellaneous	Catering Supplies
5/29/2025	5/29/2025			Amazon Mktpl Nn94p41a0	63.03	Food Service	519028C	Food Services	Central Admin & Staff	Miscellaneous	Catering supplies
5/30/2025	5/28/2025			Lake St Clair Metropar	240.00	Food Service	519028C	Food Services	Central Admin & Staff	Miscellaneous	Metro Passes for Student catering event
5/30/2025	5/29/2025			Kroger #622	33.96	Food Service	519025C	Food Services	Central Admin & Staff	Miscellaneous	Ice for Metro Beach Student Event
6/4/2025	6/3/2025			Kroger #622	62.70	Food Service	519025C	Food Services	Central Admin & Staff	Miscellaneous	Ice for Metro Beach Student Event
6/5/2025	6/4/2025			Sq Eastside Bagel	341.49	Food Service	519025C	Food Services	Central Admin & Staff	Miscellaneous	Catering event at carkenord
6/6/2025	6/5/2025			Cintas 578 Mo	352.40	Food Service	519029	Food Services	Central Admin & Staff	Miscellaneous	food service uniforms
6/12/2025	6/12/2025			Hubert Us	621.00	Food Service	519029	Food Services	Central Admin & Staff	Miscellaneous	hot tile equipment for multiple schools
					1,960.46	Food Service Total					
6/4/2025	6/3/2025			Amazon Mktpplace Pmts	(47.94)	Graham Elementary	000299	General Fund	Building Admin & Staff	Classroom Supplies	Supply Refund
6/4/2025	6/3/2025			Amazon Mktpplace Pmts	(63.92)	Graham Elementary	000299	General Fund	Building Admin & Staff	Classroom Supplies	Supply Refund
6/16/2025	6/15/2025			Amazon Mktpl Na6ss8pm1	29.96	Graham Elementary	101543	General Fund	Building Admin & Staff	Office Supplies	Purchased (1)-Clear Office Chair Floor Mat as part of Office Supplies Order 25-26.
6/16/2025	6/15/2025			Amazon Mktpl Na90s8ev0	58.42	Graham Elementary	101543	General Fund	Building Admin & Staff	Office Supplies	Purchased (2)-500 pk. 6x9-inch Gummed Craft Envelopes as part of Office Supplies order 25-26.
6/16/2025	6/15/2025			Amazon Mktpl Na0ym3xu1	67.83	Graham Elementary	101542	General Fund	Building Admin & Staff	Classroom Supplies	Purchased (2)-12 pk. Hand Sanitizer, (1)-Clorox 4-in-1 Cleaner, and (1)-12 pk. Large Sharpie Markers
6/17/2025	6/16/2025			Amazon Mktpl Na7zg3bi1	29.98	Graham Elementary	101543	General Fund	Building Admin & Staff	Office Supplies	Purchased (1)-Exacto Electric Pencil Sharpener as part of Office Supplies order 25-26.
6/17/2025	6/16/2025			Amazon Mktpl Na6ab6mi0	49.55	Graham Elementary	101543	General Fund	Building Admin & Staff	Office Supplies	Purchased (5)-500 pk. Canary Yellow 8.5x11 Paper as part of Office Supplies order 25-26.
6/17/2025	6/16/2025			Amazon Mktpl Na5ri7bq1	76.32	Graham Elementary	101543	General Fund	Building Admin & Staff	Office Supplies	Purchased (3)-500 pk. Goldenrod/Pink 8.5x11 Paper as part of Office Supplies order 25-26.
6/17/2025	6/17/2025			Amazon Mktpl Na4aq0bz0	98.05	Graham Elementary	101543	General Fund	Building Admin & Staff	Classroom Supplies	Purchased (10)-100 pk. 12x18 White/Yellow Construction Paper as part of Office Supplies order 25-26.
6/17/2025	6/17/2025			Amazon Mktpl Na19k8bw0	877.91	Graham Elementary	101543	General Fund	Building Admin & Staff	Office Supplies	Purchased AA/AAA Batteries, 3x3 Poly Bags, Colored Cardstock 8.5x11, Construction Paper, Baby/Clorox
6/18/2025	6/17/2025			Amazon Mktpl No2fz01u2	17.88	Graham Elementary	101542	General Fund	Building Admin & Staff	Classroom Supplies	Purchased (1)-Interlocking Book Bin Set as part of classroom supplies order 25-26.
6/18/2025	6/17/2025			Amazon.Com Na8ce69b1	39.98	Graham Elementary	101542	General Fund	Building Admin & Staff	Classroom Supplies	Purchased (1)-Floor Rocker Chair as part of classroom supplies order 25-26.
6/18/2025	6/17/2025			Amazon Mktpl Na7sp19r1	69.46	Graham Elementary	101542	General Fund	Building Admin & Staff	Classroom Supplies	Purchased Daily Pocket Schedule Chart, Fidget Toys, Key Chain Making Kit, Masking Tape, and Paper
6/18/2025	6/17/2025			Amazon.Com No2to0pv2	160.96	Graham Elementary	101542	General Fund	Building Admin & Staff	Classroom Supplies	Purchased (16)-25 pk. Blue Avery Pocket Folders as part of Spanish classroom supplies order 25-26.
6/18/2025	6/18/2025			Amazon.Com Na36v5270	13.54	Graham Elementary	101542	General Fund	Building Admin & Staff	Classroom Supplies	Purchased (1)-Bulk 300 pcs. Double Bubble Tub as part of 5. Diggan classroom supplies order 25-26.



*Done Below* 7-24-25

Posting Date	Tran Date	Employee Last name	Employee First name	Supplier	Line Amount	Department	ASN	Fund	Hierarchy	Business Purpose	Line Description
6/18/2025	6/18/2025			Amazon Mktpl No2bq1vz2	18.48	Graham Elementary	101542	General Fund	Building Admin & Staff	Classroom Supplies	Purchased (1)-12 pk. Flair Pens as part of A. Bergen classroom supplies order 25-26.
6/18/2025	6/18/2025			Amazon Mktpl Na3nz0ka0	21.47	Graham Elementary	101542	General Fund	Building Admin & Staff	Classroom Supplies	Purchased (1)-12 pk. Flair Pens and (1)-30 pk. Elmer's Gluesticks as part of S. Diggan classroom
6/18/2025	6/18/2025			Amazon Mktpl Na8bi2ra1	33.06	Graham Elementary	101542	General Fund	Building Admin & Staff	Classroom Supplies	Purchased (1)-pk. Birthday Crowns, (1)-pk ea. Animal/Turkey Stickers, and Washable White Paint as
6/18/2025	6/18/2025			Amazon.Com Na3209sn0	39.99	Graham Elementary	101542	General Fund	Building Admin & Staff	Classroom Supplies	Purchased (1)-Portable Flip Scoreboard as part of classroom supplies order 25-26.
6/18/2025	6/18/2025			Amazon Mktpl Na6td8r71	74.99	Graham Elementary	101542	General Fund	Building Admin & Staff	Classroom Supplies	Purchased (1)-24 pk. Classroom Chair Pockets as part of A. Patouhas classroom supplies order 25-26.
6/18/2025	6/18/2025			Amazon Mktpl Na7o90ks0	80.77	Graham Elementary	101542	General Fund	Building Admin & Staff	Classroom Supplies	Purchased (1)-3 pk. Scotch Gel Tape and (2)-Electric Pencil Sharpeners as part of
6/18/2025	6/18/2025			Amazon Mktpl No1bq0v12	104.23	Graham Elementary	101542	General Fund	Building Admin & Staff	Classroom Supplies	Purchased (1)-6 pk. Vinyl Gym Tape, (1)-12 pk Fleece Balls, (1)-8 pk. Expo Dry Erase Markers,
6/18/2025	6/18/2025			Amazon Mktpl No2g15vv2	125.77	Graham Elementary	101542	General Fund	Building Admin & Staff	Classroom Supplies	Purchased (2)-900 ct. Bulk Crayons, (3)-2 pk. Desk Sorters, and (1)-6 pk. Dry Erase Sleeves as part
6/18/2025	6/18/2025			Amazon Mktpl No72e5xx2	224.72	Graham Elementary	101542	General Fund	Building Admin & Staff	Classroom Supplies	Purchased (432 ct.) Colored Pencils, Dry Erase Board Erasers, Games, Box Set Emotional Regulation,
6/19/2025	6/18/2025			Amazon Mktpl No9dw5m22	8.81	Graham Elementary	101542	General Fund	Building Admin & Staff	Classroom Supplies	Purchased (1)-16 pk. Scotch Removable Mounting Squares as part of classroom supplies
6/19/2025	6/18/2025			Amazon.Com No5hq0mh2	12.98	Graham Elementary	101542	General Fund	Building Admin & Staff	Classroom Supplies	Purchased (1)-Hershey Kisses Chocolate Candy Party Pack as part of classroom supplies
6/19/2025	6/18/2025			Amazon Mktpl Na6z16730	38.77	Graham Elementary	101542	General Fund	Building Admin & Staff	Classroom Supplies	Purchased (1)-30 pk. All About Me Posters, (1)-32 pk. Birthday Cards, (1)-50 pk. Pencil Note Cards,
6/19/2025	6/18/2025			Amazon.Com Na4q84rx1	45.51	Graham Elementary	101542	General Fund	Building Admin & Staff	Classroom Supplies	Purchased (3)-42 pk. Play Doh as part of Spanish classroom supplies order 25-26.
6/19/2025	6/18/2025			Amazon Mktpl Na17y5770	52.27	Graham Elementary	101542	General Fund	Building Admin & Staff	Classroom Supplies	Purchased (1)-96 pcs. Treasure Box Toys, (1)-Paper Sorter Organizer, and (1)-10 pk. Watercolors Set
6/19/2025	6/18/2025			Amazon Mktpl Na8sv1rn1	73.94	Graham Elementary	101542	General Fund	Building Admin & Staff	Classroom Supplies	Purchased (1)-12 pk. Expo Dry Erase Markers, 12 pk. Asstd. Sharpie Markers, (3)-Math Card Games, and
6/19/2025	6/18/2025			Amazon Mktpl Na1ec8k70	105.12	Graham Elementary	101542	General Fund	Building Admin & Staff	Classroom Supplies	Purchased (1)-8 pk. 12 ct. Binder Clips, (1)-30 pk. Dry Erase Reusable Sleeves, (1)-500 pk. Plastic
6/19/2025	6/18/2025			Amazon Mktpl No1kj8hv2	113.75	Graham Elementary	101542	General Fund	Building Admin & Staff	Classroom Supplies	Purchased (1)-360 ct. Magnet Dot w/Self Adhesive, (2)-4 pk. Plastic Storage Bins, and (2)-60 pk.
6/19/2025	6/18/2025			Amazon Mktpl No82t6v52	121.39	Graham Elementary	101542	General Fund	Building Admin & Staff	Classroom Supplies	Purchased (2)-12 ct.. Crayola Markers, (1)-Dry Erase Marker Eraser, (1)-4 pk. Dry Erase Surface
6/19/2025	6/18/2025			Amazon Mktpl No51v0va2	147.95	Graham Elementary	101542	General Fund	Building Admin & Staff	Classroom Supplies	Purchased (1)-60 pk. Airheads, (1)-Electric Pencil Sharpener,(1)-36 ct. Expo Colored Dry Erase
6/19/2025	6/18/2025			Amazon Mktpl Na4838ri1	151.15	Graham Elementary	101542	General Fund	Building Admin & Staff	Classroom Supplies	Purchased (4)-16 pk. White Chalk, (1)-24 pk. Dry Erase Erasers, (1)-50 pk. Glitter Pens,
6/19/2025	6/18/2025			Amazon Mktpl Na2he0k80	152.83	Graham Elementary	101542	General Fund	Building Admin & Staff	Classroom Supplies	Purchased (1)-72 pk. Dry Erase Markers, (1)-2 pk. Foldable Bins, (1)-6 pk. 900 ct. Loose Leaf Filler
6/19/2025	6/18/2025			Amazon Mktpl No8101vr2	195.40	Graham Elementary	101542	General Fund	Building Admin & Staff	Classroom Supplies	Purchased (1)-24 pk. Crayola Crayons Bulk, (1)-16 ct.. Expo Dry Erase Markers, (1)-60 ct. Elmer's
6/19/2025	6/18/2025			Amazon Mktpl Na4jx7wt1	249.39	Graham Elementary	101542	General Fund	Building Admin & Staff	Classroom Supplies	Purchased (1)-Desk Calendar, (1)-144 pk. Dry Erase Markers, (1)-8 ct. Expo Dry Erase Markers,
6/19/2025	6/19/2025			Amazon Mktpl No6xk3fb1	202.49	Graham Elementary	101542	General Fund	Building Admin & Staff	Office Supplies	Purchased (1)-30 pk. All About Me Posters, (1)-100 ct. Birthday Cards, (2)-Canvas Boards,
6/20/2025	6/19/2025			Amazon Mktpl No4tv4n81	26.34	Graham Elementary	101543	General Fund	Building Admin & Staff	Office Supplies	Purchased (1)-16 pk. 150 ct. Multifold Paper Towels as part of Office Supplies order 25-26.
6/20/2025	6/19/2025			Amazon.Com No9p55fv0	99.47	Graham Elementary	101542	General Fund	Building Admin & Staff	Classroom Supplies	Purchased (1)-6 pk. 20 ct. sheets Post-it Mini Easel Pads, (2)-24 pk. Post-it Notes, (1)-500 ct.
6/20/2025	6/19/2025			Amazon Mktpl No8fd83d1	207.81	Graham Elementary	101542	General Fund	Building Admin & Staff	Classroom Supplies	Purchased (1)-398 ct. Christmas Stickers, (1)-Crayola Washable Paint-Red, (1)-100 pk. Halloween
6/20/2025	6/20/2025			Amazon Mktpl No7xd07b2	85.98	Graham Elementary	101542	General Fund	Building Admin & Staff	Classroom Supplies	Purchased (2)-Rolling Computer Desks as part of S. Dudzinski classroom supplies order 25-26.
6/20/2025	6/20/2025			Amazon Mktpl No9cb1kn2	175.03	Graham Elementary	101542	General Fund	Building Admin & Staff	Classroom Supplies	Purchased (1)-54 pk. 88 Cutouts, (6)-Books-History Smashers, Just Ask, No One Likes a Fart,

*Shon Seelen* 7-24-25

Posting Date	Tran Date	Employee Last name	Employee First name	Supplier	Line Amount	Department	ASN	Fund	Hierarchy	Business Purpose	Line Description
6/20/2025	6/20/2025			Amazon Mktpl No5545lt0	192.77	Graham Elementary	101542	General Fund	Building Admin & Staff	Classroom Supplies	Purchased (1)-24 ct. All About Me Posters, (1)-30 ct. Birthday Crowns, (1)-24 pk. Crayola Crayons,
6/20/2025	6/20/2025			Amazon Mktpl No8rl1kh2	230.21	Graham Elementary	101542	General Fund	Building Admin & Staff	Classroom Supplies	Purchased (1)-25 pk. Clipboards, (2)-Clipboard Organizers, (1)-Craft Knife, (1)-800 pk. Crayons,
6/20/2025	6/20/2025			Amazon Mktpl No7x27kh2	248.78	Graham Elementary	101542	General Fund	Building Admin & Staff	Classroom Supplies	Purchased (1)-Carpet Sweeper, (1)-240 pk. Colored Pencils, (1)-40 ct. Expo Dry Erase Markers,
6/23/2025	6/20/2025			Amazon Mktpl No0fq33j0	161.74	Graham Elementary	101542	General Fund	Building Admin & Staff	Classroom Supplies	Purchased (1)-36 pk. ABC Nametags, (1)-36 pk. Birthday Crowns, (1)-36 pk. Carpet Spot Markers,
6/23/2025	6/21/2025			Amazon Mktpl No8pr6yk2	30.97	Graham Elementary	101542	General Fund	Building Admin & Staff	Classroom Supplies	Purchased (1)-24 pk. Kids Army Helmets as part of A. Patouhas classroom supplies order 25-26.
6/23/2025	6/21/2025			Amazon Mktpl No2rn8ge1	54.29	Graham Elementary	101542	General Fund	Building Admin & Staff	Classroom Supplies	Purchased (2 pk.)-88 Footprint Accents, (1)-200 pk. Craft Sticks, (4)-Decks Build Your Own Playing
6/23/2025	6/22/2025			Amazon Mktpl No6sf46g1	268.55	Graham Elementary	101542	General Fund	Building Admin & Staff	Classroom Supplies	Purchased (1)-6 pk. Fidget Toys, (1)-2 pk. Hexagon/Russian Block Puzzles, (1 pk.)-Kinetic Sand,
6/23/2025	6/23/2025			Amazon Mktpl Nq7qp4jr2	23.26	Graham Elementary	101542	General Fund	Building Admin & Staff	Classroom Supplies	Purchased (1)-36 ct. Expo Dry Erase Markers as part of A. Mong classroom supplies order 25-26.
6/6/2025	6/5/2025			Kroger #622	40.96	Graham Elementary	701517	Internal Fund	Building Admin & Staff	Student Activity	Purchased (1)-Large Balloon Bouquet for K/5th Grade Graduation.
6/4/2025	6/3/2025			Amazon Mktpl Nh2ty1on2	30.97	Graham Elementary	101543	General Fund	Building Admin & Staff	Office Supplies	Purchased 12 pks. Sharpie Markers for 2025-2026 School Year.
6/6/2025	6/6/2025			Amazon.Com N68uc4u01	34.39	Graham Elementary	101543	General Fund	Building Admin & Staff	Office Supplies	Purchased (2)-100 pk. Manila Folders and (2)-3 pk. 3-Ring Binders for 2025-2026 School Year.
6/18/2025	6/17/2025			Michaels #9490	18.17	Graham Elementary	101542	General Fund	Building Admin & Staff	Classroom Supplies	Purchased (2)-Books Bins as part of S. Hessel classroom supplies order 25-26.
6/18/2025	6/17/2025			Michaels #9490	20.93	Graham Elementary	101542	General Fund	Building Admin & Staff	Classroom Supplies	Purchased (2)-Books Bins as part of S. Hessel classroom supplies order 25-26.
6/18/2025	6/17/2025			Sp The Secret Stories	55.44	Graham Elementary	101542	General Fund	Building Admin & Staff	Classroom Supplies	Purchased (1)-Phonics Flashcard Set as part of S. Gahlau classroom supplies order 25-26.
6/18/2025	6/18/2025			Amazon.Com Na6gj5kb0	67.96	Graham Elementary	101543	General Fund	Building Admin & Staff	Office Supplies	Purchased (1)-25 pk. Pendaflex Hanging Folders for 2025-2026 School Year.
6/19/2025	6/18/2025			Amazon Mktpl No7r61v22	25.98	Graham Elementary	101543	General Fund	Building Admin & Staff	Classroom Supplies	Purchased (2)-60 ct. Elmer's Gluesticks as part of Office Supplies order 25-26.
6/19/2025	6/18/2025			Amazon.Com Na5q26uj0	48.99	Graham Elementary	101543	General Fund	Building Admin & Staff	Classroom Supplies	Purchased (1)-6 pk. 20 ct. sheets Post-it Mini Easel Pads as part of Office Supplies order 25-26.
6/20/2025	6/20/2025			Amazon.Com No0bj8a51	16.58	Graham Elementary	101543	General Fund	Building Admin & Staff	Classroom Supplies	Purchased (1)-60 ct. Elmer's Gluesticks as part of Office Supplies order 25-26.
6/20/2025	6/20/2025			Amazon.Com No3te8an1	16.58	Graham Elementary	101543	General Fund	Building Admin & Staff	Classroom Supplies	Purchased (1)-60 ct. Elmer's Gluesticks as part of Office Supplies order 25-26.
6/23/2025	6/19/2025			Kerr Albert Office Sup	44.79	Graham Elementary	101543	General Fund	Building Admin & Staff	Classroom Supplies	Purchased (1)-100 pk. White Posterboard as part of Office Supplies order 25-26.
5/28/2025	5/27/2025			Amazon Mktpl Nn10k13l1	36.24	Graham Elementary	157442	Grant	Building Admin & Staff	Teaching Supply	Purchased (1)-pk. Poster Board for Extended Year Program.
5/28/2025	5/27/2025			Mac & Rays - Ecomm	130.00	Graham Elementary	157442	Grant	Building Admin & Staff	Miscellaneous Supplies	Purchased Lunch for students in Extended Year Program 6/9-6/13.
5/28/2025	5/27/2025			Mac & Rays - Ecomm	455.00	Graham Elementary	157464	Grant	Building Admin & Staff	Student Activity	5th Grade Field Trip to MacRay Marina 65 students @ \$7.00 per person.
5/29/2025	5/28/2025			Sq Upland Hills Farm	710.00	Graham Elementary	157464	Grant	Building Admin & Staff	Student Activity	Kindergarten Field Trip to Upland Hills Farms 66 students, 5 teachers @ \$10.00 per person.
6/6/2025	6/5/2025			Meijer.Com #243	858.29	Graham Elementary	157442	Grant	Building Admin & Staff	Miscellaneous Supplies	Purchased food supplies to prepare Breakfast/Lunch for students in Extended Year Program 6/9-6/13.
6/10/2025	6/9/2025			Little Caesars 3906000	124.97	Graham Elementary	157442	Grant	Building Admin & Staff	Miscellaneous Supplies	Purchased Lunch for students in Extended Year Program 6/9-6/13.
5/28/2025	5/27/2025			Mac & Rays - Ecomm	238.00	Graham Elementary	701514	Internal Fund	Building Admin & Staff	School Fundraising	5th Grade Field Trip to MacRay Marina 34 chaperones @ \$7.00 per person.
5/29/2025	5/28/2025			Sq Upland Hills Farm	470.00	Graham Elementary	701514	Internal Fund	Building Admin & Staff	Student Activity	Kindergarten Field Trip to Upland Hills Farms 47 chaperones @ \$10.00 per person.
6/3/2025	6/3/2025			Amazon Mktpl N621u8wm2	20.99	Graham Elementary	701517	Internal Fund	Building Admin & Staff	Miscellaneous Supplies	Purchased (1)-Bag w/initial as Thank You to PTO Board Members.

*Shane B...* 7-24-25

Posting Date	Tran Date	Employee Last name	Employee First name	Supplier	Line Amount	Department	ASN	Fund	Hierarchy	Business Purpose	Line Description
6/4/2025	6/4/2025			Amazon Mktpl Nh68o94d2	23.90	Graham Elementary	701517	Internal Fund	Building Admin & Staff	Miscellaneous Supplies	Purchased Gift Wrap items/Thank You cards for PTO Board Members.
6/9/2025	5/9/2025			Jefferson Street Pub	220.00	Graham Elementary	701570	Internal Fund	Building Admin & Staff	Miscellaneous	Purchased Staff Lunch for Teacher Appreciation Week.
6/10/2025	6/9/2025			Bcs Lanse Creuse Publ	154.50	Graham Elementary	701505	Internal Fund	Building Admin & Staff	Miscellaneous	Support for kindergarten student
6/12/2025	6/11/2025			Sq Metro Detroit Scre	765.90	Graham Elementary	701505	Internal Fund	Building Admin & Staff	Miscellaneous Supplies	Purchased Staff T-Shirts for 2025-2026 School Year.
6/18/2025	6/17/2025			Rochester 100 Inc	320.00	Graham Elementary	701570	Internal Fund	Building Admin & Staff	Classroom Supplies	Purchased (200) Classroom folders for 2025/2026 School Year.
6/20/2025	6/20/2025			Amazon Mktplace Pmts	(29.99)	Graham Elementary	701517	Internal Fund	Building Admin & Staff	Miscellaneous Supplies	Amazon Credit for item not received, repurchased product (Bag w/initial for PTO Board Members).
					10,597.95	Graham Elementary Total					
5/30/2025	5/30/2025			Amazon Mktpl Nn9ns0ql1	4.24	Green Elementary	101843	General Fund	Building Admin & Staff	Office Supplies	6 pack super glue
6/2/2025	5/30/2025			Amazon.Com Nn0811sp1	84.90	Green Elementary	101843	General Fund	Building Admin & Staff	Miscellaneous Supplies	Envelopes for packet pick up 2025
5/29/2025	5/28/2025			Chet S Rent All-Roches	450.00	Green Elementary	701804	Internal Fund	Building Admin & Staff	Miscellaneous Supplies	Generator rental for Spring Fling 2025
5/30/2025	5/29/2025			Urban Air Sterling Hei	1,369.26	Green Elementary	701806	Internal Fund	Building Admin & Staff	Student Activity	Final payment for Urban Air 5th grade field trip
6/2/2025	5/30/2025			Dominics Catering	757.00	Green Elementary	701804	Internal Fund	Building Admin & Staff	Miscellaneous Supplies	Volunteer lunch for Spring Fling workers 2025
6/3/2025	5/30/2025			Chet S Rent All - Ches	(55.08)	Green Elementary	701804	Internal Fund	Building Admin & Staff	Miscellaneous Supplies	Credit for damage waiver & sales tax
6/11/2025	6/9/2025			Absopure Water Company	29.45	Green Elementary	701801	Internal Fund	Building Admin & Staff	Miscellaneous Supplies	Water supply for office/staff
					2,639.77	Green Elementary Total					
6/6/2025	6/5/2025			Amazon Mktpl N64e658y0	65.48	Higgins Elementary	100443	General Fund	K to 12 Staff	Office Supplies	Envelopes for back-to-school information
6/6/2025	6/6/2025			Amazon Mktpl N63hy72l0	63.17	Higgins Elementary	100443	General Fund	K to 12 Staff	Office Supplies	Clear bins for organizing and file folders
6/9/2025	6/6/2025			Amazon.Com N63pp7ks0	26.99	Higgins Elementary	100443	General Fund	K to 12 Staff	Office Supplies	Address labels for back-to-school envelopes
6/11/2025	6/10/2025			Amazon Mktpl Nh1bf5531	45.87	Higgins Elementary	100442	General Fund	K to 12 Staff	Classroom Supplies	Mini dry erase markers
6/12/2025	6/10/2025			Kerr Albert Office Sup	728.57	Higgins Elementary	100495	General Fund	K to 12 Staff	Capital Outlay	Desk for Hoag
6/12/2025	6/11/2025			Amazon Mktpl Nh9zi3d00	106.97	Higgins Elementary	100442	General Fund	K to 12 Staff	Classroom Supplies	ECSE supplies-dry erase sleeve/HW folders/floor tape
6/12/2025	6/11/2025			Amazon Mktpl Nh9zi3d00	97.34	Higgins Elementary	100443	General Fund	X to 12 Staff	Office Supplies	Office supplies-plastic cups for meds/laminator film
6/12/2025	6/12/2025			Amazon Mktpl Nh7jh4km1	121.44	Higgins Elementary	100442	General Fund	K to 12 Staff	Classroom Supplies	ECSE supplies-paint/primary journals/adhes dots
6/5/2025	6/4/2025			Marcos Pizza - 1238	4.50	Higgins Elementary	700411	Internal Fund	K to 12 Staff	Student Activity	5th grade party
6/5/2025	6/4/2025			Marcos Pizza - 1238	130.00	Higgins Elementary	700411	Internal Fund	K to 12 Staff	Student Activity	Pizza for 5th grade party
5/29/2025	5/28/2025			Amazon Mktpl Nn7xq1jq0	51.98	Higgins Elementary	100442	General Fund	Building Admin & Staff	Classroom Supplies	Clear plastic bins
6/9/2025	6/6/2025			Lakeshore Learning Mat	1,440.79	Higgins Elementary	100442	General Fund	Building Admin & Staff	Classroom Supplies	Mailbox cubby for classroom
6/13/2025	6/11/2025			Lakeshore Learning Mat	(71.94)	Higgins Elementary	100442	General Fund	Building Admin & Staff	Classroom Supplies	Refund for tax we were mistakingly charge from Lakeshore.
5/29/2025	5/28/2025			4te Culligan Of Romeo	134.30	Higgins Elementary	700405	Internal Fund	K to 12 Staff	Misc Supplies	Culligan water
					2,945.46	Higgins Elementary Total					
5/28/2025	5/28/2025			Amazon Mktpl Nn7b23jo0	161.88	High School North	107744	General Fund	Building Admin & Staff	Miscellaneous	Rain ponchos for graduation ceremony
5/28/2025	5/28/2025			Amazon Mktpl Nn01b63d0	199.86	High School North	107744	General Fund	Building Admin & Staff	Miscellaneous Supplies	Rain ponchos for graduation ceremony
6/9/2025	6/6/2025			Willies Donuts	72.00	High School North	707701	Internal Fund	Building Admin & Staff	Student Supp/Recognition	PBIS giveaways recognition
6/23/2025	6/20/2025			Meijer # 105	26.64	High School North	707712	Internal Fund	Building Admin & Staff	Student Supp/Recognition	Student recognition
6/24/2025	6/23/2025			Wm Supercenter #2692	204.10	High School North	707712	Internal Fund	Building Admin & Staff	Student Supp/Recognition	Student recognition
6/2/2025	5/30/2025			Usps Po 2564100046	17.58	High School North	107737	General Fund	Building Admin & Staff	Postage/Delivery Charges	certified letter
5/28/2025	5/27/2025			Willies Donuts	48.00	High School North	707701	Internal Fund	Building Admin & Staff	Miscellaneous	Appreciation
6/5/2025	6/4/2025			Marcos Pizza - 1238	95.11	High School North	707750	Internal Fund	Building Admin & Staff	Student Supp/Recognition	STUCO student end of year celebration
6/24/2025	6/23/2025			Tim Hortons #917488	33.98	High School North	707750	Internal Fund	Building Admin & Staff	Student Supp/Recognition	STUCO-lock in event
6/24/2025	6/23/2025			Bjs Wholesale #0385	66.94	High School North	707750	Internal Fund	Building Admin & Staff	Student Supp/Recognition	STUCO Supplies-lock in event
6/24/2025	6/23/2025			Marcos Pizza - 1238	389.91	High School North	707750	Internal Fund	Building Admin & Staff	Student Supp/Recognition	STUCO-lock in event
6/24/2025	6/24/2025			Tim Hortons #917488	84.95	High School North	707750	Internal Fund	Building Admin & Staff	Student Supp/Recognition	STUCO-lock in event
5/30/2025	5/29/2025			Amazon.Com Nn5xc8v40	61.44	High School North	107744	General Fund	Building Admin & Staff	Miscellaneous Supplies	Facial tissue
6/2/2025	5/30/2025			Jostens Inc.	22.13	High School North	107778	General Fund	Building Admin & Staff	Purchase/Contracted Servi	Certificate of completion diplomas
6/2/2025	5/30/2025			Amazon.Com Nn9z29sc1	163.02	High School North	107742	General Fund	Building Admin & Staff	Teaching Supply	3 ring binders and toner
6/12/2025	6/11/2025			A And G Central Music	21.80	High School North	107744	General Fund	Building Admin & Staff	Classroom Supplies	Lyre screws band supplies
6/12/2025	6/11/2025			J.W. Pepper	30.00	High School North	107744	General Fund	Building Admin & Staff	Classroom Supplies	Sheet music
6/12/2025	6/11/2025			Amazon Mktpl Nh7ss96c1	157.60	High School North	107744	General Fund	Building Admin & Staff	Miscellaneous Supplies	Toner cartridge
6/16/2025	6/14/2025			Amazon Mktpl Na3ql8jl1	62.62	High School North	107758	General Fund	Building Admin & Staff	Office Supplies	Labels
6/17/2025	6/16/2025			J.W. Pepper	2.50	High School North	107744	General Fund	Building Admin & Staff	Classroom Supplies	Sheet music
6/17/2025	6/16/2025			Amazon Mktpl Na4bj45b0	20.98	High School North	107744	General Fund	Building Admin & Staff	Office Supplies	Labels

Shore School 7-24-25

Posting Date	Tran Date	Employee Last name	Employee First name	Supplier	Line Amount	Department	ASN	Fund	Hierarchy	Business Purpose	Line Description
6/18/2025	6/12/2025			Kerr Albert Office Sup	477.26	High School North	107742	General Fund	Building Admin & Staff	Teaching Supply	Composition paper, colored paper, pencils, railroad board, index card
6/18/2025	6/16/2025			Paypal Gtdelectron	159.00	High School North	107744	General Fund	Building Admin & Staff	Miscellaneous Supplies	Microphone system for Pool
6/19/2025	6/17/2025			Kerr Albert Office Sup	21.21	High School North	107742	General Fund	Building Admin & Staff	Teaching Supply	Highlighters
6/26/2025	6/25/2025			Cvs/Pharmacy #08078	30.00	High School North	107744F	General Fund	Building Admin & Staff	Student Supp/Recognition	FASFA student incentives
6/26/2025	6/25/2025			Cvs/Pharmacy #08078	295.00	High School North	107744F	General Fund	Building Admin & Staff	Student Supp/Recognition	FASFA student incentives
5/29/2025	5/28/2025			Kroger #684	27.98	High School North	707701	Internal Fund	Building Admin & Staff	Miscellaneous	Staff lounge supplies
6/3/2025	6/2/2025			Stone Age Landscape Su	295.74	High School North	707713	Internal Fund	Building Admin & Staff	Miscellaneous Supplies	Compost for garden
6/4/2025	6/2/2025			Mangiabevi Urban Itali	840.00	High School North	707772	Internal Fund	Building Admin & Staff	Student Activity	Italian field trip luncheon
6/4/2025	6/3/2025			School Specialty Ecomm	92.04	High School North	707748	Internal Fund	Building Admin & Staff	Classroom Supplies	Drawing paper
6/4/2025	6/4/2025			Dhc Blick Art Material	782.97	High School North	707748	Internal Fund	Building Admin & Staff	Classroom Supplies	Daylight light boxes
6/5/2025	6/2/2025			Kerr Albert Office Sup	188.76	High School North	707748	Internal Fund	Building Admin & Staff	Teaching Supply	Colored Paper rolls
6/5/2025	6/4/2025			Bjs Wholesale #0385	29.14	High School North	707701	Internal Fund	Building Admin & Staff	Miscellaneous Supplies	Recognition supplies-retirement
6/5/2025	6/4/2025			Bjs.Com #5490	29.69	High School North	707701	Internal Fund	Building Admin & Staff	Miscellaneous Supplies	Recognition supplies-retirement
6/20/2025	6/20/2025		s	Amazon Mktpl No5u64zb0	61.41	High School North	107744	General Fund	Building Admin & Staff	Miscellaneous Supplies	Master key ring set
6/26/2025	6/25/2025		s	Alpina Manufacturing L	676.03	High School North	707744	General Fund	Building Admin & Staff	Miscellaneous Supplies	Picture frames for hallways
6/2/2025	5/29/2025		s	Pita Peddler Medittera	(238.50)	High School North	707778	Internal Fund	Building Admin & Staff	Miscellaneous	Senior BBQ food - duplicate charge refunded
5/30/2025	5/29/2025			Printful Inc. 12763446	99.44	High School North	707741	Internal Fund	K to 12 Staff	Classroom Supplies	Samples for LCN School Store
6/2/2025	5/30/2025			Willies Donuts	72.00	High School North	707741	Internal Fund	K to 12 Staff	Student Activity	Donuts for DECA Fundraiser
6/2/2025	6/1/2025			Sq Square Paid Servic	60.00	High School North	707741	Internal Fund	K to 12 Staff	Classroom Supplies	Square Monthly Membership
6/4/2025	6/3/2025			Printful Inc. 12789096	20.98	High School North	707741	Internal Fund	K to 12 Staff	Classroom Supplies	Samples for LCN School Store
6/6/2025	6/5/2025			Ups 1zw280f20391120145	7.88	High School North	707741	Internal Fund	Building Admin & Staff	Miscellaneous	Shipping for school store order
6/6/2025	6/5/2025			Ups 1zw280f20399075369	8.36	High School North	707741	Internal Fund	Building Admin & Staff	Miscellaneous	Shipping for school store order
					5,979.43	High School North Total					
6/2/2025	5/31/2025			Holiday Inn Express	211.22	HSN Athletics	537144	General Fund	Building Admin & Staff	Miscellaneous	Track Regional meet
6/2/2025	5/31/2025			Holiday Inn Express	211.22	HSN Athletics	537144	General Fund	Building Admin & Staff	Miscellaneous	Track Regional Meet
6/5/2025	6/3/2025			Holiday Inn Express	(10.74)	HSN Athletics	537144	General Fund	Building Admin & Staff	Miscellaneous	Track Regional meet refund for taxes charged by accident
6/5/2025	6/3/2025			Holiday Inn Express	(10.74)	HSN Athletics	537144	General Fund	Building Admin & Staff	Miscellaneous	Track Regional meet refund for taxes charged by accident
6/5/2025	6/5/2025			Amazon Mktpl N66zq4h30	27.14	HSN Athletics	537144	General Fund	Building Admin & Staff	Miscellaneous	Certificate paper
6/6/2025	6/6/2025			Amazon Mktpl N69rg5uf1	25.49	HSN Athletics	537144	General Fund	Building Admin & Staff	Miscellaneous	bag/holder for gate paperwork and ipad/chargers
6/9/2025	6/8/2025			Amazon Mktpl Nh3b32u22	91.18	HSN Athletics	537144	General Fund	Building Admin & Staff	Miscellaneous	certificate paper with holder
6/6/2025	6/6/2025			Amazon Mktpl N62s802m0	49.45	HSN Athletics	707761	Internal Fund	Building Admin & Staff	Miscellaneous	dance vinyl rolls/bows
6/20/2025	6/19/2025			Bjs Wholesale #0385	50.86	HSN Athletics	707708	Internal Fund	Building Admin & Staff	Miscellaneous	summer basketball camp supplies
6/20/2025	6/19/2025			Wal-Mart #2692	69.85	HSN Athletics	707708	Internal Fund	Building Admin & Staff	Miscellaneous	summer basketball camp
6/20/2025	6/19/2025			Hungry Howies 0093	143.99	HSN Athletics	707708	Internal Fund	Building Admin & Staff	Miscellaneous	summer basketball camp
5/28/2025	5/27/2025			Epic Sports	800.01	HSN Athletics	537144	General Fund	K to 12 Staff	Miscellaneous	Lockable Basketball Rack
5/28/2025	5/28/2025			Amazon Mktpl Nn0ij6340	55.74	HSN Athletics	537144	General Fund	K to 12 Staff	Miscellaneous	Soccer Scorebooks
5/29/2025	5/28/2025			Phoenix Stone Company	405.00	HSN Athletics	537144	General Fund	K to 12 Staff	Miscellaneous	Dirt for the freshmen/JV field. End of the season field Clean up. from Gravel to Wash. Ball mix.
5/29/2025	5/28/2025			Amazon.Com Nn1eq1gp1	579.30	HSN Athletics	537144	General Fund	K to 12 Staff	Miscellaneous	Soccer Balls
5/29/2025	5/29/2025			Amazon Mktpl N605i3nu2	8.98	HSN Athletics	537144	General Fund	K to 12 Staff	Miscellaneous	Soccer Captain Arm bands
5/30/2025	5/29/2025			Sq A3 Sports	125.00	HSN Athletics	537144	General Fund	K to 12 Staff	Miscellaneous	Coach Workshop
6/9/2025	6/7/2025			Amazon Mktpl Nh6c28br2	128.85	HSN Athletics	537144	General Fund	K to 12 Staff	Miscellaneous	Stop watches for timing and other events.
6/12/2025	6/11/2025			Amazon Mktplace Pmts	(8.98)	HSN Athletics	537144	General Fund	K to 12 Staff	Miscellaneous	Refund: Purchased wrong color
					2,952.82	HSN Athletics Total					
6/10/2025	6/9/2025			Bjs.Com #5490	11.97	Human Resources	104161	General Fund	Central Admin & Staff	Office Supplies	TRAVEUEXP.LOCAL - Water for meetings (2 cases)
6/16/2025	6/13/2025			Usps Po 2564100046	415.20	Human Resources	104137	General Fund	Central Admin & Staff	Postage/Delivery Charges	HR Postage Charges - Certified Letters- Mailed for BOE
5/29/2025	5/29/2025			Efx Info Services Llc	410.80	Human Resources	109716	General Fund	Central Admin & Staff	Miscellaneous	Approval Layoff Letters
					837.97	Human Resources Total					Unemployment Quarterly Payment
6/4/2025	6/4/2025			Amazon Mktpl Nh8tr5422	817.21	John R Armstrong	107844	General Fund	Building Admin & Staff	Miscellaneous	1-Headphone Amp,2-AGK mics,1-4ch 3pin XLR breakout box,1-HotRods drum sticks,2-sm58 switch mics,
6/11/2025	6/9/2025			The Home Depot #2734	41.15	John R Armstrong	107844	General Fund	Building Admin & Staff	Miscellaneous	2-25' tape measures,4-1/2"-13 lock nuts,1-25 pk 1/2" flat washers
6/12/2025	6/11/2025			Lowes #01156	11.25	John R Armstrong	107844	General Fund	Building Admin & Staff	Miscellaneous	1-25 pk 1/2" x 1" bolts

*John R. Armstrong* 7-24-25

Posting Date	Tran Date	Employee Last name	Employee First name	Supplier	Line Amount	Department	ASN	Fund	Hierarchy	Business Purpose	Line Description
6/17/2025	6/16/2025			Bmi Supply	795.84	John R Armstrong	107844	General Fund	Building Admin & Staff	Miscellaneous	2-ETC S4 14 deg lens tube,2-Glass pattern holder,1-shipping
					1,665.45	John R Armstrong Total					
6/23/2025	6/20/2025			Zoom.Com 888-799-9666	15.99	L'Anse Creuse High School	107544	General Fund	Building Admin & Staff	Miscellaneous Supplies	Zoom for the month of June. Cancelled after this
5/30/2025	5/28/2025			Ninosalvagg	584.74	L'Anse Creuse High School	707501	Internal Fund	Building Admin & Staff	Miscellaneous Supplies	Food for retiree celebration
5/30/2025	5/29/2025			Nino Salvaggio Interna	40.00	L'Anse Creuse High School	707501	Internal Fund	Building Admin & Staff	Miscellaneous Supplies	Delivery charge for retiree celebration food
6/2/2025	5/30/2025			Gino S Surf	1,098.00	L'Anse Creuse High School	707501	Internal Fund	Building Admin & Staff	Student Supp/Recognition	Lunch for top scholars 22 students and 3 staff members
5/30/2025	5/30/2025			Amazon MktpI Nn5j72661	51.81	L'Anse Creuse High School	107544	General Fund	Building Admin & Staff	Miscellaneous Supplies	Locks for lockers
6/3/2025	6/3/2025			Amazon MktpI N69jp6111	37.99	L'Anse Creuse High School	107544	General Fund	Building Admin & Staff	Repair or Maint Equip	Brackets for flags in classrooms
5/29/2025	5/28/2025			Amazon MktpI N61s89H0	(219.96)	L'Anse Creuse High School	707597	Internal Fund	Building Admin & Staff	Student Activity	Chargers returned from prom
6/3/2025	6/2/2025			Amazon MktpI N61s89H0	37.94	L'Anse Creuse High School	707566	Internal Fund	Building Admin & Staff	Classroom Supplies	Hangers for school store
6/4/2025	6/3/2025			Amazon MktpI Nh54i4oc2	21.74	L'Anse Creuse High School	707501	Internal Fund	Building Admin & Staff	Miscellaneous Supplies	Employee baby gift- Blazius
6/6/2025	6/4/2025			Samsclub.Com	75.68	L'Anse Creuse High School	707501	Internal Fund	Building Admin & Staff	Miscellaneous Supplies	Snacks to sell during break at summer school
6/9/2025	6/6/2025			Amazon MktpI N61s89H0	(9.49)	L'Anse Creuse High School	707597	Internal Fund	Building Admin & Staff	Student Activity	Return or prom supplies
6/9/2025	6/6/2025			Amazon MktpI N61s89H0	(53.71)	L'Anse Creuse High School	707597	Internal Fund	Building Admin & Staff	Student Activity	Return for prom supplies
6/18/2025	6/17/2025			Amazon MktpI Na5cl9d00	32.50	L'Anse Creuse High School	707501	Internal Fund	Building Admin & Staff	Student Activity	Superhero shirt and glasses
6/18/2025	6/18/2025			Amazon MktpI No4969xd2	92.58	L'Anse Creuse High School	707501	Internal Fund	Building Admin & Staff	Student Activity	Wristbands, capes, hero t-shirts, bracelets, belt, shields for Jostens
6/20/2025	6/20/2025			Amazon MktpI No9vv4l60	4.99	L'Anse Creuse High School	707501	Internal Fund	Building Admin & Staff	Student Activity	Headphone for conference
6/20/2025	6/20/2025			Amazon.Com No2fv07j2	18.99	L'Anse Creuse High School	707501	Internal Fund	Building Admin & Staff	Student Activity	Assistant principal t-shirt
6/20/2025	6/20/2025			Amazon MktpI No0fo1fc0	29.18	L'Anse Creuse High School	707501	Internal Fund	Building Admin & Staff	Student Activity	Gloves, cape t-shirt for conference
5/29/2025	5/22/2025			Kerr Albert Office Sup	17.64	L'Anse Creuse High School	107543	General Fund	Building Admin & Staff	Office Supplies	Facial tissue
6/6/2025	6/2/2025			Kerr Albert Office Sup	61.20	L'Anse Creuse High School	107543	General Fund	Building Admin & Staff	Miscellaneous Supplies	Folders for community service office
6/19/2025	6/19/2025			Dbc Blick Art Material	59.00	L'Anse Creuse High School	107580	General Fund	Building Admin & Staff	Classroom Supplies	Ph- 6 mudtools shredders,
5/30/2025	5/29/2025			Golden Donuts	52.50	L'Anse Creuse High School	707501	Internal Fund	Building Admin & Staff	Student Activity	MSC Special ed visit
5/30/2025	5/29/2025			Tif Kraatz Florist	783.85	L'Anse Creuse High School	707597	Internal Fund	Building Admin & Staff	Student Supp/Recognition	Flowers for honors night and graduation
6/2/2025	5/29/2025			Otc Brands Otc Brand	(14.59)	L'Anse Creuse High School	707550	Internal Fund	Building Admin & Staff	Student Activity	Sales tax credit
6/2/2025	6/1/2025			Sq Square Paid Servic	60.00	L'Anse Creuse High School	707566	Internal Fund	Building Admin & Staff	Membership and Dues	Square for June
6/4/2025	6/3/2025			Dollar Tree	31.25	L'Anse Creuse High School	707501	Internal Fund	Building Admin & Staff	Miscellaneous Supplies	Table covers for retirement celebration
6/4/2025	6/3/2025			Samsclub #6662	162.17	L'Anse Creuse High School	707501	Internal Fund	Building Admin & Staff	Miscellaneous Supplies	Pop, water, sugar, desserts for retirement celebration
6/4/2025	6/3/2025			Samsclub #6662	41.92	L'Anse Creuse High School	707550	Internal Fund	Building Admin & Staff	Student Activity	Ice cream, bowls, spoons for ice cream social.
6/4/2025	6/4/2025			Dbc Blick Art Material	7.50	L'Anse Creuse High School	707545	Internal Fund	Building Admin & Staff	Classroom Supplies	Mudtool shredders
6/5/2025	6/4/2025			Kroger #622	45.01	L'Anse Creuse High School	707550	Internal Fund	Building Admin & Staff	Student Activity	Ice cream toppings for ice cream social and ice cream
6/6/2025	6/5/2025			Amazon MktpI Nh3nq3p22	38.64	L'Anse Creuse High School	707504	Internal Fund	Building Admin & Staff	Miscellaneous Supplies	File folders
6/6/2025	6/6/2025			Amazon MktpI N690m89g1	9.99	L'Anse Creuse High School	707550	Internal Fund	Building Admin & Staff	Miscellaneous Supplies	Dual charging port for ipad-Gofan
6/9/2025	6/7/2025			Michaels.Com	3.79	L'Anse Creuse High School	707550	Internal Fund	Building Admin & Staff	Student Activity	Star decorations
6/23/2025	6/19/2025			Samsclub.Com	74.22	L'Anse Creuse High School	707501	Internal Fund	Building Admin & Staff	Miscellaneous Supplies	Snacks for summer school students
6/25/2025	6/23/2025			Samsclub.Com	54.15	L'Anse Creuse High School	707501	Internal Fund	Building Admin & Staff	Membership and Dues	Juice for summer school, coffee cups and coffee.
					3,347.21	L'Anse Creuse High School Total					
6/5/2025	6/3/2025			Calvin University Prin	125.00	LCHS Athletics	537030	General Fund	Building Admin & Staff	Miscellaneous	Accommodations State Track Meet
6/5/2025	6/3/2025			Calvin University Prin	171.10	LCHS Athletics	537038	General Fund	Building Admin & Staff	Miscellaneous	Accommodations State Track Meet
6/11/2025	6/10/2025			Officemax/Depot 6097	47.78	LCHS Athletics	537044	General Fund	Building Admin & Staff	Miscellaneous	Gel Pen pack & Colored folders
5/29/2025	5/28/2025			Cheddarup Findlay Gi	105.10	LCHS Athletics	707503A	Internal Fund	Building Admin & Staff	Miscellaneous	Deposit Girls Basketball Camp Univ Findley
5/29/2025	5/28/2025			All Occasion Florist	36.00	LCHS Athletics	707514A	Internal Fund	Building Admin & Staff	Miscellaneous	Soccer Sr. Night Flowers
5/29/2025	5/28/2025			All Occasion Florist	45.00	LCHS Athletics	707512A	Internal Fund	Building Admin & Staff	Miscellaneous	LAX Sr. Night Flowers
5/29/2025	5/28/2025			All Occasion Florist	24.00	LCHS Athletics	707517A	Internal Fund	Building Admin & Staff	Miscellaneous	Softball Sr Night Flowers
5/29/2025	5/28/2025			All Occasion Florist	36.00	LCHS Athletics	707502A	Internal Fund	Building Admin & Staff	Miscellaneous	Baseball Sr. Night Flowers
5/30/2025	5/28/2025			Little Caesars 3906000	46.36	LCHS Athletics	707502A	Internal Fund	Building Admin & Staff	Miscellaneous	JV-B Baseball lunch
5/30/2025	5/28/2025			Um Basketball Camp	315.75	LCHS Athletics	707503A	Internal Fund	Building Admin & Staff	Miscellaneous	Girls Basketball Camp UofM
6/4/2025	6/3/2025			Officemax/Depot 6097	33.96	LCHS Athletics	707522A	Internal Fund	Building Admin & Staff	Miscellaneous	Volleyball camp supplies
6/4/2025	6/3/2025			Samsclub #6662	102.62	LCHS Athletics	707503A	Internal Fund	Building Admin & Staff	Miscellaneous	Girls Basketball camp treats
6/5/2025	6/3/2025			Calvin University Prin	478.50	LCHS Athletics	707520A	Internal Fund	Building Admin & Staff	Miscellaneous	Accommodations State Track Meet
6/5/2025	6/3/2025			Calvin University Prin	362.20	LCHS Athletics	707521A	Internal Fund	Building Admin & Staff	Miscellaneous	Accommodations State Track Meet
6/5/2025	6/4/2025			Cheddarup Findlay Gi	1,864.60	LCHS Athletics	707503A	Internal Fund	Building Admin & Staff	Miscellaneous	Girls Basketball Team Camp/Accommodations/Meal @University Findlay
6/11/2025	6/10/2025			Kroger #622	1,000.00	LCHS Athletics	707502A	Internal Fund	Building Admin & Staff	Miscellaneous	Gift Cards for Baseball Team volunteers

Shawn [Signature] 7-24-25

Posting Date	Tran Date	Employee Last name	Employee First name	Supplier	Une Amount	Department	ASN	Fund	Hierarchy	Business Purpose	Une Description
6/3/2025	6/3/2025			Amazon MktpI N655s7jn0	130.14	LCHS Athletics	537044	General Fund	Building Admin & Staff	Miscellaneous	Dial Combination locks for locker rooms x48
6/11/2025	6/10/2025			Amazon MktpI Nh9rs9bj0	12.95	LCHS Athletics	537044	General Fund	Building Admin & Staff	Miscellaneous	Posh Rulers Height Indicator Tape Ruler
6/23/2025	6/20/2025			Deronne Hardware & Ren	1,460.00	LCHS Athletics	537044	General Fund	Building Admin & Staff	Miscellaneous	Fans for gymnasium and small gym.
6/2/2025	5/30/2025			Wave - Superior Stic	347.76	LCHS Athletics	707502A	Internal Fund	Building Admin & Staff	Miscellaneous	Replica jerseys for seniors x12
6/2/2025	5/30/2025			Sq Chicken Shack	717.95	LCHS Athletics	707521A	Internal Fund	Building Admin & Staff	Miscellaneous	Track picnic food
6/6/2025	6/5/2025			Ea Graphics	636.00	LCHS Athletics	707522A	Internal Fund	Building Admin & Staff	Miscellaneous	Summer Camp TShirts
6/6/2025	6/5/2025			Ea Graphics	60.00	LCHS Athletics	707513A	Internal Fund	Building Admin & Staff	Miscellaneous	Summer Camp TShirts
6/6/2025	6/5/2025			Ea Graphics	82.00	LCHS Athletics	707503A	Internal Fund	Building Admin & Staff	Miscellaneous	Summer Camp TShirts
6/6/2025	6/5/2025			Ea Graphics	48.00	LCHS Athletics	707519A	Internal Fund	Building Admin & Staff	Miscellaneous	Summer Camp Shirts
6/6/2025	6/5/2025			Ea Graphics	48.00	LCHS Athletics	707518A	Internal Fund	Building Admin & Staff	Miscellaneous	Summer Camp Shirts
6/9/2025	6/6/2025			Bean Bros Trophy And A	70.00	LCHS Athletics	707502A	Internal Fund	Building Admin & Staff	Miscellaneous	Trophies x4
6/16/2025	6/16/2025			Amazon.Com Na05o3gd0	52.02	LCHS Athletics	707522A	Internal Fund	Building Admin & Staff	Miscellaneous	Durable Floor Marking Tape
6/17/2025	6/17/2025			Amazon MktpI Na5ej0bw0	8.99	LCHS Athletics	707522A	Internal Fund	Building Admin & Staff	Miscellaneous	Name Labels
6/20/2025	6/20/2025			Amazon MktpI No8me2z00	65.96	LCHS Athletics	707505A	Internal Fund	Building Admin & Staff	Miscellaneous	Black, royal, and sky blue bows
					8,533.74	LCHS Athletics Total					
5/29/2025	5/28/2025			Amazon MktpI Nn54w1ga1	6.59	Lobbestael Elementary	103343	General Fund	Building Admin & Staff	Office Supplies	Gloves for office use, medicine and first aid
6/3/2025	6/2/2025			Fsp Printing By Johnso	1,106.00	Lobbestael Elementary	103378	General Fund	Building Admin & Staff	Student Activity	Lobster folders for student use
6/3/2025	6/2/2025			Fsp Printing By Johnso	33.10	Lobbestael Elementary	103343	General Fund	Building Admin & Staff	Student Activity	Lobster folders for student use
6/3/2025	6/2/2025			Sq Frosty Boy Of Harr	701.19	Lobbestael Elementary	157961	Grant	Building Admin & Staff	Student Activity	School wide end of the year field trip
5/30/2025	5/29/2025			The Henry Ford Retail	168.00	Lobbestael Elementary	703310	Internal Fund	Building Admin & Staff	Student Activity	Chaperone charge for 5th grade field trip
6/25/2025	6/24/2025			Dollar Tree	20.00	Lobbestael Elementary	103343	General Fund	Building Admin & Staff	Office Supplies	Stick on tiles for divider panels
6/25/2025	6/24/2025			Dollartree	32.50	Lobbestael Elementary	103343	General Fund	Building Admin & Staff	Office Supplies	Stick on tiles for divider panels
6/25/2025	6/24/2025			Michaels Stores 2718	36.29	Lobbestael Elementary	103343	General Fund	Building Admin & Staff	Office Supplies	Fabric and fabric spray for divider panels
6/25/2025	6/24/2025			Dollar Tree	100.00	Lobbestael Elementary	103343	General Fund	Building Admin & Staff	Office Supplies	Stick on tiles for divider panels - to be returned
6/26/2025	6/25/2025			Michaels Stores 5174	24.93	Lobbestael Elementary	103343	General Fund	Building Admin & Staff	Office Supplies	Fabric to cover divider panels
6/26/2025	6/26/2025			Amazon MktpI Nq9rb6t31	159.98	Lobbestael Elementary	103343	General Fund	Building Admin & Staff	Office Supplies	Two benches for waiting area
5/28/2025	5/27/2025			Bp#2862500chillbox Qps	29.10	Lobbestael Elementary	703312	Internal Fund	Building Admin & Staff	Student Activity	Ice bags bought for sno cone machines for field day
6/19/2025	6/18/2025			Wm Supercenter #2692	20.12	Lobbestael Elementary	103344	Internal Fund	Building Admin & Staff	Office Supplies	Fabric lint roller and fabric shaver
					2,437.80	Lobbestael Elementary Total					
6/5/2025	6/3/2025			Menards Chesterfield M	13.89	Maint Center	109072	General Fund	Maintenance Staff	Repair or Maint Building	parts for wet vac at Brender
6/5/2025	6/3/2025			Menards Chesterfield M	29.99	Maint Center	109030	General Fund	Maintenance Staff	Repair or Maint Building	weed whip string for MSN custodian
6/13/2025	6/11/2025			Menards Chesterfield M	249.97	Maint Center	109030	General Fund	Maintenance Staff	Repair or Maint Building	supplies for custodian
6/16/2025	6/13/2025			St Clair Shores Truck	823.38	Maint Center	109067	General Fund	Maintenance Staff	Repair or Maint Building	grounds trailer repair
6/4/2025	6/2/2025			Menards Chesterfield M	47.62	Maint Center	109067	General Fund	Maintenance Staff	Repair or Maint Building	supplies for repairs at Atwood
6/13/2025	6/11/2025			Menards Chesterfield M	32.95	Maint Center	109067	General Fund	Maintenance Staff	Repair or Maint Building	supplies for playground repairs
6/19/2025	6/17/2025			Menards Chesterfield M	5.99	Maint Center	109067	General Fund	Maintenance Staff	Repair or Maint Building	fuse holder
6/19/2025	6/17/2025			Menards Chesterfield M	28.75	Maint Center	109067	General Fund	Maintenance Staff	Repair or Maint Building	supplies for repairs
6/20/2025	6/17/2025			Menards Chesterfield M	(10.73)	Maint Center	109067	General Fund	Maintenance Staff	Repair or Maint Building	return
6/26/2025	6/24/2025			Menards Chesterfield M	78.75	Maint Center	109067	General Fund	Maintenance Staff	Repair or Maint Building	supplies for grounds
5/29/2025	5/28/2025			4te Culligan Of Romeo	48.25	Maint Center	109064	General Fund	Maintenance Staff	Contracted Serv Labor	water for Atwood
5/30/2025	5/29/2025			Supplyhouse.Com	2,515.99	Maint Center	109072	General Fund	Maintenance Staff	Repair or Maint Building	drinking fountain for Pankow to replace damaged one
6/2/2025	5/29/2025			Menards Chesterfield M	41.28	Maint Center	109067	General Fund	Maintenance Staff	Repair or Maint Building	OFF for grounds to protect from ticks
6/4/2025	6/3/2025			Nuco2 Llc	142.50	Maint Center	107782	General Fund	Maintenance Staff	Contracted Serv Labor	CO2 bulk for HSN Pool
6/5/2025	6/4/2025			Amazon MktpI N66wd55j0	39.99	Maint Center	109043	General Fund	Maintenance Staff	Office Supply	laptop case to replace broken one
6/10/2025	6/10/2025			Amazon MktpI Nh4qd1vi0	37.99	Maint Center	109043	General Fund	Maintenance Staff	Office Supply	laptop case to replace broken one
6/11/2025	6/10/2025			B&h Photo 800-606-696	412.78	Maint Center	109045	General Fund	Maintenance Staff	Repair or Maint Building	paint for "green" wall at Pankow
6/11/2025	6/11/2025			Amazon.Com Nh8q366n0	9.67	Maint Center	109043	General Fund	Maintenance Staff	Office Supply	memo pads
6/11/2025	6/11/2025			Amazon.Com Nh8q366n0	54.00	Maint Center	109072	General Fund	Maintenance Staff	Repair or Maint Building	water filter for fridge at Brender
6/11/2025	6/11/2025			Amazon MktpI Nh0hq58d0	305.00	Maint Center	109072	General Fund	Maintenance Staff	Repair or Maint Building	lights to replace wall packs at Green
6/13/2025	6/12/2025			B&h Photo 800-606-696	199.80	Maint Center	109045	General Fund	Maintenance Staff	Repair or Maint Building	paint for green room at Pankow
6/13/2025	6/12/2025			B&h Photo 800-606-696	(199.80)	Maint Center	109045	General Fund	Maintenance Staff	Repair or Maint Building	paint for green room at Pankow - order cancelled
6/13/2025	6/12/2025			B&h Photo 800-606-696	491.40	Maint Center	109045	General Fund	Maintenance Staff	Repair or Maint Building	paint for green room at Pankow
6/17/2025	6/16/2025			B&h Photo 800-606-696	(21.47)	Maint Center	109045	General Fund	Maintenance Staff	Miscellaneous	sales tax refund
6/18/2025	6/17/2025			Nuco2 Llc	165.00	Maint Center	107782	General Fund	Maintenance Staff	Contracted Serv Labor	cylinder rental for HSN pool
6/18/2025	6/17/2025			Nuco2 Llc	339.72	Maint Center	107582	General Fund	Maintenance Staff	Contracted Serv Labor	bulk CO2 for HS pool
6/19/2025	6/18/2025			Amazon MktpIace Pmts	(39.99)	Maint Center	109043	General Fund	Maintenance Staff	Office Supply	amazon return - laptop case
6/19/2025	6/18/2025			Nuco2 Llc	177.54	Maint Center	107782	General Fund	Maintenance Staff	Contracted Serv Labor	CO2 bulk for HSN Pool



Shon/Belle 7-24-25

Posting Date	Tran Date	Employee Last name	Employee First name	Supplier	Line Amount	Department	ASN	Fund	Hierarchy	Business Purpose	Line Description
6/23/2025	6/20/2025	PONT	PACCO	Amazon Mktpl No88a43x0	24.89	Maint Center	109072	General Fund	Maintenance Staff	Repair or Maint Building	electrical switchpack
6/24/2025	6/24/2025			Amazon Mktpl Nq99t7vy2	47.75	Maint Center	109043	General Fund	Maintenance Staff	Office Supply	hanging file folders
6/6/2025	6/4/2025			The Home Depot #2734	13.62	Maint Center	109072	General Fund	Maintenance Staff	Repair or Maint Building	supplies for repairs at MSN
6/12/2025	6/10/2025			The Home Depot #2734	65.70	Maint Center	109067	General Fund	Maintenance Staff	Repair or Maint Building	magnet for Burdi
6/27/2025	6/25/2025			The Home Depot #2734	221.90	Maint Center	109072	General Fund	Maintenance Staff	Repair or Maint Building	supplies for repairs at Green
6/2/2025	5/30/2025			Outdoor Equipment Co -	102.95	Maint Center	109067	General Fund	Maintenance Staff	Repair or Maint Building	deck wheel and blade for mower
6/16/2025	6/13/2025			Tractor-Supply-Co #034	299.98	Maint Center	109067	General Fund	Maintenance Staff	Repair or Maint Building	25 gallon sprayers
6/10/2025	6/9/2025			Lowes #01716	149.34	Maint Center	109045	General Fund	Maintenance Staff	Repair or Maint Building	supplies for painting at JAPAC
6/11/2025	6/10/2025			Sherwin-Williams701131	7.99	Maint Center	109045	General Fund	Maintenance Staff	Repair or Maint Building	supplies for JAPAC
6/12/2025	6/10/2025			Menards Chesterfield M	14.41	Maint Center	109045	General Fund	Maintenance Staff	Repair or Maint Building	paint supplies for JAPAC
6/13/2025	6/11/2025			Menards Chesterfield M	42.74	Maint Center	109045	General Fund	Maintenance Staff	Repair or Maint Building	supplies for JAPAC
6/17/2025	6/16/2025			Lowes #01716	58.94	Maint Center	109045	General Fund	Maintenance Staff	Repair or Maint Building	supplies for repairs
6/18/2025	6/16/2025			Menards Chesterfield M	8.77	Maint Center	109045	General Fund	Maintenance Staff	Repair or Maint Building	putty knife and caulk to fix broken tile at JAPAC
6/26/2025	6/24/2025			Menards Chesterfield M	13.77	Maint Center	109045	General Fund	Maintenance Staff	Repair or Maint Building	baseboard and patch
6/27/2025	6/25/2025			Menards Chesterfield M	14.99	Maint Center	109045	General Fund	Maintenance Staff	Repair or Maint Building	ceiling texture paint
6/10/2025	6/9/2025			Metro Institute Inc	55.00	Maint Center	109067	General Fund	Building Admin & Staff	Miscellaneous	pesticide testing
6/10/2025	6/9/2025			Metro Institute Inc	55.00	Maint Center	109067	General Fund	Building Admin & Staff	Miscellaneous	pesticide testing
6/10/2025	6/9/2025			Metro Institute Inc	55.00	Maint Center	109067	General Fund	Building Admin & Staff	Miscellaneous	pesticide testing
6/20/2025	6/18/2025			Michigan School Busine	310.00	Maint Center	109059	General Fund	Building Admin & Staff	Miscellaneous	MSBO Membership
6/24/2025	6/23/2025			State Of Mi Mda Financ	150.00	Maint Center	109067	General Fund	Building Admin & Staff	Repair or Maint Building	pesticide license for ██████ in Grounds
6/5/2025	6/3/2025			The Home Depot #2707	49.98	Maint Center	109030	General Fund	Maintenance Staff	Repair or Maint Building	supplies for the custodians at SR and Lobbestael
6/5/2025	6/4/2025			Ferguson Ent #1721	51.68	Maint Center	109072	General Fund	Maintenance Staff	Repair or Maint Building	parts to fix urinal at SR
6/6/2025	6/4/2025			The Home Depot #2707	47.93	Maint Center	109072	General Fund	Maintenance Staff	Repair or Maint Building	swivels and hex set
6/9/2025	6/6/2025			The Home Depot #2707	42.00	Maint Center	109072	General Fund	Maintenance Staff	Repair or Maint Building	casters for Graham and Yacks
6/16/2025	6/13/2025			The Home Depot #2707	193.97	Maint Center	109030	General Fund	Maintenance Staff	Repair or Maint Building	voltage detector and battery for custodian at Yacks
6/23/2025	6/20/2025			The Home Depot #2707	8.85	Maint Center	109072	General Fund	Maintenance Staff	Repair or Maint Building	water line for Tenniswood
6/19/2025	6/17/2025			The Home Depot #2734	96.20	Maint Center	109072	General Fund	Maintenance Staff	Repair or Maint Building	supplies for repairs at Atwood and stock for van
6/23/2025	6/20/2025			Menards Chesterfield M	80.50	Maint Center	109072	General Fund	Maintenance Staff	Repair or Maint Building	supplies for repairs at Carkenord and stock for van
6/2/2025	5/29/2025			Menards Chesterfield M	37.97	Maint Center	109072	General Fund	Maintenance Staff	Repair or Maint Building	supplies for repairs
6/2/2025	5/30/2025			Menards Chesterfield M	5.48	Maint Center	109072	General Fund	Maintenance Staff	Repair or Maint Building	outlet adapters
6/2/2025	5/30/2025			Menards Chesterfield M	14.37	Maint Center	109072	General Fund	Maintenance Staff	Repair or Maint Building	supplies for repairs
6/9/2025	6/6/2025			The Home Depot #2707	110.86	Maint Center	109072	General Fund	Maintenance Staff	Repair or Maint Building	supplies for repairs at Wheeler
6/12/2025	6/10/2025			The Home Depot #2707	78.82	Maint Center	109072	General Fund	Maintenance Staff	Repair or Maint Building	sealant and a nozzle for MSC repairs
6/16/2025	6/13/2025			Menards Chesterfield M	47.46	Maint Center	109072	General Fund	Maintenance Staff	Repair or Maint Building	supplies for repairs
6/23/2025	6/19/2025			Menards Chesterfield M	94.88	Maint Center	109072	General Fund	Maintenance Staff	Repair or Maint Building	supplies for repairs
6/23/2025	6/19/2025			Menards Chesterfield M	155.60	Maint Center	109072	General Fund	Maintenance Staff	Repair or Maint Building	supplies for repairs
6/23/2025	6/20/2025			The Home Depot #2734	236.93	Maint Center	109072	General Fund	Maintenance Staff	Repair or Maint Building	supplies for repairs stock for van
6/25/2025	6/23/2025			Menards Chesterfield M	110.87	Maint Center	109072	General Fund	Maintenance Staff	Repair or Maint Building	supplies for repairs
6/27/2025	6/25/2025			Menards Chesterfield M	93.47	Maint Center	109072	General Fund	Maintenance Staff	Repair or Maint Building	supplies for repairs
6/2/2025	5/29/2025			Menards Chesterfield M	207.10	Maint Center	109072	General Fund	Maintenance Staff	Repair or Maint Building	supplies for repairs at Pankow & Pellerin
6/4/2025	6/2/2025			Menards Chesterfield M	80.88	Maint Center	109072	General Fund	Maintenance Staff	Repair or Maint Building	stock for van
6/5/2025	6/3/2025			Menards Chesterfield M	77.77	Maint Center	109072	General Fund	Maintenance Staff	Repair or Maint Building	supplies for repairs at Building Trades
6/9/2025	6/6/2025			Menards Chesterfield M	83.52	Maint Center	109072	General Fund	Maintenance Staff	Repair or Maint Building	supplies for repairs
6/10/2025	6/9/2025			Lowes #01156	198.98	Maint Center	109072	General Fund	Maintenance Staff	Repair or Maint Building	fan and tap set
6/12/2025	6/10/2025			The Home Depot #2776	39.46	Maint Center	109072	General Fund	Maintenance Staff	Repair or Maint Building	supplies for repairs at Wheeler
6/13/2025	6/11/2025			Menards Chesterfield M	4.68	Maint Center	109072	General Fund	Maintenance Staff	Repair or Maint Building	duct sealing compound for repairs at Pellerin
6/13/2025	6/11/2025			Menards Chesterfield M	73.99	Maint Center	109072	General Fund	Maintenance Staff	Repair or Maint Building	supplies for repairs at Pankow
6/16/2025	6/13/2025			Menards Chesterfield M	33.03	Maint Center	109072	General Fund	Maintenance Staff	Repair or Maint Building	stock for van
6/24/2025	6/23/2025			Great Lakes Battery	589.00	Maint Center	109072	General Fund	Maintenance Staff	Repair or Maint Building	batteries for alarm panel at Pellerin
6/27/2025	6/25/2025			Menards Chesterfield M	122.54	Maint Center	109072	General Fund	Maintenance Staff	Repair or Maint Building	supplies for repairs at Pellerin
5/29/2025	5/28/2025			St Clair Shores Truck	375.00	Maint Center	109067	General Fund	Maintenance Staff	Repair or Maint Building	ball and mount for hitch on new truck
5/30/2025	5/29/2025			Outdoor Equipment Co -	181.26	Maint Center	109067	General Fund	Maintenance Staff	Repair or Maint Building	arm rod assembly for mower
6/2/2025	5/29/2025			The Home Depot #2734	56.94	Maint Center	109067	General Fund	Maintenance Staff	Repair or Maint Building	ratchet and strap
6/2/2025	5/30/2025			Unde Gas & Equipment	201.83	Maint Center	109067	General Fund	Maintenance Staff	Repair or Maint Building	propane for grills at metro beach picnic
6/4/2025	6/2/2025			The Home Depot #2734	89.33	Maint Center	109067	General Fund	Maintenance Staff	Repair or Maint Building	mailbox post and hardware to fix mailbox that bus driver hit.
6/5/2025	6/4/2025			Autozone #4302	128.23	Maint Center	109067	General Fund	Maintenance Staff	Repair or Maint Building	battery

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Posting Date	Tran Date	Employee Last name	Employee First name	Supplier	Une Amount	Department	ASN	Fund	Hierarchy	Business Purpose	Une Description
6/6/2025	6/4/2025			The Home Depot #2734	299.00	Maint Center	109067	General Fund	Maintenance Staff	Repair or Maint Building	impact wrench
6/19/2025	6/17/2025			Menards Chesterfield M	26.44	Maint Center	109067	General Fund	Maintenance Staff	Repair or Maint Building	bucket, cutting wheel and paint rollers
6/9/2025	6/5/2025			Menards Chesterfield M	46.62	Maint Center	109067	General Fund	Maintenance Staff	Repair or Maint Building	oil for gas mix, weed wacker line and funnel
6/25/2025	6/23/2025			The Home Depot #2734	121.42	Maint Center	109067	General Fund	Maintenance Staff	Repair or Maint Building	supplies for football field marking
6/23/2025	6/19/2025			The Home Depot #2734	47.94	Maint Center	517764	Food Services	Maintenance Staff	Repair or Maint Building	light bulbs for HSN Freezer
6/2/2025	5/30/2025			The Home Depot #2734	19.44	Maint Center	109072	General Fund	Maintenance Staff	Repair or Maint Building	supplies for repairs at HSN
6/16/2025	6/13/2025			Ferguson Ent #1721	474.44	Maint Center	109072	General Fund	Maintenance Staff	Repair or Maint Building	parts for repairs at Carkenord
6/4/2025	6/3/2025			Leslie Tires Service	150.00	Maint Center	109067	General Fund	Maintenance Staff	Repair or Maint Building	tire for enclosed trailer
6/13/2025	6/11/2025			Menards Chesterfield M	37.96	Maint Center	109072	General Fund	Maintenance Staff	Repair or Maint Building	gloves, hex set speedknit impact
6/16/2025	6/13/2025			Leslie Tires Service	150.00	Maint Center	109072	General Fund	Maintenance Staff	Repair or Maint Building	enclosed trailer tire repair
					13,262.57	Maint Center Total					
6/2/2025	5/30/2025			Amazon Mktp1 Nn54n3h50	154.83	Middle School Central	106043	General Fund	Building Admin & Staff	Miscellaneous	cardstock, white board, tape, whiteout, nitrile gloves, sticky tack for office
6/2/2025	6/1/2025			Amazon Mktp1 N62zg64v1	219.79	Middle School Central	106043	General Fund	Building Admin & Staff	Miscellaneous	folders, envelopes, sticky notes, key tags for office
6/3/2025	6/2/2025			Amazon Mktp1 N67hw99j2	178.10	Middle School Central	106042	General Fund	Building Admin & Staff	Teaching Supply	goldenrod copy paper for teachers
6/4/2025	6/3/2025			Amazon Mktp1 N65sx8vk1	246.04	Middle School Central	106042	General Fund	Building Admin & Staff	Teaching Supply	pink copy paper for teachers
6/4/2025	6/4/2025			Amazon Mktp1 Nh2zm5l12	303.87	Middle School Central	106042	General Fund	Building Admin & Staff	Teaching Supply	dry erase markers, dry erase cleaner and erasers, pens, staplers, batteries for teachers
6/5/2025	6/5/2025			Amazon Mktp1 N63gp3hh0	34.37	Middle School Central	536864	General Fund	Building Admin & Staff	Miscellaneous	band aids and ice packs for sports teams
6/6/2025	6/5/2025			Amazon Mktp1 Nh6rq5pw2	486.90	Middle School Central	106042	General Fund	Building Admin & Staff	Teaching Supply	poster board, white board cleaner, sticky notes, color copy paper
6/10/2025	6/9/2025			Fsp Cpr Certified Trail	60.00	Middle School Central	536864	General Fund	Building Admin & Staff	Miscellaneous	AHA Heartsaver Training for Athletic Coaches
6/10/2025	6/10/2025			Amazon Mktp1 Nh8yk2x81	18.98	Middle School Central	106043	General Fund	Building Admin & Staff	Miscellaneous	heavy duty magnets for bus signs
6/10/2025	6/10/2025			Amazon Mktp1 Nh7qg4vx0	120.02	Middle School Central	106042	General Fund	Building Admin & Staff	Teaching Supply	loose leaf paper for classrooms
6/11/2025	6/10/2025			Bt Shifferequip.	85.08	Middle School Central	106064	General Fund	Building Admin & Staff	Miscellaneous	replacement chair cap glides for student desk chairs
6/12/2025	6/11/2025			In Ardis Music, Llc	265.00	Middle School Central	106064	General Fund	Building Admin & Staff	Miscellaneous	band instrument repairs
5/28/2025	5/27/2025			In Ardis Music, Llc	18.00	Middle School Central	706019	Internal Fund	Building Admin & Staff	Miscellaneous	Gem baritone saxophone swab
5/29/2025	5/28/2025			Bjs Wholesale #0385	19.99	Middle School Central	706001	Internal Fund	Building Admin & Staff	Miscellaneous	Cookie platter for Class of 2025 walk-through
5/29/2025	5/28/2025			Bjs Wholesale #0385	24.99	Middle School Central	706049	Internal Fund	Building Admin & Staff	Miscellaneous	cookie platter for MJHS Induction ceremony
6/2/2025	5/30/2025			Kroger #622	16.97	Middle School Central	706001	Internal Fund	Building Admin & Staff	Miscellaneous	sugar and creamer for parent volunteers
6/2/2025	5/30/2025			Viviano Flower Shop	210.50	Middle School Central	706001	Internal Fund	Building Admin & Staff	Miscellaneous	flowers for Awards Night
6/4/2025	6/2/2025			Ninosalvagg	259.96	Middle School Central	706001	Internal Fund	Building Admin & Staff	Miscellaneous	fruit bowls for 8th grade clap out
6/4/2025	6/3/2025			Kroger #622	15.00	Middle School Central	706001	Internal Fund	Building Admin & Staff	Miscellaneous	punch for 8th grade clap out
6/4/2025	6/4/2025			Amazon Mktp1 N63tr75h1	122.82	Middle School Central	706018	Internal Fund	Building Admin & Staff	Miscellaneous	plates, napkins, cups, tablecloths for clap out
6/5/2025	6/4/2025			Amazon Mktp1 Nh2nd1zv2	11.86	Middle School Central	706013	Internal Fund	Building Admin & Staff	Miscellaneous	replacement books for media center
6/5/2025	6/5/2025			Amazon.Com Nh6tm8a02	30.17	Middle School Central	706013	Internal Fund	Building Admin & Staff	Miscellaneous	3 replacement books for media center
6/6/2025	6/5/2025			Kroger #622	10.99	Middle School Central	706001	Internal Fund	Building Admin & Staff	Miscellaneous	plastic cutlery for 8th grade clap out
6/6/2025	6/5/2025			Harper Metro Cleaners	337.50	Middle School Central	706019	Internal Fund	Building Admin & Staff	Miscellaneous	band jackets cleaned
6/9/2025	6/6/2025			Golden Donuts	144.00	Middle School Central	706001	Internal Fund	Building Admin & Staff	Miscellaneous	donuts for 8th grade clap out
6/9/2025	6/6/2025			Sq Eastside Bagel	206.50	Middle School Central	706001	Internal Fund	Building Admin & Staff	Miscellaneous	bagels for 8th grade clap out
5/28/2025	5/27/2025			Little Caesars 3906000	75.45	Middle School Central	706049	Internal Fund	Building Admin & Staff	Miscellaneous	End of year pizza party
6/2/2025	5/30/2025			Lake St Clair Metropar	800.00	Middle School Central	706004	Internal Fund	Building Admin & Staff	Miscellaneous	2026 Metro Beach Field Trip Payment
6/10/2025	6/9/2025			Macomb Intrmdt Sch Dis	20.00	Middle School Central	106072	General Fund	Building Admin & Staff	Professional Development	Trauma Informed Resilient Schools Conference
6/5/2025	6/4/2025			Bjs Wholesale #0385	46.97	Middle School Central	706018	Internal Fund	Building Admin & Staff	Miscellaneous	painting supplies for 8th grade clap out
6/5/2025	6/4/2025			Amazon.Com N63se1bp1	100.00	Middle School Central	706001	Internal Fund	Building Admin & Staff	Miscellaneous	4 \$25 gift cards for NWEA rewards
6/6/2025	6/4/2025			The Home Depot #2776	46.44	Middle School Central	706018	Internal Fund	Building Admin & Staff	Miscellaneous	painting supplies for 8th grade clap out
					4,691.09	Middle School Central Total					
5/29/2025	5/28/2025			Amazon Mktp1 Nn41e5p61	171.82	Middle School East	106623	General Fund	Building Admin & Staff	Student Supp/Recognition	Bracelets, stickers and keychains for students who had NWEA high achievement
5/30/2025	5/29/2025			Amazon Mktp1 Nn9w90851	14.88	Middle School East	106642	General Fund	Building Admin & Staff	Classroom Supplies	Calculator holder for classroom use
6/2/2025	6/1/2025			Amazon Mktp1 Nn46i1vv0	26.98	Middle School East	106642	General Fund	Building Admin & Staff	Miscellaneous Supplies	Bingo cards for End of Year School-wide Bingo
5/28/2025	5/27/2025			Marcos Pizza - 1238	52.00	Middle School East	706628	Internal Fund	Building Admin & Staff	Student Supp/Recognition	Pizza for Art Club end of year celebration
5/29/2025	5/27/2025			Detroit Zoo-Guest Rela	253.00	Middle School East	706610	Internal Fund	Building Admin & Staff	Student Supp/Recognition	Field trip 5.27.2025
5/30/2025	5/29/2025			Marcos Pizza - 1238	29.50	Middle School East	706628	Internal Fund	Building Admin & Staff	Student Supp/Recognition	Pizza for Green Club End of Year celebration
5/30/2025	5/29/2025			Amazon Mktp1 Nn9w90851	31.97	Middle School East	706601	Internal Fund	Building Admin & Staff	Miscellaneous Supplies	Decorations for Retirement party.
6/2/2025	6/1/2025			Amazon Mktp1 Nn9ux6w80	45.98	Middle School East	706628	Internal Fund	Building Admin & Staff	Miscellaneous Supplies	Paint for outdoor rock
6/2/2025	6/1/2025			Amazon Mktp1 N601p74w1	89.81	Middle School East	706628	Internal Fund	Building Admin & Staff	Miscellaneous Supplies	Paint, outdoor light, and brushes for outside rock

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Posting Date	Tran Date	Employee Last name	Employee First name	Supplier	Line Amount	Department	ASN	Fund	Hierarchy	Business Purpose	Line Description
6/3/2025	6/2/2025			Marcos Pizza - 1238	48.24	Middle School East	706605	Internal Fund	Building Admin & Staff	Miscellaneous	Pizza for students who help clean up during 8th grade lunch
5/30/2025	5/29/2025			Art & Office Centre In	531.00	Middle School East	106642	General Fund	Building Admin & Staff	Student Supp/Recognition	Plates for Celebration of Excellence and Principal Award
6/2/2025	6/1/2025			Wm Supercenter #1611	23.58	Middle School East	106623	General Fund	Building Admin & Staff	Student Supp/Recognition	Sundae toppings for sundaes for students with above 80 percentile on NWEA
6/6/2025	6/4/2025			Gfs Store #0240	107.97	Middle School East	106623	General Fund	Building Admin & Staff	Student Supp/Recognition	Ice cream for students who earned NWEA reward
6/11/2025	6/10/2025			Art & Office Centre In	75.00	Middle School East	106642	General Fund	Building Admin & Staff	Student Supp/Recognition	Engraving plate for Band and Athlete of the Year awards
5/29/2025	5/28/2025			Port Huron Koa	1,096.00	Middle School East	706632	Internal Fund	Building Admin & Staff	Student Activity	Field Trip 5.28.2025
6/2/2025	5/30/2025			Fsp The New Rink	2,610.00	Middle School East	706667	Internal Fund	Building Admin & Staff	Student Activity	Field trip 5.30.25
6/3/2025	6/2/2025			Papa Romanos And Mr Pi	409.74	Middle School East	706660	Internal Fund	Building Admin & Staff	Student Supp/Recognition	Pizza for All MS district picnic 5.28.2025
6/5/2025	6/4/2025			Amazon.Com N64s84g70	60.00	Middle School East	706601	Internal Fund	Building Admin & Staff	Miscellaneous	Gift cards for end of year drawing for students.
6/6/2025	6/5/2025			Amazon.Com N674b6qm0	20.00	Middle School East	706601	Internal Fund	Building Admin & Staff	Miscellaneous	Gift card for Building Sub - leaving at the end of the year.
6/16/2025	6/13/2025			Fsp Cpr Certified Trai	30.00	Middle School East	706634	Internal Fund	Building Admin & Staff	Professional Development	Coach CPR Training -
					5,727.47	Middle School East Total					
5/29/2025	5/28/2025			Highest Honor Inc	50.80	Middle School North	536744	General Fund	Building Admin & Staff	Miscellaneous	Shira award engraving
6/16/2025	6/13/2025			Fsp Cpr Certified Trai	50.00	Middle School North	536744	General Fund	Building Admin & Staff	Miscellaneous	CPR classes for MSN Coaches
6/16/2025	6/16/2025			Amazon Mktpl No8hz1ft2	126.78	Middle School North	105696	General Fund	Building Admin & Staff	Miscellaneous Supplies	Projector bulbs for technology per
5/29/2025	5/29/2025			Amazon Mktpl Nn08v31g0	24.48	Middle School North	705604	Internal Fund	Building Admin & Staff	Miscellaneous	Decorations for retirement party
5/29/2025	5/29/2025			Amazon Mktpl N66xu0ns2	71.86	Middle School North	705604	Internal Fund	Building Admin & Staff	Miscellaneous	Retirement gifts for from Staff
5/29/2025	5/29/2025			Tst El Charro - Macomb	117.84	Middle School North	705601	Internal Fund	Building Admin & Staff	Miscellaneous	School Improvement lunches
5/29/2025	5/29/2025			Amazon.Com Nn39e6pn0	125.00	Middle School North	705604	Internal Fund	Building Admin & Staff	Miscellaneous	Gift cards for upcoming weddings for and Brandon Fitch from staff
5/30/2025	5/29/2025			Wendys - Macomb Q23	13.50	Middle School North	705628	Internal Fund	Building Admin & Staff	Student Supp/Recognition	Wendy's lunch for Student of the quarter
5/30/2025	5/29/2025			Amazon.Com N62p77ag2	25.00	Middle School North	705604	Internal Fund	Building Admin & Staff	Miscellaneous	Gift card for retirement
5/30/2025	5/29/2025			Wendys - Macomb Q23	32.25	Middle School North	705628	Internal Fund	Building Admin & Staff	Student Supp/Recognition	Wendy's lunch for student of the quarter
5/30/2025	5/29/2025			Wendys - Macomb Q23	54.75	Middle School North	705628	Internal Fund	Building Admin & Staff	Student Supp/Recognition	Wendy's lunch for student of the quarter
5/30/2025	5/29/2025			Amazon.Com Nn70u3bx1	270.00	Middle School North	705628	Internal Fund	Building Admin & Staff	Student Activity	Amazon gift cards for 8th Grade Raffle
5/30/2025	5/30/2025			Amazon Mktpl N62mu8022	11.98	Middle School North	705628	Internal Fund	Building Admin & Staff	Student Activity	Clear sticky tabs to hang up 8th grade stars in hallways for 8th grade celebration
6/3/2025	6/2/2025			Wal-Mart #2692	19.08	Middle School North	705628	Internal Fund	Building Admin & Staff	Miscellaneous	Supplies for 8th grade celebration & retirement party
6/3/2025	6/2/2025			Bjs Wholesale #0385	231.77	Middle School North	705628	Internal Fund	Building Admin & Staff	Miscellaneous	supplies for 8th grade celebration/ metro beach trip
6/5/2025	6/3/2025			Gfs Store #0240	260.54	Middle School North	705628	Internal Fund	Building Admin & Staff	Miscellaneous Supplies	Cookies for 8th grade celebration
6/5/2025	6/4/2025			Nautical Deli	537.73	Middle School North	705628	Internal Fund	Building Admin & Staff	Miscellaneous	Retirement/ End of year luncheon for staff
6/5/2025	6/5/2025			Amazon Mktpl Nh9jr3tu2	7.91	Middle School North	705628	Internal Fund	Building Admin & Staff	Miscellaneous Supplies	Classroom supplies for
5/28/2025	5/27/2025			Kroger #454	585.00	Middle School North	705628	Internal Fund	Building Admin & Staff	Student Activity	8th Grade Raffle Gift Cards
5/29/2025	5/27/2025			Kroger #454	(60.00)	Middle School North	705628	Internal Fund	Building Admin & Staff	Student Activity	8th Grade Raffle Gift cards refund
6/2/2025	5/30/2025			Kroger #684	110.00	Middle School North	705628	Internal Fund	Building Admin & Staff	Student Supp/Recognition	North Star Gift cards for students
6/4/2025	6/3/2025			Dollar Tree	5.30	Middle School North	705604	Internal Fund	Building Admin & Staff	Miscellaneous	Gift bags for retirement gifts
6/4/2025	6/3/2025			Wm Supercenter #2692	50.21	Middle School North	705628	Internal Fund	Building Admin & Staff	Miscellaneous	Supplies for 8th grade celebration
6/6/2025	6/4/2025			CJ Barrymores	100.00	Middle School North	705628	Internal Fund	Building Admin & Staff	Student Activity	Gift cards for 8th grade raffle
					2,821.78	Middle School North Total					
6/11/2025	6/10/2025			Fsp Cpr Certified Trai	70.00	Middle School South	106572	General Fund	Building Admin & Staff	Miscellaneous	AHA Heartsaver CPR training for teaching/coaching staff
6/16/2025	6/13/2025			Fsp Cpr Certified Trai	10.00	Middle School South	106572	General Fund	Building Admin & Staff	Miscellaneous	AHA Heartsaver CPR training for teaching/coaching staff
6/6/2025	6/4/2025			Pita Peddler Mediterra	120.00	Middle School South	706580	Internal Fund	Building Admin & Staff	Miscellaneous	lunch for building leadership meeting
6/2/2025	5/30/2025			Nassp	270.00	Middle School South	106559	General Fund	Building Admin & Staff	Membership and Dues	NASSP membership for
5/28/2025	5/28/2025			Amazon.Com Nn0gc41m1	113.72	Middle School South	706580	Internal Fund	Building Admin & Staff	Miscellaneous	metal cart/worktable for use with popcorn machine for school events
6/3/2025	6/2/2025			Jays Septic	280.00	Middle School South	536973	General Fund	Building Admin & Staff	Student Activity	portable toilet rental for MSS track season
6/6/2025	6/5/2025			Amazon Mktpl Nh9pt01m2	192.85	Middle School South	106543	General Fund	Building Admin & Staff	Miscellaneous Supplies	replacement 8x12' flag for front of building
6/6/2025	6/6/2025			Amazon Mktpl N62rt5280	11.94	Middle School South	106543	General Fund	Building Admin & Staff	Office Supplies	ID badge holder with clip/keyring
6/11/2025	6/10/2025			Massp & Masc/Mahs	900.00	Middle School South	106559	General Fund	Building Admin & Staff	Membership and Dues	MASSP memberships for Paul Clotworthy & Kevin Blum
6/2/2025	5/31/2025			Hungry Howies - 01021	149.99	Middle School South	706580	Internal Fund	Building Admin & Staff	Student Supp/Recognition	Student reward lunches - end of year prize

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Posting Date	Tran Date	Employee Last name	Employee First name	Supplier	Line Amount	Department	ASN	Fund	Hierarchy	Business Purpose	Line Description
6/4/2025	6/2/2025			Nassp Product & Servi	385.00	Middle School South	706549	Internal Fund	Building Admin & Staff	Student Activity	NJHS national affiliation renewal
6/11/2025	6/10/2025			J.W. Pepper	168.30	Middle School South	706540	Internal Fund	Building Admin & Staff	Classroom Supplies	band sheet music
6/11/2025	6/10/2025			Msvma	235.00	Middle School South	706580	Internal Fund	Building Admin & Staff	Student Activity	47 district choir medals for students that participated in the the district 16 choir festival
6/12/2025	6/11/2025			In Highest Honor, Inc	54.00	Middle School South	706580	Internal Fund	Building Admin & Staff	Student Supp/Recognition	Engraved name plates and plaques for student athlete sportsmanship awards
6/13/2025	6/12/2025			Amazon.Com	(7.43)	Middle School South	706513	Internal Fund	Building Admin & Staff	Miscellaneous Supplies	refund for return of book. 2 copies ordered in error.
					2,953.37	Middle School South Total					
6/18/2025	6/17/2025			Amazon Mktpl No64x7122	437.26	South River Elementary	104242	General Fund	Building Admin & Staff	Classroom Supplies	Adjustable-height desk for active learning students for CI room.
5/28/2025	5/28/2025			Total Sports, Inc.	3,388.70	South River Elementary	704210	Internal Fund	Building Admin & Staff	Student Activity	5th gr field trip to Total Sports, 5/27/25; 110 students \$25 each, 80 chaperones \$10 each.
6/20/2025	6/19/2025			Amazon Mktpl No9iv4zh1	50.97	South River Elementary	704221	Internal Fund	Building Admin & Staff	Student Supp/Recognition	Fun Run prize - crochet sharks positive reinforcement.
6/20/2025	6/19/2025			Amazon Mktpl No9j71oi0	169.83	South River Elementary	704221	Internal Fund	Building Admin & Staff	Student Supp/Recognition	Fun Run prizes - shark keychains
6/20/2025	6/19/2025			Amazon Mktpl No0oo4z51	664.91	South River Elementary	704221	Internal Fund	Building Admin & Staff	Student Supp/Recognition	Fun Run/PBIS prizes - Shark gift bags, crochet sharks, treasure chests, fish border
6/18/2025	6/17/2025			Bulk Bookstore	197.28	South River Elementary	104248	General Fund	Building Admin & Staff	Instructional Support	Classroom set of The White Giraffe book for 5th grade.
6/18/2025	6/18/2025			Amazon Mktpl Na9bf6io1	20.26	South River Elementary	104243	General Fund	Building Admin & Staff	Office Supplies	Plastic envelopes with string closure for classroom teachers.
6/18/2025	6/18/2025			Amazon Mktpl Na4ns52u0	33.23	South River Elementary	104243	General Fund	Building Admin & Staff	Office Supplies	Name badges for Kdg/1st grade - packet pick up.
6/18/2025	6/18/2025			Amazon Mktpl Na0as5k20	93.49	South River Elementary	104248	General Fund	Building Admin & Staff	Classroom Supplies	Rolling Whiteboard on Wheels.
6/19/2025	6/18/2025			Amazon.Com No4mi8me2	29.61	South River Elementary	104243	General Fund	Building Admin & Staff	Office Supplies	Self-adhesive mailing envelopes for Packet Pick up info.
6/19/2025	6/18/2025			Amazon Mktpl Na2887ye1	31.65	South River Elementary	104248	General Fund	Building Admin & Staff	Classroom Supplies	Clipboards, chair bands for student chairs.
6/19/2025	6/18/2025			Amazon Mktpl No70y7v02	34.63	South River Elementary	104242	General Fund	Building Admin & Staff	Classroom Supplies	Playdoh for Spanish class; microphone machine toy for CI class.
6/19/2025	6/18/2025			Amazon.Com No2o10532	47.34	South River Elementary	104243	General Fund	Building Admin & Staff	Classroom Supplies	Clipboards for 5th gr class.
6/19/2025	6/18/2025			Amazon Mktpl Na7j48990	147.91	South River Elementary	104243	General Fund	Building Admin & Staff	Classroom Supplies	Clipboards, digital wall clock, nameplates for students.
6/19/2025	6/18/2025			Amazon.Com No8o41mm2	213.78	South River Elementary	104243	General Fund	Building Admin & Staff	Classroom Supplies	Clipboards, graph chart paper for 5th grade.
6/19/2025	6/19/2025			Amazon Mktpl No5u77ft1	459.67	South River Elementary	104243	General Fund	Building Admin & Staff	Classroom Supplies	Multiplication table poster, dry erase erasers and markers, lined chart paper, nameplates, book bins
5/30/2025	5/29/2025			Outdoor Adven Cntr Pos	146.00	South River Elementary	704210	Internal Fund	Building Admin & Staff	Student Activity	Kdg field trip to DNR Outdoor Adventure Center 5/29/25; 69 students, 29 chaperones at \$2 each.
6/3/2025	6/2/2025			Sq Kona Ice Of Bright	721.00	South River Elementary	704221	Internal Fund	Building Admin & Staff	Student Supp/Recognition	Kona Ice treat for students Grade 3-5 for completion of M-Step testing.
6/4/2025	6/3/2025			Pump It Up Of Shelby T	110.00	South River Elementary	704210	Internal Fund	Building Admin & Staff	Student Activity	Field trip to Pump It Up on 6/3/25 for CI class - 10 students @ \$10 each; 2 adults @ \$5 each.
6/4/2025	6/4/2025			Panera Bread #606152 O	119.86	South River Elementary	704208	Internal Fund	Building Admin & Staff	School Fundraising	Bagels for 6/3/25 Bagel Sale.
6/9/2025	6/6/2025			Macomb Intrmdt Sch Dis	45.00	South River Elementary	704221	Internal Fund	Building Admin & Staff	Professional Development	Non-Violent Crisis Invention Blended Learning training for Sara Houston, 6.13.25
6/19/2025	6/19/2025			Bulkofficesupply.Com	1,229.34	South River Elementary	704221	Internal Fund	Building Admin & Staff	Classroom Supplies	Storex premium file carts for classroom black boxes.
6/27/2025	6/26/2025			Amazon.Com Nq75n4jk0	52.99	South River Elementary	704221	Internal Fund	Building Admin & Staff	Classroom Supplies	Small standing adjustable height desk on wheels for 4th grade.
6/27/2025	6/26/2025			Amazon.Com Nq1av8u62	52.99	South River Elementary	704221	Internal Fund	Building Admin & Staff	Classroom Supplies	Small standng adjustable height desk on wheels for 4th grade.
					8,497.70	South River Elementary Total					
5/29/2025	5/28/2025			Attainment Company, In	156.45	Special Education	147542M	Grant	Central Admin & Staff	Teaching Supplies	MCJJC- Title 1D- Teaching Supplies- American History Workbooks
5/29/2025	5/28/2025			Attainment Company, In	418.95	Special Education	147542T	Grant	Central Admin & Staff	Teaching Supplies	MCJJC- Title 1D- Teaching Supplies- Personal Finance Curriculum
6/2/2025	5/29/2025			Barnes&noble Papersour	(4.08)	Special Education	147542T	Grant	Central Admin & Staff	Teaching Supplies	MCJJC- Title 1D- Refund for charging tax
6/2/2025	5/31/2025			Virtual Field Trips	45.00	Special Education	147575	Grant	Central Admin & Staff	Purchase/Contracted Servi	MCJJC- Title 1D- Purchased Service- Virtual Field Trip Membership Renewal
6/3/2025	6/2/2025			Mathworksheets4kids	24.95	Special Education	147560	Grant	Central Admin & Staff	Purchase/Contracted Servi	MCJJC- Title 1D- Purchased Service- Math Worksheets 4 Kids Membership Renewal

*Shore* *Shore* 7-24-25

Posting Date	Tran Date	Employee Last name	Employee First name	Supplier	Line Amount	Department	ASN	Fund	Hierarchy	Business Purpose	Line Description
6/3/2025	6/2/2025			Magic School, Inc.	99.96	Special Education	147560	Grant	Central Admin & Staff	Purchase/Contracted Servi	MCJJC- Title 1D- Purchased Service- Magic School Plus Membership
6/6/2025	6/5/2025			Scanning Pens Inc	724.40	Special Education	147542	Grant	Central Admin & Staff	Teaching Supplies	MCJJC- Title 1D- Teaching Supplies- C-Pen Readers 2
6/23/2025	6/21/2025			Flocabulary By Nearpod	120.00	Special Education	147560	Grant	Central Admin & Staff	Purchase/Contracted Servi	MCJJC- Title 1D- Purchased Service- Flocabulary Membership Renewal
					1,585.63	Special Education Total					
6/2/2025	5/29/2025			Michigan Association O	2,406.84	Superintendent's Office	109559	General Fund	Central Admin & Staff	Miscellaneous	Renewal of MASA Membership - annual dues
6/23/2025	6/22/2025			Amazon Mktpl No0e9xy0	85.59	Superintendent's Office	104044	General Fund	Central Admin & Staff	Community Support	Student certificate holders & district newsletter envelopes
6/23/2025	6/22/2025			Amazon Mktpl No0e9xy0	70.93	Superintendent's Office	109543	General Fund	Central Admin & Staff	Office Supplies	Files, tabs, trays for Superintendent's office
					2,563.36	Superintendent's Office Total					
6/2/2025	6/1/2025			Amazon Mktpl Nn7ci7w20	43.79	Technology	104643	General Fund	Technology Staff	Miscellaneous	Sharpie & painters tape
6/3/2025	6/2/2025			U-Haul Moving & Storag	32.50	Technology	104645	General Fund	Technology Staff	Miscellaneous	Boxes for iPads for TEN,YKS,LOB
6/11/2025	6/11/2025			Tmobile Postpaid Web	88.00	Technology	104673	General Fund	Technology Staff	Miscellaneous	Mobile hot spot June 25
6/12/2025	6/12/2025			Amazon.Com Nh13v19u1	14.99	Technology	104645	General Fund	Technology Staff	Technology Supplies	Ethernet switches
6/13/2025	6/13/2025			Amazon Mktpl Nh1aj6y60	5.89	Technology	104645	General Fund	Technology Staff	Miscellaneous	Fuses
6/18/2025	6/18/2025			Amazon Mktpl No4eq6x92	327.00	Technology	104645	General Fund	Technology Staff	Technology Supplies	DataVac Computer Cleaner
6/25/2025	6/24/2025			Amazon.Com No5e99um0	277.49	Technology	104645	General Fund	Technology Staff	Technology Replace/Repair	Pyle Pro
5/30/2025	5/29/2025			Vs Wow]	110.99	Technology	104663	General Fund	Accounts Payable	Contracted Services	TECHNOLOGY - INTERNET SERVICES
6/13/2025	6/12/2025			Complete Interactive T	110.77	Technology	100627	General Fund	Accounts Payable	Technology	ATWOOD - EMERGENCY PHONE BACK-UP
6/13/2025	6/12/2025			Complete Interactive T	110.77	Technology	108027	General Fund	Accounts Payable	Technology	PANKOW - EMERGENCY PHONE BACK-UP
6/13/2025	6/12/2025			Complete Interactive T	110.77	Technology	550327	General Fund	Accounts Payable	Technology	BURDI - EMERGENCY PHONE BACK-UP
6/13/2025	6/12/2025			Complete Interactive T	110.77	Technology	104227	General Fund	Accounts Payable	Technology	SOUTH RIVER - EMERGENCY PHONE BACK-UP
6/13/2025	6/12/2025			Complete Interactive T	110.77	Technology	101527	General Fund	Accounts Payable	Technology	GRAHAM - EMERGENCY PHONE BACK-UP
6/13/2025	6/12/2025			Complete Interactive T	110.77	Technology	106027	General Fund	Accounts Payable	Technology	MSC - EMERGENCY PHONE BACK-UP
6/13/2025	6/12/2025			Complete Interactive T	110.77	Technology	103927	General Fund	Accounts Payable	Technology	WHEELER SUPT - EMERGENCY PHONE BACK-UP
6/13/2025	6/12/2025			Complete Interactive T	110.77	Technology	101827	General Fund	Accounts Payable	Technology	GREEN - EMERGENCY PHONE BACK-UP
6/13/2025	6/12/2025			Complete Interactive T	110.77	Technology	107727	General Fund	Accounts Payable	Technology	HSN - EMERGENCY PHONE BACK-UP
6/13/2025	6/12/2025			Complete Interactive T	110.77	Technology	109027	General Fund	Accounts Payable	Technology	SUPPORT SERVICES - EMERGENCY PHONE BACK-UP
6/13/2025	6/12/2025			Complete Interactive T	110.77	Technology	103927	General Fund	Accounts Payable	Technology	WHEELER - EMERGENCY PHONE BACK-UP
6/13/2025	6/12/2025			Complete Interactive T	110.77	Technology	100827	General Fund	Accounts Payable	Technology	PELLERIN - EMERGENCY PHONE BACK-UP
6/13/2025	6/12/2025			Complete Interactive T	110.77	Technology	106627	General Fund	Accounts Payable	Technology	MSE - EMERGENCY PHONE BACK-UP
6/13/2025	6/12/2025			Complete Interactive T	110.77	Technology	104727	General Fund	Accounts Payable	Technology	YACKS - EMERGENCY PHONE BACK-UP
6/13/2025	6/12/2025			Complete Interactive T	110.77	Technology	103327	General Fund	Accounts Payable	Technology	LOBBESTAEL - EMERGENCY PHONE BACK-UP
6/13/2025	6/12/2025			Complete Interactive T	110.77	Technology	107527	General Fund	Accounts Payable	Technology	LGHS - EMERGENCY PHONE BACK-UP
6/13/2025	6/12/2025			Complete Interactive T	110.77	Technology	102227	General Fund	Accounts Payable	Technology	CARKENORD - EMERGENCY PHONE BACK-UP
6/13/2025	6/12/2025			Complete Interactive T	110.77	Technology	104527	General Fund	Accounts Payable	Technology	TENNISWOOD - EMERGENCY PHONE BACK-UP
6/13/2025	6/12/2025			Complete Interactive T	110.77	Technology	106527	General Fund	Accounts Payable	Technology	MSS - EMERGENCY PHONE BACK-UP
6/13/2025	6/12/2025			Complete Interactive T	110.77	Technology	105627	General Fund	Accounts Payable	Technology	MSN - EMERGENCY PHONE BACK-UP
6/13/2025	6/12/2025			Complete Interactive T	110.77	Technology	107827	General Fund	Accounts Payable	Technology	JAPAC - EMERGENCY PHONE BACK-UP
6/13/2025	6/12/2025			Complete Interactive T	110.77	Technology	550727	General Fund	Accounts Payable	Technology	CHILD CARE CENTER - EMERGENCY PHONE BACK-UP
6/13/2025	6/12/2025			Complete Interactive T	110.91	Technology	100427	General Fund	Accounts Payable	Technology	HIGGINS - EMERGENCY PHONE BACK-UP
5/28/2025	5/27/2025			U-Haul Moving & Storag	65.00	Technology	104645	General Fund	Technology Staff	Miscellaneous	Boxes for elementary iPad collection
					3,513.50	Technology Total					
6/5/2025	6/4/2025			Amazon Mktpl Nh8bjSz12	17.99	Tenniswood Elementary	104543	General Fund	Building Admin & Staff	Office Supplies	Office Supplies
6/5/2025	6/5/2025			Amazon Mktpl Nh7zs1e32	91.14	Tenniswood Elementary	104543	General Fund	Building Admin & Staff	Office Supplies	Office Supplies
6/9/2025	6/8/2025			Amazon.Com Nh78i04a0	299.99	Tenniswood Elementary	104542	General Fund	Building Admin & Staff	Teaching Supply	White board for room 17
6/12/2025	6/10/2025			Absopure Water Company	40.95	Tenniswood Elementary	104543	General Fund	Building Admin & Staff	Office Supplies	drinking water for clinic - student meds
5/29/2025	5/29/2025			Amazon Mktpl Nn6se9vj1	20.99	Tenniswood Elementary	704514	Internal Fund	Building Admin & Staff	Miscellaneous	5th grade picnic supplies - foil pop up sheets
5/30/2025	5/29/2025			8js.Com #5490	187.44	Tenniswood Elementary	704514	Internal Fund	Building Admin & Staff	Miscellaneous	5th grade family picnic
6/2/2025	5/30/2025			Kroger #706	11.67	Tenniswood Elementary	704509	Internal Fund	Building Admin & Staff	Miscellaneous	Senior Clap Out - bottled water and cookies
6/4/2025	6/3/2025			Amazon Mktpl N67oe4ef0	9.71	Tenniswood Elementary	704501	Internal Fund	Building Admin & Staff	Miscellaneous	Teaching supplies
6/4/2025	6/4/2025			Amazon Mktpl N69x961a0	7.99	Tenniswood Elementary	704501	Internal Fund	Building Admin & Staff	Miscellaneous	Teaching supplies
					687.87	Tenniswood Elementary Total					
6/25/2025	6/25/2025			Amazon Mktplace Pmts	(398.00)	Transportation	108537	General Fund	Transportation Staff	Repair or Maint Tools	Refund for wrong item
5/29/2025	5/28/2025			Ameri Time Lic	201.55	Transportation	108543	General Fund	Transportation Staff	Office Supply	time cards
6/2/2025	5/30/2025			Bts Unifirst Corporati	194.96	Transportation	108568	General Fund	Transportation Staff	Laundry and Uniform	Garage uniforms and mats
6/3/2025	6/2/2025			Bts Unifirst Corporati	299.52	Transportation	108568	General Fund	Transportation Staff	Laundry and Uniform	Garage uniforms and mats

*Shawn Bell* 7-24-25

Posting Date	Tran Date	Employee Last name	Employee First name	Suppller	Line Amount	Department	ASN	Fund	Hierarchy	Business Purpose	Une Description
6/9/2025	6/6/2025			Bts Unifirst Corporati	296.73	Transportation	108568	General Fund	Transportation Staff	Laundry and Uniform	garage uniform and mats
6/13/2025	6/12/2025			Unifirst Corporation	(292.52)	Transportation	108568	General Fund	Transportation Staff	Laundry and Uniform	garage uniforms and mats (credit memo)
6/25/2025	6/24/2025			Bts Unifirst Corporati	752.93	Transportation	108568	General Fund	Transportation Staff	Laundry and Uniform	garage uniforms and mats
6/27/2025	6/26/2025			Bts Unifirst Corporati	190.10	Transportation	108568	General Fund	Transportation Staff	Laundry and Uniform	Garage uniforms and mats
6/6/2025	6/5/2025			Sq Michigan Assn For	47.12	Transportation	108559	General Fund	Transportation Staff	Membership and Due	Registration for State Rodeo for Russell Holdwick
					1,292.39	Transportation Total					
5/30/2025	5/29/2025			Wf Wayfair4311697689	9,821.09	Yacks Elementary	158242	Grant	Building Admin & Staff	Miscellaneous Supplies	Positive Climate 1 SEL Sensory Pod Quiet Sanctuary for Students (Title 1)
5/28/2025	5/28/2025			Amazon MktpI Nn8f91j30	39.98	Yacks Elementary	704701	Internal Fund	Building Admin & Staff	Student Activity	Decorations and supplies for the Steller Awards
5/28/2025	5/28/2025			Amazon MktpI Nn85943m0	125.20	Yacks Elementary	704701	Internal Fund	Building Admin & Staff	Student Activity	Decorations for Steller Awards
					9,986.27	Yacks Elementary Total					
					148,712.24	Grand Total					



**Keith Howell**  
SUPERINTENDENT

**BUSINESS OFFICE**

**Kathy Konon, CPA**  
ASSISTANT SUPERINTENDENT FOR  
BUSINESS AND OPERATIONS

**Beth Disbrow**  
DIRECTOR FOR FINANCE

24076 F.V. PANKOW BLVD.  
CLINTON Twp., MI 48036-1304  
586.783.6300  
586.783.6312 FAX

Initiator: Kathy Konon, CPA

Board Meeting: September 15, 2025

Agenda Item: Summary of Investments & Wire/ACH Transfers

☐ Board Action Required

☐ CONFIDENTIAL

☒ Informational Material

☐ Other \_\_\_\_\_

**Background:**

As part of fiscal management, available cash funds are invested to earn income for the district. Since investing carries both interest rate and credit risk, the Board has established a policy requiring a monthly investment report. Additionally, as part of financial management operations, the business office routinely transfers to and from the district's bank accounts. To provide oversight of this process, a monthly report is prepared by the accountant, detailing the date of each transaction, the bank accounts involved, the purpose of the transfer, the amount, and the requesting fund.

**Current Status:**

These reports reflect data as of July 31, 2025, which includes not only details of the investments by the fund but the type of fund. It also summarizes ACH and wire transfers of the General, Debt, Food and Nutrition, 2025 Bond and Student School/Activity Fund.

Recently In July, not only to diversify funds, but also in anticipation of the Federal Reserve rate reductions, two certificates of deposits totaling \$1.1 million each were initiated to lock in higher interest rate returns with our debt funds. We get significant property tax collections in September and the majority of our debt payments aren't due until May the following year, so it is prudent to invest excess funds in the interim between debt payments.

**Future Direction (Notes or Comments)/Recommended Motion:**

These reports are part of the consent agenda and Administration will recommend that the Board motion to approve the Summary of Investments & Wire/ACH transfers at their next regular Board Meeting.

KK/jh

**BOARD OF EDUCATION**

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PRESIDENT

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**Sharon Ross**  
SECRETARY

**John Da Via**  
TREASURER

**Jeffrey Cyprus**  
TRUSTEE

**Sandra Hernden**  
TRUSTEE

**Shane Sellers**  
TRUSTEE

Summary of investments as of: July 31, 2025

Institution	Type	Amount	Rate	Date Purchased	Due Date	Fund	Number of Days
JPMorgan Chase	Checking	\$6,284,949.37	N/A	Varies	Immediate	GF	-
JPMorgan Chase	Checking	\$307,372.77	N/A	Varies	Immediate	IF	-
JPMorgan Chase	Checking	\$953,753.95	N/A	Varies	Immediate	DF	-
JPMorgan Chase	Checking	\$0.00	N/A	Varies	Immediate	Bond	-
Fifth Third Bank	Depository	\$2,755,096.55	N/A	Varies	Immediate	GF	-
Fifth Third Bank	Depository	\$693,827.49	N/A	Varies	Immediate	IF	-
Fifth Third Bank	Depository	\$2,627,132.77	N/A	Varies	Immediate	F&N	-
MILAF	Investment	\$6,298,087.28	N/A	N/A	Varies	GF	-
MILF	Investment	\$1,009,043.39	N/A	N/A	Varies	IF	-
MILF	Investment	\$1,072,205.78	N/A	N/A	Varies	F&N	-
MILAF	Investment	\$162,528.02	N/A	N/A	Varies	Scholarship Fund	-
Huntington Bank	Investment	\$103,319,052.53	N/A	N/A	Varies	Bond	-
Certificate of Deposit	Type	Amount	Rate	Date Purchased	Due Date	Fund	Number of Days
Flagstar	Investment	\$1,100,000	4.19%	July 2025		DF	91
Independent Bank	Investment	\$1,100,000	3.95%	July 2025		DF	179
Calendar YTD Accumulative Earnings for all Funds		\$139,608.26	N/A	N/A	Varies	Interest	-
		\$867,992.77	N/A	N/A	Varies	Bond Interest	-

**NOTE:**

State Aid Payment –  
July 21, 2025  
Deposited to JPMorgan  
Chase

\$9,084,366.49

N/A

B&S = Building & Site  
F&N = Food and Nutrition Fund  
DF = Debt Fund  
GF = General Fund  
IF = Internal Fund

**Rates as of July 31, 2025:**

Federal Reserve

Non-Asset Backed	30 days	N/A
	60 days	4.30
Asset Backed	30 days	4.37
	60 days	4.38

Note: N/A. indicates trade data insufficient to support calculation of the particular rate.

L'ANSE CREUSE PUBLIC SCHOOLS  
Summary of General, Debt, Cafeteria and Trust & Agency Funds Wire Activity  
July 1 through July 31, 2025

1	7/03/25	JPMorgan Chase GF	BMO	Purchasing Card Activity through June 27th	(\$148,712.24)	ACH	GF
2	7/11/25	JPMorgan Chase GF	Bank of America	7/11/25 PR Direct Deposit	(\$1,153,681.94)	Wire	GF
3	7/10/25	JPMorgan Chase GF	MSGCU	7/11/25 Net Payroll Deductions	(\$393,799.91)	Wire	GF
4	7/11/25	JPMorgan Chase GF	Wells Fargo Bank	7/11/25 Annuities Funding	(\$126,305.70)	ACH	GF
5	7/25/25	JPMorgan Chase GF	Bank of America	7/25/25 PR Direct Deposit	(\$1,076,771.40)	Wire	GF
6	7/24/25	JPMorgan Chase GF	MSGCU	7/25/25 Net Payroll Deductions	(\$371,294.28)	Wire	GF
7	7/25/25	JPMorgan Chase GF	Wells Fargo Bank	7/25/25 Annuities Funding	(\$125,046.72)	ACH	GF
8	07/24/25	JPMorgan Chase GF	Independent Bank	New Investments	(\$1,100,000.00)	Wire	GF
9	7/25/25	JPMorgan Chase GF	Flagstar Bank	New Investments	(\$1,100,000.00)	Wire	GF

**Keith Howell**  
SUPERINTENDENT

**HUMAN RESOURCES**

**Michael W. Van Camp**  
ASSISTANT SUPERINTENDENT  
FOR HUMAN RESOURCES

**Anita Dzieszowski**  
SUPERVISOR FOR HUMAN RESOURCES

24076 F.V. PANKOW BLVD.  
CLINTON TOWNSHIP, MI 48036-1304  
586.783.6300  
586.783.6311 FAX  
[WWW.LC-PS.ORG](http://WWW.LC-PS.ORG)

Initiator: Mike Van Camp

Board Meeting: September 15, 2025

Agenda Item: Employment Recommendations

☐ Board Action Required

☐ CONFIDENTIAL

☒ Informational Material

☐ Other \_\_\_\_\_

**Background:**

The attached list contains candidates who have been recommended for employment in the position/building that is indicated, as well as current employees who are being recommended for a change in some aspect of their employment status.

**Current Status:**

The Human Resources department has received, from the appropriate administrator, a recommendation for the action listed along with any required documentation. Interviews and reference checks, if applicable, have been completed. The Employment Recommendations are being submitted for approval by the Board.

**Future Direction (Notes or Comments)/Recommended Motion:**

Administration recommends that the Board motion to approve the Employment Recommendations as presented.

MV/jd

**NOTICE OF NONDISCRIMINATION.** It is the policy of L'Anse Creuse Public Schools not to discriminate on the basis of race, color, religion, national origin or ancestry, gender, age, disability, height, weight or marital status in its programs, services, activities, or employment. Inquiries related to nondiscrimination policies should be directed to: Civil Rights Coordinator, Assistant Superintendent for Human Resources, L'Anse Creuse Public Schools, Harry L. Wheeler Community Center and Administrative Offices, 24076 F. V. Pankow Blvd., Clinton Township, MI 48036, and (586) 783-6300. Nondiscrimination inquiries related to disability should be directed to: Section 504 Coordinator, Director for Special Education, (586) 783-6300.

**BOARD OF EDUCATION**

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**John Da Via**  
TREASURER

**Jeffrey Cyprus**  
TRUSTEE

**Sandra Hernden**  
TRUSTEE

**Shane Sellers**  
TRUSTEE

# Employment Recommendations

September 15, 2025

#	*	Name	Assignment	Remarks	Effective	Degree/Step
<b>INSTRUCTIONAL</b>						
1	*	Brocke-Querio, Meribeth	1.0 FTE Spanish Teacher, L'Anse Creuse Middle School - Central	Replaces Lisa Morrison	8/19/2025	MA, Step 16 \$92,247
2	*	Bryzik, Joshua	.8 FTE Choir Teacher, L'Anse Creuse High School - North	Replaces Mitch Osadchuk	8/20/2025	MA, Step 3 \$41,836
3		Docherty, Mary Beth	1.0 FTE Science Teacher, L'Anse Creuse Middle School - Central	Leave of Absence	2025-2026	
4	*	Hunter, Brayden	.6 FTE Choir Teacher, L'Anse Creuse High School	Replaces John Paul Clark	8/20/2025	BA, Step 1 \$26,040.00
5		Kosi, Jennifer	1.0 FTE 5th Grade Teacher, Tenniswood Elementary	Resignation	8/20/2025	
6		Nicholl, Steve	.6 FTE Biology Teacher, L'Anse Creuse High School - North	Resignation	8/13/2025	
7		Nyenhuis, Kimberly	1.0 FTE Drama/Tech Teacher, L'Anse Creuse Middle School - North	Retirement (26 years)	8/31/2025	
8		Osadchuk, Mitchell	1.0 FTE Music Education Teacher, L'Anse Creuse High School - North	Leave of Absence	2025-2026	
9		Sheridan, Tara	1.0 FTE Special Education Resource Room Teacher, L'Anse Creuse Middle School - South	Resignation	8/19/2025	
10		White, Zachary	1.0 FTE 3rd Grade Teacher, Higgins Elementary	Leave of Absence	2025-2026	
<b>NON-INSTRUCTIONAL</b>						
1	*	Adams, Stephen	Afternoon Custodian, Green Elementary	Replaces Wendy Wrubel	9/2/2025	\$19.56
2		Bilen, Michael	Class Sponsor for Class of 2029 - split position, L'Anse Creuse High School	Replaces Rachel Harris	8/25/2025	Per Contract
3		Blanchard, Jonathan	1 on 1 Special Education Paraprofessional, Yacks Elementary	Replaces Jessica Swanson	8/25/2025	\$17.37
4		Breymaier, Meredith	Bus Driver, Larry F. Brender Support Services Center	Resignation	8/21/2025	

# Employment Recommendations

September 15, 2025

5		Callow, Michelle	Preschool Assistant Teacher, Anna Mae Burdi Center	Replaces Wendy Carmack	8/25/2025	\$15.48
6	*	Carlson, Brenda	31a Instructional Paraprofessional, Carkenord Elementary	Replaces Emma Rubin	8/25/2025	\$17.37
7	*	Chandler, Destiny	Medical Aide Tier I, Tenniswood Elementary	Replaces Chelsea Smith	9/3/2025	\$12.48
8		Cominsky, Ronald	Bus Driver, Larry F. Brender Support Services Center	Retirement (1 year, 11 months)	8/18/2025	
9		DeCeuninck, Kristie	Student Council Sponsor, DiAnne M. Pellerin Center	Filled Position	8/25/2025	Per Contract
10	*	DeGrouchy, Monica	Kindergarten Aide, Higgins Elementary	Replaces Heather Hendley	9/2/2025	\$15.48
11		DeClercq, Amanda	Cross Country At-Will Coach, L'Anse Creuse Middle School - East	Replaces Sophia Kerr	9/2/2025	Per Contract
12		Dettloff, Susan	Special Education Paraprofessional, Higgin Elementary	Resignation	8/4/2025	
13		Fragomeni-Evans, Elisa	Paraprofessional, Tenniswood Elementary	Retirement (25 years, 3 months)	12/1/2025	
14		Fraley, Kimberly	Class I, Special Education Clerk, Harry L. Wheeler Community Center & Administrative Offices	Recalled	8/28/2025	\$16.53
15		Fontaine, Tammy	Noon Aide, Carkenord Elementary	Replaces Lynette Hanna	8/28/2025	\$21.36
16		Gifford, David	Varsity Assistant Football At-Will Coach, L'Anse Creuse High School	Resignation	6/6/2025	
17	*	Hanner, Rachel	Special Education ECSE Paraprofessional, Lobbestael Elementary	Replaces Jennifer Baker	8/25/2025	\$17.37
18		Harris, Rachel	Diversity Club Sponsor (split position), L'Anse Creuse High School	New Position	8/25/2025	Per Contract
19		Hauff, Julie	Payroll Specialist, Harry L. Wheeler Community Center & Administrative Offices	Replaces Sue Livingston	9/8/2025	\$65,396.87
20		Hendley, Heather	Kindergarten Aide, Higgins Elementary	Resignation	8/18/2025	



# Employment Recommendations

September 15, 2025

21		Henry, Meghan	Girls Volleyball Coach, L'Anse Creuse Middle School - North	Resignation	7/7/2025	
22		Hilgendorf, Jacqueline	Bus Driver, Larry F. Brender Support Services Center	Resignation	8/25/2025	
23	*	Hopman, Kathleen	Special Education CI Paraprofessional, South River Elementary	New Position	9/4/2025	\$17.37
24		Kerr, Sophia	Cross Country Coach, L'Anse Creuse Middle School - East	Resignation	7/19/2025	
25		Ketchum, Danielle	EI Special Education Paraprofessional, Green Elementary	Replaces Carla DeAngelis	8/25/2025	\$17.87
26		Lauretti, Ashley	Varsity Girls Swim Coach, L'Anse Creuse High School	Resignation	8/25/2025	
27		Legato, Pamela	Head Dispatcher, Larry F. Brender Support Services Center	New Position	9/1/2025	\$62,331.93
28		Lewis, Charlotte	SACC Aide & Noon Aide, South River Elementary	Resignation	8/28/2025	
29		Little, Shawn	JV Assistant Football At-Will Coach, L'Anse Creuse High School - North	Replaces Alonzo Thomas II	8/27/2025	Per Contract
30		Meyer, Sarah	Co-Advisor NJHS, L'Anse Creuse Middle School - East	Replaces Alexis Rea	8/25/2025	Per Contract
31		Milobar, Ashley	Varsity Girls Swim At-Will Coach, L'Anse Creuse High School	Replaces Ashley Lauretti	8/11/2025	Per Contract
32		Moucha, Samantha	7th Grade Volleyball At-Will Coach, split position, L'Anse Creuse Middle School - North	Replaces Meghan Henry	8/25/2025	Per Contract
33		Moucha, Samantha	8th Grade Volleyball At-Will Coach, L'Anse Creuse Middle School - North	Replaces Meghan Henry	8/25/2025	Per Contract
34		Murray, Cheryl	Bowling Coach, split position, L'Anse Creuse Middle School - East	Resignation	8/14/2025	
35	*	Nieman, Michael	7th Grade Assistant Football At-Will Coach, L'Anse Creuse Middle School - East	Replaces Brian Michell	8/20/2025	Per Contract
36		Oliva, Alex	Groundskeeper, Larry F. Brender Support Services	Resignation	8/13/2025	

# Employment Recommendations

September 15, 2025

37		Ostrowski, Heather	Special Education Paraprofessional, L'Anse Creuse High School	Resignation	9/5/2025	
38		Parent, Michael	JV Girls Softball At-Will Coach, L'Anse Creuse High School - North	Resignation	8/8/2025	
39		Pearson, Kristen	Special Education ECSE Paraprofessional, Higgins Elementary	Replaces Susan Dettloff	8/25/2025	\$18.34
40		Peguese-Lee, Teresa	Bus Driver, Larry F. Brender Support Services Center	Termination	8/20/2025	
41		Perkins, Phyllis	Diversity Club Sponsor (split position), L'Anse Creuse High School	New Position	8/25/2025	Per Contract
42		Presti-Moews, Teresa	Bowling Coach, split position, L'Anse Creuse Middle School - East	Resignation	8/8/2025	
43		Primo, Michelle	Yearbook Club, DiAnne M. Pellerin Center	New Position	8/25/2025	Per Contract
44	*	Risak, Stefanie	Cook/Cashier, Class I, L'Anse Creuse High School	Replaces Faith Thompson	8/28/2025	\$15.00
45		Salter, Brenda	8th Grade Volleyball Coach, L'Anse Creuse Middle School - North	Resignation	4/2/2025	
46	*	Sariol, Sheila	One on One Special Education Paraprofessional, Lobbestael Elementary	New Position	8/25/2025	\$17.37
47		Schaffer, Kathleen	Class Sponsor for Class of 2029 - split position, L'Anse Creuse High School	Replaces Rachel Harris	8/25/2025	Per Contract
48		Shuk, Sherry	HR Receptionist, Harry L. Wheeler Community Center & Administrative Offices	Retirement (8 years, 4 months)	12/31/2025	
49		Smith, Chelsea	Medical Aide, Tenniswood Elementary	Resignation	8/12/2025	
50		Sonnenfeld, Marc	Varsity Assistant Football At-Will Coach, L'Anse Creuse High School -North	Replaces Donte Garland	8/27/2025	Per Contract
51		Sucura, Samantha	Floater -Food & Nutrition Services , Larry F. Brender Support Services Center	Resignation	8/16/2025	

# Employment Recommendations

September 15, 2025

52	*	Talampas, Addison	Community Education Lifeguard, L'Anse Creuse High School	New Position	8/25/2025	\$15.75
53		Thomas, Alicia	Paraprofessional, Graham Elementary	Leave of Absence	9/22/2025-12/19/2025	
54	*	Thomas, Rachel	Cook/Cashier, Class I, L'Anse Creuse High School	Replaces Johanna Batanian	8/28/2025	\$15.00
55		Wangelin, Nathan	Freshman Head Football Coach, L'Anse Creuse High School - North	Replaces Demani Wallace	8/28/2025	Per Contract
56		Watanabe, Julie	Co-Advisor NJHS, L'Anse Creuse Middle School - East	Replaces Alexis Rea	8/25/2025	Per Contract
57		Wernimont-Ellert, Diane	Cook/Cashier, L'Anse Creuse Middle School - Central	Retirement (7 years, 9 months)	6/6/2025	
58		Wolfgang, Karen	Media Tech, Graham Elementary	Resignation	8/12/2025	
59	*	Young, Rebecca	Special Education ECSE Paraprofessional, Lobbestael Elementary	Replaces Nicole Kollmorgen	8/25/2025	\$17.37
60		Zurawski, Martin	Co-Athletic Director, L'Anse Creuse Middle School - East	Resignation	8/25/2025	

**\*New Employee to the District**

**Updated items are in red.**

**Years of service reflect LCPS service, only, and does not reflect purchased service or service in other school districts.**

**Keith Howell**  
SUPERINTENDENT

**SUPPORT SERVICES**

**Don Gratton**  
DIRECTOR FOR OPERATIONS

**Randy T. Baker**  
SUPERVISOR FOR  
MAINTENANCE & CUSTODIAL SERVICES

**Holly Vitale**  
SUPERVISOR FOR TRANSPORTATION

Initiator: Don Gratton

Board Meeting: September 15, 2025

Agenda Item: Macomb/Oakland Fuel Consortium Recommendation

☐ Board Action Required

☐ CONFIDENTIAL

☒ Informational Material

☐ Other \_\_\_\_\_

**Background:**

L'Anse Creuse Public Schools has participated in the Macomb/Oakland Aggregate Bus Fuel Purchasing Program since 2003. In August 2020, the aggregate bid, which includes delivery costs, only, and not fuel costs, was awarded to General Oil. Fuel costs are based upon Oil Price Information Service (OPIS) rack pricing, which fluctuates on a daily basis. Warren Consolidated Schools issued a one-year bid on behalf of the consortium.

**Current Status:**

General Oil agrees to extend our fuel supply agreement as reflected in the awarded Macomb Oakland Fuel Consortium and pricing will remain the same from August 11, 2025 through September 1, 2026. The pricing is as follows:

- 0.0039 per gallon for deliveries over 12500 gallons – Diesel
- 0.01 Winterized Additive/Gallon Ratio 1/1500
- 0.0129 per gallon for deliveries over 6000 gallons - Gasoline

In addition, Administration recommends that the Board authorize the Transportation Department to make associated fuel purchases within the confines of the agreement.

**Future Direction (Notes or Comments)/Recommended Motion:**

Administration recommends that the Board motion to approve and authorize Administration to extend the Macomb/Oakland Fuel Consortium Agreement for the 2025-2026 school year; including the estimated purchases of 150,000 gallons of diesel fuel and 17,000 gallons of gasoline per year, as presented.



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Email	Orders@GenOilCorp.com
Phone	855-436-3835
Fax	248-850-2219

August 11, 2025

L'Anse Creuse Public Schools  
Attn: Michael Donovan  
24076 F.V. Pankow Blvd.  
Clinton Township, Michigan 48036

RE: Gen Oil | Fuel Supply Extension

SENT VIA EMAIL donovmi@lc-ps.org

Michael:

It is our intention to continue to renew our fuel supply agreement with L'Anse Creuse Public Schools as reflected in the awarded Macomb Oakland fuel consortium.

Pricing will be held per the 2025/2026 School Bus Fuel Purchasing Consortium through this extension, August 11, 2025 through September 1, 2026.

If you have any further questions, please call me at 855-436-3835 Ext. 501.

Thank you,

Keith Alberty  
President



## **BOARD OF EDUCATION**

# **POLICY AND BYLAWS & OPERATING PROCEDURES**

Adopted: February 4, 2019

on Policy and Bylaws



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# **BOARD OF EDUCATION (BYLAWS)**

## **ARTICLE I. GENERAL.**

### **Section 1. Name and Legal Status.**

The legal name of the school district is L'Anse Creuse Public Schools ("the District"). The District is a Michigan general powers school district as provided in the Michigan Revised School Code ("RSC"), MCL §380.1, *et seq.*

### **Section 2. Authority.**

The District is governed by the Board of Education ("the Board"). The Board shall have all powers and authority granted to districts by the RSC, state law generally, and, where applicable, federal law.

### **Section 3. Bylaws.**

These bylaws set forth the internal rules which govern the operations and business of the Board. To the extent these bylaws may be inconsistent with applicable federal and state law, the applicable federal or state law shall govern.

### **Section 4. Board Policies.**

In addition to these bylaws, the Board shall adopt policies to govern the administration of the District.

### **Section 5. Amendment of Bylaws or Policies.**

The Board may amend these bylaws or the policies of the Board by a majority vote. Any such amendment shall take effect on the date specified by the Board, but not sooner than the next regular meeting of the Board.

### **Section 6. Suspension of Bylaws or Policies.**

Bylaws or policies may be suspended during a Board meeting by a two-thirds vote of the Board members present at such meeting. Unless amended by the Board, the suspended bylaw or policy shall resume full force and effect upon the adjournment of the Board meeting at which the suspension occurs.

### **Section 7. Superintendent.**

The Board shall at all times employ a Superintendent in conformity with the RSC. The Superintendent shall enforce Board policies, as well as applicable state and federal law, within the District. The Superintendent shall, as necessary, adopt administrative guidelines for the implementation of Board policies. Administrative guidelines do not require formal approval by the Board but shall be provided to the Board at the time or before they become effective. In cases in which the Board has not adopted policies, the Superintendent may act, and shall thereafter notify



## ARTICLE II. ORGANIZATION OF THE BOARD.

## L'Anse Creuse Board of Education Policy and Bylaws

## **Section 6. Vacancies in Board Officers (President, Vice President, Secretary and Treasurer)**

A Board office shall become vacant if the holder of the office ceases to be a Board member, resigns from the Board office, or is removed from the Board office by a majority vote of the Board. A vacancy in a Board office shall be filled by a majority vote of the Board.

## **Section 7. Compensation and Reimbursement.**

The Board authorizes compensation for its members' attendance at any scheduled board or committee meetings, and for the execution of duties related directly to the member's responsibility. Board compensation in the amount of \$5,000 per year will be provided to each board member and paid quarterly in the amount of \$1,250.00.

~~The Board authorizes compensation for its members for attendance at any regular/ special Board meeting or assigned committee meetings. The Board also authorizes compensation for the execution of duties related directly to the member's responsibility and its authorized in advance by the Board and expenses are considered reimbursable. Meeting compensation shall not exceed thirty dollars (\$30.00).~~

~~No Board member will be compensated by more than one (1) School District for the same meeting or function.~~

~~Expenses for compensation will be borne by the District within budgetary limits. Each Board member is to not exceed 1/7<sup>th</sup> of the Board Member Compensation and Travel as presented and approved by the Board.~~

## **Section 8. Committees.**

The Board may create standing or *ad hoc* committees to gather information for and make recommendations to the Board. The President shall appoint the members of committees. No committee may consist of more than three Board members. Committee assignments will be reviewed annually by the President following the organizational meeting.

# **ARTICLE III. FUNCTIONING OF THE BOARD.**

## **Section 1. Duties of Board Officers**

### **A. President.**

The Board President shall preside at all meetings of the Board and shall conduct meetings in the manner prescribed by these bylaws and state law. The President is the official spokesperson for the Board. The President, in cooperation with the Superintendent, shall prepare agendas for Board meetings. In the absence of the Secretary at a meeting of the Board, the President shall appoint an Acting Secretary, who shall sign the minutes of that meeting. The President shall perform such other duties as authorized by the Board, or as otherwise required by law and appropriate

to the office. The President may consult with the Superintendent and/or legal counsel prior to bringing an issue before the Board.

B. Vice-President.

The Vice-President shall preside at Board meetings when the President is not in attendance and shall have the duties and responsibilities of the President in the absence of the President. The Vice-President shall perform such other duties as authorized by the Board.

C. Secretary.

The Secretary shall take and keep the minutes of meetings of the Board in conformity with the Open Meetings Act and other state law and shall perform all other duties as may be authorized by the Board.

D. Treasurer.

The Treasurer, working with the Superintendent or other District staff designated by the Superintendent, shall perform such duties as may be authorized by the Board or state law.

## **Section 2. Duties and Role of Individual Board Members.**

The Board acts as a whole, and only at properly convened and noticed Board meetings. Individual Board members do not possess the powers that reside in the Board and may not act or purport to act for the Board unless the Board has specifically delegated the authority of an individual member to act. Individual members of the Board may not speak for the Board. A Board member who speaks to or otherwise communicates with, the media, the public or other officials on District matters shall make clear to the audience that the Board member is expressing only that Board member's views, and that those views do not necessarily reflect the views of the Board as a whole or any other Board member.

## **Section 3. Confidentiality.**

Board members will on occasion receive information that is not available to the general public, including information about students or employees, information subject to the attorney-client or another privilege, and information disseminated during a closed session of the Board. An individual Board member shall not disclose or share confidential information without the authorization of the Board or as may be required by law.

## **Section 4. Board Ethics.**

The Board by majority vote shall prescribe a Code of Ethics applicable to the conduct of individual Board members, and each Board member shall be required to acknowledge and sign the Code of Ethics at the annual organizational meeting and commencement of his or her term.

## **Section 5. Conflict of Interest.**

Board members shall perform their official duties in a manner free from conflict of interest and shall refrain from actions that create the appearance of a conflict of interest prohibited by law. Board members shall familiarize themselves with and at all times comply with the requirements and prohibitions of state law relative to conflicts of interest. The Board by policy may prohibit the hiring by the District of immediate family or other relatives of Board members during their terms on the Board.

## **Section 6. Indemnification.**

The District shall indemnify the Board and individual Board members to the fullest extent permitted by law. The District will purchase and maintain in effect insurance policies for the indemnification and defense of the Board and individual Board members.

## **Section 7. Professional and Consulting Services.**

The Board shall employ an independent auditor to examine the books and records of the District, to render an opinion on the financial statements of the District prepared at the close of the fiscal year, and to perform such other services as may be requested by the Board. The Board may appoint qualified individuals or firms to provide legal, architectural, insurance and other professional services for the District, and may appoint other consultants as it deems appropriate.

## **Section 8. Discipline of Board Members.**

By majority vote, the Board may censure a Board member for violating these bylaws, the policies of the Board, or state or federal law, or otherwise acting in a manner inconsistent with the duties and responsibilities of a Board member. By majority vote, the Board may petition the Governor to remove a Board member from office in accordance with MCL §380.1107.

# **ARTICLE IV. MEETINGS OF THE BOARD.**

## **Section 1. Organizational Meeting.**

The Board shall conduct an organizational meeting annually during the month of January. During the annual organizational meeting, the Board shall establish a schedule of regular Board meetings for the coming year, **elect its officers for the coming year**, and may conduct any other business it elects to address.

## **Section 2. Regular Meetings.**

Regular meetings of the Board shall be held in accordance with the schedule established by the Board at its organizational meeting. The schedule of regular meetings may be amended by the Board.

### **Section 3. Special Meetings.**

Special meetings of the Board may be called by the President, or by any two members of the Board, upon not less than 24 hours' notice to each Board member. Notice to Board members of a special meeting may be provided by personally delivering a notice to the Board member, or by delivering the notice to the Board member's household and leaving it with a responsible member of the household, or by sending the notice to the Board member on his or her District-provided email account.

### **Section 4. Emergency Meetings.**

In the event of a severe and imminent threat to the health, safety or welfare of the District, its students or employees, ~~any member of~~ the Board **President and/or any two members of the board**, may call an emergency meeting, and the Board may meet and take action without complying with public notice requirements, provided that two-thirds of the members of the Board determine that delay would detrimentally affect the ability of the Board to respond to the threat. Actual notice to all Board members of an emergency meeting shall be attempted but is not required.

### **Section 5. Meetings Open to the Public.**

All meetings of the Board in which a quorum is present for the purpose of deliberating toward or rendering a decision on public policy shall be open to the public.

### **Section 6. Open Meetings Act.**

Meetings of the Board are subject to and shall comply with applicable provisions of Michigan's Open Meetings Act ("OMA"), MCL §15.261, *et seq.* Depending upon its function, a Board committee may be a public body whose meetings are subject to the OMA.

### **Section 7. Public Notice of Meetings.**

Public notice of Board organizational, regular and special meetings shall be given as provided in OMA.

### **Section 8. Closed Sessions of the Board.**

The Board may meet in closed session for the following purposes upon the affirmative vote, on a roll call vote, of a majority of the Board members voting:

1. To consider the dismissal, suspension, or disciplining of, or to hear complaints or charges brought against, or to consider a periodic personnel evaluation of, a Board member, employee, staff member or individual agent of the District, if such person requests a closed hearing.
2. To consider the dismissal, suspension, or disciplining of a student, if the student or the student's parent or guardian requests a closed hearing.

3. For strategy and negotiation sessions connected with the negotiation of a collective bargaining agreement, if either negotiating party requests a closed session.

In accordance with the OMA, , MCL 15.267(1) the Board may meet in closed session for the following purpose upon the affirmative vote, on a roll call vote, of not less than two-thirds of the members of the Board then elected or appointed and serving (*i.e.*, not less than five members of the Board if all seven Board positions are then filled):

1. To consider the purchase or lease of real property, up to the time an option to purchase or lease that property has been obtained.(MCL 15.268(1)(d)).
2. To consult with its attorney(s) regarding trial or settlement strategy in connection with specific pending litigation, but only if an open meeting would have a detrimental financial effect on the litigation or settlement position of the Board.(MCL 15.268(1)(e)).
3. To consider the specific contents of an application for employment or appointment if the candidate requests that the application remain confidential. Interviews of candidates must take place in open session.(MCL 15.268(1)(f)).
4. To consider material exempt from disclosure or discussion by state or federal statute (including, without limitation, written opinions of legal counsel).) (MCL 15.268(1)(h)).
5. To consider security planning to address existing threats or prevent potential threats to the safety of students and staff.(MCL 15.268(1)(k)).

## Section 9. Minutes of Meetings.

- A. Open Meetings: Minutes of open meetings of the Board shall be kept, made available and approved as provided by OMA. Minutes shall, at a minimum, include the date, time and place of the meeting; Board members present and absent; decisions made by the Board; roll call votes; a record of other votes; the purpose(s) of a closed session; and corrections to the minutes of a previous meeting.
- B. Closed Sessions: A separate set of minutes of a closed session shall be maintained. Closed session minutes shall be provided to Board members confidentially, shall be retained by the Secretary or the Superintendent, and may be destroyed one year and one day after their approval of the Board.
- C. Committee Meetings: Minutes of meetings of committees whose function renders them subject to OMA shall be kept, made available and approved in the same manner as for open meetings of the Board.



## Section 10. Meeting Procedures.

- A. Location. All meetings of the Board or Board Committees shall be held in District facilities.
- B. Agenda. The President, in consultation with the Superintendent, shall prepare and publish a written agenda prior to each regular meeting and each special meeting unless otherwise directed by the Board. Individual Board members may include items on the agenda ~~by submitting to~~ **upon the concurrence of the President, or upon motion approved by the board**. The Board shall adopt or amend the agenda at the start of the meeting.
- C. Quorum. A majority of the serving members of the Board shall constitute a quorum. A meeting of the Board may not be called to order in the absence of a quorum.
- D. Remote Participation.
  - 1. **If a member of the Board is required to miss one or more meetings due to military duty, the Board shall make arrangements, if feasible, to allow such member to participate by conference telephone connection or other electronic voice communication pursuant to applicable law.**
  - 2. **For meetings held after December 31, 2021, and absent a change in state law, remote Board meetings shall not be permitted, and remote participation will be permitted only for the reason identified in subsection (1) and/or as permitted by law.**
- E. Procedure for Board Action. The Board shall take action by way of motions duly offered and approved. No motion shall be acted upon until it has been supported by a second member of the Board.
- F. Voting. The vote on motions shall be “yes” or “no,” and will be taken by voice vote or, if required by law or requested by a Board member, by roll call vote. Unless otherwise required by law or these bylaws, the affirmative vote of a majority of the serving Board members is required to exercise the Board’s authority. Following the vote, the President shall announce that the motion either passed or failed, and, if not a unanimous vote, shall announce the number voting “yes” and the number voting “no.” No Board member shall abstain from a vote of the Board absent an identified conflict of interest.
- G. Public Attendance at Board Meetings. Any member of the public may attend an open Board meeting. A person shall not be excluded from an open meeting except for a breach of the peace committed at the meeting. Closed sessions of the Board may be attended by members of the Board and any necessary resource persons, such as administrators or legal counsel, designated by the Board. Members of the public may not attend closed sessions unless specifically authorized by the Board.

- H. Public Participation at Open Board Meetings. Members of the public may address the Board at open meetings, subject to guidelines to be published by the Board.
- I. Rules of Order. To the extent not addressed by these bylaws or the Board's policies, issues of procedure shall be generally governed by the current edition of *Robert's Rules of Order*. The President, or Vice-President in the absence of the President, shall decide all procedural issues, but may be overruled by majority vote of the Board.

## **ARTICLE V. ADMINISTRATION**

### **Section 1. The Superintendent.**

The Board will at all times employ a Superintendent of Schools, in accordance with state law. The employment shall be evidenced by a written contract, with a term of not more than five years.

The Superintendent is the Chief Executive Officer of the District and the primary advisor to the Board.

The Superintendent shall identify such subordinate administrative positions, such as Assistant or Deputy Superintendent(s) and Director(s), Principals and Assistant Principals, as necessary to administer the District, and shall recommend to the Board the establishment of such positions and candidates to fill such positions.

### **Section 2. Duties of the Superintendent.**

The Superintendent is responsible to carry out the policies of the District as expressed in Board Policies. The Superintendent shall develop and implement Administrative Guidelines to give operational effect to Board Policies. Administrative Guidelines are to be consistent with the Board's Policies. Administrative Guidelines shall be effective fourteen days after provided to the Board. The Superintendent shall revise Administrative Guidelines if the Board determines that they are inconsistent with Board Policies or ineffective.

In a situation in which action must be taken to maintain the orderly operation of the schools, and no Board Policy governs the situation, the Superintendent is authorized to take appropriate action. The Superintendent shall thereafter report the situation and the action taken to the Board, and shall advise the Board whether a formal policy should be adopted.

The Superintendent shall perform his/her official duties in a manner free from conflict of interest and shall refrain from actions that create the appearance of a conflict of interest prohibited by law. The Superintendent shall familiarize him/her self with and at all times comply with the requirements and prohibitions of state law related to conflicts of interest.

References to the "Superintendent" in these policies or the Board's bylaws shall be understood to include the Superintendent's designee, unless the policies or their context clearly indicate otherwise.

The Board shall annually review and evaluate the Superintendent's performance and success in meeting the goals established by the Board. The Superintendent will provide the Board with quarterly assessments, updates and direction on current goals.

### **Section 3. Non-renewal or Termination of the Superintendent.**

If the services of the Superintendent are found to be unsatisfactory to the Board, the Superintendent shall be so notified by the Board President and given a reasonable amount of time to provide satisfactory services. If the Superintendent's services continue to be unsatisfactory, the Superintendent should be notified that his or her contract will be non-renewed, by notice given not less than 90 days before the expiration of the contract. The contract of the Superintendent may be terminated during its term in accordance with the provisions of the contract and Michigan law. After the required written notice of just cause termination is issued, the Superintendent will be immediately put on leave with pay.

### **Section 4. Incapacity of the Superintendent.**

If the Superintendent becomes incapacitated to the extent that he or she is unable to perform the duties of the office, the Board shall appoint an Acting Superintendent, who will serve until the Superintendent's incapacity is removed or until the expiration of the Superintendent's contract, whichever first occurs. The Superintendent may voluntarily indicate that he or she has become incapacitated. Alternatively, the Board may determine the Superintendent to be incapacitated upon the certification of a physician chosen and compensated by the Board. Upon request to the Board, the incapacitated Superintendent may resume his or her duties, unless the request is denied by the Board. The Board may require the Superintendent to demonstrate to its satisfaction that he or she is able to resume the duties of Superintendent.

### **Section 5. The Board as Employer.**

The Board is the employer of all employees of the District and governs those employees through the Superintendent. The Board directs the Superintendent to create evaluation protocols for all administrators and teachers that comply with state law, and to ensure that evaluation are carried in the manner prescribed by state law.

### **Section 6. Non-renewal or Termination of Other District Administrators.**

State law prescribes the manner in which the contracts of administrators below the level of Superintendent may be non-renewed. The Superintendent shall advise the Board of the advisability of non-renewing a District administrator, and shall work with the Board to ensure that any such non-renewal takes place in a timely manner and consistent with state law.

### **Section 7. Non-Discrimination. (AG)**

The Board does not discriminate on the basis of race, color, national origin, sex (including sexual orientation or sexual identity), age, religion, height, weight, marital or family status, disability, military status, ancestry, genetic information, or any other legally protected category in its programs and activities, including employment. The Superintendent is responsible for compliance with the Board's policy of non-discrimination.

The Superintendent shall designate one or more compliance officer(s) responsible for coordinating the District's compliance with applicable federal and state laws and regulations. The Superintendent shall ensure that all required notices under the civil rights or other laws are provided to staff members.

### **Section 8. Councils, Cabinets and Committees.**

The Superintendent is authorized to establish and appoint the members of permanent or temporary councils, cabinets or committees deemed necessary or advisable for the proper administration of Board policies and the conduct of District business.

## **ARTICLE VI. COMMUNITY RELATIONS**

### **Section 1. Information Generally.**

The Board recognizes and affirms the right of citizens to be regularly informed and to be able to obtain information about the objectives, conditions and achievements of the District.

### **Section 2. Freedom of Information Act. (AG)**

In accordance with Michigan's Freedom of Information Act ("FOIA"), MCL §15.231, *et seq.*, the District will make public records, as defined in FOIA, available for inspection or copying. The Assistant Superintendent for Human Resources ~~Director for Public and Community Relations~~ is designated as the District's FOIA Coordinator. The Coordinator may designate another individual to act on his or her behalf when the Coordinator is unable to do so. The Superintendent will issue procedures and guidelines necessary to implement the Act, including a schedule of costs to be charged in responding to FOIA requests, and shall publish those procedures and guidelines as required by FOIA.

### **Section 3. Community Input.**

The Board welcomes input from community members at Board meetings or at other appropriate times. The Board believes that community involvement in the affairs of the District is essential and valuable and will endeavor to provide reliable and efficient ways to permit public involvement in the decision-making process.

### **Section 4. Complaints (AG).**

The Superintendent shall issue administrative guidelines identifying procedures for investigating and responding to complaints by members of the public against the District or specific District staff members. A complaint concerning the Superintendent may be made to the Board.

### **Section 5. Gifts, Grants, Bequests and Donations.**

The District appreciates receiving gifts, grants, bequests or donations from members of the public, decedents' estates, or corporate entities, as a reflection of public interest in and good will toward the District. The Superintendent or designee is authorized to accept gifts that 1) are appropriate for District use; 2) are free of any restrictions that are contrary to law or inconsistent

with Board policy; 3) contain no commercial advertising; and 4) do not require excessive costs to install, maintain or utilize, or a large commitment of District resources. **Income derived from gifts and bequests will be credited, if possible, to the fund designated or requested by the donor. If the request of the donor cannot be fulfilled, the gift or bequest will be deposited in any other fund specified by the Board.**

#### **Section 6. Use of District Facilities. (AG)**

The Board permits the reasonable use of its buildings and grounds by responsible community groups, provided that such use does not interfere with the daily school routine or any school-sponsored activity, or unduly jeopardize the condition of District facilities. District facilities shall not be available for use by political candidates or campaigns. Rental of District facilities may take place only if approved in advance by the Superintendent or designee. The Superintendent shall issue and administer guidelines governing the use or rental of District facilities.

#### **Section 7. School Visitors.**

The Board encourages visits to school by parents, other adult community residents, or other educators, so long as those visits do not disrupt or otherwise interfere with the educational process. Any such visit shall be arranged in advance with the building administration. The Superintendent or designee and the building principal or designee have the authority to prohibit entry to a school building of any person, or to expel any person, if there is reason to believe that such person's presence would be detrimental to the educational process or the good order of the school. The Superintendent shall develop and administer administrative guideline specifying the procedures that permit reasonable attendance by visitors but that protect the educational environment.

#### **Section 8. Parent and District Support Organizations.**

A Parent or District Support Organization is a non-profit entity formed and operating for the purpose of supporting District programs. The District's name shall not be used by a Parent or District Support Organization without the approval of the Superintendent. Organizations that collect, solicit, or raise funds for or in the name of any school programs shall be subject to financial review and audit by or at the request of the Board / Superintendent. Such organizations shall abide by the District's policies and regulations.

#### **Section 9. Advertising; Distribution or Posting of Information.**

Advertising for or against a political candidate or campaign is not permitted on school property. Advertising of religious services or religious-related activities is not permitted on school property. Commercial advertising is not permitted on school property without the written consent of the Superintendent or designee. Distribution or posting of information by outside organizations is permitted only with the prior review and authorization of the Superintendent or designee. The Superintendent shall issue and enforce regulations governing commercial advertising and distribution or posting of information on District property.

## **Section 10. Public Attendance at District Events.**

The Board acknowledges its duty to maintain order and preserve the facilities of the District during the conduct of athletic and other public events. The Superintendent or designee has the authority to bar the attendance of or remove any person whose conduct may constitute a disruption at a school event. Administrators or designee may use metal detectors and other devices to protect the safety and well-being of participants and visitors. The Board directs that no alcoholic beverage or other controlled substance be possessed, consumed, or distributed nor any betting occur at any function occurring on District premises. Smoking and/or the use of tobacco and/or tobacco substitute products is prohibited at any time within any District facilities or grounds.

## **Section 11. Volunteers. (AG)**

The Board recognizes and appreciates the value of volunteers. The Superintendent or designees, including building administrators, are responsible for recruiting volunteers, reviewing their capabilities, and placing volunteers. Any volunteer who will work with or have access to students shall be pre-screened using the Internet Criminal History Access Tool (ICHAT) or similar database. District administrators shall not be required to accept a volunteer whose history or skills are not in accord with District standards and needs. The Superintendent shall issue and enforce guidelines governing use of volunteers.

## **Section 12. High School Diplomas to Qualified Military Veterans.**

The Board honors the service provided to our country by veterans of World War II, the Korean Conflict and the Vietnam Era. The Board is honored to issue high school diplomas to veterans who began their service without completing high school, and who comply with the provisions of MCL §35.341. The Superintendent is authorized to accept applications and documentation from such veterans and shall make recommendations to the Board as to whether the veterans should be awarded their diplomas.

# **ARTICLE VII. STUDENTS**

## **Section 1. Enrollment: Eligible Students.**

Except as set forth below, enrollment in the District shall be limited to those students who are residents of the District or are required by Michigan or federal law to be admitted to school in the District.

## **Section 2. Enrollment: Non-Resident Students.**

Students who are not residents of the District or otherwise required by law to be admitted to school in the District may enroll in the District under the circumstances described below. Decisions with respect to the enrollment of non-resident students shall be made on a non-discriminatory basis.

Schools of Choice Students: The Board may elect to enroll students in the District under MCL §388.1705 and/or .1705c.



Foreign Exchange Students: The Superintendent may develop and administer a program for the enrollment of foreign exchange students.

Children of Staff Members: A child of a District employee who works on a half-time (.5) or greater basis may enroll in the District, in accordance with the provisions of MCL §388.1606(6)(j), under regulations to be established by the Superintendent.

Homeless Students: The District shall comply with the requirements of federal law, particularly the McKinney-Vento Homeless Assistance Act, with respect to the enrollment of homeless students. The Superintendent shall appoint a central office administrator to act as the District's liaison with homeless students and their parents or guardians and to coordinate with state and local officials.

A Student Who is in Foster Care: If a child who is under probate court jurisdiction and/or is under the care and responsibility of a child welfare agency is placed in foster care, the child will be permitted to enroll in and attend the appropriate grade in the school selected by the department of human services or a child placing agency without regard to whether or not the child is residing in the district.

### **Section 3. Enrollment: Entrance Age.**

A child who is a resident or otherwise entitled to attend school in the District may enroll in the District if he or she is less than twenty (20) years on September 1st of the school year of enrollment. A child who is a resident or otherwise entitled to attend school in the District may enroll in kindergarten if the child is at least five (5) years of age on September 1st of the school year of enrollment, or under the early enrollment provisions of MCL §380.1147. Extended age eligibility may apply to certain students qualifying for special education services. The student's birth certificate or other legal documentation of the student's age is required at the time of registration.

### **Section 4. School Attendance Areas.**

The Board will periodically establish school attendance areas within the District, and students will ordinarily be required to attend the school in whose attendance area they reside. The Superintendent may assign a student to a school other than that designated by the attendance area when such assignment is justified by circumstances and is in the best interest of the student. The Superintendent shall establish a procedure for in-district transfers of students.

### **Section 5. Student Behavior: Governing Principles. (AG)**

Each student has a basic right to educational opportunities. In support of this basic right, the District strives to create a school environment that cultivates the development of knowledgeable, responsible and caring citizens. To create and maintain such an environment, respect for the rights of others, considerations of their privileges, and cooperative citizenship is expected of all members of the school community. When a student infringes upon the basic rights of others, it becomes the duty of the District to discipline this student and restore the conditions that promote learning for all students. In disciplining students and regulating their conduct, the District strives to assure that guidelines and consequences are appropriate and proportionate in nature, consistent with

applicable law, constructive and limited to that reasonably necessary in the judgment of **Administration** to promote the District's educational objectives.

## **Section 6. Student Code of Conduct. (AG)**

The Superintendent shall develop and implement, and shall publish to all students and their parents, a Student Code of Conduct consistent with these principles. This Student Code of Conduct will include a dress code.

## **Section 7. Levels of Discipline. (AG)**

The Board recognizes that exclusion from the educational programs of the District for disciplinary purposes is a serious sanction. The following levels of discipline are permitted in the District.

Emergency Removal: A student may be removed from any class, subject, or activity for up to one (1) day by the student's teacher for certain conduct as specified in the Student Code of Conduct pursuant to MCL §380.1309. A student so removed will be allowed to attend other classes taught by other teachers during the term of the one (1) day removal.

Suspension: A building administrator may suspend a student for up to ten (10) days. The Superintendent, may suspend a student for up to sixty (60) days. Ordinarily a suspension will be imposed by a building administrator or Superintendent. An appeal process shall be described in the Student Code of Conduct.

Expulsion of 180 days or Less: The Superintendent, may recommend to the Board of Education the expulsion of a student for not less than 61 days nor more than 180 days. Ordinarily an expulsion will be imposed by the Board of Education. An appeal process shall be described in the Student Code of Conduct.

Permanent Expulsion or Expulsion of Greater Than 180 Days: Only the Superintendent may recommend to the Board of Education a student be permanently expelled for greater than 180 days. An appeal process is described in this policy.

Removal of a Student From School Pending Investigation or Provision of Due Process. When an administrator deems it necessary, the administrator may remove from school a student charged with, suspected of committing, or suspected of being involved in, an infraction or incident, for a reasonable period of time necessary:

1. to complete the investigation of an alleged infraction or incident, or
2. to defuse a situation that could become worse without such removal, or
3. in unusual circumstances, to permit the student to be accorded due process, as defined in this policy, which shall be accorded as soon as possible thereafter, or

4. for other reason(s) as renders such a removal in the best interests of a particular student, a school, its students, or its staff.

Such a removal shall not constitute disciplinary action, although the infraction or incident may result in disciplinary action. If the infraction or incident that has prompted removal results in discipline, the time during which the student has been removed from school shall be credited to any disciplinary time imposed.

### **Section 8. Due Process. (AG)**

The Board recognizes the importance of safeguarding a student's constitutional rights, particularly when subject to the District's disciplinary procedures. The due process to be accorded students is as follows:

Students subject to suspensions greater than 10 days or expulsions of 180 days or less. Except in emergency situations, prior to the implementation of a suspension or expulsion a student must be given oral or written notice of the charges against him or her, a summary of the evidence supporting the charges, and, if the student denies the charges, the opportunity to be heard and to respond to the charges. When such suspension or expulsion has occurred, notice and opportunity to respond shall occur as soon as reasonably possible. Superintendent or Board of Education shall provide the student an opportunity to be heard and shall be responsible for making the suspension decision.

Students subject to permanent expulsion or expulsion greater than 180 days. Prior to the imposition of a permanent expulsion or an expulsion of greater than 180 days, a student and the student's parent or guardian must be given written notice of the intention to permanently expel or expel for more than 180 days, a summary of the evidence supporting the expulsion, and notice that the Superintendent shall conduct a hearing to determine whether to accept the recommendation for expulsion. The student and the student's parent or guardian must also be provided a brief description of the student's rights and of the hearing procedure. The Superintendent shall establish guidelines in the Student Code of Conduct governing the procedure to be followed in the hearing to determine whether the expulsion shall be implemented.

### **Section 9. Considerations Prior to Imposition of Discipline. (AG)**

In accordance with state law, and except as specifically provided in this policy, before a student may be suspended, expelled or permanently expelled, the District administrators making the disciplinary decision shall consider each of the following factors:

1. the student's age;
2. the student's disciplinary history;
3. whether the student is a student with a disability;

4. the seriousness of the violation or behavior committed by the student;
5. whether the violation or behavior committed by the student threatened the safety of any student or staff member;
6. whether restorative practices will be used to address the violation or behavior committed by the student; and
7. whether a lesser intervention would properly address the violation or behavior committed by the student.

The fact that consideration of these factors has occurred shall be documented in the record of the disciplinary decision. The Superintendent shall develop an appropriate checklist to be used to document consideration of these factors.

Whether student misconduct shall result in discipline, and the level of discipline to be imposed, shall be within the discretion of the Superintendent and designees, including administration of the respective school buildings. In the exercise of this discretion, there is a rebuttable presumption that a suspension, expulsion or permanent expulsion is not justified unless administration can demonstrate that it considered each of the factors listed above. The obligation to consider these factors shall not apply to a student being permanently expelled under state law for possessing a firearm in a weapon-free school zone.

The District shall consider using restorative practices as an alternative or in addition to suspension or expulsion of a student. The obligation to consider restorative practices shall not apply to a mandatory permanent expulsion for possession of a firearm in a weapon-free school zone. "Restorative practices" means practices that emphasize repairing the harm to the victim and the school community caused by a student's misconduct. The Superintendent shall establish procedures for the use of restorative practices within the District.

#### **Section 10. Appeal of the Imposition of Discipline. (AG)**

A student may appeal a suspension greater than 10 days or an expulsion of 180 days or less to the Superintendent or designee. The Student Code of Conduct shall identify the process to be used for such appeals. The decision of the Superintendent or designee shall be final.

A student may appeal a permanent expulsion or an expulsion of greater than 180 days to the Board of Education in accordance with the following procedures:

- A. Such expulsion may be appealed to the Board by the student or parent by filing with the Superintendent's office a written request for appeal within fifteen (15) school days after mailing of the notice of such expulsion. The Board shall hear the appeal within a reasonable time at a special meeting called for such purpose. If no such appeal is timely requested, the expulsion shall be deemed final.
- B. Upon receipt of an appeal to the Board, the Superintendent shall provide the student or parent with a written notice that appeals to the Board shall be conducted in accordance with the rules and procedures described below.

- C. The principal, Board attorney, and any other resource persons that the Board President deems appropriate may be present at the Board hearing. Only members of the Board shall have a vote in determining the appeal.
- D. Pursuant to the Open Meetings Act, the hearing before the Board shall be closed to the public at the request of the student or parent(s).
- E. While a hearing to consider a permanent expulsion or expulsion greater than 180 days disciplinary ~~Review Panel~~ is subject to due process and may have some similarities to a court proceeding, it is not conducted in a court of law and court rules are not applicable. **The Board President or presiding officer shall determine any procedural questions that arise during the hearing.**
- F. At the hearing, the principal or other administrator shall first present to the Board the facts of the case and the basis for the discipline. Thereafter, the student (and/or the student's representative and parent(s)) may comment upon the facts as stated by the principal, and may present the basis of the appeal. Board members and other participants in the hearing may ask questions of witnesses.
- G. **The Board may:**
  - 1. **Set aside the expulsion and reinstate the student with or without any limiting conditions;**
  - 2. **Reduce the expulsion to a suspension or expulsion of 180 days or less with any conditions the Board deems advisable, or remand the matter to the Superintendent to impose a consequence less than permanent expulsion; or**
  - 3. **Affirm the expulsion.**
- H. The Board shall decide the appeal within a reasonable time. The Board Secretary shall promptly notify the appealing party of the Board's decision in writing. **The Board's decision is final.**

## **Section 11. Reinstatement Following Permanent Expulsion. (AG)**

A student who has been permanently expelled from school in the District may apply for reinstatement in accordance with the following guidelines:

- A. If the student is in grade 5 or below at the time of the permanent expulsion, the parents or legal guardian may submit a request for reinstatement after sixty (60) school days from the date of expulsion, but the student may not be reinstated before ninety (90) school days from the expulsion date.
- B. If the student is in grade 6 or above at the time of the permanent expulsion, the parents, legal guardian, the adult student, or the emancipated minor may submit a request for reinstatement after 150 school days from the date of the expulsion, but the student may not be reinstated before 180 school days from the expulsion date.

- C. The Superintendent or designee shall, within ten (10) school days after receiving the request, submit the request together with any other information he or she deems pertinent to the requested reinstatement, to a Board-appointed committee consisting of two (2) Board members, a District administrator, a teacher, and a parent of a District student.
- D. The committee shall, within ten (10) school days after being appointed, review all pertinent information, and submit its recommendation to the Board. The recommendation may be for unconditional reinstatement, conditional reinstatement, or non-reinstatement, based on the committee's consideration of:
  - 1. the extent to which reinstatement would create a risk of harm to students or school personnel;
  - 2. the extent to which reinstatement would create a risk of District or individual liability for the Board or District personnel;
  - 3. the age and maturity of the student;
  - 4. the student's school record before the expulsion incident;
  - 5. the student's attitude concerning the expulsion incident;
  - 6. the student's behavior since the expulsion and the prospects for remediation;
  - 7. if the request was filed by a parent, the degree of cooperation and support the parent has provided and will provide if the student is reinstated, including, but not limited to the parent's receptiveness toward possible conditions placed on the reinstatement. Such conditions may, as an example, include a written agreement by the student and/or a parent who filed the reinstatement request to:
    - a. abide by a behavior contract which may involve the student, his/her parents, and an outside agency;
    - b. participate in an anger management program or other counseling activities;
    - c. cooperate in processing and discussing periodic progress reviews;
    - d. meet other conditions deemed appropriate by the committee;
    - e. accept the consequences for not fulfilling the agreed-upon conditions.

The committee may also allow the parent, adult student, or emancipated minor to propose conditions as part of the request for reinstatement.



- E. In the event a student who has been permanently expelled from another school district requests admission to this District, the Board shall, in making its decision, rely upon the recommendation of the Superintendent.
- F. The Board may:
  - 1. set aside the expulsion and reinstate the student with or without any limiting conditions;
  - 2. reduce the expulsion to a suspension or expulsion of 180 days or less with any conditions the Board deems advisable under the circumstances;
  - 3. affirm the expulsion.
- G. The Board shall make its decision no later than the next regular Board meeting following the committee's submission of its recommendations. The Board's decision shall be final and not subject to appeal.

## **Section 12. Student Discrimination and Harassment. (AG)**

The District is committed to maintaining a learning environment in which all individuals are treated with dignity and respect, free from discrimination and harassment. The District shall not discriminate on the basis of race, color, national origin, sex (including sexual orientation and gender identity), age, religion, height, weight, marital or family status, disability, military status, genetic information, or any other legally protected category in its programs and activities. The District shall not retaliate against a person who reports or opposes improper discrimination or harassment. The District shall fully comply with all applicable federal and state civil rights statutes. Discrimination, retaliation, and harassment are prohibited whether occurring at school, on District property, in a District vehicle, or at any District-related activity or event.

The Superintendent shall designate Compliance Officers responsible for coordinating the District's compliance with applicable federal and state laws and regulations, and for investigating complaints of non-Title IX discrimination or harassment.

A student who believes he or she has been or is the victim of discrimination or harassment should immediately report the situation to a teacher, counselor, social worker, the building principal or assistant principal, or the Superintendent. A staff member who observes, has knowledge of, or learns that a student has been or is the victim of discrimination or harassment shall immediately report the situation to the building principal or assistant principal or the Superintendent. Complaints against the building principal should be filed with the Superintendent. Complaints against the Superintendent should be filed with the Board President.

The Superintendent shall develop and implement administrative guidelines to enforce this policy and non-Title IX discrimination or harassment complaints.

### Title IX

District shall fully comply with Title IX of the Education Amendments Act of 1972 and the accompanying regulations. The District shall not retaliate against a person who reports or opposes sex harassment or discrimination.

The Superintendent shall designate Title IX Coordinator(s) responsible for coordinating the District's compliance with Title IX and its regulations, and for investigating reports of Title IX sex harassment and discrimination.

A student who believes he or she has been or is the victim of sex discrimination or harassment should immediately report the situation to a teacher, counselor, social worker, the building principal or assistant principal, the Superintendent, or a Title IX Coordinator. A District employee who observes, has knowledge of, or learns that a student has been or is the victim of sex discrimination or harassment shall immediately report the situation to the building principal or assistant principal, Superintendent or Title IX Coordinator. Complaints against the building principal should be filed with the Superintendent or Title IX Coordinator. Complaints against the Superintendent should be filed with the Board President or Title IX Coordinator.

The Superintendent shall develop and implement as an administrative guideline a Title IX Grievance Procedures. ~~The District is committed to maintaining a learning environment in which all individuals are treated with dignity and respect, free from discrimination and harassment. The District shall not discriminate on the basis of race, color, national origin, sex, sexual orientation, gender identity or gender expression, age, religion, height, weight, marital or family status, disability, military status, genetic information, or any other legally protected category in its programs and activities, including employment. Sexual harassment is a form of sex discrimination, and shall likewise not be permitted with respect to students or employees. The District shall not retaliate against a person who reports or opposes improper discrimination or retaliation. The District shall fully comply with all applicable federal and state civil rights statutes. Discrimination, retaliation and harassment are prohibited whether occurring at school, on District property, in a District vehicle, or at any District-related activity or event.~~

~~The Board is committed to maintaining a learning environment in which all individuals are treated with dignity and respect, free from discrimination and harassment. Discrimination or harassment on the basis of race, color, national origin, religion, sex, gender orientation, marital status, genetic information, disability, age, or any other basis prohibited by law is strictly prohibited. The District prohibits such harassment and discrimination whether occurring at school, on District property, in a District vehicle, or at any District-related activity or event.~~

~~A student who believes he or she has been or is the victim of discrimination or harassment should immediately report the situation to a teacher, counselor, social worker, the building principal or assistant principal, or the Superintendent. A staff member who observes, has knowledge of, or learns that a student has been or is the victim of discrimination or harassment shall immediately report the situation to the building principal or assistant principal or the Superintendent. Complaints against the building principal should be filed with the Superintendent. Complaints against the Superintendent should be filed with the Board President.~~

~~A student reporting an incident(s) of discrimination or harassment shall not suffer any form of reprisal from the school district.~~

~~The Superintendent will designate compliance officers and develop and implement administrative procedures for the reporting, investigation and resolution of complaints or discrimination or harassment.~~

### **Section 13. Bullying**

It is the policy of the District to provide a safe and nurturing environment for all of its students. Appropriate behavior, treating others with civility and respect, and refusing to tolerate harassment or bullying is expected of students, as well as administrators, faculty, staff, visitors, and volunteers.

#### **Bullying and Cyberbullying are Prohibited**

Bullying and cyberbullying of a student, whether by other students, staff, visitors, Board members, parents, guests, contractors, vendors, and volunteers, is prohibited. All students are protected under this policy, and bullying and cyberbullying are prohibited without regard to its subject matter or motivating animus.

#### **Definitions**

"Bullying" means any written, verbal, or physical act, or any electronic communication, but not limited to, cyberbullying, that is intended or that a reasonable person would know is likely to harm one (1) or more students either directly or indirectly by doing any of the following:

- A. Substantially interfering with educational opportunities, benefits, or programs of one (1) or more students.
- B. Adversely affecting the ability of a pupil to participate in or benefit from the School District's or public school's educational programs or activities by placing the student in reasonable fear of physical harm or by causing substantial emotional distress.
- C. Having an actual and substantial detrimental effect on a student's physical or mental health.
- D. Causing substantial disruption in, or substantial interference with, the orderly operation of the school.

"Cyberbullying" means any electronic communication that is intended or that a reasonable person would know is likely to harm one (1) or more students either directly or indirectly by doing any of the following:

- A. Substantially interfering with educational opportunities, benefits, or programs of one (1) or more students.
- B. Adversely affecting the ability of a student to participate in or benefit from the School District's or public school's educational programs or activities by placing

the student in reasonable fear of physical harm or by causing substantial emotional distress.

- C. Having an actual and substantial detrimental effect on a student's physical or mental health.
- D. Causing substantial disruption in, or substantial interference with, the orderly operation of the school.

Since "bullying" also includes "cyberbullying", any reference in this policy to "bullying" shall also be deemed to refer to "cyberbullying."

Bullying and cyberbullying are prohibited at school. "At school" is defined as on school premises, at school-sponsored activities or events, in a school-related vehicle, or using a telecommunications access device or a telecommunications service provider if the telecommunications access device or telecommunications service provider is owned by or under the control of the School District. "Telecommunications access device" and "telecommunications service provider" mean those terms as defined in Section 219a of the Michigan Penal Code (M.C.L. 750.219a).

Bullying and cyberbullying that does not occur "at school," as defined above, but that causes a substantial disruption to the educational environment, may be subject to disciplinary action in accordance with this policy and applicable law.

### **Reporting and Investigating Reports of Bullying**

Every student is encouraged to promptly report any situation that he or she believes to be bullying behavior directed toward himself/herself or another student to a teacher, a counselor, a building principal, or an assistant principal. Staff members shall report any reports made by students or situations that they believe to be bullying behavior directed toward a student to the building principal. Complaints against the building principal shall be reported to the Superintendent. Complaints against the Superintendent shall be reported to the Board President.

Under State law, a school employee, school volunteer, student, or parent or guardian who promptly reports in good faith an act of bullying to the appropriate school official designated in this policy and who makes this report in compliance with the procedures set forth in this policy is immune from a cause of action for damages arising out of the reporting itself or any failure to remedy the reported incident. This immunity does not apply to a school official who is responsible for implementing this policy or for remedying the bullying, when acting in that capacity.

Retaliation or false accusation against a target of bullying, a witness, or another person with information about an act of bullying is prohibited. Suspected retaliation should be reported in the same manner as suspected bullying behavior. Making intentionally false accusations of bullying is likewise prohibited. Retaliation and

making intentionally false accusations of bullying may result in disciplinary action up to and including expulsion.

All complaints about bullying that may violate this policy shall be promptly investigated and documented. The building principal or the principal's designee is responsible for the investigation. If the investigation results in a finding that bullying has occurred, it shall result in prompt and appropriate disciplinary action, up to and including expulsion for students, up to and including discharge for employees, and up to and including exclusion from school property for parents, guests, volunteers, and contractors. Individuals may also be referred to law enforcement officials.

Where the investigation results in a finding that bullying has occurred, both the parent or legal guardian of a victim of bullying and the parent or legal guardian of a perpetrator of the bullying shall be notified promptly in writing. In addition, administrators investigating alleged bullying may notify parents of the victim or perpetrator of bullying sooner than the conclusion of the investigation if circumstances dictate such earlier notification.

Each school shall document any prohibited incident that is reported and shall document all verified incidents of bullying and the resulting consequences, including the required notification of parents or guardians and any discipline and referrals.

The Superintendent is the school official responsible for ensuring that the policy is implemented.

### **Confidentiality**

The District will comply with all applicable laws regarding confidentiality of personally identifiable information from education records. In addition, the identity of an individual who reports an act of bullying or cyberbullying shall be and remain confidential. The principal, or the principal's designee, shall ensure that the name of an individual who reports an act of bullying or cyberbullying is withheld from the alleged perpetrator and the perpetrator's parent(s), legal guardian(s) and representative(s), and is redacted from any report of bullying or cyberbullying that is publicly disclosed.

### **Notification**

This policy will be annually circulated to parents and students, and shall be posted on the District website.

### **Reporting**

As required by State statute, the Superintendent shall provide a report of all verified incidents of bullying and other required information to the Michigan Department

of Education on an annual basis, according to the form and procedures established by the Department.

As required by State statute, the District's procedures with respect to bullying are contained within this policy, and thus no administrative guidelines accompany this policy.

#### **Section 14. Use of Seclusion or Restraint. (AG)**

Pursuant to Public Act 395 of 2016, MCL §380.1307a, the Board directs the Superintendent and/or the Superintendent's designee to adopt as an administrative guideline a local policy, applicable to all District administrators, staff and contractors, that is consistent with the policy issued by the Michigan Department of Education in connection with the requirements of Public Acts 394 through 402 of 2016, MCL §380.1307, *et seq.*, regarding restrictions on the use of seclusion and restraint in public schools. This policy is to accomplish the following objectives:

- A. Promote the care, safety, welfare and security of the school community and the dignity of each pupil.
- B. Encourage the use of proactive, effective, evidence- and research-based strategies and best practices to reduce the occurrence of challenging behaviors, eliminate the use of seclusion and restraint, and increase meaningful instructional time for all pupils.
- C. Ensure that seclusion and physical restraint are used only as a last resort in an emergency situation and are subject to diligent assessment, monitoring, documentation and reporting by trained personnel.

#### **Section 15. Search and Seizure. (AG)**

The Board has charged District administration with the responsibility of safeguarding the safety and well-being of the students in their care. In the discharge of that responsibility, District administration may search school property such as lockers used by students or the person or property, including vehicles, of a student, in accordance with the following policy.

##### School Property

Lockers and desks used by students remain at all times the property of the District. Where locks are provided for such places, students may lock them against incursion by other students, but in no such places shall students have an expectation of privacy as to prevent examination by a school official. District administrators may search student lockers and desks at any time and for any reason. In the course of any search, student's privacy rights will be respected regarding any items that are not illegal or against Board policy.

##### Student Person and Possessions

The privacy of students or his/her belongings may not be violated by an unreasonable search and seizure. No student may be searched without reasonable suspicion or in an unreasonable manner.

Reasonable suspicion shall not be required for the use of canines to search a student's possessions as part of a random drug sweep. The extent of the search will be governed by the seriousness of the alleged infraction, the student's age, and the student's disciplinary history.

Searches may be conducted ~~only~~ by administrators, ~~school resource officer(s) (SROs)~~ or their designees. Whenever possible, a search will be conducted by an administrator in the presence of the student and a staff member other than the principal. A search prompted by the reasonable belief that health and safety are immediately threatened may be conducted with as much speed and dispatch as may be required to protect persons and property.

A search of a student's person or intimate personal ~~belongings apparel~~ shall be conducted by a person of the student's gender, in the presence of another staff member of the same gender, and only in exceptional circumstances when the health or safety of the student or of others is immediately threatened. Strip searches by district employees, ~~school resource officer(s) or any other person acting on behalf of or as a representative of the District on or off school premises~~ are not permitted.

Administrators are authorized to utilize a breath-test instrument for the purpose of determining if a student has consumed an alcoholic beverage.

The Superintendent shall prepare administrative guidelines to implement this policy.

#### **Section 16. Interrogation of Students. (AG)**

The Board is committed to protecting students from harm that may or may not be directly associated with the school environment, but also recognizes its responsibility to cooperate with law enforcement and State's child protection agency.

Such agencies should be encouraged to investigate alleged violations of the law off school property if at all possible. An investigation can take place immediately on school property ~~with the consent at the request~~ of the building administrator. ~~if the alleged violation of law took place on school property or in emergency situations.~~

When police or other authorities arrive at the school and wish to interview a student or investigate an alleged violation of law, they must contact the building administrator indicating the nature of their investigation and their desire to question a student or students.

Before a student is questioned ~~by police~~ as a witness to or suspect in an alleged violation of law, the building administrator shall attempt to contact the student's parent, and shall request to remain in the room during the questioning ~~unless otherwise objected to by the police.~~

If the student is the subject of a child abuse/neglect investigation, and the investigating agency indicates that the parent or a family member is believed to be the perpetrator, the building administrator will not contact either parent prior to the interview if so requested by the investigator.

If an authorized law enforcement officer or child protection agency removes a student, the administrator shall promptly also notify the parent and the Superintendent.



No school official may release ~~personally identifiable student information in~~ education records to the police or children's services agency without prior written permission of the parent, a lawfully-issued subpoena, or a court order, unless it is an emergency situation involving the health or safety of the involved student or other students. Directory information may be disclosed upon request.

### **Section 17. Education Records. (AG)**

The District shall comply with the applicable requirements of the Family Educational Rights and Privacy Act ("FERPA") and Public Act 367 of 2016 (MCL §380.1136). In accordance with FERPA, not later than the 30th day of each school year, the Superintendent shall provide public notice, in writing or electronically, to students and their parents or legal guardians of the District's intent to make available, upon request, certain information known as "directory information."

The Board designates as "directory information" the following information about students:

- A. name;
- B. participation in officially recognized activities and sports;
- C. height, if member of an athletic team;
- D. weight, if a member of an athletic team which requires disclosure to participate;
- E. grade level, and date of actual or expected graduation;
- F. awards or honors received;
- G. photographs;
- H. videos of students participating in school activities, events or programs.

The Board determines that the following information about students shall not be considered "directory information," and shall thus not be disclosed unless otherwise permitted by FERPA.

- A. residence address;
- B. email address;
- C. telephone numbers;
- D. date and place of birth;
- E. major field of study;
- F. dates of attendance;
- G. most recent previous educational agency or institution;
- H. Social Security number.

The annual notice from the Superintendent shall inform parents and eligible students that they may refuse to allow the District to disclose such "directory information" upon written or electronic notification to the District using the "opt out" form provided with the notice. If a parent or legal guardian of a student or an eligible student elects to "opt out" of the disclosure of any specific type of directory information, the District will elect not to disclose any directory information for that student.

The District shall provide a copy of the notice and "opt out" form to a parent or legal guardian at any time upon request.

The District shall develop a list of uses for which the District would disclose a student's directory information.

### **Section 18. Extra-Curricular Activities; Code of Conduct.**

The Board encourages all students to become involved in extra-curricular, co-curricular and athletic activities. Such activities supplement the District's curriculum, and provide opportunities for student enrichment. Participation is contingent on following the rules and standards of eligibility governing those activities, and is a privilege, not a right.

The Student Code of Conduct will apply to students participating in all extra-curricular, co-curricular and athletic (including interscholastic) activities.

### **Section 19. Student Fund Raising**

The Board will permit student fundraising by students in the District, on school property, or at any school sponsored event provided such fundraising does not disrupt the educational environment of the school or otherwise disrupt the school event. Funds generated by such fundraising may only be used to support school-related activities. All such fundraising activities must be reviewed by the Superintendent or his designee and must comply with applicable law, ordinances and regulations.

### **Section 20. Equal Access for Non-District-Sponsored Activities**

Secondary students of the District may also initiate other clubs and activities, which may use District facilities under the following rules. School facilities may not be used by non-District-sponsored student clubs and activities or District-sponsored, extra-curricular clubs and activities during instructional hours. During non-instructional time, no group of students, regardless of the size of the group, will be denied an opportunity to meet on the basis of the religious, political, philosophical, or other content of the activity.

An application for permission for non-district-sponsored student clubs and activities to meet on school premises shall be made to the Superintendent or designee, who shall grant permission provided that:

- A. The activity has been initiated by students;
- B. Attendance at the meeting is voluntary;

- C. No agent or employee of the District will promote, lead, or participate in the meeting;
- D. The meeting does not materially and substantially interfere with the orderly conduct of instructional activities in the school; and
- E. Persons not affiliated with the District do not direct, conduct, control, or regularly attend the activity.

A student-initiated group granted permission to meet on school premises shall be provided the same rights and access and shall be subject to the same administrative guidelines that govern the meetings of student organizations sponsored by this Board, except as provided by this policy. Participation in a student-initiated meeting must be available to all students who wish to attend and cannot be denied on the basis of a student's gender, religion, race, color, national origin or ancestry, **sexual or** gender orientation, age, disability, height, weight, marital status, social or economic status, **military status, genetic information** and/or any other legally protected characteristic. In addition, there shall be no discrimination on the basis of the religious, political, philosophical, or other content of the speech at the meeting.

## **Section 21. Medications.**

### Medications Generally

The Model Policy and Guidelines for Administering Medications to Pupils at School ("the Model Policy"), published by the Michigan Department of Education, as currently in effect and as subsequently amended, and with the revisions noted below, is adopted as the District's Policy for medications at school.

Pursuant to the Model Policy, "medication" includes prescription, non-prescription and herbal medications, and includes those taken by mouth, by inhaler, those that are injectable, and those applied as drops to eyes, nose, or medications applied to the skin.

The following provisions of the Model Policy are clarified or revised as follows:

- A. As used in the Model Policy, the term "physician" means any health care provider licensed by the State of Michigan to prescribe medication.
- B. All documentation provided in connection with this policy, including medication administration logs, shall be retained for three years after the student graduates or otherwise leaves the District, or until the student's 19th birthday, whichever occurs later.

Administration is directed to publish the Model Policy, with the clarifications or revisions identified above, as an administrative guideline, and to amend the guideline to comport with any amendment(s) to the Model Policy.

Administration is authorized to make additional non-substantive wording changes in the Model Policy, and to revise or supplement the forms that accompany the Model Policy, to conform with practices in and the policies and needs of the District.

### Epinephrine Auto Injectors (Epi-Pens)

Each school building in the District shall have at least two employees at the school who have been trained in the administration of epinephrine auto-injectors.

Each school building in the District shall possess and maintain at least 2 epinephrine auto-injectors. The epinephrine auto-injectors shall be stored in a secure location, and in accordance with manufacturer's instructions for the preservation of the medication.

Under state law, a prescriber of medication may issue a prescription for, and a dispensing prescriber or pharmacist may dispense, auto-injectable epinephrine. Administration shall take the necessary steps to obtain and fill prescriptions for epinephrine auto-injectors in order to ensure that sufficient quantities are distributed to and maintained by individual schools.

An employee of the District who is a licensed registered professional nurse or who is trained in the administration of epinephrine auto-injectors may administer an epinephrine auto-injector to a pupil who has an epinephrine auto-injector prescription on file at the school.

An employee of the District who is a licensed registered professional nurse or an employee of the District who is trained in the administration of epinephrine auto-injectors may administer an epinephrine auto-injectors to any pupil who is believed to be having an anaphylactic reaction, regardless of whether that pupil has an epinephrine auto-injector prescription on file at the school.

### **Section 22. Weapons. (AG)**

The Board of Education prohibits students from possessing, storing, making, or using a weapon in any setting that is under the control and supervision of the District for the purpose of school activities approved and authorized by the District including, but not limited to, property leased, owned, or contracted for by the District, a school-sponsored event, including athletic events or in a District vehicle without the permission of the Superintendent or designee.

The term "weapon" means any object which is intended to be used to inflict serious bodily harm or property damage, as well as endangering the health and safety of persons.

Policy exceptions include:

- A. items pre-approved by the building principal as part of a class or individual presentation under adult supervision, if used for the purpose and in the manner approved; (Working firearms and any ammunition will never be approved as part of a presentation.)
- B. theatrical props used in appropriate settings.

The Superintendent shall issue administrative guidelines to ensure the proper implementation of this Policy.

This sections supplements section 380.11a of the Revised School Code that defines the term “dangerous weapon” as a firearm, dagger, dirk, stiletto, knife with blade of over 3 inches in length, pocket knife open by a mechanical device, iron bar, or brass knuckles.

### **Section 23. Personal Communication Devices.**

~~A “personal communication device” is a privately owned device that is used for audio, video or text communications. “Personal communication device” includes, but is not limited to, computers, tablets (e.g., iPads and similar devices), electronic readers (“e-readers,” e.g., Kindles and similar devices), cell phones (e.g., mobile/cellular telephones, smartphones (e.g., BlackBerry, iPhone, Android devices, Windows Mobile devices, etc.)), telephone paging devices (e.g., beepers or pagers), and/or other web-enabled devices of any type.~~

~~Except as authorized by a teacher, administrator or IEP team, or by regulations issued by the Superintendent, students are prohibited from using personal communication devices during instructional time, including while off-campus on a field trip, to capture, record and/or transmit words or sounds (i.e., audio) and/or images (i.e., pictures/video) of any student, staff member or other person. Students may utilize personal communication devices before and after instructional time, during the student’s scheduled lunch time, or as directed by a teacher or other staff member for educational purposes. Students may possess personal communication devices on their person during times when their use is not permitted, but the devices must be powered off and kept out of sight in backpacks or purses, or in lockers during such times.~~

~~The Superintendent is authorized to develop regulations to further control student use and possession of personal communication devices.~~

~~A “Personal Communication Device” (PCD) includes any privately-owned device used for audio, video, text, or online communication. PCDs include, but are not limited to: smartphones (e.g., iPhone, Android), smartwatches, tablets (e.g., iPads), laptops, e-readers (e.g., Kindles), mobile gaming devices, and other web-enabled or Bluetooth-enabled technologies.~~

~~In alignment with the district’s commitment to maximizing instructional time and creating safe, distraction-free learning environments, student use of PCDs during instructional time is strictly prohibited unless explicitly authorized by a teacher, building administrator, or a student’s Individualized Education Program (IEP) or Section 504 Plan.~~

~~Students may possess PCDs during the school day, but the devices must be powered off and kept out of sight (e.g., in a backpack, purse, or locker) during class time, assemblies, and any other instructional activities, including field trips.~~

~~Students may use their PCDs:~~

- ~~• Before and after school hours~~
- ~~• During scheduled lunch periods~~
- ~~• For instructional purposes when permitted by a staff member~~

~~At no time shall students use PCDs to capture, record, or transmit audio, video, or images of other students, staff, or individuals on school property or during school-related activities without prior permission.~~

~~Misuse of personal communication devices may result in disciplinary action in accordance with the Student Code of Conduct.~~

**Section 24. Closed Campus**

The District shall maintain a closed campus for all schools.

**Section 25. Exceptions**

The high school principal may offer an exception to the closed campus policy to high school students.

Any motorized vehicles driven to school by students must remain on the school property unless specific permission is granted by the principal due to a need related directly to the student's academic program (examples: travel to a career experience placement or travel to a junior college, college, or university for purposes of taking dual enrollment classes).

The Superintendent may suspend the exceptions program at any time for any cause.

**Section 26. Student Memorials. (AG)**

The Board acknowledges the need for students to memorialize a student death.

The Superintendent shall issue administrative guidelines to ensure the proper implementation of this Policy.

## **ARTICLE VIII. CURRICULUM AND INSTRUCTION**

### **Section 1. Curriculum.**

The Superintendent is responsible for the development, implementation and ongoing evaluation of the District's curriculum. The curriculum shall:

- a) be consistent with the District's mission and any Board Policies establishing guiding principles with respect to student learning and achievement;
- b) meet or exceed all requirements of the State of Michigan;
- c) be standards-based and based upon legally compliant, research-based learning and achievement standards geared toward the award of a District diploma;
- d) include standards-based, legally compliant, research-based learning and achievement standards for students who participate in career and technical education programs; and
- e) address the needs of and provide opportunities for students with disabilities consistent with federal and state law.

### **Section 2. Educational Outcome Goals.**

The District shall attempt to balance its educational program to provide for the varied needs and interests of the students in its schools. The District accepts the premise that the student is the center of the school curriculum and that a program of differentiated instruction should be tailored to fit a child-centered program of education.

### **Section 3. Educational Process Goals.**

In order to achieve its educational outcome goals the District will have:

- A. instruction which bears a meaningful relationship to the present and future needs and/or interests of students;
- B. specialized and individualized kinds of educational experiences to meet the needs of each student;
- C. opportunities for professional staff members and students to make recommendations concerning the content and operation of District programs;



- D. an environment in which any interaction among individual students and groups of students helps them learn how and when competition and cooperation are appropriate and productive in accomplishing goals;
- E. efficient and effective use of educational resources;
- F. continued professional growth of staff members;
- G. constructive cooperation with parents and community groups.

#### **Section 4. Family Involvement.**

Parent and family involvement within the schools is necessary to develop shared educational goals, and to have a positive effect on student learning for all learners. The Board believes that strong partnerships between home and school lead to higher levels of achievement. Parents and families are encouraged to participate in decision making through district committees, parent-teacher organizations, school improvement teams, and other committees deliberating on matters of interest to students and families. Parents and families are also encouraged to visit their child's school and participate in school activities. **References to "parent" or "parents" in these policies shall be understood to include a student's legal guardian, unless the policies or their context clearly indicate otherwise.**

District teachers and administrators will strive to encourage family involvement through:

Effective Means of Communication, by facilitating open and ongoing communication between home and school; providing information and resources to families regarding safety, proper health and wellbeing; ensuring accessibility to information about District programs and policies; providing accurate and timely information regarding State and local academic standards and assessments; and engaging families in monitoring student growth and progress reports.

Connecting With Families, by providing family activities that strive to bridge cultural, economic, and language differences and barriers; striving to build partnerships between families and school; and fostering welcoming, learner-centered, and supportive environments.

Facilitating Volunteering, by creating volunteer opportunities for parents and families to participate in and contribute to school activities and encouraging family participation in volunteer activities; and

Community Collaboration, by integrating programs, activities and events that support and encourage family involvement and their participation in their child's educational growth and development; and supporting parents and students in the educational process through referrals to community resources or agencies that support the district's mission.

## **Section 5. Title I Services.**

The Board elects to augment the educational program of educationally disadvantaged students by the use of Federal funds and in accordance with Title I of the Amendments to the Elementary and Secondary School Act of 1965.

The Superintendent shall prepare and present to the State Department of Education a plan for the delivery of services which meets the requirements of the law. The plan shall be developed by appropriate staff members and parents of students who will be served by the plan.

## **Section 6. Parental Participation in Title I Programs**

Parental involvement is a key component of federal Title I programs. In order to help build a partnership between home and school for purposes of Title I, the District will:

- A. Inform parents of the program, the reasons for their children's participation and the specific instructional objectives;
- B. Train parents to work with their children to attain instructional objectives;
- C. Train teachers and other staff involved in Title I programs to work effectively with the parents of participating students;
- D. Consult with parents on a regular basis;
- E. Provide opportunities for parents to be involved in the design, operation and evaluation of the program; and
- F. Provide opportunities for the full participation of parents who lack literacy skills or whose native language is not English.

The Superintendent will develop and implement regulations that are compliant with Title I. The regulations are to support the above principles and actions and also assure that services provided with state and local funds in Title I schools are comparable to those provided in non-Title I schools in the District.

## **Section 7. Parents' Right to Know.**

In accordance with Title I, for each school receiving Title I funds, the Superintendent shall make sure that all parents of students in that school are notified that they may request, and the District will provide, the following information on the student's classroom teachers:

- A. Whether the teacher(s) have met the State qualification and licensing criteria for the grade level and subject areas they are teaching.
- B. Whether the teacher(s) is teaching under any emergency or provisional status in which the State requirements have been waived.

- C. The undergraduate major of the teacher(s) and the area of study and any certificates for any graduate degrees earned.
- D. The qualifications of any paraprofessionals providing services to their child(ren).
- E. Information on the level of achievement of their child(ren) on the required State academic assessments. Timely notice if the student is assigned to a teacher who is not "highly qualified" as required, or if the student is taught for more than four (4) weeks by a teacher who is not highly qualified.

### **Section 8. Special Education. (AG)**

The District shall enter into an agreement with the Macomb Intermediate School District (MISD) to provide a comprehensive, free, and appropriate educational program to all eligible disabled persons ages through age twenty-five (25) which complies with Federal and State laws and guidelines.

The Superintendent shall prepare administrative guidelines necessary to ensure effective implementation of the special education program.

### **Section 9. Students with Limited English Proficiency.**

All students are to be provided a meaningful education and access to the programs provided by the District. Limited proficiency in the English language should not be a barrier to equal participation in the instructional or extra-curricular programs of the District. Students identified as having limited English proficiency will be provided additional support and instruction to assist them in gaining English proficiency and in accessing the educational and extra-curricular programs offered by the District.

The District will endeavor to assist the student and his/her parents in their access to District programs by sending notices to the parents in a language or format that they are likely to understand.

### **Section 10. Postsecondary (Dual) Enrollment Options. (AG)**

The District recognizes the value to students of participating in courses offered by accredited and degree-granting colleges and universities in Michigan. Eligible postsecondary institutions shall include state universities, community colleges, and independent nonprofit degree-granting colleges or universities located in Michigan and that choose to comply with the Postsecondary Enrollment Options Act.

The District will allow eligible high school students who meet the criteria established in the Superintendent's guidelines to enroll in eligible postsecondary courses while in attendance in the District. The Superintendent shall allow a ninth grade and higher student, upon written request of his/her parent, to take approved readiness assessment(s) in order to establish eligibility for postsecondary enrollment. Students will be eligible to receive appropriate credit for completing any of these courses providing they meet all requirements for the type of credit they wish to earn.

The Superintendent shall establish the necessary administrative guidelines to ensure that such courses are in accord with State law and are properly communicated to both the students and their parents. The Superintendent shall also establish guidelines and procedures for the awarding of credit and the proper entry on a student's transcript and other records of his/her participation in a postsecondary program.

#### **Section 11. Homebound Instruction. (AG)**

The District shall provide, pursuant to requirements of state law and the State Board of Education, individual instruction to students of legal school age who are not able to attend classes because of a physical or emotional disability.

The District reserves the right to withhold homebound instruction when the instructor's presence in the place of a student's confinement presents a hazard to the health of the instructor; a parent or other adult in authority is not at home with the student during the hours of instruction; or the condition of the student is such as to preclude his/her benefit from such instruction.

The Superintendent shall develop administrative guidelines for implementing the policy.

#### **Section 12. Career and Technical Education. (AG)**

The District recognizes the importance of career and technical education in meeting the needs of youth, adults, business, industry, and labor of this State, and agrees to coordinate and cooperate with intermediate, State, and Federal educational agencies in an effort to establish Career and Technical Education (CTE) in the District.

The Superintendent and staff will work and plan in cooperation with business, industry, and labor to reflect their changing needs for trained personnel. The Superintendent shall develop administrative guidelines necessary to implement this policy.

#### **Section 13. Guidance and Counseling. (AG)**

A planned program of guidance and counseling is an integral part of the educational program of the District. The Superintendent is directed to implement the counseling and guidance program, and to adopt administrative guidelines with respect to the program.

#### **Section 14. Interscholastic Athletics. (AG)**

The District's interscholastic athletic program is designed to provide the benefits of an athletic experience to as large a number of students as feasible within the District.

The District adopts those eligibility standards set by the Constitution of the Michigan High School Athletics Association (MHSAA) and shall review such standards annually to ascertain that they continue to be in conformity with the objectives of the District.

Use of a performance-enhancing substance by a student is a violation that will affect a student's athletic eligibility and extra-curricular participation, as determined by the Board.

The Superintendent shall develop appropriate administrative guidelines for the operation of the Athletic Program and an Athletic Code of Conduct for those who participate. The Athletic Code may be made applicable to participants in other extracurricular activities in the District.

To participate in interscholastic athletics an athlete and parent must, as part of the orientation to a high school team, indicate in writing that they have been made aware of the Athletic Code of Conduct, including its provisions banning illicit and performance enhancing drugs, nicotine and alcoholic beverages, as well as the penalties for violating the Code. A list of performance-enhancing substances will be made available on the District website and communicated to student athletes and parents at least annually.

#### **Section 15. Textbooks, Technology, and Other Essential Curricular Materials. (AG)**

The Superintendent will recommend to the Board, for its approval, textbooks, technology, and other essential curricular materials. The Superintendent may designate qualified administrators and teachers to assist in the selection of textbooks, technology, and essential curricular materials to be recommended to the Board.

#### **Section 16. Selection of Media Center Materials. (AG)**

District students shall be provided access to a wide variety of educational materials, in various media, to support learning. Consistent with District purchasing protocols, the Superintendent may make or approve purchases for District media centers and may receive recommendations for such purchases from professional staff members, parents and students.

#### **Section 17. Parental Objections. (AG)**

The Superintendent shall develop administrative guidelines that provide an opportunity for the presentation and fair consideration of parental objections to the School District's curriculum, the selection of textbooks and other instructional materials and media center materials.

#### **Section 18. Nondiscrimination. (AG)**

The District shall not discriminate on the basis of race, color, national origin, sex, sexual orientation, gender identity or gender expression, age, religion, height, weight, marital or family status, disability, military status, genetic information, or any other legally protected category in its programs and activities, including employment. Sexual harassment is a form of sex discrimination, and shall likewise not be permitted with respect to students or employees. The District shall not retaliate against a person who reports or opposes improper discrimination or retaliation. The District shall fully comply with all applicable federal and state civil rights statutes, including, without limitation, Title IX of the Civil Rights Act of 1964.

The District also shall not discriminate on the basis of Protected Classes in its employment policies and practices, and does not tolerate harassment of any kind.

~~Sexual harassment is a form of sex discrimination, and shall likewise not be permitted with respect to students or employees.~~

In accordance with Title II of the Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act of 1973, no otherwise qualified individual with a disability shall, solely by reason of his/her disability, be excluded from participation in, denied the benefits of educational opportunity, or subjected to illegal discrimination or retaliation. The District shall not discriminate in admission or access to, participation in or treatment of, students with disabilities in its programs and activities. Similarly, the District shall not discriminate against any job applicant or employee with a disability in any term or condition of employment or in the recruitment process.

The Superintendent shall appoint a Compliance Officer or Officers to assure adherence to this policy, and shall develop a complaint procedure for the processing and early disposition of alleged violations of the policy.

The Superintendent shall develop and implement administrative guidelines to enforce this policy.

### **Section 19. Field Trips and Other District-Sponsored Trips. (AG)**

The District recognizes that field trips, when used for teaching and learning integral to the curriculum, are an educationally sound and important ingredient in the instructional program of the schools. Properly planned and executed field trips should supplement and enrich classroom procedures by providing learning experiences in an environment outside the school. A field trip is any planned journey by one or more students away from District premises under the supervision of a professional staff member and an integral part of a course of study. Other District-sponsored trips are any planned, student-travel activity which are approved as part of the District's total educational program.

Board approval is required for field trips and other District-sponsored trips which are planned to take students out of the United States or overnight, except that under normal conditions, when no applicable travel alert has been issued by the federal government. Approval of the Superintendent is required for all other such trips. **The District does not assume liability for any staff member, volunteer, or parent of the District who takes students on trips not approved by the Board or Superintendent. No staff member may solicit students of the District for such trips on school property without permission from the Superintendent.**

Students on all field trips and other District-sponsored trips remain subject to the District's policies and administrative guidelines, including the Student Code of Conduct.

The Superintendent shall prepare administrative guidelines for the operation of both field and other District-sponsored trips.

### **Section 20. Student Assessment. (AG)**

The District shall, in compliance with law and rules of the State Board of Education, assess student achievement and needs in designated subject areas in order to determine the progress of students and to assist them in attaining District goals.

The Superintendent shall develop and present to the Board annually a program of testing and assessment that comports with state law and is consistent with the policies of the District, and shall develop administrative guidelines as necessary to implement this policy.

## **Section 21. Placement and Promotion. (AG)**

The District recognizes that the personal, social, physical, and educational growth of children will vary and that they should be placed in the educational setting most appropriate to their needs at the various stages of their growth.

It is the policy of the District, **subject to the Administration's sole exercise of its good faith judgment**, that each student be moved in a continuous pattern of achievement and growth that is in harmony with his/her own development.

The Superintendent shall develop administrative guidelines for the placement and promotion of students consistent with this Policy.

## **Section 22. Reporting Student Progress. (AG)**

The cooperation of school and home is a vital ingredient to the growth and education of the whole child, and the District recognizes its responsibility to keep parents informed of student welfare and progress in school.

The District shall establish a system of reporting student progress which shall include written reports and/or parent conferences with teachers, and shall require all appropriate staff members to comply with such a system as part of their professional responsibility.

The Superintendent, in conjunction with appropriate staff members, shall develop procedures for reporting student progress to parents.

## **Section 23. Grading. (AG)**

The District is responsible for providing a system of grading student achievement that can help the student, teachers, and parents accurately to judge how well the student is achieving the goals of the District's program.

The Superintendent shall develop guidelines for grading containing clear, consistent criteria and standards.

## **Section 24. Graduation Requirements. (AG)**

The District will acknowledge each student's successful completion of the instructional program or a personal curriculum appropriate to the achievement of District goals and objectives as well as personal proficiency by the awarding of a diploma at graduation ceremonies.

The District will designate one (1) Valedictorian, one(1) Salutatorian and students of distinction per high school graduating class. Valedictorian will be awarded to the student who has reached the highest level of academic achievement out of all the students in the class. Salutatorian will be awarded to the second highest-ranking student in the graduating class. The students of distinction will be awarded to the next highest-ranking students. This will be determined by a GPA of 4.0 or higher. (Implementation in the year 2023.)



In the event of a GPA tie for either valedictorian or salutatorian, the following rule(s) shall be used to break the tie: First, the total number of all AP courses completed with a score of 3 or above on the AP exam will be tabulated. The student with the highest total of AP classes with a score of 3 or above on the AP exam (thus the most rigorous curriculum) would be declared the Valedictorian. If there is still a tie using the above method, a second tie-breaker would be enacted. All AP course exams with a score of 3-5 would be tabulated. The student with the highest total of all exam results would be declared the Valedictorian. (Implementation in the year 2023.)

Any other student honors and/or recognition will be determined by the building.

The Superintendent shall develop administrative guidelines containing requirements for graduation consistent with state law and the requirements adopted from time to time by the Board. The guidelines shall also identify the requirements and process to be followed by students wishing to graduate early.

### **Section 25. Third Grade Reading Requirements. (AG)**

The District shall comply with the requirements of MCL §380.12802f, governing third grade reading proficiency and requirements. The Superintendent shall develop administrative guidelines as necessary to implement this policy and the state statute.

### **Section 26. Compliance with Michigan Sex Education Statute.**

The District shall comply with the requirements of MCL §380.1507, dealing with instruction in sex education and related subjects.

### **Section 27. Wellness. (AG)**

The Superintendent shall prepare and implement administrative guidelines and SMART Goals, in accordance with applicable law, with input from the District's Wellness Committee, that promote students' health, nutrition, well-being, and regular physical activity as part of the learning environment, in accordance with applicable laws, rules and regulations. The Principal of each school building shall have the authority and responsibility to ensure that each school building complies with this policy.

The District will inform the public annually about the wellness policy, provide a link to the wellness policy online, review the wellness policy at least triennially, and provide information to the public on how they can participate on the wellness committee and assist with the development, implementation and periodic review and update of

## **ARTICLE IX. FINANCES**

### **Section 1. Fiscal Management. (AG)**

The Board holds a position of public trust and accountability requiring it to be a good steward of funds received by the District, and to manage and operate the District in an efficient and effective manner. The District shall comply with all applicable federal and state laws, rules and regulations

relative to the fiscal management of the District, including, but not limited to, the Uniform Budgeting and Accounting Act, MCL §141.421, *et seq.*

The Superintendent shall ~~develop~~ **oversee** financial processes, procedures and internal controls to ensure the proper accounting of all District funds received and expended by the District in accordance with generally accepted accounting principles and applicable law. The Superintendent shall ensure that the Board receives in a timely manner monthly financial statements and reports, quarterly reports, and any other financial reports necessary or requested by the Board. The Board shall authorize every check register (with the exception of wage garnishments, liens and child support payments) generated by the Business Department by requiring two varying board members' signatures and date for authorization. Primary report to be signed and subsequent pages to be initialed.

## **Section 2. Deposit of School Funds.**

**At the first regular meeting of the fiscal year (July 1 – June 30), the Board shall designate the bank(s) or trust companies in which the funds of the District shall be deposited.** Within four (4) business days after it receives funds, the District shall deposit or invest such funds in a bank, savings and loan association or credit union which is eligible to be a depository of surplus funds belonging to the state, as required by state law. If funds are acquired week of Winter recess and/or Spring recess deposit will be made within 4 business day of return.

## **Section 3. Annual Budget.**

The Board is legally required to adopt an annual budget prior to July 1 of each year for the upcoming fiscal year. The budget is based on projected student enrollment and includes a statement of anticipated revenues from all sources and anticipated expenditures by the District. The annual budget shall be prepared and published in conformity with GASB 54. The Board will make every effort to maintain a minimum end of fiscal year fund balance of at least five percent (5%) as required by state law, rules and regulations, with a targeted annual end of the fiscal year fund balance of ten (10%) to fifteen percent (15%).

The Superintendent is responsible for preparation of the proposed annual budget and timely presentation to the Board. The Board shall hold a public hearing on the proposed budget in May/June of each year as required by law. The final adoption of the proposed annual budget shall be made by the Board after completion of the public hearing, but no later than June 30.

On a monthly basis, the Superintendent shall inform the Board of actual or anticipated budget variances and the reason(s) for the budget variances. The Superintendent shall prepare amended budgets for the Board's consideration and adoption based on the budget variances, as necessary.

The Board encourages the Superintendent to develop a rolling, detailed three (3) year forecast of estimated revenues, expenditures and fund balance, to be reported annually to the Board during its June Board meeting.

Within 30 days after the Board adopts its annual operating budget for the upcoming fiscal year, or adopts a subsequent revision to or amended budget, the District shall make available to the public all of the information required under federal and state law, through a link on its website home page

in a form and manner prescribed by the Michigan Department of Education. The Superintendent shall ensure that the District complies with all federal and state reporting requirements.

#### **Section 4. Grant Funds. (AG)**

The Board encourages the solicitation and use of grant funds to enhance the District's educational program, school environment and opportunities for students. The Superintendent, administrators and staff are encouraged to identify, evaluate and apply for grants that will support the District's programs, goals, projects, and priorities. The Superintendent must approve each grant proposal prior to its submission and the Board must review and accept all grants offered to the District.

The Superintendent is responsible for the efficient and effective administration of grant funds. The financial management and administration of grants must adhere to all applicable federal, state and local laws, rules and regulations, any grantor rules, regulations and conditions of the grant award, and the District's policies and administrative guidelines, and shall comply with OMB Circular A-87 and EDGAR (part 76) regarding allowable costs for the use of federal grant funds.

#### **Section 5. Purchasing. (AG)**

The Board authorizes the Superintendent or designee to purchase materials, equipment, supplies and services necessary for the management, operation and educational program of the District that cost less than the state law statutory limit. All purchases must be within budget allocations. The Superintendent shall purchase these items competitively, to the extent practicable. **All procurement processes should use good administrative practices and judgment and free of any real or apparent conflict of interest. All procurements are to be conducted in a manner which provides open competition as required by law.** The District is not required to accept the lowest bid and reserves the right to reject any and all bids. **The Board reserves the right to: i) accept or reject any and all bids/proposals, in whole or in part; ii) waive any informalities or irregularities in the procurement process or a bid/proposal; iii) award the contract to other than the lowest bidder.**

The Board must approve all contracts with vendors that exceed the statutory limit even if those items or services are excluded under the competitive bid statute. Purchases using state, federal, or other funds for use by the District shall be in accordance with federal and state laws, rules and regulations.

Competitive, formal bidding, in accordance with state laws, rules and regulations, must be followed for all construction, materials, equipment and supplies in excess of the state law legal limit. **If the reasonably anticipated purchase price for the supplies, materials or equipment exceeds the State of Michigan competitive bidding threshold, as adjusted annually, a procurement process with competitive bids/proposals is required. However, competitive bids/proposals are not required for the purchasing of food unless the food purchased in a single transaction costs \$100,000 or more. ~~The Board reserves the right to reject any and all bids.~~** The Board must approve all contracts with vendors that are subject to the competitive bid process under state law.

A bidder who wishes to file a bid protest must file such notice and follow procedures prescribed by the request for proposals (RFP) or the individual bid specification package for resolution.

The District shall comply with the federal Uniform Guidance Procurement Requirements.

## **Section 6. Purchasing with Federal Funds**

In order to maintain effective control over the purchase of supplies, materials, equipment and services with Federal monies or under a Federal grant, the District shall follow all applicable Federal laws, regulations and standards, as well as all applicable Board policies and applicable State laws, rules and regulations, including but not limited to applicable provisions of the Uniform Grant Guidance, 2 CFR 200.317-200.327.

It is the general policy of the Board that the purchase of all federally funded supplies, materials, equipment and services be at the lowest possible cost in the best interest of the District and all purchases shall be within budget allocations. All procurement processes shall use good administrative practices and judgment and be free of any real or apparent conflict of interest. All procurements are to be conducted in a manner which provides open competition. The lowest responsible bidder shall generally be awarded the contract; however, the Board reserves the right to accept any bid/proposal that it feels is in the best interest of the District.

When purchasing supplies, materials or equipment with Federal monies or under a Federal grant, the procurement processes shall also be in accordance with and follow Section 5 –Purchasing.

When procuring services with Federal monies or under a Federal grant, if the reasonably anticipated cost is less than \$250,000, then the District shall contact a reasonable number of potential vendors and obtain informal written quotes for the services from at least three (3) vendors, to the extent possible. If the reasonably anticipated cost for services which will be funded by Federal monies or under a Federal grant is at or over \$250,000, competitive bidding shall be used for the procurement of those federally funded services. If it is determined that a formal competitive process for the procurement of services costing less than \$250,000 is in the best interests of the District, the District may use an appropriate competitive bidding process to obtain bids/proposals for the services.

Procurement of federally funded supplies, materials, equipment or services through solicitation of a proposal from only one source may be used only when one or more of the following circumstances apply:

- The item can be verified to be only available from a single source;
- The public necessity or emergency will not permit a delay resulting from the competitive bid process;
- A noncompetitive bid/proposal is expressly authorized by the awarding agency; or
- After solicitation of a number of sources, competition is determined inadequate.

The Board reserves the right to: i) accept or reject any and all bids/proposals, in whole or in part; ii) waive any informalities or irregularities in the procurement process or a bid/proposal; iii) award the contract to other than the lowest bidder.

## **Section 7. District Purchasing Cards. (AG)**

The Board of Education recognizes that bank credit cards offer a convenient, efficient method of purchasing goods and services for the District. The Superintendent shall designate District employees authorized to use District credit cards for official District related purposes only. The Board authorizes a limit based on the District employee's position. The Superintendent shall develop administrative guidelines and internal controls regarding the use of District credit cards.

All approved card holders must abide by the administrative guidelines and procedures for the use of credit cards. All purchases using a District card must be made by the individual to whom the card is issued, and a detailed report with the receipt(s) of the purchase must be submitted per the purchasing holder guidelines. The card may only be used for the purchase of goods or services for the official business of the District, and may not be used for purchases for personal purposes or cash advances. Under no circumstances shall the card be used to purchase alcohol, personal items or services, or personal entertainment.

Card holders shall immediately surrender their card upon request of the Board or the Superintendent, or upon separation from employment with the District. A lost or stolen card must be immediately reported to the Superintendent and/ or designee per the purchasing holder guidelines.

Any unauthorized use or misuse of the credit card by a District employee may result in disciplinary action, up to and including termination.

## **Section 8. Investments.**

Prudent oversight of the District's funds by the Superintendent is required. The Superintendent is responsible for making prudent investment decisions of the District's funds that are not speculative, risky or subject to extreme volatility. The Superintendent shall develop and implement procedures and internal controls to protect the District's investments. The procedures must comply with the requirements of the Governmental Accounting Standards Board (GASB) and the Michigan Revised School Code.

The financial reports submitted to the Board on a monthly basis shall disclose the District's investments with a summary of allocation of assets, credit, investment and foreign currency risks to the District's investments in accordance with generally accepted accounting principles.

Investment professionals or advisors utilized by the District must be approved by the Board in advance of any professional advice or work done on the District's behalf, and must be advised of the School District's investment requirements and restrictions. These professionals or advisors will work with the Superintendent and a report will be generated for the Board's review. All investment professionals utilized by the District must meet any required licensing, certification and bonding requirements under state and federal laws, rules and regulations and maintain insurance in the type and amount standard in the industry.

## **Section 9. Risk Management. (AG)**

The Superintendent shall be responsible for developing and maintaining a risk management program for the District. The program shall contain methods and procedures for identifying, reducing and eliminating risk and, where prudent and feasible, providing for the purchase of insurance.

## **Section 10. Audit.**

State law requires an annual audit of all accounts of the District by an independent, certified public accountant selected by the Board. The audit shall be conducted in accordance with generally accepted auditing and accounting standards. The audit shall be presented to the Board at the next public meeting prior to being filed with the Michigan Department of Treasury and any other reporting entities required by state and federal law.

The auditor shall conduct single audits of grants as required by state and federal law, or the terms and conditions of the grant.

## **Section 11. Fixed Assets/Inventory.**

The Superintendent shall develop and maintain a fixed asset/inventory procedure for equipment and supplies purchased for or on behalf of the District or donated to the District. Equipment is tangible personal property that has a useful life of more than one (1) year and an acquisition cost of ~~\$2,500.00~~ 10, 000 or more. All equipment purchased should be properly tagged and inventoried in accordance with the fixed asset/inventory procedure. Equipment purchased with federal funds should be tagged and inventoried as such and used for the specified purpose only. Disposal of equipment purchased with federal, state or local grant funds must be done in accordance with applicable federal and state laws, rules and regulations.

Technology devices ~~and other school equipment~~ costing less than ~~\$5,000.00~~ \$2,500.00 that may be subject to theft or misuse should also be inventoried and accounted for. The ~~fixed-asset technology inventory~~ schedule should be updated monthly to include new purchases, retirements or transfers of assets.

An annual inventory of assets should be performed. The annual inventory should determine the type and number, usability, and location of each fixed asset. The annual fixed assets inventory report will be presented to the Board for review.

Supplies are any items that cannot be classified as equipment, and should be inventoried as they arrive and a schedule of supplies should be maintained.

## **Section 12. Disposition of Surplus Property and Equipment. (AG)**

The Superintendent shall identify to the Board at least annually District ~~real and/or personal property land or buildings~~ that ~~is are~~ no longer required for District purposes, and shall recommend procedures to be followed for the sale or disposition of such property. Board approval is required for the process to be used to sell or dispose of the property and the ultimate sale or disposition of the property. Surplus equipment is to be reviewed and the best course of action for disposal should be taken, per Administrative Guidelines.

### **Section 13. Bonded Employees.**

The Board may purchase a blanket or surety bond, in an amount prescribed by the Board, for District employees who routinely deal with funds or money of the District.

### **Section 14. Electronic Transactions.**

The District may be a party to an Automated Clearing House (ACH) arrangement. The Superintendent shall be responsible for the District's ACH agreement, including payment approval, account and compliance. All ACH invoices shall be approved prior to payment.

### **Section 15. Credit Card Holder Data Security.**

If the District accepts credit card payments, all cardholder data obtained by District employees will be protected while in possession, will not be stored or maintained in any format, and will be destroyed when no longer required.

### **Section 16. Student Activity Fund Management.**

All revenues and expenditures of student activity funds shall be properly processed through the internal accounting system of the District. All student activity funds shall be audited annually at the same time as the general fund budget.

### **Section 17. Fundraising.**

Any fundraising projects carried on by a school organization shall require the approval of the Superintendent or building principal. All school-wide fundraising projects shall require the approval of the Superintendent. All fundraising projects shall be compatible with the District's purpose, goals, and general community expectations. The use of the name of the District (either directly or through inference/affiliation) or the Board shall not be used in any fundraising efforts or on any materials, notices or advertising unless the Superintendent's approval is received prior to such use.

### **Section 18. Vendor Relations.**

All contacts by vendors shall be through the Superintendent or the purchasing department. Vendors shall not contact other District employees, Board members or administrators directly unless such contact is approved or authorized by the purchasing department.

### **~~Section 19. Wellness. (AG)~~**

~~The Superintendent shall prepare and implement administrative guidelines and SMART Goals, in accordance with applicable law, with input from the District's Wellness Committee, that promote students' health, nutrition, well-being, and regular physical activity as part of the learning environment, in accordance with applicable laws, rules and regulations. The Principal of each school building shall have the authority and responsibility to ensure that each school building complies with this policy.~~



~~The District will inform the public annually about the wellness policy, provide a link to the wellness policy online, review the wellness policy at least triennially, and provide information to the public on how they can participate on the wellness committee and assist with the development, implementation and periodic review and update of this policy.~~

## **ARTICLE X. PERSONNEL**

### **Section 1. Administrative, Instructional and Non-Instructional Staff.**

The Board shall employ qualified administrators as necessary for the management and operation of the District. The Superintendent shall recommend qualified administrators to the Board for consideration. The Board shall review and approve all administrative positions and contracts.

~~The Board shall hire and contract in writing with qualified instructional staff pursuant to applicable law upon the recommendation of the Superintendent. The superintendent is authorized to employ non-instructional staff with notification of the same to the board.~~

Board policies apply to all District employees, including those employees covered by a collective bargaining agreement. If a Board policy conflicts with a provision of a current collective bargaining agreement, the collective bargaining agreement shall control that issue only.

~~The Superintendent shall ensure that mandatory training required by law is provided to appropriate personnel, including but not limited to providing comprehensive training materials for individuals who are required to report suspected child abuse or child neglect as mandatory reporters.~~

### **Section 2. Discrimination and Harassment.**

~~The District shall not discriminate on the basis of race, color, national origin, sex (including sexual orientation and gender identity), age, religion, height, weight, marital or family status, disability, military status, genetic information, or any other legally protected category in its programs and activities, including employment. The District shall not retaliate against a person who reports or opposes improper discrimination or harassment. The District shall fully comply with all applicable federal and state civil rights statutes. Discrimination, retaliation, and harassment are prohibited whether occurring at school, on District property, in a District vehicle, or at any District-related activity or event.~~

~~The Superintendent shall designate Compliance Officer(s) responsible for coordinating the District's compliance with applicable federal and state laws and regulations, and for investigating complaints of non-Title IX discrimination or harassment.~~

~~A person who believes he or she has been or is the victim of discrimination or harassment should immediately report the situation to Administration or a District Compliance Officer. A District employee who observes, has knowledge of, or learns that a person has been or is the victim of discrimination or harassment shall immediately report the situation to Administration or a District~~

Compliance Officer. Complaints against the building principal should be filed with the Superintendent. Complaints against the Superintendent should be filed with the Board President.

The Superintendent shall develop and implement administrative guidelines to enforce this policy and non-Title IX discrimination or harassment complaints.

## **Title IX**

The District shall fully comply with Title IX of the Education Amendments Act of 1972 and the accompanying regulations. The District shall not retaliate against a person who reports or opposes sexual harassment or discrimination.

The Superintendent shall designate Title IX Coordinator(s) responsible for coordinating the District's compliance with Title IX and its regulations, and for investigating reports of Title IX sexual discrimination or harassment.

A person who believes he or she has been or is the victim of sex discrimination or harassment should immediately report the situation to Administration or a District Title IX Coordinator. A District employee who observes, has knowledge of, or learns that a person has been or is the victim of sex discrimination or harassment shall immediately report the situation to Administration or a District Title IX Coordinator. Complaints against the building principal should be filed with the Superintendent. Complaints against the Superintendent should be filed with the Board President.

The Superintendent shall develop and implement as an administrative guideline a Title IX Grievance Procedure.

### **Section 3. Reasonable Accommodation.**

The District will make reasonable accommodation(s) for applicants/employees with disabilities, to allow access to the District's facilities and employment opportunities as required by Michigan's Persons with Disabilities Civil Rights Act ("PWDCRA").

The ultimate decision regarding the "reasonable accommodation" to be implemented rests with the District.

### **Section 4. Criminal Background Checks and Unprofessional Conduct Checks. (AG)**

The District shall comply with all applicable laws, rules and regulations regarding criminal history background checks and unprofessional conduct checks for all District employees and individuals who regularly and continuously work under contract in a school building, or with students on District premises.

### **Section 5. Relationships with Students Prohibited.**

Sexual relationships, dating and deep emotional attachments between a staff member and a student are prohibited, regardless of the student's age or sex. Staff members are expected to recognize that adolescents may misinterpret comments of a personal nature and should ensure that their

relationships with students are conducted at all times, including periods of school vacations or outside of school, in a professional and appropriate manner.

The extension of relationships between staff and students through social media should also be closely and carefully managed and should be limited to class/school specific sites intended to expand school learning opportunities, or provide classroom information to students.

District staff are prohibited from providing cell phones, computers, tablets, or other electronic devices to students for purposes of communicating with students outside of the classroom. Staff members should not be alone with a student on school premises or off school premises except in appropriate, school-related circumstances.

#### **Section 6. Family Medical Leave Act. (AG)**

The District shall comply with the requirements of the Family and Medical Leave Act (FMLA), and its corresponding rules and regulations. The District shall use the rolling calendar method of calculating FMLA eligibility. All FMLA leave will be without pay. If the employee has paid leave time available under Board Policy, a collective bargaining agreement or individual contract, the employee will be required to use that paid leave time concurrent with the employee's use of FMLA leave.

#### **Section 7. Paid Medical Leave Act/Earned Sick Time Act**

**The District shall comply with the requirements of the Michigan Paid Medical Leave Act (PMLA) and its corresponding rules and regulations.**

#### **Section 8. Leaves of Absence.**

The Superintendent may grant an employee a leave of absence, with a right to return to a vacant position in the District, if a vacant position is available at the time of the expiration of the leave of absence and the employee is qualified for the position. The leave of absence and duration of the leave is at the Superintendent's sole discretion unless the leave of absence is provided for by law, Board policy, or a negotiated contract. The Superintendent shall develop and implement legally compliant leave of absence rules.

#### **Section 9. Medical Examinations.**

Subject to any applicable laws, rules, regulations, collective bargaining agreements or contracts of employment, the Superintendent has the sole discretion to require an employee to submit to a medical/mental health examination, at District expense, to protect the health, safety and welfare of the students, the employee, or the District staff; in the case of a decline in the employee's work performance that may be attributed to a medical/mental health condition; or where there is a need for a second medical/mental health opinion in the case of an FMLA or other leave of absence.

The employee to be examined shall sign a release authorizing the medical or mental health professional to submit a copy of the medical report to the Superintendent. A copy of the medical report will be maintained in a separate, confidential medical file of the employee as required by law.

If the employee refuses to submit to the District-mandated medical/health professional examination, the employee may be subject to disciplinary action, up to and including termination.

#### **Section 10. Health Insurance Portability and Accountability Act. (AG)**

The District shall comply with all of the requirements of the Health Insurance Portability and Accountability Act of 1996, as amended (HIPAA). The Superintendent shall develop and implement administrative guidelines to ensure the District's continued compliance with the requirements of HIPAA.

#### **Section 11. Consolidated Omnibus Budget Reconciliation Act.**

The District shall comply with all of the requirements of the Consolidated Omnibus Budget Reconciliation Act (COBRA), as amended, and its corresponding rules and regulations.

#### **Section 12. Omnibus Transportation Employees. (AG)**

The District shall comply with the Omnibus Transportation Employee Testing Act of 1991, as amended. The Superintendent shall develop and implement regulations to conduct alcohol and drug testing of all employees working in safety transportation positions as required by law.

#### **Section 13. Probationary Teachers.**

The terms and conditions of employment of a probationary teacher shall be in accordance with state law, rules and regulations. A probationary teacher shall be employed by the District as an at-will employee such that his or her employment may be terminated at any time for any reason or no reason at all, or non-renewed in accordance with state law. A probationary teacher shall be evaluated in accordance with state law, rules and regulations.

#### **Section 14. Staffing, Assignment, Layoff and Recall of Classroom Teachers**

Staffing, assignment, layoff and recall of teachers working for the District, as defined under Section 1249 of the Revised School Code, MCL 380.1249, shall be consistent with Section 1248 of the Revised School Code, MCL 380.1248, the Teacher Tenure Act, and other applicable state law. All personnel decisions regarding staffing, assignment, layoff and recall of such teachers, including filling a vacancy, placing a teacher in a classroom, or conducting a staffing or program reduction or any other personnel determination resulting in the elimination of a teaching position, shall be made based on the following factors:

- a. Effectiveness as measured under the performance evaluation system prescribed by Section 1249 of the Revised School Code, MCL 380.1249;
- b. The teacher's length of service in a grade level or subject area, and recency of such service;
- c. The teacher's disciplinary record;

- d. Significant, relevant accomplishments and contributions above normal expectations of the teacher's peer group and/or a demonstrated record of exceptional performance;
- e. Relevant specialized training (beyond District or state requirements) and the demonstrated integration of that training into instruction in a meaningful way;
- f. The teacher's attendance (excluding absences subject to the Family Medical Leave Act or as "reasonable accommodations" pursuant to the Americans with Disabilities Act);
- g. The academic needs and interests of District students;
- h. Considerations of maintaining consistency of instruction in, and/or not disrupting, a current class or program; and
- i. The best interests of the District's educational program; for example, where the disadvantages, drawbacks and/or difficulties that would result from a teacher transferring from one class or program to another would outweigh the advantages or benefits to the overall educational program from such a transfer (e.g., where it would be difficult to fill the vacancy created by such transfer).

Length of service or tenure status may be a consideration in any personnel decisions where the factors listed above are equal. The Superintendent or designee may identify additional job-related tiebreakers related to effectiveness to be utilized before considering length of service or tenure status. The Superintendent or designee shall make personnel decisions based upon the factors above. The decision of the Superintendent or designee shall be final, subject to applicable collective bargaining agreements.

A teacher who has received an end of the year performance review rating of "Ineffective/Needs Support" shall not be given preference that would result in that teacher being retained over another teacher who received an end of the year performance rating that is higher than "Ineffective/Needs Support."

A teacher on an individualized improvement plan (IDP) related to performance issues shall be taken into consideration in evaluating a teacher's effectiveness under the performance evaluation system prescribed by Section 1249 of the Revised School Code.

"Vacancy" shall mean and include any unoccupied position to be filled by the Board, after all other positions have been filled by District assignments, voluntary and involuntary transfers, job sharing, and/or recalls, in the manner and to the extent determined by the District as appropriate, and which vacancy is posted in a manner by the District seeking applicants; a "vacancy" shall not include a position which is unfilled due to the leave of absence of a teacher for less than a full school year and the teacher is expected to return to the position following the leave of absence.

The Board adopts the Administrative Guidelines and procedures therein in further support and implementation of this Policy, entitled "AG 5.14 Staffing, Assignment, Layoff and Recall of Classroom Teachers."

### **Section 15. Staffing, Assignment, Placement, Layoff and Recall of All Administrative and Non-Classroom Instructional Staff.**

Subject to any applicable collective bargaining agreements, individual employment contracts, or applicable laws, rules or regulations, the Superintendent has the sole discretion regarding the staffing, assignment, placement, layoff and recall of all administrators and staff other than teachers as defined under Section 1249 of the Revised School Code, MCL 380.1249.

### **Section 16. Performance Evaluations.**

Teachers and administrators shall be evaluated in accordance with state law using one of the evaluation tools allowable by the Michigan Department of Education. The goal of the evaluation system is to improve teacher and administrator work performance and promote and support professional growth. Those teachers and administrators who are rated less than “effective” shall be addressed in the manner prescribed by law. Evaluations shall be used as a factor in staffing, placement, layoff and recall decisions as required and/or permitted by state law. Evaluators of teachers and administrators shall be provided training in accordance with state law.

Non-administrators and staff other than probationary and tenured teachers shall be evaluated in accordance with the evaluation process and procedures developed by the Human Resources Department and approved by the Superintendent, or where applicable, as negotiated in the collective bargaining agreements, or in an individual’s employment contract with the District.

### **Section 17. Performance Based Compensation. (AG)**

The Superintendent ~~may shall~~ develop, for Board review and approval, a compensation system that includes a performance bonus as permitted or required by state law and as negotiated in the collective bargaining agreements, or in an individual’s employment contract with the District.

### **Section 18. Discipline, Demotion and Discharge. (AG)**

District employees whose employment is regulated by the provisions of the Michigan Teachers’ Tenure Act, MCL §38.71, *et seq.*, may be disciplined, demoted or discharged for any reason that is not arbitrary or capricious.

All other District employees are considered at-will employees who may be disciplined or discharged based on the recommendation of Human Resources and the Superintendent. The Board has sole discretion over discharge. To the extent that this Policy conflicts with an individual employment contract or collective bargaining agreement, the employment contract or collective bargaining agreement shall apply.

District employees whose conduct or work performance is inappropriate, unprofessional, involves unethical or immoral behavior, or fails to meet the District’s performance expectations, are subject to disciplinary action, to and including termination from employment, in the District’s sole discretion. Except as provided by law, an individual employment contract, or a collective

bargaining agreement, all disciplinary decisions of the District are final and not subject to any grievance or arbitration procedure.

For purposes of this policy, discipline includes, but is not limited to: verbal and written warnings/reprimands, suspensions, and dismissal/discharge. Discipline does not include verbal discussions, verbal or written directives, placement on a voluntary or involuntary leave of absence, or periodic performance evaluations.

### **Section 19. Resignations and Retirements.**

The Superintendent is authorized to accept resignations and retirements on behalf of the Board and in accordance with the terms of the negotiated, collectively, bargained agreement or his/her employment contract. A resignation must be in writing and is effective and irrevocable upon acceptance by the Superintendent.

The resignation or retirement of the Superintendent must be provided to the Board President in writing and is effective and irrevocable upon acceptance by the Board. The Board and the Superintendent may mutually agree upon a date of departure.

### **Section 20. Professional Development.**

The District shall provide professional development to staff as required by applicable laws, rules and regulations and as determined to be in the best interest of the District. The Superintendent must approve all professional development costs and staff attendance at seminars, conferences and workshops.

### **Section 21. Gifts to District Personnel.**

Parents, students and other third parties are discouraged from giving gifts to District employees. Gifts for staff appreciation, recognition and retirement may be appropriate. The value of the gift or contribution toward a group gift should be nominal and must be voluntary.

District staff may not accept gifts of any type or value that has the purpose or appearance of influencing a decision or judgment, or that may be considered a conflict of interest or creating an appearance of impropriety.

### **Section 22. Professional Appearance by District Staff.**

District staff are role models for all students and reflect the educational environment of the District. All staff must be physically clean, neat and well-groomed, and dressed professionally in accordance with their job duties and responsibilities.

### **Section 23. Outside Activities.**

District employees are prohibited from engaging in activities that interfere with their District work and responsibilities or have an adverse impact on the District, students, other staff members or the school community. Staff members shall not use school property, District staff, resources, or information to solicit or accept customers for private business or personal gain.



District employees are prohibited from using work time to engage in an outside interest, activity, or association.

Staff members may not receive pay for tutoring or working with students currently assigned to them or their classroom. Staff members may only tutor or work with other students of the District with the permission of the Superintendent. Staff members may not engage in private tutoring during the regular school day, on District property at any time, or use District equipment or supplies.

Staff members shall not use their position with the District to influence parents, students, volunteers, subcontractors or vendors to expend or contribute monies for goods, services, programs, fundraisers or the like. Staff members shall also not solicit one another.

#### **Section 24. Political Campaigns and Ballot Proposals or Initiatives.**

Staff members may not campaign for a candidate or ballot proposal on District property, in District buildings or during work hours. Staff members may not use students to campaign for a specific candidate(s) or ballot proposal or initiative. Michigan law prohibits the use in any manner of District resources to advance political activities.

#### **Section 25. Proprietary Information.**

Staff members are encouraged to prepare scholarly articles, educational publications, manuals, and other written, audio, musical, theatrical, animated, artistic, or digital materials or the like to be considered for publication or distribution. Any works which reference the District require the prior written approval of the Superintendent.

Staff members who seek a copyright or patent interest in their work are subject to the following rules:

- A. Works developed within the scope of the staff member's specific job duties and responsibilities, or developed, created, prepared or finalized during the staff member's regular work hours or using District resources, data, facilities, technology, equipment, materials or supplies, are the exclusive property of the District. The District shall retain all rights and privileges pertaining to the ownership of those works.
- B. Works developed, created, prepared, or finalized by a staff member outside of their specific job duties and responsibilities, the staff member's regular work hours and without the use of District resources, data, facilities, technology, equipment, materials or supplies, may belong to the staff member.

#### **Section 26. Confidentiality**

Federal and state laws, rules and regulations protect the confidentiality of student educational records, medical records, social security numbers and other student and family information. Staff medical and personnel records and information, social security numbers, or financial and business

records may also contain confidential information. District employees have a legal duty to keep information confidential as required by applicable laws, rules and regulations.

### **Section 27. Accidents and Injuries (AG)**

The Board requires that accidents be reported and evaluated. Any accidents that results in an injury to a student, staff or a visitor to the schools must be reported promptly. Injured persons shall be referred immediately to the appropriate personnel for such medical attention as may be needed.

### **Section 28. Conflict of Interest**

All persons employed by the school district shall perform their official duties in a manner free from conflict of interest, and shall refrain from actions that create the appearance of a conflict of interest prohibited by law. All persons employed by the school district shall familiarize themselves with and at all times comply with the requirements and prohibitions of state law relative to conflicts of interest.

### **Section 29. Whistleblower**

Michigan law protects employees who report or are about to report a violation of federal, state or local laws or regulations to a public body. These protections include protection from retaliation or discrimination in their terms of employment based upon the report or belief that a report will be made. Michigan law also protects those reporting or about to report on an employee's behalf. Likewise, it is illegal for an employer to discharge, threaten to discharge or discriminate against an employee regarding his/her terms or conditions of employment because a person takes part in a public hearing, inquiry or court action.

The school district encourages any individual who has knowledge or suspicion of a violation of federal, state or local laws or regulations to report such knowledge or suspicion to the Superintendent or designee. All reports will be taken seriously and reviewed.

The school district forbids any employee, agent, contractor or volunteer from discriminating or retaliating against a person who reports or is about to report a violation or suspected violation of federal, state or local law or regulation to a public body or who reports or is about to report on such things on behalf of another.

### **Section 30. Discrimination and Equal Employment**

The District shall not discriminate on the basis of race, color, national origin, sex, sexual orientation, gender identity or gender expression, age, religion, height, weight, marital or family status, disability, military status, genetic information, or any other legally protected category in its programs and activities, including employment. Sexual harassment is a form of sex discrimination, and shall likewise not be permitted with respect to students or employees. The District shall not retaliate against a person who reports or opposes improper discrimination or retaliation. The District shall fully comply with all applicable federal and state civil rights statutes, including, without limitation, Title IX of the Civil Rights Act of 1964.

## **Section 31. Ethics**

The Board of Education expects all professional staff members to maintain high standards in their working relationships, and in the performance of their professional duties.

## **Section 30. Sex Education Policy**

The School District will comply with applicable state and federal laws, rules, and regulations concerning sex education and family planning drugs and devices in the School District, as required under MCL §388.1766.

# **ARTICLE XI. FACILITIES AND OPERATIONS**

## **Section 1. Toxic Hazard and Asbestos Hazard Emergency Response**

The Superintendent shall appoint an administrator or staff person to serve as the Toxic Hazard Preparedness (THP) Officer. The THP Officer shall be responsible for identifying potential sources of toxic hazards, obtaining Material Safety Data Sheets (MSDSs), ensuring that all incoming materials are properly labeled with the identity of the chemical, hazard warning and the source of the chemical, and maintaining a current file of the MSDSs for all hazardous materials present on the District's property, among other duties as required by law. The Board will rely on MSDSs from material suppliers to meet hazard determination requirements.

In accordance with state and federal law, the District shall have an asbestos management plan for each school building; maintain and update the plan to ensure that it is current with ongoing operations and maintenance; engage in periodic surveillance, inspection, re-inspection, and response action activities; and comply with the EPA regulations governing the transportation and disposal of asbestos and asbestos-containing materials. The Superintendent shall be responsible for creating and implementing the asbestos management plan. At least once each school year, the District will notify the parents, teachers and other staff of the availability of the asbestos management plan. The Superintendent shall be responsible to ensure proper compliance with federal and state laws and the appropriate training and instruction of staff and students.

## **Section 2. Pest Management.**

Each school building shall have an integrated pest management program. The pest management program shall be designed to minimize the use of pesticides in the school buildings and on school property and use the least caustic pesticides available. Annual notices to the parents of children attending the school shall be given within 30 days after the start of school and contain the information required by Michigan law. Advance notice of the application of the pesticide shall be given at least 48 hours before the application of the pesticide by posting the notice at the school entrance and using one other method permitted by state law, except in cases of emergency. The integrated pest management program shall be available for review by the parents. The Superintendent shall develop rules and regulations for school buildings to comply with Michigan law.

### **Section 3. Tobacco Free Environment.**

Under state law, the District must be tobacco free. Students, employees, volunteers, third party contractors, visitors and the public shall not smoke, chew or otherwise use tobacco in any form in school buildings, on school grounds, whether school is in or out of session, or during District-sponsored events either on or off District premises. Likewise, the use of e-cigarettes and/or vaporizers are prohibited in school buildings, on school grounds, whether school is in or out of session, or during District-sponsored events whether on or off District premises.

### **Section 4. Alcohol and Drug Free Workplace.**

All property of the District shall be free of alcohol, illegal drugs and abuse of prescription drugs. Any student, employee, volunteer, third party contractor, visitor or member of the public who possesses, manufactures, sells, distributes, dispenses, uses or is under the influence of alcohol, marijuana (including marijuana-infused edibles), illegal drugs, or is abusing prescription drugs, even with a current, valid prescription, in a school building, on District property, attending a District-related event, or driving a vehicle either owned or under contract with the District, shall be disciplined to and including termination, or removed/barred from the District premises.

### **Section 5. Weapons. (AG)**

No person shall possess, store, make, or use a weapon in any setting that is under the control and supervision of the District, including, but not limited to, property leased, owned, or contracted for by the District, at a school-sponsored event, or in a District-owned vehicle.

The term "weapon" means any object which, in the manner in which it is used, is intended to be used, or is represented, is capable of inflicting serious bodily harm or property damage, as well as endangering the health and safety of persons. Weapons may include, but are not limited to, firearms, guns of any type, including air and gas-powered guns (whether loaded or unloaded), knives, razors, clubs, electric weapons, metallic knuckles, martial arts weapons, ammunition, and explosives.

The Superintendent shall refer a person who knowingly violates this policy to law enforcement officials, as required by law, and may take any necessary steps to exclude the person from District property and District-sponsored events.

This policy does not prohibit:

- A. weapons under the control of law enforcement personnel;
- B. items approved by a principal as part of a class or individual project or presentation under adult supervision, if used for the purpose of and in the manner approved (working firearms and ammunition shall never be approved);
- C. theatrical props used in appropriate settings;
- D. starter pistols used in appropriate sporting events; or

- E. instruments or equipment as required by the curriculum or District operations.

Staff members shall report possession of dangerous weapons and or/threats of violence by students, staff members, or visitors to a building administrator. Failure to report such information may subject the staff member to disciplinary action, to and including termination.

### **Section 6. Bloodborne Pathogens.**

All District employees must follow the Universal Precautions for Bloodborne Pathogens where there has been an exposure to blood or other potentially infectious disease. Under Universal Precautions for Bloodborne Pathogens all human blood and certain human bodily fluids are treated as if known to be infectious for HIV, HBV, Hepatitis B, and other bloodborne pathogens.

The Superintendent shall develop and implement an exposure control plan as required by law. A copy of the exposure control plan shall be maintained in each principal's office and in each school health office. Training for employees who are at daily or occasional risk of exposure shall be provided by the District.

### **Section 7. Communicable Diseases.**

The District shall work cooperatively with the Macomb County Health Department to enforce and comply with the Michigan Public Health Code relative to the prevention, control and containment of communicable diseases.

### **Section 8. Cardiac Emergency Response Plan.**

Cardiac emergencies may result from sudden cardiac arrest, heart attack, or other causes, and require immediate action. The Superintendent shall develop and implement a written cardiac emergency response plan to provide an appropriate response in the event of a cardiac emergency in school buildings and on the District's premises.

The Superintendent shall conduct an annual review and evaluation of the District's Cardiac Emergency Response Plan, focus on ways to improve the schools response process, and report the evaluation results and Plan improvements to the Board on an annual basis.

### **Section 9. Health, Safety and Welfare.**

The Superintendent shall develop and implement a custodial and maintenance program for the cleanliness, safety and efficient operation of the District buildings and premises that is legally compliant with all safety, health and environmental requirements.

The Superintendent shall develop a school crisis response plan to be implemented in case of an emergency. The Superintendent is authorized to close schools in case of inclement weather or other emergencies, in the Superintendent's discretion, when it is unsafe for students to attend school or engage in school activities.

## **Section 10. Fire and Emergency Safety.**

The Superintendent shall develop a fire and emergency safety operations plan that complies with state and federal law, rules and regulations. In developing that plan, the Superintendent shall consult with local public safety agencies with which the District would work in the case of an emergency.

## **Section 11. Threat Assessment and Suicide Intervention. (AG)**

The Superintendent will develop a threat assessment and suicide intervention protocol aimed at addressing situations which may pose a threat to the health, safety, and welfare of themselves or the school community. The goal of the threat assessment and suicide intervention process is to take appropriate preventive or corrective measures to maintain a safe school environment, protect and support potential victims and provide assistance, as appropriate, to any student or staff member being assessed.

## **Section 12. Food Service Programs. (AG)**

The District shall provide food service programs, including free and reduced lunch programs, to eligible students in accordance with applicable state and federal laws, rules and regulations. The Superintendent shall develop administrative guidelines to ensure the District's compliance with food service program requirements.

## **Section 13. Transportation of Students. (AG)**

The Board of Education authorizes the transportation by private vehicle of students of the district to a school sponsored class or activity with parent permission. Any such transportation must be approved in advanced and in writing by the building administrator in accordance with the Superintendent's or designee's administrative guidelines.

If bus transportation is provided by the District, the Superintendent shall develop rules and regulations necessary and appropriate for the transportation of students. The District may provide transportation services for field trips, co-curricular and extra-curricular activities, and a fee may be charged for such transportation. Violation of the District transportation rules and regulations may result in the student's removal from District-provided transportation services.

The District will determine the geographic parameters for student eligibility for bus transportation in accordance with state law, rules and regulations. The District will not provide transportation for open enrollment students, or students admitted to the District through any school of choice program, unless expressly authorized by the Board.

## **Section 14. Web-Site Accessibility.**

The Board of Education authorizes the creation of district websites. The information contained on the websites should reflect and support the Board's mission statement, educational philosophy and school improvement process.

The District will adhere to the applicable and existing standards for website accessibility so as to render the online content accessible. In the event that current standards, laws and/or regulations change, the District will conform its policies and procedures to meet these changes. The District will perform periodic accessibility audits of its web site.

The District's website shall be compliant with Section 504 of the Rehabilitation Act of 1974 and Title II of the Americans with Disabilities Act so that students, prospective students, employees, contracted staff, parents, visitors, District's guests and members of the public with disabilities are able to acquire the same information, engage in the same interactions and enjoy the same benefits and services within the same timeframe as their nondisabled peers with substantially equivalent ease of use, and are not excluded from participation in, denied the benefits of, or are otherwise subjected to discrimination in any of the District's programs, services and activities that are delivered online, as required by Section 504 and Title II of the ADA.

The District will designate a Website Accessibility Coordinator and a Section 504/ADA Compliance Officer as required by law.

The Superintendent shall develop administrative regulations consistent with applicable law and sufficient to permit the District to comply with its legal obligations.

#### **Section 15. Acceptable Use Policy: Technology and Internet Safety. (AG)**

The District's technology resources may only be used for learning, teaching, and administrative purposes consistent with the District's mission and goals. The use of the District's computer system and access to the use of the Internet is a privilege, not a right. Users of the District's computer system and the Internet while using District technology have no legitimate expectation of privacy. The District reserves the right to monitor all technology resource activity.

The Superintendent shall develop and implement administrative guidelines, regulations and user agreements that are consistent with the purposes of the District and its mission and that comply with applicable law, including the Children's Internet Protection Act (CIPA). The District shall use technological measures to block or filter access to portions of the Internet containing visual depictions of materials deemed obscene or pornographic, including child pornography, and other material that may be harmful to minors, and to comply with CIPA.

The District will cooperate fully with local, state and federal authorities in any investigation concerning or related to any illegal activities or activities not in compliance with District policies, administrative guidelines, regulations, procedures and user agreements using District provided technology and Internet.

#### **Generative Artificial Intelligence Use Policy**

Generative artificial intelligence (GenAI) is a type of artificial intelligence that allows users to input prompts that generate text, images, sound, video and other media. GenAI tools include Open AI's ChatGPT, DALL-E2, Google's Vertex AI, Microsoft Copilot and others. While there are appropriate uses of GenAI, it may also be misused or may interfere with learning. This policy explains the appropriate student-uses of GenAI as well as the prohibited uses of GenAI for



schoolwork. As always, students are responsible for following classroom rules and teachers' directions when completing graded assignments and other work.

Acceptable uses of GenAI.

A student may use GenAI:

- When a teacher gives the student express permission to use GenAI tools to generate ideas, text, other materials, or media, and then only for that assignment.
- When the student properly attributes credit to the source and does not directly or indirectly represent the GenAI-produced material as the student's original thought.
- When authorized as part of the student's Individualized Education Program (IEP).
- Other times as directed or permitted by the student's teacher.

Prohibited uses of GenAI.

A student may not use GenAI:

- When critical thinking or original work is required.
- When taking a "closed book" test or quiz.
- When claiming the GenAI content as the student's own, or when using GenAI tools to cheat or commit other forms of academic dishonesty.
- When using GenAI tools, including image or voice generator technology, to violate other District rules or policies.

### **Suspected and Substantiated Violations.**

Academic honesty is very important and expected in all student learning activities in the District. For these reasons, administration and staff may utilize plagiarism and AI detection software to review student work. Any suspected violation of this policy will be reviewed. Violations of this policy will be treated as academic dishonesty, and will result in consequences under either the "cheating" or "plagiarism" sections of the Student Code of Conduct.

### **Section 16. Email. (AG)**

The district email system must be used by employees for any official district email communications. The district complies with all federal and state laws pertaining to electronic mail. Any electronic communication outside of official district email communication is prohibited.

### **Section 17. Copyrighted Works. (AG)**

The District shall comply with the federal Copyright Act. The Superintendent will develop and implement administrative guidelines and regulations to implement this policy.

## **Section 18. Privacy of Social Security Numbers. (AG)**

The District maintains social security numbers of its students, employees and others in the ordinary course of business. The Superintendent, shall implement necessary administrative guidelines, rules and regulations to protect the confidentiality of the social security numbers and the privacy rights of the individuals as required by applicable laws, rules, and regulations.

## **Section 19. Naming and Dedication of Facilities (AG)**

Final responsibility for the naming of school buildings, new facilities or dedication of existing facilities in honor of a prominent individual will rest with the Board of Education. The administration may advise on such a matter and may engage the services of advisory committees. The Superintendent will provide a recommendation.

The Superintendent shall assume the responsibility for recommending to the Board appropriate dedication programs or activities. The Superintendent shall work with the appropriate administrator, staff, students and parent(s)/guardian(s) in planning such program or activity, once it has been approved.

A dedication plaque shall be placed in each building. Upon each plaque shall be placed the names of Board members who were holding office on the official first day of occupancy in the facility, the name of the Superintendent, the architect/engineer/construction manager, and other appropriate persons will be inscribed on the plaque.

## **Section 20. Logo Design and Development**

All names, marks, logos and other symbols may not be altered, reconfigured or added to in any manner. All publications, advertising, marketing, promotional, informational and reference materials, videos, websites, letterhead, envelopes and business cards must comply with the district's identity standards with respect to approved marks, logos and other symbols.

L'Anse Creuse Public School departments and organizations seeking to develop their own identifying logos or wordmarks must contact the Office of the Superintendent in advance, and request approval. The Office of the Superintendent reserves the right to remove, rescind or withdraw any digital and/or print document, publication or apparel that does not comply with district identity standards.

L'Anse Creuse Public Schools reserves the right to oppose any use of its official wordmarks and insignias it deems unlawful or improper, even if such use is not expressly prohibited hereunder.

Policy Adopted: February 4, 2019

~~Revised: 4/22/24~~

Revised: 3/19/25

## Board Policy and Bylaw Revisions/Additions

ARTICLE	SECTION	STATUS
<b>Article II. Organization of the Board</b>	Section 2. Term of Office	Revised
	Section 7. Compensation and Reimbursement	Revised
<b>Article IV. Meetings of the Board</b>	Section 1. Organizational Meeting	Revised
	Section 4. Emergency Meetings	Revised
	Section 8. Closed Sessions of the Board	Revised
	Section 10. Meeting Procedures	Revised
<b>Article VI. Community Relations</b>	Section 2. Freedom of Information	Revised
	Section 5. Gifts and Bequests and Donations	Revised
<b>Article VII. Students</b>	Section 2. Enrollment: Non-Resident Students	Revised
	Section 5. Student Behavior Governing Principles	Revised
	Section 10. Appeal of the Imposition of Discipline	Revised
	Section 12. Student Discrimination and Harassment	Revised
	Section 15. Search and Seizure	Revised
	Section 16. Interrogation of Students	Revised
	Section 20. Equal Access for Non-District Sponsored Activities	Revised
	Section 21. Medications	Revised
<b>Article VIII. Curriculum and Instruction</b>	Section 4. Family Involvement	Revised
	Section 18. Nondiscrimination	Revised
	Section 19. Field Trips and Other District Sponsored Trips	Revised
	Section 21. Placement and Promotion	Revised
	Section 25. Third Grade Reading Requirements	New
	Section 26. Compliance with Michigan Sex Education Statue	New
<b>Article IX. Finances</b>	Section 27. Wellness	Revised
	Section 1. Fiscal Management	Revised
	Section 2. Deposit of School Funds	Revised
	Section 5. Purchasing	Revised
	Section 6. Purchasing with Federal Funds	New
	Section 11. Fixed Assets Inventory	Revised
	Section 12. Disposition of Surplus Property and Equipment	Revised
	Section 13. Bonded Employees	New
	Section 14. Electronic Transactions	New
	Section 15. Credit Card Holder Data Security	New
<b>Article X. Personnel</b>	Section 16. Student Activity Fund Management	New
	Section 17. Fundraising	New
	Section 1. Administrative, Instructional & Non-Instructional Staff	Revised
	Section 2. Discrimination and Harassment	New
<b>Article XI. Facilities and Operations</b>	Section 7. Paid Medical Leave Act/Earned Sick Time Act	New
	Section 17. Performance Based Compensation	Revised
<b>Article XI. Facilities and Operations</b>	Section 11. Threat Assessment and Suicide Intervention	New

Recommended 3.19.25

**L'ANSE CREUSE PUBLIC SCHOOLS  
BOARD OF EDUCATION OPERATING PROCEDURES**

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**Harry L. Wheeler Community Center and Administrative Offices  
24076 Frederick V. Pankow Boulevard, Clinton Township, Michigan 48036**

**L'ANSE CREUSE PUBLIC SCHOOLS  
BOARD OF EDUCATION  
OPERATING PROCEDURES**

**Mission Statement:**

**To create a challenging collaborative learning community which  
prepares all students for success in a global society.**

**Vision Statement:**

**L'Anse Creuse Public Schools prides itself on being a place where:**

- ❖ **Students are challenged to be innovative and critical thinkers while being celebrated for their diversity and individual contributions**
- ❖ **Staff strives to build relationships with students while promoting a safe nurturing environment for all to learn and grow. Teachers support problem solving and higher level thinking while engaging students in technology**
- ❖ **Community members, businesses, and alumni partner to provide real world experiences for our students**
- ❖ **Parents collaborate with staff to help students achieve their full potential by supporting lifelong learning**

# **L'ANSE CREUSE PUBLIC SCHOOLS BOARD OF EDUCATION OPERATING PROCEDURES**

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## **Board of Education Operating Procedures L'Anse Creuse Public Schools**

### **Introduction**

Operating Procedures, contained herein, are a set of established guidelines, forms or methods for conducting the affairs of the Board of Education and set forth a common understanding of such procedures.

These procedures have been agreed, by majority, to:

- 1) Ensure all Board members are a part of an effective Board team
- 2) Improve the communication, trust and respect among Board members
- 3) Insure orientation of new Board members
- 4) Insure the use of best practices in governance leadership

Adopted, written procedures are to be used to enhance the implementation of By-Laws and Policies. Any procedure written herein may not be implemented if determined to be in conflict with applicable law, rule, regulation or Board Policy, however the remaining procedures and parts of procedures, not in conflict, shall remain in full effect.

# L'ANSE CREUSE PUBLIC SCHOOLS BOARD OF EDUCATION OPERATING PROCEDURES

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1.1	Review of Board Policy	3/2019	5
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<b>2.0</b>	<b>BOARD FUNCTIONS</b>		
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5.1		Evaluation of the Superintendent (full cycle)	3/2019	16
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# **L'ANSE CREUSE PUBLIC SCHOOLS BOARD OF EDUCATION OPERATING PROCEDURES**

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## **0.0 BOARD DISTRICT OVERSIGHT**

### **0.1 District Vision and Mission**

- A. The Superintendent and stakeholders shall develop district vision and mission statements.
- B. District vision and mission statement shall be presented to the Board by the Superintendent.

### **0.2 District Goals**

- A. The Superintendent shall facilitate the development of district goals.
- B. District goals shall be presented to the Board by the Superintendent and approved by the Board.

### **0.3 District and Building Performance Objectives**

The Administration will provide the Board with benchmark evaluation and other available data to demonstrate progress toward achievement of the academic goals as measured by current forms of assessment or an appropriate alternative assessment. Where possible, this information will be presented in a format that is disaggregated by building, subject matter, and population group. In addition, to the extent possible, the information should include year-over-year comparisons of each grade level as well as longitudinal tracking of students from grade-to-grade.

### **0.4 District and Building Improvement Plans**

Building improvement plans are available ~~on the district website~~ on an annual basis.

### **0.5 District Progress Toward Goals Accomplishments**

- A. Board members will be continually guided by what is best for all students in the district.
- B. The Board will annually review the district goals.
- C. Each Board Member will be provided with a copy of the districts progress towards goals four days prior to the review meeting, when possible.

### **0.6 Development and Adoption of the District Budget (full cycle)**

- A. The administration shall present to the Board an annual budget for approval every spring, ~~no later than June 30~~. Documents will be provided four days prior when possible.
- B. The Superintendent shall report to the Board regularly as to the budget status and changes, if any, ~~including any budget variances and the reasons for the variances~~.

## **1.0 POLICY / PROCEDURES**

### **1.1 Review of Board Policy**

All L'Anse Creuse Public Schools policies/administrative guidelines will be adhered to by all district employees and Board members alike. All policies and administrative guidelines will be reviewed on an annual basis. Board members will sign their acknowledgment annually.

### **1.2 Adherence to Board Policy**

# **L'ANSE CREUSE PUBLIC SCHOOLS**

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All Board members shall be knowledgeable with and adhere to Board of Education Policy.

### **1.3 Policy Adoption and Amendment of Bylaws or Policies**

The process that the Board shall use for adoption of policies shall be as follows:

#### First Reading

New policy, or amendment of an existing policy, shall be introduced for a first reading by the Superintendent or the Board Policy Committee by placing the new policy or amendment to existing policy with track-changes into the board packet for a regular meeting. The policy or policy amendments will be reviewed by the Board of Education at the regular meeting. No vote is required at this time.

#### Second Reading

Once the Board has conducted a first reading, using the process above, on a policy or policy amendments, any revisions arising out of the first reading shall be made by the Superintendent or the Board Policy Committee and thereafter the final policy, in the form to be adopted, shall be presented to the Board in the packet for a subsequent regular meeting.

The Board shall receive the policy or policy amendments at the regular meeting and, upon verifying that changes suggested to the Superintendent or Policy Committee from the first reading have been faithfully transcribed, or upon receiving a rationale for why a change was not made, the Board shall vote to adopt the policy or policy amendments.

## **2.0 BOARD FUNCTIONS**

### **2.1 New Member Orientation**

The Superintendent and the President of the Board shall arrange an orientation meeting with the Board members and district leaders to review department functions and Board Operating Procedures. New Board Members are strongly encouraged to participate.

### **2.2 Code of Ethics**

The Board of Education strives to adopt the basic concepts and fundamental principles of decent human conduct.

Students Matter Most. Board Members will model strong character traits, perseverance, honesty, respect, lawfulness, patience, fairness, responsibility and unity.

Commitment to the Duties. Board Members will commit to the duties and task at hand of a Board Member.

Keep Learning. Board Members will continue to educate and develop as members through personal development.

Healthy Relationships. Board Members will foster healthy relationships with students,

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teachers, staff, parents, colleagues in the community and each other.

### 2.3 Board Organization

#### 2.3.1 Election of Officers

A. Prior to the annual organizational meeting the Board President shall:

- 1) Forward a written survey to all Board members for interest in officer positions.
- 2) Inform Board members as to the names of those who have interest in officer positions.

**See Attachment 1.**

B. The meeting structure shall permit additional nominations to be made.

C. Election Process of Officers

- 1) An individual must be nominated and seconded for each specific office. The individual may accept or decline the nomination. A roll call vote will be taken for each position. If the result is a tie there will be discussion and subsequent votes until the tie is broken.

#### 2.3.2. Role and Authority of Board Members

No Board Member can direct district employees in regard to performance of their duties. No individual Board member has any power or authority and must never attempt to act as an administrator of the school system. Board members can act only as a group. No single Board member has the right to make any decisions for the rest of the Board. The only time Board members may transact any business is when they meet in a legally convened session.

### 2.4 Vacancies

Prior to the appointment process, the Board operating procedure will be read. The Board has 30 days to fill a vacancy. Applications are made available at the administration offices. All Board members will receive completed applications prior to the designated special meeting for review. At this special meeting candidates will be interviewed for the vacancy. Board discussion of candidates will begin at the conclusion of the interviews. Every Board member must vote yea or nay for each candidate. An initial round of voting will narrow the field. Final Board discussion will take place followed by final voting. If the result is a tie, there will be discussion and subsequent votes until the tie is broken.

Once a candidate is selected a final roll call vote will be taken to appoint the candidate. **The Board shall follow Michigan election law in filling a vacancy. If a vacancy in the office of school board member is not filled within 30 days after the vacancy occurs, the Macomb Intermediate School District shall fill each vacancy by appointment.**

### 2.5 Board Compensation

- A. The Board authorizes compensation for its members' attendance at any scheduled board or committee meetings, and for the execution of duties related directly to the member's responsibility. Board compensation in the amount of \$5,000 per year will be provided to each board member and paid quarterly in the amount of \$1,250.00.
- B. The Board will discuss other reimbursable events and schedules at the Summer Board Workshop and reach an agreement annually.

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### **2.6 Selecting of Timing and Activity for Annual Team Building Session and Assessment of Board Continuing Education Needs**

- A. The Board shall hold Board Workshops as deemed necessary.
- B. The Board encourages continuing education of Board members through MASB, NSBA and other appropriate venues.

### **2.7 Annual Board Self-Evaluation**

- A. Evaluations are completed annually by December 1.
- B. Evaluations are distributed by the Board President.
- C. Evaluations are submitted to the Board President and summarized for presentation at the January Committee of a Whole meeting.
- D. All submission shall remain anonymous.

### **2.8 Procedures for Board Travel and Training Opportunities**

- A. Board members are encouraged to further their professional training and take advantage of available training or conferences within or outside of the district.
- B. Board members should arrange travel, accommodations and classes through the Superintendent's office.
- C. All Board members are to comply with the Board ~~Operating Procedures policy~~ and bylaws on travel expenditures and submitting travel / training expenses.
- D. Board members should report on their conference attendance at the next Board meeting and be placed on the agenda.

**See Attachment 2.**

### **2.9 Procedures for Addressing Violations of Board Policy, Bylaws and Operating Procedures**

The Board of Education and its members are committed to faithful compliance with the provisions of the Board Policy, Bylaws and Operating Procedures. The Board of Education recognizes that failure to address violations of the Board Policy, Bylaws and Operating Procedures jeopardizes the public's confidence in the Board of Education, thus decreasing its overall effectiveness. In the event of a violation of the Board Policy, Bylaws or Operating Procedures, the Board of Education will seek remedy by applying the following procedures:

- A. If a Board Member has a concern about another Board member's performance they should first discuss it with the offending member.
- B. Whenever a member believes that another member has deliberately violated the Board Policy, Bylaws or Operating Procedures, it is preferred that he or she address the concern with the member perceived to be in violation first. Alternatively, the member may refer the concern to the Board President.

If the Board President is suspected of the violation, the concern should be referred to the Board Vice President. The Board President or Vice President, if applicable, will bring the concern to the full Board of Education during a regular or special meeting to discuss the nature of the suspected violation and to determine the appropriate consequence, if warranted.

Consequences for violating the Board Policy, Bylaws or Operating Procedures may include a meeting with the Board President or Vice President to review the Board

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Policy, Bylaws or Operating Procedures or the imposition of sanctions as detailed below.

- C. Any violation of the Board Policy, Bylaws or Operating Procedures, or any other conduct which discredits or otherwise adversely and materially impacts the Board or district may subject a Board Member to Board approved discipline measures which might include, but are not limited to any of the following:

- 1) Public admonishment
- 2) Loss, if applicable, of executive officer position
- 3) Loss of committee or representative assignment(s)
- 4) Official censure

The Board of Education's vote on violators shall require a majority, and be recorded in the minutes of the meeting.

- D. Board Member's actions (as determined in a Court of Law) that conflicts with the official duties or authority of Board of Education members, as supported by the State Constitution, State School Code, District Policy, Board Bylaws and or Board Operating Procedures, will not receive District financial support for legal defense or resolution of those actions.

### **2.10 Check Registry**

Two board members will sign off on the check run, to review and provide oversight on expenses.

## **3.0 COMMUNICATIONS PROCEDURES**

### **3.1 Board Member Visiting Buildings**

- A. Board members are encouraged to attend building events to represent the Board in support of building activities upon invitation. The Board has an open invitation to all sporting events and performances at the John R. Armstrong Performing Arts Center (JAPAC).
- B. All Board members shall notify Superintendent and principal of visits to buildings except when attending a scheduled or normal ~~parent~~ activity **as a parent**. Board members must follow the procedures in place for visitors when entering a building.
- C. Board members shall not direct any staff member or student except when urgent safety or liability concerns are an issue.
- D. Board members shall be mindful of public perception when in one-on-one situations with students and staff.
- E. Board members will not individually undertake to observe the performance of employees, including classroom teachers, for the purposes of "evaluating" an employee's performance.

### **3.2 Board Member Communication with Each Other**

Board members may communicate with each other for purposes of asking questions, clarifying information, expressing points of view, or socializing under circumstances that do not conflict with or circumvent the Michigan Open Meetings Act.

### **3.3 Board Member Responses to Community or Employee Contacts**

- A. Community Member:

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- 1) Questions of a general nature or the expression of a position on a school matter that can be considered communicating with their elected official may be responded to by Board members in general terms that share non-legally prohibited basic information helpful to answer the community member's question or to address their concern.
  - 2) Board members shall avoid making any commitment to personally resolve any problem or complaint. The Board member **shall follow and refer to the District's Administrative Guidelines on Complaints (Art VI, Sec. 4) Board members** may, if appropriate, indicate willingness to forward such information to the Superintendent for a response.
  - 3) The Board members will hear citizens' problem(s)/complaint(s) to: gain a full understanding of an issue, the names of person(s) involved, the date and place, and other relevant information and do the following:
    - a) Repeat the problem back to the citizen to ensure understanding.
    - b) Explain the problem resolution process to the citizen: Discussion, by the citizen, should be held first with the **individual or** authority closest to the problem, and if not resolved then to their immediate supervisor. If not resolved then refer to the **appropriate Central Office Administrator. If not resolved, a conference may be held with the** Superintendent. When appropriate, the Board members may offer to forward the problem/complaint directly to the Superintendent.
    - c) The request for resolution of an issue regarding the Superintendent must be made directly to the President of the Board.
    - d) If applicable, remind the citizen of the due process procedure in that a Board Member must remain impartial in case the situation comes before the Board **per the District's Administrative Guidelines (Art. VI. Sec. 4).**
    - e) Contact the Superintendent in a timely manner regarding citizens' problems or complaints.
  - 4) The Superintendent or designee will communicate with the citizen in a timely manner (within 24 hours) and, if appropriate, with the Board members and/or Board.
- B. Employee:
- 1) The Board members will hear the employee's problem(s)/complaint(s) to: gain a full understanding of an issue, the names of person(s) involved, the date and place, and other relevant information and do the following:
    - a) Repeat the problem back to the employee to ensure understanding.

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- b) Inform the employee that employee complaints should follow the appropriate chain of command (Administrative Guidelines Art. VI. Sec.4).
- c) Ask, "Have you discussed this matter with your Supervisor and/or Union Representative?"
- d) If applicable, remind the employee that a Board Member must remain impartial in case the situation comes before the Board (per Art. VI. Sec.4).
- e) Contact the Superintendent in a timely manner regarding employee problems or complaints.

### 3.4 Board Member Communication with the Media

- A. The Superintendent or designee shall be the official spokesperson for media inquiries involving district matters, employees, operational/policy procedures, and other matters of an informational nature.
- B. The Board President shall be the official spokesperson for the Board to the media.
- C. Board members should direct all media questions to the appropriate spokesperson.
- D. Board members reserve the right, when communicating outside of a Board meeting, to state his or her personal perspective, provided that the Board Member emphasizes that such information is expressed as an individual and is not the opinion of the Board. Board members must remember that once a decision has been made by the Board, a Board Member should demonstrate support of such action.
- E. Individual Board members cannot speak in an official capacity outside the Board room.
- F. An individual Board member may represent the Board when the Board votes to empower that individual and with written consent.

### 3.5 Board Member Communication with the Community

- A. Board members are encouraged to communicate with individuals, community organizations, elected officials, governmental units, and businesses to promote an understanding of the role of public education and the district within the community, provided that the Board members emphasizes that such information is expressed as an individual and is not the opinion of the Board. Board members should remember that once a decision has been made by the Board, a Board Member should demonstrate support of such action.
- B. Individuals are welcome to contact Board members via email. Please note the following:
  - 1. The Superintendent may respond on behalf of the Board.
  - 2. The Board President or designee may respond on behalf of the Board.
  - 3. Emails, including emails to, from and between Board members may be subject to Freedom of Information Act requests.
  - 4. If your email concerns a daily or operational issue, it will be forwarded to the appropriate Administrator for a response.Email contact information for Board members is listed on the District's website [their individual biography page](#).
- C. Individual Board members cannot speak in an official capacity outside the Board room.



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### **3.6 Administration Communication with Board Members**

- A. The Superintendent will exercise his/her best judgment and discretion to determine when information should be shared with Board members based on the specific situation.
- B. The Superintendent will share responses to Board requests with all Board members.

## **4.0 MEETINGS**

### **4.1 Definition of Meeting**

For the purpose of this section, meetings are defined as ~~the convening of the Board at which a quorum is present for the purpose of deliberating toward or rendering a decision on public policy anytime the full Board committees or individual Board members meet to advance the work of the district.~~

### **4.2 Developing the Board Meeting Agenda**

#### **4.2.1 Regular Board Meetings:**

- A. Regular agendas are created by the President, in consultation with the Superintendent, presented to the Board no later than four days prior to the meeting and posted for the public prior to the meeting. ~~Board members may include items on the agenda upon concurrence of the President or motion approved by the Board.~~
- B. Updates to agenda will be posted with notification of the update to the Board via district email as soon as possible.

#### **4.2.2 Committee of the Whole Meetings**

- A. Committee of the Whole meeting agendas are presented by the central office administrators involved and provided to committee members six days prior to meeting dates (for example, Monday Board meetings will be delivered by Tuesday) including any presentation materials.
- B. Presentation Schedule  
(to be provided by the ad hoc committee)

#### **4.2.3 Special, Emergency and Workshop Board Meetings**

- A. Special and Emergency agendas are created by the Superintendent and Board President and presented to the Board as soon as practical.
- B. Workshop agendas are created by the workshop committee and Superintendent and presented to the Board no later than four days prior to the meeting. If a special workshop is called, the agenda will be created by the Board President and materials will be provided as soon as practical.

#### **4.2.4 Annual Calendar of Board Agenda Items**

- A. In addition to non-routine monthly agenda items, the following chart identifies agenda items approved annually, normally at or near the date presented (based on the practical needs of the district):

# L'ANSE CREUSE PUBLIC SCHOOLS BOARD OF EDUCATION OPERATING PROCEDURES

January:	After an election: Installation of new Board members  Organizational meeting: Election of officers Schedule Board meeting dates and workshops Committee Assignments Legal Firms Renewal Depositories Renewal MASB Voting Delegates
February:	Instructional Program Approval: International Academy North Star Alternative Middle School Consortium CTE Consortia Early College of Macomb Fraser Public Schools Agreement Winter Board Workshop (from previous year)
March:	
April:	
May:	Spring Board Workshop (Budget)
June:	Truth-In-Budget Hearing Budget Approval Tax Levy
July:	
August:	SACC License Renewal Summer Board Workshop (Strategic Plan)
September:	
October:	Audit
November:	After election – New Board Member acceptance of election when certified Fall Board Workshop
December:	Summer Tax Collection Schools of Choice Approval Superintendent's Annual Evaluation

## 4.2.5 Meeting Time

Meeting times will be determined at the Organizational Meeting, but not to exceed three hours. Changes can be made by a Board vote. Rescheduling will follow the Open Meetings Act.

## 4.2.6. Student Recognition at Board Meetings

The Board of Education values excellence and wishes to instill in students the desire to

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do their best in all things. It shall be the policy of this Board, therefore, to recognize outstanding accomplishment in all areas. Any board member or Superintendent may request a student be recognized. The Board authorizes the Superintendent to develop an administrative guideline for recognition of outstanding student achievement based on well-defined, consistent criteria and standards.

### 4.2.7. Staff Recognition at Board Meetings

The Board of Education values excellence and wishes to instill in staff members the desire to do their best in all things. It shall be the policy of this Board, therefore, to recognize outstanding accomplishment in all areas. Any board member or Superintendent may request a staff member be recognized. The Board authorizes the Superintendent to develop an administered guideline for recognition of outstanding staff member achievement based on well-defined, consistent criteria and standards.

### 4.3 Board Member Preparation for Meetings

- A. Board members will come to Board meetings prepared to discuss and take action on all agenda items. Study the material in the Board packet sent to them prior to the meeting.
- B. Requests for additional information will be addressed through the Superintendent prior to each Board meeting. To maximize the opportunity to receive responses for the Board meeting, Board members when possible, should provide questions to the Superintendent ASAP but must be submitted by noon on Friday (**or one (1) business day in advance**) for a response. Questions that require significant investigation and analysis may require additional time.

### 4.4 Board Member Participation/Conduct During Meetings

- A. In accordance with the Open Meetings Act, any **time four or more a quorum (majority) of the Board members are is** gathered together to discuss, **deliberate or render a decision on** school business it is considered a meeting (**quorum**).
- B. In addition to the following procedures, at all times Board members shall adhere to the Board policy.

#### 4.4.1 Board Member Protocol

- A. Board members will maintain professional and courteous behavior throughout the meeting modeling Board behaviors consistent with student and staff expectations.
- B. Board members will demonstrate respect to fellow Board members, administrators staff and public participants through the following behavior:
  - Listen and treat each other respectfully.
  - Be cordial when disagreeing.
  - Be honest when expressing either one's opinion or those of community members.
  - Say what needs to be said as briefly and clearly as possible.
  - Direct comments solely to the business under deliberation.
  - Only speak after acknowledgement from the Board President or designated chair.
  - Support hearing the voice of all Board members on each agenda item that is being discussed and refrain from dominating the conversation.

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- Refrain from condescending or critical comments to members of the staff, public, or Board.
- Focus on issues, not people or personalities.
- Courteously accept other viewpoints and Board votes, which were not supported by self.
- Disagreements will be handled through frank, open and respectful discussion.
- Seek solutions and reasonable compromises or consensus when there are differences of opinions.
- Make decisions in the context of what is best for all students in the district.
- Avoid immediate decisions and votes and possible shorter-term solutions when the issue calls for more discussion, understanding, and a more in-depth approach or solution to the issue (except in emergency situations).
- As a courtesy to others, electronic devices will be set in a non-audible mode during Board meetings. Emergency situations warrant exceptions.
- Refrain from side conversations

### **4.4.2 Persons Addressing the Board**

- A. Audience participation at Board meetings is limited to the portion of the meeting designated as Hearing of District Patrons. At all other times during a Board meeting, the audience shall not enter into discussion or debate on matters being considered by the Board, unless recognized by the presiding officer.
- B. A person may address the Board on an agenda or non-agenda item by identifying themselves by name and address. The Board Secretary will read the Addressing the Board Guidelines at the beginning of Hearing of District Patrons. Those in the audience who wish to speak are expected to adhere to these guidelines. See Attachment 3.

### **4.4.3 Discussion of Employee/Student Issues**

The Board will not encourage or actively participate with negative comments on individual employees or students in public session.

### **4.4.4 Discussion of Motions**

- A. All discussions shall be directed solely to the business currently under deliberation.
- B. The Board President or designated chair has the responsibility to keep the discussion to the motion at hand and shall halt discussions that do not apply to the business currently before the Board.
- C. A Board Member prior to giving their comments shall first be recognized by the Board President or designated chair.

## **4.5 Board Member Participation in Discussion, Debate and Voting**

- A. All Board members shall vote on all action items unless a conflict of interest applies.
- B. A Board Member, meeting the legal requirements for abstaining from voting on a matter, shall disclose the specific conflict of interest.
- C. All Board members may make motions, second motions and enter into debate on all agenda items.
- D. In the case of a tie, the action item fails. The President may bring the item back to the Board on a subsequent agenda.

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- E. In the case of a less than unanimous vote, the Board will support the majority decision and go forward in harmony.
- F. A majority of the entire Board is needed to pass an action item.
- G. A roll call vote may be requested by any Board member.

### **4.6 Board Member Responses to Inquiries About Closed Sessions**

- A. Board members are to refer any inquiries about closed sessions to the Superintendent or the Board President.
- B. Any information from a closed session is confidential and shall not be discussed outside of the closed session.

### **4.7 Participation by People other than Board Members and Superintendent in Closed Session**

Participants are limited to:

- A. The person requesting the closed session, their counsel, a union representative, student(s), their parent(s) or guardian(s) where applicable and pursuant to Open Meetings Act.
- B. Representatives of the administration as directed by the Superintendent.
- C. Additional persons that the Board approves.

## **5.0 PERSONNEL**

### **5.1 Evaluation of the Superintendent**

An annual evaluation of the Superintendent shall be made a part of the Board's annual calendar. Each Board Member shall complete a legally required, board approved Superintendent evaluation tool. The results will be openly tabulated and discussed during a closed session of the entire Board

### **5.2 Hiring of Personnel Other than the Superintendent**

- A. The Board does not directly hire any personnel other than the Superintendent.
- B. The personnel recommendation changes shall be presented to the Board monthly by the administration and approved by the Board. Personnel will begin employment succeeding Board approval.
- C. The Board may appoint qualified individuals or firms to provide legal, auditing, architectural, insurance and other professional services for the District, and may appoint other consultants as it deems appropriate.

Adopted: 11/17/14

Revised: ~~4/22/24~~ New Date

## Board Operating Procedures Revisions/Additions

ARTICLE	SECTION	STATUS
<b>0.0 Board District Oversight</b>	0.4 District and Building Improvement Plans	Revised
	0.6 Development and Adoption of the District Budget	Revised
<b>2.0 Board Functions</b>	2.4 Vacancies	Revised
	2.5 Board Compensation	Revised
	2.8 Procedures for Board Travel and Training Opportunities	Revised
<b>3.0 Communications Procedures</b>	3.1 Board Member Visiting Buildings	Revised
	3.3 Board Member Responses to Community or Employee Contacts	Revised
	3.5 Board Member Communication with the Community	Revised
<b>4.0 Meetings</b>	4.1 Definition of Meeting	Revised
	4.2.1 Regular Board Meetings	Revised
	4.2.5 Meeting Time	Revised
	4.3 Board Member Preparation for Meetings	Revised
	4.4 Board Member Participation/Conduct During Meetings	

Recommended 3.19.25