

# Grand Ledge Public Schools Board of Education



**JUNE 24, 2024**

**REGULAR MEETING**

**SAWDON ADMINISTRATION BUILDING  
BOARD ROOM  
6:00 PM**

# ***Grand Ledge Public Schools***

## **Regular Meeting of the Board of Education**

Please take notice that the Board of Education will hold a Regular Meeting on:

**Date:** Monday, June 24, 2024

**Place:** Sawdon Administration Building  
Board Room  
220 Lamson Street  
Grand Ledge, MI 48837

***Once the meeting begins, it will be Live Streamed  
at: [youtube.com/@GLPS21](https://youtube.com/@GLPS21) (click on Live)***

**Time:** 6:00 p.m.

**Purpose:** Truth in Taxation / Truth in Budgeting Hearing,  
Limited Tax Pledge & General Business

**Phone:** (517) 925-5400

Board minutes are located at the Board of Education office, 220 Lamson Street, Grand Ledge, MI 48837



William A. Barnes, Ed.D., Superintendent of Schools

cc: Buildings  
Board Members  
Lansing State Journal  
Melissa Mazzola, President, GLEA  
Ashleigh Lore, Vice-President, GLEA  
Cindy Zerbe, President, MEA/NEA Unit I, Secretarial /Clerical  
Denise Truman, President, MEA/NEA Unit III, Food Service  
Allyson McCann, President, MEA/NEA Unit IV, TA/HC/Bus Assistants & Adv. Club  
Danis Peck, President, IUOE Local 547, A, B, C, E & H AFL-CIO, Bus Drivers  
Kelly LeSatz, President, IUOE Local 324, Custodians

*Date of Posting: June 7, 2024*

**NOTE:** *Individuals may address the Board for up to three (3) minutes in the Public Comment segment of the meeting. Any person with a disability needing accommodations to attend a Board of Education meeting should contact Kim Manning at 925-5401 at least three (3) days prior to the date of the meeting he/she plans to attend*




## NOTICE OF PUBLIC HEARING ON PROPOSED 2024-2025 BUDGET

**PLEASE TAKE NOTICE** that on Monday, June 24, 2024, at 6:00 p.m. in the Board Room at the Grand Ledge Administration Building, 220 Lamson Street, Grand Ledge, Michigan the Board of Education of Grand Ledge Public Schools will hold a PUBLIC HEARING to consider the district's proposed 2024-2025 budget.

The Board may not adopt its proposed 2024-2025 budget until after a public hearing. A copy of the proposed 2024-2025 budget, including the proposed property tax millage rate, is available for public inspection during normal business hours at the Grand Ledge Public Schools Administration Building, Business Office, 220 Lamson Street, Grand Ledge, Michigan.

**The property tax millage rate proposed to be levied to support the proposed budget will be a subject of this hearing.<sup>1</sup>**

This notice is given by order of the Board of Education.



Kim Manning, Executive Assistant to the  
Grand Ledge Public Schools  
Board of Education

---

<sup>1</sup>This sentence must be printed in 11-point boldfaced type as shown.



# LIMITED TAX PLEDGE NOTICE

**PLEASE TAKE NOTICE** there will be a Regular meeting of the Board of Education of Grand Ledge Public Schools, Eaton, Clinton and Ionia Counties, Michigan.

At said meeting, the Board of Education will consider for approval its proposed **State Aid Note (Limited Tax – General Obligation)**. The proposed State Aid Note (Limited Tax – General Obligation), if issued, will contain the limited tax full faith and credit pledge of Grand Ledge Public Schools, Eaton, Clinton and Ionia Counties, Michigan.

**DATE OF MEETING:** Monday, June 24, 2024

**PLACE OF MEETING:** Grand Ledge Administration Building  
Board Room  
220 Lamson Street  
Grand Ledge, MI 48837

**TIME OF MEETING:** 6:00 p.m.

**TELEPHONE NUMBER OF  
PRINCIPAL OFFICE OF  
BOARD OF EDUCATION:** 517-925-5401

Board minutes are located at the principal office of the Board of Education located at 220 Lamson Street, Grand Ledge, MI 48837.

Kim Manning, Executive Assistant to the  
Grand Ledge Public Schools  
Board of Education

**Grand Ledge Public Schools**  
**Board of Education**  
**MEETING AGENDA**  
**Monday, June 24, 2024**  
**6:00 pm**

- I. Call to Order & Pledge of Allegiance.....Nicole Shannon, President
- II. Roll Call.....Dr. Bill Barnes, Superintendent
- III. Truth in Taxation / Truth in Budgeting Hearing
- IV. Approval of Agenda Items
- V. Approval of Consent Agenda Items
  - A. June 10, 2024 Meeting Minutes & Closed Session Minutes
  - B. Administrative Contract Renewal
  - C. Administrative Hiring
    - a. Executive Director of Curriculum, Instruction & Assessment
  - D. Teacher Hirings
 

<u>Name</u>	<u>Building</u>	<u>Position</u>	<u>Name</u>	<u>Building</u>	<u>Position</u>
Brian Diller	Holbrook	4 <sup>th</sup> Gr.	Natalie Queen	H.S.	Hlth & Con. Science
Savannah Harris	H.S.	English	David Schmidt	H.S.	Math/STEM
Madisyn Jackson	H.S.	Art	Melanie Sutton	Wacousta	Resource
Logan Massa	H.S.	Health	Ginger Wittman	Hayes	5 <sup>th</sup> Gr.
Matthew Powers	Hayes	5 <sup>th</sup> Gr.			
- VI. Reports
  - A. Capitol Connections
  - B. Eaton RESA
  - C. Grand Ledge Education Foundation
  - D. Equity Diversity & Inclusion Committee
  - E. Governance Committee
  - F. Bond Update
  - G. Superintendent
- VII. Public Comment
- VIII. Old Business
  - A. Approval of Final 2023-2024 Budget Amendment Resolution
  - B. Approval of 2024-2025 Budget Resolution
  - C. Approval of 2024 Tax Rate Request Form (L-4029) for Eaton, Clinton & Ionia County
  - D. Approval of 2024 Tax Rate Request Form (L-4029) for City of Grand Ledge & Delta Twp.
  - E. Approval of Revised Board Policies
    - a. PO 2461 (Recording of District Meetings Involving Students and/or Parents)
    - b. PO 5330.02 (Opioid Antagonists)
    - c. PO 6520 (Payroll Deductions)
    - d. PO 7250 (Commemoration & Naming of School Facilities)
- IX. New Business
  - A. Approval of November 5, 2024 Election Resolution and Ballot Language
  - B. Approval of Server Purchase
  - C. Approval of Bulletin 4 – Batch 2 (GLHS Renovations - Chiller Revisions)
- X. Comments from Staff and Board
- XI. Future Topics
  - A. Board Bond Advisory – Monday, July 8, 2024, 5:15 p.m., Room 107
  - B. Regular Meeting – Monday, July 8, 2024, 6:00 p.m., Board Room
- XII. Closed Session – Negotiations & Material Exempt from Disclosure (As per Section 8(1)(c) and Section 8(1)(h) of the Open Meetings Act, PA 267 of 1976)
- XIII. Reconvene in Open Session
- XIV. Employee Contract
  - A. MEA/NEA Unit IV – Paraeducators, Teacher Assistants, Health Care Paraeducators
  - B. Approval of Resolution Authorizing Non-Binding Mediation
- XV. Adjournment

**NOTE:** Individuals may address the Board for up to three (3) minutes in the Public Comment segments of the meeting. If any person with a disability needs accommodations at the Board of Education meeting, please contact Kim Manning at 925-5401 at least three (3) days prior to the date of the meeting he/she plans to attend.



**CALL TO ORDER &  
PLEDGE OF ALLEGIANCE**

President Nicole Shannon

"I pledge allegiance  
to the Flag  
of the United States of America,  
and to the republic  
for which it stands,  
one Nation under God,  
indivisible,  
with liberty and justice for all."



## ROLL CALL

Superintendent Dr. Bill Barnes



## TRUTH IN TAXATION/TRUTH IN BUDGETING HEARING - OPEN

**PROPOSED MOTION:** I move the Grand Ledge Public Schools Board of Education OPEN the Truth in Taxation / Truth in Budgeting Hearing.

TIME: \_\_\_\_\_

**ROLL CALL VOTE**





## TRUTH IN TAXATION/TRUTH IN BUDGETING HEARING - CLOSE

**PROPOSED MOTION:** I move the Grand Ledge Public Schools Board of Education CLOSE the Truth in Taxation / Truth in Budgeting Hearing.

TIME: \_\_\_\_\_



## APPROVAL OF AGENDA ITEMS

**PROPOSED MOTION:** I move the Grand Ledge Public Schools Board of Education approve the June 24, 2024 Agenda Items, as presented.



## APPROVAL OF CONSENT AGENDA ITEMS

- A. June 10, 2024 Meeting Minutes & Closed Session Minutes\*
- B. Administrative Contract Renewal
- C. Administrative Hiring
- D. Teacher Hirings

*\*Closed Session Minutes will be at your board places for review prior to action and collected at the end of the meeting.*

**PROPOSED MOTION:** I move the Grand Ledge Public Schools Board of Education approve the June 24, 2024 Consent Agenda Items, as presented.

**GRAND LEDGE PUBLIC SCHOOLS  
*Board of Education***

**June 10, 2024**

**MINUTES**

Secretary Kuykendoll called the meeting to order at 6:00 p.m. She led those present in the Pledge of Allegiance.

**ROLL CALL**

Roll Call by Superintendent Barnes indicated the presence of **Board Members**: Ashley Kuykendoll, Jarrod Smith, Ben Cwayna and Toni Glasscoe. Jon Shiflett joined the meeting at 6:05 p.m. **Members Absent**: Nicole Shannon, Denise DuFort. **Central Office Administrators**: Bill Barnes, Steve Gabriel, Julie Waterbury, Wendy Seida, Kelly Jones, Mark Deschaine and John Ellsworth. **Others in Attendance**: Brenton Bell, Susan Hazen, Lily Anderson, Coban Holmes, Tim Totten, Melanie Wright, Nola Cockroft, Sarah Hopper, SallyJo Nelton, Kali Stevens, Justin Heany, Rickie Kuykendoll and Kim Manning

**PUBLIC COMMENT**

Mr. Smith reviewed the rules for giving public comment.

Brenton Bell addressed the board in support of the employee contracts.

Nola Cockroft & Sarah Hopper addressed the board thanking them for their dedication to the students, families and staff expressing appreciation for their service. They thanked them for the consideration of their contract and expressed their gratitude to the administrative negotiating team noting it was a very collaborative and positive process.

Tim Totten addressed the board to express his concerns regarding a film used in his daughter's math class noting he opted his daughter out of viewing the film and she was provided an alternate assignment.

**SUPERINTENDENT PERFORMANCE UPDATE – Staff Relations**

Superintendent Barnes noted that under new legislation, the current tool used to evaluate the Superintendent is changing which may change focus areas as well. However, he is moving forward with continuing his Performance Updates based on the current focus areas.

Superintendent Barnes provided his update with a focus on Section C of the Superintendent's Evaluation Rubric, Staff Relations. He provided the established goals and the current initiative established under each of the goals including staff feedback, staff communication, personnel matters, delegation of duties, recruitment, labor relations, and visibility in the district.

Dr. Glasscoe commended Dr. Barnes stating he does an excellent job in being engaged and making every effort to connect. She encouraged him to continue to work on his delegation noting that it is important to rest and have time with family.

Mr. Smith noted the student feedback visits Dr. Barnes has implemented as well. Dr. Barnes explained the Student School Improvement Team meetings noting it provides an opportunity for the students to share their perspectives as well as providing another opportunity to be in the buildings, shared that students are randomly selected out of PowerSchool and it is another way for him to get to know the students, and for them to get to know him.

Secretary Kuykendoll noted Dr. Barnes' presence during emergencies specifically referencing him being on site when the power went out at Wacousta and helping ensure the students knew they were safe. She commended him for making himself available to assist.

Dr. Barnes noted you lead from out front and in those kinds of situations it is an all-hands on deck and he and the leadership team will always make themselves available to assist.

#### **ACTION ITEMS**

##### **A. BOARD POLICIES – 1<sup>ST</sup> READING**

**Motion by Mr. Smith, seconded by Dr. Glasscoe for the Grand Ledge Public Schools Board of Education waive the first reading of revised Board Policies 5330.02 and 7250, as presented. The motion carried unanimously.**

In President Shannon's absence, Superintendent Barnes reviewed the Governance Committee's proposed changes to each of the policies.

##### **B. APPROVAL OF MEETING MINUTES**

**Motion by Dr. Glasscoe, seconded by Mr. Cwayna for the Grand Ledge Public Schools Board of Education to approve the Meeting Minutes, as presented. The motion carried unanimously.**

##### **C. APPROVAL OF TEACHER HIRINGS**

**Motion by Mr. Cwayna, seconded by Mr. Smith for the Grand Ledge Public Schools Board of Education to approve the Teacher Hirings, as presented. The motion carried unanimously.**

##### **D. APPROVAL OF RATIFYING RESOLUTION – 2024 SCHOOL BUILDING & SITE BONDS, SERIES IV**

**Motion by Mr. Cwayna, seconded by Mr. Shiflett for the Grand Ledge Public Schools Board of Education to approve the 2024 School Building and Site Bonds, Series IV Ratifying Resolution, as presented.**

Mr. Shiflett shared that by creating the bonds in series, the taxpayers have seen a \$1.7M savings over if the district had opted to take all the bonds at once.

Dr. Barnes shared the process of meeting with our financial advisors, receiving bids and noting the rate the district received is due to the financial condition of the district. He commended Chief Financial Officer Julie Waterbury noting she did a lot of the behind the scenes on this process.

**ROLL CALL VOTE:**

Mr. Shiflett	<u>YES</u>	Dr. Glasscoe	<u>YES</u>
Mr. Smith	<u>YES</u>	Mr. Cwayna	<u>YES</u>
Ms. Kuykendoll	<u>YES</u>		

**The motion carried unanimously.**

**E. PAYMENT OF SINKING FUND INVOICES**

**Motion by Dr. Glasscoe, seconded by Mr. Smith for the Grand Ledge Public Schools Board of Education to approve the Payment of Sinking Fund Invoices in the amount of \$128,603.24, as presented.**

Mr. Smith advised this was reviewed by the Board Bond Committee and approved to be brought forward for the board's consideration. This represents work at Neff, Sawdon at the Health Center at the high school.

**The motion carried unanimously.**

**F. PAYMENT OF PROPOSAL 1, SERIES 2 BOND INVOICES**

**Motion by Mr. Smith, seconded by Mr. Cwayna for the Grand Ledge Public Schools Board of Education to approve the Payment of Proposal 1, Series 2 Bond Invoices in the amount of \$748,408.92, as presented.**

Mr. Smith advised this was reviewed by the Board Bond Committee and approved to be brought forward for the board's consideration. This represents regular payments to Clark Construction and trades at Wacousta.

**The motion carried unanimously.**

**G. PAYMENT OF PROPOSAL 1, SERIES 3 BOND INVOICES**

**Motion by Mr. Smith, seconded by Mr. Cwayna for the Grand Ledge Public Schools Board of Education to approve the Payment of Proposal 1, Series 3 Bond Invoices in the amount of \$527,151.92, as presented.**

Mr. Smith advised this was reviewed by the Board Bond Committee and approved to be brought forward for the board's consideration. This represents regular payments to Clark Construction and GMB Architects and trades work at the Neff and the High School.

**The motion carried unanimously.**

**COMMENTS FROM STAFF & BOARD**

Director of Human Resources Kelly Jones thanked Ms. Cockcroft and Ms. Hopper noting they make up an amazing team to work with and she welcome the new teachers.

Assistant Superintendent for Academic Services Steve Gabriel welcomed the new teachers and congratulated the Class of 2024 who graduated last Friday.

Superintendent Barnes congratulated the Class of 2024 noting it was a wonderful ceremony, expressed his appreciation to the negotiation teams and noting everyone worked very well together. With regard to public comment regarding the use of films he noted that teachers use film in their class for a variety of reasons. He shared that you can view the Academic Servies webpage to see how instructional choices are made. He noted the film in question was rated PG-13 and the district trusts the judgement of the teachers to pick items that are relevant to their class just as we trust parents to make choices for their child, which is why alternate assignments are provided.

Dr. Glasscoe recognized the difficult work of human resources and commended tonight's staff hirings. She recognized the amazing work of Chief Financial Officer Julie Waterbury. She shared she was so proud to see all the students and staff at graduation and expressed she loved seeing Dr. Wright giving high fives to every single student. She remarked that conversations she had in the parking lot after graduation were very rich for her. In closing, she recognized upcoming Juneteenth celebrations and invited everyone to attend LCC's celebration this Thursday at 6:00 p.m. in the Michigan Room.

Mr. Smith welcomed the teachers. He recognized the upcoming employee contracts and congratulated both sides recognizing the collaboration and working with each other. He noted he understands the IBB takes effort, it is a grind, and was a relatively new concept but recognized several successful contract settlements as a result of it.

Secretary Kuykendoll congratulated the Class of 2024 and thanked everyone for their patience as chaired her first meeting.

**CLOSED SESSION**

**Motion by Mr. Shiflett, seconded by Mr. Smith for the Grand Ledge Public Schools Board of Education to move into Closed Session for the purpose of discussing Negotiations Strategies, as Per Section 8(1)(c) of the Open Meetings Act, PA 267 of 1976 and Material Exempt from Disclosure, as Per Section 8(1)(h) of the Open Meetings Act, PA 267 of 1976.**

**ROLL CALL VOTE:**

Mr. Smith	<u>YES</u>	Mr. Cwayna	<u>YES</u>
Ms. Kuykendoll	<u>YES</u>	Mr. Shiflett	<u>YES</u>
Dr. Glasscoe	<u>YES</u>		

**The motion carried unanimously at 6:47 p.m.**

**RECONVENE IN OPEN SESSION**

The meeting reconvened in open session at 7:20 p.m.

**EMPLOYEE CONTRACTS**

Motion by Mr. Cwayna, seconded by Dr. Glasscoe for the Grand Ledge Public Schools Board of Education to approve the Individual Employee Contracts between the Grand Ledge Principals' Educational Association, MEA/NEA Unit I Secretarial / Clerical and Teamsters Local 214 Bus Drivers and the Grand Ledge Public Schools Board of Education, as presented. The motion carried unanimously.

**ADJOURNMENT**

The meeting adjourned at 7:22 p.m.

Respectfully Submitted:

Attest:

\_\_\_\_\_  
Ashley Kuykendoll, Secretary

\_\_\_\_\_  
Nicole Shannon, President

DRAFT





**TO:** Board of Education Members  
**FROM:** Dr. William A. Barnes, Superintendent of Schools  
**RE:** Approval of Individual Administrative Contract Extensions  
**DATE:** June 24, 2024

I have conducted Performance Reviews for all members of the Grand Ledge Public Schools Administrative Team for the 2023-2024 school year. The administrative team at GLPS as a whole, and individually, is strong, and the team members are committed to school, community, and student growth within our strategic plan.

It is my recommendation the Board of Education grant a one-year extension to the following individuals:

**Central Administration**

- Dr. Steve Gabriel, Deputy Superintendent (Title Change from Assistant Superintendent for Academic Services as a part of the central office reconfiguration)
- Julie Waterbury, Chief Financial Officer
- Wendy Seida, Executive Director of Student Services
- Mark Deschaine, Executive Director of Technology
- Kelly Jones, Director of Human Resources
- John Ellsworth, Director of Communications

**Building Administration**

- Ken Wright, Grand Ledge High School Principal
- Blake Wegenke, Grand Ledge High School Assistant Principal
- Tonya Rice, Grand Ledge High School Assistant Principal
- David Kushman, Beagle Middle School Principal
- Kelly Shumway, Beagle Middle School Assistant Principal
- Eric Leopold, Hayes Intermediate School Principal
- Scott Millbrook, Hayes Intermediate School Assistant Principal
- Teresa Dyer, Delta Center Elementary School Principal
- Christopher Groves, Wacousta Elementary School Principal
- Jim Gee, Willow Ridge Elementary School Principal
- Trisha Brentar, Grand Ledge Public Schools Virtual Learning Principal
- Steve Baker, Director of Athletics



William A. Barnes, Ed.D. / Superintendent of Schools

**TO:** Board of Education Members  
**FROM:** Dr. William A. Barnes, Superintendent of Schools  
**RE:** Administrative Hiring Recommendation  
**DATE:** June 23, 2023

**Recommendation**

I recommend the Grand Ledge Public Schools Board of Education approve the hiring of Dr. William Albrecht as Executive Director of Curriculum, Instruction and Assessment.

**Background**

Over the past 6 months, we have examined our central office structure, its ability to support staff, and its alignment to our strategic plan. From that analysis, it was clear that rather than replacing the Director of Operations position that was vacated with Mr. Warren's resignation in December, we needed additional instructional support. That led to the creation of this position, which replaces the previously budgeted Director of Operations. Dr. Albrecht emerged as the best candidate for the position after a rigorous, three round interview process that included administrators, teachers, and instructional coaches. We are excited that he will be bringing a wealth of knowledge and experience to the role, and that he will be able to expand his positive impact on the Holbrook school community to the whole district.

April 14, 2024

GLPS Hiring Committee,

Please accept this letter as an indication of my interest in serving as Executive Director for Curriculum, Instruction, and Assessment for Grand Ledge Public Schools.

I look forward to the opportunity to utilize my leadership experience and expertise in K-12 public education to lead all curriculum and instructional practices and programming for Grand Ledge Public Schools in alignment with the district's frameworks for instruction and academic services. My leadership experience in K-12 public education extends to all areas of educational leadership including curriculum, instruction, assessment, supervision, building administration, and district leadership. In this role, count on me to ensure the delivery of quality instructional services complement current and future programming at Grand Ledge Public Schools.

In my current role as a building administrator, I am most proud of our work to improve the effectiveness of teaching and learning by focusing our professional learning on the effective use of differentiated instruction using explicit instruction techniques within the standards-based learning philosophy. I am also proud of being a change agent leading staff, students, and families in collaborative efforts to improve the educational experience for all. No matter the circumstance of change, trust that I will bring a balance of theory, pedagogy, and relevant leadership practices to ensure we succeed as a school organization. I am a leader who is visible, practical, competent, forward-thinking, collaborative, reflective, and passionate about the continuous improvement of public education, and I am thoughtful about finding ways to unite all members of the learning community together to positively progress forward change.

As Executive Director for Curriculum, Instruction, and Assessment, I will assume the responsibility of carrying out the strategic plan for the district in all areas assigned to academic services including teacher evaluations, instructional rounds, MICIP, and data use. I will take great care and pride in ensuring the academic services department's mission and vision align with the district and board's goals, objectives, and priorities. Under my leadership, academic services will set goals and evaluate progress to ensure that we are aligning with the district and board to meet the dynamic needs of our stakeholders.

This work will require a collaborative approach. I take great pride in building and sustaining positive working relationships with all stakeholders and implementers of public education. Within this role, my priority would be to create a culture where no one is anonymous. This includes establishing and maintaining various partnerships with federal, state, and local agencies, community members, and K-12 school organizations across the state of Michigan. In this role, I will give our staff (administrators, teachers, support staff, etc.) the defined autonomy and support to deliver our initiatives that align with the district's strategic plan.

My experience in the field as a K-12 practitioner, coupled with my research at Michigan State University, has provided me with the necessary knowledge and practice to lead the academic services department for Grand Ledge Public Schools. While my teaching and administrative experience has focused on elementary and middle-level education, my work at MSU and deep understanding of teaching and learning will help me support initiatives, teaching, and learning at the secondary level. I will lead decision-making processes that balance consideration of all available data, current research, and best practices through direct insights from those working within and outside of our organization. My commitment to this balance in combination with my own experiences across many roles within the K-12 education landscape is what makes me particularly well suited for this role.

I look forward to the opportunity to discuss in greater detail how my leadership experiences, expertise, and dedication to progressing public education will make a positive impact on Grand Ledge Public Schools within the position of Executive Director for Curriculum, Instruction, and Assessment. Thank you for your time and consideration as you review my qualifications.

Respectfully,



# Dr. William Albrecht

---

Dedicated public school leader who is committed to the continuous improvement of K-12 public education.

**Education** MICHIGAN STATE UNIVERSITY, East Lansing, MI - 2022  
**Doctor of Educational Leadership**  
*Dissertation: 35a-funded Early Literacy Coaches: Policy and Practice Implementation*  
Central Office (CO) Administrator Endorsement SA0000000894964

MICHIGAN STATE UNIVERSITY, East Lansing, MI - 2015  
**Master of Arts in K-12 Education Administration**  
Elementary & Secondary Administrator K-12 (ES) Endorsement SA0000000894964

UNIVERSITY OF OLIVET, Olivet, MI - 2010  
**Bachelor of Arts in Elementary Education**  
Elementary K-5 All Subjects, K-8 Self-Contained (ZG) Endorsement PV0000000750958

## Professional Membership and Boards

MICHIGAN LEADERSHIP INSTITUTE (MLI) 2022 - 2023  
**Superintendent Preparation Academy**

MICHIGAN ELEMENTARY AND MIDDLE SCHOOL PRINCIPALS ASSOCIATION (MEMSPA)  
**Member, Presenter, and Facilitator for Administrator & Teacher Professional Learning**

IMPRESSION 5 SCIENCE CENTER BOARD OF DIRECTORS  
**Board Member**

## Highlights of Qualifications

- Demonstrated experience in all aspects of educational leadership including curriculum, supervision, building administration, and district leadership
- Exceptional organization, communication, collaboration, and interpersonal skills
- Demonstrated ability to communicate (written and oral) for both professional and academic purposes
- Demonstrated ability to build and lead collaborative school organization teams (administrative and teaching teams)
- Demonstrated ability to establish and maintain collaborative working relationships with students, families, faculty, staff, boards, and community partners
- Experienced in grant writing & implementation for literacy initiatives resulting in more than \$100,000 in funding
- Experienced leading adult professional learning on the Early Literacy Essentials (GELN, ELTF)
- Experienced leading adult professional learning for Restorative Practices with International Institute for Restorative Practices
- Experienced leading adult professional learning in research-based equitable instructional practices (e.g., explicit instruction)
- Instructional Coach on MTSS teams with an emphasis on equitable instruction and classroom management practices
- Presented at various local & state educational conferences focusing on curriculum, instruction, and assessment
- Senior leader of many district & board initiatives including district & school improvement committees including Diversity, Equity, & Inclusion (DEI), MICIP, MTSS, Restorative Practices, Curriculum Council (Standards-based Grading), and Professional Learning Communities (PLC)
- Member of Grand Ledge Education Program Advisory Committee
- Trainer/Coach for Non-violent Crisis Prevention Intervention (CPI)
- Program Coordinator of Grand Ledge Public Schools Facility Dog Program
- Continuing Education in Language Essentials for Teachers of Reading and Spelling (LETRS) for Administrators

## **School Leadership | Administration Experience**

### **ELEMENTARY SCHOOL ADMINISTRATOR**

Holbrook Elementary Principal, Grand Ledge Public Schools, Grand Ledge (July 2019 – Present)

Minges Brook Elementary Principal, Lakeview School District, Battle Creek (April 2018 – June 2019)

- Provide leadership, guidance, and direction to all student programs and services
- Provide leadership for school improvement using protocols aligned with district, state, and federal requirements
- Evaluate & supervise instructional staff, building the capacity of staff to improve their ability to serve students
- Implement the district hiring process to identify and secure highly qualified and committed staff
- Evaluate and supervise all support staff using individual bargaining agreements and evaluation tools
- Interpret and implement board policy, bargaining agreements, & the employee handbook to inform and appropriately problem-solve at the building level
- Lead professional development at the building level & assist in leading adult learning at the district level with initiatives aligned to our building and district strategic plan
- Set high expectations for teacher performance while using student achievement data, resources, and research-based instructional strategies to close achievement gaps

### **ELEMENTARY DEAN OF STUDENTS**

Beagle Elementary, Grand Ledge Public Schools (July 2012 – August 2014)

- Provided direct supervision and evaluation of Teaching Assistants at Beagle Elementary
- Facilitated and led school staff in Non-violent Crisis Prevention and Intervention (CPI) implementation
- Managed school-wide discipline due process and upheld student attendance records
- Developed and implemented individualized Tier II & Tier III behavior plans and interventions for students
- Collaborated with school and district staff and families to create and implement 504 plans
- Collected and analyzed student academic and behavior data to inform decision-making processes to improve student outcomes

### **SECONDARY SCHOOL ADMINISTRATOR**

Assistant Principal, Olivet Middle School, Olivet Community Schools (July 2017 – April 2018)

- Provided instructional leadership to teachers and staff at Olivet Middle School
- Collaborated with instructional staff to ensure accommodations are provided for students with an IEP or 504 plan
- Observed and evaluated teachers and support staff and provided appropriate feedback to improve teaching and learning
- Implemented all master agreements and adhered to district and board policies
- Oversaw matters of student attendance and assisted in resolving student discipline matters
- Promoted positive public and community relations by involving the school community in meaningful activities

## **Teaching Experience**

### **General Education**

First Grade Teacher, Grand Ledge Public Schools (Aug. 2014 – June 2017)

- Created a classroom culture where students learn with and from each other
- Created and implemented explicit lesson plans that aligned with the Common Core State Standards (CCSS)
- Incorporated the five essential components of literacy to ensure that students mastered early literacy skills
- Used the MTSS framework to ensure that all student academic and emotional/behavioral needs were met
- Used PBIS to teach and reinforce behavior expectations daily to maintain a positive classroom community and culture

### **Special Education**

ASD Summer Program Classroom Teacher, Lansing School District (June 2012 – Sept. 2012)

- Created differentiated lesson plans to align with goals and objectives as stated on students' Individualized Education Program (IEP) for the Summer Learning Program
- Developed and facilitated community-based instructional lessons to meet the academic and behavioral needs of students
- Implemented sensory diet and activities to strengthen students' social, emotional, and behavioral well-being

Elementary Behavior Interventionist, Lansing School District (March 2011 – June 2012)

- Planned, implemented, and facilitated positive behavior intervention plans for students using the MTSS framework
- Managed support staff who provide students with behavior interventions



---

---

**INTEROFFICE MEMORANDUM**

---

---

**TO:** Dr. William A. Barnes, Superintendent of Schools  
**FROM:** Kelly J. Jones, Director of Human Resources  
**SUBJECT:** Teacher Recommendations  
**DATE:** June 20, 2024

---

I recommend the hiring of the following candidates for employment during the 2024-2025 School Year. Each candidate has the qualifications and certifications necessary for the recommended position.

Brian Diller	Holbrook Elementary	4 <sup>th</sup> Grade
Savannah Harris	High School	English
Madisyn Jackson	High School	Art
Logan Massa	High School	Health
Matthew Powers	Hayes Intermediate	5 <sup>th</sup> Grade
Natalie Queen	High School	Health & Consumer Sciences
David Schmidt	High School	Math/Stem
Melanie Sutton	Wacousta Elementary	Resource Room
Ginger Wittmann	Hayes Intermediate	5 <sup>th</sup> Grade

KJJ

# BRIAN DILLER



May 28, 2024

Whom it May Concern  
Human Resources  
Grand Ledge Public Schools  
220 Lamson Street  
Grand Ledge, MI 48837  
517-925-5400

**Dear Whom it May Concern:**

I am writing to express my strong interest in the Elementary Education Teaching positions available at Grand Ledge Public Schools. I believe that my skills and passion for teaching make me a great candidate to become the next new teacher in Grand Ledge Public Schools.

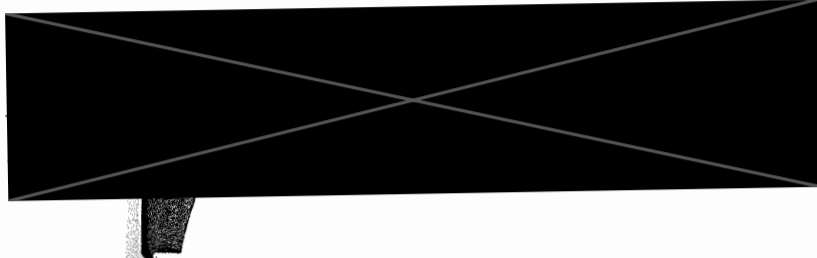
I completed my Teaching Certification from Saginaw Valley State University in May of 2024. I have a Business degree from Cornerstone University that I believe will be beneficial towards my teaching as it will allow the integration of real-world application into how and why we teach. During my student teaching in the 2023/24 school year, I was mentored by a great teacher that has prepared me for all that I will encounter as a teacher in Grand Ledge Public Schools.

I love working with students and being able to be a positive role model in their learning development has become a passion of mine since I began working as a substitute teacher in 2018. I hope to become a shaper of minds as teaching students is what will shape our future.

Sincerely,

**Brian Diller**

# BRIAN DILLER



---

## OBJECTIVE

To create a positive learning environment throughout the classroom that spreads throughout the school.

---

## EXPERIENCE

Grand Ledge Public Schools

Substitute Teacher / August 2018 - present.

- Key responsibilities included working as a substitute teacher that followed the room teachers plans as she had laid out for the day.
- Long term teaching positions included working with the grade level team to create continuity among the grade level classes.
- Long term teaching positions required the planning of lessons in for English Language Arts, Math, Science, and the Social Studies.
- Perform primary teaching in a dual style of whole group and small group instruction.

---

## EDUCATION

Cornerstone University - GPA 3.76 - CUM Laude

Bachelor of Science in Business Management. Course work focused on leading teams towards business objectives. Hybrid style of classes required small group collaboration that relied on each member of the group to be prepared to benefit the growth of the projects.

Saginaw Valley State University - GPA 3.80 - Teaching Certification

The Accelerated Program towards Teaching certification had many classes with a deep dive into how to teach reading in many differentiated styles. Math styles that were activity focused as well as practical new approaches to reaching all students on their level. Classroom management classes that had a focus on maintaining a smooth flowing student friendly day in the class.



---

## **AWARDS AND ACKNOWLEDGEMENTS**

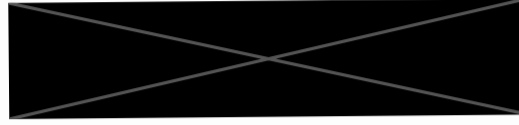
---

I have spent many years in youth coaching of multiple sports from baseball, basketball, boys' and girls' lacrosse and cross country.

Head Deacon at Grand Ledge Baptist Church from 2010 - 2013.

Received the American Red Cross Employee of the Year award in 2005 for outstanding service to the organization.

# Savannah Harris



Dear Prospective Employer,

I am writing to express my interest in being an English teacher at Grand Ledge High School. I believe the district evokes a sense of collaboration and professionalism that I would make a great addition to.

At the time, I recently finished student teaching for English secondary education, working with English 10 and AP Literature students. For writing instruction, my pedagogical approach includes diagnosing grammatical errors and sentence structure issues and following up with both oral and written feedback for each student. On a typical day in the classroom, feedback looks like a conversation between the instructor and student, analyzing student work line by line in order to increase sophistication. The writer's voice is preserved in this process by intentional conversations aiming to match the writer's intent with the written outcome in their work. As for literature instruction, I individually and collaboratively planned units based on novels such as *To Kill A Mockingbird*, *Of Mice and Men*, *A Raisin in the Sun*, and *Frankenstein*. My planning process is centered around backwards design, as I prioritize what students need to know and understand in order to be successful on summative assessments.

In addition to this internship experience, I was also a consultant at the Michigan State University Writing Center. From the last three years, I collaborated on numerous committees, including the Linguistic Justice Committee, Community Engagement Committee, Social Media Team, Grant Writing Committee, and many more. Some of my responsibilities included communicating with team members about preparing deliverables such as presentation audits, literature reviews, and consolidating necessary information for administrators. As a consultant, another significant part of my responsibilities included meeting with MSU students and staff about their writing concerns, and educating them on any part of the writing process. A session with a client would look like 50 minutes of identifying concerns, reading material, clarifying content, suggesting revisions, and collaborating on next steps of the written work. Sessions included multiple different modalities including in person, virtually via Zoom meeting or Google Document, or asynchronous. Overall, I have invaluable experience in writing and literature instruction, and I believe I would make a great addition to the Grand Ledge High School English Department.

I'm grateful for the opportunity to apply to this prestigious district, and I look forward to hearing from you!

Kindly,

Savannah Harris

# Savannah Harris

## EDUCATION

---

Michigan State University *East Lansing, MI*  
Bachelor of Secondary Education *May 2023*  
*Emphasis: English*  
*MTTC Certification* *April 2023*

## EXPERIENCE

---

Michigan State University *Haslett, Michigan*  
*Student Teaching Internship* *2023 – 2024*

- Collaboratively and independently curate lesson plans for English 10 and AP Literature for a span of two semesters, developing instructional skills based on the Common Core State Standards and College Board's Curriculum
- Balance instruction based on reading, writing, speaking, and listening skills
- Hone writers' skills in instruction, prioritizing student self-confidence while also maintaining goal setting pedagogy
- Manage behavior through intentional relationship building and appropriate consequences
- Differentiate, modify, and accommodate curriculum to fit all students' learning styles and needs
- Infuse diversity, equity, and inclusion into course curriculum and classroom norms by decentering whiteness in classroom discussions
- Communicate frequently with parents and other educational professionals regarding student needs and achievement

Writing Center at MSU *East Lansing, Michigan*  
*Undergraduate Coordinator and Writing Consultant* *2021 – 2024*

- Maintain weekly appointments with MSU students, identifying their concerns while preserving writers' voices
- Alter feedback procedures to include generative versus unproductive practices
- Develop and audit professional development materials with a linguistic justice mindset. These materials were both aimed at Writing Center staff and made available for MSU professors to request a workshop given to their classes
- Mentor a new masters student about contextualizing onboarding materials, including logistical procedures, empathy and privilege, intersectionality of identity, and anti-racism for a span of one semester

Edustaff *Michigan*  
*Substitute Teacher* *2022 – 2024*

- Serve as a substitute teacher in various high schools and elementary schools throughout the state of Michigan, teaching subjects including Music Education, English, Social Studies, and many more
- Focus on gaining experience through hands-on teaching in Special Education programs, learning how to adapt daily agendas to meet IEP and 504 accommodations

Spartan Writing Camp *East Lansing, MI*  
*Co-Facilitator* *Summer 2023 and 2024*

- Collaborate with Lansing Area teachers to develop multimodal skills in 3rd–5th graders and 6th–8th graders
- Plan and facilitate materials to engage students with the writing process, encouraging idea-generating and collaborative storytelling
- Emphasize visual imagery, descriptive language, team-building skills, and relationship building to create an intellectually stimulating and safe learning community

## LEADERSHIP & INVOLVEMENT

---

MSU Spartan Marching Band *2019 – 2023*  
*Member and Squad Leader*

- Led a four-person team through a set of positions on the field and held weekly meetings focusing on drill acquisition
- Collaboratively renovated a database of technique, marching, and music resources for members
- Managed the trombone social media page and drafted the 2022–2023 edition of the Spartan Marching Band Newsletter


## CONFERENCE PRESENTATIONS

---

- “Imagining Bright Futures: Critical Thinking Through Storytelling in Community Youth Writing Workshops” Panel at ECWCA 2021
- “Rethinking Humanizing, Accessibility and Inclusion at the WC” Workshop at ECWCA 2023
- “Incorporating Linguistic Justice” Roundtable Discussion at NCTE 2023

# Madisyn Jackson

Art Teacher



May 6<sup>th</sup>, 2024

Dear Mr. Groves,

I have been eager to apply for the Art Teacher position at Wacousta Elementary School since hearing of its vacancy. As a Mid-Michigan local, it is an honor to share my passion with the community I am thankful to have had surrounding me throughout my life. Art and sharing knowledge and experiences have always been of great importance to me, and I would love the opportunity to continue that at your school.

I have a bachelor's degree in K – 12 Visual Arts Education from Michigan State University and have most recently been filling in for an 8<sup>th</sup> grade art teacher on maternity leave at Holt Junior High School. I have strong beliefs that the classroom, especially an art class, should be a space where students feel safe to share their feelings, learn self-expression, and try new things. The experience I have gained while being a long-term sub has only reinforced that ideal.

Art grants students the opportunity to explore new things and gain deeper understandings about themselves and the world around them. It is a subject that surrounds each individual daily, whether they are aware of it or not. It is my goal that students can gain more insight about themselves, their emotions and identities, and different art types and techniques.

Young children see things in truly unique ways. To open their eyes to art, their places in the art world, and to the many stories and subjects found within would bring me great joy. Not only would I be influencing their views of the world and themselves, but they would also be giving me new ideas and inspiration daily.

My personal experience with art is it being an emotional release and a way to ground myself. I strongly value the emotional qualities of art and its allowance for Social and Emotional Learning practices. While my instructional experience may not be extensive, my empathy for students and the desire for them to succeed in many ways will drive me to deliver the best support and advocacy I can.

I am caring, outgoing, and am not afraid to seek advice when needed or accept it when given. I feel I would be an excellent addition to the Wacousta Elementary community, and a great source of comfort and insight for blooming artists.

I appreciate your consideration and can be contacted by phone or email. I look to speaking with you.

Thank you,

# Madisyn Jackson

Art Teacher

Email: [REDACTED]

## EDUCATION



September 2021 – **Michigan State University - Bachelor of Fine Arts in Art Education**  
December 2023 Painting Focus

September 2019 – **Lansing Community College**  
September 2021

## CERTIFICATION

*\*Pending\** Michigan K – 12 Art Education

American Red Cross Lifeguarding with CPR/AED for Professional Rescuers and First Aid  
Valid through 11/08/2024

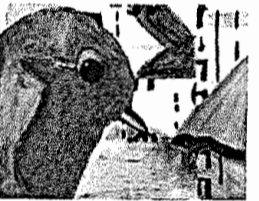


## INSTRUCTIONAL EXPERIENCE



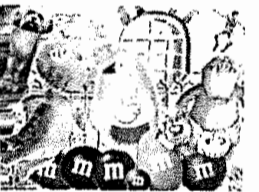
March 2024 – June 2024 **Long-term Art Teacher Substitute – Holt Junior High School (via Edustaff)**

- 8<sup>th</sup> Grade Art – 5 classes with over 70 students.
- Direct instruction, creating example projects, professional development.
- Holt Junior High School Fine Arts Festival – Art Show.



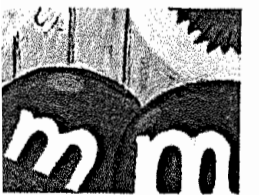
2023 **Saturday Morning Art (SmART Program) – Michigan State University**

- Six-week long program for children grades K – 12, taught by Art Education students on Saturdays. Focused on ages 10 – 13.
- Created lesson plans, presentations, projects, and project examples.
- Student Art Show on 2-week display in Kresge Art Center Galleries.



2022 **Wednesday Evening Art (WE Art) Program – Michigan State University**

- Six-week long program for children grades K – 12, taught by Art Education students on Saturdays. Worked with ages 7 – 16.
- Created lesson plans, presentations, projects, and project examples.
- Student Art Show on 2-week display in Phillips-Snyder Hall.



2016 – 2019 **Swim Coach – Saint Johns Public Schools Middle School Swim Club, Saint Johns Sea Lions Swim Club**

- Created workouts, dry-land activities, and assisted with technique.
- Experience with ages 6 – 18.

2016 – 2019 **Swim Lesson Instructor – City of Saint Johns Recreation Department**

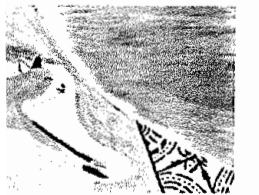
- Taught swim lessons to children ages 4 – 17.



## RELEVANT EXPERIENCE

2019 - 2024 **Michigan Department of Treasury – Student Assistant**

- Creating communication graphics and monthly newsletters, assisting with various design-related assignments.
- Secretarial and human resource duties.
- Organizing, ordering supplies, and additional tasks as needed.



2020 – 2021 **Saint Johns Public Schools – Custodian**

- Assisting elementary students during their lunch periods.
- Cleaning and following appropriate safety protocol.

Featured student artwork  
in Holt Junior High  
School, 2024.

Logan Massa

---

April 26<sup>th</sup>, 2024

Dr. Ken Wright  
Principal  
Grand Ledge High School

Dear Ken,

I am writing to express my interest in the Health Teaching position at Grand Ledge High School. With a strong background in athletics, a passion for teaching, and a commitment to fostering student development, I am excited about the opportunity to contribute to the learning community at your school.

I believe I would be valuable to your school and community because of my unique background. In short, my background includes becoming a 3x All-American Wrestler at the University of Michigan, receiving my bachelor's degree, and moving on to teach physical education in Lansing for three school years so far. While teaching, I have also had the pleasure of running my wrestling club, which has been incredibly fulfilling. I have been able to help seven kids go on to wrestle at D1 Universities on scholarship, and many kids go on to win State championships at the high school level. All that said, I am very passionate about health, physical fitness, and being a good role model for adolescents.

For your reference, I have highlighted some of my qualifications related to the position criteria below:

**Commitment to Continuous Learning:** As a lifelong learner, I'm always seeking out new opportunities for professional development to enhance my teaching skills and stay current with best practices in health education. I understand the importance of continuously evolving as an educator to better serve my students. Health and physical fitness are not only a job for me but also a passion that is a large part of my life and my family's life. We love to exercise and are always learning new ways to upgrade our health.

**Communication Skills:** Effective communication is at the heart of everything I do. Whether it's conveying concepts in the classroom or providing guidance on health and wellness, I pride myself on my ability to communicate clearly and effectively.

**Relationship Building:** My knack for building relationships comes from a blend of experiences. Being part of a D1 wrestling team taught me teamwork and camaraderie. Teaching in the Lansing School District has taught me how to connect with diverse communities. Plus, running an elite wrestling club allows me to mentor and support young athletes and their families. Being a devoted dad and husband has taught me the importance of personal connections. Overall, I excel at forging meaningful relationships in any setting.

**Creative Team Member:** I collaborate effectively with others and am committed to being a team player, prioritizing the well-being of students, the school, and the community. I have three years of experience working in an environment where I was required to think outside the box due to a low budget, and this helped me hone my creative problem-solving skills.

Thank you for considering my application. I am looking forward to the possibility of discussing how my qualifications and experiences align with the vision and goals of Grand Ledge High School. Please find my resume attached for your review.

Sincerely, Logan Massa

I am excited to share that I am nearing completion of the #TEACH program, a training initiative designed to provide educators with the necessary skills and knowledge to excel in their roles as Michigan Teachers. This program has provided me with the ability to become a certified teacher in Michigan.

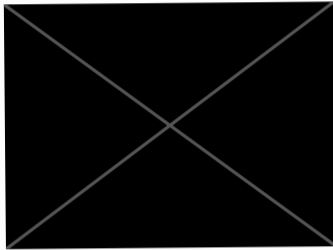
I have already successfully completed the physical education subset of the certification test. Additionally, I am scheduled to undertake the second half of the certification test, focusing on the health subset, on May 29, 2024. I am confident in my ability to perform well in this examination. Once I complete the exam on May 29<sup>th</sup>, 2024, I will hold my interim Michigan certificate for teaching Health and Physical Education. After three years of holding this certificate, it will automatically be converted into a Standard Michigan Teaching Certification.

The link to this program is here in case you are more curious about how this program works:  
<https://www.trainingeducators-mi.com/why-teach>

# Logan Massa

## Physical Education and Health Teacher

### Contact



### Education

University of Michigan  
Ann Arbor, MI

### Key Skills

Motivational Leader  
Great Communicator  
Passionate Role Model

### Objective

Dedicated teacher with a passion for promoting health and wellness seeking a position as a high school Health teacher at Grand Ledge High School. Committed to fostering a positive learning environment and empowering students with the knowledge and skills to make informed decisions regarding their health and well-being. Eager to leverage my expertise in both physical and mental health education to contribute to the academic and personal development of students at Grand Ledge High School.

### Experience

*August 2022 - Present*  
K-4 Physical Education Teacher • Lansing School District

*2022 - Present*  
Wrestling Club Owner • Massa's Maniacs

*2021 School Year*  
K-5 Physical Education Teacher • Mid-Michigan Leadership Academy

### Responsibilities

- ❖ Develop and implement age-appropriate PE curriculum aligned with state standards.
- ❖ Teach fundamental movement skills and promote physical activity.
- ❖ Create camaraderie with students to motivate them to engage in activities.
- ❖ Ensure safety during activities and assess student progress.
- ❖ Differentiate instruction to meet diverse student needs.
- ❖ Collaborate with colleagues and communicate with parents.
- ❖ Engage in professional development to enhance teaching skills.

### Athletic Achievements

- ❖ 3x NCAA All American 2017, '21, '22 at U of M
- ❖ Two-time U.S. Open Champion
- ❖ Mental Toughness Team Award 2022

### References

Available upon request.



To Whom It May Concern,

My name is Matt Powers. I am in my 23rd year of teaching elementary school. I love it immensely. Over the years, I have taught 3rd, 4th, 5th and 6th grades. Most of my years being in the 4th and 5th grades.

I have led many committees and been a part of even more. Currently, I am mentoring two teachers and enjoy helping them start and improve their careers. I am involved in leadership opportunities. During the winter months, I coach 7th grade basketball for girls and boys.

I am the President of the Thornapple Kellogg Board of Education. Our Board has proceeded through various storms and stood resolute in our goals. TK Schools are in the wonderful community of Middleville and it is growing at an amazing rate. These are exciting times for us.

I am a lifelong member of the United Methodist Church. I have been a member of the Middleville UMC for the last 20 years and I am heavily involved. I am on the Discipleship Formation Committee and Vice Chair of Trustees. In the past, I was directly involved in the Christian Education Committee. Ultimately, I help in any capacity when necessary.

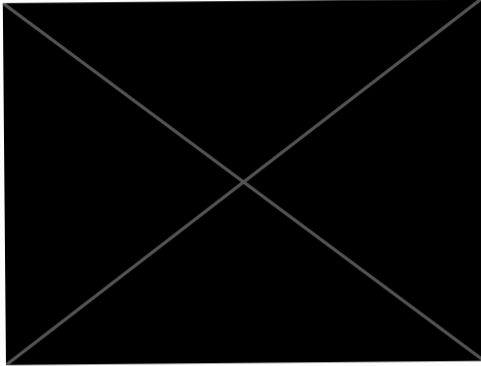
My life revolves around education. My years as a teacher and school board member have provided me with a wonderful foundational set of first hand experiences. Please consider my application to be honest and sincere.

Respectfully,

Matthew C. Powers



# Matthew C. Powers



## EDUCATION

Goodrich High School –

1996 with Honors

Michigan State University -

2000 with Honors

BA in Elementary Education

Minors in History and Geography

Olivet College -

2005 with High Honors

MA in Elementary Education

Certification -  
Renewal

Professional Teaching Certificate

K-5 All Subjects, K-8 Self Contained,

Geography (CB), and History (CC) 6-8

Expires June 2027, #IF0000000229306

## LEADERSHIP EXPERIENCES

- I am the President of the Thornapple Kellogg School Board.
- I am mentoring two teachers this year and over twelve over the years.
- I am on the MICIP Team.
- I am on the team that is responsible for selecting and recommending a math curriculum for our elementary schools.
- I have been a Grade Level Chair and Science Chair.
- I have been on the School Improvement and District School Improvement Team.
- I have been on the PBIS / MTSS / MiBLSi / MICIP Teams. The focus is positive reinforcement and using targeted data to guide academic improvement.
- I have coached 7th grade boys' and girls' basketball teams.

## OTHER EXPERIENCES

Coached AYSO soccer, 7th grade girls and boys basketball, Middleville UMC Trustees Vice President, Middleville UMC Discipleship Team Member, Master Gardener and Treasurer of the Thornapple Garden Club.

## TEACHING EXPERIENCE

Maple Valley Schools

23 successful years of teaching

3rd grade through 6th grade

Rated Satisfactory (highest possible) or Highly Effective every year except one.

- During that year everybody in Maple Valley received an Effective rating.

## TRAININGS

PBIS - On the team that created Maple Valley's program.

MTSS - On the team that created Maple Valley's program.

Kagan - Daily integration of principles.

CHAMPS - Daily integration of principles.

Michigan Association of School Boards - 25 CBA courses

## ACCOMPLISHMENTS

- I have taken the initiative for starting or creating many events at my school.
  - Field Day
  - Spelling Bee
  - Chess Tournament
  - Reading Lock-In
  - March is Reading Month Committee
  - Co-Planned Literacy Night
  - Co-Planned Math Night
  - Curriculum Night

- I have successfully written grants for the following.
  - Upgrading a drinking fountain to add a water bottle dispenser
  - Futon and comfortable seating for my students
  - Field trips to the Air Zoo for over five years
  - Wobble stools to use in my classroom
  - Plant tower for my classroom
  
- Thornapple Kellogg School Board
  - Superintendent stepped down in the fall of 2020 and Board President resigned in fall of 2021. I was voted into the role of President.
  - Stabilized the Board.
  - Led Board through interviewing Board candidates to fill vacant position.
  - Led Board through a settlement agreement with superintendent.
  - Led Board through hiring of superintendent and stabilizing the district.
  - This whole time, TK Schools was in the middle of a 42 million dollar building project. Every project has been on time and minimally impacted learning.
  - Bond money used to build an Early Childhood Center, additional classrooms to elementary buildings, update roofing, update pool and many other things.
  
- I presented a professional development session for Maple Valley's elementaries on Go Math! instruction.
  
- Blending Marilyn Kourilsky's Mini Society and Rafe Esquith's model, I have created a class currency and banking system. Students apply and interview for classroom jobs. We have a fully functioning bank with savings and loans opportunities. This is a real-world education.
  
- I listen to and observe my students. Understanding that sitting in a chair for up to eight hours a day. I have always allowed my students to stand or kneel respectfully at their desks. As time and opportunities allowed, I have had yoga balls, teeter boards, wobble stools and traditional molded plastic chairs.

- One of my proudest accomplishments is the long lasting relationships that I have maintained with my former students. I attend many of their graduation open houses and they always know that they are welcome to stop by my class at any time.
- I put an immense amount of pride in the fact that I provide students the opportunity to grow and succeed. I clearly explain to them that I cannot read for them or take their tests, but I can teach them and prepare them for those actions. I also build independent work skills. My students are well-known to self-monitor. This is a critical skill in life. I feel like I am preparing my students for the rest of their lives, not getting them through a grade level.
- Over five years ago, I created a mathematics / STEM curriculum that I taught in my Math Interventions section. It was a hit. Many of the activities were low floor / high ceiling, which allowed all students to successfully participate. Most importantly, they began to see that mathematics was more than computations.

## Education & Experience



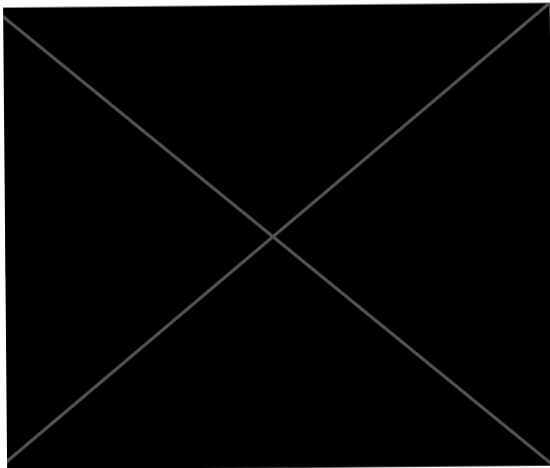
Masters of School  
Counseling  
Central Michigan University  
December 2006

Bachelor of Arts & Special  
Education K-12

*Major:* Emotional Impairment (SE) K-12  
*Minor:* Physical Education (MB) 6-12  
*Minor:* Family and Consumer Sciences (KH) 6-12  
Central Michigan University (May 2000)

Central Michigan University (Dec 2006)

## Contact Information



April 23, 2024

Kelly Jones  
Human Resource Director  
Grand Ledge Public Schools  
220 Lamson St.  
Grand Ledge, MI 48837

Dear Kelly,

Please consider this letter for employment for the position of Health Education teacher at Grand Ledge High School.

I possess a solid educational foundation and a passion for physical education and health. I excel helping young individuals with their academic, personal, and social needs. I welcome the opportunity to continue to work with an exciting team and contribute to the ongoing growth and success at Grand Ledge High School.

I believe you will discover my contagious personality, strong communication skills, and creativity to be of interest. I am excited to share my ideas to enhance the pride, tradition, and excellence offered through Grand Ledge Health & Physical Education Department.

Enclosed you will find a copy of my résumé which outlines my education and experiences in further detail. Also, it reflects my ability to be highly organized and exemplifies excellent time-management skills. I look forward to meeting with you to share how my qualifications compliment the needs of Grand Ledge High School. I can be reached via email [REDACTED] or [REDACTED]. Thank you for your time and consideration.

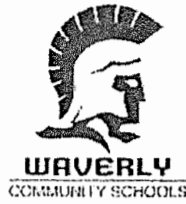
Sincerely,

Natalie J. Queen

Natalie J. Queen

# Natalie J. Queen

## PROFESSIONAL EXPERIENCE



Health and Physical Education Teacher  
Waverly High School  
2004 – Present

- Initiated, organized, and developed WHS as a National Unified Champion School (top 5 programs out of 8,000)
- Teach knowledge and skills in weightlifting, physical fitness, health education, rhythms, and dance, and individual, dual or team sports
- Instruct students in citizenship and basic subject matter specified in state law and administrative regulations and procedures
- Work cooperatively with other teachers in planning and implementing a balanced physical and health education program
- Analyze, demonstrate, and explain basic skills, knowledge and strategies of sports, games, and fundamentals of body movement.
- Develop lesson plans and supplementary materials compatible with Michigan Department of Education (MDE) and congruent with course learning targets and MDE standards
- Create and implement daily lessons
- Provide individualized and small group instruction to adapt curriculum to the needs of each student and subgroups of students
- Provides praise and individual support to raise students' self-confidence and self-esteem levels in various environments
- Establish and maintain standards of student behavior
- Evaluate academic and social growth of students, record grades, and keep appropriate records to include attendance reports, checklists, and other recordkeeping activities as necessary
- Evaluate each student's growth
- Communicate with administration, teachers, parents and/or school counselors on student progress or lack thereof
- Model nondiscriminatory practices in all activities

## Education & Experience



Masters of School Counseling  
Central Michigan University  
December 2006

### Bachelor of Arts & Special Education K-12

*Major:* Emotional Impairment (SE) K-12

*Minor:* Physical Education (MB) 6-12

*Minor:* Family and Consumer Sciences (KH) 6-12

Central Michigan University (May 2000)

### Department Head:

*Health & Physical Education*

Waverly High School (2012 – 2021)

### District Representative:

Whole School, Whole Community, Whole Child  
(WSCC)

Waverly Community Schools (2011 – Present)

### Department Head:

*Special Services*

Waverly High School (2010-2012)

### Staff Advisor:

UNIFIED Advisor (2018-2021)

Junior Class Advisor (2018-2021)

## Technical Skills

Strong student advocate focused on academic, personal/social and career successes

Superb organization, interpersonal, oral/written communication and problem-solving skills with administration, staff, and students

Expert skills in Microsoft suite programs, google, and social media platforms



## Committees & Certifications

- ★ Attendance Review Board
- ★ Teachers Learning Together Training
- ★ Attendance Committee
- ★ PRIDE Committee
- ★ Creating Safe Schools for Sexual Minority Youth
- ★ Training 101 & 201
- ★ Healthy and Responsible Relationships: HIV
- ★ Other STIs, and Pregnancy Prevention
- ★ Michigan Model Training
- ★ Suicide Prevention Curriculum Training
- ★ District Coordinator for Michigan Profile for Healthy Youth (MiPHY)
- ★ CPR & First Aid
- ★ Lifeguarding
- ★ Aqua Zumba

## References

### Mr. Christopher Huff

Waverly Community Schools  
Director of Teaching & Learning  
chuff@waverlyk12.net  
work 517.319.3030

### Matthew Oppenheim

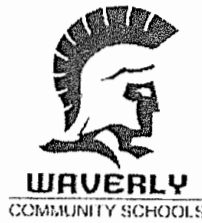
Waverly teacher  
moppenheim@waverlyk12.net  
Mobile [REDACTED]

### Mr. Dan Ekonen

Special Olympics Michigan  
Senior Director/Program Leadership  
dan.ekonen@som.org  
mobile [REDACTED]

### Dr. Lara Slee

Okemos Community Schools  
Director Of Diversity, Equity and Inclusion  
lara.slee@okemosk12.net



## Special Education Teacher Waverly High School/Middle School 2000-2002/2009-2012/2020-2022

- Adapted high school curriculum to teach Basic Skills English, Basic Skills Mathematics, Biology, and Social Studies to students with various disabilities
- Collaborated with general education teachers to ensure that materials taught aligned with Waverly Community School Curriculums
- Worked with students individually and in groups to promote full academic functioning
- Integrated interactive technology into classroom
- Collaborated with students, parents, special education teachers, para educators, regular education teachers, and administrators to help students prepare to become independently functioning adults
- Developed student behavior plans based on student's functional analysis
- Created self-contained program at Waverly Middle School
- adapted and modified general education curriculum to enable student success
- Met with regular education teachers to help adapt/modify their content curriculums
- Team-taught classes at middle school and high school
- Implemented and updated IEPs throughout the school year
- Assessed students' progress and growth
- Discussed students' behavior and achievements with parents and caregivers
- Site Coordinator for WHS Special Services Department for ACT
- Help build academic schedule with administration for WHS Special Services Department while Department Head

# David M. Schmidt



May 20, 2024

Grand Ledge School District

Dear Hiring team at Grand Ledge School District,

I want to express my sincere interest in the high school math position that is open. I believe I have the skills and the passion to be your top candidate for this placement.

For the past 19 years, I have had the opportunity to teach a diverse culture of students. I have taught mathematics in both the Lansing School District at Everett High School and currently in the Waverly School District teaching at Waverly High School. During my tenure I have found the foundational skills are important, I feel like applying my teaching earlier to students will help them be successful later in their mathematics career. This is the reason for the change of upper class to middle school. I feel like my ability to adapt, change, create fun games, and my willingness to not give up on any individual student puts me in the top tier of my profession.

I am very excited about this current opening at the Grand Ledge School District, as it is my goal to share my passion to help students know they can succeed to create an inclusive culture with the same foundational goal to teach and empower students to be successful. I am eager to develop and provide support to any and every school student in the Grand Ledge educational community.

I am confident my work ethic, advanced tenure and technology background as well as my passion for the job will make me an excellent candidate for this position. Thank you and I look forward to hearing from you.

David M. Schmidt

Teacher

Waverly High School

# David M. Schmidt

---

## CAREER SUMMARY

I am a long time educator working both in the Waverly Community Schools and Lansing School District. I showcase my highly qualified teaching strategies as a certified math instructor. I am a dedicated, resourceful and goal-driven professional with the interpersonal communication skills to foster meaningful relationships.

## WORK EXPERIENCE

**Waverly High School (Lansing, Michigan)**

**Mathematics Department Teacher, November 2017--Present**

Currently teaching advanced mathematics such as calculus, pre-calculus and advanced algebra to honors high school students. Meets the state's core educational standards in teaching practices and follows an established curriculum. Promotes critical thinking and technology to teach students the fundamentals of mathematics concepts.

**Everett High School (Lansing, Michigan)**

**Mathematics Department Chair/Teacher, August 2016—November 2017**

Accountable for the strategic direction, leadership, and management of the mathematics department. Manages the mathematics budget, acts as a liaison to administration as a resource for the department. Effectively mentors teaching staff and implements subject policies, targets and practices in context of the curriculum.

**Everett High School (Lansing, Michigan)**

**Calculus/Algebra/Geometry Teacher, August 2005—November 2017**

Meets the state's core educational standards in teaching practices and follows the established curriculum. Helps students develop critical-thinking abilities by gaining an understanding of mathematics concepts.

---

## LEADERSHIP ROLES

**Dewitt Middle School (Dewitt, Michigan)**

**E-sports Coordinator, November 2023 - April 2024**

Educating students on technology, equity, inclusion, communication, and respect through video games. **Dewitt Middle School (Lansing, Michigan)**

# David M. Schmidt

**Girls/Boys Golf Coach, March 2018 - June 2023**

Responsible for educating students on proper sportsmanship, accountability, honesty and the rules and techniques of the game of golf.

**Everett High School (Lansing, Michigan)**

**Assistant Athletic Director August 2010—2011**

Responsible for overseeing the athletic department in tangent with the athletic director. Supported daily functions of the athletic department which impacted school wide operations.

**Everett High School (Lansing, Michigan)**

**Magnet Coordinator August 2006—2008**

Upheld the magnet model, aiming to serve 600 students receiving an immersive learning experience. Coordinated the full STEM curriculum within a performing arts platform designed to assist students in developing problem-solving, creative thinking and learning skills.

Microsoft Word document content, including text and graphics, is subject to change without notice. Microsoft reserves the right to remove additional features at any time without notice, and is not responsible for any changes made to this document.

## QUALIFICATIONS/CERTIFICATIONS

- Leading for Equity & Justice—Eastern Michigan University, 2021
- HTML cert through freecodecamp.org
- The State of Michigan Teaching Certificate—Expiration 2029
- Trained in various teaching tools such as: Reading Apprenticeship, Carnegie Learning, Edgenuity (E20/20) Education Needs Instruction, Sylvan Teaching Style, Think Through Math, Sheltered Instruction Observation Protocol, Assertive Discipline.

Microsoft Word document content, including text and graphics, is subject to change without notice. Microsoft reserves the right to remove additional features at any time without notice, and is not responsible for any changes made to this document.

## REFERENCES

Assistant principal

Jekeia Murphy [REDACTED]

Assistant principal

Chris Smith [REDACTED]

Colleague

Lothar Koniestzko [REDACTED]

**Melanie Sutton**

May 29, 2024

Wacousta Elementary School Hiring Committee  
Grand Ledge Public Schools

Dear Hiring Committee,

I am writing to express my enthusiastic interest in the K-4 Resource Room Teacher position at Wacousta Elementary School. With a Bachelor of Arts in Special Education and Learning Disabilities from Michigan State University and extensive experience in both domestic and international educational settings, I am confident in my ability to support the learning experiences of your students.

During my comprehensive teacher preparation at Michigan State University, I gained valuable experience through internship placements. I have developed and implemented Individualized Education Programs (IEPs) for students with diverse learning needs. This experience has honed my ability to provide direct instruction tailored to each student, using evidence-based assessment, instruction, and interventions. I am particularly adept at data-driven instructional decision-making within a Multi-Tiered Systems of Support (MTSS) framework, ensuring that all students receive the support they need to thrive.

My experience extends beyond the classroom as well. In the Urban Educators Cohort, I developed a deep understanding of the unique challenges faced by students in urban settings and the importance of culturally responsive teaching. My time abroad in Auckland, New Zealand, further enriched my teaching practice by exposing me to different educational approaches and enhancing my ability to connect with students from diverse backgrounds.

I am particularly drawn to this opportunity at Wacousta Elementary School because of your commitment to fostering an inclusive and supportive learning environment for all students. I am adept at utilizing a variety of technological tools and interactive educational software, such as AAC communication aids, to enhance student engagement and accessibility. Additionally, my proactive approach to classroom management and strong collaboration skills have consistently contributed to positive learning outcomes in my previous roles.


I am excited about the possibility of bringing my skills and experiences to Wacousta Elementary School. I am confident that my background, coupled with my dedication to fostering an equitable and supportive educational environment, will allow me to contribute effectively to your school community. Thank you for considering my application. I look forward to the opportunity to discuss how I can support your students' success.

Warm regards,

*Melanie Sutton*

Melanie Sutton

# Melanie Sutton

Pronouns: she/her/they/them | 

## Education

<b>Fifth-Year Teacher Intern Program</b> <i>Michigan State University</i> – College of Education, East Lansing, MI	April 2024
<ul style="list-style-type: none"><li>• 12 Graduate Credits</li></ul>	
<b>Bachelor of Arts, Special Education &amp; Learning Disabilities</b> <i>Michigan State University</i> , East Lansing, MI	May 2023
<ul style="list-style-type: none"><li>• Teaching Major: Language Arts</li></ul>	
<b>Cross-Cultural Teaching Abroad, Auckland, New Zealand</b> <i>Michigan State University</i> – College of Education, East Lansing, MI	July 2023-August 2023
<ul style="list-style-type: none"><li>• 6 Graduate Credits</li></ul>	
<b>Urban Educators Cohort</b> <i>Michigan State University</i> – College of Education, East Lansing, MI	August 2019 – May 2023

## Certifications

K-12 Learning Disabilities	February 2024
Michigan Elementary Standard Certificate	April 2024
K-5 All Subjects (K-8 All Subjects Self-Contained)	April 2024
K-8 English Language Arts	Enrolled June 2023
Cardiopulmonary Resuscitation	Enrolled June 2024

## Honors/Awards

Michigan State University Dean's List	December 2019-May 2023
Woodrow and Lillie B. Wilson Scholarship	April 2023
Margaret A. Byrnes Scholarship	April 2023

## Teaching Experience

<b>Waverly High School: Lansing, MI</b> Internship Placement – Resource Reading classroom	January 2024-April 2024
<ul style="list-style-type: none"><li>• Collaborated with a team of special education professionals to design and implement individualized education plans (IEPs) for students with diverse learning abilities.</li><li>• Developed and executed differentiated lesson plans to accommodate various learning styles and facilitate the academic and social growth of students.</li><li>• Provided ongoing assessment and progress monitoring to track student achievement and adjust instructional strategies and supports as needed to ensure meaningful learning outcomes.</li><li>• Demonstrated a commitment to equity and social justice by advocating for resources and services to address the unique needs of students with high support needs in a low-economic area high school setting.</li></ul>	
<b>Pattengill Biotechnical Magnet School: Lansing MI</b> Internship Placement – 4 <sup>th</sup> grade classroom	September 2023-December 2023
<ul style="list-style-type: none"><li>• Addressed behavioral challenges with a proactive and positive approach, implementing classroom management techniques that promoted an environment conducive to learning.</li><li>• Collaborated with mentor teachers to design and implement engaging and culturally responsive lesson plans that addressed the diverse needs of students in an urban setting.</li></ul>	

- Utilized assessment data and student feedback to inform the design and adaptation of lesson plans to meet individual learning goals and challenges.
- Incorporated multi-modal instructional materials and resources to ensure accessibility and inclusivity for students with disabilities or English language learners

**Bucklands Beach Intermediate:** Auckland, New Zealand July 2023-August 2023  
Study Abroad Internship Placement – 7<sup>th</sup> grade classroom

- Collaborated with lead teachers to plan and execute engaging lesson plans, incorporating diverse teaching methods to accommodate various learning styles.
- Facilitated classroom activities that promoted critical thinking, creativity, and cultural awareness among students.

**Lyons Elementary:** Lansing, MI October 2022-April 2023  
Pre-Internship Placement – 1<sup>st</sup> grade classroom

- Utilized differentiated instruction techniques to address various learning styles and abilities, fostering an inclusive classroom culture that promoted student success.
- Engaged in systematic data collection and analysis to track student progress over time, using observational data to measure growth, identify areas for improvement, and adjust instructional practices accordingly.

**Okemos High School:** Okemos, MI September 2021-December 2021  
Pre-Internship Placement – High School Resource Room

- Supported instruction in a high school-level resource classroom in person, providing assistance to special education students with diverse learning needs.
- Applied knowledge gained from observations to effectively support students with ASD in various educational settings.

**Center for Success:** Detroit, MI June 2020-August 2020 and June 2020-August 2021  
Urban Immersion Fellowship Program – K-5<sup>th</sup> grade students

- Provided personalized mentoring to students in a one-on-one virtual setting via Zoom, utilizing eBooks and creative technologies to enhance engagement.
- Hosted weekly educational club sessions offering interactive and collaborative learning opportunities in a supportive small-group setting.

**Mt. Hope Elementary:** Lansing, MI October 2019-December 2019  
Pre-Internship Placement – 3<sup>rd</sup> grade classroom

- Actively engaged with students and families to build positive relationships and establish partnerships based on trust, respect, and open communication.
- Observed general education classroom management techniques while infusing culturally responsive approaches into daily instruction, promoting student engagement and academic success.

## **Additional Experience**

**Michigan State University College of Education Dean's Office** August 2021-June 2023  
Student Clerical Assistant

- Assisted students and faculty members, maintained a clean office space, and supported supervisors in hosting college-sponsored events.

**Student Council for Exceptional Children** October 2019 – May 2023  
Member and President

- Dedicated two years of service as a volunteer member, actively participating in both in-person and virtual events.
- Initiated and maintained partnerships with non-profit organizations, leveraging effective communication skills to establish collaborative relationships and promote joint initiatives that

- aligned with the organization's mission.
- Organized and facilitated meetings with board members, fostering open communication, collaboration, and strategic planning to advance the organization's goals and initiatives.

### **Undergraduate Workshops**

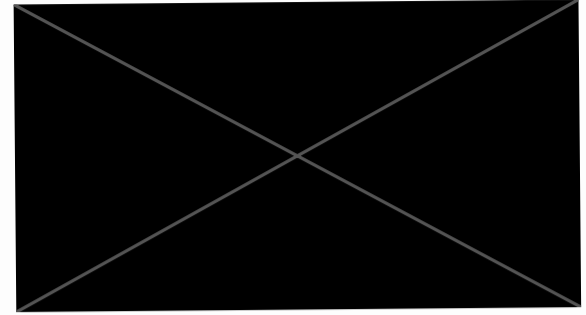
MSU Urban Education Speaker Series, lecture given by Dr. Django Paris	December 2022
MSU Urban Education Speaker Series, lecture given by Dr. Maisha Winn	February 2022
MSU Urban Education Speaker Series, lecture given by H. Richard Milner	January 2022
Black Male Educators Alliance Annual Conference	November 2021

### **Technological Skills**

Microsoft Word, Excel, and PowerPoint for Mac and PC; Google Docs, Slides, Forms, and Sheets for Mac and PC; Canva; SMART Board & Interactive Whiteboard technology; AAC Symbol-Based Communication Aid such as TalkTablet Pro Speech; Interactive Educational Software such as Kahoot, Blooket, and Edpuzzle.



# Ginger Wittmann



April 18, 2024

**Dr. Bill Barnes**

Superintendent

Grand Ledge Public Schools

220 Lamon St. Grand Ledge MI 48837

Dear Dr. Barnes,

I am extremely excited to submit my application for the elementary teacher position within Grand Ledge Public Schools.

At the end of this month, I will complete my certification classes through Saginaw Valley State University. I recently passed my elementary education MTTC test, and I am seeking employment with Grand Ledge Public Schools for the 2024-2025 school year. I currently hold a 4.0 in my program and I am in exceptionally good standing with the university.

This year while completing my certification I have been employed as a lead teacher in a fourth-grade classroom for Maple Valley Schools. I have gained a lot of experience and developed many skills this year. I have worked diligently to build relationships within my classroom and my community. I have also worked hard to ensure that curriculum was taught in a way that suited the diverse learning styles present in my classroom. My current administration has been pleased with the overall growth that my students have shown through their NWEA test scores which were overall higher than the district norm.

Additionally, I recognized the potential of Artificial Intelligence (AI) to enhance classroom learning. I took the initiative to learn about various AI tools and applications in education. I then developed and led professional development sessions for my colleagues, equipping them with the knowledge and skills to integrate AI effectively in their classrooms.

I received incredibly positive feedback from my mentor teachers and my administration earning an overall rating of exceeding expectations for my annual review.


I would be delighted to bring my skills and innovative ideas to Grand Ledge Public Schools. I appreciate your consideration.

Sincerely,

Ginger Wittmann

# Ginger Wittmann

Certified Teacher



## Education

Teacher Certification, Saginaw Valley State University, Saginaw, MI (2024)

Bachelor of Business Management (BBM), Cornerstone University, Grand Rapids, MI (2019)

## Objective

Enthusiastic elementary teacher with experience creating a nurturing and stimulating environment where students develop a love for learning. Seeking a position at Grand Ledge Public Schools for the 2024-2025 school year to contribute to building a solid foundation for young minds.

## Experience

---

### Maple Valley Schools, 4th Grade Teacher 2023-Present

- **Differentiation Expert with testing success:** Designed and implemented differentiated lesson plans that catered to diverse learning styles, ensuring all students reached their full potential. This resulted in classroom scores above the district norm for NWEA testing.
- **AI (Artificial Intelligence) in Education Pioneer:** Pioneered the use of artificial intelligence in the classroom, fostering a more engaging learning environment. Led professional development sessions to empower colleagues on AI integration and became the go-to staff member for AI within the school.
- **Collaborative Builder:** Cultivated strong relationships with administrators, staff, students, families, and the community, creating a supportive learning network.

### Edustaff, Substitute Teacher 2022-2024

- Instructed students in grades K-4
- Worked closely with teaching staff to ensure lesson plans were completed and goals were met for individual students
- Communicated with school staff to ensure safety protocols were met
- Became a preferred substitute for many teachers

### Sparrow Hospital, Staffing Specialist 2019-2023

- **Strong Organization and Prioritization Skills:** Managed complex schedules for nurses, patient care technicians, and safety sitters, ensuring smooth daily operations with a priority to patient safety and care in a fast-paced environment.
- **Effective Communicator:** Interpreted contracts related to staffing processes, ensuring clear communication and adherence to regulations across many different departments.
- **Problem-Solving and Adaptability:** Responded effectively to staffing shortages, finding creative solutions, and adapting to changing circumstances to ensure quality care delivery.



## **REPORTS**

- A. Capitol Connections Report**
- B. Eaton RESA Report**
- C. Grand Ledge Education Foundation Report**
- D. Equity, Diversity & Inclusion Committee**
- E. Governance Committee Report**
- F. Bond Update**
- G. Superintendent's Report**



## PUBLIC COMMENT ON NON-AGENDA ITEMS

Persons may address the board for up to three (3) minutes in the Public Comment segment of the meeting by providing your name and jurisdiction (City, Township / County) on one of the Public Comment forms provided at the sign in table and turning it in to the Superintendent's Assistant.

The meeting chair will use the Public Comment forms submitted to invite persons to come forward to make their public comment at the appropriate time.

Board Meetings are constructed to conduct necessary business of the board, while allowing time for the public to express concerns and opinions.

Out of respect for board members, students and staff, you will be interrupted if you:

- Personally attack a board member or district employee on issues unrelated to their job performance.
- Mention a student's name when discussing behavior or other incidents.
- Engage in discussion with other members of the audience.

You will be reminded when you are approaching the end of your three-minute limit so you can conclude with your strongest points.

The board will not respond to questions or comments during public comment but the Superintendent will do his best to answer questions at the end of the meeting. If immediate answers are not available, arrangements will be made to provide you with the information requested.



## **OLD BUSINESS A**

### **A. Approval of Final 2023-2024 Budget Amendment Resolution**

**PROPOSED MOTION:** I move the Grand Ledge Public Schools Board of Education approve the Final 2023-2024 Budget Amendment Resolution, as presented.

### **ROLL CALL VOTE**

GENERAL APPROPRIATIONS ACT  
Resolution for Adoption by the Board of Education of  
Grand Ledge Public Schools

RESOLVED, that the General Appropriations Act for the  
Grand Ledge Public Schools General Fund for fiscal year 2023-24  
is amended as follows:

<u>Code#</u>	<u>Original</u> <u>2023-24</u> <u>Budget</u>	<u>Increase</u> <u>(Decrease)</u>	<u>Amendment #1</u> <u>2023-24</u> <u>Budget</u>	<u>Increase</u> <u>(Decrease)</u>	<u>Final</u> <u>2023-24</u> <u>Budget</u>
<b><u>REVENUES</u></b>					
100 Local	\$ 11,733,606	\$ 447,994	\$ 12,181,600	\$ 464,776	\$ 12,646,376
300 State	52,432,134	1,260,568	53,692,702	291,537	53,984,239
400 Federal	4,426,481	414,437	4,840,918	400,052	5,240,970
500-600 Incoming Transfers	3,546,682	(312,069)	3,234,613	(327,116)	2,907,497
Total Revenues	\$ 72,138,903	\$ 1,810,930	\$ 73,949,833	\$ 829,249	\$ 74,779,082
<b><u>EXPENDITURES</u></b>					
Instruction -					
110 Basic Program	\$ 32,727,408	\$(1,186,251)	\$ 31,541,157	\$ 103,740	\$ 31,644,897
120 Added Needs	9,043,965	1,425,758	10,469,723	135,717	10,605,440
Total Instruction	41,771,373	239,507	42,010,880	239,457	42,250,337
Support Services -					
210 Pupil	5,598,185	1,050,967	6,649,152	(473,577)	6,175,575
220 Instructional Staff	2,838,604	(148,685)	2,689,919	178,378	2,868,297
230 General Administration	1,676,268	(1,002,932)	673,336	(13,500)	659,836
240 School Administration	3,498,264	445,935	3,944,199	79,667	4,023,866
250 Business	828,895	(416)	828,479	(18,061)	810,418
260 Operations & Maintenance	7,564,228	304,215	7,868,443	(48,020)	7,820,423
270 Transportation	4,914,251	(499,029)	4,415,222	76,670	4,491,892
280 Central Support Services	1,927,093	70,407	1,997,500	86,242	2,083,742
290 Other Support Services	918,662	(15,860)	902,802	30,681	933,483
Total Support Services	29,764,450	204,602	29,969,052	(101,520)	29,867,532
300 Community Services	10,662	15,304	25,966	0	25,966
400-600 Outgoing Transfers & Fund Modifications	576,879	(65,361)	511,518	930,074	1,441,592
Total Expenditures	\$ 72,123,364	\$ 394,052	\$ 72,517,416	\$ 1,068,011	\$ 73,585,427
Amount by which Revenues Exceed Expenditures	\$ 15,539	\$ 1,416,878	\$ 1,432,417	\$ (238,762)	\$ 1,193,655
<b><u>FUND BALANCE INFORMATION</u></b>					
Fund Balance at July 1, 2023	\$ 7,369,933		\$ 7,369,933		\$ 7,369,933
Amount by which Revenues Exceed Expenditures	15,539		1,432,417		1,193,655
Ending Fund Balance	\$ 7,385,472		\$ 8,802,350		\$ 8,563,588
Fund Balance as a Percentage of Revenues	10.24%		11.90%		11.45%

ADOPTED this 24th day of June, 2024

GENERAL APPROPRIATIONS ACT  
Resolution for Adoption by the Board of Education of  
Grand Ledge Public Schools

RESOLVED, that the General Appropriations Act for the  
Grand Ledge Public Schools General Capital Projects Fund for fiscal year 2023-24  
is amended as follows:

<u>Code#</u>		<u>Original 2023-24 Budget</u>	<u>Increase (Decrease)</u>	<u>Final 2023-24 Budget</u>
<b><u>REVENUES</u></b>				
100	Local	\$ 140,000	\$ 60,000	\$ 200,000
300	State	-		-
400	Federal	-		-
500-600	Incoming Transfers	-	500,000	500,000
	Total Revenues	<u>\$ 140,000</u>	<u>\$ 560,000</u>	<u>\$ 700,000</u>
<b><u>EXPENDITURES</u></b>				
220	Instructional Staff	\$ 100,000	\$ (100,000)	\$ -
250	Business		500	500
280	Central Support Services	100,000	(100,000)	-
	Total Support Services	<u>200,000</u>	<u>(199,500)</u>	<u>500</u>
400-600	Outgoing Transfers & Fund Modifications	<u>500,000</u>	<u>87,000</u>	<u>587,000</u>
	Total Expenditures	<u>\$ 700,000</u>	<u>\$ (112,500)</u>	<u>\$ 587,500</u>
	Amount by which Revenues Exceed Expenditures	<u>\$ (560,000)</u>	<u>\$ 672,500</u>	<u>\$ 112,500</u>
<b><u>FUND BALANCE INFORMATION</u></b>				
	Fund Balance at July 1, 2023	\$ 4,624,765		\$ 4,624,765
	Amount by which Revenues Exceed Expenditures	<u>(560,000)</u>		<u>112,500</u>
	Ending Fund Balance	<u>\$ 4,064,765</u>		<u>\$ 4,737,265</u>

ADOPTED this 24th day of June, 2024

GENERAL APPROPRIATIONS ACT  
Resolution for Adoption by the Board of Education of  
Grand Ledge Public Schools

RESOLVED, that the General Appropriations Act for the  
Grand Ledge Public Schools Debt Service Fund for fiscal year 2023-24  
is amended as follows:

<u>Code#</u>		<u>Original 2023-24 Budget</u>	<u>Increase (Decrease)</u>	<u>Final 2023-24 Budget</u>
	<b><u>REVENUES</u></b>			
100	Local	\$10,534,000	\$ 309,000	\$10,843,000
300	State	-	2,900	2,900
400	Federal	-		-
	Total Revenues	<u>\$10,534,000</u>	<u>\$ 311,900</u>	<u>\$10,845,900</u>
	<b><u>EXPENDITURES</u></b>			
250	Business	\$ 2,500	\$ 1,045	\$ 3,545
510	Debt Service	10,741,453	4,617	10,746,070
	Total Expenditures	<u>10,743,953</u>	<u>5,662</u>	<u>10,749,615</u>
	Amount by which Revenues Exceed Expenditures	<u>\$ (209,953)</u>	<u>\$ 306,238</u>	<u>\$ 96,285</u>
	<b><u>FUND BALANCE INFORMATION</u></b>			
	Fund Balance at July 1, 2023	\$ 2,012,966		\$ 2,012,966
	Amount by which Revenues Exceed Expenditures	<u>(209,953)</u>		<u>96,285</u>
	Ending Fund Balance	<u>\$ 1,803,013</u>		<u>\$ 2,109,251</u>
	Fund Balance as a Percentage of Revenues	<u>17.12%</u>		<u>19.45%</u>

ADOPTED this 24th day of June, 2024



GENERAL APPROPRIATIONS ACT  
Resolution for Adoption by the Board of Education of  
Grand Ledge Public Schools

RESOLVED, that the General Appropriations Act for the  
Grand Ledge Public Schools Community Education Fund for fiscal year 2023-24  
is amended as follows:

<u>Code#</u>		<u>Original 2023-24 Budget</u>	<u>Increase (Decrease)</u>	<u>Final 2023-24 Budget</u>
	<b><u>REVENUES</u></b>			
100	Local	\$ 2,100,000	\$ 150,000	\$ 2,250,000
300	State	-		-
400	Federal	-		-
	Total Revenues	<u>\$ 2,100,000</u>	<u>\$ 150,000</u>	<u>\$ 2,250,000</u>
	<b><u>EXPENDITURES</u></b>			
	Instruction -			
100	Basic Program	\$ 1,215,350	\$ (94,650)	\$ 1,120,700
220	Instructional Staff	275,775	(44,775)	231,000
300	Community Services	1,248,532	165,468	1,414,000
	Total Expenditures	<u>\$ 2,739,657</u>	<u>\$ 26,043</u>	<u>\$ 2,765,700</u>
	Amount by which Revenues Exceed Expenditures	<u>\$ (639,657)</u>	<u>\$ 123,957</u>	<u>\$ (515,700)</u>
	<b><u>FUND BALANCE INFORMATION</u></b>			
	Fund Balance at July 1, 2023	\$ 937,073		\$ 937,073
	Amount by which Revenues Exceed Expenditures	<u>(639,657)</u>		<u>(515,700)</u>
	Ending Fund Balance	<u>\$ 297,416</u>		<u>\$ 421,373</u>
	Fund Balance as a Percentage of Revenues	<u>14.16%</u>		<u>18.73%</u>

ADOPTED this 24th day of June, 2024

GENERAL APPROPRIATIONS ACT  
Resolution for Adoption by the Board of Education of  
Grand Ledge Public Schools

RESOLVED, that the General Appropriations Act for the  
Grand Ledge Public Schools Food Service Fund for fiscal year 2023-24  
is amended as follows:

<u>Code#</u>		<u>Original 2023-24 Budget</u>	<u>Increase (Decrease)</u>	<u>Final 2023-24 Budget</u>
	<b><u>REVENUES</u></b>			
100	Local	\$ 968,633	\$ (764,008)	\$ 204,625
300	State	100,210	1,270,380	1,370,590
400	Federal	1,018,003	210,530	1,228,533
500-600	Incoming Transfers	6,000	(4,000)	2,000
	Total Revenues	<u>\$ 2,092,846</u>	<u>\$ 712,902</u>	<u>\$ 2,805,748</u>
	<b><u>EXPENDITURES</u></b>			
290	Other Support Services	<u>\$ 2,194,628</u>	<u>\$ 618,405</u>	<u>\$ 2,813,033</u>
	Total Support Services	2,194,628	618,405	2,813,033
400-600	Outgoing Transfers & Fund Modifications	<u>0</u>	<u>150,000</u>	<u>150,000</u>
	Total Expenditures	<u>\$ 2,194,628</u>	<u>\$ 768,405</u>	<u>\$ 2,963,033</u>
	Amount by which Revenues Exceed Expenditures	<u>\$ (101,782)</u>	<u>\$ (55,503)</u>	<u>\$ (157,285)</u>
	<b><u>FUND BALANCE INFORMATION</u></b>			
	Fund Balance at July 1, 2023	\$ 963,389		\$ 963,389
	Amount by which Revenues Exceed Expenditures	<u>(101,782)</u>		<u>(157,285)</u>
	Ending Fund Balance	<u>\$ 861,607</u>		<u>\$ 806,104</u>
	Fund Balance as a Percentage of Revenues	<u>41.17%</u>		<u>28.73%</u>

ADOPTED this 24th day of June, 2024

GENERAL APPROPRIATIONS ACT  
Resolution for Adoption by the Board of Education of  
Grand Ledge Public Schools

RESOLVED, that the General Appropriations Act for the  
Grand Ledge Public Schools 2021 Capital Projects Fund Proposal 2 for fiscal year 2023-24  
is amended as follows:

<u>Code#</u>	<u>Original 2023-24 Budget</u>	<u>Increase (Decrease)</u>	<u>Final 2023-24 Budget</u>
<b><u>REVENUES</u></b>			
100 Local	\$ 100	\$ 19,133	\$ 19,233
300 State	-		-
400 Federal	-		-
Total Revenues	\$ 100	\$ 19,133	\$ 19,233
<b><u>EXPENDITURES</u></b>			
280 Central Support Services	\$ -	\$ -	\$ -
450 Improvements	184,922	261,630	446,552
Total Support Services	184,922	261,630	446,552
400-600 Outgoing Transfers & Fund Modifications	-	-	-
Total Expenditures	\$ 184,922	\$ 261,630	\$ 446,552
Amount by which Revenues Exceed Expenditures	\$ (184,822)	\$ (242,497)	\$ (427,319)
<b><u>FUND BALANCE INFORMATION</u></b>			
Fund Balance at July 1, 2023	\$ 703,764		\$ 703,764
Amount by which Revenues Exceed Expenditures	(184,822)		(427,319)
Ending Fund Balance	\$ 518,942		\$ 276,445

ADOPTED this 24th day of June, 2024

GENERAL APPROPRIATIONS ACT  
Resolution for Adoption by the Board of Education of  
Grand Ledge Public Schools

RESOLVED, that the General Appropriations Act for the  
Grand Ledge Public Schools 2021 Capital Projects Fund Proposal 1 for fiscal year 2023-24  
is amended as follows:

<u>Code#</u>	<u>Original 2023-24 Budget</u>	<u>Increase (Decrease)</u>	<u>Final 2023-24 Budget</u>
<b><u>REVENUES</u></b>			
100 Local	\$ 25,000	\$ 832,000	\$ 857,000
300 State	-	-	-
400 Federal	-	-	-
Total Revenues	\$ 25,000	\$ 832,000	\$ 857,000
<b><u>EXPENDITURES</u></b>			
280 Central Support Services	\$ -	\$ -	\$ -
450 Improvements	15,000,000	6,000,000	21,000,000
Total Support Services	15,000,000	6,000,000	21,000,000
400-600 Outgoing Transfers & Fund Modifications	0	0	0
Total Expenditures	\$ 15,000,000	\$ 6,000,000	\$ 21,000,000
Amount by which Revenues Exceed Expenditures	\$ (14,975,000)	\$ (5,168,000)	\$ (20,143,000)
<b><u>FUND BALANCE INFORMATION</u></b>			
Fund Balance at July 1, 2023	\$ 23,313,016		\$ 23,313,016
Amount by which Revenues Exceed Expenditures	(14,975,000)		(20,143,000)
Ending Fund Balance	\$ 8,338,016		\$ 3,170,016

ADOPTED this 24th day of June, 2024

GENERAL APPROPRIATIONS ACT  
Resolution for Adoption by the Board of Education of  
Grand Ledge Public Schools

RESOLVED, that the General Appropriations Act for the  
Grand Ledge Public Schools 2023 Capital Projects Fund Proposal 1 for fiscal year 2023-24  
is amended as follows:

<u>Code#</u>	<u>Original 2023-24 Budget</u>	<u>Increase (Decrease)</u>	<u>Final 2023-24 Budget</u>
<b><u>REVENUES</u></b>			
100 Local	\$ 300,000	\$ 753,000	\$ 1,053,000
300 State	-	-	-
400 Federal	-	-	-
Total Revenues	<u>\$ 300,000</u>	<u>\$ 753,000</u>	<u>\$ 1,053,000</u>
<b><u>EXPENDITURES</u></b>			
250 Business	\$ -	\$ -	\$ -
450 Improvements	11,500,000	(9,000,000)	2,500,000
Total Support Services	<u>11,500,000</u>	<u>(9,000,000)</u>	<u>2,500,000</u>
400-600 Outgoing Transfers & Fund Modifications	-	-	-
Total Expenditures	<u>\$ 11,500,000</u>	<u>\$ (9,000,000)</u>	<u>\$ 2,500,000</u>
Amount by which Revenues Exceed Expenditures	<u>\$ (11,200,000)</u>	<u>\$ 9,753,000</u>	<u>\$ (1,447,000)</u>
<b><u>FUND BALANCE INFORMATION</u></b>			
Fund Balance at July 1, 2023	\$ 22,185,006		\$ 22,185,006
Amount by which Revenues Exceed Expenditures	<u>(11,200,000)</u>		<u>(1,447,000)</u>
Ending Fund Balance	<u>\$ 10,985,006</u>		<u>\$ 20,738,006</u>

ADOPTED this 24th day of June, 2024

GENERAL APPROPRIATIONS ACT  
Resolution for Adoption by the Board of Education of  
Grand Ledge Public Schools

RESOLVED, that the General Appropriations Act for the  
Grand Ledge Public Schools 2024 Capital Projects Fund Proposal 1 for fiscal year 2023-24  
is amended as follows:

<u>Code#</u>	<u>Original 2023-24 Budget</u>	<u>Increase (Decrease)</u>	<u>Final 2023-24 Budget</u>
<b><u>REVENUES</u></b>			
100 Local	\$ -		\$ 24,664,796
300 State	-		-
400 Federal	-		-
Total Revenues	\$ -		\$ 24,664,796
<b><u>EXPENDITURES</u></b>			
250 Business	\$ -		\$ 135,521
450 Improvements	-		50,000
Total Support Services	-		50,000
400-600 Outgoing Transfers & Fund Modifications	0		0
Total Expenditures	\$ -		\$ 50,000
Amount by which Revenues Exceed Expenditures	\$ -		\$ 24,614,796
<b><u>FUND BALANCE INFORMATION</u></b>			
Fund Balance at July 1, 2023	\$ -		\$ -
Amount by which Revenues Exceed Expenditures	-		24,614,796
Ending Fund Balance	\$ -		\$ 24,614,796

ADOPTED this 24th day of June, 2024



## **OLD BUSINESS B**

### **B. Approval of 2024-2025 Budget Resolution**

**PROPOSED MOTION:** I move the Grand Ledge Public Schools Board of Education approve the 2024-2025 General Fund, Food Service, Debt Service, Student Activity, General Capital Projects, School Store, Sinking Fund, Community Education, 2021 Capital Projects Proposal 1, 2021 Capital Projects Proposal 2, 2023 Capital Projects Proposal 1 and 2024 Capital Projects Proposal 1 Resolution, as presented.

### **ROLL CALL VOTE**

General Fund Budget 2024-25

Grand Ledge Public Schools

For Action 6-24-2024

**BUDGET ASSUMPTIONS**

	Final 2023-24	Proposed 2024-25
Foundation Allowance	\$9,608	\$9,849
Membership blend	90% fall 2023/10% spring 2023	90% fall 2024/10% spring 2024
Current year Fall student FTE	5,322.96	5,297.52
Prior year Spring student FTE	5,089.34	5,297.52
Blended student count	5,299.60	5,297.52

**REVENUE**

General fund revenues for the 2024-25 year are projected to equal approximately \$76.9 million. The following factors contributed to the revenue projection:

- The District’s State revenues will increase by approximately \$1,277,000 during FY 2025 based upon the Governor’s proposed \$241 per pupil increase in the foundation allowance.
- Federal revenues will decrease by \$566,000 due to the expiration of ESSER funding. These one-time funds were utilized to supplant on-going expenditures or purchase student technology devices in previous fiscal years.
- Incoming transfers will increase in FY 2025 due to the additional County wide special education millage.

**EXPENDITURES**

General fund expenditures are projected to increase by approximately \$3.3 million in 2024-25. The following factors contributed to the expenditure projection:

- Employee compensation costs are projected to increase by approximately \$2.4 million due to salary step increases, ORS retirement rate increases, employee insurance increases and five contract settlements.
- New staff positions for FY 2025 include 7 new teaching positions, a part-time secretarial position and a high school hall monitor.
- Other expenditures reflected include the addition of a bus route, moving costs associated with the new Wacousta building and additional support for student technology device management.

**FUND BALANCE**

The original budget adoption for 2024-25 calls for a basically break-even position leaving the District with a projected ending fund balance of \$8,569,000 as of June 30, 2025. This fund balance level represents 11.14% of revenues.



GENERAL APPROPRIATIONS ACT  
Resolution for Adoption by the Board of Education of  
Grand Ledge Public Schools

RESOLVED, that the General Appropriations Act for the  
Grand Ledge Public Schools General Fund for fiscal year 2024-25  
is adopted as follows:

<u>Code#</u>		<u>Original 2024-25 Budget</u>
<b><u>REVENUES</u></b>		
100	Local	\$ 12,646,376
300	State	55,484,655
400	Federal	4,674,970
500-600	Incoming Transfers	4,110,537
	<b>Total Revenues</b>	<b>\$ 76,916,538</b>
<b><u>EXPENDITURES</u></b>		
	Instruction -	
110	Basic Program	\$ 33,876,155
120	Added Needs	11,096,440
	<b>Total Instruction</b>	<b>44,972,595</b>
	Support Services -	
210	Pupil	6,215,075
220	Instructional Staff	3,191,297
230	General Administration	688,836
240	School Administration	4,194,866
250	Business	815,418
260	Operations & Maintenance	8,017,423
270	Transportation	4,696,892
280	Central Support Services	2,153,742
290	Other Support Services	938,483
	<b>Total Support Services</b>	<b>30,912,032</b>
300	Community Services	25,966
400-600	Outgoing Transfers & Fund Modifications	1,000,592
	<b>Total Expenditures</b>	<b>\$ 76,911,185</b>
	Amount by which Revenues Exceed Expenditures	<b>\$ 5,353</b>
<b><u>FUND BALANCE INFORMATION</u></b>		
	Fund Balance at July 1, 2024	\$ 8,563,588
	Amount by which Revenues Exceed Expenditures	5,353
	<b>Ending Fund Balance</b>	<b>\$ 8,568,941</b>
	Fund Balance as a Percentage of Revenues	<b>11.14%</b>

ADOPTED this 24th day of June, 2024

GENERAL APPROPRIATIONS ACT  
 Resolution for Adoption by the Board of Education of  
 Grand Ledge Public Schools

RESOLVED, that the General Appropriations Act for the  
 Grand Ledge Public Schools Food Service Fund for fiscal year 2024-25  
 is adopted as follows:

<u>Code#</u>		<u>Original 2024-25 Budget</u>
<b><u>REVENUES</u></b>		
100	Local	\$ 185,424
300	State	1,312,791
400	Federal	1,477,200
500-600	Incoming Transfers	2,000
	Total Revenues	<u>\$ 2,977,415</u>
<b><u>EXPENDITURES</u></b>		
290	Other Support Services	<u>\$ 2,948,236</u>
	Total Support Services	2,948,236
400-600	Outgoing Transfers & Fund Modifications	<u>150,000</u>
	Total Expenditures	<u>\$ 3,098,236</u>
	Amount by which Revenues Exceed Expenditures	<u><u>\$ (120,821)</u></u>
<b><u>FUND BALANCE INFORMATION</u></b>		
	Fund Balance at July 1, 2024	\$ 806,104
	Amount by which Revenues Exceed Expenditures	<u>(120,821)</u>
	Ending Fund Balance	<u><u>\$ 685,283</u></u>
	Fund Balance as a Percentage of Revenues	<u><u>23.02%</u></u>

ADOPTED this 24th day of June, 2024

GENERAL APPROPRIATIONS ACT  
 Resolution for Adoption by the Board of Education of  
 Grand Ledge Public Schools

RESOLVED, that the General Appropriations Act for the  
 Grand Ledge Public Schools Debt Service Fund for fiscal year 2024-25  
 is adopted as follows:

<u>Code#</u>		<u>Original 2024-25 Budget</u>
<b><u>REVENUES</u></b>		
100	Local	\$11,400,000
300	State	-
400	Federal	-
	Total Revenues	<u>\$11,400,000</u>
<b><u>EXPENDITURES</u></b>		
250	Business	\$ 4,100
510	Debt Service	<u>11,548,431</u>
	Total Expenditures	11,552,531
	Amount by which Revenues Exceed Expenditures	<u><u>\$ (152,531)</u></u>
<b><u>FUND BALANCE INFORMATION</u></b>		
	Fund Balance at July 1, 2023	\$ 2,109,251
	Amount by which Revenues Exceed Expenditures	<u>(152,531)</u>
	Ending Fund Balance	<u><u>\$ 1,956,720</u></u>
	Fund Balance as a Percentage of Revenues	<u><u>17.16%</u></u>

ADOPTED this 24th day of June, 2024

GENERAL APPROPRIATIONS ACT  
 Resolution for Adoption by the Board of Education of  
 Grand Ledge Public Schools

RESOLVED, that the General Appropriations Act for the  
 Grand Ledge Public Student Activity Fund for fiscal year 2024-25  
 is adopted as follows:

<u>Code#</u>		<u>Original 2024-25 Budget</u>
	<b><u>REVENUES</u></b>	
100	Local	\$ 430,000
300	State	0
400	Federal	0
	Total Revenues	<u>\$ 430,000</u>
	<b><u>EXPENDITURES</u></b>	
290	Other Support Services	<u>\$ 430,000</u>
	Total Support Services	430,000
400-600	Outgoing Transfers & Fund Modifications	<u>0</u>
	Total Expenditures	<u>\$ 430,000</u>
	Amount by which Revenues Exceed Expenditures	<u><u>\$ -</u></u>
	<b><u>FUND BALANCE INFORMATION</u></b>	
	Fund Balance at July 1, 2024	\$ 538,771
	Amount by which Revenues Exceed Expenditures	<u>-</u>
	Ending Fund Balance	<u><u>\$ 538,771</u></u>

ADOPTED this 24th day of June, 2024

GENERAL APPROPRIATIONS ACT  
Resolution for Adoption by the Board of Education of  
Grand Ledge Public Schools

RESOLVED, that the General Appropriations Act for the  
Grand Ledge Public Schools General Capital Projects Fund for fiscal year 2024-25  
is adopted as follows:

<u>Code#</u>		<u>Original 2024-25 Budget</u>
	<b><u>REVENUES</u></b>	
100	Local	\$ 200,000
300	State	-
400	Federal	-
500-600	Incoming Transfers	-
	Total Revenues	<u>\$ 200,000</u>
	<b><u>EXPENDITURES</u></b>	
220	Instructional Staff	\$ 100,000
250	Business	\$ 500
280	Central Support Services	100,000
	Total Support Services	<u>200,500</u>
400-600	Outgoing Transfers & Fund Modifications	<u>200,000</u>
	Total Expenditures	<u>\$ 400,500</u>
	Amount by which Revenues Exceed Expenditures	<u>\$ (200,500)</u>
	<b><u>FUND BALANCE INFORMATION</u></b>	
	Fund Balance at July 1, 2024	\$ 4,737,265
	Amount by which Revenues Exceed Expenditures	<u>(200,500)</u>
	Ending Fund Balance	<u>\$ 4,536,765</u>

ADOPTED this 24th day of June, 2024

GENERAL APPROPRIATIONS ACT  
Resolution for Adoption by the Board of Education of  
Grand Ledge Public Schools

RESOLVED, that the General Appropriations Act for the  
Grand Ledge Public Schools School Store Fund for fiscal year 2024-25  
is adopted as follows:

<u>Code#</u>		<u>Original 2024-25 Budget</u>
	<b><u>REVENUES</u></b>	
100	Local	\$ 20,000
300	State	0
400	Federal	0
	Total Revenues	<u>\$ 20,000</u>
	<b><u>EXPENDITURES</u></b>	
290	Other Support Services	<u>\$ 20,000</u>
	Total Support Services	20,000
400-600	Outgoing Transfers & Fund Modifications	<u>0</u>
	Total Expenditures	<u>\$ 20,000</u>
	Amount by which Revenues Exceed Expenditures	<u><u>\$ -</u></u>
	<b><u>FUND BALANCE INFORMATION</u></b>	
	Fund Balance at July 1, 2024	\$ 29,018
	Amount by which Revenues Exceed Expenditures	<u>-</u>
	Ending Fund Balance	<u><u>\$ 29,018</u></u>
	Fund Balance as a Percentage of Revenues	<u><u>145.09%</u></u>

ADOPTED this 24th day of June, 2024

GENERAL APPROPRIATIONS ACT  
 Resolution for Adoption by the Board of Education of  
 Grand Ledge Public Schools

RESOLVED, that the General Appropriations Act for the  
 Grand Ledge Public Schools Sinking Fund for fiscal year 2024-25  
 is adopted as follows:

<u>Code#</u>		<u>Original 2024-25 Budget</u>
	<b><u>REVENUES</u></b>	
100	Local	\$ 1,526,000
300	State	0
400	Federal	0
	Total Revenues	<u>\$ 1,526,000</u>
	<b><u>EXPENDITURES</u></b>	
450	Improvements	<u>\$ 1,526,000</u>
	Total Support Services	1,526,000
400-600	Outgoing Transfers & Fund Modifications	<u>0</u>
	Total Expenditures	<u>\$ 1,526,000</u>
	Amount by which Revenues Exceed Expenditures	<u><u>\$ -</u></u>
	<b><u>FUND BALANCE INFORMATION</u></b>	
	Fund Balance at July 1, 2024	\$ 2,881,637
	Amount by which Revenues Exceed Expenditures	<u>-</u>
	Ending Fund Balance	<u><u>\$ 2,881,637</u></u>

ADOPTED this 24th day of June, 2024

GENERAL APPROPRIATIONS ACT  
 Resolution for Adoption by the Board of Education of  
 Grand Ledge Public Schools

RESOLVED, that the General Appropriations Act for the  
 Grand Ledge Public Schools Community Education Fund for fiscal year 2024-25  
 is adopted as follows:

<u>Code#</u>		<u>Original 2024-25 Budget</u>
<b><u>REVENUES</u></b>		
100	Local	\$ 2,290,000
300	State	-
400	Federal	-
	Total Revenues	<u>\$ 2,290,000</u>
<b><u>EXPENDITURES</u></b>		
	Instruction -	
100	Basic Program	\$ 1,149,752
220	Instructional Staff	241,000
300	Community Services	1,266,177
	Total Expenditures	<u>\$ 2,656,929</u>
	Amount by which Revenues Exceed Expenditures	<u><u>\$ (366,929)</u></u>
<b><u>FUND BALANCE INFORMATION</u></b>		
	Fund Balance at July 1, 2024	\$ 421,373
	Amount by which Revenues Exceed Expenditures	<u>(366,929)</u>
	Ending Fund Balance	<u><u>\$ 54,444</u></u>
	Fund Balance as a Percentage of Revenues	<u><u>2.38%</u></u>

ADOPTED this 24th day of June, 2024



GENERAL APPROPRIATIONS ACT  
 Resolution for Adoption by the Board of Education of  
 Grand Ledge Public Schools

RESOLVED, that the General Appropriations Act for the  
 Grand Ledge Public Schools 2021 Capital Projects Fund Proposal 1 for fiscal year 2024-25  
 is adopted as follows:

<u>Code#</u>		<u>Original 2024-25 Budget</u>
	<b><u>REVENUES</u></b>	
100	Local	\$ 3,000
300	State	-
400	Federal	-
	Total Revenues	<u>\$ 3,000</u>
	<b><u>EXPENDITURES</u></b>	
280	Central Support Services	\$ -
450	Improvements	3,173,016
	Total Support Services	<u>3,173,016</u>
400-600	Outgoing Transfers & Fund Modifications	<u>0</u>
	Total Expenditures	<u>\$ 3,173,016</u>
	Amount by which Revenues Exceed Expenditures	<u>\$ (3,170,016)</u>
	<b><u>FUND BALANCE INFORMATION</u></b>	
	Fund Balance at July 1, 2024	\$ 3,170,016
	Amount by which Revenues Exceed Expenditures	<u>(3,170,016)</u>
	Ending Fund Balance	<u>\$ -</u>

ADOPTED this 24th day of June, 2024

GENERAL APPROPRIATIONS ACT  
 Resolution for Adoption by the Board of Education of  
 Grand Ledge Public Schools

RESOLVED, that the General Appropriations Act for the  
 Grand Ledge Public Schools 2021 Capital Projects Fund Proposal 2 for fiscal year 2024-25  
 is adopted as follows:

<u>Code#</u>	<u>Original 2024-25 Budget</u>
<b><u>REVENUES</u></b>	
100 Local	\$ -
300 State	-
400 Federal	-
Total Revenues	<u>\$ -</u>
<b><u>EXPENDITURES</u></b>	
280 Central Support Services	\$ -
450 Improvements	276,445
Total Support Services	<u>276,445</u>
400-600 Outgoing Transfers & Fund Modifications	<u>-</u>
Total Expenditures	<u>\$ 276,445</u>
Amount by which Revenues Exceed Expenditures	<u><u>\$ (276,445)</u></u>
<b><u>FUND BALANCE INFORMATION</u></b>	
Fund Balance at July 1, 2024	\$ 276,445
Amount by which Revenues Exceed Expenditures	<u>(276,445)</u>
Ending Fund Balance	<u><u>\$ -</u></u>

ADOPTED this 24th day of June, 2024

GENERAL APPROPRIATIONS ACT  
 Resolution for Adoption by the Board of Education of  
 Grand Ledge Public Schools

RESOLVED, that the General Appropriations Act for the  
 Grand Ledge Public Schools 2023 Capital Projects Fund Proposal 1 for fiscal year 2024-25  
 is adopted as follows:

<u>Code#</u>	<u>Original 2024-25 Budget</u>
<b><u>REVENUES</u></b>	
100 Local	\$ 300,000
300 State	-
400 Federal	-
Total Revenues	<u>\$ 300,000</u>
<b><u>EXPENDITURES</u></b>	
250 Business	\$ -
450 Improvements	11,500,000
Total Support Services	<u>11,500,000</u>
400-600 Outgoing Transfers & Fund Modifications	<u>-</u>
Total Expenditures	<u>\$ 11,500,000</u>
Amount by which Revenues Exceed Expenditures	<u><u>\$ (11,200,000)</u></u>
<b><u>FUND BALANCE INFORMATION</u></b>	
Fund Balance at July 1, 2024	\$ 20,738,006
Amount by which Revenues Exceed Expenditures	<u>(11,200,000)</u>
Ending Fund Balance	<u><u>\$ 9,538,006</u></u>

ADOPTED this 24th day of June, 2024

GENERAL APPROPRIATIONS ACT  
 Resolution for Adoption by the Board of Education of  
 Grand Ledge Public Schools

RESOLVED, that the General Appropriations Act for the  
 Grand Ledge Public Schools 2024 Capital Projects Fund Proposal 1 for fiscal year 2024-25  
 is adopted as follows:

<u>Code#</u>	<u>Original 2024-25 Budget</u>
<b><u>REVENUES</u></b>	
100 Local	\$ 500,000
300 State	-
400 Federal	-
Total Revenues	<u>\$ 500,000</u>
<b><u>EXPENDITURES</u></b>	
250 Business	\$ -
450 Improvements	12,000,000
Total Support Services	<u>12,000,000</u>
400-600 Outgoing Transfers & Fund Modifications	<u>0</u>
Total Expenditures	<u>\$ 12,000,000</u>
Amount by which Revenues Exceed Expenditures	<u><u>\$ (11,500,000)</u></u>
<b><u>FUND BALANCE INFORMATION</u></b>	
Fund Balance at July 1, 2024	\$ 24,614,796
Amount by which Revenues Exceed Expenditures	<u>(11,500,000)</u>
Ending Fund Balance	<u><u>\$ 13,114,796</u></u>

ADOPTED this 24th day of June, 2024



## OLD BUSINESS C

### C. Approval of 2024 Tax Rate Request Form (L-4029) for Eaton, Clinton & Ionia County

**PROPOSED MOTION:** I move the Grand Ledge Public Schools Board of Education approve the 2024 Tax Rate Request Form (L-4029) for Eaton, Clinton and Ionia Counties, as presented.

**2024 Tax Rate Request** (This form must be completed and submitted on or before September 30, 2024)

MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS

Carefully read the instructions on page 2.

This form is issued under authority of MCL Sections 211.24e, 211.34 and 211.34d. Filing is mandatory; Penalty applies.

County(ies) Where the Local Government Unit Levies Taxes <b>Eaton, Clinton, Ionia</b>	2024 Taxable Value of ALL Properties in the Unit as of 5-28-2024 <b>2,033,319,020</b>
Local Government Unit Requesting Millage Levy <b>Grand Ledge Public Schools</b>	For LOCAL School Districts: 2024 Taxable Value excluding Principal Residence, Qualified Agricultural, Qualified Forest, Industrial Personal and Commercial Personal Properties. <b>693,647,613</b>

This form must be completed for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec 211.119. The following tax rates have been authorized for levy on the 2024 tax roll.

(1) Source	(2) Purpose of Millage	(3) Date of Election	(4) Original Millage Authorized by Election Charter, etc.	(5) ** 2023 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(6) 2024 Current Year "Headlee" Millage Reduction Fraction	(7) 2024 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(8) Sec. 211.34 Truth in Assessing or Equalization Millage Rollback Fraction	(9) Maximum Allowable Millage Levy *	(10) Millage Requested to be Levied July 1	(11) Millage Requested to be Levied Dec. 1	(12) Expiration Date of Millage Authorized
Voted	NH Oper	11/4/2014	19.5580	18.8899	1.0000	18.8899	1.0000	18.8899		18.0000	2024
Voted	Sinking	11/2/2021	0.7921	0.7921	1.0000	0.7921	1.0000	0.7921		0.7921	2024
Voted	'16 Ref of 2007 Debt	5/8/2007		0.9400		0.9400		0.9400		0.9400	2037
Voted	2019 Series I of 2018 Debt	11/6/2018		1.4700		1.4700		1.4700		1.4700	2044
Voted	2021 Series II of 2018 Debt	11/6/2018		0.7100		0.7100		0.7100		0.7100	2047
Voted	2023 Series III of 2018 Debt	11/6/2018		1.4000		1.4000		1.4000		1.4000	2047
Voted	2024 Series IV of 2018 Debt	11/6/2018		1.1100		1.1100		1.1100		1.1100	2048

Prepared by <b>Julie Waterbury</b>	Telephone Number <b>(517) 925-5422</b>	Title of Preparer <b>Chief Financial Officer</b>	Date <b>06/24/2024</b>
---------------------------------------	---	---	---------------------------

**CERTIFICATION:** As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary to comply with the state constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary, to comply with MCL Sections 211.24e, 211.34 and, for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, 380.1211(3).

**Local School District Use Only. Complete if requesting millage to be levied. See STC Bulletin 2 of 2024 for instructions on completing this section.**

<input type="checkbox"/> Clerk	Signature	Print Name	Date
<input checked="" type="checkbox"/> Secretary		<b>Ashley Kuykendoll</b>	<b>06/24/2024</b>
<input type="checkbox"/> Chairperson	Signature	Print Name	Date
<input checked="" type="checkbox"/> President		<b>Nicole Shannon</b>	<b>06/24/2024</b>

Total School District Operating Rates to be Levied (HH/Supp and NH Oper ONLY)	Rate
For Principal Residence, Qualified Ag., Qualified Forest and Industrial Personal	<b>0.0000</b>
For Commercial Personal	<b>6.0000</b>
For all Other	<b>18.0000</b>

\* Under Truth in Taxation, MCL Section 211.24e, the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in column 9. The requirements of MCL 211.24e must be met prior to levying an operating levy which is larger than the base tax rate but not larger than the rate in column 9.

\*\* **IMPORTANT:** See instructions on page 2 regarding where to find the millage rate used in column (5).



## **OLD BUSINESS D**

### **D. Approval of 2024 Tax Rate Request Form (L-4029) for City of Grand Ledge & Delta Township**

**PROPOSED MOTION:** I move the Grand Ledge Public Schools Board of Education approve the 2024 Tax Rate Request Form (L-4029) for the City of Grand Ledge and Delta Township, as presented.

**2024 Tax Rate Request** (This form must be completed and submitted on or before September 30, 2024)

MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS

Carefully read the instructions on page 2.

This form is issued under authority of MCL Sections 211.24e, 211.34 and 211.34d. Filing is mandatory; Penalty applies.

County(ies) Where the Local Government Unit Levies Taxes <b>Eaton (Delta Twp and City of Grand Ledge ONLY)</b>	2024 Taxable Value of ALL Properties in the Unit as of 5-28-2024 <b>2,033,319,020</b>
Local Government Unit Requesting Millage Levy <b>Grand Ledge Public Schools</b>	For LOCAL School Districts: 2024 Taxable Value excluding Principal Residence, Qualified Agricultural, Qualified Forest, Industrial Personal and Commercial Personal Properties. <b>693,647,613</b>

This form must be completed for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec 211.119. The following tax rates have been authorized for levy on the 2024 tax roll.

(1) Source	(2) Purpose of Millage	(3) Date of Election	(4) Original Millage Authorized by Election Charter, etc.	(5) ** 2023 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(6) 2024 Current Year "Headlee" Millage Reduction Fraction	(7) 2024 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(8) Sec. 211.34 Truth in Assessing or Equalization Millage Rollback Fraction	(9) Maximum Allowable Millage Levy *	(10) Millage Requested to be Levied July 1	(11) Millage Requested to be Levied Dec. 1	(12) Expiration Date of Millage Authorized
Voted	NH Oper	11/4/2014	19.5580	18.8899	1.0000	18.8899	1.0000	18.8899	18.0000		2024
Voted	Sinking	11/2/2021	0.7921	0.7921	1.0000	0.7921	1.0000	0.7921	0.3960	0.3961	2024
Voted	'16 Ref of 2007 Debt	5/8/2007		0.9400		0.9400		0.9400	0.4700	0.4700	2037
Voted	2019 Series I of 2018 Debt	11/6/2018		1.4700		1.4700		1.4700	0.7350	0.7350	2044
Voted	2021 Series II of 2018 Debt	11/6/2018		0.7100		0.7100		0.7100	0.3550	0.3550	2047
Voted	2023 Series III of 2018 Debt	11/6/2018		1.4000		1.4000		1.4000	0.7000	0.7000	2047
Voted	2024 Series IV of 2018 Debt	11/6/2018		1.1100		1.1100		1.1100	0.5550	0.5550	2048

Prepared by <b>Julie Waterbury</b>	Telephone Number <b>(517) 925-5422</b>	Title of Preparer <b>Chief Financial Officer</b>	Date <b>06/24/2024</b>
---------------------------------------	---	---	---------------------------

**CERTIFICATION:** As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary to comply with the state constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary, to comply with MCL Sections 211.24e, 211.34 and, for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, 380.1211(3).

<input type="checkbox"/> Clerk	Signature	Print Name	Date
<input checked="" type="checkbox"/> Secretary		<b>Ashley Kuykendoll</b>	<b>06/24/2024</b>
<input type="checkbox"/> Chairperson	Signature	Print Name	Date
<input checked="" type="checkbox"/> President		<b>Nicole Shannon</b>	<b>06/24/2024</b>

\* Under Truth in Taxation, MCL Section 211.24e, the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in column 9. The requirements of MCL 211.24e must be met prior to levying an operating levy which is larger than the base tax rate but not larger than the rate in column 9.

**Local School District Use Only. Complete if requesting millage to be levied. See STC Bulletin 2 of 2024 for instructions on completing this section.**

Total School District Operating Rates to be Levied (HH/Supp and NH Oper ONLY)	Rate
For Principal Residence, Qualified Ag., Qualified Forest and Industrial Personal	<b>0.0000</b>
For Commercial Personal	<b>6.0000</b>
For all Other	<b>18.0000</b>

\*\* **IMPORTANT:** See instructions on page 2 regarding where to find the millage rate used in column (5).





## OLD BUSINESS E

### E. Approval of Revised Board Policies

**PROPOSED MOTION:** I move the Grand Ledge Public Schools Board of Education approve Board Policies 2461, 5330.02, 6520 and 7250 as presented.

BookPolicy Manual  
Section2000 Program  
TitleRECORDING OF DISTRICT MEETINGS INVOLVING STUDENTS AND/OR PARENTS  
Codepo2461  
StatusActive  
AdoptedFebruary 5, 2024

## 2461 - **RECORDING OF DISTRICT MEETINGS INVOLVING STUDENTS AND/OR PARENTS**

### **Recording of IEP Team and 504 Team Meetings**

The recording of IEP Team meetings and 504 Team meetings is prohibited unless it is necessary in order for a parent to understand the IEP process or 504 process and/or his/her child's IEP or 504 Plan, or otherwise necessary to implement other parental rights under the IDEA, Section 504 of the Rehabilitation Act of 1973, as amended, and/or the Americans with Disabilities Act, as amended.

- A. If a parent believes that audio recording an IEP Team or 504 Team meeting is necessary, s/he should notify the Executive Director of Student Services in writing, preferably at least two (2) school days before the IEP Team or 504 Team meeting, of his/her desire to audio record the meeting and the reason the recording is required. The Executive Director of Student Services will notify the parent at least one (1) school day before the meeting if s/he intends to deny the parent's request to record the meeting.
- B. If the District representative denies the request, s/he will state in writing the reasons for the denial. Authorized exceptions to the general prohibition against the audio recording of IEP Team meetings and 504 Team meetings will typically involve situations when a parent or other IEP Team or 504 Team member has a disability recognized under Section 504/ADA or a language barrier that would preclude the individual's ability to understand and/or meaningfully participate in the IEP process or 504 process. The District representative may ask for documentation of the existence of any such disability or language barrier. If a parent is permitted to audio record the meeting, s/he must use his/her own recording device and the District will similarly record the meeting.

### **Recording of Other District Meetings Involving Students and/or Parents (e.g., Parent-Teacher Conferences)**

Parents are prohibited from audio recording meetings with the District unless a parent or District staff member has a disability recognized under Section 504/ADA or a language barrier that would preclude the individual's ability to understand and/or participate in the meeting. The District representative may ask for documentation of the existence of any such disability or language barrier. If a parent is permitted to audio record the meeting, s/he must use his/her own recording device and the District will similarly record the meeting.

Video recording any District meeting is strictly prohibited, with the exception of meetings open to the public under the Open Meetings Act.

Parents and students are expressly prohibited from using covert means to listen-in or make a recording (audio or video) of any meeting or activity at school. This includes placing recording devices, or other devices with one- or two-way audio communication technology (i.e., technology that allows a person off-site to listen to live conversations and sounds taking place in the location where the device is located), within a student's book bag, on the student's person or otherwise in an area capable of listening in or recording without express written consent of the Superintendent or designee. Any requests to place a recording device or other device with one- or two-way audio communication technology within a student's book bag or on a student's person shall be submitted, in writing, to the Principal. The District representative shall notify the parent(s), in writing, whether such request is denied or granted within five (5) days.

Parents can record meetings that do not fall under the above criteria, but must communicate with the administrator overseeing the meeting before recording. If a third party records the meeting, the district representative will record the meeting as well, and it will become a part of the child's educational record.

If the District audio records any meeting, the resulting recording shall become a part of the student's educational record and will be maintained in accordance with State and Federal law.

© Neola 2017

**NEOLA Policy**  
**5000 Students Template**  
**OPIOID ANTAGONISTS**  
**PO 5330.02**

5330.02 - **OPIOID ANTAGONISTS**

The Board has determined that it is in the best interests of its students and employees to have opioid antagonists available to be administered, if necessary, by appropriately trained personnel. Therefore, the Board adopts this policy to govern the handling and administration of opioid antagonists consistent with the following processes, procedures and limitations.

District shall purchase opioid antagonists and distribute the opioid antagonists to an employee or agent of the District who has been trained in the administration of that opioid antagonist. An opioid antagonist is naloxone hydrochloride or any other similarly acting and equally safe drug approved by the U.S. Food and Drug Administration for the treatment of drug overdose.

A District employee or agent may possess an opioid antagonist distributed to that employee or agent and may administer that opioid antagonist to an individual only if both of the following apply:

- A. The employee or agent has been trained in the proper administration of that opioid antagonist.
- B. The employee or agent has reason to believe that the individual is experiencing an opioid-related overdose.

**[OPTIONAL LANGUAGE]**

Each school in the District shall have at least (  ) two (2) (  ) \_\_\_\_\_ employees who have been trained in the appropriate use and administration of an opioid antagonist. The training shall be done in a manner that has been approved by (  ) a licensed registered professional nurse (  ) \_\_\_\_\_ . Only an appropriately trained school employee or agent may possess and administer an opioid antagonist.

Each school in the District shall possess at least one (1) package of an opioid antagonist on site. The opioid antagonist may be administered by a trained school employee or agent to a student or other individual on school grounds who is believed to be having an opioid-related overdose.

**[END OF OPTIONAL LANGUAGE]**

An opioid-related overdose is a condition, including, but not limited to, extreme physical illness, decreased level of consciousness, respiratory depression, coma, or death, that results from the consumption or use of an opioid or another substance with which an opioid was combined or that a reasonable person would believe to be an opioid-related overdose that requires medical assistance.

Any school personnel who have reason to believe that a student is having an opioid-related overdose must call 911.

**[SELECT ANY OR NONE OF THE FOLLOWING OPTIONS]**

Any person who administers an opioid antagonist to a student shall promptly notify the

student's parent/guardian.

The building administrator or school nurse \_\_\_\_\_, who shall be responsible for promptly notifying the student's parent/guardian that an injection has been administered.

The person who notifies the student's parent/guardian must encourage the parent or guardian to seek treatment for the student from a substance use disorder services program.

It shall be the responsibility of the \_\_\_\_\_ school nurse \_\_\_\_\_ **[insert person or position]** to be sure that the supply of opioid antagonists is maintained at the appropriate level and they have not expired. The \_\_\_\_\_ school nurse \_\_\_\_\_ shall also be responsible for coordinating the training of District employees to administer the opioid antagonists and to maintain the list of employees authorized to administer the antagonists.

The District's training regarding, administration of, and the maintenance and storage of opioid antagonists shall be consistent with PO 5330, AG 5330 and the Michigan Department of Education's medication administration guidelines, as amended.

© Neola 2019

BookPolicy Manual  
Section6000 Finances  
TitlePAYROLL DEDUCTIONS  
Codepo6520  
StatusActive

Legal

M.C.L. 380.1224, 408.477; 423.210 (2012 P.A. 53)

M.E.A. v. Secretary of State, (on rehearing) 489 Mich. 104 (2011)

Mich. OAG 7187 (2006)

AdoptedFebruary 5, 2024

#### 6520 - **PAYROLL DEDUCTIONS**

The Board authorizes in accordance with the provisions of law or upon proper authorization on the appropriate form that deductions be made from an employee's paycheck form for the following purposes:

- A. Federal and State income tax
- B. Social Security
- C. Municipal income tax
- D. Public School Employees Retirement System
- E. Michigan Public School Employment Retirement System (MPSERS) Tax Deferred Payment (TDP) plan

Deductions are not allowed for dues or service fees for a labor organization or for contributions to political action committees.

To the extent permitted by law and in accordance with the procedures set forth below, the Board of Education declares its willingness to enter into an agreement with any of its employees whereby the employee agrees to take a reduction in salary with respect to amounts earned after the effective date of such agreement in return for the Board's agreement to use a corresponding amount to purchase an annuity for such employee (or group of employees desiring the same annuity company) from any company authorized to transact the business as specified in law in accordance with **Section 403(b), 401k, 457b, or any like eligible retirement account provision** of the Internal Revenue Code, and in accordance with the District's administrative guidelines. However, it shall be clearly understood that the Board's only function shall be the deduction and remittance of employee funds.

In any case where the employee designates the agent, broker or company through whom the Board shall arrange for the placement or purchase of the tax-sheltered annuity, the agent, broker or company must execute a reasonable service agreement, an information sharing agreement, and/or other similar agreements as determined at the discretion of the District. The service agreement shall include a provision that protects, indemnifies, and holds the District harmless from any liability attendant to procuring the annuity in accordance with provisions of the Internal Revenue Code and other applicable Federal or State law.

The Board may limit the number of participating providers and select approved providers.

The Board, by providing employees with payroll deduction services for annuities, is not providing any financial advice to employees, and is not vouching for the suitability of any investment or any annuity provider. The District assumes no responsibility or liability for any investment decisions or losses with respect to employee annuity purchases.

Said agreement shall comply with all of the provisions of law and may be terminated as said law provides upon notice in writing by either party. Employees shall notify the Superintendent's Office in writing if they wish to participate in such a program.

© **Neola 2013**

BookPolicy Manual  
Section7000 Property  
TitleCOMMEMORATION AND NAMING OF SCHOOL FACILITIES  
Codepo7250  
StatusActive  
AdoptedFebruary 5, 2024

## 7250 - **COMMEMORATION AND NAMING OF SCHOOL FACILITIES**

### **Commemoration**

From time-to-time, the Board of Education may wish to commemorate a school building or District facility (gymnasium, swimming pool, athletic field, etc.) by means of naming the facility after a person. Such commemoration should be reserved only for those individuals who have made a significant contribution to the enhancement of education generally or the District in particular or to the well-being of the District, community, State or nation.

Any employee of the District thus honored must be deceased or no longer employed by the District prior to the Board's selection of his/her name for commemoration honor.

Proposals from the Board or from a community group shall be given to the **Superintendent Facilities Naming Advisory Committee**. The Superintendent will select the members of **an** the advisory committee such that it is composed of the Superintendent (or designee), the athletic director **(or facility administrator, as appropriate)**, two more district employees, and three community members not employed by the district. ~~Term limits and meeting schedule~~ The advisory committee shall review the details of the proposal. If the naming proposal came from a community group, the advisory committee shall seek input from a representative of that group. If naming an athletic facility, the advisory committee shall seek input from varsity coaches who will use the facility regularly.

The advisory committee will present a recommendation to the Board of Education for discussion and action.

### **Naming Rights**

The District may sell the right to name particular facilities owned by the District.

All such naming rights shall be done pursuant to a contract, which must be approved by the Board.

Any naming contract shall not extend for more than five (5) years.



No naming contract shall be approved for companies or individuals that market items which are inappropriate or illegal for minors to use (e.g., alcohol, tobacco, cannabis THC, vapes, etc.).

All such contracts shall contain a provision that the naming rights revert immediately to the District upon expiration of the contract or upon any material breach of the naming contract by the purchaser.

All such contracts shall contain a provision that the contract is immediately terminated upon the declaration of bankruptcy by the purchaser, and shall not become an asset of the debtor.



## **NEW BUSINESS A**

### **A. Approval of November 5, 2024 Election Resolution and Ballot Language**

**PROPOSED MOTION:** I move the Grand Ledge Public Schools Board of Education approve the November 5, 2024 Election Resolution and Ballot Language, as presented.

### **ROLL CALL VOTE**

Grand Ledge Public Schools, Eaton, Clinton and Ionia Counties, Michigan (the “District”)

A regular meeting of the board of education of the District (the “Board”) was held in the Board Room, within the boundaries of the District, on the 24th day of June, 2024, at 6 o’clock in the p.m. (the “Meeting”).

The Meeting was called to order by \_\_\_\_\_, President.

Present: Members

Absent: Members

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

**WHEREAS:**

1. Pursuant to the Michigan Election Law, the District’s regular school election shall be held on the first Tuesday after the first Monday in November of even years.
2. It is necessary to conduct the District’s regular election on Tuesday, November 5, 2024, to fill one or more Board positions.
3. On or before 4:00 p.m. on Tuesday, August 13, 2024, the Board shall certify any ballot proposition to be submitted to the voters at such election to the election coordinator or coordinators designated to conduct elections within the District (the “Election Coordinator”).

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

1. The regular school election of the school electors of the District be called and held on Tuesday, November 5, 2024.
2. The propositions to be voted on at the regular school election shall be stated on the ballots in substantially the form as set forth in Exhibit A.
3. The Election Coordinator is requested to:
  - a. Utilize the Lansing State Journal, a newspaper published or of general circulation within the District, for publication of notices in accordance with the election law requirements.
  - b. Utilize ballot proposition summary information, as prepared by legal counsel, in the forms of the notices of last day of registration and election in substantially the form as set forth in Exhibit B attached hereto.
  - c. Provide a proof copy of the ballots to the District and its legal counsel in sufficient time to allow the ballots to be proofread prior to printing.
4. The Secretary of this Board is hereby authorized and directed to file a copy of this resolution with the Election Coordinator and with any Election Clerk or clerks designated to conduct elections within the District by 4:00 p.m., on Tuesday, August 13, 2024.

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

Ayes: Members

Nays: Members

Resolution declared adopted.

---

Secretary, Board of Education

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

---

Secretary, Board of Education

CJI/klg



## EXHIBIT A

### I. GRAND LEDGE PUBLIC SCHOOLS OPERATING MILLAGE PROPOSAL

This proposal will allow the school district to continue to levy the statutory rate of not to exceed 18 mills on all property, except principal residence and other property exempted by law, required for the school district to receive its revenue per pupil foundation allowance.

Shall the limitation on the amount of taxes which may be assessed against all property, except principal residence and other property exempted by law, in Grand Ledge Public Schools, Eaton, Clinton and Ionia Counties, Michigan, be increased by 18.8899 mills (\$18.8899 on each \$1,000 of taxable valuation) for a period of 10 years, 2025 to 2034, inclusive, to provide funds for operating purposes (if the millage is approved, it will replace an 18.8899 mill operating millage that expired with the 2024 tax levy and the estimate of the revenue the school district will collect in 2025 if the statutory limit of 18 mills are levied is approximately \$12,485,000)?

### II. GRAND LEDGE PUBLIC SCHOOLS SINKING FUND MILLAGE PROPOSAL

Shall the limitation on the amount of taxes which may be assessed against all property in Grand Ledge Public Schools, Eaton, Clinton and Ionia Counties, Michigan, be increased by and the board of education be authorized to levy not to exceed 0.7921 mill (\$0.7921 on each \$1,000 of taxable valuation) for a period of 10 years, 2025 to 2034, inclusive, to create a sinking fund for the purchase of real estate for sites for and the construction or repair of school buildings; for school security improvements; for the acquisition or upgrading of technology; for the acquisition of student transportation vehicles; for the acquisition of parts, supplies, and equipment used for the maintenance of student transportation vehicles; for the acquisition of eligible trucks and vans used to carry parts, equipment, and personnel for or in the maintenance of school buildings; for the acquisition of parts, supplies, and equipment used to maintain such trucks and vans; and all other purposes authorized by law; the estimate of the revenue the school district will collect if the millage is approved and levied in 2025 is approximately \$1,610,000 (this replaces a 0.7921 mill sinking fund millage that expired with the 2024 tax levy)?

**EXHIBIT B**

**SUMMARIES OF BALLOT PROPOSITIONS TO BE INSERTED IN THE  
NOTICES OF LAST DAY OF REGISTRATION AND ELECTION:**

- I. GRAND LEDGE PUBLIC SCHOOLS  
OPERATING MILLAGE RENEWAL PROPOSAL  
EXEMPTING PRINCIPAL RESIDENCE  
AND OTHER PROPERTY EXEMPTED BY LAW  
18.8899 MILLS FOR 10 YEARS
  
- II. GRAND LEDGE PUBLIC SCHOOLS  
SINKING FUND MILLAGE PROPOSAL  
0.7921 MILL FOR 10 YEARS

Full text of the ballot propositions may be obtained at the administrative offices of Grand Ledge Public Schools, 220 Lamson Street, Grand Ledge, Michigan 48837-1760, telephone: (517) 925-5400.



## NEW BUSINESS B

### B. Approval of Server Purchase

**PROPOSED MOTION:** I move the Grand Ledge Public Schools Board of Education approve the use of Security Grant Funding for the Server Purchase from Joletec in the amount of \$35,940, as presented.



Mark Deschaine, Executive Director of Technology  
220 Lamson St  
Grand Ledge MI 48837  
[deschainem@glcomets.net](mailto:deschainem@glcomets.net)  
O 517.925.5446 F 517.925.5409

To: Dr. Bill Barnes, Superintendent  
From: Mark Deschaine, Executive Director of Technology  
Subject: Server Purchase Recommendation  
Date: June 4, 2024

**Recommendation**

I recommend the Grand Ledge Public Schools Board of Education approve the following Purchase with Security Grant Funding:

(3) Dell PowerEdge Servers w installation	35,940.00
Total	35,940.00

This recommendation includes replacement security camera servers.

Here is a summary of the bid results:

Company	Manufacture	Base Bid
Joletec	Dell	35,940.00
Joletec	HPE ProLiant	35,940.00
R Associates	Supermicro	39,993.30
Joletec	Dell	43,740.00
Joletec	HPE ProLiant	43,740.00
Presidio	BCD	49,450.00
Sehi	HPE ProLiant	56,888.34
Yeo & Yeo	Lenovo	58,124.10
Hi-Tech	HPE ProLiant	136,489.95





May 24th, 2024

Mark Deschaine  
 Executive Director of Technology  
 Grand Ledge Public Schools  
 deschainem@glcomets.net

Dear Mark:

**Grand Ledge Public Schools - DELL Camera Servers (Recommended)**

Thank you for giving us the opportunity to quote the requirements for your project. Below are the details on the quote and if you have any unanswered questions please do feel free to contact us.

Qty	Description of Item	Per Unit	Price
	<b>ITEMS</b>		
3	Dell PowerEdge R740XD * 2X Intel Xeon Platinum 8173M (56 Cores,112 Threads) * 128GB RAM DDR4 * H730P RAID Controller * 3x Dell 400GB 12Gb SAS SSD * OS C: RAID 5 (800GB Usable) * 16x 3.84TB Dell 12Gb SAS SSD drives * Camera Storage D: RAID 6 (53.76TB Usable) * 2x 10GB SFP+ Ports * 2x 1GB copper Management ports. * iDrac Enterprise * ReadyRails w/ Cable Mgmt arm/tray. * 5 Year Joletec Advanced Replacement Warranty	\$10,900.00	\$32,700.00
24	Labor - Assembly, delivery, rack and configure new server. - Provision new camera server OS. - Migrate ExacqVision to new server.	\$135.00	\$3,240.00
		<b>Parts Total:</b>	<b>\$32,700.00</b>
		<b>Labor</b>	<b>\$3,240.00</b>
		<b>Tax:</b>	<b>EXEMPT</b>
		<b>Grand Total:</b>	<b>\$35,940.00</b>

\*\* Parts are a mix of new, used, and refurbished for best price, performance, capital efficiency, and stock availability. ALL parts are covered under the 5 year warranty.

Sincerely,

**Jonathan D Joles**  
 Chief Executive Officer  
 jon@joletec.com  
 989-529-7511



## NEW BUSINESS C

### C. Approval of Bulletin 4 - Batch 2 (GLHS Renovations - Chiller Revisions)

**PROPOSED MOTION:** I move the Grand Ledge Public Schools Board of Education approve Bulletin 4 - Batch 2 in the amount of \$210,240 for the Grand Ledge High School Renovations Project, Chiller Revisions, as presented.

## GRAND LEDGE HIGH SCHOOL RENOVATIONS PROJECT

### **Bulletin 4 – Chiller Revisions Overview & Associated Electrical Costs for Approval**

June 19, 2024

Below is a summary of events leading to mechanical and electrical changes on the Grand Ledge High School Renovations project. Due to the timing of receiving pricing / writing PCO (Potential Change Order) letters for approval, the highlighted costs, identified under the “Batch #2” description, exceed the approval limit for GLPS staff, and we ask that the GLPS School Board approve the costs identified in Batch #2.

- **ICE BASED THERMAL STORAGE COOLING SYSTEM**
  - The original bid documents for the Grand Ledge High School project included an ice based thermal storage cooling system.
  - Shortly after awarding the high school contracts, discussions about possibly eliminating the ice based thermal storage cooling system and upgrading two (2) air cooled chillers and adding a third air cooled chiller to meet the school’s needs, began. At the time there was some concern about the maintenance requirements of the ice based thermal storage cooling system.
  
- **INITIAL ESTIMATE FOR SWITCHING TO (3) AIR COOLED CHILLERS**
  - GMB issued a design narrative, which Clark Construction Company issued to the electrical and mechanical contractors, for an initial estimate.
  - The mechanical contractor submitted an initial estimate of substantial savings to eliminate the ice based thermal storage cooling system, upgrade two (2) air cooled chillers, and add a third chiller. The initial estimate (and final cost) for this change is a savings of \$190,249.
  - The electrical contractor submitted an initial estimate of \$350,000. This work includes increased conductors, breakers, main switchboard and transformer. This equipment will not only support the new HVAC equipment but will allow for future expansion.
  - The initial estimates and changes in work were discussed with the entire construction team, and it was determined that we would move forward with this option. The electrical engineer would work with the electrical contractor to VE (value engineer) some of the electrical costs.

- **BULLETIN 4**
  - Bulletin 4 was issued by GMB and included the work noted above.
  - Pricing was received from the trades in 2 batches.
    - **Batch #1 (PCO No. 008):**
      - B&V Mechanical provided their final quote in the amount of (\$190,249).
      - H&R Electric wanted to get the transformer ordered so the cost for the upgraded transformer was included in this first batch. The cost for the upgraded transformer is \$37,789.
      - The lead time for the transformer is 335 working days. This transformer has been ordered and is expected to be delivered in the spring of 2025.
      - **TOTAL FOR BULLETIN 4 – BATCH #1 = (\$152,460.00). These costs have been approved and change orders have been issued to the trades.**
    - **Batch #2 (PCO No. 008a):**
      - H&R Electric provided their remaining electrical costs in the amount of \$208,186. This quote has been reviewed by GMB's electrical engineer.
      - Eagle Enterprise (the steel contractor) also provided pricing for work related to the mechanical changes in the amount of \$2,054.
      - **TOTAL FOR BULLETIN 4 – BATCH #2 = \$210,240.**
    - **THE TOTAL OVERALL COST FOR BULLETIN 4 / HVAC UPGRADES = \$57,780.**
- The remaining Grand Ledge High School Renovations contingency balance is in very good standing and can cover the costs noted above.



## COMMENTS FROM STAFF & BOARD



## FUTURE TOPICS

- Board Bond Advisory - Monday, July 8, 2024, 5:15 p.m., Room 107
- Regular Meeting - Monday, July 8, 2024, 6:00 p.m., Board Room

\*Only 1 meeting in July due to the summer recess.



## **CLOSED SESSION**

**Negotiations & Material Exempt from Disclosure - Per Section 8(1)(c) and Section 8(1)(h) of the Open Meetings Act, PA 267 of 1976.**

**PROPOSED MOTION:** I move the Grand Ledge Public Schools Board of Education move into Closed Session for the purpose of discussing Negotiations Strategies, as Per Section 8(1)(c) of the Open Meetings Act, PA 267 of 1976 and reviewing Material Exempt from Disclosure, as Per Section 8(1)(h) of the Open Meetings Act, PA 267 of 1976.

**ROLL CALL VOTE**



## RECONVENE IN OPEN SESSION

Time: \_\_\_\_\_





## EMPLOYEE CONTRACT

### A. MEA/NEA Unit IV - Paraeducators, Teacher Assistants, Health Care Paraeducators

**PROPOSED MOTION:** I move the Grand Ledge Public Schools Board of Education approve the Employee Contract between the MEA/NEA Unit IV, Paraeducators, Teacher Assistants, Health Care Paraeducators and the Grand Ledge Public Schools Board of Education, as presented.



## **APPROVAL OF RESOLUTION AUTHORIZING NON-BINDING MEDIATION**

**PROPOSED MOTION:** I move the Grand Ledge Public Schools Board of Education approve the Resolution Authorizing Non-Binding Mediation, as presented.

**ROLL CALL VOTE**



## ADJOURNMENT

Time: \_\_\_\_\_