

# Board of Education Meeting

Liberty School Board Room

July 9, 2024, at 6:30 PM



## AGENDA

### Mission

*We, the Saline Area Schools, will equip all students with the knowledge, technological proficiency, and personal skills necessary to succeed in an increasingly complex society. We expect that our students, staff, and the Saline Community will share in these responsibilities.*

### OPENING

1. **CALL TO ORDER**

2. **PLEDGE OF ALLEGIANCE**

3. **PUBLIC COMMENT**

*A member of the public may address the Board briefly, for up to three minutes, or request to be scheduled on the agenda of a future meeting. Please note that students will be given priority to speak on any topic. The first public participation portion of the meeting will be limited to one-half hour (30 minutes) normally and limited to agenda items. A second public participation portion will be offered at the end of the agenda to allow for any other comment.*

*Individuals addressing the Board should take into consideration the rules of common courtesy. The public participation portion of the meeting cannot be used to make personal attacks against a Board Member, District Employee, or Student.*

### STUDENTS

### OTHER PUBLIC STAKEHOLDERS

4. **RESPONSE TO PREVIOUS PUBLIC COMMENT**

<b>AGENDA</b>
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5. **REVISIONS/APPROVAL OF AGENDA**

*(Items may be added or deleted from the meeting agenda, and/or the order of items may be changed, at the request of an individual Board member or the Superintendent. The agendas must be approved before proceeding further.)*

**RECOMMENDED MOTION . . . move to approve the agenda as printed/revised.**

6. **ACTION ITEMS**

- A. **RECOMMENDED MOTION ... move to name the following banks or depositories for the various funds of the Saline Area Schools in fiscal 2024/25 year:**

Bank of Ann Arbor  
Michigan Liquid Asset Fund (MILAF)  
Old National Bank

- B. **RECOMMENDED MOTION ... to authorize Stephen Laatsch, Superintendent, as the primary signer on all checks written by the District, with Miranda Owsley, Assistant Superintendent of Finance as alternate on all accounts listed.**

**Bank of Ann Arbor**

2021 Bond Checking Account  
2023 Bond Checking Account

**Michigan Liquid Asset Fund (MILAF)**

2021 Bond Investment Account  
2023 Bond Investment Account

**Old National Bank**

General Fund  
General Fund Payroll  
Community Education  
Recreation/CARES  
Food Service  
Student Activity  
Student Activity, The Edge  
Flex Benefits - Maestro  
2016 B&S Debt Service  
2018 B&S II Debt Service  
2021 B&S III Debt Service  
2018 Refunding Debt Service

2023 B&S I Debt Service  
Sinking Fund  
Paul Handy Scholarship Fund  
Tim Kiraly Memorial Fund  
Horticultural Award  
Randy Hoffman Fund  
Rachael Townsend Fund  
Dora Mae Mayer Memorial Scholarship  
Kathryn Steiner Burr Scholarship

- C. **RECOMMENDED MOTION ... move to authorize Stephen Laatsch, Superintendent, and Miranda Owsley, Assistant Superintendent of Finance, as signatories on transfers of investment monies.**
- D. **RECOMMENDED MOTION ... move to adopt the resolution for continued participation in the State of Michigan Loan Revolving Fund as submitted by Assistant Superintendent Miranda Owsley.**
- E. **RECOMMENDED MOTION ... move to appoint the Thrun Law Firm, P.C., of Lansing, Michigan and Collins & Blaha, P.C as legal counsel for the school district for the 2024-2025 school year. In addition, the District is authorized to utilize other law firms pending areas of expertise.**
- F. **RECOMMENDED MOTION .. move to accept the adoption and revisions to Policy 5511 Dressing and Grooming as submitted by the Policy Committee.**
- G. **RECOMMENDED MOTION ... move to accept the adoption of Policy 1540 Administrative Staff Reductions/Recalls as submitted by the Policy Committee.**

7. **SCHEDULED REPORTS**

- A. **Washtenaw County CTE Overview**  
*Presenter: Ryan Rowe, Director*
- B. **Bullying Report**  
*Presenter: Superintendent Laatsch*
- C. **Listening Session / Perception of Equity Survey Update**  
*Presenter: Superintendent Laatsch*

8. **DISCUSSION ITEMS**

**Board Policy Committee Update**

Facilitator: Jenny Miller, Chair

**A. Policy Meeting Review & Policy Discussion**

PO6350 Prevailing Wage Coordinator (1st Reading)

PO8800 Religious/Patriotic Ceremonies and Observances (1st Reading)

PO1230.01 Development of Administrative Guidelines (Discussion)

**9. ADMINISTRATION / BOARD UPDATES**

**10. CONSENT AGENDA**

*The Consent Agenda is listed in this agenda and will not be read aloud. The motion noted will allow for the authorization of all listed items, without discussion, unless a member of the Board requests that any one or all be considered individually.*

**RECOMMENDED MOTION . . . move to authorize the Consent Agenda as printed / amended:**

- A. Approval of the Board of Education Meeting Minutes of June 11, 2024**
- B. Approval of the Budget Hearing Minutes of June 11, 2024**
- C. Approval of the Board Finance Committee Meeting Minutes of June 11, 2024**
- D. Approval of the Board Policy Committee Meeting of June 18, 2024**
- E. Approval of the Special Meeting Minutes of June 10, 2024**
- F. Approval of Payment of the General Fund Accounts Payable of July 9, 2024, in the amount of \$3,967,812.39**
- G. Approval of Payment of Bond Fund Series III Accounts Payable of July 9, 2024, in the amount of \$235,238.64**
- H. Approval of Payment of 2023 Bond Fund Series I Accounts Payable of July 9, 2024 in the amount of \$4,459,871.26**
- I. Receive and File Human Resources Report**
- J. Approval of Neola Policy Updates (February 2024)  
PO6520 Payroll Deductions (revised)**

<b>CLOSING</b>
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**11. ITEMS SCHEDULED ON NEXT AGENDA**

**12. PUBLIC COMMENT**

*A member of the public may address the Board briefly, for up to three minutes, or request to be scheduled on the agenda of a future meeting.*

**STUDENTS**

**OTHER PUBLIC STAKEHOLDERS**

**13. NEXT MEETING**

The next Board of Education Meeting will be held on August 13, 2024 at 6:30 PM

**14. CLOSED SESSION**

**RECOMMENDED MOTION ... to enter Closed Session of the Board of Education at \_\_\_\_\_ pm, with the intent to re-enter Open Session at approximately \_\_\_\_\_ pm, for the purpose of Superintendent Evaluation Section 8(a). Under Section 8(a) a simple majority vote is sufficient to enter into a closed session.**

**15. RECOMMENDED MOTION ... to re-enter Open Session of the Regular Board of Education Meeting at \_\_\_\_\_.**

**16. ADJOURNMENT**

**RECOMMENDED MOTION ... to adjourn the Regular Board of Education Meeting of July 9, 2024, at \_\_\_\_\_ PM.**

# MEMORANDUM

July 9, 2024

**To:** Board of Education

**From:** Jenny Miller, Chair, Policy Committee

**Re:** Policy 5511 Dress and Grooming - 2nd Reading



## Policy 5511 Dress and Grooming (New)

Optional language has been added to state what is legally required with regard to enforcing the dress code in a nondiscriminatory/uniform manner and affirming a student's right to dress in accordance with their gender identity (within the constraints of the adopted dress code). The added language is an option because there is no requirement to include such language in policy or administrative guidelines. Implementation of such measures is required in accordance with the stated principles, whether they are in writing or not, in order to comply with Title IX and Title VII.



Book Policy Manual

Section Vol 36 No 2 Ready For Board

Title Vol. 36, No. 2 - February 2022 Revised DRESS AND GROOMING

Code po5511 (2nd Reading 7/9/24)

Status

#### 5511 - DRESS AND GROOMING

The Board of Education recognizes that each student's mode of dress and grooming is a manifestation of personal style and individual preference. The Board will not interfere with the right of students and their parents to make decisions regarding their appearance, except when their choices interfere with the educational program of the schools. (x) Students have the right to dress in accordance with their sexual orientation, gender expression or gender identity, within the constraints of the dress code promulgated by the school.

Accordingly, the Superintendent shall establish such grooming guidelines as are necessary to promote discipline, maintain order, secure the safety of students, and provide a healthy environment conducive to academic purposes. Such guidelines shall prohibit student dress or grooming practices which:

- A. (x) present a hazard to the health or safety of the student himself/herself or to others in the school;
- B. (x) interfere with school work, create disorder, or disrupt the educational program;
- C. (x) cause excessive wear or damage to school property;
- D. (x) prevent the student from achieving his/her own educational objectives because of blocked vision or restricted movement.

Clothing that may serve to deliberately intimidate students is prohibited by Policy 0145 (Discriminatory Harassment) and Policy 1662 (Anti-Harassment).

Such guidelines shall establish the dress requirements for members of the athletic teams, bands, and other school groups when representing the District at a public event.

The Superintendent shall develop administrative guidelines to implement this policy which:

- A. (x) designate the principal as the arbiter of student dress and grooming at the building level in his/her building;
- B. (→) invite the participation of
  - (→) staff
  - (→) parents
  - (→) students

~~in the preparation of a dress code which may specify prescribed dress and grooming practices, but may not amplify the rationale for prohibition established by Board policy;~~

C. ~~( )~~ instruct staff members to demonstrate, by example and precept, personal neatness, cleanliness, propriety, modesty, and good sense in attire and appearance;

D. **( x )** ensure that all administrative guidelines impose only minimum and necessary restrictions on the exercise of the student's taste and individuality;

E. **( x ) direct staff to enforce the school's dress code in** accordance with the Saline Area Schools Non-discrimination Policy, po0145 and the Transgender and Non-Binary Student Policy, po5517.02. **a nondiscriminatory and uniform manner, without regard to a student's** sexual orientation, gender identity or gender expression.

~~[ ]~~ Students who violate the foregoing rules will not be admitted to class and may be suspended from school.

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# MEMORANDUM

July 9, 2024

**To:** Board of Education

**From:** Jenny Miller, Chair, Policy Committee

**Re:** Policy 1540 Administrative Staff Reductions/Recalls - 2nd Reading



## **Policy 1540 - Administrative Staff Reductions/Recalls** (New)

This policy has been added to address existing administrative staff reductions/recalls.



Book	Policy Manual
Section	1000 Administration
Title	Vol. 38, No. 1 - September 2023 New ADMINISTRATIVE STAFF REDUCTIONS/RECALLS
Code	po1540 (2ne Reading 7/9/24)
Status	
Adopted	June 11, 2024

**New Policy - Vol. 38, No. 1**

**1540 - ADMINISTRATIVE STAFF REDUCTIONS/RECALLS**

It is the policy of this Board of Education that all personnel decisions shall be based on retaining effective administrators in situations involving a staffing or program reduction or any other personnel decision resulting in the elimination of a position, as well as for hiring after such reductions/position eliminations or recall to vacant positions. Length of service or tenure status may only be considered when all other factors are considered equal amongst the potentially affected administrators.

The effectiveness of administrators shall be measured in accordance with the District's performance evaluation system developed under Section 1249 of the School Code.

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Legal	PA 102, 2011
	M.C.L. 380.1248

# MEMORANDUM

July 9, 2024

**To:** Board of Education

**From:** Jenny Miller, Chair, Policy Committee

**Re:** Policy 6350 Prevailing Wage Coordinator - 1st Reading



## **Policy 6350 Prevailing Wage Coordinator** (NEW)

This policy has been added because Michigan's Prevailing Wage Act has been restored and will take effect in March of 2024.



Book	Policy Manual
Section	6000 Finances
Title	Copy of PREVAILING WAGE COORDINATOR
Code	po6350 (1st Reading 7/9/24)
Status	
Adopted	May 22, 2018

#### 6350 - **PREVAILING WAGE COORDINATOR**

It is the purpose of this policy to comply with State and Federal regulations concerning prevailing wage rate.

The Michigan Department of Consumer and Industry Services; Wage and Hour Division will determine the prevailing wage rate in the locality where the work is to be performed.

The Superintendent shall designate a Prevailing Wage Coordinator for this District.

The Prevailing Wage Coordinator will submit to the Superintendent, for Board of Education approval, procedures for monitoring compliance with prevailing wage laws. ~~They~~ ~~S/He~~ will request the Michigan Department of Consumer and Industry Services; Wage and Hour Division to establish the prevailing wage rate in this District for school construction or renovation projects. A schedule of those wages must be attached to the specifications for the work, and printed on any bidding blanks. A copy of the bidding blank must be filed with the Michigan Department of Consumer and Industry Services; Wage and Hour Division prior to the award of any contract. Thereafter, any contract which is awarded must include a provision that each laborer, work ~~person~~ ~~man~~, or mechanic employed by the contractor will be paid at a rate not less than the prevailing wage rate. On the first pay date, the contractors and subcontractors must provide each employee with written notification of ~~their~~ ~~his/her~~ job classification and the prevailing wage rate for ~~their~~ ~~his/her~~ job classification, unless the employee is covered by a collective bargaining agreement.

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Legal M.C.L. 408.551 et seq.

# MEMORANDUM

July 9, 2024

**To:** Board of Education

**From:** Jenny Miller, Chair, Policy Committee

**Re:** Policy 8800 Religious/Patriotic Ceremonies and Observances - 1st Reading



## **Policy 8800 Religious/Patriotic Ceremonies and Observances** (Revised)

The policy is revised to reflect the recent U.S. Supreme Court decision in Kennedy v. Bremerton School District in which the Court clarified the equal importance of and the interaction between the Constitution's two (2) First Amendment clauses pertaining to religious rights. The Bremerton decision reinforced employees rights to the free exercise of religion such that a First Amendment analysis regarding district action (i.e. discipline or censorship) must consider whether the employee is exercising the staff members' free exercise rights. As a practical matter, the analysis remains unchanged; however, the Court clarified that the school district officials were not entitled to err on the side of avoiding a violation of the Establishment Clause. Revisions are recommended and if they are not adopted to articulate current law, a District can be exposed to a Constitutional challenge to the policy as facially invalid. Likewise, application of the concepts does require officials to apply the law as described in the policy revisions.



Book	Policy Manual
Section	8000 Operations
Title	Copy of RELIGIOUS/PATRIOTIC CEREMONIES AND OBSERVANCES
Code	po8800 (1st Reading 7/9/24)
Status	
Adopted	May 22, 2018

#### 8800 - RELIGIOUS/PATRIOTIC CEREMONIES AND OBSERVANCES

The Board of Education acknowledges that the U.S. Constitution prohibits it from adopting any policy or rule promoting or establishing a religion or any policy that unlawfully restricts any person's free exercise of the individual right to free exercise of religion enjoyed by all persons. Within the confines of this legal framework, the Board adopts the following policy to address the scope of these rights and the District's authority within its own facilities or during events. Decisions of the United States Supreme Court have made it clear that it is not the province of a public school to advance or inhibit religious beliefs or practices. Under the First and Fourteenth Amendments to the Constitution, this remains the inviolate province of the individual and the church of his/her choice. The rights of any minority, no matter how small, must be protected. No matter how well intended, either official or unofficial sponsorship of religiously oriented activities by the school are offensive to some and tend to supplant activities which should be the exclusive province of individual religious groups, churches, private organizations, or the family.

As public employees, while on duty and acting within the scope of employment or pursuant to official duties, District staff members shall not use prayer, religious readings, or religious symbols as a devotional exercise or in an act of worship or celebration. Staff are expected to avoid circumstances where the staff member's expression of religious views could be reasonably construed as an endorsement or approval of the message by the school or District. Nothing in this policy or its application shall serve to prohibit or interfere with any staff member's free exercise of their religious views in circumstances not covered by this policy. The District shall not function as a disseminating agent for any person or outside agency for any religious or anti-religious document, book, or article. Distribution of such materials on District property by any party shall be in accordance with Policy 7510 - Use of School Facilities and AG 7510A - Use of District Facilities and Policy 9700 - Relations with Special Interest Groups.

Nothing in this policy prohibits teaching about various religions and religious practices in a manner consistent with any adopted District course curriculum. This instruction may include discussion of religious holidays and customs in a manner related to the curriculum that does not give the appearance of an endorsement of one religion over other religions or favoring either a system or religious beliefs or of other beliefs, such as atheism or agnosticism. Observance of religious holidays through devotional exercises or acts of worship is also prohibited.

Distribution of any outside organization's materials, including a request by any person wishing to facilitate dissemination of materials on District property, may make a request in accordance with Policy 7510 - Use of District Facilities and Policy 9700 - Relations with Non-School Affiliated Groups.

Students are not prohibited by this ~~The Board acknowledges that it is prohibited from adopting any policy or any guideline promulgated pursuant to this policy, from engaging in rule respecting or promoting an establishment of religion or prohibiting any person from~~ the free, individual, and voluntary exercise or expression of the individual's/person's religious beliefs. However, such exercise or expression may be limited to lunch periods or other non-instructional time periods when individuals are free to associate, or on an individual basis in a manner that does not disrupt the educational process.

~~Observance of religious holidays through devotional exercises or acts of worship is also prohibited. Acknowledgement of, explanation of, and teaching about religious holidays of various religions is encouraged.~~ Celebration activities involving nonreligious decorations and use of secular works are permitted, but it is the responsibility of all faculty members to ensure that such activities are strictly voluntary, do not place an atmosphere of social compulsion or ostracism on ~~minority~~ groups or individuals, and do not interfere with the regular school program.

The Board shall not include religious invocations, benedictions, or formal prayer at any school-sponsored event.

#### ~~PATRIOTIC ACTIVITIES AND OBSERVANCES~~~~The United States Flag and Pledge of Allegiance~~

The flag of the United States shall be raised above each public school building operated by the District at all times during school hours, weather permitting. This flag shall measure at least ~~four (4)~~ 4 feet ~~two (2)~~ 2 inches by ~~eight (8)~~ 8 feet. A United States flag shall also be displayed in every classroom or other instructional site in which students recite the Pledge of Allegiance.

All students in attendance at school will be provided an opportunity to recite the Pledge each day that school is in session. However, no student shall be compelled to recite the Pledge of Allegiance. No student shall be penalized for failure to participate in the Pledge and the professional staff shall protect any such students from bullying as a result of their not participating in the Pledge.

The building principal or administrator shall be responsible for determining the appropriate time and manner for reciting the Pledge, with due regard to the need to protect the rights and the privacy of a nonparticipating student.

**[ X ]** The District may offer students and staff a Moment of Silence to commemorate a significant event that has a significant impact on the community. The decision to offer a moment of silence shall be the building principal's and/or the Superintendent's decision. No moment of silence shall be described by school officials with reference to religious symbolism or activity. **[END OF OPTION]**

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~~Cross-Reference po8805~~

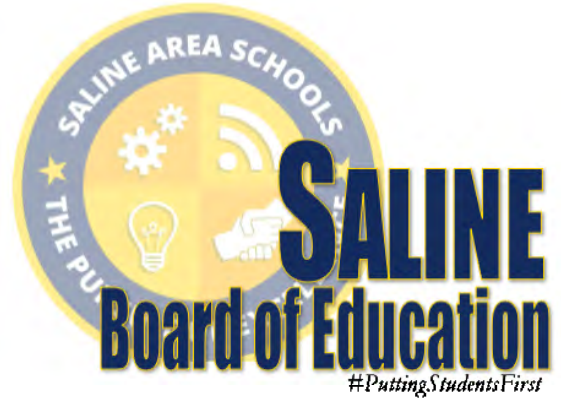
M.C.L. 2.91, 380.1347, 380.1347a, 380.1565  
20 U.S.C. 4071 et seq.

29 C.F.R. 1910.1030  
Gregoire vs. Centennial School District 907 F2d 1366, (3rd Circuit, 1990)  
Lee vs. Weisman, 112 S. Ct 2649, 120 L. Ed. 2d 467 (1992)

~~Kennedy v. Bremerton School District~~Kennedy v. Bremerton School District, 597 U.S. 507

Legal	Gregoire vs. Centennial School District 907 F2d 1366, (3rd Circuit, 1990)
	Lee vs. Weisman, 112 S. Ct 2649, 120 L. Ed. 2d 467 (1992)
	M.C.L. 380.1347, 380.1347a, 380.1565
	20 U.S.C. 4071 et seq.





## MEMORANDUM

July 1, 2024

**To:** Board of Education

**From:** Jenny Miller, Chair, Policy Committee

**Re:** Suggested Revisions to Policy 1230.01

The following Policy additions or revisions are being recommended for discussion items at an upcoming board meeting. per Board Operating Procedures.

- 1) 0131.1 which states “All policy changes will first appear on the Agenda as a discussion item. If the full board discussion is complete and there is a sense of consensus, then the policy appears on a future Agenda as an action item for adoption at the next board meeting.”

### **Policy 1230.01 - Administrative Guidelines (Saline Revision)**

Superintendent Laatsch has requested that a change be made to the paragraph that currently reads:

“A copy of the District’s administrative guidelines manual and a copy of each handbook shall be made a part of the Board’s reference materials maintained in the District Office”

#### **to read ...**

“Administrative Guidelines will be posted online alongside the BOE Policy Manual. A copy of each handbook is available on each of the school’s websites.

Secretary Miller has requested that a change be made to the paragraph that currently reads:

“As long as the provisions of these administrative guidelines and handbooks are not inconsistent with Board policies, or with Federal/State law, they will be considered to be an extension of the policy manual and binding upon all employees and students.”

#### **to read...**

“Provisions of these administrative guidelines and student handbooks will be revised annually to be consistent with policies and with Federal/State law. Students are bound by the handbooks that are updated and signed each year.





Book	Policy Manual
Section	1000 Administration
Title	DEVELOPMENT OF ADMINISTRATIVE GUIDELINES
Code	po1230.01
Status	Active
Adopted	May 22, 2018

#### 1230.01 - **DEVELOPMENT OF ADMINISTRATIVE GUIDELINES**

The Board of Education delegates to the Superintendent the function of designing and implementing the guidelines, required actions, and detailed arrangements under which the District will operate. These administrative guidelines shall not be inconsistent with the policies adopted by the Board.

The Board itself will formulate and adopt administrative guidelines and rules only when required by law, and when the Superintendent recommends Board adoption.

The Superintendent may also issue such administrative and student handbooks as s/he may consider necessary for the effective administration of the schools and distribute them to employees and students and/or their parents.

As long as the provisions of these administrative guidelines and handbooks are not inconsistent with Board policies, or with Federal/State law, they will be considered to be an extension of the policy manual and binding upon all employees and students.

A copy of the District's administrative guidelines manual and a copy of each handbook shall be made a part of the Board's reference materials maintained in the District office.

# Board of Education Meeting

Liberty School Board Room

June 11, 2024, at 6:30 PM



## MINUTES

### Mission

*We, the Saline Area Schools, will equip all students with the knowledge, technological proficiency, and personal skills necessary to succeed in an increasingly complex society. We expect that our students, staff, and the Saline Community will share in these responsibilities.*

### OPENING

#### 1. CALL TO ORDER

**Board Members Present:** Tim Austin, Susan Estep, Brad Gerbe, Lauren Gold, Michael McVey, Jennifer Miller, and Jennifer Steben

**Central Administration Present:** Superintendent Laatsch, Assistant Superintendents Owsley and Diglio, Executive Directors Clary and Martin

#### 2. PLEDGE OF ALLEGIANCE

#### 3. SUPERINTENDENT'S MESSAGE

**Introduction of 24/25 Student Representatives:** Tommy Allmand & Kate Sonnenday  
Superintendent Laatsch

#### 4. SPECIAL RECOGNITION

*23/24 District Retirees & Resignations with 15+ Years of Service*

#### 5. PUBLIC COMMENT

**STUDENTS - None**

**OTHER PUBLIC STAKEHOLDERS - None**

**6. RESPONSE TO PREVIOUS PUBLIC COMMENT**

<b>AGENDA</b>
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**7. REVISIONS/APPROVAL OF AGENDA**

**MOTION** made by Vice President Steben, support Trustee Austin move to **approve the agenda as printed.**

Ayes - All Present - **MOTION CARRIED 7-0**

**8. ACTION ITEMS**

**A. MOTION** made by Secretary Miller, support Treasurer Gerbe **to approve the food service management contract with Chartwells for the 2024-25 School Year** as submitted by **Miranda Owsley, Assistant Superintendent of Finance**

Ayes - All Present - **MOTION CARRIED 7-0**

**B. MOTION** made by Treasurer Gerbe, support Trustee Austin move **to adopt the amended General Appropriations Act for 2023-2024 Final Amended Budgets, 2024-2025 Original Budgets and the 2024 L-4029 tax rates** as submitted by **Miranda Owsley, Assistant Superintendent of Finance**

Ayes - All Present - **MOTION CARRIED 7-0**

**C. MOTION** made by Trustee Austin, support Trustee Gold **to approve the Community Education Rental Rates** as submitted by **Brian Puffer, Director of Community Education**

Ayes - All Present - **MOTION CARRIED 7-0**

**D. MOTION** made by Secretary Miller, support Vice President Steben **to follow the recommendation of the CARES Advisory Council to approve the Round III allocation of funds as follows in the total amount of \$50,070.84** as submitted by **Brian Puffer, Director of Community Education.**

Adaptive Summer Cycling, PEAC - \$5,625.00

Air Conditioning Completion Project, Saline Area Social Services - \$17,862.50

Enhancing SHS Tennis Courts w/ Benches, SHS Hornet Tennis - \$4,928.34

Kids' Corner Safety Upgrades, Saline Parks & Recreation - \$2,675.00

Kids Summer Camp Patio Space, Saline Parks & Recreation - \$2,000.00  
New Goalie Equipment, SHS Field Hockey - \$2,000.00  
Saline Varsity Sideline Cheer Uniforms - SHS Varsity Sideline Cheer - \$5,000.00  
Sparkle & Shine STARS CheerABILITIES Squad, Work & Play  
Special Needs Resource Center, Inc. - \$4,000.00  
Water Polo Equipment, SHS/SMS Boys/Girls Water Polo - \$5,980.00

Ayes - All Present - **MOTION CARRIED 7-0**

9. **SCHEDULED REPORTS**

**A. Wellness Committee Annual Overview**

*Presenters: Musetta Deneen & Noel Koller*

The Wellness Committee supports families and provides strategies to assist families who seek services in the school district. They presented their annual overview, highlighting their mission to ensure the wellness policy created by the Board is implemented and reviewed regularly. The committee is made up of parents, staff members including administration, nurses, and social workers. The committee aims to support and improve the physical and mental health of the school community, both staff and students, through education, experiences, and access to services. The committee used the School Health Index tool, created by the CDC which helps identify strengths and weaknesses of health and safety policies and procedures, helps to develop an action plan to address areas of weakness and to also promote health and enhance overall health and behaviors. Key areas of focus were Social and Emotional Climate and Family Engagement. Next steps will include recommendations for areas that didn't score well on the index tool as well as working on developing a social-emotional curriculum for the district.

**B. Technology Department Annual Overview**

*Presenter: Jay Grossman, Director of Technology*

This annual update provided an overview of the Tech department's busy year. They received almost 2900 help tickets this year with only 27 currently remaining open. They support about 2100 daily use student devices and over 500 staff devices. They also manage around 900 devices for state testing. The Technology Department maintains the district's student information system, PowerSchool, which includes a range of systems such as Google Classroom, Remind, SchoolMessenger and Naviance. In all the network closets this year, the batteries were replaced with 10-year lithium batteries. Core routers were upgraded to handle over 100 gigabits per second. The Storage Area Network was upgraded to allow for better storage, can compress data by up to 50%, increased speed and optimal encryption and back up for district operations. The Verkada Camera System has been completed. There are now 548 cameras on campus and a visitor system with secure vestibule access. InformaCast system upgrade is also complete with over 700 speakers installed including panic buttons, strobe lights and digital/audio signage. Work upcoming includes a 2 year project to standardize audio video equipment in all classrooms, and connecting fiber optics from the middle school to the new operations bldg.

Switches in all 40 network closets will also be upgraded. By the start of the new school year, all new Epson copiers will be installed and functioning.

**C. Foundation for Saline Area Schools Annual Overview**

*Presenter: Stacey Rumpsa, Executive Director*

The annual update to the Board highlighted the total revenue of the different events this year. The annual employee campaign brought in \$9000. The fall luncheon brought in \$41,000, Giving Tuesday \$5,000, the year-end appeal letter \$18,000, Blue Jeans & Bling net revenue was \$56,100, Superintendent's Circle dinner was \$20,000 and general donations totaled \$9,300. 27 grants were funded this year totaling \$96,300. Net donations for the 23/24 year were \$207,202. The Hall of Fame will be held October 11th. Inductees this year will be Ray and Mary Larned, Brian Warra, Robbie Felton, Greg DeGrand, Lila Howard and Norma Freeman. The Alumni Banquet will be held June 21st at SMS which will include an open house event to showcase the alumni archives, the Alumni Golf Outing will be July 15th at Brookside and the Fall Fundraiser will be October 30th at 12 noon at Liberty. Student Representatives for the 24/25 school year will be Grace Oberski and Bryce Nadig. One of the Foundation's goals for the upcoming year is to put more emphasis on family involvement and showcase the impact of the foundation on the school experience.

**10. DISCUSSION ITEMS**

**A. Board Policy Committee Update**

*Facilitator: Jenny Miller, Chair*

**1. 5/28/24 Meeting Review**

The Policy Committee has been working on updating policies, including the evaluation of the superintendent, in response to changes at the state level. This policy is being updated to mirror the policy for administrators and professional staff with a 3 point scale replacing the previous 4 point scale. There will no longer be a "highly effective" rating. This policy 1240 appears on the consent agenda today. Also on consent are Policy 2410 which has been rescinded, and revised policies 2414 and 2418 which have been updated due to the deletion of M.C.L 388.1766, the repealed section pertaining to a disciplinary policy for referral of pupils for abortion or assisting student in obtaining an abortion. 3 of the Neola updates in the most recent volume were merely "technical corrections" which included punctuation and pronoun changes. These changes did not impact policy operation or procedures and were pushed through for production into the manual.

**2. Policy Discussion (1st Readings)**

**PO5511 Dress and Grooming** - this policy first introduced in 2009 was recommended for our district in 2022. The policy committee reviewed the recommendations from Neola in addition to the DEIAC. Administrators will also look to this policy when reviewing handbooks to ensure language aligns with the policy. The goal is to impose only minimum and necessary restrictions on students' taste and individuality and to direct staff to enforce the school's dress

code in accordance with SAS non-discrimination policies. The policy committee would like this policy to promote the least restrictive enforcement possible and focus on ensuring that the dress code does not interfere with education. Key additions to the policy include “students have the right to dress in accordance with their sexual orientation, gender identity, and gender expression” within the constraints of the dress code. Next steps will be adding this to the July 9th agenda as an action item.

**PO1540 Administrative Staff Reductions/Recalls** - New policy in 2023 and should be adopted. This addresses the need for a way to recall staff should the need arise. This policy is in alignment with current state law which was recently changed.

**B. Board Finance Committee Update**

*Facilitator: Brad Gerbe, Chair*

The budget committee met this evening. We had a brief discussion about the budget hearing presentation that took place this evening and the eventual approval of the budgets. We also have our first look at the introductory budget for the 24/25 school year. The district has also been awarded \$600,000 from the EPA to purchase 3 electric buses. This will not cover the entire cost but certainly will help to alleviate a portion. We also talked about the CARES Grants and are happy to support programs in our local community. The finance committee is also closely watching the allocation of funds, particularly with regards to how healthcare is being funded.

**C. Public Facing Administrative Guidelines**

*Facilitator: Trustee Susan Estep*

Administrative Guidelines and handbooks are considered an extension of the policy manual and are binding upon all employees and students. The district's policy manual and handbooks are maintained on the district website. The administrative guidelines are not yet publicly available. In 2018 district purchased AGs and Policies from Neola. In 2021 the policy committee discussed updating AGs with Neola communicating they would provide an updated manual in January 2022. In 2022 a timeline was discussed with Neola for implementing and creating AGs. Since that time, the administration has been meeting regularly to work on and implement AGs but are still not publicly available. The importance of transparency is key to building trust with the community, increasing consistency and making sure policies are accessible and transparent. Currently only the WISD and the Ypsilanti Community School District have given public access to their AGs. Revisions should be considered to policy 1230.01 which hasn't been updated since 1995. Additional considerations should be to have online forms available. The purpose of administrative guidelines is to provide guidance on how to enact policies in a school district. They are typically written by school administrators who are considered the experts on how to implement policy.

**11. ADMINISTRATION / BOARD UPDATES**

**Superintendent Laatsch:** Nice article in the Sun Times regarding our District Nurse Karan Hervey receiving the Distinguished Service Award. Congratulations to her and well deserved.

**Trustee Austin:** Lots of bond work taking place this summer. On Saturday June 15th at the Washtenaw Farm Council Grounds, Saline Area Social Services will be hosting a Food Truck festival from 11 am til 3 pm.

**Trustee Estep:** SEAB public hearing was held on Monday, June 10th. Very pleased with how it went. Cameron Cochran and Kristin Hoffman-Peavler, co-chairs, did a great job in presenting the curriculum and supporting data. There will be opportunities for public feedback as well as viewing the curriculum prior to the 2nd public hearing which has not been scheduled yet. Happy Pride Month.

**Secretary Miller:** Happy summer to all staff and students. Juneteenth will be recognized next week on the 19th and there are events throughout Saline and surrounding towns for our community to attend.

**Vice President Steben:** Thank you to our retirees for your service to our district. Congratulations to our graduates.

**Treasurer Gerbe:** Congratulations to our retirees and all your years of service. Thank you to SEAB both those attending and those presenting. Thank you to our voters for the support of the bond. You'll notice all the work going on this summer. Lots of exciting projects taking place. Attended the flag raising ceremony at City Hall for Pride Month. Thank you to Caroline Stout for her help to bring attention to literacy and early intervention around dyslexia.

**Trustee Gold:** Let's celebrate Pride Month. 1st Friday in June was National Gun Violence Awareness Day. Reminding the community about the importance of safe gun storage. Also encourages the community and educators to remember to supervise children around water to help keep them safe. Encourages swim classes at early ages and the use of life vests.

## 12. **CONSENT AGENDA**

**MOTION** made by Vice President Steben, support Trustee Gold **to authorize the Consent Agenda as printed.**

Ayes - All Present - **MOTION CARRIED 7-0**

- A. **Approval** of the Board of Education Meeting Minutes of May 28, 2024
- B. **Approval** of the Board Policy Committee Meeting Minutes of May 28, 2024
- C. **Approval of Payment** of the General Fund Accounts Payable of June 11, 2024, in the amount of \$3,735,036.40
- D. **Approval of Payment** of 2023 Bond Fund Series I Accounts Payable of June 11, 2024 in the amount of \$723,485.39
- E. **Approval** to adopt the 2024-2025 MHSAA Membership Resolution



- G. **Approval** of the 2024-2025 MASB Membership Renewal in the amount of \$8511.63
- H. **Receive and File** Finance and Human Resources Report
- I. **Approval** of Neola Policy Updates (February 2024)
- PO1240 Evaluation of the Superintendent (revised)
- PO2410 Prohibition of Referral or Assistance (rescinded)
- PO2414 Reproductive Health and Family Planning (revised)
- PO2418 Sex Education (revised)

<b>CLOSING</b>
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13. **ITEMS SCHEDULED ON NEXT AGENDA**

County CTE Report  
Superintendent Listening Session / Perception of Equity Survey  
Bullying Report  
Superintendent Evaluation, Quarterly Update

14. **PUBLIC COMMENT**

**STUDENTS** - None

**OTHER PUBLIC STAKEHOLDERS**

**Sarah Yousif, Recent Grad** - Spoke in support of Vice President Steben's upcoming BOE campaign  
**David Hayward, Parent** - Spoke in regards to the discussion regarding the Dress and Grooming Policy  
**Tiffanie Alexander, Parent** - Spoke in regards to maintaining the DEI lens

15. **NEXT MEETING**

The next Board of Education Meeting will be held on July 9, 2024 at 6:30 PM.

16. **ADJOURNMENT**

**MOTION** made by Treasurer Gerbe, support Trustee Austin **to adjourn the Regular Board of Education Meeting of June 11, 2024, at 10:15 PM.**

Ayes - All Present - **MOTION CARRIED 7-0**

Respectfully Submitted,

*Jennifer K. Miller*



Jennifer Miller  
Board Secretary

*Recorded by: Betty Jahnke*

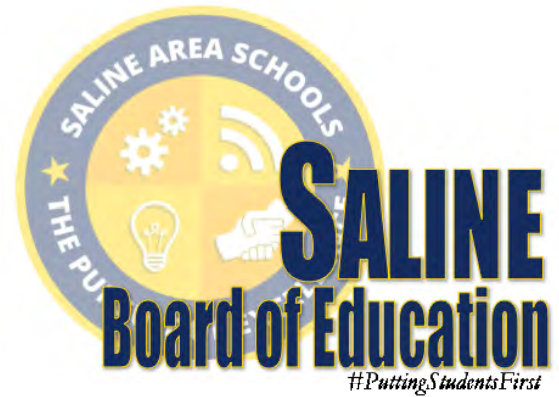
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# BUDGET HEARING MEETING

Liberty School Board Room

June 11, 2024 at 6:00 PM

## MINUTES



1. **CALL TO ORDER** of the Budget Hearing of June 11, 2024

**Board Members Present:** Tim Austin, Susan Estep, Brad Gerbe, Lauren Gold, Michael McVey, Jennifer Miller and Jennifer Steben

**Central Administration Present:** Superintendent Laatsch, Executive Directors Martin and Clary

2. **PLEDGE OF ALLEGIANCE**

3. **PUBLIC COMMENT**

**STUDENTS - None**

**OTHER PUBLIC STAKEHOLDERS - None**

4. **REVISIONS/APPROVAL OF AGENDA**

**MOTION** made by Vice President Steben, support Trustee Austin to approve the agenda as printed.

Ayes - All Present - **MOTION CARRIED 6-0** (*Estep arrived after this motion*)

5. **BUDGET PRESENTATION**

*Presenter: Assistant Superintendent Miranda Owsley*

Assistant Superintendent Owsley gave a presentation to the Board outlining the 2023-24 Amended Budget and the 2024-25 Budget. The board must adopt the annual budget before July 1, 2024. In summary while the revenue for 23/24 was less than originally budgeted, expenses were also less than expected, therefore no impact on the fund balance. Regarding the 24/25 budget, the district receives the majority of funding from the State Per Pupil allowance. There are currently 3 proposals for the funding model and Superintendent Owsley will budget with the most conservative option in addition to budgeting with the expectation that enrollment may decrease by 110 students. The district's budget is carefully managed to ensure financial stability and sustainability. The fund balance is an important indicator of the district's financial health and the district's conservative approach to budgeting helps to ensure that it remains financially stable.

6. **ADJOURNMENT**

**MOTION** made by Vice President Steben, support Trustee Estep to **adjourn the Budget Hearing of June 11, 2024, at 6:28 PM.**

Ayes - All Present - **MOTION CARRIED 7-0**

Respectfully submitted,



Jennifer Miller

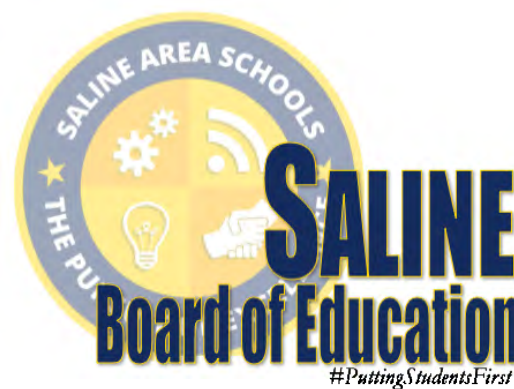
*Recorded by: Betty Jahnke*

# FINANCE COMMITTEE MEETING

Liberty School Board Room

June 11, 2024 at 5:00 PM

## MINUTES



Brad Gerbe, Chair, Tim Austin, Michael McVey

Superintendent Laatsch, Assistant Superintendent Owsley, Recording Secretary Jahnke

1. **Call to Order**

Board Finance Committee meeting was called to order by chair, Brad Gerbe at 5:06 pm.

2. **Public Comment - None**

3. **Discussion Items**

a. **Budget Hearing**

Assistant Superintendent Owsley provided an overview of the report to be presented at the Budget Hearing this evening which included the amended 2023-24 budget in addition to the early projections of the 24/25 school year budget. This will be an action item on the Board Agenda this evening.

b. **Electric Bus Grant**

Saline will receive a grant to put towards the purchase of 3 electric buses. This does not cover the entire cost, just offsets a portion of the total cost.

<https://www.detroitnews.com/story/news/local/michigan/2024/05/29/epa-awarding-24-million-to-replace-school-buses/73883862007/>

c. **CARES Funds - City of Saline**

City of Saline would like to have another joint retreat with the Board of Education. Possibly in January after the election.

4. **Public Comment - None**

5. **Next Meeting**

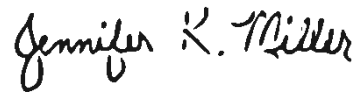
Tuesday, August 13th, 2024 at 5 pm.

*Board Finance Committee Meeting  
June 11, 2024*

6. **Adjournment**

Meeting was adjourned at 5:55 pm

Respectfully submitted,



Jennifer Miller  
Board Secretary

*Recorded by: Betty Jabnke*

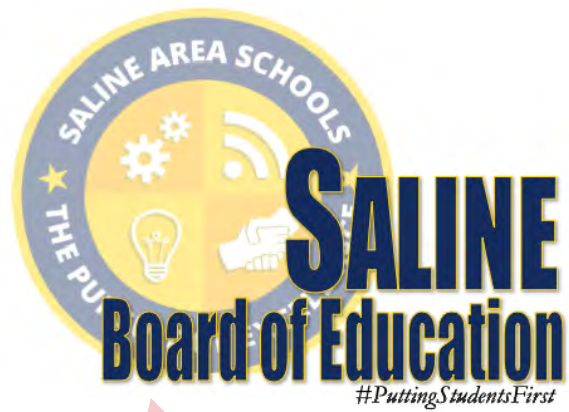
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# POLICY COMMITTEE MEETING

Liberty School Board Room

Tuesday, June 18, 2024

6:30 pm



## MINUTES

**Jenny Miller, Chair, Lauren Gold and Jennifer Steben**  
**Superintendent Laatsch, Recording Secretary Betty Jahnke**

1. **Call to Order**

The Board Policy Committee Meeting was called to order by Chair, Jenny Miller

2. **Public Comment- None**

3. **Discussion Items**

**A. Vol 38 No 2 Neola Updates**

**Policy 6350 - Prevailing Wage (New)**

This is a new policy. Recommended to comply with State and Federal regulations concerning prevailing wage rate. The Superintendent designates the Director of Operations as the Prevailing Wage Coordinator for the district. This will be moved to the July 9th Board Agenda as a 1st reading under Discussion Items.

**Policy 6520 - Payroll Deductions (Revised)**

This is a revision of an existing SAS Board Policy. This policy has been revised to reflect that districts can deduct union dues or services fees. Policy Committee in agreement with all Neola updates. This will be moved to the July 9th Board Agenda to be approved under the Consent Agenda.

**Policy 8800 - Religious/Patriotic Ceremonies and Observances (Revised)**

This is a revision to an existing SAS Board policy. The policy is revised to reflect the recent U.S. Supreme Court decision in Kennedy v. Bremerton School District in which the Court clarified the equal importance of and the interaction between the Constitution's two (2) First Amendment clauses pertaining to religious rights. The Bremerton decision reinforced employees rights to the free exercise of religion such that a First Amendment analysis regarding district action (i.e. discipline or censorship) must consider whether the employee is exercising the staff members' free exercise rights. As a practical matter, the analysis remains unchanged; however, the Court clarified that the school district officials were not entitled to err on the side of avoiding a violation of the Establishment Clause. Revisions are recommended and if they are not adopted to articulate current law, a District can be exposed to a Constitutional challenge to the policy as facially invalid. Likewise, application of the concepts does require officials to apply the law as described in the policy revisions.

*June 18, 2024*

The Policy Committee asked that the Bremerton vs. Kennedy decision be cited under Legal and also there would be clarification gotten regarding the section referring to flag measurements. Committee agreed to move this to the July 9th Board Agenda as a 1st reading under Discussion Items.

**B. Administrative Guidelines - po1230.01**

Superintendent Laatsch has requested that a change be made to the paragraph that currently reads:

“A copy of the District’s administrative guidelines manual and a copy of each handbook shall be made a part of the Board’s reference materials maintained in the District Office”

**to read ...**

“Administrative Guidelines will be posted online alongside the BOE Policy Manual. A copy of each handbook is available on each of the school’s websites.

Secretary Miller has requested that a change be made to the paragraph that currently reads:

“As long as the provisions of these administrative guidelines and handbooks are not inconsistent with Board policies, or with Federal/State law, they will be considered to be an extension of the policy manual and binding upon all employees and students.”

**to read...**

“Provisions of these administrative guidelines and student handbooks will be revised annually to be consistent with policies and with Federal/State law. Students are bound by the handbooks that are updated and signed each year.

This will be added to the July 9th Board Agenda under Discussion Items

**C. DEI AC Policy Language 9141 - Proposed modifications by President McVey**

The Policy Committee reviewed some suggested changes to this policy that were recommended by President McVey. The Board Operating Procedure that outlines the process for making changes to existing Policy was reviewed. Feedback on the proposed revisions will be sent to President McVey. The discussion regarding these recommendations will be continued at the next Policy meeting, allowing more time to get answers to clarifying questions.

4. **Public Comment - None**

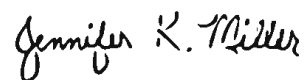
5. **Next Meeting**

Next meeting of the Board Policy Committee Meeting will be Tuesday, August 27th at 5 pm or as needed.

6. **Adjourn**

There being no further business, the meeting was adjourned at 7:36 pm.

Respectfully submitted,



Jennifer Miller  
Board Secretary

*Recorded by: Betty Jahnke*

## SPECIAL MEETING Board of Education

### SEAB Public Hearing #1

Liberty School Board Room  
June 10, 2024  
6 pm



## Minutes

### 1. **Call to Order**

This Special Meeting of the Board of Education to conduct a SEAB public hearing was called to order by President Michael McVey at 6 pm.

**Board Members Present:** Tim Austin, Susan Estep, Brad Gerbe, Lauren Gold, Michael McVey and Jenny Miller.

**Board Members Absent:** Jennifer Steben

### 2. **Pledge of Allegiance**

### 3. **Board President**

The Board President outlined the legal requirements for this hearing, provided an overview of the structure for this Public Hearing and welcomed SEAB members.

### 4. **PRESENTATION**

Sex Education Advisory Board (SEAB)

Presenters: Kristin Hoffman-Peavler and Cameron Cochran, Co-Chairs

A Public Hearing was conducted on the recommendation to approve an updated adolescent health curriculum in Grades 4th thru 8th. The current curriculum was originally written in 2002 and last updated in 2010 and as many would agree is inadequate and outdated. Many reasons exist as to why there is a need to update the curriculum. With the internet easily accessible, children are more likely to receive more sexually explicit information at younger ages. The current curriculum does not provide comprehensive, evidence-based, and inclusive information to guide students in making safe choices. The Michigan legislature enacted Senate Bill 66 in July 2023 which requires all Michigan schools districts to teach and provide materials on sexual assault and consent to all students in grades 6-12. This new curriculum will satisfy the new requirement and provide students with the necessary information. The importance of comprehensive sex education aims to provide all the information needed to make safe and healthy decisions, starting in puberty and continuing through teen years. Studies show that students who receive more information are less likely to choose to be sexually active. The new curriculum recommendations are through Positive Prevention Plus and are for grades 4th thru 8th. Per Michigan law, families always have the right to review the curriculum resources and videos



*Sex Ed Advisory Board - Public Hearing  
June 10, 2024*

ahead of time and may opt their children out if they choose to do so. Public review is available at the Liberty School main office starting Tuesday, June 11th through the second public hearing date to be scheduled later in August.

The lessons at each grade level were reviewed. The curriculum is accumulative which means that it builds upon itself in sequence starting from 4th grade. Public feedback is encouraged and welcome prior to the Board of Education voting after the second public hearing.

The SEAB gathered feedback through in-person conversations and Google surveys. Revisions were made based on that feedback. In addition, they met monthly to discuss the curriculum and feedback which allowed for a thorough and respectful discussion of the materials. Key considerations included flexibility, adaptability, community input, and age appropriateness.

5.. **PUBLIC COMMENT**

A. **Student Comment**

M. Habrecht, SHS Student

B. **Other Public Stakeholders Comment**

Ari Hayward, Alum

Tiffanie Alexander

David Hayward, Parent

Meghan Gunnerson, Parent/SEAB Member

Tran Longmoore

6. **NEXT MEETING**

The date for the 2nd Public Hearing will be determined.

7. **ADJOURNMENT**

There being no objection, President McVey adjourned the meeting at 7:54 pm.

Respectfully submitted,

*Jennifer N. Miller*

Jennifer Miller

Board Secretary

*Recorded by: Betty Jabnke*



**TOPIC: Human Capital Recommendations**

The following human capital changes including resignations and new hires are being presented to the Board of Education to receive and file:

**RESIGNATIONS / TERMINATIONS:**

<u>NAME</u>	<u>BLDG./DEPT.</u>	<u>ASSIGNMENT</u>	<u>STATUS</u>	<u>REASON</u>	<u>EFFECTIVE</u>
Alison Merlos	Middle School	Special Education Teacher	Resignation	Resignation	12.June.24

**NEW HIRES**

<u>NAME</u>	<u>BLDG./DEPT.</u>	<u>ASSIGNMENT</u>	<u>STATUS</u>	<u>STEP</u>	<u>EFFECTIVE<sup>4</sup></u>
Camille Konrad	Middle School	Special Education Teacher	New Hire	BA1	21.Aug.24
Diamond Hamilton	Pleasant Ridge	SEL Coach	New Hire	MA3	21.Aug.24
Eric Romans	Middle School	Social Studies Teacher	New Hire	MA9	21.Aug.24
Kate Aeschliman	High School	Paraeducator	New Hire	1	21.Aug.24
Laura Naar	High School	Art Teacher	New Hire	MA15	21.Aug.24
Megan LoPresto	SWWC	Agriscience Teacher	New Hire	BA1	21.Aug.24
Miranda Balaka	Liberty	Young Adult Paraeducator	New Hire	1	21.Aug.24
Monica Sullivan	High School	Counselor	COA	MA2	21.Aug.24
Morgan Glennie	Liberty	S&L Pathologist	New Hire	MA2	21.Aug.24
Nathan Delucia	Pleasant Ridge	Paraeducator	New Hire	1	21.Aug.24
Thomas Keller	High School	Custodian	New Hire	1	01Jul.24.

**RECOMMENDATION:** That the Saline Area Schools Board of Education consents to the personnel report recommendations as presented.

# MORGAN GLENNIE

## K-12 SPEECH AND LANGUAGE PATHOLOGIST

### CONTACT



[REDACTED]



[REDACTED]



[REDACTED]

### EDUCATION

Master of Science in Speech-Language Pathology

**Indiana University South Bend**

May 9, 2023

GPA: 3.92

Bachelor of Science

**Central Michigan University**

May 8, 2021

GPA: 3.75 - Magna Cum Laude

### MEMBERSHIP

**NSSLHA Member**

2021-2023

**ASHA Member**

2024-Present

### CREDENTIALS

**Speech-Language Pathologist Educational  
Limited Temporary License (CFY)**

Active

**Speech - Language Pathologist (CCC)**

Pending

### REFERENCES

**Kate Finkbeiner, CCC-SLP**



[REDACTED]



[REDACTED]

**Margaret Dhom, CCC-SLP**



[REDACTED]



[REDACTED]

**Kelly Irwin, CCC-SLP**



[REDACTED]



[REDACTED]

### WORK EXPERIENCE

**Speech-Language Pathologist**

November 2023-Present

Ann Arbor Public Schools - Ann Arbor, MI

- Conduct comprehensive assessments to evaluate students' speech and language skills.
- Determine eligibility and develop individualized education plans (IEPs) for students with communication disorders based on comprehensive assessment results, including collaboration with other professionals.
- Design and implement therapy activities tailored to each student's goals.
- Lead therapy sessions to target students' speech production, language comprehension and expression, articulation, fluency, and social communication skills.
- Use a variety of evidence-based techniques, activities, and resources to engage students in therapy.
- Work closely with teachers, parents, and other school staff to support students' communication skills in the classroom and other educational settings.
- Continuously monitor and document students' progress in therapy and adjust intervention plans as needed.
- Advocate for students with communication disorders to ensure they receive appropriate support and accommodations.
- Engage in ongoing professional development to stay current with best practices in the field of Speech-Language Pathology.
- Complete administrative tasks such as maintaining accurate records, writing reports, and managing caseloads effectively.

**Speech-Language Pathologist**

June 2023-October 2023

Ivy Rehab for Kids - Tecumseh, MI

- Conducted comprehensive evaluations to assess speech, language, fluency, and voice disorders in pediatric patients.
- Developed individualized treatment plans in collaboration with other healthcare professionals and families.
- Provided evidence-based therapy services to address speech and language delays, fluency disorders, and voice disorders.
- Educated parents and caregivers on strategies to support their child's success and carry over therapy techniques at home.
- Worked closely with interdisciplinary teams, including occupational therapists, physical therapists, and other speech-language pathologists to ensure coordinated care and holistic intervention.
- Secured donations and assisted in the organization of engaging events for the patients and their families within community settings.
- Adhered to ethical standards and regulatory requirements governing speech-language pathology practice, including HIPAA regulations and state licensure laws.
- Demonstrated strong interpersonal communication skills and cultural competence in interactions with patients and their families.

### GRADUATE CLINICAL EXPERIENCES

Indiana University South Bend (IUSB)

- Burns Park Elementary School (Ann Arbor, MI) January-May 2023
- Memorial Hospital (South Bend, IN) August-December 2022
- Beacon Medical Group ENT & Audiology (South Bend, IN) June-August 2022
- Presby Preschool (Warsaw, IN) January-May 2022
- IUSB Elkhart Speech-Language Clinic (Elkhart, IN) August-December 2021

## **SUMMARY**

- Professional experience in the healthcare field
- Knowledgeable in patient and community engagement
- Competent in data management, data analysis, evaluation, and medical/ ABA terminology
- Possess an understanding of treating students as an individual
- Proficient in caring for students to improve overall health and wellbeing
- Competent in Organizational Behavior Management
- Strong belief that the implementation of SEL promotes holistic child development and positively impacts academic success
- Qualified Behavior Health Professional
- Board Certified Behavior Analyst Candidate

## **EDUCATION**

### ***Master of Science in Psychology: Specialization in Applied Behavior Analysis***

Capella University

June 2022

### ***Bachelor of Science: Interdisciplinary Health services with a minor in Psychology and Holistic health and Wellness***

Western Michigan University

August 2018

## **PROFESSIONAL EXPERIENCE**

### ***Academic Interventionist***

York Charter Township, Michigan (South Arbor Charter Academy)

August 2023-Current

- Collaboratively coordinate and facilitate school-wide literacy program. Provide support to teachers and provide strategies to improve instruction that will support literacy and mathematical growth.
- Teach targeted literacy and mathematical intervention to small groups of at-risk students daily while using research-based strategies and resources.
- Conduct individual and schoolwide assessments.
- Create intervention plans.
- Review student achievement and assist with placing students in appropriate reading and math intervention and support services.
- Meet regularly with classroom teachers to plan literacy and mathematical instruction that correlates with the individuals needs or as requested by the classroom teacher.
- Collaborate with interdisciplinary team to promote the learning and implementation of best practices in math and literacy instruction.
- Create and examine data to measure students' growth.
- Meet with parents or guardians to discuss their child's progress.

### ***Social Emotional Learning Coach (Pleasant Ridge Elementary School)***

Saline, Michigan

August 2022- 2023

- Remains current on best practices in social emotional learning
- Consults with principals, teachers, Social Workers, BCBA, MTSS and other staff concerning social emotional learning needs of students/ building
- Assist teachers in the identification and development of individualized behavior interventions, intended to change behaviors and increase academic success using evidence-based strategies
- Review data (SWIS) regarding student behaviors and recommend appropriate intervention strategies to increase students' success
- Provides social and emotional learning lessons to whole class and small groups in accordance with curriculum identified by the district

- Conduct observations
- Implement daily CICO (check in- check out) with specific students to teach behavior expectations, provide positive reinforcement and track behavioral goals.
- Create behavior response scripts to empower adults to consistently respond to students' behavior in ways that reduce escalation and teach self-regulation skills
- Attends SEL professional development and training
- Participate in parent- teacher conferences
- Attends department meetings (ex: A-Team, IEP's, SEL meetings, building meetings): provide information regarding student performance, recommend goals and objectives
- Respond to crisis calls throughout day
- Maintain accurate, complete, and correct student records and data
- Perform other duties as assigned

***Registered Behavior Therapist*** (Pleasant Ridge Elementary School)

Saline, Michigan

Oct. 2021-2022

- Provide direct client care in one on one and group settings
- Implement individualized behavior intervention plans (BIP's), created by Board-Certified Behavior Analyst (BCBA)
- Provide direct consultation to BCBA, specific to analysis of data and recommendations for modification or revisions to BIP's
- Collect and submit data needed for functional behavioral assessment and behavior intervention plans
- Effectively communicate with stakeholders regarding client progress as instructed by the supervising clinician
- Utilize safe & appropriate handling procedures when working with clients
- Maintain client confidentiality
- Create fidelity checklist
- Model implementation of BIP's for paraprofessionals and staff

***Registered Behavior Therapist*** (Acorn Health)

Plymouth, Michigan

Sept. 2020- Oct. 2021

- Provide one on one ABA therapy
- Implement treatment plans/ behavior reduction protocols
- Work in accordance with a BCBA
- Navigate through technology and apps to collect data
- Ambassador for company
- Didactic and field training for new hires

***Assistant Special Education Teacher***

Chelsea, Michigan

Sept. 2018-Sept. 2019

- Collaborated with Teacher Consultants and grade level teachers to ensure individual student success
- Planned individualized lessons for students who needed extra reading, writing, math and/ or behavioral support
- Communicated with families daily regarding student achievement and goals
- Consistent differentiation of learning through daily lessons
- Managed

**LEADERSHIP SKILLS**

- Observant
- Culturally aware
- Self-motivated
- Ability to quickly make decisions
- Individualistic while understanding the team concept
- Effective communication

## **PROFESSIONAL DEVELOPMENT**

CPR Trained

CPI Certified

SWIS Trained (School- Wide information System)

Certified in AIM (Accept Identify Move)

January 2023

Certified in Liberal Arts MACRAO

MTTC -In progress

May 2014

Camille Konrad, Special Education Teacher



**PROFILE** Seeking a position as a Special Education Teacher. Skilled in and passionate about creating safe and diverse environments for all types of learners, and supporting student success. Excited to participate in extracurriculars and school events.

<b>EDUCATION</b>		
Aug 2019 — Apr 2024	Special Education K-12 EI and LD Certified, General Education K-5, Western Michigan University	Kalamazoo
	Michigan Standard Teaching Certifications:	
	Special Education K-12, Emotional Impairments, and Learning Disabilities	
	General Education K-5	
	GPA: 3.8	
	WMU Dean's List - 10 semesters	
Sep 2015 — Jun 2019	Community High School	Ann Arbor, MI

<b>SOFT SKILLS</b>	Communication	Creativity
	Classroom Management	Differentiated Learning
	Active Listening	Patience

<b>HARD SKILLS</b>	CPR and First Aid Certified (Infant & Adult)
	PowerSchool navigation
	Computer and technology skills
	Analyzing Evidence-Based Practices

<b>INTERNSHIPS</b>		
Jan 2024 — Jun 2024	General Education Student Teaching, Prairie Ridge Elementary School	Kalamazoo
	<ul style="list-style-type: none"><li>Worked alongside a cooperating teacher to build skills as a Kindergarten teacher. Duties included actively supervising student work, leading the class when necessary, and working in small group settings. By the end of the internship, the duties included taking over for the cooperating teacher entirely.</li><li>Motivated students to engage in different types of learning such as Second Step curriculum, Wonders ELA curriculum, and Eureka math curriculum to increase participation and develop learner behaviors.</li></ul>	
Sep 2023 — Jan 2023	Special Education Student Teaching, Prairie Ridge Elementary School	Kalamazoo
	<ul style="list-style-type: none"><li>Developed and implemented strategies to meet the individual needs of special education students.</li><li>Assisted in everyday routines which included co-teaching with a lead teacher and para-professional, as well as pushed into classrooms to aid student learning.</li><li>Created lesson plans that incorporated a variety of teaching methods, targeting IEP goals for individual students.</li><li>Facilitated IEP meetings between teachers, families, and students by using critical thinking and collaboration to best support student success.</li></ul>	

Jan 2023 — Apr 2023	<b>Pre-Intern Student Teaching, Mattawan Elementary School</b>	Mattawan
	<ul style="list-style-type: none"> <li>Co-taught 5th-grade students with a mentor lead teacher. Daily responsibilities included working with students 1 on 1, teaching whole group lessons, and assisting around the classroom with behavior management to best support student success.</li> </ul>	
Jan 2023 — Apr 2023	<b>Pre-Intern, Portage Central Middle School</b>	Portage, MI
	<ul style="list-style-type: none"> <li>Implemented a math intervention for students below grade-level expectations. Tutored students using an explicit instruction curriculum, practiced behavior management, and provided reinforcements to increase problem-solving strategies for math.</li> </ul>	
Jan 2022 — Apr 2022	<b>Field Work, Arcadia Elementary School</b>	Kalamazoo
	<ul style="list-style-type: none"> <li>Co-taught in a resource room with a lead teacher and paraprofessional. Assisted in the areas of reading, math, and science. Worked one-on-one and in small groups with 4th and 5th-grade students to complete individualized goals and objectives.</li> </ul>	
Sep 2021 — Dec 2021	<b>Field Work , Galesburg-Augusta Highschool</b>	Galesburg-Augusta
	<ul style="list-style-type: none"> <li>Worked in a resource room alongside two Special Education teachers and paraprofessionals. Taught a variety of subjects to individual and whole group students with disabilities to develop life skills and complete individualized goals and objectives.</li> </ul>	

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## EMPLOYMENT HISTORY

Sep 2023 — Present	<b>Substitute Teacher, Edustaff</b>	
	<ul style="list-style-type: none"> <li>Effectively followed lesson plans for students in grades K-5, maintained a positive learning environment, and demonstrated classroom/behavior management. Duties also included leaving feedback for the lead teacher whether it pertained to the students or the materials provided for substitute teaching.</li> </ul>	
Mar 2024 — Jun 2024	<b>Girls on the Run Coach (Unpaid)</b>	Kalamazoo, MI
	<ul style="list-style-type: none"> <li>Assisted a lead coach in an after-school running program in order to develop friendships, promote exercise, and talk through the difficult parts of girlhood.</li> </ul>	
Feb 2021 — Jun 2023	<b>Lead Literacy Tutor, Boys and Girls Club of America</b>	Kalamazoo
	<ul style="list-style-type: none"> <li>Guided an after-school literacy skills tutoring program. Implemented reading interventions with consistent and active progress monitoring. Provided support for targeted deficits within the group of students. Took attendance, monitored behavior among students, reviewed fidelity for tutors, and served as higher support for tutors and students.</li> </ul>	
Jun 2019 — Aug 2019	<b>Camp Counselor, YMCA</b>	Burt Lake, MI
	<ul style="list-style-type: none"> <li>Collaborated with other counselors to create a safe and secure environment for campers. Motivated campers to work together and develop social skills. Counselors also encouraged campers to practice physical activity while spending time outdoors and learning about nature. Counselors took turns supervising cabins of children throughout the night.</li> </ul>	
Oct 2020 — Aug 2024	<b>Caregiver, Kari and Andy Engelkemier</b>	Kalamazoo
	<ul style="list-style-type: none"> <li>Primary caregiver for two elementary-aged children, aged 3 and 6. Full-time in the summer, and part-time during the school year. Provided at-home assistance, cooking meals, completing daily or nightly routines, assisted with daily homework, and provided enjoyable activities.</li> </ul>	



# Megan LoPresto

## Certifications

### **MICHIGAN SECONDARY TEACHER CERTIFICATION**

*Agriscience and Natural Resources (HX)*

*Biology (DA)*

*CTE - Agriculture, Agricultural Operations & Related Sci (01.0000)*

- Expected Completion June 2024

## Education

### **MICHIGAN STATE UNIVERSITY || EAST LANSING, MI**

*Bachelor of Science in Agriculture, Food, and Natural Resource Education*

*Teachable Minor in Biology*

*Minor in Environment and Sustainability Studies*

- Completed May 2023
- GPA: 3.85

## Teaching Experience

### **CORUNNA HIGH SCHOOL || CORUNNA, MI**

*Teacher Intern, Aug 2023 - Present*

- Designs curriculum and leads instruction for 8<sup>th</sup> grade students in STEM and 9<sup>th</sup>-12<sup>th</sup> grade students in Botany, Advanced Animal Science, Agricultural Mechanics, and Greenhouse Management courses.
- Utilizes program resources & facilities including a greenhouse, barn, & land laboratory.
- Prepares, trains, and advises students toward success at FFA events, conferences, and contests related to leadership and career skill development.
- Coordinates plans for attending in-state events, out-of-state events, day trips, and overnight trips and supervises students at these various activities.

## Agricultural Experience

### **MICHIGAN CORN || LANSING, MI**

*Intern, May 2023 - Aug 2023*

- Assisted in promoting the objectives of the MI Corn office while gaining skills related to marketing, event planning, and communications within the agricultural industry
- Assisted with all planning and preparation aspects of the MI Corn Growers Association's events, meetings, and event sponsorships
- Assisted with the development and editing of social media content, publications, and external communication pieces
- Attended all on-site and off-site meetings and events related to the MI Corn Growers Association, the Corn Marketing Program of MI, and the National Corn Growers Association

### **MICHIGAN FARM BUREAU FAMILY OF COMPANIES || LANSING, MI**

*Center for Education & Leadership Development Intern, Aug 2022 - Apr 2023*

- Completed various tasks related to event planning and preparation
- Conducted interviews with members, collected information and drafted articles for Michigan Farm Bureau's newsletter
- Assisted with the preparation for and operation of state-level events focused on leadership development and networking for young agriculturalists
- Utilized Microsoft Excel for data input and analysis

*Agriculture Insurance Intern, Jun 2022-Aug 2022*

- Gathered information and experiences in multiple departments throughout the Michigan Farm Bureau Family of Companies
- Worked independently & collaboratively on projects related to membership & policy development.
- Attended and assisted with off-site member and non-member events.

**MSU POTATO BREEDING & GENETICS PROGRAM || EAST LANSING, MI**

*Undergraduate Research Assistant, Aug 2021 - May 2022*

- Performed various tasks to collect data, such as grading and chipping potatoes, calculating specific gravities, and conducting tuber counts post-harvest.
- Maintained potato plants & collected pollen, fruit, and seeds from potatoes/plants.
- Performed strenuous manual labor, such as lifting 20-40lb bags of soil or potatoes repeatedly.

**Leadership  
Experience**

**SIGMA ALPHA – PROFESSIONAL AGRICULTURAL SORORITY**

*Gamma Chapter Treasurer, May 2022 - May 2023*

- Prepared annual budget, detailing expected/actual income and expenses for the chapter.
- Kept an accurate record of all receipts and expenditures of the chapter.
- Acted as co-chairperson of the chapter fundraising committee, which entailed planning and overseeing fundraising activities for the chapter.
- Maintained records of each member's financial status with the chapter using the chapter's online management system.
- Oversaw and managed chapter bank accounts.
- Collaborated with other Executive Committee members in developing meeting agendas, resolving conflicts, and managing chapter activities.

**MSU AGRICULTURE, FOOD, & NATURAL RESOURCES EDUCATION CLUB**

*Finance Chair, Apr 2022 - Apr 2023*

- Presided over the club's financial committee.
- Planned and oversaw club fundraisers.
- Collaborated with the club treasurer to monitor income and expenses.
- Communicated with external businesses and individuals to facilitate the success of club fundraisers.

*Community Outreach Chair, Apr 2021 - Apr 2022*

- Presided over the club's community outreach committee.
- Collaborated with committee members to plan and oversaw various events bringing together the club and the Michigan FFA Association.
- Communicated with external individuals to facilitate the planning of club trips to Kentucky and the National FFA Convention.

**Additional  
Skills**

- Proficient in Microsoft Office and Google Workspace applications.
- Proficient in the use of and instruction on AET, the National FFA Organization's Agricultural Experience Tracker for agricultural education programs.
- Experienced and comfortable around all species of livestock animals.

**Achievements  
& Awards**

- MSU Dean's List, Fall 2020 - Spring 2023
- Graduate with Honors distinction in MSU's Class of Spring 2023
- American FFA Degree, 2022
- Finalist for FFA STAR Over Michigan in Agriscience Research, 2020

# Laura Naar

## STRENGTHS

### A Fun, Flexible, Passionate

Foster a supportive and positive community of learners in the art room, focusing on achieving personal growth and enjoyment through the artistic process.

### ss Experienced

Designed and implemented art curriculum for both urban and suburban students at all levels Prek-12th grade.

### 5 Social Emotional Focus

Co-Founder and President,  
#WHYYOUMATTER

University of Michigan  
P2P Mentor

Washtenaw County Health  
Coalition

## SKILLS

Drawing•Painting•Sculpture •

Mixed Media Graphic Design

Photography• Digital Art•

Foundations• Ceramics

## ACHIEVEMENTS

### Awards

SETSEG Educational  
Excellence Award

Scholastic National Gold Medal  
Portfolio Recognized Teacher  
Award 2016

Scholastic National Silver Medal  
Recognized Teacher 2018

### Education

BFA with Art Education  
Certification  
Eastern Michigan University  
Ypsilanti

MA Education  
St. Xavier Univesity  
Chicago

30 Post Graduate Credits

## Visual Arts Educator

E [REDACTED]

## SUMMARY

Passionate Visual Arts Educator with 22 years of experience working with children in public schools. Earned BFA with LX certification, MA in Education and 30 post graduate credits in visual arts and social emotional learning. Skilled in media, technique, communication, and classroom management, with a commitment to providing exceptional art education and fostering a lifelong love of art in people of all ages.

## EXPERIENCE

Allen Elementary School 2022 Present  
Visual Arts Y5-5th Grade Ann Arbor

### Company Description

- Organize and maintain a Teaching Artistic Behavior based studio space for a diverse school community.
- Create and instruct engaging lessons introducing various mediums, artists, cultures and techniques.
- Cultivate creativity focusing on idea generation and personal expression.
- Lead professional development sessions focusing on mindfulness and art for self-care.
- Member of Youth Art Month committee collaborating with Ann Arbor businesses for public art displays and events.

North Creek/South Meadows Elementary 09/2022 06/2023  
Schools

Visual Arts Y5-5th Grade Chelsea, MI

### Company Description

- Taught choice-based art classes at both the lower and upper elementary schools.
- Focused on fun, engaging and age appropriate lessons in art.
- Connected lessons with literature, artists, and cultural celebrations.
- Incorporated "voice and choice" and fostered idea generation in student created art.
- Head of Chelsea Fine Arts department district wide.

Chelsea High School 01/2011 06/2021  
Visual Arts 9-12 Chelsea, MI

### Company Description

- Created and instructed curriculum for Art 1, Art 2, Drawing, Sculpture, Studio Art, Advanced Art, Photography, Advanced Photography, AP Photography, Graphic Design and Advanced Graphic Design.
- Fostered a supportive and positive community of learners in the art room, focusing on achieving personal growth through the artistic process.
- Served as CHS Art Department Chair, regularly collaborated with district art staff on art shows and curriculum alignment, as well as being a Mentor Teacher for Eastern Michigan student teachers and practicum teachers.
- Maintain positive and collaborative working relationships with all staff at CHS as well as staff across multiple buildings.
- Which of your achievements match the job you're applying to?

Honey Creek Community School 09/2009 12/2010  
Visual Arts K-8 Ann Arbor, MI

Middleton Elementary School 2004 06/2009  
Visual Arts Skokie, IL



# Eric Romans

## Professional Summary

Dedicated, creative, and flexible educator with a passion for history and student learning seeking new opportunities to grow professionally.

## Skill Set

- Curriculum development and implementation
- Classroom management
- Data analysis
- Reading instruction
- Strong interpersonal and written communication
- Collaborative
- Organized
- Adaptable
- Football coach

## Contact Information

## Education

### 2017 - CONCORDIA UNIVERSITY, PORTLAND OREGON

MASTER OF ARTS - CURRICULUM AND INSTRUCTION

- Graduated with 3.97 GPA
- Action research on student reading comprehension

### 2012 - EASTERN MICHIGAN UNIVERSITY

BACHELOR OF SCIENCE - HISTORY FOR SECONDARY EDUCATION

- Graduated with 3.74 GPA
- Magna Cum Laude
- Dean's list for 7 semesters

## Work History

### MIDDLE SCHOOL HISTORY TEACHER NOVEMBER 2014 TO PRESENT MILAN AREA SCHOOLS - MILAN, MI

- Social Studies Department Chair 2018 to 2023,
- Building Leadership Team Chair 2023 to Present
- Curriculum design and implementation
- Standards Based instruction and assessment
- Differentiated instruction and assessment in a full inclusion district
- Disciplinary literacy
- Reading apprenticeship
- Assessment literacy
- Mindfulness and restorative practices
- Inquiry based instruction
- Data analysis and application
- Attendance Task Force 2018 to 2019
- Power 7 Committee 2019 to 2021 working to implement school character focus areas of trustworthiness, respect, responsibility, fairness, caring, citizenship, and safety
- Administrative Assistant 2019 to 2020
- 6th Grade Camp advisor 2014-2021
- Field trip planning and implementation

# Eric Romans

## *Personal Information*

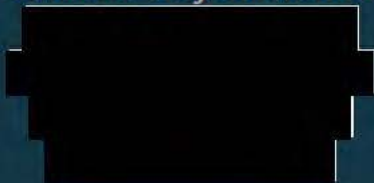
Husband and father of two,  
musician, gardener, reader, and  
history enthusiast



## *Certification*

-Standard Teaching  
Certificate 2023 to  
2028

## *Contact Information*



## *Work History Continued*

### **LONG TERM SUBSTITUTE TEACHER**

**APRIL 2012 TO NOVEMBER 2014**  
**MILAN AREA SCHOOLS - MILAN, MI**

- Taught World History, AP US Government, US History, and Freshman English for extended periods of time over multiple school years in both middle and high schools
- Collaborated with students and staff in the Milan Center for Innovative Studies conducting research and project-based learning
- Prepared and implemented lesson plans consistent with Core Content State Standards
- Communicated regularly with staff, students, and parents
- Differentiated instruction to accommodate all learning levels
- Assessed student understanding of content and analyzed data

### **FOOTBALL COACH**

**SALINE AREA SCHOOLS 2007 to 2014**  
**MILAN AREA SCHOOLS 2015, 2018 to 2022**

- Instructed 7th through 10th grade student-athletes in the fundamentals of football
- Competition, teamwork, and character development
- Gameday team management and encouragement

## *References*

### **DR. SHANNA SPICKARD**

Superintendent  
DeWitt Public Schools  
517-668-3001

### **KIMBERLY JASPER**

Principal of Saline Middle School  
Saline Area Schools  
734-401-4601

### **KIMBERLY ROCK**

Middle School Teacher Consultant and Instructional Coach  
Washtenaw Alliance for Virtual Education  
734-883-8599

### **JILL GERWECK**

Middle School ELA Teacher  
Milan Area Schools  
734-693-2055



# MONICA SULLIVAN

Compassionate, dedicated school counselor looking to use my social-emotional learning expertise and counseling abilities to foster the social, emotional, and academic well-being of students.

## Licensures

Michigan License Professional School Counselor (LPSC)

April 2023

## Education

**Masters of Arts: Counselor Education (CACREP Accredited)**

May 2020 – May 2023

University of Toledo – Toledo, OH

Concentration: School Counseling

**Bachelor of Arts: Communications and Psychology**

August 2015 – August 2019

University of Cincinnati – Cincinnati, OH

**Minor in Spanish**

January 2018-May 2018

Universidad de Alicante–Alicante, Spain

## Relevant Experience

**Social Emotional Learning Coach**

August 2023- Present

*Saline Middle School, Saline, MI*

- Provided individual counseling with students to address diverse student needs, academic needs, and promote social-emotional growth.
- Use of restorative practices to mediate conflicts and facilitate constructive communication between students and teachers to promote positive relationships and a supportive school environment.
- Collaborated with school staff and families to foster a cohesive approach to address diverse academic and social-emotional needs.
- Planned and implemented tier 2 student interventions, including check-in/check-out, to provide targeted support and guidance.
- Analyzed student data, including academic performance, attendance, and behavior, to identify individual needs and develop targeted interventions for optimal support and academic success.

## School Counseling Intern

January 2022 – May 2023

*Woodland Elementary School, Perrysburg, OH*

- Regularly met with enrolled students to confirm success and identify problem areas.
- Provided crisis intervention in response to emergencies, employing existing trust, and rapport to de-escalate situations.
- Used data to monitor student's progress and recommend improvement solutions.
- Collaborated with parents and teachers to help students reach their potential.
- Led individual, group counseling, and classroom guidance lessons to promote students' social-emotional development, facilitate conflict resolution, and bolster overall well-being within the school community.

## Skills & Abilities

- Data-driven decision making
- Expertise in SEL competencies
- Team Collaboration and Leadership

- Crisis intervention
- Restorative Practices
- Individual and group counseling
- Classroom guidance lessons
- Collaboration and consultation with teachers, administrators, and school staff
- Collaboration with parents and family
- Developing positive relationships with students

**Certifications**

Columbia Suicide Severity Rating Scale

Restorative Practices

Counseling on Access to Lethal Means (CALM)

Nonviolent crisis intervention (NVCi)

# MEMORANDUM

July 9, 2024

**To:** Board of Education

**From:** Jenny Miller, Chair, Policy Committee

**Re:** Policy 6520 Payroll Deductions - Consent Agenda



## **Policy 6620 Payroll Deductions** (Revised)

This policy has been revised to reflect that districts can deduct union dues or services fees.





Book	Policy Manual
Section	6000 Finances
Title	Copy of PAYROLL DEDUCTIONS
Code	po6520 (Consent Agenda 7/9/24)
Status	
Adopted	May 22, 2018

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

The Board of Education 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
- F. Other legally permissible deductions established through an applicable collective bargaining agreement
- G. Section 125 deductions (cafeteria plans)
- H. U.S. Savings Bonds
- I. direct deposit in a chartered credit union and/or bank
- J. contributions to District-approved charitable corporations, not-for-profit, and community fund organizations
- K. payment of group insurance premiums for a plan in which at least ten percent (10%) of the District employees participate
- L. payment for benefits of part-time employees who elect to participate in benefits provided to full-time staff
- M. court ordered judgments

~~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) 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, broker~~ or company through whom the Board shall arrange for the placement or purchase of the tax-sheltered annuity, the agent, ~~broker, 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.

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Legal

M.C.L. 380.1224, 408.477