

**Fowlerville Community Schools
Board of Education
Regular Meeting
Agenda**

Fowlerville High School, Media Center 7:00 p.m.
TOY & SSPOY Reception at 6:45 p.m.

April 9, 2024

District Mission Statement-Fowlerville Community Schools are committed to providing a quality educational experience for all students in a safe, orderly, healthy, and nurturing environment.
The district's guiding principles are educational excellence, effective leadership, personal integrity, mutual respect and continuous improvement through staff, student, and community involvement.

- I. Call to Order
- II. Pledge of Allegiance
- III. Consent Agenda
 - A. Roll Call
 - B. Approval of Minutes from March 5, 2024 School Board Meeting
 - C. Approval of March Payables
 - D. Approval of Superintendent's Personnel Report
- IV. Call to the Public
- V. Reports/Recognition
 - A. Fowlerville Robotics Presentation
 - B. Recognition of Building Teachers of the Year and Support Staff Persons of the Year
--A Short Recess May Take Place--
 - C. Board Committee Reports
 1. 3/7 Recreation Meeting
 2. 3/11 Personnel Committee Report
 - a. Recommendation to Approve Contract for Martin Sabo, Maintenance Director
 3. 3/15 Finance Committee Report
 4. 3/18 Curriculum & Technology Committee Report
 5. 3/24 Scholarship Committee Report
 6. 4/1 Asset Management Committee Report
 - a. Recommendation to Approve Bid Package #1 FJHS HVAC Renovations Project
 - D. Student Representative's Report – Miss Aurora Furlong
 - E. HR Director's Report – Ms. Trisha Reed
 - F. Assistant Superintendent's Report – Mrs. Adva Ringle
 - G. Superintendent's Report – Mr. Matt Stuard
- VI. New Business/Presentation
 - A. Recommendation to Approve Second Reading of Proposed Policies
- VII. Old Business
- VIII. Introduction of Other Matters by Members of the Board
- IX. Introduction of Other Matters by the Superintendent
- X. Information
 - A. 5/7 School Board Meeting, 7:00 p.m. in the FHS media center
- XI. Adjournment

CALL TO THE PUBLIC GUIDELINES:

- Any audience member may address the Board about topics on the agenda or not on the agenda.
- Each person shall be allowed to speak for a maximum of 3 minutes.
- Individuals addressing the Board should take into consideration the rules of common courtesy.
- Comments cannot be used to make personal attacks against Board members, District employees, or students.
- Call to the Public is not a question and answer period.
- Board members may ask questions of the speaker but are not obligated to answer questions or make statements or commitments in response to issues raised by the public.
- The Board President may refer questions/issues to the Superintendent for investigation, study, or recommendation. He may ask the Superintendent to address questions directly during the Superintendent's report.

IV. Call to the Public

V. Reports/Recognition

- A. Fowlerville Robotics Presentation
- B. Recognition of Building Teacher of the Year & Support Staff Persons of the Year
--A Short Recess May Take Place--
- C. Board Committee Reports
 - 1. 3/7 Recreation Meeting – Mr. Braska
 - 2. 3/11 Personnel Committee Report – Mrs. Charron
 - a. Recommendation to approve the hiring of Mr. Martin Sabo as the Maintenance Director for Fowlerville Community Schools.

Recommendation: Administration, with the support of the Personnel Committee, recommends hiring Mr. Martin Sabo as the Maintenance Director for Fowlerville Community Schools with a start date of April 1, 2024.
 - 3. 3/15 Finance Committee Report – Mr. Belcher
 - 4. 3/18 Curriculum & Technology Committee Report – Mr. Hinton
 - 5. 3/24 Scholarship Committee Report – Mrs. Diana Dombrowski
 - 6. 4/1 Asset Management Committee Report – Mr. Braska
 - a. Recommendation to Approve Bid Package #1 FJHS HVAC Renovations Project as presented.

Recommendation: Administration, in agreement with the Asset Management Committee, recommends approval of the Fowlerville Junior High School HVAC Renovations Project Recommendation #1 for Trade Contracts A, B, C, E, and G from the 2021 bond as presented. [Appendix A] Roll Call Vote Needed.
- D. Student Representative's Report – Miss Aurora Furlong
- E. HR Director's Report – Ms. Trisha Reed
- F. Assistant Superintendent's Report – Mrs. Adva Ringle
- G. Superintendent's Report – Mr. Matt Stuard

VI. New Business/Presentation

- A. Recommendation to Approve Second and Final Reading of Proposed Policies: Policy-5610 Emergency Removal, Suspension, an Expulsion of Students, Policy-1616 - Staff Dress and Grooming, Policy-3216 - Staff Dress and Grooming, Policy-4216 Support Staff Dress and Grooming, Policy-5511 Dress and Grooming, Policy-6114 Cost Principles - Spending Federal Grant Funds, Policy-6108 Authorization to Use Electronic Fund Transfers and Automated Clearing House Arrangements, Policy-6460 Vendor Relations, Policy-6700 Fair Labor Standards Act (FLSA), Policy-7440.03 Small Unmanned Aircraft Systems, Policy-9150 School Visitors, Policy-2623 Student Assessment, Policy-8400 School Safety Information, Policy-1615 Use of Tobacco By Administrators, Policy-3215 Use of Tobacco By Professional Staff, Policy-4215 Use of Tobacco By Support Staff, Policy-5512 Use of Tobacco By Students, Policy-7434 Use of Tobacco on School Premises, Policy-9160 Public Attendance at School Events. The Policy Committee has reviewed and approved the policies included in the Board packet. This is the second and final reading.

Recommendation: Administration, with the support of the Policy Committee, recommends the following policies be approved for a second and final reading: Policy-5610 Emergency Removal, Suspension, an Expulsion of Students, Policy-1616 - Staff Dress and Grooming, Policy-3216 - Staff Dress and Grooming, Policy-4216 Support Staff Dress and Grooming, Policy-5511 Dress and Grooming, Policy-6114 Cost Principles - Spending Federal Grant Funds, Policy-6108

Authorization to Use Electronic Fund Transfers and Automated Clearing House Arrangements, Policy-6460 Vendor Relations, Policy-6700 Fair Labor Standards Act (FLSA), Policy-7440.03 Small Unmanned Aircraft Systems, Policy-9150 School Visitors, Policy-2623 Student Assessment, Policy-8400 School Safety Information, Policy-1615 Use of Tobacco By Administrators, Policy-3215 Use of Tobacco By Professional Staff, Policy-4215 Use of Tobacco By Support Staff, Policy-5512 Use of Tobacco By Students, Policy-7434 Use of Tobacco on School Premises, Policy-9160 Public Attendance at School Events. This is the second and final reading. [Appendix B] Roll Call Vote Needed.

- VII. Old Business
- VIII. Introduction of Other Matters by the Board
- IX. Introduction of Other Matters by the Superintendent
- X. Information – See Agenda
- XI. Adjournment

FOWLerville COMMUNITY SCHOOLS
Board of Education Minutes
Regular Meeting
March 5, 2023

The meeting was called to order by School Board President, Mrs. Amy Sova, at 7:00 p.m. in the media center at Fowlerville High School.

The Pledge of Allegiance was recited.

Members Present: Mr. John Belcher, Mr. Justin Braska, Mrs. Susan Charron, Mrs. Danielle DeVries, Mrs. Diana Dombrowski, Mr. Robert Hinton and Mrs. Amy Sova

Members Absent: None

Motion by Mr. Belcher, supported by Mr. Braska, to approve the consent agenda including Board minutes from February 6, 2024, February Payables and the Superintendent's Personnel Report. Mr. Belcher asked that an adjustment be made to the order of the agenda moving Number VIII up to Number V. The motion was adopted unanimously.

During the Call to the Public an audience member addressed the Board.

During Other Matters by School Board members Mr. Braska commented on the Community Recreation Department program. Mrs. Dombrowski mentioned on the Performing Art Center Manager's position, Mrs. DeVries congratulated the FCS wrestling team and Mr. Hinton spoke on VFW events.

Committee Reports were given for the 2/12 Personnel Committee meeting and the 2/16 Finance Committee meeting.

Motion by Mr. Belcher, supported by Mr. Braska, recommending adoption of the 2023-2024 General Fund Budget Amendment #2 as presented. [Appendix A]

Ayes: Mr. Belcher, Mr. Braska, Mrs. Charron, Mrs. DeVries, Mrs. Dombrowski, Mr. Hinton and Mrs. Sova

Nays: None

The motion carried.

Motion by Mr. Belcher, supported by Mrs. Charron, recommending adoption of the Prevailing Wage Resolution as presented. [Appendix B]

Ayes: Mr. Belcher, Mr. Braska, Mrs. Charron, Mrs. DeVries, Mrs. Dombrowski, Mr. Hinton and Mrs. Sova

Nays: None

The motion carried.

Motion by Mr. Belcher, supported by Mr. Braska, recommending adoption of the revision of the Summer Tax Resolution for Howell Township changing the certification date to June 14, 2024 (was June 21, 2024). [Appendix C]

Ayes: Mr. Belcher, Mr. Braska, Mrs. Charron, Mrs. DeVries, Mrs. Dombrowski, Mr. Hinton and Mrs. Sova

Nays: None

The motion carried.

A Committee Report was given for the 2/20 Curriculum & Technology Committee meeting.

Motion by Mr. Hinton, supported by Mrs. Dombrowski, recommending accepting the Technology Bids as presented. [Appendix D]

Ayes: Mr. Belcher, Mr. Braska, Mrs. Charron, Mrs. DeVries, Mrs. Dombrowski, Mr. Hinton and Mrs. Sova

Nays: None

The motion carried.

A Committee Report was given for the 2/26 Policy Committee meeting.

Motion by Mr. Hinton, supported by Mr. Belcher, recommending the following policies be approved for a first reading: Policy-5610 Emergency Removal, Suspension, an Expulsion of Students, Policy-1616 - Staff Dress and Grooming, Policy-3216 - Staff Dress and Grooming, Policy-4216 Support Staff Dress and Grooming, Policy-5511 Dress and Grooming, Policy-6114 Cost Principles - Spending Federal Grant Funds, Policy-6108 Authorization to Use Electronic Fund Transfers and Automated Clearing House Arrangements, Policy-6460 Vendor Relations, Policy-6700 Fair Labor Standards Act (FLSA), Policy-7440.03 Small Unmanned Aircraft Systems, Policy-9150 School Visitors, Policy-2623 Student Assessment, Policy-8400 School Safety Information, Policy-1615 Use of Tobacco By Administrators, Policy-3215 Use of Tobacco By Professional Staff, Policy-4215 Use of Tobacco By Support Staff, Policy-5512 Use of Tobacco By Students, Policy-7434 Use of Tobacco on School Premises, Policy-9160 Public Attendance at School Events. A second and final reading will be presented at the next Board meeting. [Appendix E]

Board discussion took place.

Ayes: Mr. Belcher, Mr. Braska, Mrs. Charron, Mrs. DeVries, Mrs. Dombrowski, Mr. Hinton and Mrs. Sova

Nays: None

The motion carried.

Motion by Mr. Belcher, supported by Mr. Braska, recommending the following policies be approved for a second and final reading: Policy 6110 – Grant Funds, Policy 6325 – Procurement. [Appendix F]

Ayes: Mr. Belcher, Mr. Braska, Mrs. Charron, Mrs. DeVries, Mrs. Dombrowski, Mr. Hinton and Mrs. Sova

Nays: None

The motion carried.

A Committee Report was given for the 3/4 Asset Management Committee meeting.

Motion by Mr. Belcher, supported by Mr. Braska, recommending the bid for the High School Phase 1 chiller pre-purchase made by Ecker Mechanical Contractors, Inc. in the amount of \$451,400 be approved.

Ayes: Mr. Belcher, Mr. Brown, Mrs. Charron, Mrs. DeVries, Mrs. Dombrowski, Mr. Hinton and Mrs. Sova

Nays: None

The motion carried.

Student Representative, Miss Aurora Furlong, reported on K-12 student activities.

Ms. Trisha Reed, HR Director, reported on her responsibilities including negotiations, upcoming interviews and clarification of a recent email.

-A short recess took place. -

Assistant Superintendent, Mrs. Adva Ringle, gave kudos to Mr. Vliek for the music performance that took place at FCS last week. Ms. Ringle also presented Winter iReady Data.

Superintendent Stuard, gave a presentation to the Board regarding evidence for his evaluation.

New Business/Presentation - None

Old Business - None

Introduction of Other Matters by the Superintendent - None

Information – See Agenda

Motion by Mrs. Charron, supported by Mr. Braska, recommending adjournment of the meeting at 9:09 p.m. The motion passed unanimously.

Susan Charron, Board Secretary
Fowlerville Community Schools

**FOWLerville COMMUNITY SCHOOLS
CHECK REGISTER FOR THE MONTH OF MARCH 2024**

NOTE: Check numbers beginning with the letter "A" are ACH payments.
Check numbers beginning with the number "9" are EFT payments.

CHECK NUMBER	CHECK DATE	AMOUNT	VENDOR NAME
045669	3/7/2024	187.50	AMERICAN ARBITRATION ASSOCIATION
045670	3/7/2024	362.39	CLEAR RATE COMMUNICATIONS, INC
045671	3/7/2024	11,688.97	CONSUMERS ENERGY PAYMENT CENTER
045672	3/7/2024	778.32	FOLLETT CONTENT SOLUTIONS, LLC
045673	3/7/2024	4,900.00	ION ELECTRIC SERVICE LLC
045674	3/7/2024	3,950.00	JOHNSON & WOOD, LLC
045675	3/7/2024	6,748.99	STUDENT FINANCE - LLC LANSING COMMUNITY COLLEGE
045676	3/7/2024	7,683.56	LANSING SANITARY SUPPLY, INC.
045677	3/7/2024	760.00	MICHIGAN SCHOOL BUSINESS OFFICIALS SUITE 200
045678	3/7/2024	1,000.00	QUADIENT FINANCE USA, INC.
045679	3/7/2024	5,304.75	OVERHEAD DOOR WEST COMMERCIAL INC
045680	3/7/2024	7,133.37	PIONEER MFG. CO.
045681	3/7/2024	1,260.79	RANDY'S SERVICE STATION
045682	3/7/2024	535.00	TOWN CENTER INC
045683	3/7/2024	78.25	VESCO OIL CORPORATION
045684	3/7/2024	2,500.00	WAYNE COUNTY REGIONAL EDUCATIONAL SERVICE
045685	3/7/2024	1,000.00	SCHOLARSHIP AWARD
045686	3/12/2024	186.36	CAMFIL USA INC.
045687	3/12/2024	479.00	CDW-GOVERNMENT INC SUITE 1515
045688	3/12/2024	1,656.00	CONTROLNET, LLC
045689	3/12/2024	1,866.61	CORRIGAN PROPANE
045690	3/12/2024	2,405.87	GRANGER WASTE SERVICES, INC.
045691	3/12/2024	500.00	HUNTINGTON NATIONAL BANK ATTN: CORPORATE TRUST DEPT
045692	3/12/2024	420.00	JOHNSON & WOOD, LLC
045693	3/12/2024	136.42	KODET'S TRUE VALUE
045694	3/12/2024	2,233.85	LANSING SANITARY SUPPLY, INC.
045695	3/12/2024	3,738.90	LIVINGSTON COUNTY TREASURER
045696	3/12/2024	668.22	LOWES
045697	3/12/2024	143.24	McMASTER-CARR
045698	3/12/2024	251.80	NATIONAL SCHOOL FORMS
045699	3/12/2024	6,911.59	PAUL DAVIS RESTORATION OF MID MICHIGAN
045700	3/12/2024	216.12	PIONEER MFG. CO.
045701	3/12/2024	1,779.75	PRAIRIE FARMS DAIRY
045702	3/12/2024	953.09	RANDY'S SERVICE STATION
045703	3/12/2024	1,121.36	RYDIN DECAL
045704	3/12/2024	217.50	TERRESTRIAL FORMS
045705	3/12/2024	56.99	SCHOOL SPECIALTY, LLC
045706	3/12/2024	450.00	WILLIAMSTON STINGS
045707	3/12/2024	1,000.00	SCHOLARSHIP AWARD
045708	3/12/2024	1,000.00	SCHOLARSHIP AWARD
045709	3/14/2024	309.37	MICHIGAN STATE DISBURSEMENT UNIT
045710	3/14/2024	301.77	MIDLAND CREDIT MANAGEMENT, INC.
045711	3/14/2024	556.91	ROOSEN, VARCHETTI & OLIVER, PLLC
045712	3/19/2024	89.42	BASIC BENEFITS LLC
045713	3/19/2024	496.00	BYTESPEED LLC
045714	3/19/2024	15,635.44	DTE ENERGY
045715	3/19/2024	200.00	EILEEN SNYDER

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CHECK REGISTER FOR THE MONTH OF MARCH 2024**

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045716	3/19/2024	912.00	FINALFORMS
045717	3/19/2024	57.93	GRAMPY'S AUTO PARTS
045718	3/19/2024	375.00	JEREMY SMITH
045719	3/19/2024	1,311.80	JOHNSON & WOOD, LLC
045720	3/19/2024	3,394.00	LCDPH LIVINGSTON CO HEALTH DEPT
045721	3/19/2024	1,845.00	MARCO TECHNOLOGIES, LLC
045722	3/19/2024	100.00	MICHIGAN SCHOOL BUSINESS OFFICIALS SUITE 200
045723	3/19/2024	16,666.67	MSU HEALTH CARE
045724	3/19/2024	1,835.67	NATURAL ARMOR LLC
045725	3/19/2024	665.00	OUCH URGENT CARE COMPASS
045726	3/19/2024	422.34	PEPSI-COLA
045727	3/19/2024	1,649.80	PRAIRIE FARMS DAIRY
045728	3/19/2024	703.71	ROAD EQUIPMENT PARTS CENTER
045729	3/19/2024	85.38	SET SEG ATTENTION: FINANCE DEPT
045730	3/19/2024	1,757.60	BSN SPORTS LLC
045731	3/19/2024	4,616.50	THRUN LAW FIRM, P.C.
045732	3/19/2024	614.57	VANDENBERG BULB CO., INC
045733	3/19/2024	679.16	VERIZON WIRELESS
045734	3/19/2024	2,935.00	YOUNG'S ENVIROMENTAL CLEANUP, INC.
045735	3/19/2024	500.00	SCHOLARSHIP AWARD
045736	3/21/2024	768.50	ALG PRECISION, LLC
045737	3/21/2024	356.22	APPERSON INC
045738	3/21/2024	1,115.95	APPLE INC
045739	3/21/2024	2,148.00	CONTROLNET, LLC
045740	3/21/2024	1,915.42	CORRIGAN PROPANE
045741	3/21/2024	350.00	DAVISON HIGH SCHOOL Attn: Athletics
045742	3/21/2024	248.40	FOLLETT CONTENT SOLUTIONS, LLC
045743	3/21/2024	804.34	GRAINGER
045744	3/21/2024	40.54	KODET'S TRUE VALUE
045745	3/21/2024	40.00	MHSAA
045746	3/21/2024	6,650.00	OAKLAND SCHOOLS
045747	3/21/2024	1,920.00	POWERSCHOOL GROUP LLC
045748	3/21/2024	1,927.81	PRAIRIE FARMS DAIRY
045749	3/21/2024	604.78	SICO AMERICA, INC
045750	3/21/2024	1,430.00	SIGNATURE SIGNS LLC
045751	3/21/2024	1,156.00	SPORTS & APPAREL
045752	3/21/2024	6,680.90	SCHOOL SPECIALTY, LLC
045753	3/21/2024	172.27	WEST MICHIGAN INTERNATIONAL
045754	3/25/2024	1,887.39	CAPITAL ONE WALMART COMMUNITY CARD
045755	3/26/2024	485.00	ELLIOTT CONCRETE
045756	3/26/2024	453.76	ACCO BRANDS USA LLC
045757	3/26/2024	200.00	ION ELECTRIC SERVICE LLC
045758	3/26/2024	468.75	MARCO TECHNOLOGIES, LLC
045759	3/26/2024	37.56	McMASTER-CARR
045760	3/26/2024	207.00	MOBILE TESTING SERVICES, L.L.C
045761	3/26/2024	966.45	QUADIENT, INC.
045762	3/26/2024	13,473.50	SPORTS & APPAREL

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045763	3/27/2024	309.37	MICHIGAN STATE DISBURSEMENT UNIT
045764	3/27/2024	260.68	MIDLAND CREDIT MANAGEMENT, INC.
045765	3/27/2024	567.58	ROOSEN, VARCHETTI & OLIVER, PLLC
900734	3/1/2024	6,335.93	HEALTHQUITY INC.
900735	3/4/2024	12,328.70	GORDON FOODS
900736	3/4/2024	118.03	GORDON FOODS
900737	3/4/2024	1,791.64	EDUSTAFF LLC
900738	3/6/2024	12,053.23	GORDON FOODS
900739	3/8/2024	1,041.18	BASIC PR SWEEPS
900740	3/8/2024	81,248.78	EDUSTAFF LLC
900741	3/11/2024	10,900.27	GORDON FOODS
900742	3/14/2024	12,053.24	GORDON FOODS
900743	3/15/2024	6,525.93	HEALTHQUITY INC.
900744	3/15/2024	1,621.53	BASIC PR SWEEPS
900745	3/18/2024	10,828.42	GORDON FOODS
900746	3/20/2024	11,088.64	GORDON FOODS
900747	3/22/2024	91,523.97	EDUSTAFF LLC
900748	3/22/2024	1,603.35	BASIC PR SWEEPS
900749	3/25/2024	12,563.06	GORDON FOODS
900750	3/25/2024	7,563.84	GORDON FOODS
900751	3/26/2024	504.66	BASIC PR SWEEPS
900752	3/28/2024	6,655.93	HEALTHQUITY INC.
A00699	3/1/2024	4,387.49	AMAZON CAPITAL SERVICES, INC.
A00700	3/7/2024	208.86	ANDYMARK, INC.
A00701	3/7/2024	373.68	ENGINEERED PROTECTION SYSTEMS, INC. EPS SECURITY
A00702	3/7/2024	23,837.31	CONSTELLATION NEWENERGY GAS DIVISION, LLC
A00703	3/7/2024	506.48	MAURER'S TEXTILE RENTAL SERVICES, INC
A00704	3/12/2024	628.15	CURRICULUM ASSOCIATES, LLC
A00705	3/14/2024	15,519.02	GLP/ING
A00706	3/14/2024	4,521.92	AMAZON CAPITAL SERVICES, INC.
A00707	3/19/2024	525.40	ADN ADMINISTRATORS, INC.
A00708	3/19/2024	504.00	CURRICULUM ASSOCIATES, LLC
A00709	3/19/2024	6,285.17	DIRECT ENERGY BUSINESS
A00710	3/19/2024	102.51	VILLAGE OF FOWLERVILLE
A00711	3/19/2024	277,175.33	BRIGHTON AREA SCHOOLS
A00712	3/21/2024	13,438.42	DIRECT ENERGY BUSINESS
A00713	3/21/2024	2,541.91	KONE INC KONE CHICAGO
A00714	3/25/2024	6,212.92	AMAZON CAPITAL SERVICES, INC.
A00715	3/26/2024	112.03	ANDYMARK, INC.
A00716	3/27/2024	891,608.92	AUCH, GEORGE W. AUCH COMPANY
A00717	3/27/2024	17,334.80	INTEGRATED DESIGN SOLUTIONS, LLC ACCOUNTS RECEIVABLE
A00718	3/27/2024	15,219.02	GLP/ING
TOTAL		1,760,020.44	

Fowlerville Board of Education
Superintendent's Personnel Report
Regular Meeting – 3/11/2024

FOR ACTION

Subject: **PERSONNEL RECOMMENDATIONS**

It is recommended that the following personnel recommendations be approved:

A. EMPLOYMENT:

Name:	Position:	Date:	Current Process:
Martin Sabo	Maintenance	Starting 4/1/24	Onboarding
Landon Clark	Noon Supervisor-SM	Hired Date: 2/6/24	Working

B. ADDITIONAL ASSIGNMENTS/TRANSFERS/PROMOTIONS/INACTIVATE:

Name:	Position:	Date:	Current Process:

C. RESIGNATIONS/RETIREMENTS/TERMINATIONS:

Name:	Position:	Length of Service:	Effective Date:
Judy Recker	JH Athletic Director	56 Years	6/30/2024

D. LEAVE OF ABSENCE

Name:	Position:	Leave Type:	Effective Date:
Holli Montrief	KR Teacher	FMLA	
Alyssa Phillips	SE Teacher	FMLA	

E. EMPLOYMENT – PROFESSIONAL STAFF

Name:	Position:	Committee Date:	Current Process:

Rec Board Meeting Minutes March 7, 2024

Members present: Jason Atkinson, Justin Braska, Craig Curtis, April Hodge, Jeff Finney, Bonnie Flannery, Matt Stuard, Jill Curd, Lauri Daubenmeyer,

Call to order by Bonnie Flannery at 6:13

Cover minutes from November meeting. Introductions of everyone present

Craig Curtis approved minutes April Hodge 2nd it

Call to public, no public present

Recreation report given by Jill Curd. Updated on Volleyball and Soccer

Financial Report given by Lauri Daubenmeyer

Update on hiring rec director...interviews Wednesday the 13th of March

No Old Business...

Future Business

Matt Stuard went over more recreation director details

Craig Curtis motioned to adjourn meeting at 6:53

Justin Braska 2nd

**Personnel Committee Minutes
Fowlerville Community Schools
March 11, 2024**

Central Office Conference Room, 6:00 p.m.

The meeting was called to order at 6:00 pm by Mrs. Sue Charron in the C.O. conference room.

Members Present: Mrs. Sue Charron, Mr. Bob Hinton and Mrs. Danielle DeVries [alternate]
Staff Present: Mr. Matthew Stuard and Ms. Trisha Reed
Others Present: None

Motion by Mr. Hinton, supported by Mrs. DeVries, to approve minutes from the February 12, 2024 meeting.

Call to the Public – None

Staffing Update –

- Superintendent's Personnel Report – Ms. Reed reviewed this month's Personnel Report.
- Open Positions – Ms. Reed reviewed the current open positions.

Bulletin 1014 – Mr. Stuard shared the recently released Bulletin 1014 that provides comparative financial information for Michigan school districts. Discussions included Fowlerville's comparison data regarding teacher salaries and administrative, operations, and transportation costs.

Non-affiliated Employee Contract Standardization and Salary Schedules – Mrs. Reed and Mr. Stuard updated the committee on plans to standardize non-affiliated employee contracts so they're better aligned beginning with the next fiscal year. Additionally, the committee was updated on possible plans to create salary schedules for non-affiliated employee groups to comply with new requirements from the Office of Retirement Services.

Building Substitutes – Mrs. Reed informed the committee that the district plans to reduce the number of building substitutes to two for the start of the 2024-2025 school year. This reduction is due to the expiration of the Elementary and Secondary Emergency Relief (ESSER) federal funds. One building substitute will be assigned to grades K-5 and another to grades 6-12. As the year progresses, usage will be monitored.

Site Security Assessments – Mr. Stuard reviewed plans for site security assessments. The assessments will be conducted by Secure Environment Consultants (SEC) paid for using Section 97c grant funds from the State. This year the assessments will take place at Kreeger, the Junior High School and the High School. Next year they will take place at Smith and Fowlerville Junior High School.

Other – None

Motion by Mr. Hinton, supported by Mrs. DeVries, recommending adjournment of the meeting at 7:49 p.m.

**Finance Committee Minutes
Fowlerville Community Schools
March 15, 2024**

Central Office Conference Room, 7:00 AM

The meeting was called to order at 7:00 a.m. by Mr. Justin Braska in the C.O. Conference Room.

Members Present: Mr. Justin Braska & Mrs. Diana Dombrowski
Staff Present: Mr. Matt Stuard and Ms. Lauri Daubenmeyer
Others Present: None

Motion by Mrs. Dombrowski, supported by Mr. Braska, to approve minutes from the February 16, 2024 Finance Committee meeting. The motion passed unanimously.

Call to the Public – None

US Omni & TSA Compliance – Mrs. Daubenmeyer informed the committee that US Omni & TSA Compliance Services (USOTCS) will now provide compliance services for the district’s 403(b) plans. This change is expected to provide employees with improved service and investment options. The role was filled in the past by the GLP Financial group who will remain a 403(b)-plan vendor. All current 403b plan vendors will continue to be available to employees.

Bulletin 1014 – Mr. Stuard shared the recently released Bulletin 1014 that provides comparative financial information for Michigan school districts. Discussions included Fowlerville’s comparison data regarding teacher salaries and administrative, operations, and transportation costs.

Non-affiliated Employee Contract Standardization and Salary Schedules– Mrs. Daubenmeyer and Mr. Stuard updated the committee on plans to standardize non-affiliated employee contracts so they’re better aligned beginning with the next fiscal year. Additionally, the committee was updated on possible plans to create salary schedules for non-affiliated employee groups to comply with new requirements from the Office of Retirement Services.

Performing Arts Center Fees- Mrs. Daubenmeyer provided the committee with a copy of the current Performing Arts Center (PAC) rental rate categories and revenue history between 2009-2010 and 2022-2023. Mr. Stuard updated the committee on publicly available salary data for theater managers from Okemos, Brighton, East Lansing, and Hartland.

Other – None

Motion by Mrs. Dombrowski, supported by Mr. Braska, recommending adjournment of the meeting at 8:42 AM. The motion passed unanimously.

Curriculum & Technology Committee Minutes

Fowlerville Community Schools

March 18, 2024

Central Office conference room 6:00 p.m.

The meeting was called to order at 6:00 p.m. by Mr. Bob Hinton in the C.O. conference room.

Members Present: Mr. Bob Hinton, Mrs. Sue Charron & Mrs. Diana Dombrowski
Staff Present: Mr. Matt Stuard, Mr. James Stauble, Mrs. Adva Ringle, Mrs. Danielle Birdyshaw, and Ms. Alyce Simonson
Others Present: None

Motion by Mrs. Charron, supported by Mrs. Dombrowski, recommending approval of the minutes from the February 20, 2024, meeting.

Call to the Public – None

Technology Department Updates –

- Student Information System Update – Ms. Simonson updated the committee on SWIS and IEP module integration with the district’s Student Information System.
- Website and ParentSquare Updates – Ms. Simonson updated the committee on the IT department’s work with the Ingham ISD Communication team on the district’s website redesign and a new newsletter template for the district’s newsletter, Gladiator Gazette.
- Camera Install Proposal from EPS at Fowlerville Elementary School (FES) – The committee unanimously supported the EPS Camera installation purchase for Fowlerville Elementary School.
- Classroom Audio Systems from Lightspeed at Fowlerville Elementary School (FES) – The committee unanimously approved the purchase of Lightspeed Audio Systems for Fowlerville Elementary School.
- Firewall Update – Mr. Stauble updated the committee on an update to the district’s firewall.

Academic Department Updates-

- Key learning from the i-Ready Innovation and Leadership Symposium – Mrs. Ringle and Ms. Birdyshaw provided key learnings to the committee from the i-Ready Innovation and Leadership Symposium that they recently attended with Ms. Weise.
- i-Ready Mid-Year Report – Mrs. Ringle and Ms. Birdyshaw reported on the K-5 mid-year data as it compares to national norms.

- High School i-Ready Pilot – Mrs. Ringle and Ms. Birdyshaw provided the committee with an update on 9th and 10th grade student data from the participating pilot ELA and math classrooms.
- MTSS Update – The Academic Team provided information on the ongoing implementation of MTSS A and B across the district.
- Math Leadership Team (MLT) Update – The Academic Team provided an update on the work of the Math Leadership Team and their review of i-Ready and M-STEP data. The committee was informed that the MLT recommended exploring a new math core curriculum for grades K-9.
- State and Federal Programs Update – Mrs. Ringle informed the committee that the Section 35j PD, Curriculum and Supports grant was approved, and the approximate allocation will likely be in the amount of \$359,297. The 31aa Mental Health and Safety Grant allocation was increased by \$62,438. Mrs. Ringle told the committee the district has applied for Section 23h Mathematics Teaching and Learning grant.

Other – None

Motion by Mrs. Dombrowski supported by Mrs. Charron, recommending adjournment of the meeting at 7:22 p.m.

**Scholarship Committee Minutes
Fowlerville Community Schools
March 24, 2024**

C.O. Conference Room
2:00 p.m.

The meeting was called to order at 2:00 p.m. by Mrs. Diana Dombrowski in the C.O. conference room.

Members Present: Mrs. Diana Dombrowski & Mrs. Sue Charron
Staff Present: None
Others Present: None

Motion by Mrs. Charron, supported by Mrs. Dombrowski, to approve minutes from the April 5, 2023 committee meeting. The motion passed unanimously.

There was no response during the Call to the Public.

Amount and Number of Scholarship(s) – The balance in the Board of Education Scholarship account is \$830.47. The Committee decided to award the Scholarship to:

Recipient: [REDACTED] Amount \$ [REDACTED]
Recipient: [REDACTED] Amount \$ [REDACTED]

The name has been forwarded to the FHS counseling office but has been redacted to maintain surprise until Scholarship Night.

The scholarship is to be given with the understanding that the funds will be disbursed within one calendar year.

Mrs. Amy Sova will be presenting on Senior Honors Night, Wednesday, May 1st in the Alverson Center at 7:00 p.m.

Motion by Mrs. Charron, supported by Mrs. Dombrowski, to adjourn the meeting at 2:15p.m. The motion passed unanimously.

**Asset Management Committee Minutes
Fowlerville Community Schools
April 1, 2024**

Central Office conference room, 6:00 p.m.

The meeting was called to order at 6:00 p.m. by Mr. Justin Braska in the Central Office conference room.

Members Present: Mr. Justin Braska, Mr. John Belcher & Mrs. Danielle DeVries
Staff Present: Mr. Matt Stuard, Mr. James Stauble and Mr. Martin Sabo
Others Present: Mr. Matt Shock (Auch)

Motion by Mr. Belcher, supported by Mrs. DeVries, to approve minutes from the March 4, 2024 Asset Management Committee meeting. The motion passed unanimously.

Call to the Public – None

Junior High School Mechanical Enclosure – The committee discussed four options from IDS for a rooftop enclosure to surround the new HVAC equipment. The committee chose to table the discussion until a later date to determine if there are sufficient funds available for an enclosure.

Junior High School Mechanical and Plumbing – Matt Shock, Auch Project Manager, discussed the recent bids for the Junior High School HVAC project. One bid was submitted for Mechanical and Plumbing with the amount exceeding the project estimate by \$665,337. Mr. Shock believes the lack of bids is due to timing and abundance of work available in the marketplace. The committee chose to rebid the Mechanical and Plumbing portion of the project with an installation date of Summer 2025. The committee unanimously supported moving Recommendation #1 for Trade Contracts A, B, C, E, and G to the full Board for approval.

Other – None

Motion by Mr. Belcher, supported by Mrs. DeVries, to adjourn the meeting at 6:33 p.m. The motion passed unanimously.

Appendix A



AUCH

AUCH Construction

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April 1, 2024

Mr. Matthew Stuard
Superintendent
Fowlerville Community Schools
7677 W. Sharpe Rd., Suite A
Fowlerville, MI 48836

**RE: Fowlerville Community Schools – 2021 Bond
Junior High HVAC Renovations
AUCH Project #9346**

Recommendation #1

Dear Mr. Stuard,

We have completed our review and evaluation of the bids received March 13, 2024 at 1:30pm for the Fowlerville Community Schools – Junior High HVAC Renovations Project. Based on the review conducted in conjunction with the District's consultants, we are recommending to the District approval of the award of trade contract, which is based on the low responsive complete bid, and is included in the attached schedule.

For Proposal D – Painting – Tom Furnari does not have a complete scope and has formally requested that their bid be withdrawn from consideration. We recommend Classic Painting be awarded the contract for Proposal D.

The project documents include a bid alternate, for potential increased HVAC work. The District and the District's consultants are not recommending that we accept any of the bid alternates at this time.

Please contact me should you have any questions or concerns.

Very Truly Yours,

GEORGE W. AUCH COMPANY

Matthew Shock
Project Manager

Enclosures

Cc

Jeff Johnson, Val Grant – IDS
Donielle Wunderlich, AUCH



Fowlerville Community Schools
 Fowlerville Junior High School Mechanical Renovations
 AUCH Project #9346

Contractor Recommendations
 4/1/2024

COMPANY	SPECIFICATION SECTION	TRADE	BID AMOUNT	CONTRACT AMOUNT
Blue Star Demolition 21950 Hoover Rd. Warren, MI 48089 PH: 588-427-9933 FX: NA E-mail: Jadams@bluestardemo.com Contact: James Adams	DIVISION 01 02 4119	Proposal A - Selective Demolition CM Supplementary Conditions General Conditions General Requirements Selective Demolition	BASE BID: \$61,000.00	\$61,000.00
Rohmann Iron Works, Inc. 201 Kesio Street Flint, MI 48056 PH: 810-233-5611 FX: 810-233-6049 E-mail: jeff@rohmanniron.com Contact: Jeff Quinn	DIVISION 01 05 5000	Proposal B - Structural Steel CM Supplementary Conditions General Conditions General Requirements Metal Fabrications	BASE BID: \$72,504.00	\$72,504.00
Bloom Roofing 12238 Emerson Dr Brighton, MI 48116 PH: 734-834-8480 FX: NA E-mail: lbrown@bloomroofing.com Contact: Logan brown	DIVISION 01 02 4119 06 1000 07 5300 07 6200 07 7100	Proposal C - Roofing CM Supplementary Conditions General Conditions General Requirements Selective Demolition (Roofing) Rough Carpentry (Roofing) EPDM Membrane Roofing Sheet Metal Flashing & Trim Manufactured Roof Specialties	BASE BID: \$160,988.00	\$160,988.00
Classic Painting Company, Inc. 10071 Bergin Rd., Howell, MI 48843 PH: 517-404-6344 FX: 810-991-1473 E-mail: classicpaintingco@gmail.com Contact: Stephine Sholly	DIVISION 01 07 9200 09 9100	Proposal E - Painting CM Supplementary Conditions General Conditions General Requirements Joint Sealers (as pertinent) Painting	BASE BID: \$15,000.00	\$15,000.00
Innovated Energy Controls 1900 Twin Hills Dr Howell, MI 48843 PH: 810-429-2010 FX: NA E-mail: TUnderhill@ieccompany.com Contact: Todd Underhill	DIVISION 01 07 8413 Division 26	Proposal G - Electrical CM Supplementary Conditions General Conditions General Requirements Firestopping (as pertinent) Electrical Complete	BASE BID: \$129,569.00	\$129,569.00

Fowlerville Junior High School Mechanical Renovations - Total Trade Contract Award:	\$439,081.00
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PROPOSAL A - Selective Demolition						
Company / City	Bid Sec.	Familial Disc., E.E.O., I.S.A	Addns	Base Bid	Alternate #1	Clarifications / Voluntary Alternates
Blue Star, Warren	5%	Yes	1,2,3,4	61,000.00 \$	3,750.00	Clarifications



PROPOSAL B - Structural Steel						
Company / City	Bid Sec	Familial Disc., E.E.O, I.S.A	Address	Base Bid	Alternate #1	Clarifications / Voluntary Alternates
Rohmann Iron, Flint	5%	Yes	1,2,3,4	\$ 72,504.00	\$ 10,335.00	
Cass Erectors, Livonia	5%	Yes	1,2,3,4	\$ 92,700.00	NA	Clarifications
Cascade Steel, Sterling Heights						Not Read Due to List of Exclusions



PROPOSAL C - Roofing

Company / City	Bid Sec	Familial Disc., E.E.O, I.S.A	Addns	Base Bid	Alternate #1	Clarifications / Voluntary Alternates
Bloom Roofing, Brighton	5%	Yes	1,2,3,4	\$ 160,988.00	NA	Clarifications
Quality Roofing, Whitmore Lake	5%	Yes	1,2,3,4	\$ 205,769.00	\$ 9,998.00	Voluntary Alternate



PROPOSAL E - Painting						
Company / City	Bid Sec	Familiar Disc. E.E.O. LSA	Addns	Base Bid	Alternate #1	Clarifications / Voluntary Alternates
Classic Painting, Howell	NA	Yes	1,2,3,4	15,000.00	NA	
Tom Furnari, Rochester Hills	NA	Yes	1,2,3,4	6,450.00	\$ 6,920.00	

PROPOSAL G - Electrical							
Company / City	Bid Sec.	Familial Disc., E.E.O., I.S.A	Addns	Base Bid	Alternate #1	Clarifications / Voluntary Alternates	
Green Line Electric, Plymouth	5%	Yes	1,2,3,4	\$ 445,000.00	\$ 20,000.00		
Innovated Energy Controls, Howell	5%	Yes	1,2,3,4	\$ 129,569.00	\$ 16,780.00		
Livingston Power Company, Howell	5%	Yes	1,2,3,4	\$ 288,900.00	\$ 3,898.00	Clarification	

Appendix B

Book	Policy Manual
Section	Ready for Neola
Title	Copy of EMERGENCY REMOVAL, SUSPENSION, AND EXPULSION OF STUDENTS
Code	po5610
Status	
Adopted	July 11, 2017
Last Revised	January 9, 2024

5610 - EMERGENCY REMOVAL, SUSPENSION, AND EXPULSION OF STUDENTS

The Board of Education is continually concerned about the safety and welfare of District students and staff and, therefore, will not tolerate behavior that creates an unsafe environment, a threat to safety or undue disruption of the educational environment.

Factors to be Considered Before Suspending or Expelling a Student

The Board of Education also recognizes that exclusion from the educational program of the schools is a severe sanction that should only be imposed after careful and appropriate consideration.

Except as otherwise noted below with respect to possession of a firearm in a weapon-free school zone, if suspension or expulsion of a student is considered, the Board (Superintendent) shall consider the following factors prior to making a determination of whether to suspend or expel:

- A. the student's age
- B. the student's disciplinary history
- C. whether the student has a disability
- D. the seriousness of the violation or behavior
- E. whether the violation or behavior committed by the student threatened the safety of any student or staff member
- F. whether restorative practices will be used to address the violation or behavior
- G. whether a lesser intervention would properly address the violation or behavior

The Board and/or Superintendent will exercise discretion over whether or not to suspend a student, and the Board will exercise sole-discretion over whether or not to expel a student. In exercising that discretion for a suspension of more than ten (10) days or expulsion, there is a rebuttable presumption that a suspension or expulsion is not justified unless the Superintendent/designee can demonstrate that it considered each of the factors listed above. For a suspension of ten (10) days or fewer, there is no rebuttable presumption, but the Superintendent/designee will still consider these factors in making the determination.

Restorative Practices

The Superintendent/designee shall consider using restorative practices as an alternative to or in addition to suspension or expulsion. If the District determines that it will utilize restorative practices in addition to or as an alternative to suspension or expulsion of a student, it will engage in restorative practices which emphasize repairing the harm to the victim and school community caused by the student's misconduct.

Restorative practices should be the first consideration to remediate offenses such as interpersonal conflicts, bullying, verbal and physical conflicts, theft, damage to property, class disruption and harassment and cyberbullying.

If the Superintendent/designee decides to utilize restorative practices as an alternative to or in addition to suspension or expulsion, the restorative practices may include victim-offender conferences that:

- A. are initiated by the victim;
- B. are approved by the victim's parent or legal guardian or, if the victim is at least fifteen (15), by the victim;
- C. are attended voluntarily by the victim, a victim advocate, the offender, members of the school community, and supporters of the victim and the offender (the 'restorative practices team');
- D. would provide an opportunity for the offender to accept responsibility for the harm caused to those affected, and to participate in setting consequences to repair the harm, such as requiring the student to apologize; participate in community service, restoration of emotional or material losses, or counseling; pay restitution; or any combination of these.

The selected consequences and time limits for their completion will be incorporated into an agreement to be signed by all participants.

Due Process

The Board recognizes exclusion from the educational programs of the District, whether by suspension or expulsion, is the most severe sanction that can be imposed on a student and is one that cannot be imposed without appropriate due process, since exclusion deprives a child of the right to an education. The Board also recognizes that it may be necessary for a teacher to remove a student from class for conduct disruptive to the learning environment, and that such removals are not subject to a prior hearing, provided the removal is for a period of less than twenty-four (24) hours. However, if an emergency removal may result in a suspension, then due process must be ensured.

In all cases resulting in short-term suspension, long-term suspension or expulsion, appropriate due process rights described in Policy 5611 and AG 5610 must be observed. The Superintendent/DESIGNEE shall check to make sure the student is not classified as disabled under Section 504. Students with disabilities under IDEA or Section 504 shall be expelled only in accordance with their rights under Federal law.

For purposes of this policy, suspension shall be either short-term (not more than ten (10) days) or long-term (for more than ten (10) days but less than permanent expulsion) removal of a student from a regular District program. The Superintendent may suspend a student for a period ~~not to exceed~~ longer than 10 school days, but less than permanent expulsion.

For purposes of this policy, unless otherwise defined in Federal and/or State law, expulsion is defined as the permanent exclusion of a student from the District. Students who are expelled may petition for reinstatement as provided below.

Emergency Removal or Short-Term Suspension

A student may be removed from a class, subject, or activity for one (1) day by his/her teacher for certain conduct as specified in the Code of Conduct, or he/she may be given a short-term suspension by the Superintendent/DESIGNEE. A student so removed may be allowed to attend other classes taught by other teachers during the term of the one (1) day removal. A student removed from the same class for ten (10) days will be entitled to the process for short-term suspensions outlined in AG 5610. A student removed from the same class for more than ten (10) days will be entitled to the process for long-term suspensions outlined in AG 5610. A The Board designates the Superintendent as its representative at any hearings regarding the appeal of a suspension.

Long-Term Suspension or Expulsion

Due process set out in Policy 5611 and AG 5610 shall be followed in all circumstances in which a student may be expelled or suspended for a period of more than ten (10) days.

The Superintendent/designee may recommend to the Board Discipline Committee a long-term suspension or the Superintendent/DESIGNEE may recommend that a student be expelled.

In all cases resulting in short-term suspension, long-term suspension, or expulsion, appropriate due process rights must be observed. In determining whether a student is to be suspended or expelled, District administrators shall use a preponderance of evidence standard.

The Superintendent shall develop procedures to implement this policy that shall include the following:

- A. strategies for providing special assistance to students in danger of being expelled and not achieving the academic outcomes of the District's core curriculum;
- B. standards of behavior for all students in accordance with District Board policy on student discipline;
- C. procedures that ensure due process; and
- D. provision for make-up work at home, when appropriate.

When making a determination whether or not a student will be expelled or permanently excluded under this policy, the Superintendent shall retain all documents, electronically stored information ('ESI'), and electronic media (as defined in Policy 8315 - Information Management (i.e. 'Litigation Hold')) created and/or received as part of an investigation.

The documents, ESI, and electronic media (as defined in Policy 8315) retained may include public records and records exempt from disclosure under Federal (e.g., FERPA, ADA) and/or State law – e.g., student records and confidential medical records.

The documents, ESI, and electronic media (as defined in Policy 8315) shall be retained in accordance with Policy 8310, Policy 8315, Policy 8320, and Policy 8330 for not less than three (3) years, but longer if required by the District's records retention schedule.

Persistent Disobedience or Gross Misconduct/CSC Against Another District Student

Any student may be removed from the classroom, and/or, after consideration of the factors identified above, suspended or expelled for persistent disobedience or gross misconduct or if the student commits criminal sexual conduct against another student enrolled in the District regardless of the location of the conduct. A student may not be expelled or excluded from the regular school program based on pregnancy status.

In recognition of the negative impact on a student's education, the Board encourages the District's administrators to view suspensions, particularly those over ten (10) days, and permanent expulsions as discipline of last resort, except where these disciplines are required by law. Alternatives to avoid or to improve undesirable behaviors should be explored when possible prior to implementing or requesting a suspension or expulsion.

Physical and Verbal Assault

Unless a different determination is made after consideration of the factors identified above, the District shall permanently expel a student in grade six or above if that student commits physical assault at school against a staff member, a volunteer, or a contractor.

Unless a different determination is made after consideration of the factors identified above, the District shall suspend or expel a student in grade six or above for up to one hundred eighty (180) school days if the student commits physical assault at school against another student.

Physical assault is defined as 'intentionally causing or attempting to cause physical harm to another through force or violence.'

Unless a different determination is made after consideration of the factors identified above, the District shall suspend or expel a student in grade six or above and may discipline, suspend or expel a student in grade five and below for a period of time as determined at the Board's discretion if the student commits verbal assault at school against a District employee, volunteer, or contractor or makes a bomb threat or similar threat directed at school building, property, or at a school-related activity.

Verbal assault is a communicated intent to inflict physical or other harm on another person, with a present intent and ability to act on the threat.

'At school' means in a classroom, elsewhere on school premises, on a school bus or other school-related vehicle, or at a school-sponsored activity or event whether or not it is held on school premises.

Weapons, Arson, Criminal Sexual Conduct

In compliance with State and Federal law, and unless a different determination is made after consideration of the factors identified above, the District shall expel any student who possesses a dangerous weapon, other than a firearm, in the District's weapon-free school zone (except as noted below), commits either arson or criminal sexual conduct in a school

building or on school property, including school buses and other District transportation, or pleads to, is convicted of or is adjudicated of criminal sexual conduct against another student enrolled in the District.

In compliance with State and Federal law, the District shall expel any student who possesses a firearm in the District's weapon-free school zone in violation of State law, unless the student can establish the mitigating factors relating to possession of a dangerous weapon set out below, by clear and convincing evidence.

For purposes of this policy, a "dangerous weapon" is defined by law as a firearm, dagger, dirk, stiletto, knife with a blade over three (3) inches in length, pocket knife opened by a mechanical device, iron bar, or brass knuckles. This definition also includes other devices designed to (or likely to) inflict bodily harm, including, but not limited to, air guns and explosive devices. The term "firearm" is defined as any weapon (including a starter gun) that will, is designed to, or may readily be converted to expel a projectile by the action of the explosive, the frame, or the bearer of any such weapon, as well as a firearm muffler, firearm silencer, or any such destructive device.

The District need not expel a student for possession of a dangerous weapon, including a firearm, if the student can establish in a clear and convincing manner the following mitigating factor(s) to the satisfaction of the Board the:

- A. object or instrument was not possessed for use as a weapon, or for direct (or indirect) delivery to another person for use as a weapon; or
- B. weapon was not knowingly possessed; or
- C. student did not know (or have reason to know) that the object or instrument in his/her possession constituted a dangerous weapon; or
- D. weapon was possessed at the suggestion, request, direction of, or with the express permission of the Superintendent or the police.

There is a rebuttable presumption that expulsion for possessing the weapon is not justified if the Superintendent/designee determines that the student has established that he or she fits under one of the exceptions above by clear and convincing evidence, and that the student has no previous history of suspension or expulsion.

For expulsions for dangerous weapons, arson, criminal sexual conduct or assault upon an employee, volunteer or contractor, the Superintendent shall provide that the expulsion is duly noted in the student's record, the student is referred to the Department of Human Services or Department of Community Health within three (3) school days after the expulsion, and the parents are informed of the referral. Furthermore, if a student who is expelled is below the age of sixteen (16), the Superintendent shall ensure notification of the expulsion is given to the Juvenile Division of the Probate Court. In compliance with Federal law, the Superintendent shall also refer any student (regardless of age) expelled for possession of a dangerous weapon to the criminal justice or juvenile delinquency system serving the District. In addition, the Superintendent shall send a copy of this policy to the State Department of Education and shall include a description of the circumstances surrounding the expulsion of the student for possessing a firearm or weapon in the District's weapon-free school zone, together with the name of the District, the number of students so expelled, and the types of firearms or weapons brought into the weapon-free school zone.

A student expelled under this policy for dangerous weapons, arson, criminal sexual conduct or assault upon an employee, volunteer or contractor may apply for reinstatement in accordance with the following guidelines:

- A. If the student is in grade five (5) or below at the time of the expulsion and was expelled for possessing a firearm or threatening another person with a dangerous weapon, the parents, legal guardian, adult student, or emancipated minor may submit a request for reinstatement after sixty (60) school days from the date of expulsion, but the student may not be reinstated before ninety (90) school days from the expulsion date.
- B. If the student is in grade five (5) or below at the time of the expulsion and was expelled for a reason other than possessing a firearm or threatening another person with a dangerous weapon, the parents, legal guardian, or emancipated minor may submit a request for reinstatement at any time, but the student may not be reinstated before ten (10) school days from the expulsion date.
- C. If the student is in grade six (6) or above at the time of the expulsion, the parents, legal guardian, adult student, or emancipated minor may submit a request for reinstatement after 150 school days from the date of the expulsion, but the student may not be reinstated before 180 school days from the expulsion date.
- D. The parent, adult student, or emancipated minor shall submit the request for reinstatement to the Superintendent.

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

The Board shall make its decision no later than the next regular Board meeting following the committee's submission of its recommendations. The Board's decision shall be final and is not subject to appeal.

In the event a student who has been permanently expelled from another school requests admission to this District, in making its decision, the Board shall follow the same procedure it has established for any other Board Reinstatement Hearing.

Students expelled for reasons other than dangerous weapons, arson, criminal sexual conduct or assault upon an employee, volunteer or contractor may also petition the Board for reinstatement. The Board may, at its discretion, consider the petition in accordance with the procedures set forth above.

The Superintendent shall ensure Board policies and procedures regarding a student's rights to due process are followed when dealing with a possible suspension or expulsion under this policy.

In-School Discipline

The purpose of this policy is to provide an alternative to out-of-school suspension. The availability of in-school discipline options is dependent upon the financial ability of the Board to support such a program.

In-school discipline will only be offered at the discretion of the Superintendent for offenses found in the Student Code of Conduct.

The Superintendent is to establish procedures for the proper operation of such a program and to ensure appropriate due-process procedures are followed as applicable. (See Policy 5630.01)

Due Process Rights

The Board recognizes the importance of safeguarding a student's constitutional rights, particularly when subject to the District's disciplinary procedures.

To better ensure appropriate due-process is provided a student, the Board establishes the following:

A. Students Subject to Short-Term Suspension

Except when emergency removal is warranted, a student must be given at least oral notice of the charges against him/her and the opportunity to respond prior to the implementation of a suspension. When emergency removal has been implemented, notice and opportunity to respond shall occur as soon as reasonably possible. The Superintendent or other designated administrator shall provide the opportunity to be heard and shall be responsible for making the suspension decision. An appeal may be addressed to the Superintendent whose decision will be final.

B. Students Subject to Long-Term Suspension and Expulsion

A student and his/her parent or guardian must be given written notice of the intention to suspend or expel and the reasons therefore, and must also be given an opportunity to appear before the Board with a representative to answer the charges. The student and/or his/her guardian must also be provided a brief description of the student's rights and the hearing procedure, a list of the witnesses who will provide testimony to the Board, and a summary of the facts to which the witnesses will testify. At the student/parent's request, the hearing shall be held in closed session, but the Board must act publicly. The Board shall act by providing a written decision on any appeal of an expulsion, a request for reinstatement, or a request for admission after permanent expulsion from another school.

The Superintendent shall develop procedures to ensure all members of the staff use the above guidelines when dealing with students. In addition, this statement of due process rights shall be placed in all student handbooks, in a manner that facilitates understanding by students and their parents.

Corporal Punishment

While recognizing that students may require disciplinary action in various forms, the Board does not condone the use of unreasonable force and fear as an appropriate procedure in student discipline.

Staff shall not use physical force or violence to compel obedience. If all other means fail, staff members may always resort to the removal of the student from the classroom or District through suspension or expulsion procedures.

Within the scope of their employment, all staff may use reasonable force and apply restraint to accomplish the following:

- A. restrain or remove a student who refuses to comply with a request to behave or report to the office;
- B. quell a disturbance threatening physical injury to self or others;
- C. obtain possession of weapons or other dangerous objects within the control of the student, for either self-defense;
or
- D. the protection of persons or property.

In accordance with State law, corporal punishment shall not be permitted. If any staff member (full-time, part-time, or substitute) deliberately inflicts, or causes to be inflicted, physical pain upon the student (by hitting, paddling, spanking, slapping or any other kind of physical force) as a means of discipline, the staff member may be subject to discipline and possibly criminal assault charges. This prohibition also applies to volunteers and those with whom the District contracts for services.

The Superintendent shall provide guidelines, including a list of alternatives to corporal punishment.

Removal, Suspension, and Expulsion of Students with Disabilities

The District shall abide by Federal and State laws in matters relating to discipline, suspension, and expulsion of disabled students.

Revised 3/3/20

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Legal

M.C.L. 380.1301, 380.1309, 380.1310d, 380.1311

20 U.S.C. 3351

State Board of Education, Resolution to Address School Discipline Issues

Impacting Student Outcomes, Adopted June 12, 2012

Book Policy Manual
Section For the Board 36-2
Title Vol. 36, No. 2 - February 2022 New STAFF DRESS AND GROOMING
Code po1616
Status

1616 - STAFF DRESS AND GROOMING

The Board of Education believes that administrators set an example in dress and grooming for their students to follow. An administrator who understands this precept and adheres to it enlarges the importance of his/her task, presents an image of dignity, and encourages respect for authority. These factors act in a positive manner toward the maintenance of discipline.

The Board retains the authority to specify the following dress and grooming guidelines for staff that will prevent such matters from having an adverse impact on the educational process. When assigned to District duty, all professional staff members shall:

- A. be physically clean, neat, and well-groomed;
- B. dress in a manner consistent with their professional responsibilities;
- C. dress in a manner that communicates to students a pride in personal appearance;
- D. dress in a manner that does not cause damage to District property;
- E. be groomed in such a way that their hairstyle or dress does not disrupt the educational process nor cause a health or safety hazard.

~~The Board recognizes employees' right to dress in accordance with their gender identity, within the constraints of the preceding dress and grooming guidelines.~~

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Book	Policy Manual
Section	For the Board 36-2
Title	Copy of STAFF DRESS AND GROOMING
Code	po3216
Status	
Adopted	January 19, 2016

3216 - **STAFF DRESS AND GROOMING**

The Board of Education believes that professional staff members set an example in dress and grooming for their students to follow. A professional staff member who understands this precept and adheres to it enlarges the importance of his/her task, presents an image of dignity, and encourages respect for authority. These factors act in a positive manner toward the maintenance of discipline.

The Board retains the authority to specify the following dress and grooming guidelines for staff that will prevent such matters from having an adverse impact on the educational process. When assigned to District duty, all professional staff members shall:

- A. be physically clean, neat, and well groomed;
- B. dress in a manner consistent with their professional responsibilities;
- C. dress in a manner that communicates to students a pride in personal appearance;
- D. dress in a manner that does not cause damage to District property;
- E. be groomed in such a way that their hair style or dress does not disrupt the educational process nor cause a health or safety hazard.

~~The Board recognizes employees' right to dress in accordance with their gender identity, within the constraints of the preceding dress and grooming guidelines.~~

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Book	Policy Manual
Section	For the Board 36-2
Title	Copy of SUPPORT STAFF DRESS AND GROOMING
Code	po4216
Status	
Adopted	February 16, 2016

4216 - **SUPPORT STAFF DRESS AND GROOMING**

The Board of Education believes that support staff members are an important and integral part of the District. Also, since the support staff is highly-visible staff to the students, the professional staff, and the public, the Board believes the support staff should at all times be well dressed and groomed. Support staff members who understand this precept and adhere to it enlarge the importance of their task, present an image of dignity, and encourage respect.

The Board retains the authority to specify the following dress and grooming guidelines for support staff. When assigned to District duty, all support staff members shall:

- A. be physically clean, neat, and well groomed;
- B. dress in a manner consistent with their support responsibilities;
- C. dress in a manner that communicates to others a pride in personal appearance;
- D. dress in a manner that does not cause damage to District property;
- E. be groomed in such a way that their dress or hair style does not disrupt the educational process or cause a health or safety hazard.

~~The Board recognizes employees' right to dress in accordance with their gender identity, within the constraints of the preceding dress and grooming guidelines.~~

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Book	Policy Manual
Section	For the Board 36-2
Title	Copy of DRESS AND GROOMING
Code	po5511
Status	
Adopted	July 11, 2017

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

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. designate the principal as the arbiter of student dress and grooming ~~in his/her building;~~ **at the building level**;
- B. invite the participation of staff, parents, and 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. ensure that all administrative guidelines impose only minimum and necessary restrictions on the exercise of the student's taste and individuality.
- E. ~~(-) direct staff to enforce the school's dress code in a nondiscriminatory and uniform manner, including without regard to whether a student is transgender or gender nonconforming.~~
- F.

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

Book	Policy Manual
Section	For the Board 36-2
Title	Copy of COST PRINCIPLES - SPENDING FEDERAL FUNDS
Code	po6114
Status	
Adopted	May 2, 2017

6114 - COST PRINCIPLES - SPENDING FEDERAL FUNDS

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

Cost Principles

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

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

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

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

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

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

- a. the cost is needed for the proper and efficient performance of the grant program;
- b. the cost is identified in the approved budget or application;
- c. there is an educational benefit associated with the cost;
- d. the cost aligns with identified needs based on results and findings from a needs assessment;
- e. the cost addresses program goals and objectives and is based on program data.

A cost is allocable to the Federal award if the goods or services involved are chargeable or assignable to the Federal award in accordance with the relative benefit received.

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

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

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

Selected Items of Cost

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

Cost Compliance

The Superintendent shall require that grant program funds are expended and are accounted for consistent with the requirements of the specific program and as identified in the grant application. Compliance monitoring includes accounting for direct or indirect costs and reporting them as permitted or required by each grant.

Determining Whether a Cost is Direct or Indirect:

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

These costs may include: salaries and fringe benefits of employees working directly on a grant-funded project; purchased services contracted for performance under the grant; travel of employees working directly on a grant-funded project; materials, supplies, and equipment purchased for use on a specific grant; and infrastructure costs directly attributable to the program (such as long distance telephone calls specific to the program, etc.).

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

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

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

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

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

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

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

Timely Obligation of Funds

Obligations are orders placed for property and services, contracts and subawards made, and similar transactions during a given period that require payment by the non-Federal entity during the same or a future period.

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

If the obligation is for:

- A. Acquisition of property - on the date which the District makes a binding written commitment to acquire the property.
- B. Personal services by an employee of the District - when the services are performed.
- C. Personal services by a contractor who is not an employee of the District - on the date which the District makes a binding written commitment to obtain the services.
- D. **All Federally-funded contracts in excess of \$2,000 related to construction, alterations, repairs, painting, decorating, etc. must comply with Davis-Bacon prevailing wage requirements.**
- E.
- F. Public utility services - when the District receives the services.
- G. Travel - when the travel is taken.
- H. Rental of property - when the District uses the property.
- I. A pre-agreement cost that was properly approved by the Secretary (USDOE) under the cost principles in 2 C.F.R. Part 200, Subpart E - Cost Principles - on the first day of the project period.

Period of Performance

All obligations must occur on or between the beginning and ending dates of the grant project. This period of time is known as the period of performance. The period of performance is dictated by statute and will be indicated in the Grant Award Notification ("GAN"). As a general rule, State-administered Federal funds are available for obligation within the year that Congress appropriates the funds for. However, given the unique nature of educational institutions, for many Federal education grants, the period of performance is twenty-seven (27) months. This maximum period includes a fifteen (15) month period of initial availability, plus a twelve (12) month period for carryover. For direct grants, the period of performance is generally identified in the GAN.

In the case of a State-administered grant, obligations under a grant may not be made until the grant funding period begins or all necessary materials are submitted to the granting agency, whichever is later. In the case of a direct grant, obligations may begin when the grant is, unless an agreement exists with MDE or the pass-through entity to reimburse for pre-approval expenses.

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

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Legal 2 C.F.R. 200.403-.406, 200.413(a)-(c), 200.430(a), 200.431(a), 200.458
 2 C.F.R 200.474(b)

Book	Policy Manual
Section	For the Board 37-1
Title	Vol. 37, No. 1 - September 2022 New AUTHORIZATION TO USE ELECTRONIC FUND TRANSFERS AND AUTOMATED CLEARING HOUSE ARRANGEMENTS
Code	po6108
Status	

NEW POLICY - VOL. 37, NO. 1

6108- AUTHORIZATION TO USE ELECTRONIC FUND TRANSFERS AND AUTOMATED CLEARING HOUSE ARRANGEMENTS

In accordance with the provisions of law, the Board of Education authorizes the acceptance and distribution/transmission of electronic fund transfers (ETFs) and automatic clearing house arrangements (ACH). The Superintendent shall put in place measures to protect the integrity and security of such transactions to comply with mandates of State and Federal agencies or programs, including Medicaid.

Definitions

"ACH arrangement" means the agreement between the originator of the ACH transaction and the receiver of the ACH transaction.

"ACH transaction" means an electronic payment, debit, or credit transfer processed through an automated clearing house.

"Automated clearing house" or "ACH" means a national and governmental organization that has authority to process electronic payments including, but not limited to, the national automated clearing house association and the Federal reserve system.

"Electronic transactions officer" or "ETO" means the Superintendent or another person designated by the Board to have the responsibilities of the ETO as prescribed in the Michigan Electronic Transactions of Public Funds Act.

All District staff shall comply with all provisions of the Uniform Electronic Transaction Act when creating, generating, sending, communicating, receiving, storing, processing, using, and relying upon electronic records. Further, all District staff and other persons who use electronic signatures when completing transactions with the Board shall do so in compliance with State law.

ACH Transactions and Arrangements

The Superintendent or another employee designated by the ETO is authorized to engage in electronic transfer of funds and ACH arrangements in accordance with this policy. The Superintendent shall be responsible for overseeing the District's ACH transactions, including payment approval, accounting, reporting, and compliance with this ACH policy.

Internal Controls

The Superintendent is responsible for disbursement of funds and shall submit appropriate documentation to the Board. Such documentation shall include:

- A. information regarding the goods or services purchased;
- B. the cost of goods or services;
- C. the date of the payment; and
- D. departments serviced by the payment.

This documentation shall be contained in the District's electronic general ledger software system or in a separate report to the Board. ACH invoices must be reviewed and approved prior to payment.

The District's system of internal controls (see Policy 6111 - Internal Controls) shall be used to monitor the use of ACH transactions.

~~[] The Superintendent is authorized to develop administrative guidelines concerning the use of electronic fund transfers and ACH transactions.~~

M.C.L. 124.301 - 124.305

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M.C.L. 124.301 - 124.305

Book	Policy Manual
Section	For the Board 37-1
Title	Copy of VENDOR RELATIONS
Code	po6460
Status	
Adopted	May 2, 2017

6460 - **VENDOR RELATIONS**

The Board of Education shall not enter a contract knowingly with any supplier of goods or services to this District under which any Board member or officer, employee, or agent of this School District has any pecuniary or beneficial interest, direct or indirect, unless the person has not solicited the contract or participated in the negotiations leading up to the contract. This prohibition shall not prevent any person from receiving royalties upon the sale of any textbook of which s/he the persons is the author and which has been properly approved for use in the schools of this District.

For the purpose of this policy "beneficial interest" shall be determined in accordance with M.C.L. 15.321 et seq.

Board members and school personnel shall not accept any gifts or favors from vendors which might, in any way, influence their recommendations on the eventual purchase of equipment, supplies, or services.

All sales persons, regardless of product, shall clear with the Superintendent's Office before contacting any teachers, students, or other personnel of the School District. Purchasing personnel shall not show any favoritism to any vendor. Each order shall be placed in accordance with policies of the Board on the basis of quality, price, and delivery with past service a factor if all other considerations are equal.

x] Preferred Vendors for Non-District Purchases

The District may provide a vendor with exclusive access to market its products to parents/guardians and/or students at school events that the District considers to be limited public forums or nonpublic forums. Students and/or parents/guardians are not required to purchase goods or services from a preferred vendor; however, the District may choose to limit access to a preferred vendor to minimize distractions and maximize its ability to educate and/or communicate with parents and students.

To select a preferred vendor, the Superintendent or purchasing agent must solicit proposals for exclusive access from vendors and specifically identify the particular school event(s) at which the successful vendor will have exclusive access. The Superintendent or purchasing agent may interview potential vendors as part of the selection process.

[END OF OPTION]

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Legal M.C.L. 15.321 et seq.

Book	Policy Manual
Section	For the Board 37-1
Title	Copy of FAIR LABOR STANDARDS ACT (FLSA)
Code	po6700
Status	
Adopted	May 2, 2017

6700 - FAIR LABOR STANDARDS ACT (FLSA)

It is the Board of Education's policy to comply with the provisions of the Fair Labor Standards Act (FLSA) and its implementing regulations. The Board will pay at least the minimum wage required by the FLSA to all covered, non-exempt employees. Non-exempt employees are hourly employees, or salaried employees who do not qualify for a professional, administrative, computer or executive exemption under the FLSA. Teachers are generally exempt, even if they are paid on an hourly basis.

Non-exempt employees who work more than forty (40) hours in a given work week will receive overtime pay in accordance with the FLSA for all hours worked in excess of forty (40).

Non-exempt employees who work overtime without prior approval from the Superintendent or a supervisor may be subject to disciplinary action up to and including termination.

The work week is established as Sunday midnight to Sunday midnight.

To the extent that an employee's individual contract or collective bargaining agreement provides for greater benefits than mandated by the FLSA, the contract or bargaining agreement will be honored.

Notwithstanding the fact that exempt school employees continue to meet the salary basis requirements and are not disqualified from exemption even if the employee's pay is reduced or the employee is placed on a leave without pay for absences for personal reasons or because of illness or injury of less than one (1) work-day because accrued leave is not used for specific reasons, the Board reserves the right to make deductions from the pay of otherwise exempt employees under the following circumstances:

- A. the employee is absent from work for one (1) or more full days for personal reasons other than sickness or disability
- B. the employee is absent from work for one (1) or more full days due to sickness or disability if the deduction is made in accordance with a bona fide plan, policy or practice of providing compensation for salary lost due to illness
- C. to offset amounts employees receive as jury or witness fees, or for military pay
- D. for unpaid disciplinary suspensions of one (1) or more full days imposed in good faith for workplace conduct rule infractions
- E. for penalties imposed in good faith for infractions of safety rules of major significance

The Board shall also not be required to pay the full salary in the initial or terminal week of employment, or for weeks in which an exempt employee takes unpaid leave under the Family & Medical Leave Act.

The Board recognizes that with limited legally permissible exceptions, no deductions should be taken from the salaries of exempt employees. If an exempt employee believes that an improper deduction has been made to his/her ~~their~~ salary, the employee should immediately report this information to the Payroll Specialist or Finance Director. Reports of improper deductions will be promptly investigated. If it is determined that an improper deduction has occurred, the employee will be promptly reimbursed for any improper deduction made, and the Board will make a good faith commitment to avoid any recurrence of the error.

Reasonable Break Time for Nursing Mothers

As required by Federal law, the District shall take steps necessary to support staff members who decide to breastfeed their infants by providing additional unpaid reasonable break time, as necessary, for a qualified employee to express breast milk for their nursing child, for one (1) year after the child's birth, on District premises.

Prior to returning to work from maternity leave, it shall be the employee's responsibility to notify their supervisor of their intent to continue breastfeeding their infant(s), and of their need to express milk during work hours. Further, it shall be the responsibility of the employee to keep their supervisor informed of their needs in this regard throughout the period of lactation.

The building administrator shall designate a private area, other than a restroom, where an employee can express breast milk. The designated area shall be a space where intrusion from coworkers, students, and the public shall be prevented, and one where an employee who is using this area can be shielded from view.

An employee shall be enabled to express milk during regularly scheduled break periods. The Principal or employee's supervisor shall make an accommodation if the time of regular breaks needs to be adjusted or if additional and/or longer breaks are needed. In the event that more breaks are needed or the break(s) need to be longer than legally required, the additional time required shall be unpaid, and the employee's work schedule or work day shall, therefore, be modified accordingly. The Principal or the employee's supervisor shall work with the employee to make these necessary modifications.

[DRAFTING NOTE: An employer that employs less than fifty (50) employees shall not be subject to the requirements of this subsection, if such requirements would impose an undue hardship by causing the employer significant difficulty or expense when considered in relation to the size, financial resources, nature, or structure of the employer's business.]

Notice

Information regarding the Fair Labor Standards Act may be found on the U.S. Department of Labor's website .

This policy is intended to comply with and explain the employees' rights under the Fair Labor Standards Act. To the extent there is any conflict, or the policy exceeds the statutory requirements, the statute and its implementing regulations prevail.

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Legal 29 U.S.C. 201 et seq.
 29 C.F.R. Part 541

Book	Policy Manual
Section	For the Board 37-1
Title	Copy of SMALL UNMANNED AIRCRAFT SYSTEMS
Code	po7440.03
Status	
Adopted	January 7, 2020

7440.03 - **SMALL UNMANNED AIRCRAFT SYSTEMS**

The Board prohibits the operation of small Unmanned Aircraft Systems (sUAS) at any time by any individual who is not employed by the District, as well as by any District staff member or administrator who is not expressly authorized to do so by the Superintendent, on property owned or leased or contracted for by the Board.

The Board also prohibits the operation of a sUAS (drone) on property owned or leased or contracted for by the Board during District-sponsored contests (including scrimmages and previews), practices, tournaments, and activities under the auspices of the Michigan High School Athletic Association (MHSAA). District officials may deny admission or entry to anyone attempting to use a sUAS until the event has been completed. Any exceptions to this prohibition must be approved in advance by the Superintendent.

To be authorized to operate a drone on property owned or leased or contracted for by the Board, a staff member or administrator must have a Remote Pilot Certificate issued by the Federal Aviation Administration (FAA). Further, the drone must be registered with the FAA and properly marked in accordance with 14 C.F.R. Part 107.

A staff member or administrator authorized to operate a drone on property owned or leased or contracted for by the Board, must also comply with all rules set forth in 14 C.F.R. Part 107. (See AG 7440.03)

Failure to adhere by all rules set forth in 14 C.F.R. Part 107 and AG 7440.03 may result in loss of authorization to operate a drone to operate on property owned or leased or contracted for by the Board, referral to local law enforcement, and/or further disciplinary action, up to and including termination.

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Legal	14 C.F.R. Part 107
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Book	Policy Manual
Section	For the Board 37-1
Title	Copy of SCHOOL VISITORS
Code	po9150
Status	
Adopted	March 22, 2016

9150 - **SCHOOL VISITORS**

The Board of Education welcomes and encourages visits to school by parents, other adult residents of the community and interested educators. But in order for the educational program to continue undisturbed when visitors are present and to prevent the intrusion of disruptive persons into the schools, it is necessary to establish visitor guidelines.

The Superintendent or the principal has the authority to prohibit the entry of any person to a school of this District or to expel any person when there is reason to believe the presence of such person would be detrimental to the good order of the school. If such an individual refuses to leave the school grounds or creates a disturbance, the principal is authorized to request from the local law enforcement agency whatever assistance is required to remove the individual.

Individuals who are registered sex offenders and wish to participate in school activities may be allowed on campus. Conditions may be imposed by the Superintendent on the individual's campus visit(s) governing the terms and conditions of the visit. These conditions may include, but are not limited to, the need to receive prior permission before entering campus, required check-in, an approved escort in the building or at an event, and time or location limitations while on campus.

~~Parents/Guardians, who are registered sex offenders and wish to participate in their child's school activities, may be allowed on campus at the discretion and under the direction of the principal. Conditions may be imposed, including but not limited to the following: must have prior permission, must check in, must have approved escort in building or at event, must leave premises immediately upon conclusion of business, and may not visit while school is in session.~~

Nonstaff access to students and classes must be limited and only in accordance with a schedule which has been determined by the principal after consultation with the teacher whose classroom is being visited. Classroom visitations must be nonobtrusive to the educative process and learning environment and should not occur on an excessive basis.

Parent concerns about any aspect of his/her **their** child's educational program should be presented through the procedure set forth in Board Policy 9130 - Public Complaints, a copy of which is available at the Board office and at each school.

The Superintendent shall promulgate such administrative guidelines as are necessary to protect students and employees from disruption to the educational program or the efficient conduct of their assigned tasks.

Rules regarding entry of persons other than students, staff, and faculty upon school grounds or premises shall be posted conspicuously at or near the entrance to such grounds or premises if there are no formal entrances, and at the main entrance to each school building.

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Book	Policy Manual
Section	For the Board 37-2
Title	Copy of STUDENT ASSESSMENT
Code	po2623
Status	
Adopted	August 8, 2017
Last Revised	September 26, 2017

2623 - **STUDENT ASSESSMENT**

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

Each student's proficiencies and needs will be assessed by staff members upon ~~the student's~~ ~~his/her~~ entrance into the District and annually or more frequently, as required by law, thereafter. Procedures for such assessments will include, but need not be limited to, teacher observation techniques, cumulative student records, student performance data collected through standard testing programs and/or diagnostic reading assessment systems, student portfolios, and physical examinations.

The Superintendent shall develop and present to the Board annually a program of testing and assessment that includes:

- A. the Michigan Student Test of Educational Progress (M-STEP), the Michigan Merit Examination ("MME") (or other readiness assessment program approved by the State Superintendent), and MI-Access Alternate Assessments administered each year in accordance with the schedule established by statute and the State Department of Education;

M-STEP includes summative assessments designed to measure student growth effectively for today's students. English language arts and mathematics will be assessed in grades ~~3-8~~ ~~three (3) through eight (8)~~, science in grades ~~4 and 7~~ ~~four (4) and seven (7)~~, and social studies in grades ~~5 and 8~~ ~~five (5) and eight (8)~~. It also includes the Michigan Merit Examination in 11th grade, which consists of the SAT with essay, ACT WorkKeys, and M-STEP summative in science, and social studies.

- B. A valid and reliable screening, formative, and diagnostic third grade reading assessment system from the assessment systems approved by the Michigan Department of Education.
- C. criteria-based written and oral examinations which include use of alternative questions, demonstrations, writing exercises, individual and group projects, performances, portfolios, and samples of best work;
- D. selection of assessment instrument, data, and other District criteria that will be used to assess educational achievement of each student in grades ~~1-5~~ ~~one (1) through five (5)~~;

Third grade students who do not meet the District's and State's established assessment criteria may be offered the opportunity to attend summer school.

The Superintendent is responsible for the District's assessment and testing program and shall implement the program in accordance with the provisions of the Office of Educational Assessment and Accountability (OEAA) and the reporting requirements of the Michigan Department of Education (MDE). The Superintendent will appoint an individual to act as each assessment's District Assessment Coordinator. All staff members who participate in a state assessment must be fully trained in proper test administration procedures pertaining to their role in the assessment.

The Superintendent shall require that all appropriate staff have knowledge of the prescribed standards of ethical assessment practice and shall monitor the assessment practices for compliance with these standards. These duties shall include:

- A. communicating standards of ethical assessment practice;
- B. communicating security procedures for assessment;
- C. establishing procedures for reviewing assessment materials and procedures and assessment preparation materials and procedures;
- D. establishing channels of communication that allow teachers, other educators, students, parents, and other members of the community to voice concerns about assessment practices;
- E. establishing written procedures for investigating complaints, allegations, and/or concerns about assessment practices, protecting the rights of an individual, the integrity of an assessment, and the results of an assessment.

The Board requires that:

- A. any assessment tests used shall not be a psychiatric examination, testing, or treatment; or a psychological examination, testing, or treatment in which the primary purpose is to reveal information concerning:
 - 1. political affiliations;
 - 2. mental and psychological problems potentially embarrassing to the student or the student's his/her family;
 - 3. sexual behavior and attitude;
 - 4. illegal, anti-social, self-incriminating, and demeaning behavior;
 - 5. critical appraisals of other individuals with whom respondents have close family relationships;
 - 6. legally-recognized, privileged and analogous relationships, such as those of lawyers, physicians, and ministers;
 - 7. income without the prior consent of the adult student or without the prior written consent of the parent;
- B. any personality testing complies with Department of Education guidelines.

The Board also requires that:

- A. tests be administered by persons who are qualified under State law and regulation;
- B. parents be informed of the testing program of the schools and of the special tests that are to be administered to their children;

All eleventh grade students shall participate in the Michigan Merit Examination, unless excluded under the guidelines established by the State Department of Education.

A student who wants to repeat a State approved readiness assessment (other than the Michigan Merit Examination and any component) may repeat the assessment in the next school year or after graduation on a date when the District is administering the assessment. Only this type of repeat assessment testing will be without charge to the student.

The District shall administer the complete Michigan Merit Examination to a student only once and shall not administer the complete Michigan Merit Examination to the same student more than once if the student has valid scores in some or all MME components. If a student does not take the complete Michigan Merit Examination in grade ~~11~~ eleven (11), the District shall administer the complete Michigan Merit Examination to the student in grade ~~12~~ twelve (12). If a student chooses to retake the college entrance examination component of the Michigan Merit Examination, the student may do so through the provider of the college entrance examination component and the cost of the retake is the responsibility of the student unless all of the following are met:

- A. the student has taken the complete Michigan Merit Examination;
- B. the student did not qualify for a Michigan promise grant based on the student's performance on the complete Michigan Merit Examination;
- C. the student meets the Federal income eligibility criteria for free breakfast, lunch, or milk;

D. the student has applied to the provider of the college entrance examination component for a scholarship or fee waiver to cover the cost of the retake and that application has been denied;

E. after taking the complete Michigan Merit Examination, the student has not already received a free retake of the college entrance examination component paid for either by the State of Michigan, or through a scholarship or fee waiver by the provider;

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M.C.L. 380.1278a, 380.1279, 380.1279g, 390.1451 et seq., 380.1280b, 380.1280f
A.C. Rule 340.1101 et seq.

Book	Policy Manual
Section	For the Board 37-2
Title	Copy of SCHOOL SAFETY INFORMATION
Code	po8400
Status	
Adopted	June 13, 2017

8400 - **SCHOOL SAFETY INFORMATION**

The Board of Education is committed to maintaining a safe school environment. The Board believes that school crime and violence are multifaceted problems which need to be addressed in a manner that utilizes the best resources and coordinated efforts of School District personnel, law enforcement agencies, and families. The Board further believes that school administrators and local law enforcement officials must work together to provide for the safety and welfare of students while they are at school or a school-sponsored activity or while enroute to or from school, or a school-sponsored activity. The Board also believes that the first step in addressing school crime and violence is to assess the extent and nature of the problem(s) or threat, and then plan and implement strategies that promote school safety and minimize the likelihood of school crime and violence.

In furtherance of its commitment to a safe school environment, the Board has prohibited weapons on school property and at school sponsored events, except in very limited circumstances. See Board Policy 3217, Policy 4217, and Policy 5772. This prohibition is reasonably related to legitimate educational concerns, including the ability to provide a safe and secure learning and social environment for its students and controlling and minimizing disruptions to the educational process. The presence of dangerous weapons on school property or at school sponsored events, except under very controlled circumstances, creates a potentially dangerous situation for students, staff and visitors, and may trigger precautionary safety responses which disrupt the educational process and learning environment for students.

Federal law establishes a "Student Safety Zone" that extends 1,000 feet from the boundary of any school property in relation to weapons, drugs and registered sex offenders. Individuals are prohibited from engaging in these activities at any time on District property, or at any District-related event.

The District will work with local officials in arranging signage located at the school campus boundary.

The School Resource Officer _____ shall ensure continued implementation and compliance with the District's obligations under the Statewide School Safety Information Policy and related law. The School Resource Officer _____ may convene meetings to make modifications as deemed necessary and proper to address issues that are unique to the District; discuss additional training that might be needed; and discuss ~~As needed, the County Emergency Manager shall convene a meeting for the purpose of reviewing the provisions of the School Safety Information Policy Agreement, and making modifications as deemed necessary and proper; discussing additional training that might be needed; and, discussing~~ any other such related matters as may be deemed to be necessary by the participants. Participants in this meeting shall include the Superintendent, members of the Board, the County Prosecutor or ~~their his/her~~ designee, and representatives from the local law enforcement agencies.

The Superintendent shall make a report to the Board about this annual review and recommend the approval and adoption of any proposed revisions or addition to local policy. X The Board encourages regular meetings, preferably annually, among the above-listed constituents to review the effectiveness and to review the procedures developed within local policy. **[DRAFTING NOTE: THE STATEWIDE POLICY "ENCOURAGES" ANNUAL MEETINGS.]s.**

District Contact Person/Liason

Furthermore, in accordance with State law, the Board hereby designates the Superintendent as the District contact person who shall receive information from law enforcement officials, prosecutors and the court officials. The District contact person shall notify the principal of the school of attendance of a student about whom information is received from law enforcement officials, prosecutors, or court officials within twenty-four (24) hours of the receipt of that information. The principal shall, in turn, notify the building staff members who s/he determines have a need to know the information that has been received within twenty-four (24) hours of receipt of that information.

The District contact person shall notify the appropriate law enforcement officials when an adult or a student commits any offense listed as a reportable incident in the *School Safety Information Policy* ~~and related law Agreement~~ and shall report all information that is required to be reported to State or local law enforcement agencies and prosecutors. Reporting such information is subject to 20 U.S.C. 1232g., commonly referred to as the Family Educational Rights and Privacy Act of 1974.

If a student is involved in an incident that is reported to law enforcement officials pursuant to the District's ~~local school safety information policy~~ *School Safety Information Policy Agreement*, then, upon request by school officials, the student's parent or legal guardian shall execute any waivers or consents necessary to allow school officials access to school, court, or other pertinent records of the student concerning the incident and action taken as a result of the incident.

~~The District designates the School Resource Officer _____ as a liaison to work with the school safety commission created under the comprehensive school safety and the office of school safety, including work on identifying model practices for determining school safety issues.~~

Required Reporting

The Superintendent shall submit a report at least annually to the Superintendent of Public Instruction, in the form prescribed by the Superintendent of Public Instruction, stating the number of students expelled from the District during the preceding school year and the reason for the expulsion.

The Superintendent shall submit a report at least annually to the Superintendent of Public Instruction, in the form prescribed by the Superintendent of Public Instruction, stating the incidents of crime occurring at school. At least annually, a copy of the most recent report of incidents of crime shall be made available to the parent or legal guardian of each student enrolled in the District. This report will include at least crimes involving:

- A. physical violence;
- B. gang-related ~~related~~ acts;
- C. illegal possession of a controlled substance, controlled substance analogue or other intoxicant;
- D. trespassing;
- E. property crimes, including but not limited to theft and vandalism, including an estimate of the cost to the District resulting from the property crime.

Each school building shall collect and keep current on a weekly basis the information required from the report of incidents of crime, and must provide that information, within seven (7) days, upon request.

Law Enforcement Information Network (LEIN)

The Board authorizes the Superintendent, principal, and assistant principal(s) to request vehicle registration information for suspicious vehicles within 1,000 feet of school property through the Law Enforcement Information Network (LEIN).

Threat Assessment

The primary purpose of a threat assessment is to minimize the risk of targeted violence at school. This policy is designed to be consistent with the process for identifying, assessing, and managing students who may pose a threat as set forth in the joint U.S. Secret Service and U.S. Department of Education publication, *Threat Assessment in Schools: A Guide to Managing Threatening Situations and to Creating Safe School Climates*. The goal of the threat assessment process is to take appropriate preventive or corrective measures to maintain a safe school environment, protect and support potential victims, and provide assistance, as appropriate, to the student being assessed.

The threat assessment process is centered upon an analysis of the facts and evidence of behavior in a given situation. The appraisal of risk in a threat assessment focuses on actions, communications, and specific circumstances that might suggest that an individual intends to cause physical harm and is engaged in planning or preparing for that event.

Board employees, volunteers, and other school community members, including students and parents, shall immediately report to the Superintendent or Principal any expression of intent to harm another person or other statements or behaviors that suggest a student may intend to commit an act of violence.

Nothing in this policy overrides or replaces an individual's responsibility to contact 911 in an emergency.

Regardless of threat assessment activities or protocols, disciplinary action and referral to law enforcement shall occur as required by State law and Board policy.

Persistently Dangerous Schools

The Board recognizes that State and Federal law requires that the District report annually incidents which meet the statutory definition of violent criminal offenses that occur in a school, on school grounds, on a school conveyance, or at a school-sponsored activity. It is further understood that the State Department of Education will then use this data to determine whether or not a school is considered "persistently dangerous" as defined by State policy.

Pursuant to the Board's stated intent to provide a safe school environment, the school administrators are expected to respond appropriately to any and all violations of the Student Code of Conduct, especially those of a serious, violent nature. In any year where the number of reportable incidents of violent criminal offenses in any school exceed the threshold number established in State policy, the Superintendent shall convene a meeting of the building administrator, representative(s) of the local law enforcement agencies, and any other individuals deemed appropriate for the purpose of developing a plan of corrective action that can be implemented in an effort to reduce the number of these incidents in the subsequent year.

The Superintendent shall make a report to the Board about this plan of corrective action and shall recommend approval and adoption of it.

In the unexpected event that the number of reportable incidents in three (3) consecutive school years exceeds the statutory threshold and the school is identified as persistently dangerous, students attending the school shall have the choice option as provided in Policy 5113.02 and AG 5113.02.

In addition, the Superintendent shall convene a meeting of the building administrator, representative(s) of the local law enforcement agencies, and any other individuals deemed appropriate for the purpose of developing a plan of corrective action that can be implemented in an effort to reduce the number of these incidents in the subsequent year.

Victims of Violent Crime

The Board further recognizes that, despite the diligent efforts of school administrators and staff to provide a safe school environment, an individual student may be a victim of a violent crime in a school, on school grounds, on a school conveyance, or at a school-sponsored activity. In accordance with Federal and State ~~law~~, law the parents of the eligible student shall have the choice options provided by Policy 5113.02 and AG 5113.02.

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Title IX, Section 9532 of the No Child Left Behind Act of 2001

M.C.L. 380.1308 and 380.1310a, 771.2a

Book	Policy Manual
Section	For the Board 37-2 Tobacco
Title	Copy of USE OF TOBACCO BY ADMINISTRATORS
Code	po1615
Status	
Adopted	January 7, 2020

1615 - USE OF TOBACCO BY ADMINISTRATORS

The Board of Education recognizes that the use of tobacco presents a health hazard which can have serious consequences both for the user and the nonuser, including the effects of secondhand smoke and vapor/aerosol exposure, and is, therefore, of concern to the Board.

In order to protect students and employees who choose not to use tobacco products from an environment noxious to them and potentially damaging to their health, the Board prohibits the use of tobacco products on District premises, in District vehicles, and in all school buildings owned and/or operated by the District.

The Board prohibits the use (x) consumption, display, activation, promotion, sale, of a tobacco product by employees administrators in District buildings, on District property (owned or leased), on District buses in District vehicles, and at any District-related event at all times within any enclosed facility owned or leased or contracted for by the Board, and in the areas directly or indirectly under the control of the Board immediately adjacent to locations of ingress or egress to such facilities. This prohibition extends to any Board-owned and/or operated vehicles used to transport students and to all other Board-owned and/or operated vehicles. Such prohibition also applies to school grounds, or athletic facilities.

x] It is allowable for employees to possess or use a product that has been approved by the U.S. Food and Drug Administration for sale as a tobacco cessation or dependence product* and is being marketed and sold solely for such an approved purpose.

For purposes of this policy:

- A. "electronic smoking device" means any device that may be used to deliver any aerosolized or vaporized substance to the person inhaling from the device including, but not limited to, an e-cigarette (including, but not limited to, "JUUL", "NJOY," "BREEZE," "Puff Bar," etc.), e-cigar, e-pipe, vape pen, or e-hookah; "tobacco product" means a preparation of tobacco to be inhaled, chewed, or placed in a person's mouth;
- B. Electronic smoking device includes any component, part, or accessory of the device and also includes any substance that may be aerosolized or vaporized by such device, whether or not the substance contains nicotine. Electronic smoking device does not include drugs, devices, or combination products authorized for sale by the U.S. Food and Drug Administration, as those terms are defined in the Federal Food, Drug, and Cosmetic Act.
- C. "off-campus, schools-sponsored event" means any event sponsored by the school or School District that is not on school property including, but not limited to, sporting events, day camps, field trips, dances, or theatrical productions;
- D. "employees" means any person employed by ___ Fowlerville Community Schools ___ [district/school name] as full-time or part-time, or any position contracted for or otherwise employed, with direct or indirect monetary wages or compensation paid by ___ Fowlerville Community Schools ___ [district/school name], or anyone working on a volunteer basis;

This term includes, but is not limited to, faculty, service personnel, volunteers, chaperones, student teachers, adult

classroom or student aides, and other adults working for ___ Fowlerville Community Schools _____ [district/school name].

E. "tobacco product" means 1) any product containing, made of, or derived from tobacco or nicotine (including synthetic nicotine) that is intended for human consumption or is likely to be consumed, whether inhaled, absorbed, or ingested by any other means including, but not limited to, a cigarette, a cigar, pipe tobacco, chewing tobacco, snuff, or snus; 2) any electronic smoking device and any substances that may be aerosolized or vaporized by such device, whether or not the substance contains nicotine; or 3) any component, part, or accessory of 1) or 2) whether or not any of these contains tobacco or nicotine including, but not limited to, filters, rolling papers, blunt or hemp wraps, hookahs, and pipes;

Tobacco product does not mean drugs, devices, or combination products authorized for sale by the U.S. Food and Drug Administration, as those terms are defined in the Federal Food, Drug, and Cosmetic Act.

F. "use of a tobacco product" means any of the following:

1. inhaling, exhaling, burning, or carrying any lighted or heated cigar, cigarette, or pipe, or any other lighted or heated product containing, made, or derived from nicotine, tobacco, marijuana, or other plant, whether natural or synthetic, that is intended for inhalation (use of a tobacco product includes using an electronic smoking device);
2. the carrying by a person of a lighted cigar, cigarette, pipe, or other lighted smoking device;
3. the inhaling or chewing of a tobacco product;
4. the placing of a tobacco product within a person's mouth;
5. the use or smoking of electronic, "vapor," or other substitute forms of cigarettes, clove cigarettes or other lighted smoking devices for burning tobacco or any other substance.

The term "tobacco" includes any product that contains tobacco, is derived from tobacco, contains nicotine, or e-cigarettes and other electronic smoking devices (including but not limited to "JUUL's"), but does not include any cessation product approved by the United States Food and Drug Administration for use as a medical treatment to reduce or eliminate nicotine or tobacco dependence.

The Superintendent shall require the posting of signs as required.

(xx) Advertising/Promotion

x No employee on behalf of the District may solicit or accept any contributions, gifts, or money from the tobacco industry - to include, but not be limited to, donations, monies for sponsorships/scholarships, advertising, promotions, loans or support for equipment, uniforms, and sports and/or training facilities.

[] Education and Training

Training will be provided on this policy and associated resources. Information will be provided on tobacco cessation resources, including the Michigan Tobacco Quitlink.

Enforcement

Employees who violate this policy shall be subject to disciplinary action in accordance with the applicable Collective Bargaining Agreement and/or in accordance with policies of the Board.

[] Exceptions

It shall not be considered a violation of this policy:

- A. for any person to possess or provide to any other person (but not inhale or ingest) traditional tobacco products (excluding electronic smoking devices) as part of an indigenous practice or a lawfully recognized religious, spiritual, or cultural ceremony or practice;
- B. for traditional tobacco products to be burned (but not inhaled or ingested) as part of an educational experience related to indigenous tobacco practices, provided that the activity is conducted by an employee or an approved visitor and that it has been pre-approved by administrators; or
- C. for tobacco products to be displayed (but not used, inhaled, or ingested) in an instructional activity related to tobacco product education for employees, administrators, and parents or guardians, but not students, provided that the activity is conducted by an employee or an approved visitor and that it has been pre-approved by administrators.

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Legal M.C.L. 333.12601 et seq.
 M.C.L. 750.473

Book	Policy Manual
Section	For the Board 37-2 Tobacco
Title	Copy of USE OF TOBACCO BY PROFESSIONAL STAFF
Code	po3215
Status	
Adopted	January 19, 2016
Last Revised	January 7, 2020

3215 - USE OF TOBACCO BY PROFESSIONAL STAFF

The Board of Education recognizes that the use of tobacco presents a health hazard which can have serious consequences both for the user and the nonuser, including the effects of secondhand smoke and vapor/aerosol exposure, and is, therefore, of concern to the Board.

In order to protect students and employees who choose not to use tobacco products from an environment noxious to them and potentially damaging to their health, the Board prohibits the use of tobacco products on District premises, in District vehicles, and in all school buildings owned and/or operated by the District.

The Board prohibits the use () consumption, display, activation, promotion, sale, or visible possession of tobacco product by ~~professional staff members~~ employees in District buildings, on District property (owned or leased), ~~on District buses in District vehicles~~, and at any District-related event at all times within any enclosed facility owned, ~~or leased~~, or contracted for by the Board, and in the areas directly or indirectly under the control of the Board immediately adjacent to locations of ingress or egress to such facilities. This prohibition extends to any Board-owned and/or operated vehicles used to transport students and to all other Board-owned and/or operated vehicles. Such prohibition also applies to school grounds, athletic facilities.

] It is allowable for employees to possess or use a product that has been approved by the U.S. Food and Drug Administration for sale as a tobacco cessation or dependence product* and is being marketed and sold solely for such an approved purpose.

For purposes of this policy:

- A. "electronic smoking device" means any device that may be used to deliver any aerosolized or vaporized substance to the person inhaling from the device including, but not limited to, an e-cigarette (including, but not limited to, "JUUL", "NJOY," "BREEZE," "Puff Bar," etc.), e-cigar, e-pipe, vape pen, or e-hookah "tobacco product" means a preparation of tobacco to be inhaled, chewed, or placed in a person's mouth
- B. Electronic smoking device includes any component, part, or accessory of the device and also includes any substance that may be aerosolized or vaporized by such device, whether or not the substance contains nicotine. Electronic smoking device does not include drugs, devices, or combination products authorized for sale by the U.S. Food and Drug Administration, as those terms are defined in the Federal Food, Drug, and Cosmetic Act.
- C. "off-campus, schools-sponsored event" means any event sponsored by the school or School District that is not on school property including, but not limited to, sporting events, day camps, field trips, dances, or theatrical productions;
- D. "employees" means any person employed by ___Fowlerville Community Schools___ [district/school name] as full-time or part-time, or any position contracted for or otherwise employed, with direct or indirect monetary wages or compensation paid by ___Fowlerville Community Schools___ [district/school name], or anyone working on a volunteer basis;

This term includes, but is not limited to, faculty, service personnel, volunteers, chaperones, student teachers, adult classroom or student aides, and other adults working for ___ Fowlerville Community Schools _____ **[district/school name]**.

- E. "tobacco product" means 1) any product containing, made of, or derived from tobacco or nicotine (including synthetic nicotine) that is intended for human consumption or is likely to be consumed, whether inhaled, absorbed, or ingested by any other means including, but not limited to, a cigarette, a cigar, pipe tobacco, chewing tobacco, snuff, or snus; 2) any electronic smoking device and any substances that may be aerosolized or vaporized by such device, whether or not the substance contains nicotine; or 3) any component, part, or accessory of 1) or 2) whether or not any of these contains tobacco or nicotine including, but not limited to, filters, rolling papers, blunt or hemp wraps, hookahs, and pipes;

Tobacco product does not mean drugs, devices, or combination products authorized for sale by the U.S. Food and Drug Administration, as those terms are defined in the Federal Food, Drug, and Cosmetic Act.

F. "use of a tobacco product" means any of the following:

1. ~~inhaling, exhaling, burning, or carrying any lighted or heated cigar, cigarette, or pipe, or any other lighted or heated product containing, made, or derived from nicotine, tobacco, marijuana, or other plant, whether natural or synthetic, that is intended for inhalation (use of a tobacco product includes using an electronic smoking device);~~
2. the carrying by a person of a lighted cigar, cigarette, pipe, or other lighted smoking device
3. the ~~inhaling or~~ chewing of a tobacco product
4. the placing of a tobacco product within a person's mouth
5. ~~the use or smoking of electronic, "vapor," or other substitute forms of cigarettes, clove cigarettes or other lighted smoking devices for burning tobacco or any other substance~~

~~The term "tobacco" includes any product that contains tobacco, is derived from tobacco, contains nicotine, or e-cigarettes and other electronic smoking devices (including but not limited to "JUUL's"), but does not include any cessation product approved by the United States Food and Drug Administration for use as a medical treatment to reduce or eliminate nicotine or tobacco dependence.~~

The Superintendent shall require the posting of signs as required.

Advertising/Promotion

No employee on behalf of the District may solicit or accept any contributions, gifts, or money from the tobacco industry - to include, but not be limited to, donations, monies for sponsorships/scholarships, advertising, promotions, loans or support for equipment, uniforms, and sports and/or training facilities.

Education and Training

~~Training will be provided on this policy and associated resources. Information will be provided on tobacco cessation resources, including the Michigan Tobacco Quitlink.~~

Enforcement

Employees who violate this policy shall be subject to disciplinary action in accordance with the applicable Collective Bargaining Agreement and/or in accordance with policies of the Board.

Exceptions

~~It shall not be considered a violation of this policy:~~

- A. ~~for any person to possess or provide to any other person (but not inhale or ingest) traditional tobacco products (excluding electronic smoking devices) as part of an indigenous practice or a lawfully recognized religious, spiritual, or cultural ceremony or practice;~~
- B. ~~for traditional tobacco products to be burned (but not inhaled or ingested) as part of an educational experience related to indigenous tobacco practices, provided that the activity is conducted by an employee or an approved visitor and that it has been pre-approved by administrators; or~~
- C. ~~for tobacco products to be displayed (but not used, inhaled, or ingested) in an instructional activity related to tobacco product education for employees, administrators, and parents or guardians, but not students, provided that the activity is conducted by an employee or an approved visitor and that it has been pre-approved by administrators.~~

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Legal

M.C.L. 333.12601 et seq.

M.C.L. 750.473

Book	Policy Manual
Section	For the Board 37-2 Tobacco
Title	Copy of USE OF TOBACCO BY SUPPORT STAFF
Code	po4215
Status	
Adopted	February 16, 2016
Last Revised	January 7, 2020

4215 - USE OF TOBACCO BY SUPPORT STAFF

The Board of Education recognizes that the use of tobacco presents a health hazard which can have serious consequences both for the user and the nonuser, including the effects of secondhand smoke and vapor/aerosol exposure, and is, therefore, of concern to the Board.

In order to protect students and employees who choose not to use tobacco products from an environment noxious to them and potentially damaging to their health, the Board prohibits the use of tobacco products on District premises, in District vehicles, and in all school buildings owned and/or operated by the District.

The Board prohibits the use (**x**) consumption, display, activation, promotion, sale or visible possession of tobacco product by ~~support staff members~~ employees in District buildings, on District property (owned or leased), ~~on District buses in District vehicles~~, and at any District-related event at all times within any enclosed facility owned, or leased, or contracted for by the Board, and in the areas directly or indirectly under the control of the Board immediately adjacent to locations of ingress or egress to such facilities. This prohibition extends to any Board-owned and/or operated vehicles used to transport students and to all other Board-owned and/or operated vehicles. Such prohibition also applies to school grounds, athletic facilities.

x] It is allowable for employees to possess or use a product that has been approved by the U.S. Food and Drug Administration for sale as a tobacco cessation or dependence product* and is being marketed and sold solely for such an approved purpose.

For purposes of this policy:

- A. "electronic smoking device" means any device that may be used to deliver any aerosolized or vaporized substance to the person inhaling from the device including, but not limited to, an e-cigarette (including, but not limited to, "JUUL", "NJOY", "BREEZE," "Puff Bar," etc.), e-cigar, e-pipe, vape pen, or e-hookah; "tobacco product" means a preparation of tobacco to be inhaled, chewed, or placed in a person's mouth
- B. Electronic smoking device includes any component, part, or accessory of the device and also includes any substance that may be aerosolized or vaporized by such device, whether or not the substance contains nicotine. Electronic smoking device does not include drugs, devices, or combination products authorized for sale by the U.S. Food and Drug Administration, as those terms are defined in the Federal Food, Drug, and Cosmetic Act.
- C. "off-campus, schools-sponsored event" means any event sponsored by the school or School District that is not on school property including, but not limited to, sporting events, day camps, field trips, dances, or theatrical productions;
- D. "employees" means any person employed by Fowlerville Community Schools [district/school name] as full-time or part-time, or any position contracted for or otherwise employed, with direct or indirect monetary wages or compensation paid by Fowlerville Community Schools [district/school name], or anyone working on a volunteer basis;

This term includes, but is not limited to, faculty, service personnel, volunteers, chaperones, student teachers, adult classroom or student aides, and other adults working for _____Fowlerville Community Schools_____ **[district/school name]**.

- E. "tobacco product" means 1) any product containing, made of, or derived from tobacco or nicotine (including synthetic nicotine) that is intended for human consumption or is likely to be consumed, whether inhaled, absorbed, or ingested by any other means including, but not limited to, a cigarette, a cigar, pipe tobacco, chewing tobacco, snuff, or snus; 2) any electronic smoking device and any substances that may be aerosolized or vaporized by such device, whether or not the substance contains nicotine; or 3) any component, part, or accessory of 1) or 2) whether or not any of these contains tobacco or nicotine including, but not limited to, filters, rolling papers, blunt or hemp wraps, hookahs, and pipes;

Tobacco product does not mean drugs, devices, or combination products authorized for sale by the U.S. Food and Drug Administration, as those terms are defined in the Federal Food, Drug, and Cosmetic Act.

F. "use of a tobacco product" means any of the following:

1. ~~inhaling, exhaling, burning, or carrying any lighted or heated cigar, cigarette, or pipe, or any other lighted or heated product containing, made, or derived from nicotine, tobacco, marijuana, or other plant, whether natural or synthetic, that is intended for inhalation (use of a tobacco product includes using an electronic smoking device);~~
2. the carrying by a person of a lighted cigar, cigarette, pipe, or other lighted smoking device
3. the ~~inhaling or~~ chewing of a tobacco product
4. the placing of a tobacco product within a person's mouth
5. ~~the use or smoking of electronic, "vapor," or other substitute forms of cigarettes, clove cigarettes or other lighted smoking devices for burning tobacco or any other substance~~

~~The term "tobacco" includes any product that contains tobacco, is derived from tobacco, contains nicotine, or e-cigarettes and other electronic smoking devices (including but not limited to "JUUL's"), but does not include any cessation product approved by the United States Food and Drug Administration for use as a medical treatment to reduce or eliminate nicotine or tobacco dependence.~~

The Superintendent shall require the posting of signs as required.

Advertising/Promotion

No employee on behalf of the District may solicit or accept any contributions, gifts, or money from the tobacco industry - to include, but not be limited to, donations, monies for sponsorships/scholarships, advertising, promotions, loans or support for equipment, uniforms, and sports and/or training facilities.

Education and Training

~~Training will be provided on this policy and associated resources. Information will be provided on tobacco cessation resources, including the Michigan Tobacco Quitlink.~~

Enforcement

Employees who violate this policy shall be subject to disciplinary action in accordance with the applicable Collective Bargaining Agreement and/or in accordance with policies of the Board.

Exceptions

~~It shall not be considered a violation of this policy:~~

- A. for any person to possess or provide to any other person (but not inhale or ingest) traditional tobacco products (excluding electronic smoking devices) as part of an indigenous practice or a lawfully recognized religious, spiritual, or cultural ceremony or practice;
- B. for traditional tobacco products to be burned (but not inhaled or ingested) as part of an educational experience related to indigenous tobacco practices, provided that the activity is conducted by an employee or an approved visitor and that it has been pre-approved by administrators; or
- C. for tobacco products to be displayed (but not used, inhaled, or ingested) in an instructional activity related to tobacco product education for employees, administrators, and parents or guardians, but not students, provided that the activity is conducted by an employee or an approved visitor and that it has been pre-approved by administrators.

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Legal

M.C.L. 333.12601 et seq.

M.C.L. 750.473

Book	Policy Manual
Section	For the Board 37-2 Tobacco
Title	Copy of USE OF TOBACCO BY STUDENTS
Code	po5512
Status	
Adopted	July 11, 2017
Last Revised	January 7, 2020

5512 - USE OF TOBACCO BY STUDENTS

The Board of Education recognizes that the use of tobacco products presents a health hazard which can have serious consequences both for the user and the nonuser, including the effects of secondhand smoke and vapor/aerosol exposure, and is, therefore, of concern to the Board.

In order to protect students and employees who choose not to use tobacco products from an environment noxious to them and potentially damaging to their health, the Board prohibits the use of tobacco on District premises, in District vehicles, and in all school buildings owned and/or operated by the District.

The Board prohibits the use, consumption, display, activation, promotion, sale, or possession of tobacco products by students in District buildings, on District property (owned or leased), ~~on District buses~~ in District vehicles, and at any District-related event.

For purposes of this policy:

- A. "electronic smoking device" means any device that may be used to deliver any aerosolized or vaporized substance to the person inhaling from the device including, but not limited to, an e-cigarette (including, but not limited to, "JUUL", "NJOY," "BREEZE," "Puff Bar," etc.), e-cigar, e-pipe, vape pen, or e-hookah; ~~tobacco product" means a preparation of tobacco to be inhaled, chewed, or placed in a person's mouth;~~
- B. Electronic smoking device includes any component, part, or accessory of the device and also includes any substance that may be aerosolized or vaporized by such device, whether or not the substance contains nicotine. Electronic smoking device does not include drugs, devices, or combination products authorized for sale by the U.S. Food and Drug Administration, as those terms are defined in the Federal Food, Drug, and Cosmetic Act.
- C. "off-campus, schools-sponsored event" means any event sponsored by the school or School District that is not on school property including, but not limited to, sporting events, day camps, field trips, dances, or theatrical productions;
- D. "tobacco industry" means manufacturers, distributors, or wholesalers of tobacco products or tobacco-related devices (e.g., Juul, Altria);

This includes parent companies and subsidiaries.
- E. "tobacco product" means 1) any product containing, made of, or derived from tobacco or nicotine (including synthetic nicotine) that is intended for human consumption or is likely to be consumed, whether inhaled, absorbed, or ingested by any other means including, but not limited to, a cigarette, a cigar, pipe tobacco, chewing tobacco, snuff, or snus; 2) any electronic smoking device and any substances that may be aerosolized or vaporized by such device, whether or not the substance contains nicotine; or 3) any component, part, or accessory of 1) or 2) whether or not any of these contains tobacco or nicotine including, but not limited to, filters, rolling papers, blunt or hemp wraps, hookahs, and pipes;

Tobacco product does not mean drugs, devices, or combination products authorized for sale by the U.S. Food and Drug Administration, as those terms are defined in the Federal Food, Drug, and Cosmetic Act.

F. "use of a tobacco product" means any of the following:

1. inhaling, exhaling, burning, or carrying any lighted or heated cigar, cigarette, or pipe, or any other lighted or heated product containing, made, or derived from nicotine, tobacco, marijuana, or other plant, whether natural or synthetic, that is intended for inhalation (use of a tobacco product includes using an electronic smoking device);
2. the carrying by a person of a lighted cigar, cigarette, pipe, or other lighted smoking device
3. the inhaling or chewing of a tobacco product
4. the placing of a tobacco product within a person's mouth
5. the smoking of electronic, "vapor," or other substitute forms of cigarettes, clove cigarettes or other lighted smoking devices for burning tobacco or any other substance

~~The term "tobacco" includes any product that contains tobacco, is derived from tobacco, contains nicotine, or e-cigarettes and other electronic smoking devices (including but not limited to "JUUL's"), but does not include any cessation product approved by the United States Food and Drug Administration for use as a medical treatment to reduce or eliminate nicotine or tobacco dependence.~~

In order to protect students and staff who choose not to use tobacco products from an environment noxious to them, the Board prohibits the possession, consumption, purchase or attempt to purchase and/or use of tobacco or tobacco substitute products by students at all times on Board premises, in Board-owned vehicles, within any indoor facility owned or leased or contracted for by the Board, and/or used to provide education or library services to children, and at all Board-sponsored events.

This prohibition extends to any Board-owned and/or operated vehicles used to transport students and to all other Board-owned and/or operated vehicles. Such prohibition also applies to school grounds, athletic facilities, and any school-related event.

It is allowable for a student to possess or use a product that has been approved by the U.S. Food and Drug Administration for sale as a tobacco cessation or dependence product and is being marketed and sold solely for such an approved purpose, assuming such possession or usage is accompanied by medical authorization and adheres to all District medication protocols.

~~It is allowable to possess or provide to another person (but not inhale or ingest) a tobacco product (excluding electronic smoking devices) for an Indigenous practice or a lawfully recognized religious, spiritual, or cultural ceremony, or practice.~~

Tobacco-use prevention education shall be coordinated with the other components of the school health program.

~~The curriculum for this education program shall not be paid for or developed by the tobacco industry. **[END OF OPTION]**~~

Staff responsible for teaching tobacco-use prevention education shall have adequate pre-service training and participate in ongoing professional development activities to effectively deliver education programming. Preparation and professional development activities shall provide basic knowledge about the effects of tobacco use and effects of peer pressure on tobacco use combined with effective instructional techniques and strategies and program-specific activities.

~~Education will include instruction on the harmful effects of and legal restrictions against tobacco, including electronic smoking devices as part of the health education curriculum~~

Students who violate this policy shall be subject to disciplinary action in accordance with the Student Code of Conduct/Student Discipline Code and in accordance with policies of the Board.

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M.C.L. 333.12601 et seq.

M.C.L. 750.473

Book	Policy Manual
Section	For the Board 37-2 Tobacco
Title	Copy of USE OF TOBACCO ON SCHOOL PREMISES
Code	po7434
Status	
Adopted	May 16, 2017

7434 - **USE OF TOBACCO ON SCHOOL PREMISES**

The Board of Education believes that the right of persons to use tobacco products must be balanced against the right of those who do not use tobacco products to breathe air untainted by tobacco products, including secondhand smoke and vapor/aerosol exposure..

In order to protect students and employees who choose not to use tobacco products from an environment noxious to them and potentially damaging to their health, the Board prohibits the use of tobacco products on District premises (owned or leased), in District vehicles, at all ~~school-sponsored~~ school-related events and in all school buildings owned and/or operated by the District.

For purposes of this policy:

- A. "electronic smoking device" means any device that may be used to deliver any aerosolized or vaporized substance to the person inhaling from the device including, but not limited to, an e-cigarette (including, but not limited to, "JUUL", "NJOY," "BREEZE," "Puff Bar," etc.), e-cigar, e-pipe, vape pen, or e-hookah ~~"tobacco product" means a preparation of tobacco to be inhaled, chewed, or placed in a person's mouth;~~
- B. Electronic smoking device includes any component, part, or accessory of the device, and also includes any substance that may be aerosolized or vaporized by such device, whether or not the substance contains nicotine. Electronic smoking device does not include drugs, devices, or combination products authorized for sale by the U.S. Food and Drug Administration, as those terms are defined in the Federal Food, Drug, and Cosmetic Act
- C. "off-campus, schools-sponsored event" means any event sponsored by the school or School District that is not on school property including, but not limited to, sporting events, day camps, field trips, dances, or theatrical productions;
- D. "tobacco industry" means manufacturers, distributors, or wholesalers of tobacco products or tobacco-related devices (e.g., Juul, Altria);
This includes parent companies and subsidiaries.
- E. "tobacco product" means 1) any product containing, made of, or derived from tobacco or nicotine (including synthetic nicotine) that is intended for human consumption or is likely to be consumed, whether inhaled, absorbed, or ingested by any other means including, but not limited to, a cigarette, a cigar, pipe tobacco, chewing tobacco, snuff, or snus; 2) any electronic smoking device and any substances that may be aerosolized or vaporized by such device, whether or not the substance contains nicotine; 3) or any component, part, or accessory of 1) or 2) whether or not any of these contains tobacco or nicotine including, but not limited to, filters, rolling papers, blunt or hemp wraps, hookahs, and pipes (Tobacco product does not mean drugs, devices, or combination products authorized for sale by the U.S. Food and Drug Administration, as those terms are defined in the Federal Food, Drug, and Cosmetic Act.);

- F. "use of a tobacco product" means any of the following:

1. ~~inhaling, exhaling, burning, or carrying any lighted or heated cigar, cigarette, or pipe, or any other lighted or heated product containing, made, or derived from nicotine, tobacco, marijuana, or other plant, whether natural or synthetic, that is intended for inhalation (use of a tobacco product includes using an electronic smoking device)the carrying by a person of a lighted cigar, cigarette, pipe, or other lighted smoking device;~~
2. ~~the inhaling or~~ chewing of a tobacco product;
3. the placing of a tobacco product within a person's mouth;
4. ~~the use of smoking of electronic, "vapor," or other substitute forms of cigarettes, clove cigarettes or other lighted smoking devices for burning tobacco or any other substance.~~

It is allowable for possession or use a product that has been approved by the U.S. Food and Drug Administration for sale as a tobacco cessation or dependence product and is being marketed and sold solely for such an approved purpose.

Advertising/Promotion

In accordance with Policy 9700.01, tobacco product advertising is prohibited on school grounds, in all school-sponsored publications, and at all school-sponsored events.

The promotion of tobacco products, including clothing, bags, lighters, gear, technology accessories, signs, structures, vehicles, fliers, other personal articles, or any other product or paraphernalia is not permitted on school grounds, in school or District-owned vehicles, or at school or District-sponsored events. ~~Tobacco may not be advertised or promoted on school property or at school controlled events. Therefore, signs, clothing, bags, accessories, and other items promoting tobacco or containing tobacco branding are prohibited on school property and at school controlled events.~~

Tobacco companies/products may not sponsor any school activity or project.

Exceptions

~~It shall not be considered a violation of this policy:~~

- A. ~~for any person to possess or provide to any other person (but not inhale or ingest) Traditional tobacco products (excluding electronic smoking devices) as part of an Indigenous practice or a lawfully recognized religious, spiritual, or cultural ceremony or practice;~~
- B. ~~for Traditional tobacco products to be burned (but not inhaled or ingested) as part of an educational experience related to Indigenous tobacco practices, provided that the activity is conducted by an employee or an approved visitor and that it has been pre-approved by administrators; or~~
- C. ~~for tobacco products to be displayed (but not used, inhaled, or ingested) in an instructional activity related to tobacco product education for employees, administrators, and paren~~

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Legal	M.C.L. 333.12601 et seq.
	M.C.L. 380.1170
	M.C.L. 750.473
	20 U.S.C. 6081 et seq.
	U.S.D.O.E. Memorandum, 1995
	MDE Board Policy on 24/7 Tobacco-Free Schools

Book	Policy Manual
Section	For the Board 37-2 Tobacco
Title	Copy of PUBLIC ATTENDANCE AT SCHOOL EVENTS
Code	po9160
Status	
Adopted	March 22, 2016

9160 - PUBLIC ATTENDANCE AT SCHOOL EVENTS

The Board of Education welcomes the attendance of members of the community at athletic and other public events held by the schools in the District, but the Board also acknowledges its duty to maintain order and preserve the facilities of the District during the conduct of such events. The Board retains the right to bar the attendance of or remove any person whose conduct may constitute a disruption at a school event. School administrators are expected to call law enforcement officials if a person violates posted regulations or does not leave school property when reasonably requested. In accordance with Board Policy 7440 and AG 7440B, administrators may use metal detectors and other devices to protect the safety and well-being of participants and visitors.

The Board directs that no alcoholic beverage or other controlled substance be possessed, consumed, or distributed, nor any betting occur, at any function sponsored by the District and/or occurring on District premises.

Raffles and similar forms of fund-raising by District-related organizations may be permitted by the Superintendent in accordance with Policy 9211 - District Support Organizations and Policy 9700 - Relations with Special Interest Groups.

No qualified person with a disability will, because the District's facilities are inaccessible to or unusable by persons with disabilities, be denied the benefits of, be excluded from participation in, or otherwise be subjected to discrimination under any program or activity to which Section 504/ADA applies.

For facilities constructed or altered after June 3, 1977, the District will comply with applicable accessibility standards. For those existing facilities constructed prior to June 3, 1977, the District is committed to operating its programs and activities so that they are readily accessible to persons with disabilities. This includes, but is not limited to, providing accommodations to parents with disabilities who desire access to their child's educational program or meetings pertinent thereto.

If a student or adult is asked to leave or is removed from a school event, no admission fees shall be refunded.

Individuals with disabilities shall have an equal opportunity to purchase tickets for events that have been sanctioned or approved by the Board in accordance with the provisions of the Americans with Disabilities Act, as amended.

Further, in accordance with the provisions of the Americans with Disabilities Act, as amended, the Board shall permit individuals with disabilities to be accompanied by their service animals in all areas of the District's facilities where members of the public, as participants in services, programs, or activities, or as invitees, are allowed to go. (See also, Policy 8390)

Smoking and/or the use of tobacco products and/or tobacco substitute products is prohibited at any time within any enclosed facility owned, or leased, or contracted for by the Board, and in areas directly or indirectly under the control of the Board immediately adjacent to locations of ingress or egress to such facilities. For purposes of this policy, "use of tobacco" means to chew or maintain any substance containing tobacco, including smokeless tobacco, in the mouth to derive the effects of tobacco, as well as all uses of tobacco, or tobacco substitutes, including cigars, cigarettes, pipe tobacco, chewing tobacco, snuff, any other matter or substances that contain tobacco or nicotine (including synthetic nicotine) in addition to papers used to roll cigarettes, and/or smoking of electronic, "vapor," or other substitute forms of cigarettes, clove cigarettes, and any other smoking devices for burning tobacco or any other substances (see Policy 7434).

Such prohibition also applies to school grounds and any school-related event.

The Board is aware of the increasing desire of many parents and other members of an audience to make audio and/or video recordings of school events.

Such recordings can be made by parents or other members of the audience without restriction if the performance is not of copyrighted material. However, if the performance is of copyrighted material, recording can be made if the appropriate license authorizing such recordings has been secured in advance by the District. If the performance is of copyrighted material and the necessary license has not been secured in advance by the District, the audience shall be advised before the performance begins that audio and/or video recordings that will be re-broadcast or distributed in any way, such as posting on the internet, are prohibited.

The Board authorizes the Superintendent to establish rules and procedures governing the use of nondistrict audio/visual recording equipment at any District-sponsored event or activity. Such rules are to be distributed in such a manner that members of the audience who wish to record the event are aware of the rules early enough to make proper arrangements to obtain their recordings without causing delay or disruption to an activity.

Any person or organization seeking to film students or a school activity which is not a public event shall obtain prior permission from the Superintendent.

The Superintendent shall ensure that all notices, signs, schedules, and other communications about school events contain the following statement:

"Upon request to the Superintendent, the District shall make reasonable accommodation for a disabled person to be able to participate in this activity."

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28 C.F.R. Part 35