



OWOSSO PUBLIC SCHOOLS
Ready for the World

Board of Education Agenda

March 8, 2023

5:30 pm

Washington Campus Gymnasium

645 Alger Street

Owosso, Michigan 48867

1. Call to Order

2. Pledge of Allegiance

3. Building Reports

4. Board Correspondence:

Superintendent's Report

Curriculum Director's Report

5. Public Participation

6. For Action

▪ **Consent Agenda:**

January 25, 2023, Board of Education Regular Meeting Minutes-----	Report 21-90	Page 1
January 25, 2023, Closed Session Minutes-----	Report 21-91	At Place
February 8, 2023, Committee Meeting Minutes-----	Report 22-92	Page 9
Current Bills-----	Report 22-93	Page 13
Financials-----	Report 22-94	Page 21
▪ Revised Policy 6110, 2 nd Reading-----	Report 22-95	Page 25
▪ Revised Policy 6114, 2 nd Reading-----	Report 22-96	Page 30
▪ Revised Policy 6325, 2 nd Reading-----	Report 22-97	Page 37
▪ New Policy, 6108, 2 nd Reading-----	Report 22-98	Page 44
▪ Revised Policy 6460, 2 nd Reading-----	Report 22-99	Page 48
▪ Revised Policy 5160, 2 nd Reading-----	Report 22-100	Page 51
▪ OHS Out of State Travel, SKILLS USA, Atlanta GA-----	Report 22-101	Page 59
▪ OHS Out of State Travel, Choir, NYC, NY-----	Report 22-102	Page 61
▪ General Fund Budget and School Service Budget Revision I-----	Report 22-103	Page 64
▪ Consumers Easement-----	Report 22-104	Page 69

7. For Future Action

▪ Juul Settlement Agreement-----	Report 22-105	Page 76
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8. For Information

▪ Personnel Update-----	Report 22-106	Page 83
▪ PA48-----	Report 22-107	Page 85
▪ Sinking Fund Millage-----	Report 22-108	Page 87

9. Public Participation

10. Board Comments: Board Member Comments/ Updates

11. Upcoming Board Meeting Dates:

March 22: Board of Education Regular meeting, 5:30PM, Washington Campus Gymnasium

April 12: Board of Education Committee of the Whole, 5:30PM, Washington Campus Gymnasium

April 26: Board of Education Regular meeting, 5:30PM, Washington Campus Gymnasium

Upcoming Important Dates:

March 6-10: Kindergarten Registration, Elementary Buildings

March 8-10: Future Farmers of America State Conference, Michigan State University

March 9: OHS Dodgeball, 7:00pm, OHS Gym

March 9-12: Business Professionals of America State Conference, Grand Rapids

March 10-11: OMS/OHS Band Festival, All day, PAC

March 14: OHS NHS Inductions, 6:00pm, PAC

March 20: OHS Cornhole, 7:00pm, OHS Gym

March 24-31: Spring Break Recess

12. Adjournment

BOARD GUARANTEE (Adopted May 2006)

We have been elected by the members of our community and choose to serve our fellow citizens to deliver the best possible programs and services to our children.

Therefore, we guarantee that:

We will serve with pride. We have been given the opportunity to make a difference in the lives of children and the quality of life in our community, and we are proud to accept that challenge.

We will treat students, parents, citizens, staff and fellow board members with dignity and respect.

We will be informed, knowledgeable and prepared before making decisions that affect the education of students. We will stay up-to-date so that our decisions will be based on the most recent information. We will model our belief that learning is a lifelong process.

We will do our part to work as a team with administrators, teachers, support staff, parents, students and citizens so that the entire learning atmosphere of our school will be one of warmth and caring. We will do this by becoming a part of district committees such as cross-functional, professional governance council (PGC) and many more.

We will maintain the policy making role of the Board and represent this to the constituents of the district by informal communications and referral to the proper channels for consideration of concerns and suggestions.

We will be enthusiastic and energetic in our support of the work in our schools by students, staff and volunteers. We will model this behavior by attending school sponsored events and working toward board certification through class work.

We will represent and reflect all segments of the community and base our decisions on sound policy and ethical principle that is in the best interest of all students. We will do this by basing our decisions on data and survey work on an annual basis. We will also take the time to have formal and informal conversations with our community.

Rick Mowen
President



Marlene Webster
Vice President



Olga Quick
Treasurer



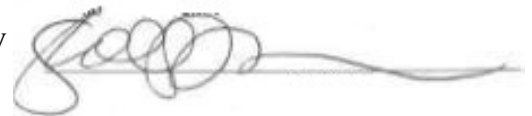
Ty Krauss
Secretary



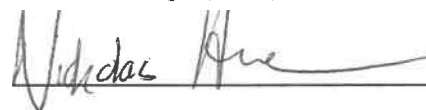
Adam Easlick
Trustee



Shelly Ochodnicky
Trustee



Nicholas Henne
Trustee



Board Guarantee check points will run in conjunction with the Superintendent dialogue sessions.



OWOSSO PUBLIC SCHOOLS

Ready for the World

BOARD OF EDUCATION NORMS

- Open, Honest, and Timely Communication
- Prepared
- Committed
- Unified
- Disagree Without Conflict
- Punctual (notify if absent)
- Responsive (48 hour rule)
- Students First
- No Surprises



OWOSSO PUBLIC SCHOOLS

Ready for the World

Public Participation at Board Meetings Statement

The Board of Education is a public body and recognizes the value of public comment on educational issues. Time has been included in the meeting's agenda for public participation. Members of the audience are reminded that they should announce their name and group affiliation when applicable and to limit their participation time to three minutes or less. Comments should be directed to the Board and be relevant to the business of the Board of Education. This is not an opportunity for dialogue with the Board of Education. The rules of common courtesy should also be observed.

For Action

January 25, 2023, Regular Meeting Minutes

OWOSSO PUBLIC SCHOOLS
Board of Education Minutes
Regular Meeting
January 25, 2023
Report 22-90

Present: Adam Easlick, Nick Henne, Ty Krauss, Rick Mowen, Shelly Ochodnick, Marlene Webster, Olga Quick

Absent:

President Rick Mowen called the Board of Education Meeting to order at 5:30 p.m. The meeting was held at the Washington Campus Gymnasium, 645 Alger Street, Owosso MI 48867.

Pledge of Allegiance

Building Reports

Due to the cancellation of school due to weather, no building reports were given.

Board Correspondence

Dr. Tuttle began her report by stating January is School Board Member Recognition month. “Thank you to the seven men and women who were chosen by our community to serve our roughly 3000 students, 400 staff members and their families and the greater Owosso community on the Owosso School Board of Education. You voluntarily tackle the enormous job of governing our school while preserving the core of our democratic values. You continually work to ensure the education of the whole child which has always been important but now more than ever. You assume your roles with a humble heart, not asking for recognition or praise, but gaining all the rewards you need when you see a child smile, a student laugh or a person succeed under your leadership. This School Board team is made up of individuals with a variety of individual passions including but not limited to a passion for the fine arts, athletics, finances, basic needs, special education, programs for students who excel, safety and security, customer service, diversity and inclusion, mental health issues, academic success, facilities management, and the list goes on, but in the end, you come together for one common goal to provide opportunities for success for all students attending Owosso Public School. You are a great team—understanding that you are stronger collectively than you are individually. This community is fortunate to have a great team working for the children of Owosso and I know you probably do not hear it often enough, I simply say thank you. You have a small token of appreciation from local business and items that proudly display you are a proud member of the School Board of Education.” Dr. Tuttle also commended the transportation department, and gave special recognition to driver Mr. Travis Devoe, for their commitment to keeping to kids safe and secure while on the busses. Dr. Tuttle also thanked the Owosso Police Department and Owosso Schools Liaison Officers for their partnership with the district and their part in keeping Owosso’s kids safe. Dr. Tuttle said both bus drivers and liaison officers will participate in training for

emergency situations on the busses in the coming weeks. Dr. Tuttle gave a brief report on events in the district. The 9th grade orientation took place in the Performing Arts Center, and there were both a great turn out of students and parents. It was a great showcase of opportunities in Owosso and the exciting classes kids have to look forward to. January 16 was a district wide professional development day. Staff also participated in a group project where they wrote post cards to other staff and students to show appreciation. Dr. Tuttle gave her state of the district address at event and announced the Teacher (Mrs. DeDe Raffaelli) and Support Staff Member (Mrs. Jane Haddix) of the Year. Dr. Tuttle expressed thanks to both Mrs. Raffaelli and Mrs. Haddix for the positive impact they have had on students and their coworkers, she said they both have touched so many lives and they are both a joy to work with. The Business Professionals of America had a competition on January 6, several Owosso students participated: Emma Johnson, Elijah Whiteside, Alex Binger, Owen Feldspauch, Jack Stewart, and Jordan Newman. BPA provides students opportunities to network and build real life skills. Dr. Tuttle said Kindergarten Registration will take place March 6-10. Communications Director Mrs. Jessica Thompson worked diligently to create a beautiful and informational Kindergarten Registration packet that will be mailed to preschools and community centers in Owosso. Dr. Tuttle congratulated the boys' basketball team for their recent well-played game, and although it was a loss for Owosso it was an exciting game and everyone displayed great sportsmanship. Dr. Tuttle shared that recent Food Network Competitor and Finalist Jill Davis came to the Performing Arts Center and gave a presentation to Owosso culinary students. The students had a blast and participated in a baking competition for some small prizes. Dr. Tuttle finished her report by sharing her gratitude for the administrative team, the teachers, and all district staff for their continued work to keep kids happy, healthy, and safe.

Curriculum Director Mr. Steve Brooks said that preparation has begun for summer school. This includes meetings with teachers and input from students regarding classes that will be offered. Summer school not only offers credit recovery, but the district is looking into offering SAT preparation and math fluency for the high school students. The district wants to provide opportunities for students to enhance their skills, even if they are not credit deficient. Discussion about curriculum guides for 2023-24 school year has also begun, new classes are being explored for the high school students. Staff also participated Perception Data Review day. Surveys are offered to students, parents and staff and then are reviewed by the district to identify strengths, weaknesses, and areas for improvement. Mr. Brooks shared that the AP World History and AP Biology textbooks will be updated next year, the potential new textbooks will be presented to the Board for approval. Mr. Brooks also shared that incoming eighth graders will be required to take a Personal Finance class; the class will review credit scores, interest rates, loans, budgeting, etc. Mr. Brooks finished his report by stating there is a lot of preparation going on for the coming year and he is looking forward to the updates.

Public Participation

President Mowen stated that the Board of Education is a public body and recognizes the value of public comment on education issues. Time has been included in the meeting's agenda for public participation. Members of the audience were reminded they should announce their name and

group affiliation when applicable and to limit their participation time to three minutes or less. Comments should be directed to the Board and be relevant to the business of the Board of Education. This is not an opportunity for dialogue with the Board of Education. The rules of common courtesy should also be observed.

No public participants addressed the board.

For Action

- Moved by Webster, supported by Easlick, to approve the December 14, 2022 Regular Meeting Minutes, December 14, 2022 Closed Session Minutes, the January 11, 2023 Committee Meeting Minutes, and the current bills and financials as presented. Motion carried unanimously.
- Moved by Quick, supported by Webster, to adopt the bylaws for Owosso Public Schools as presented. Motion carried unanimously.
- Moved by Quick, supported by Easlick, to authorize the Superintendent of Schools or his/her designee to conduct and manage any school elections for the calendar year 2023. Motion carried unanimously.
- Moved by Quick, supported by Easlick, to retain Thrun Law Firm, P.C. as the District's attorneys. Secretary Krauss conducted a roll-call vote. Trustee Henne, Trustee Easlick, Secretary Krauss, Treasurer Quick, Vice President Webster, President Mowen voted aye. Trustee Ochodnicki voted nay.
- Moved by Quick, supported by Ochodnicki, to authorize the superintendent or a Board designee to accept professional staff resignations on behalf of the Board. Motion carried unanimously.
- Moved by Easlick, supported by Webster, to resolve that the depository and withdrawal authorized signers for the Owosso Public Schools' financial and banking transactions for the 2023 calendar year be approved as presented including authorization for necessary ACH transactions and/or bank transfers. Motion carried unanimously.
- Moved by Quick, supported by Webster, to resolve that the Board of Education appoint President Rick Mowen of their board as a representative of the Shiawassee County School Board Executive Board and at the SRESB Budget Review and Election, with Secretary Krauss as alternate. Motion carried unanimously.
- Moved by Krauss, supported by Quick to resolve that the Board of Education approve the contract with Spicer Group, as presented, for retention of their services for the Sinking Fund Project Administration for 2023 sinking fund projects. Motion carried unanimously.
- Moved by Quick, supported by Webster to resolve that the Board of Education adopt as their 1st reading: Revised Policy 6110 – Grant Funds, Revised Policy 6114 – Cost Principles – Spending Federal Funds, Revised Policy 6325 – Procurement – Federal Grants/Funds, New Policy 6108 – Authorization to Use Electronic Fund Transfers and Automated Clearing House Arrangements. Revised Policy 6460 – Vendor Relations. Revised Policy 5160 – Emergency Removal, Suspension, and Expulsion of Students. Motion carried unanimously.

For Future Action

- The Board will be asked to approve the out-of-state travel for the Owosso High School Engineering Students to the SkillsUSA National Skills and Leadership Conference in Atlanta, GA from June 18, 2023 through June 24, 2023.
- The Board will be asked to approve the out-of-state travel for Owosso High School Choir students and teacher Jessica Draper on a trip to New York City, NY March 22-25, 2023
- The Board will be asked to adopt the Budget Revision #1 resolutions for the 2022-23 appropriations for the General, School Service and Sinking funds as presented.

For Information

Dr. Tuttle announced the following personnel changes:

Resignations

- Madalyn Patrix, Food Service worker has resigned effective January 5, 2023
- Mary Spencer, Food Service worker has resigned effective November 7, 2022

Public Participation

No public participants addressed the Board.

Board Comments

Trustee Ochodnický thanked the school for the recent donation to the shelter, every penny is appreciated. She also shared the shelter had a great success recently with a small family and she is very proud of the work put in by everyone involved.

Trustee Henne thanked CFO Omer for her presentation on the budget. He also thanked Dr. Tuttle for keeping safety and security of the students as the number one priority for the district. He also thanked the district for the Board recognition gifts.

Secretary Krauss thanked the district for the Board recognition gifts. He thanked administrative assistant Ms. Brooke Barber for her preparation for Board meetings.

Trustee Easlick thanked CFO Omer for her budget presentation. He congratulated both Mrs. Raffaelli and Ms. Jane Haddix for their awards. In recognition of upcoming Black History Month, he also shared a quote from Maya Angelou “It is time for parents to teach young people early on that in diversity there is beauty and there is strength.”

Treasurer Quick thanked the district for the Board gifts. She also shared she believes the post cards are a wonderful idea that have made such a positive impact. She congratulated Mrs. Raffaelli and Mrs. Haddix on their awards.

Vice President Webster echoed Trustee Ochodnický's comments on the food drive, every little bit helps. She also expressed her gratitude for the three nurses in the district, she said it is rare for schools to have one and Owosso is blessed to have three. She has heard nothing but wonderful comments about each nurse and she is grateful for their presence in the district.

President Mowen commended both Vice President Webster and Trustee Ochodnický for their work in the community and thanked the district for facilitating a food drive, especially in difficult times every donation counts. He thanked CFO Omer for her budget presentation and said it is exciting to hear about the preparation for the upcoming school year.

Upcoming Dates

- **February 8:** Committee of the Whole Meeting, 5:30PM, Washington Campus Gymnasium
- **February 22:** Board of Education Regular meeting, 5:30PM, Washington Campus Gymnasium
- **January 26:** Central Student of the Month Breakfast, 8:15am, Central Gym
- **January 27:** OHS Student of the Month Breakfast, 8:00am, Coliseum
- **January 27:** OHS Varsity Cheer Conference Meet, 6:00pm, Corunna High School
- **January 28:** Boys Varsity Wrestling John Harris Tournament, 9:00am, Shepherd High School
- **January 28:** MIFA Districts, All Day Event, Performing Arts Center
- **January 30:** OHS Oscars, 7:00pm, Performing Arts Center
- **February 2:** Future Farmers of America District Leadership Contests, 4:00pm, Corunna High School
- **February 8:** MIFA Play Home Performance, 2:30PM, Performing Arts Center
- **February 9:** Half day for elementary students only, parent teacher conference in the afternoon

Moved by Quick, supported by Krauss, to move into closed session at 6:56pm for the purpose of conducting a student hearing. Motion carried unanimously.

Adjournment

Moved by Quick, supported by Krauss, to move into open session at 8:05pm for the purpose of adjournment.

Moved by Quick, supported by Webster, to adjourn at 8:15 p.m. Motion carried unanimously.

Minutes recorded by Brooke Barber.

Respectfully submitted,

Ty Krauss, Secretary

January 25, 2023, Closed Session Minutes (At Place)

February 8, 2023 Committee Meeting/Board Workshop Minutes

OWOSSO PUBLIC SCHOOLS
Board of Education Minutes
Committee of the Whole Meeting and Board Workshop
February 8, 2023
Report 22-92

Present: Adam Easlick, Nick Henne, Ty Krauss, Rick Mowen, Shelly Ochodnicki, Marlene Webster

Absent: Olga Quick

Mr. Rick Mowen called the Board of Education Meeting to order at 5:30 p.m. The meeting was held at the Washington Campus Gymnasium, 645 Alger Street, Owosso MI 48867.

Pledge of Allegiance

Team Building

The Board participated in a team building activity titled “True Colors Personality Test”. The true colors test is designed to develop understanding about personal behaviors, thoughts, feelings and to develop a greater understanding of the behavior of others. The idea is that with an increased understanding of ourselves and our team members, conflicts will decrease. Each member of the Board had an opportunity to discuss what color they think they are and what color they think the other members are.

Goal Setting Activity

Dr. Tuttle asked each Board member to write four top-priority goals for the District. Goals that were discussed included safety and security, human resources retainment, student attendance, athletics, increased graduation rates, improved mental health resources, maintain a healthy budget, etc. This activity led into the Strategic Planning portion of the meeting.

Strategic Planning

The Board reviewed general information regarding facilities planning. Currently, the district has five properties that need attention: Water Street facility, the Cedar Street maintenance facility, the Cass Street bus storage, the Jerome Street bus garage, and Green Meadows. The Board discussed potential ideas for these facilities such as building bays at the SRES, a pole barn for building and grounds and additional parking lots. The Board also discussed sinking fund renovations for the coming years. Ideas for 2023 include tennis courts, gym improvements, drainage improvements, interior door replacements, softball/baseball/track improvements, and fencing. Possible ideas for 2024, 2025, and 2026 improvements include fencing, additional parking lots, exterior doors and building controls. The Board will have to decide which projects need priority attention over the coming years. Dr. Tuttle presented a draft Strategic Plan created by the administration team. The Strategic Plan is divided into four goals: Financial and Infrastructure Management, Safety and Security, Overall Student Success, and Talent

Management and Support. Each goal includes objectives and measures of success. The objectives for Financial and Infrastructure Management are: Ensure safe, secure and upgraded facilities, support sustained technology investments and state of the art technology, maintain a clean and pristine learning environment, and maintain healthy savings and investments with diverse funding sources. Some measures of success of these objectives include clean financial audits, healthy fund balance, grant resources, equipment replacement schedules and 3-5-year technology plan. The four objectives for Safety and Security are: Critical Incident Management, Secure inside facilities, and Secure outdoor and large gathering spaces. Measures of success for these objectives include a critical incident plan, meeting dates of trainings, communication logs, and mentor programs. The four objectives for Overall Student Success are: Increase high school graduation rates, increase levels of proficiency in core subject areas, and continued diversification of educational opportunities, and Improve the social-emotional wellbeing of all students. The measures of success for Overall Student Success include: Meet student growth expectations on Student Learning Objectives, close gap between Owosso Public Schools and State Averages, Review of Perception data annually. The objectives for Talent Management and Support include: Develop and retain Owosso team members and Provide necessary staff support. Measures of success include: Staff retention data, staff survey results, evaluation data and health and wellness opportunities. The Board discussed each of the four goals and potential areas for improvement. Overall, the draft strategic plan included many of the goals that the Board had mentioned in the goal setting activity.

Take a Seat Campaign

The Board discussed the ‘Take a Seat’ campaign proposed by the District. The plan is to offer seat plaques in the Performing Arts Center for \$250.00. Those who purchase a seat will receive an engraved brass nameplate, prominently affixed to the chair arm on any available seat. Donations can be made in the name of the purchaser, in honor of someone else, or in memory of a loved one. The campaign is still in the development stages.

Kindergarten Registration

Dr. Tuttle shared with the Board that Kindergarten Registration will take place March 6-10. Communications Director Jess Thompson worked diligently to create and distribute a beautiful informational packet regarding the registration process. The packets will be mailed out to preschools and community centers in Owosso.

Board Comments

President Mowen thanked Dr. Tuttle, CFO Omer, and Curriculum Director Brooks for all the planning that went into the evening activities. He thanked the culinary department for the delicious meal. He ended his comments by saying it is clear there is a mix of personalities on the Board and everyone has different ideas, but they are all capable of working together.

Secretary Krauss thanked the culinary department for the delicious food and said he had a great time during the activities.

Trustee Ochodnicky said it's great to be back to some normalcy and she is looking forward to the rest of the year. She thanked the culinary department for the amazing meal.

Trustee Henne said that it is clear each member of the Board has their own ideas but that it is important to stick together and respect each other. He appreciated the nice meal and good discussion.

Trustee Easlick thanked everyone for their kind words during the personality test. He thanked the culinary department for the meal.

Vice President Webster said she is looking forward to the new year and is expecting the Board to do great work. She thanked Dr. Tuttle for all her work in putting this evening's workshop together.

Public Participation

President Mowen stated that the Board of Education is a public body and recognizes the value of public comment on education issues. Time has been included in the meeting's agenda for public participation. Members of the audience were reminded they should announce their name and group affiliation when applicable and to limit their participation time to three minutes or less. Comments should be directed to the Board and be relevant to the business of the Board of Education. This is not an opportunity for dialogue with the Board of Education. The rules of common courtesy should also be observed.

No public participants addressed the Board.

Upcoming Dates

- **February 22:** Board of Education, Regular Meeting, 5:30PM, Washington Campus Gymnasium
- **March 8:** Board of Education, Committee of the Whole, 5:30PM, Washington Campus Gymnasium
- **March 22:** Board of Education, Regular Meeting, 5:30PM, Washington Campus Gymnasium

Adjournment

Moved by Webster, supported by Ochodnicky to adjourn at 8:03 p.m. Motion carried unanimously.

Minutes recorded by Brooke Barber.

Respectfully submitted,

Ty Krauss, Secretary

Current Bills

OWOSSO PUBLIC SCHOOLS
EXPENDITURE REPORT
1/20-2/16/2023
REPORT 22-93

CHECK RUN ACTIVITY BY FUND

GENERAL FUND	\$1,340,598.49
SERVICE FUND	\$140,725.13
SINKING FUND	\$254,149.40
BOND FUND	\$0.00
CAPITAL PROJECTS - COOK FAMILY FOUND	\$0.00
CHECK RUN TOTAL	<u>\$1,735,473.02</u>

DRAW FROM ACCOUNT

GORDON FOOD SERVICE PAYMENT (1/26/2023)	\$ 1,701.11
GORDON FOOD SERVICE PAYMENT (2/09/2023)	\$ 5,500.83
	<u>\$ 7,201.94</u>

CREDIT CARD ACTIVITY BY FUND (1/05-2/06/2023)

GENERAL FUND	\$ 35,932.78
SERVICE FUND	\$ 76.93
ORGANIZATIONAL FUND	\$ 1,770.07
CREDIT CARD TOTAL	<u>\$ 37,779.78</u>

PAYROLL (#15) 1/20/2023	\$ 856,831.98
PAYROLL (#16) 2/03/2023	\$ 812,553.64
JANUARY STABILIZATION - 1/30/2023	\$ 284,463.86
	<u>\$ 1,953,849.48</u>

GRAND TOTAL

\$ 3,734,304.22

Check # / Date	Run	Status	Vendor	Invoice Description	Amount
106516 01/23/2023	1	Clr 02/07/2023	UNEMPLOYMENT INSURANCE AGENC	ADM/HILL/UNEMPLOYMENT INS REIM CHARG	2,540.07
106517 01/26/2023	1	Opn	AMERICAN SPEEDY PRINTING CENTE	OMS/WALWORTH/ENVELOPES	295.00
106518 01/26/2023	1	Opn	BP ENERGY RETAIL COMPANY LLC	UTIL/NAT GAS - DEC 2022	39,825.84
106519 01/26/2023	1	Opn	BRYANT ELEMENTARY	ADM/HAHN/VENDING MACHINE COMM	23.40
106520 01/26/2023	1	Clr 02/07/2023	CAROLINA BIOLOGICAL SUPPLY CO.	OHS/CLARK/SUPPLIES	1,598.24
106521 01/26/2023	1	Opn	CENTRAL ELEMENTARY	ADM/HAHN/VENDING MACHINE COMM	19.80
106522 01/26/2023	1	Clr 02/07/2023	CINTAS CORPORATION # 308	OPER/KLAPKO/UNIFORMS	244.98
106523 01/26/2023	1	Clr 02/07/2023	DAYSTARR COMMUNICATIONS	UTIL/PHONE BILL	1,134.20
106524 01/26/2023	1	Opn	EMERSON ELEMENTARY SCHOOL	ADM/HAHN/VENDING MACHINE COMM	23.40
106525 01/26/2023	1	Clr 02/07/2023	EPS SECURITY	OPER/KLAPKO/SERVICE CALL - KITCHEN ALA	279.13
106526 01/26/2023	1	Opn	ESS MIDWEST INC	HR/YOHO/OHS CLASS ADVISOR	167.76
106527 01/26/2023	1	Opn	H. K. ALLEN PAPER COMPANY	OHS/PARSONS/FACIAL TISSUES	224.00
106528 01/26/2023	1	Clr 02/07/2023	HARRIS ELECTRIC	OPER/KLAPKO/ELECTRICAL WORK - OHS	2,136.10
106529 01/26/2023	1	Opn	JUNIOR LIBRARY GUILD	OHS/MOORE/SUBSCRIPTIONS	2,487.28
106530 01/26/2023	1	Clr 02/07/2023	LANSING SANITARY SUPPLY INC.	OPER/KLAPKO/JAN SUPPLIES	1,981.52
106531 01/26/2023	1	Clr 02/07/2023	LUNGHAMER FORD OF OWOSSO LLC	OPER/KLAPKO/CHECK ENGINE & BRAKE REP	1,867.43
106532 01/26/2023	1	Opn	MAEO CONFERENCE	AE/RUGENSTEIN/CONF REGISTRATION	332.00
106533 01/26/2023	1	Clr 02/07/2023	MESSA	FEB 2023 BILL/ADMIN STAFF	28,605.53
106534 01/26/2023	1	Clr 02/07/2023	MESSA	FEB 2023 BILL/TEACHERS	245,217.76
106535 01/26/2023	1	Clr 02/07/2023	MESSA	FEB 2023 BILL/NON-UNION	19,986.09
106536 01/26/2023	1	Clr 02/07/2023	MESSA	FEB 2023 BILL/OESPA STAFF	39,207.15
106537 01/26/2023	1	Opn	OREILLY AUTOMOTIVE INC	OPER/KLAPKO/SUPPLIES	33.97
106538 01/26/2023	1	Opn	OWOSSO H.S. ORGANIZATION ACCT.	ADM/HAHN/VENDING MACHINE COMM	51.05
106539 01/26/2023	1	Opn	OWOSSO MIDDLE SCHOOL	ADM/HAHN/VENDING MACHINE COMM	1.80
106540 01/26/2023	1	Opn	OWOSSO PUBLIC SCHOOLS	BB/ROWELL/TEACHER LUNCHES	40.00
106541 01/26/2023	1	Opn	PSAT/NMSQT	OHS/WARNING/PSAT TESTING - OCT	606.60
106542 01/26/2023	1	Opn	REESE, KATHLEEN	AE/RUGENSTEIN/CENTER PIECES	280.00
106543 01/26/2023	1	Opn	SCHOOL SPECIALTY LLC.	OHS/PARSONS/PENCIL & SHARPENER	3,487.86
106544 01/26/2023	1	Opn	SET-SEG	FEB 2023 BILL/ADMIN STAF	674.39
106545 01/26/2023	1	Opn	SET-SEG	FEB 2023 BILL/GF STAFF	4,961.53
106546 01/26/2023	1	Clr 02/07/2023	SHATTUCK SPECIALTY ADVERTISING	OMS/WALWORTH/SOM SUPPLIES	391.87
106547 01/26/2023	1	Opn	SKILLS USA MICHIGAN	OHS/MALLORY/REGISTRATION FEE	120.00
106548 01/26/2023	1	Opn	SUMMIT FIRE PROTECTION	OPER/KLAPKO/SEMI ANNUAL INSPECTION	800.50
106549 01/26/2023	1	Opn	TECHNICAL BUILDING AUTOMATION I	OPER/KLAPKO/PREVENTIVE MAINT AGREEM	14,700.00
106550 01/26/2023	1	Clr 02/07/2023	THOMPSON, JESSICA	COMM/THOMPSON/MILEAGE	94.13
106551 01/26/2023	1	Opn	UNUM LIFE INSURANCE	FEB 2023 BILL/GF STAFF	2,522.44
106552 01/26/2023	1	Opn	US OMNI & TSACG COMPLIANCE SER	PLAN ADMIN FEE DEC 2022	131.40
106553 01/26/2023	1	Clr 02/07/2023	VERIZON NORTH	TECH/WATSON/JETPACKS FOR STUDENT	180.11
106554 01/26/2023	1	Opn	VIC BOND SALES	OPER/KLAPKO/PLUMBING SUPPLIES	135.61
106555 01/26/2023	1	Clr 02/07/2023	VOYAGER SOPRIS LEARNING	EM/GREKO/READING LICENSES	625.00
106556 01/26/2023	1	Clr 02/07/2023	VSC, INC.	OMS/LITTLE/EARBUDS FOR TESTING	490.00
106557 01/27/2023	1	Opn	SET-SEG	WORKERS COMP THIRD QRTR 2022-23	3,731.00
106558 02/07/2023	1	Opn	POSTMASTER	COMM/THOMPSON/KDG & PRES MAILING	1,300.00
106559 02/09/2023	1	Opn	ABECEDARIAN ABC, LLC	ADM/BROOKS/KDG SUPPLIES	246.40
106560 02/09/2023	1	Opn	AMERICAN SPEEDY PRINTING CENTE	OHS/DRAPER/HOLIDAY PROGRAMS	167.00
106561 02/09/2023	1	Opn	AMWAY GRAND PLAZA	OHS/KLAPKO/BPA STATE LEADER CONF ROO	500.00
106562 02/09/2023	1	Opn	APPLEBEE OIL COMPANY	TRANS/SECOR/PROPANE	267.14
106563 02/09/2023	1	Opn	ARGUS-PRESS CO.	ADM/HAHN/PAPER - 1 YEAR SUBSCRIP	185.00
106564 02/09/2023	1	Opn	ATHERTON ROAD SALES, INC.	OPER/KLAPKO/OIL & OIL FILTER	87.00
106565 02/09/2023	1	Opn	AUTO CRAFTERS	OPER/KLAPKO/REPAIR REAR BUMPER - 2019	1,656.98

Check # / Date	Run	Status	Vendor	Invoice Description	Amount
106566 02/09/2023	1	Opn	BASGALL, JAKE	TECH/JAN 2023 MILEAGE	212.13
106567 02/09/2023	1	Opn	BOOKS 4 SCHOOL	ADM/BROOKS/KDG BOOKS	820.80
106568 02/09/2023	1	Opn	BRAINERD, AMANDA	COMM/THOMPSON/LIFEGUARD	87.50
106569 02/09/2023	1	Opn	BRANDON HIGH SCHOOL	OMS/DWYER/GFMSL SWIM RELAYS 2/10	100.00
106570 02/09/2023	1	Opn	CINTAS CORPORATION # 308	OPER/KLAPKO/UNIFORMS	106.14
106571 02/09/2023	1	Opn	CLEVINGER, DEB	ATH/SMITH/BODY FAT TESTING - WRESTLING	168.00
106572 02/09/2023	1	Opn	CONSUMERS ENERGY	UTIL/GAS & ELEC/JAN 2023	60,590.68
106573 02/09/2023	1	Opn	CULLIGAN OF OWOSSO	ADM/HAHN/WATER	93.00
106574 02/09/2023	1	Opn	DIGNAN, THOMAS	TECH/JAN 2023 MILEAGE	161.80
106575 02/09/2023	1	Opn	ESS MIDWEST INC	BB/ROWELL/STAFF PMT	18,505.83
106576 02/09/2023	1	Opn	GOLDBERG, DIANE	OPER/MILEAGE	35.42
106577 02/09/2023	1	Opn	H. K. ALLEN PAPER COMPANY	OPER/KLAPKO/JAN SUPPLIES	1,607.00
106578 02/09/2023	1	Opn	HC RYAN	ADM/HILL/TAX FORMS	144.33
106579 02/09/2023	1	Opn	HURLEY OCCUPATIONAL HEALTH	HR/YOHO/DRUG SCREEN - JB	25.00
106580 02/09/2023	1	Opn	INT'L BACCALAUREATE ORGANIZATI	CURR/IB TRAINING - LANCE LITTLE	450.00
106581 02/09/2023	1	Opn	J & H OIL CO.	TRANS/SECOR/GAS	9,611.37
106582 02/09/2023	1	Opn	KINECT ENERGY INC.	OPER/KLAPKO/FEB 2023 ENERGY MGMT	315.00
106583 02/09/2023	1	Opn	KLAPKO, GREG	OHS/KLAPKO/MILEAGE	55.02
106584 02/09/2023	1	Opn	KLAPKO, JOHN	OPER/KLAPKO/JAN 2023 MILEAGE	345.12
106585 02/09/2023	1	Opn	KONICA MINOLTA BUSINESS SOLUTI	LEASE PMT 44/60- 1/21/2023-2/20/2023	3,067.59
106586 02/09/2023	1	Opn	LANSING SANITARY SUPPLY INC.	OPER/KLAPKO/SUPPLIES	3,869.46
106587 02/09/2023	1	Opn	LIVINGSTON, EMMALEE	COMM/THOMPSON/LIFEGUARD	30.00
106588 02/09/2023	1	Opn	LIVINGSTON, EVAN	COMM/THOMPSON/LIFEGUARD	90.00
106589 02/09/2023	1	Opn	MAEO CONFERENCE	AE/BRINKS/CONF REGISTRATION	332.00
106590 02/09/2023	1	Opn	MANTIS PEST MANAGEMENT SVC LL	OPER/KLAPKO/PEST MGMT FEB 2023	390.00
106591 02/09/2023	1	Opn	MCLAREN RENT-ALL	OPER/KLAPKO/AUGER RENTAL	54.00
106592 02/09/2023	1	Opn	MEDLER ELECTRIC COMPANY	OPER/KLAPKO/LAMP RECYCLE FEE	137.00
106593 02/09/2023	1	Opn	MICHALANGELO ENTERPRISES LLC	CURR/BROOKS/PD ON 1/16	2,000.00
106594 02/09/2023	1	Opn	NAPA AUTO PARTS	OPER/KLAPKO/BATTERY - TRUCK	226.11
106595 02/09/2023	1	Opn	NCS PEARSON INC	ADM/BROOKS/KITS	1,036.14
106596 02/09/2023	1	Opn	OWOSSO COUNTRY CLUB	ATH/SMITH/21-22 OHS GOLF FEE	1,200.00
106597 02/09/2023	1	Opn	OWOSSO MIDDLE SCHOOL	OMS/RECEIPT DEPOSITED TO GF MEANT FO	1,324.00
106598 02/09/2023	1	Opn	OWOSSO PUBLIC SCHOOLS	ADM/BARBER/BOARD MTGS REFRESHMENTS	44.00
106599 02/09/2023	1	Opn	PIONEER VALLEY BOOKS	BB/HURLEY/ABCPOSTERS	128.70
106600 02/09/2023	1	Opn	POMP'S TIRE SERVICE	TRANS/SECOR/TIRES	1,904.64
106601 02/09/2023	1	Opn	QUILL CORPORATION	TRANS/SECOR/TONER	259.98
106602 02/09/2023	1	Opn	REPUBLIC SERVICES # 237	OPER/TRASH SRVCS FEB 2023	1,642.34
106603 02/09/2023	1	Opn	ROBERTS INSTALLATION & REPAIR IN	OPER/KLAPKO/BLEACHER REPAIR - OHS	1,078.00
106604 02/09/2023	1	Opn	SCHOOL SPECIALTY LLC.	CE/KLAPKO/GRAPH & CONSTR PAPER	930.97
106605 02/09/2023	1	Opn	SCHUTT PHOTOGRAPHY	OPS FOUND/HEAD SHOTS - STAFF & TECH O	108.00
106606 02/09/2023	1	Opn	SHERWIN-WILLIAMS COMPANY	OPER/KLAPKO/PAINT - DOORS AT BRYANT	65.91
106607 02/09/2023	1	Opn	SKILLS USA	OHS/WARNING/STUDENT MEMBERSHIP	98.00
106608 02/09/2023	1	Opn	SKILLS USA MICHIGAN	OHS/WARNING/REGISTRATION	480.00
106609 02/09/2023	1	Opn	STINSON, GUNNAR	TECH/JAN 2023 MILEAGE	350.29
106610 02/09/2023	1	Opn	ULINE	OPER/KLAPKO/DUST MOP HEADS	202.52
106611 02/09/2023	1	Opn	USHER, LILY	COMM/THOMPSON/LIFEGUARD	100.00
106612 02/09/2023	1	Opn	VOYAGER SOPRIS LEARNING	EMER/GREKO/BOOKS	973.50
106613 02/09/2023	1	Opn	WARNING, CARRIE	OHS/WARNING/MICTE CONF MILEAGE	275.29
106614 02/09/2023	1	Opn	WATSON, JOE	TECH/JAN 2023 MILEAGE	340.38
106615 02/16/2023	1	Opn	ACCO BRANDS USA LLC	OHS/PARSONS/LAMINATE FILM	200.00

Check # / Date	Run	Status	Vendor	Invoice Description	Amount
106616 02/16/2023	1	Opn	AMWAY GRAND PLAZA	OHS/KLAPKO/REMAINING - HOTEL ROOMS ST	1,805.35
106617 02/16/2023	1	Opn	AUE, JESSICA	EM/AUE/ENCOURAGEMENT CARDS	28.50
106618 02/16/2023	1	Opn	AZEE BUSINESS SOLUTIONS	COMM/THOMPSON/FILM & EDIT K REG COMM	650.00
106619 02/16/2023	1	Opn	BARBER, BROOKE	ADM/BARBER/POSTAGE FOR KDG PACKETS	156.80
106620 02/16/2023	1	Opn	BP ENERGY RETAIL COMPANY LLC	UTIL/NAT GAS - JAN 2023	42,027.80
106621 02/16/2023	1	Opn	CINTAS CORPORATION # 308	OPER/KLAPKO/SANITIZER RENTALS	591.66
106622 02/16/2023	1	Opn	CITY OF OWOSSO	ADM/OMER/RESOURCE OFFICERS	77,484.59
106623 02/16/2023	1	Opn	CLEVINGER, DEB	OHS/CLEVINGER/PE SUPPLIES	37.50
106624 02/16/2023	1	Opn	DALTON ELEVATOR	OPER/KLAPKO/WELDING SUPPLIES	50.00
106625 02/16/2023	1	Opn	EPS SECURITY	OPER/KLAPKO/REMOTE SERVICES	608.61
106626 02/16/2023	1	Opn	GILBERT'S DO IT BEST HARDWARE	OPER/KLAPKO/JAN SUPPLIES	919.66
106627 02/16/2023	1	Opn	HOAG, ROBIN	OMS/HOAG/STUDENT SUPPLIES	35.09
106628 02/16/2023	1	Opn	IMAGELINE PRODUCTIONS	COMM/THOMPSON/PRES & KDG EVENT SHIR	2,337.50
106629 02/16/2023	1	Opn	INDEPENDENT NEWSPAPERS/160 ME	OHS/PARSONS/ENVELOPES	274.00
106630 02/16/2023	1	Opn	LEPLEY, CORY	OPER/MILEAGE	156.05
106631 02/16/2023	1	Opn	MAIER, JENNIFER	HR/YOHO/SP ED TUITION REIM	2,045.25
106632 02/16/2023	1	Opn	MALLORY, ROBERT	OHS/MALLORY/MILEAGE TO MCTA CONF	225.98
106633 02/16/2023	1	Opn	MEDLER ELECTRIC COMPANY	OPER/KLAPKO/WALL PACKS	165.29
106634 02/16/2023	1	Opn	MEMORIAL HEALTHCARE CENTER	ADM/OMER/SCHOOL NURSES QUARTER 1&2	42,808.50
106635 02/16/2023	1	Opn	MESSA	MARCH 2023 BILL/TEACHERS	244,526.99
106636 02/16/2023	1	Opn	MESSA	MARCH 2023 BILL/ADMIN STAFF	28,605.53
106637 02/16/2023	1	Opn	MESSA	MARCH 2023 BILL/NON-UNION	21,847.65
106638 02/16/2023	1	Opn	MESSA	MARCH 2023 BILL/OESPA STAFF	36,632.27
106639 02/16/2023	1	Opn	MOMAR, INCORPORATED	OPER/KLAPKO/SUPPLY AGREEMENT	395.00
106640 02/16/2023	1	Opn	MSVMA	OHS/DRAPER/CHOIR REGISTRATION	700.00
106641 02/16/2023	1	Opn	OWOSSO PUB. SCH. ATHLETIC FUND	ATH/SMITH/OFFICIALS	5,000.00
106642 02/16/2023	1	Opn	OWOSSO PUBLIC SCHOOLS	AE/RUGENSTEIN/FIELD TRIP LUNCHES	179.57
106643 02/16/2023	1	Opn	PIONEER VALLEY BOOKS	ADM/BROOKS/WORD STUDY	391.03
106644 02/16/2023	1	Opn	PITNEY BOWES GLOBAL FINANCIAL S	OHS/PARSONS/POSTAGE MACHINE LEASE	174.66
106645 02/16/2023	1	Opn	SCHOOL SPECIALTY LLC.	OHS/PARSONS/OFFICE SUPPLIES	56.36
106646 02/16/2023	1	Opn	SET-SEG	MARCH 2023 BILL/ADMIN STAF	632.40
106647 02/16/2023	1	Opn	SET-SEG	MARCH 2023 BILL/GF STAFF	4,557.63
106648 02/16/2023	1	Opn	SHIAWASSEE RESD	EDUSTAFF BILL 12/11-12/24/22	100,698.28
106649 02/16/2023	1	Opn	SLOAN'S SEPTIC TANK SERVICE	OPER/KLAPKO/PUMP MAN HOLES & HYRDO J	675.00
106650 02/16/2023	1	Opn	SPENCE BROTHERS	OMER/APP #8 - INDOOR AIR QUAL PROJ	176,004.91
106651 02/16/2023	1	Opn	UNUM LIFE INSURANCE	MARCH 2023 BILL/GF STAFF	2,528.09
106652 02/16/2023	1	Opn	VAN EPPS, KAREN	OHS/VANEPPS/PURSE TO CARRY PHONE AT	105.20
106653 02/16/2023	1	Opn	VIC BOND SALES	OPER/KLAPKO/PLUMBING SUPPLIES	228.73
106654 02/16/2023	1	Opn	WAKELAND OIL	OPER/KLAPKO/GAS	820.15
106655 02/16/2023	1	Opn	WE VIDEO INC	AE/OGLE/VIDEO EDITING SOFTWARE	392.49
Total of All Checks					1,340,598.49
Less Voids					0.00
Grand Total					1,340,598.49

Check # / Date	Run	Status	Vendor	Invoice Description	Amount
008283 01/26/2023	1	Clr 02/15/2023	BANANA BROTHERS PRODUCE	FS/PRINCE/FOOD PURCHASE	7,504.50
008284 01/26/2023	1	Clr 02/15/2023	MESSA	FEB 2023 BILL/FS STAFF	1,983.78
008285 01/26/2023	1	Opn	PITT, JANICE	FS/PITT/MILEAGE	23.94
008286 01/26/2023	1	Clr 02/15/2023	ROBINSON, KAREN	FS/DEC 2022 MILEAGE	34.38
008287 01/26/2023	1	Opn	SET-SEG	FEB 2023 BILLING/FS STAFF	154.78
008288 01/26/2023	1	Opn	UNUM LIFE INSURANCE	FEB 2023 BILL/FS STAFF	227.50
008289 01/26/2023	1	Clr 02/15/2023	VAN EERDEN FOOD SERVICE COMPA	FS/PRINCE/FOOD PURCHASE	51,146.67
008290 02/09/2023	1	Opn	BANANA BROTHERS PRODUCE	FS/PRINCE/FOOD PURCHASE	3,764.00
008291 02/09/2023	1	Opn	PRAIRIE FARMS DAIRY	FS/PRINCE/FOOD PURCHASE	4,199.08
008292 02/09/2023	1	Opn	ROBINSON, KAREN	FS/JAN 2023 MILEAGE	58.95
008293 02/09/2023	1	Opn	TOBEY, CHRISTINE	FS/TOBEY/MILEAGE	87.75
008294 02/09/2023	1	Opn	VAN EERDEN FOOD SERVICE COMPA	FS/PRINCE/FOOD & SUPPLY PURCHASE	39,712.78
008295 02/16/2023	1	Opn	ADN ADMINISTRATORS INC	FUNDING REPLENISH - CLAIMS PAID 1/1-1/31/	135.00
008296 02/16/2023	1	Opn	BANANA BROTHERS PRODUCE	FS/PRINCE/FOOD PURCHASE	3,182.00
008297 02/16/2023	1	Opn	GREAT LAKES COCA-COLA DISTRIBU	FS/PRINCE/FOOD PURCHASE	412.06
008298 02/16/2023	1	Opn	LANSING SANITARY SUPPLY INC.	FS/PRINCE/DELIMER	21.19
008299 02/16/2023	1	Opn	MESSA	MARCH 2023 BILL/FS STAFF	1,983.78
008300 02/16/2023	1	Opn	PITT, JANICE	FS/MILEAGE	21.55
008301 02/16/2023	1	Opn	PRAIRIE FARMS DAIRY	FS/PRINCE/FOOD PURCHASE	7,202.22
008302 02/16/2023	1	Opn	SET-SEG	MARCH 2023 BILLING/FS STAFF	124.51
008303 02/16/2023	1	Opn	UNUM LIFE INSURANCE	MARCH 2023 BILL/FS STAFF	45.50
008304 02/16/2023	1	Opn	VAN EERDEN FOOD SERVICE COMPA	CREDIT - FOOD	18,243.26
008305 02/16/2023	1	Opn	WAKELAND OIL	FS/PRINCE/GAS	205.95
008306 02/16/2023	1	Opn	WAYNE RESA	FS/PRINCE/MOR MEMBERSHIP	250.00
Total of All Checks					140,725.13
Less Voids					0.00
Grand Total					140,725.13

Check Summary

Check Status	Count	Amount
Open	20	80,055.80
Cleared	4	60,669.33
Void	0	0.00
Total	24	140,725.13

Check # / Date	Run	Status	Vendor	Invoice Description	Amount
601001 01/20/2023	1	Opn	LA CONSTRUCTION	SF/OMER/DRAW #7 PROJECTS THRU 8/17	133,053.38
601002 01/20/2023	1	Opn	R. C. HENDRICK & SONS., INC.	SF/OMER/APP #5 - DOOR WORK THRU 12/31	99,481.77
601003 01/20/2023	1	Opn	SPICER GROUP INC.	SF/OMER/PROF SRVCS THRU 12/31 SUMMER	12,941.75
601004 02/16/2023	1	Opn	SPICER GROUP INC.	SF/OMER/2023 SF SERVICES	8,672.50
Total of All Checks					254,149.40
Less Voids					0.00
Grand Total					254,149.40

Check Summary

Check Status	Count	Amount
Open	4	254,149.40
Cleared	0	0.00
Void	0	0.00
Total	4	254,149.40

ACCOUNT SUMMARY

OWOSSO PUBLIC SCHOOLS • JULIE OMER • 645 ALGER ST - PO BOX 340 • OWOSSO, MI48867-4601

* Indicates required field

SEARCH CRITERIA Advanced Search

Reporting Cycle: Date Range: From:* 01/05/2023 To:* 02/06/2023

Date Type:

Data available starting 02/14/2020

SEARCH RESULTS

Account Name	Transaction Amount	Adjustment Amount
EMERSON ELEMENTARY	953.95	0.00
MIKE GRAHAM	745.77	0.00
FRED LAB	147.65	0.00
LINCOLN HIGH SCHOOL	840.81	0.00
OWOSSO SCHOOLS	76.93	0.00
CTE CULINARY ARTS	1,326.87	0.00
CTE CONSTRUCTION TRADES	1,481.68	0.00
JOE HICKEY	90.50	0.00
MICHAEL HENDRICKSON	273.84	0.00
OWOSSO PUBLIC SCHOOLS	0.00	(19,306.58)
DAN CLARK	121.67	0.00
TECHNOLOGY DEPT	154.29	0.00
OWOSSO MIDDLE SCHOOL	2,239.18	0.00
CENTRAL ELEMENTARY	941.97	0.00
OPERATIONS DEPT	205.88	0.00
CENTRAL OFFICE	14,751.72	0.00
BRYANT ELEMENTARY	223.60 146.52	(76.98)
OWOSSO HIGH SCHOOL 2	1,770.07	0.00
OWOSSO HIGH SCHOOL	2,046.03	0.00
DISTRICT TRAVEL	5,486.21	0.00
BRIGHT BEGINNINGS OFFICE	942.31	0.00
BRYANT ELEMENTARY	1,074.93	0.00
BRIGHT BEGINNINGS	1,961.00	0.00
	<u>21,779.78</u>	

Financials

OWOSSO PUBLIC SCHOOLS
BOARD OF EDUCATION
March 8, 2023
Report 22-94

Statement of Deposits and Investments
As of 1/31/2023
Unaudited

	General Fund	School Service	Building & Site/CPF	Capital Projects Bond Fund	Debt Service Fund	Total
Summary of Deposits and Investments						
Cash on hand	\$ 132,031	\$ 11,821	\$ 44	\$ 959	\$ 531,264	\$ 676,119
Investments	6,438,867		3,061,213	307,003	236,674	10,043,757
Total Deposits and Investments	\$ 6,570,898	\$ 11,821	\$ 3,061,256	\$ 307,962	\$ 767,938	\$ 10,719,876
 Detail of Deposits and Investments						
Cash on hand	\$ 132,031	\$ 11,821	\$ 44	\$ 959	\$ 531,264	\$ 676,119
Petty Cash on hand	-	-	-	-	-	-
Total Cash on hand	\$ 132,031	\$ 11,821	\$ 44	\$ 959	\$ 531,264	\$ 676,119
Chemical Bank Savings Account	\$ 6,428	\$ -	\$ 6,386			\$ 12,814
Mich Class Investment	6,432,439	-	3,054,826	307,003	236,674	10,030,943
Total Investments	\$ 6,438,867	\$ -	\$ 3,061,213	\$ 307,003	\$ 236,674	\$ 10,043,757
Total Deposits and Investments	\$ 6,570,898	\$ 11,821	\$ 3,061,256	\$ 307,962	\$ 767,938	\$ 10,719,876

Owosso Public Schools
Board of Education
March 8, 2023
Report 22-94

Combined Statement of Revenue, Expenditures, and Fund Balance
General, School Service, and Capital Project Funds
As of 1/31/2023
Unaudited

	General Fund			School Service Fund			Capital Projects Fund- Sinking Fund and Cook Family Foundation					
	ORIGINAL BUDGET	YTD Actual	Over (Under) Budget	% Rec'd/Used	ORIGINAL BUDGET	YTD Actual	Over (Under) Budget	% Rec'd/Used	ORIGINAL BUDGET	YTD Actual	Over (Under) Budget	% Rec'd/Used
REVENUE												
Local sources	3,764,084	658,994	(3,125,090)	17%	78,403	41,206	(37,197)	53%	1,179,887	163,519	(1,016,368)	14%
State sources	28,319,548	10,717,692	(17,601,856)	38%	86,411	17,018	(69,393)	20%	45,577	-	(45,577)	0%
Federal sources	4,076,348	2,409,611	(1,666,737)	59%	1,689,631	1,074,345	(615,286)	84%	-	-	-	-
Interdistrict sources-RESD	769,678	309,261	(460,417)	40%	-	-	-	-	-	-	-	-
Interdistrict sources-transfers in and other sources	-	-	-	-	-	-	-	-	-	-	-	-
Total revenue and other sources	\$ 38,949,658	\$ 14,095,558	\$ (22,854,100)	39%	\$ 1,854,445	\$ 1,132,567	\$ (721,878)	61%	\$ 1,225,464	\$ 163,519	\$ (1,061,945)	13%
EXPENDITURES												
INSTRUCTION												
BASIC PROGRAMS:												
ELEMENTARY	8,074,199	3,359,002	(4,715,197)	42%								
MIDDLE SCHOOL	3,599,610	1,470,208	(2,129,402)	41%								
HIGH SCHOOL	4,474,860	1,786,756	(2,688,104)	40%								
ALTERNATIVE EDUCATION	402,775	127,390	(275,385)	32%								
PRESCHOOL	167,567	58,216	(109,351)	35%								
PRESCHOOL (MICHIGAN READINESS/FED GSRR) GRANT	319,488	129,310	(190,178)	40%								
TOTAL BASIC PROGRAMS	\$ 17,038,499	\$ 6,932,882	\$ (10,105,617)	41%								
ADDED NEEDS:												
SPECIAL EDUCATION	3,722,215	1,652,583	(2,069,632)	44%								
CHILD CARE PROGRAM	308,909	151,626	(157,283)	49%								
TITLE I GRANT	854,053	312,516	(541,537)	37%								
ESSER GRANTS (ESSER II AND 238 FUNDS)	2,720,560	615,391	(2,105,169)	23%								
CHILD CARE GRANTS	110,459	144,645	34,186	131%								
VOCATIONAL EDUCATION	737,321	283,292	(454,029)	40%								
AT RISK GRANT	1,334,630	465,739	(868,891)	35%								
ROBOTICS AND PBT	24,745	-	(24,745)	0%								
ESSER III	-	1,636,447	1,636,447	-								
EARLY LITERACY GRANT/LITERACY COACH GRANT,												
INNOV PROGRAMS	221,059	62,701	(158,358)	28%								
TOTAL ADDED NEEDS	\$ 10,033,971	\$ 5,334,940	\$ (4,699,031)	53%								
CONTINUING EDUCATION:												
ADULT EDUCATION	183,098	54,823	(128,275)	30%								
COMMUNITY EDUCATION	160,892	4,644	(156,248)	3%								
TOTAL CONTINUING EDUCATION	\$ 343,990	\$ 59,467	\$ (284,523)	17%								
TOTAL INSTRUCTION	\$ 27,416,460	\$ 12,327,269	\$ (15,089,191)	45%								
SUPPORTING SERVICES												
PUPIL SERVICES:												
GUIDANCE SERVICES	403,422	167,654	(235,768)	42%								
TOTAL PUPIL SERVICES	\$ 403,422	\$ 167,654	\$ (235,768)	42%								
INSTRUCTIONAL STAFF:												
TITLE II, PART A AND TITLE IV	263,016	58,428	(204,588)	22%								
IMPROVEMENT OF INSTRUCTION AND ASSESSMENTS	343,074	211,592	(131,482)	62%								
MEDIA SERVICES	168,594	72,898	(95,696)	43%								
TOTAL INSTRUCTIONAL STAFF	\$ 774,684	\$ 342,918	\$ (431,766)	44%								
GENERAL ADMINISTRATION:												
BOARD OF EDUCATION	135,940	59,708	(76,232)	44%								
EXECUTIVE ADMINISTRATION	438,176	252,132	(186,044)	58%								
HUMAN RESOURCES	288,717	129,867	(158,850)	50%								
TOTAL GENERAL ADMINISTRATION	\$ 862,833	\$ 441,707	\$ (421,126)	53%								
SCHOOL ADMINISTRATION:												

Owosso Public Schools
Board of Education
March 8, 2023
Report 22-94

Combined Statement of Revenue, Expenditures, and Fund Balance
General, School Service, and Capital Project Funds
As of 1/31/2023
Unaudited

	General Fund			School Service Fund			Capital Projects Fund- Sinking Fund and Cook, Family Foundation		
	ORIGINAL BUDGET	YTD Actual	Over (Under) Budget	ORIGINAL BUDGET	YTD Actual	Over (Under) Budget	ORIGINAL BUDGET	YTD Actual	Over (Under) Budget
			% Rec'd/Used			% Rec'd/Used			% Rec'd/Used
SCHOOL ADMINISTRATION	\$ 2,948,534	\$ 1,586,853	54%						
TOTAL SCHOOL ADMINISTRATION	\$ 2,948,534	\$ 1,586,853	54%						
BUSINESS SERVICES:									
FISCAL SERVICES	\$ 401,431	\$ 224,805	56%						
TECHNOLOGY MANAGEMENT	\$ 560,482	\$ 249,011	44%						
TOTAL BUSINESS SERVICES	\$ 961,913	\$ 473,816	49%						
OPERATIONS AND MAINTENANCE:									
OPERATIONS AND MAINTENANCE	\$ 3,498,038	\$ 1,813,285	52%						
TOTAL OPERATIONS AND MAINTENANCE	\$ 3,498,038	\$ 1,813,285	52%						
PUPIL TRANSPORTATION SERVICES:									
PUPIL TRANSPORTATION SERVICES	\$ 1,155,261	\$ 562,061	49%						
TOTAL PUPIL TRANSPORTATION	\$ 1,155,261	\$ 562,061	49%						
OTHER SERVICES:									
COMMUNICATION SERVICES	\$ 55,117	\$ 109,751	199%						
ATHLETICS	\$ 537,466	\$ 257,748	48%						
PRINTING AND OTHER SUPPORT SERVICES	\$ 56,286	\$ 25,193	45%						
PERFORMING ARTS	\$ 3,515	\$ 3,515	100%						
TOTAL OTHER SERVICES	\$ 648,669	\$ 396,207	61%						
TOTAL SUPPORTING SERVICES	\$ 11,223,554	\$ 5,784,301	52%						
OUTGOING TRANSFERS/FUND MODIFICATIONS:									
OTHER	\$ 45,000	\$ 1,077	2%						
TOTAL OUTGOING TRANSFERS/FUND MODIFICATIONS	\$ 45,000	\$ 1,077	2%						
FOOD SERVICE EXPENDITURES									
CAPITAL PROJECT EXPENDITURES									
TOTAL EXPENDITURES	\$ 38,685,014	\$ 18,112,867	47%	\$ 1,858,896	\$ 1,072,297	58%	\$ 1,479,485	\$ 1,169,555	79%
REVENUE OVER or (UNDER) EXPENDITURES	\$ (1,735,356)	\$ (4,017,109)		\$ (4,251)	\$ 60,270		\$ (254,001)	\$ (1,006,036)	
AUDITED FUND BALANCE, JULY 1, 2022	\$ 5,750,991	\$ 5,750,991		\$ 124,340	\$ 124,340		\$ 4,067,404	\$ 4,067,404	
PROJECTED FUND BALANCES - June 30, 2023	\$ 4,015,635	\$ 4,015,635		\$ 120,089	\$ 120,089		\$ 3,813,403	\$ 3,813,403	

Revised Policy 6110, 2nd Reading

**OWOSSO PUBLIC SCHOOLS
Board of Education Meeting
March 8, 2023
Report 22-95**

FOR ACTION

Subject:

Revised Policy 6110 – Grant Funds, 2nd reading

Statement of Purpose/Issue:

Resolve that the Board of Education adopt as their 2nd reading: **Revised Policy 6110 – Grant Funds**

Facts / Statistics:

This policy has been revised to include the latest changes to the Education Department General Administrative Regulations (EDGAR). Specific requirements for Maintenance of Effort (MOE) and Maintenance of Equity (MOEquity) will need to be documented and provided at the time of audit of specific funded programs (ESSER, GEER, etc.)

This revised policy reflects current EDGAR provisions and should be adopted to maintain accurate policies.

District Goal Addressed:

Routine Business

Motion

Seconded

Vote – Ayes

Nays

Motion

Book	Policy Manual
Section	6000 Finances
Title	Vol. 36, No. 2 - February 2022 Revised GRANT FUNDS
Code	po6110
Status	Committee Review
Adopted	July 11, 2005
Last Revised	June 27, 2016

6110 - **GRANT FUNDS**

It is the objective of the Board of Education to provide equal educational opportunities for all students within the District. Government agencies, as well as foundations, businesses, and individuals, periodically offer both human and material resources to the District that would benefit students and the educational program. Therefore, it is the intent of the Board to consider grant proposals and applications for their potential to enhance educational opportunities, the educational environment, and the physical and mental growth for each student.

The Superintendent shall review new Federal education legislation and prepare proposals for programs s/he deems would be of aid to the students of this District. The Superintendent shall approve each such proposal prior to its submission, and the Board shall approve all grants resulting from such proposals.

The Board regards available Federal funds of aid to local school districts and communities as a public trust. It forbids the use of Federal monies for partisan political activities and for any use that would not be in accordance with Federal regulations and guidelines.

No Federal funds received by the District shall be used (1) to develop or distribute materials, or operate programs or courses of instruction directed at youth, that are designed to promote or encourage sexual activity, whether homosexual or heterosexual; (2) to distribute or to aid in the distribution by any organization of legally obscene materials to minors on school grounds; (3) to provide sex education or HIV-prevention education in schools unless that instruction is age appropriate and includes the health benefits of abstinence; or (4) to operate a program of contraceptive distribution in schools.

Grant Proposal Development

- A. All grant proposals must support at least one (1) District goal or priority.
- B. For projects where grant funds will not cover the entire cost of project implementation, additional fund sources must be identified, documented, and approved during the internal review process.

Grant Proposal Internal Review

Each grant proposal shall be reviewed and approved by the Superintendent prior to submission to the funding source.

Grant Administration

- A. The administration of grants will adhere to all applicable Federal, State, local, and grantor rules and regulations, including the terms and conditions of the Federal awards, as well as District policies and administrative guidelines.
- B. The Superintendent is responsible for the efficient and effective administration of grant awards through the application of sound management practices.
- C. The Superintendent is responsible for administering grant funds in a manner consistent with underlying agreements, applicable statutes, regulations, and objectives, and the terms and conditions of the grant award.
- D. The District, in recognition of its unique combination of staff, facilities, and experience, shall employ internal controls, including the organizational and management strategies necessary to assure proper and efficient administration of grant awards.

E. All Federal funds received by the District will be used in accordance with the applicable Federal law and regulations and the terms and conditions of the Federal award. The Superintendent shall require that each draw of Federal monies be aligned with the District's payment process (whether reimbursement, cash advance or a combination). If funds are permitted to be drawn in advance, all draws will be as close as administratively feasible to the related program expenditures and that, when restricted, such monies are used to supplement programs and funding and not to supplant or replace existing programming or current funding.

Maintenance of Effort (MOE) and Maintenance of Equity (MOEquity) requirements of the Federal program will be met in accordance with the requirements of the specific funded program. The District shall maintain appropriate documentation and records to substantiate compliance or to justify allowable exceptions, exemptions, or waivers.

Financial Management

The financial management of grant funds shall be in compliance with all applicable Federal, State, local, and grantor rules, regulations, and assurances as well as District policies and administrative guidelines.

The District shall provide for the following:

- A. Identification, in District accounts, of all grant awards received and expended and the programs under which they were received. For Federal programs and awards, identification shall include the Catalog of Federal Domestic Assistance (CFDA) title and number, Federal award identification number and year, name of the Federal agency and name of the pass-through entity, as applicable.
- B. Accurate, current, and complete disclosure of the financial results of each Federal award or program in accordance with the reporting requirements of the grant.
- C. Records that adequately identify the source and application of funds provided for Federally-funded activities. These records must contain information pertaining to Federal awards, authorizations, obligations, unobligated balances, assets, expenditures, income and interest and be supported by source documentation.
- D. Effective control over, and accountability for, all funds, property, and other assets. The District must adequately safeguard all assets and assure that they are used solely for authorized purposes.

Further, the District must:

1. establish and maintain effective internal control over the Federal award that provides reasonable assurance that the District is managing the Federal award in compliance with Federal statutes, regulations, and the terms and conditions of the Federal award;
 2. comply with Federal statutes, regulations and the terms and conditions of the Federal award;
 3. evaluate and monitor the District's compliance with statutes, regulations and the terms and conditions of the Federal award;
 4. take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings;
 5. take reasonable measures to safeguard protected personally identifiable information and other information the Federal awarding agency or pass-through entity designates as sensitive consistent with applicable Federal, State, local, and tribal laws regarding privacy and obligations of confidentiality.
- E. Comparison of expenditures with budget amounts for each Federal award.
- F. Recordkeeping and written procedures to the extent required by Federal, State, local, and grantor rules and regulations pertaining to the grant award and accountability, including but not limited to, the following areas:
1. cash management
 2. allowability
 3. conflict of interest
 4. procurement

5. equipment management
6. conducting technical evaluations of proposals and selecting recipients
7. compensation and fringe benefits
8. travel

G. Disclosure of any potential conflict of interest and all mandatory violation disclosures potentially affecting the Federal award/grant to the Federal awarding agency or pass-through agency in accordance with applicable Federal policy.

H. Insurance coverage for real property and equipment, if applicable, equivalent to such property owned by the District.

Program Income

Program income means gross income earned by a grant recipient that is directly generated by a supported activity or earned as a result of the Federal award during the grant's period of performance.

It includes, but is not limited to, income from fees for services performed, the use or rental of real or personal property acquired under Federal awards, the sale of commodities or items fabricated under a Federal award, license fees and royalties on patents and copyrights, and principal and interest on loans made with Federal award funds. Interest earned on advances of Federal funds is not program income. Except as otherwise provided in Federal statutes, regulations or the terms and conditions of the Federal award, program income does not include rebates, credits, discounts and interest earned on any of them. Additionally, taxes, special assessments, levies, fines and other such revenues raised by a recipient are not program income unless the revenues are specifically identified in the Federal award or Federal awarding agency regulations as program income. Finally, proceeds from the sale of real property, equipment or supplies are not program income.

Unless it has received prior approval to use a different method or the terms and conditions of the grant authorize a different method, the District uses the deduction method of accounting for program income. Under the deduction method, program income is deducted from total allowable costs to determine the net allowable costs. Program income will only be used for current costs unless the District is otherwise directed by the Federal awarding agency or pass-through entity.

Revised 2/25/13

Revised 12/14/15

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Legal 34 C.F.R. 75.707, 76.563, 76.565, 76.707
 2 C.F.R. 200.56, 200.71, 200.77, 200.80, 200.112, 200.302, 200.307
 2 C.F.R. 200.309, 200.310, 200.313, 200.318-.320, 200.343(b)&(e)

Last Modified by Brooke Barber on September 6, 2022

Revised Policy 6114, 2nd Reading

OWOSSO PUBLIC SCHOOLS
Board of Education Meeting
March 8, 2023
Report 22-96

FOR ACTION

Subject:

Revised Policy 6114 – Cost Principles – Spending Federal Funds, 2nd reading

Statement of Purpose/Issue:

Resolve that the Board of Education adopt as their 2nd reading: **Revised Policy 6114 – Cost Principles – Spending Federal Funds**

Facts / Statistics:

This policy have been revised to include the latest changes to the Education Department General Administrative Regulations (EDGAR). Specific prohibitions regarding costs incurred for telecommunications and video surveillance services or equipment are included, along with the Davis-Bacon prevailing wage provisions for contracts in excess of \$2,000 related to construction, alteration, repairs, etc.

These revisions reflect current EDGAR provisions and should be adopted to maintain accurate policies.

District Goal Addressed:

Routine Business

Motion

Seconded

Vote – Ayes

Nays

Motion

Book	Policy Manual
Section	6000 Finances
Title	Vol. 36, No. 2 - February 2022 Revised COST PRINCIPLES - SPENDING FEDERAL FUNDS
Code	po6114
Status	Committee Review
Adopted	June 27, 2016
Last Revised	December 13, 2021

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

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

Cost Principles

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

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

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

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

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

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

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.

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

5. whether the cost addresses program goals and objectives and is based on program data.

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

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

The term "applicable credits" refers to those receipts or reductions of expenditures that operate to offset or reduce expense items allocable to the Federal award. Typical examples of such transactions are: purchase discounts; rebates or allowances; recoveries or indemnities on losses; and adjustments of overpayments or erroneous charges. To the extent that such credits accruing to or received by the State 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.

- I. Be incurred during the approved budget period.

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

Selected Items of Cost

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

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

- A. Capital expenditures for general purpose equipment, buildings, and land are unallowable as direct charges, except with the prior written approval of the Federal awarding agency or pass-through entity.
- B. Capital expenditures for special purpose equipment are allowable as direct costs, provided that items with a unit cost of \$5,000 or more have the prior written approval of the Federal awarding agency or pass-through entity.
- C. Capital expenditures for improvements to land, buildings, or equipment that materially increase their value or useful life are unallowable as a direct cost except with the prior written approval of the Federal awarding agency, or pass-through entity.

- D. ~~Allowability of depreciation on buildings, capital improvements, and equipment shall be in accordance with 2 CFR 200.436 and 2 CFR 200.465.~~ 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. When approved as a direct cost by the Federal awarding agency or pass-through entity under Sections A-C, capital expenditures will be charged in the period in which the expenditure is incurred, or as otherwise determined appropriate and negotiated with the Federal awarding agency.
- F. If the District is instructed by the Federal awarding agency to otherwise dispose of or transfer the equipment, the costs of such disposal or transfer are allowable.

Cost Compliance

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

Determining Whether a Cost is Direct or Indirect:

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

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

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

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

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

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

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

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

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

Equipment and other capital expenditures are unallowable as indirect costs.

Timely Obligation of Funds

Financial obligations are orders placed for property and services, contracts and subawards made, and similar transactions³⁴ that require payment. This term is used when referencing a recipient's or subrecipient's use of funds under a Federal award.

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

If the obligation is for:

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

Period of Performance

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

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

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

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

2 C.F.R. 200.216

Revised 2/22/21

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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)

Last Modified by Brooke Barber on September 6, 2022

Revised Policy 6325, 2nd Reading

OWOSSO PUBLIC SCHOOLS
Board of Education Meeting
March 8, 2023
Report 22-97

FOR ACTION

Subject:

Revised Policy 6325 – Procurement– Federal Grants/Funds 2nd reading

Statement of Purpose/Issue:

Resolve that the Board of Education adopt as their 2nd reading: **Revised Policy 6325 – Procurement – Federal Grants/Funds**

Facts / Statistics:

This policy has been revised to include the latest changes to the Education Department General Administrative Regulations (EDGAR). Specific prohibitions regarding costs incurred for telecommunications and video surveillance services or equipment are included, along with the Davis-Bacon prevailing wage provisions for contracts in excess of \$2,000 related to construction, alteration, repairs, etc.

These revisions reflect current EDGAR provisions and should be adopted to maintain accurate policies.

District Goal Addressed:

Routine Business

Motion

Seconded

Vote – Ayes

Nays

Motion

Book	Policy Manual
Section	6000 Finances
Title	Vol. 36, No. 2 - Revised PROCUREMENT – FEDERAL GRANTS/FUNDS
Code	po6325
Status	Committee Review
Adopted	June 27, 2016
Last Revised	February 22, 2021

6325 - **PROCUREMENT – FEDERAL GRANTS/FUNDS**

Procurement of all supplies, materials, equipment, and services paid for from Federal funds or District matching funds shall be made in accordance with all applicable Federal, State, and local statutes and/or regulations, the terms and conditions of the Federal grant, Board of Education policies, and administrative procedures.

The Superintendent shall have and use a procurement and contract administration system in accordance with the USDOE requirements (2 CFR 200.317-.326) including affirmative steps for small and minority businesses and women's business enterprise for the administration and management of Federal grants and Federally-funded programs. The District shall maintain oversight that requires contractors to perform in accordance with the terms, conditions, and specifications of their contracts or purchase orders. Except as otherwise noted, procurement transactions shall conform to the provisions of the District's documented general purchasing Policy 6320 and AG 6320A.

All Federally-funded contracts in excess of \$2,000 related to construction, alteration, repairs, painting, decorating, etc. must comply with Davis-Bacon prevailing wage requirements.

All District employees, officers, and agents who have purchasing authority shall abide by the standards of conduct covering conflicts of interest and governing the actions of its employees, officers, and agents engaged in the selection, award, and administration of contracts as established in Policy 1130, Policy 3110 and Policy 4110 – Conflict of Interest.

The District will avoid acquisition of unnecessary or duplicative items. Additionally, consideration shall be given to consolidating or breaking out procurements to obtain a more economical purchase. And, where appropriate, an analysis shall be made of lease versus purchase alternatives, and any other appropriate analysis to determine the most economical approach. These considerations are given as part of the process to determine the allowability of each purchase made with Federal funds.

To foster greater economy and efficiency, the District may enter into State and local intergovernmental agreements where appropriate for procurement or use of common or shared goods and services.

Competition

All procurement transactions for the acquisition of property or services required under a Federal award shall be conducted in a manner that encourages full and open competition and that is in accordance with good administrative practice and sound business judgment. In order to promote objective contractor performance and eliminate unfair competitive advantage, the District shall exclude any contractor that has developed or drafted specifications, requirements, statements of work, or invitations for bids or requests for proposals from competition for such procurements.

Some of the situations considered to be restrictive of competition include, but are not limited to, the following:

- A. unreasonable requirements on firms in order for them to qualify to do business;
- B. unnecessary experience and excessive bonding requirements;
- C. noncompetitive pricing practices between firms or between affiliated companies;
- D. noncompetitive contracts to consultants that are on retainer contracts;

- E. organizational conflicts of interest;
- F. specification of only a "brand name" product instead of allowing for an "*or equal*" product to be offered and describing the performance or other relevant requirements of the procurement; and
- G. any arbitrary action in the procurement process.

Further, the District does not use statutorily or administratively imposed State, local, or tribal geographical preferences in the evaluation of bids or proposals, unless (1) an applicable Federal statute expressly mandates or encourages a geographic preference; or (2) the District is contracting for architectural and engineering services, in which case geographic location may be a selection criterion provided its application leaves an appropriate number of qualified firms, given the nature and size of the project, to compete for the contract.

To the extent that the District uses a pre-qualified list of persons, firms or products to acquire goods and services, the pre-qualified list includes enough qualified sources as to ensure maximum open and free competition. The District allows vendors to apply for consideration to be placed on the list continuously.

The District shall require that all prequalified lists of persons, firms, or products which are used in acquiring goods and services are current and include enough qualified sources to provide maximum open and free competition. The District shall not preclude potential bidders from qualifying during the solicitation period.

Solicitation Language (Purchasing Procedures)

The District shall have written procurement procedures that require that all solicitations incorporate a clear and accurate description of the technical requirements for the material, product, or service to be procured. Such description shall not, in competitive procurements, contain features which unduly restrict competition. The description may include a statement of the qualitative nature of the material, product or service to be procured and, when necessary, shall set forth those minimum essential characteristics and standards to which it shall conform if it is to satisfy its intended use. Detailed product specifications should be avoided if at all possible.

When it is impractical or uneconomical to make a clear and accurate description of the technical requirements, a "brand name or equivalent" description may be used as a means to define the performance or other salient requirements of procurement. The specific features of the named brand which shall be met by offers shall be clearly stated; and identify all requirements which the offerors shall fulfill and all other factors to be used in evaluating bids or proposals.

The Board will not approve any expenditure for an unauthorized purchase or contract.

Procurement Methods

The District shall have and use documented procedures, consistent with the standards described above for the following methods of procurement:

A. Micro-purchases

Procurement by micropurchase is the acquisition of supplies or services, the aggregate dollar amount of which is **not to exceed \$10,000**. To the maximum extent practicable, the District should distribute micro-purchases equitably among qualified suppliers. Micro-purchases may be made without soliciting competitive quotations if Superintendent considers the price to be reasonable based on research, experience, purchase history or other relevant information and documents are filed accordingly. The District shall maintain evidence of this reasonableness in the records of all purchases made by this method.

B. Small Purchases

Small purchases include the acquisition of property or services, the aggregate dollar amount of which is higher than the micro-purchase threshold but does not exceed the simplified acquisition threshold established by the State. Small purchase procedures require that price or rate quotations shall be obtained from an adequate number of qualified sources when the item cost exceeds \$5,000 and their item is not unique or proprietary.

Districts are responsible for determining an appropriate simplified acquisition threshold based on internal controls, an evaluation of risk, and its documented procurement procedures which must not exceed the threshold established in the Federal Acquisition Regulations (FAR). When applicable, a lower simplified acquisition threshold used by the non-Federal entity must be authorized or not prohibited under State, local, or tribal laws or regulations.

C. Sealed Bids

Sealed, competitive bids shall be obtained when the purchase of, and contract for, single items of supplies, materials, or equipment which amounts to the amount allowed by Michigan statute and when the Board determines to build, repair, enlarge, improve, or demolish a school building/facility the cost of which will exceed the amount allowed by Michigan statute.

In order for sealed bidding to be feasible, the following conditions shall be present:

1. a complete, adequate, and realistic specification or purchase description is available;
2. two (2) or more responsible bidders are willing and able to compete effectively for the business; and
3. the procurement lends itself to a firm fixed price contract and the selection of the successful bidder can be made principally on the basis of price.

When sealed bids are used, the following requirements apply:

1. Bids shall be solicited in accordance with the provisions of State law and Policy 6320. Bids shall be solicited from an adequate number of qualified suppliers, providing sufficient response time prior to the date set for the opening of bids. The invitation to bid shall be publicly advertised.
2. The invitation for bids will include product/contract specifications and pertinent attachments and shall define the items and/or services required in order for the bidder to properly respond.
3. All bids will be opened at the time and place prescribed in the invitation for bids; bids will be opened publicly.
4. A firm fixed price contract award will be made in writing to the lowest responsive and responsible bidder. Where specified in bidding documents, factors such as discounts, transportation cost, and life cycle costs shall be considered in determining which bid is lowest. Payment discounts may only be used to determine the low bid when prior experience indicates that such discounts are usually taken.
5. The Board reserves the right to reject any or all bids for sound documented reason.

D. Proposals

Procurement by proposals is a method in which either a fixed price or cost-reimbursement type contract is awarded. Proposals are generally used when conditions are not appropriate for the use of sealed bids or in the case of a recognized exception to the sealed bid method

If this method is used, the following requirements apply:

1. Requests for proposals shall be publicized and identify all evaluation factors and their relative importance. Any response to the publicized requests for proposals shall be considered to the maximum extent practical.
2. Proposals shall be solicited from an adequate number of sources.
3. The District shall use its written method for conducting technical evaluations of the proposals received and for selecting recipients.
4. Contracts shall be awarded to the responsible firm whose proposal is most advantageous to the program, with price and other factors considered.

The District may use competitive proposal procedures for qualifications-based procurement of architectural/engineering (A/E) professional services whereby competitors' qualifications are evaluated and the most qualified competitor is selected, subject to negotiation of fair and reasonable compensation. The method, where price is not used as a selection factor, can only be used in procurement of A/E professional services. It cannot be used to purchase other types of services though A/E that firms are a potential source to perform the proposed effort.

E. Noncompetitive Procurement

Procurement by noncompetitive proposals allows for solicitation of a proposal from only one source and may be used only when one (1) or more of the following circumstances apply:

1. micro-purchases
2. the item is available only from a single source
3. the public exigency or emergency for the requirement will not permit a delay resulting from publicizing a competitive solicitation

4. the Federal awarding agency or pass-through entity expressly authorizes noncompetitive proposals in response to a written request from the District
5. after solicitation of a number of sources, competition is determined to be inadequate

Domestic Preference for Procurement

As appropriate and to the extent consistent with law, the District shall, to the extent practicable under a Federal award, provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States. Such requirements shall be included in all subawards including all contracts and purchase orders for work or products under the Federal award.

Contract/Price Analysis

The District shall perform a cost or price analysis in connection with every procurement action in excess of \$150,000, including contract modifications. A cost analysis generally means evaluating the separate cost elements that make up the total price, while a price analysis means evaluating the total price, without looking at the individual cost elements.

The method and degree of analysis is dependent on the facts surrounding the particular procurement situation; however, the District shall come to an independent estimate prior to receiving bids or proposals.

When performing a cost analysis, the District shall negotiate profit as a separate element of the price. To establish a fair and reasonable profit, consideration is given to the complexity of the work to be performed, the risk borne by the contractor, the contractor's investment, the amount of subcontracting, the quality of its record of past performance, and industry profit rates in the surrounding geographical area for similar work.

Time and Materials Contracts

The District uses a time and materials type contract only (1) after a determination that no other contract is suitable; and (2) if the contract includes a ceiling price that the contractor exceeds at its own risk. Time and materials type contract means a contract whose cost to the District is the sum of the actual costs of materials, and direct labor hours charged at fixed hourly rates that reflect wages, general and administrative expenses, and profit.

Since this formula generates an open-ended contract price, a time-and-materials contract provides no positive profit incentive to the contractor for cost control or labor efficiency. Therefore, the District sets a ceiling price for each contract that the contractor exceeds at its own risk. Further, the District shall assert a high degree of oversight in order to obtain reasonable assurance that the contractor is using efficient methods and effective cost controls.

Suspension and Debarment

The District will award contracts only to responsible contractors possessing the ability to perform successfully under the terms and conditions of the proposed procurement. All purchasing decisions shall be made in the best interests of the District and shall seek to obtain the maximum value for each dollar expended. When making a purchasing decision, the District shall consider such factors as (1) contractor integrity; (2) compliance with public policy; (3) record of past performance; and (4) financial and technical resources.

The Superintendent shall have the authority to suspend or debar a person/corporation, for cause, from consideration or award of further contracts. The District is subject to and shall abide by the nonprocurement debarment and suspension regulations implementing Executive Orders 12549 and 12689, 2 CFR Part 180.

Suspension is an action taken by the District that immediately prohibits a person from participating in covered transactions and transactions covered under the Federal Acquisition Regulation (48 CFR chapter 1) for a temporary period, pending completion of an agency investigation and any judicial or administrative proceedings that may ensue. A person so excluded is suspended. (2 CFR Part 180 Subpart G)

Debarment is an action taken by the Superintendent to exclude a person from participating in covered transactions and transactions covered under the Federal Acquisition Regulation (48 CFR chapter 1). A person so excluded is debarred. (2 CFR Part 180 Subpart H)

The District shall not subcontract with or award subgrants to any person or company who is debarred or suspended. For contracts over \$25,000, the District shall confirm that the vendor is not debarred or suspended by either checking the Federal government's System for Award Management, which maintains a list of such debarred or suspended vendors at www.sam.gov; collecting a certification from the vendor; or adding a clause or condition to the covered transaction with that vendor. (2 CFR Part 180 Subpart C)

Bid Protest

The District maintains the following protest procedures to handle and resolve disputes relating to procurements and, in all instances, discloses information regarding the protest to the awarding agency.

A bidder who wishes to file a bid protest shall file such notice and follow procedures prescribed by the Request For Proposals (RFPs) or the individual bid specifications package, for resolution. Bid protests shall be filed in writing with the Superintendent within seventy- two (72) hours of the opening of the bids in protest.

Within five (5) days of receipt of a protest, the Superintendent shall review the protest as submitted and render a decision regarding the merits of the protest and any impact on the acceptance and rejection of bids submitted. Notice of the filing of a bid protest shall be communicated to the Board and shall be so noted in any subsequent recommendation for the acceptance of bids and awarding of contracts.

Failure to file a notice of intent to protest, or failure to file a formal written protest within the time prescribed, shall constitute a waiver of proceedings.

Maintenance of Procurement Records

The District shall maintain records sufficient to detail the history of all procurements. These records will include, but are not necessarily limited to the following: rationale for the method of procurement, selection of contract type, contractor selection or rejection, and the basis for the contract price (including a cost or price analysis).

Revised 1/28/19
Revised 10/28/19

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Legal 2 C.F.R. 200.317 - .326, Appendix II to Part 200
 2 C.F.R. 200.520

Last Modified by Brooke Barber on September 6, 2022

New Policy 6108, 2nd Reading

OWOSSO PUBLIC SCHOOLS
Board of Education Meeting
March 8, 2023
Report 22-98

FOR ACTION

Subject:

New Policy 6108 – Authorization to Use Electronic Fund Transfers and Automated Clearing House Arrangements–2nd reading

Statement of Purpose/Issue:

Resolve that the Board of Education adopt as their 2nd reading: **New Policy 6108 – Authorization to Use Electronic Fund Transfers and Automated Clearing House Arrangements**

Facts / Statistics:

This new policy is provided in response to client requests. In order to utilize electronic fund transfers and automated clearing house (ACH) arrangements and transactions, the District must have a written ACH policy in place. This policy includes the components required by Michigan statute.

This policy should be adopted in order to utilize electronic fund transfers and automated clearing house arrangements and transactions.

District Goal Addressed:

Routine Business

Motion

Seconded

Vote – Ayes

Nays

Motion

Book	Policy Manual
Section	Policies for the Board, September 2022
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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Legal M.C.L. 124.301 - 124.305

Last Modified by Wayne Wright on August 31, 2022

Revised Policy 6460, 2nd Reading

**OWOSSO PUBLIC SCHOOLS
Board of Education Meeting
March 8, 2023
Report 22-99**

FOR ACTION

Subject:

Revised Policy 6460 – Vendor Relations–2nd reading

Statement of Purpose/Issue:

Resolve that the Board of Education adopt as their 2nd reading: **Revised Policy 6460 – Vendor Relations**

Facts / Statistics:

This policy has been revised at client request to provide optional language that allows for preferred vendor access to students and their parent/guardian for non-district purchases.

This option is offered for consideration.

District Goal Addressed:

Routine Business

Motion

Seconded

Vote – Ayes

Nays

Motion

Book	Policy Manual
Section	6000 Finances
Title	Vol. 37, No. 1 - September 2022 Revised VENDOR RELATIONS
Code	po6460
Status	Committee Review
Adopted	July 11, 2005

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 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.A. 15.321 et. seq.

All sales persons, regardless of product, shall clear with the Superintendent's or principal'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.

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.

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Legal M.C.L.A. 15.321 et seq.

Last Modified by Brooke Barber on September 6, 2022

Revised Policy 5160, 2nd Reading

**OWOSSO PUBLIC SCHOOLS
Board of Education Meeting
March 8, 2023
Report 22-100**

FOR ACTION

Subject:

Revised Policy 5160 – Emergency Removal, Suspension, and Expulsion of Students–2nd reading

Statement of Purpose/Issue:

Resolve that the Board of Education adopt as their 2nd reading: **Revised Policy 5160 – Emergency Removal, Suspension, and Expulsion of Students**

Facts / Statistics:

This policy has been revised to reflect the current definition of suspension.

District Goal Addressed:

Routine Business

Motion

Seconded

Vote – Ayes

Nays

Motion

Book	Policy Manual
Section	5000 Students
Title	Copy of EMERGENCY REMOVAL, SUSPENSION, AND EXPULSION OF STUDENTS
Code	po5610
Status	Committee Review
Adopted	June 12, 2012
Last Revised	February 22, 2021
Last Reviewed	January 11, 2023

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 Superintendent will exercise discretion over whether or not to suspend or 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 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 will still consider these factors in making the determination.

Restorative Practices

The Superintendent 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 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 504 Coordinator 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 ten (10) school days.

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. A student so removed may not 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. 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 may suspend a student for a period longer than ten (10) days or expel a student. The Board shall act on any appeal to the decision.~~

The Superintendent may act as the hearing officer for all suspensions of ten (10) to fifty-nine (59) days or expulsions up to one-hundred and eighty (180) days.

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.

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 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.

The District may provide appropriate instructional services at home for an expelled student not placed in an Alternative Education Program. The instructional services provided shall be similar to those provided to homebound or hospitalized students and shall be contracted for in the same manner.

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 any⁵⁵ 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 determines in writing 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;

G. 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:

1. abide by a behavior contract involving the student, his/her parents, and an outside agency;
2. participate in an anger management program or other counseling activities;
3. cooperate in processing and discussing periodic progress reviews;
4. meet other conditions deemed appropriate by the committee;
5. accept the consequences for not fulfilling the agreed upon conditions

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 in paragraphs A-F, above, for the reinstatement of a student.

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 or upon any standards and with any procedures it determines appropriate under the circumstances.

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

therefor, 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 12/8/08
 Revised 6/26/17
 Revised 2/25/19
 Revised 1/11/2023

© Neola 2020

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

Last Modified by Brooke Barber on January 11, 2023

OHS Out of State Travel, SKILLS USA, Atlanta GA

OWOSSO PUBLIC SCHOOLS
Board of Education Meeting
March 8, 2023
Report 22-101

FOR ACTION

Subject:

OHS Engineering students SkillsUSA National Leadership and Skills Conference in Atlanta, GA

Recommendation:

Resolve that the Board of Education approve the out-of-state travel for the Owosso High School Engineering Students to the SkillsUSA National Skills and Leadership Conference in Atlanta, GA from June 18, 2023 through June 24, 2023.

Rationale:

The students and instructor will spend 5 days either competing or working and networking at the Skills and Leadership Conference.

Statement of Purpose/Issue:

One purpose of this trip is to provide the opportunity to receive national leadership instruction from professional SkillsUSA trainers and national student officers during the leadership workshop. One student is running for state office and if selected during the state leadership conference, he will serve as a state delegate at the national conference, network with national and state officers from all over the U.S. and have work responsibilities during the conference set by the state director. There are two students competing at the state level and could qualify to attend and compete at the national conference. There will be opportunities for students to network with industry professionals during the conference through the SkillsUSA TECHSPO.

Facts/Statistics:

- Additional Information about SkillsUSA NLSC: [NLSC-2022-Flyer- Web.pdf](#)
- Hotel: Omni Hotel - Downtown Atlanta
- Conference Location: State Farm Arena - Downtown Atlanta
- This trip would involve 1-5 members of OHS Engineering and/or construction class and 1 chaperone
- 1 student is running for state office in April. If elected, he will attend to represent Michigan at the National conference.
- Students will be competing in regional to qualify for states, then states to qualify for nationals. They all hope to qualify to compete at the National conference.
- Attendance is voluntary.
- Majority of the trip will be funded through CTE 6 la Added Cost Grant and Crest Fundraising account. SkillsUSA Michigan will be offering a group rate that will include transportation, hotel, registration, and potentially other additional activities.

OHS Out of State Travel, Choir,

OWOSSO PUBLIC SCHOOLS
Board of Education Meeting
March 8, 2023
Report 22-102

FOR ACTION

Subject:

Out-of-State Student Travel – OHS 2023 Choral experience in New York City, NY

Recommendation:

Resolve that the Board of Education approve the out-of-state travel for Owosso High School Choir students and teacher Jessica Draper on a trip to New York City, NY March 22-25, 2023

Rationale:

Ms. Draper and approximately 53 OHS 9th – 12th grade students and chaperones will travel by Charter Bus for a vocal music experience in New York. Students will be accompanied by Ms. Draper and chaperones composed of OPS Staff/Parents. This is an enhancement to the Vocal Music curriculum and is a major extracurricular activity for the Vocal Music department for 2022-2023 school year.

Statement of Purpose:

The purpose of this trip is to provide our students with a global choral experience outside of the classroom. Students will be provided the opportunity to view Broadway performances and see many of the skills that we use in class daily in action. This will allow students to reflect not only what amazing things those performers are capable of, but what they personally are capable of as well. Students will also have the opportunity to visit the Staten Island Ferry, One World Observatory, the 9/11 Memorial/Museum, and explore the city.

Facts/Statistics:

This trip is sponsored by the OHS Vocal Music department. Students and Chaperones are responsible for all of the cost. Fundraising accounts (allowing for multi-year savings) are available to students to help differ costs. According to the current itinerary, chaperones and students will leave for the trip at 6:00 AM on Wednesday, March 22nd, 2023. We will return home on Saturday, March 25th, 2023. A parent meeting will take place before students go on the trip. Bob Rogers Travel is our trips organizer. Students were provided the opportunity to purchase trip insurance in case they are unable to attend.

Motion
Seconded
Vote – Ayes

Nays

Motion

General Fund Budget and School Service Budget Revision I

OWOSSO PUBLIC SCHOOLS
Board of Education Meeting
March 8, 2023
Report 22-103

FOR ACTION

Subject:

2022-23 General and School Service Fund Appropriations Revision #1

Recommendations:

Resolve that the Board adopt the Budget Revision #1 resolutions for the 2022-23 appropriations for the General, School Service and Sinking funds as presented at the January 23, 2023 regularly scheduled board meeting.

Rationale:

The purpose of budget amendments is to provide a more accurate picture of what is anticipated for the financial year to look like for the district than was originally anticipated during the June 2022 budget process. This is then utilized for completion of the planning process for the current fiscal year as well as for the budgeting process for the coming fiscal year.

Statement of Purpose/Issue:

The Board is being asked to adopt the amendments to the budgets to incorporate projected revenues and expenditures to comply with statutory requirements.

Facts/Statistics:

- Revisions to the budget are always necessary to reflect changes in expenditures and revenues based on the best information available at the time of revision.
- Revised budgeted expenditures can be used for comparative purposes in the 2023-24 budgeting process with more validity.
- The major changes in the budget revisions stem from somewhat better estimates for revenue and expenses including staffing, particularly given the significant changes to the revenue sources that have taken place due to the pandemic.
- An executive summary of the major changes that have taken place since the June 2022 adoption was provided to provide a more detailed picture of the changes that have occurred.
- Another budget revision, at a minimum, will be adopted in June 2023 as a final.
- It also should be noted that the budget, by law, is required to be posted on the district's website. After the potential adoption by the Board at the next regular meeting, the budget resolutions for the funds indicated will be posted by the Technology department.

Motion

Seconded

Vote – Ayes

Nays

Motion

**2022-23 GENERAL FUND BUDGET REVISION #1
 APPROPRIATION RESOLUTION
 FOR ADOPTION BY THE BOARD OF EDUCATION
 OF OWOSSO PUBLIC SCHOOLS AT A MEETING
 ON March 8, 2023**

RESOLVED, that this resolution shall be the General Appropriations of Owosso Public Schools for the fiscal year ending June 30, 2023: A resolution to make appropriations; to provide for the expenditures of the appropriations; and to provide for the disposition of income received by Owosso Public Schools.

BE IT FURTHER RESOLVED, that the total revenues and unappropriated fund balance estimated to be available for appropriations in the general fund of the Owosso Public Schools for fiscal year ending June 30, 2023 is as follows:

Revenue:	
Local	\$ 4,067,266
State	29,484,740
Federal	7,842,253
Incoming Transfers & Other Transactions	<u>1,170,147</u>
Total Revenue	<u>\$42,564,406</u>
Audited Fund Balance, July 1, 2022	\$ 5,750,987
Less Appropriated Fund Balance	
Fund Balance Available to Appropriate	<u>\$ 5,750,987</u>
Total Available to Appropriate	<u>\$48,315,393</u>

BE IT FURTHER RESOLVED, that \$43,341,365 of the total available to appropriate in the general fund is hereby appropriated in the amounts and for the purposes set forth below:

Expenditures	
Instruction:	
Basic Programs	\$17,058,356
Added Needs	13,928,403
Continuing Education	205,471
Support Services:	
Pupil	362,827
Instructional Staff	1,082,056
General Administration	561,166
School Administration	2,763,543
Business Services	360,765
Operation and Maintenance	3,584,547
Pupil Transportation	1,127,479
Central Services	1,140,004
Other Services	545,933
Community Services	325,815
Outgoing Transfers and Other Transactions	<u>295,000</u>
Total Appropriated	<u>\$43,341,365</u>
Estimated Ending Fund Balance, June 30, 2023	<u>\$ 4,974,028</u>

FURTHER RESOLVED, that 18 ad valorem mills shall be levied in 2022 on the taxable non-homestead and non-agricultural property located within the Owosso Public School District. The 18 mills shall be used for the appropriations itemized in this resolution.

FURTHER RESOLVED, that no Board of Education member or employee of the Owosso Public Schools shall expend any funds or obligate the expenditures of any funds except pursuant to appropriations made by the Board of Education keeping with the budgetary policy statement hitherto adopted by the Board. Changes in the amount unappropriated by the Board shall require approval by the Board.

BE IT FURTHER RESOLVED, that the Superintendent is hereby charged with general supervision of the execution of the budget adopted by the Board and shall hold the department heads responsible for performance of their responsibilities within the amounts appropriated by the Board of Education and in keeping with the budgetary policy statement hitherto adopted by the Board.

BE IT FURTHER RESOLVED that, for purposes of meeting emergency needs of the school district, transfers of appropriations may be made upon the written authorization of the Superintendent per Board of Education Policy. In addition, the Superintendent or his/her designee authorize budget transfers between accounts specifically included in the individual building budget allocations provided the total amount allocated to a specific building does not exceed the allocation included in the Appropriations Act. When the Superintendent makes a transfer of appropriations as permitted by this resolution, except transfers within the building budget allocations, such transfer shall be presented to the Board of Education at its next regularly scheduled meeting in the form of an appropriation amendment, which amendment shall be adopted by the Board of Education at such meeting.

This appropriation resolution is to take effect on immediately after adoption.

Ayes:

Nays:

Absent:

Motion Declared:

**2022-23 SCHOOL SERVICE FUND BUDGET REVISION #1 FOR
ADOPTION BY THE BOARD OF EDUCATION
OF OWOSSO PUBLIC SCHOOLS AT A MEETING ON
March 8, 2023**

RESOLVED, that this resolution shall be the School Service Fund Appropriations of the Owosso Public Schools for the fiscal year ending June 30, 2023. A resolution to make appropriations, to provide for the expenditure of the appropriations; and to provide for the disposition of all income received by the Owosso Public Schools.

BE IT FURTHER RESOLVED, that the total revenues and unappropriated fund balance estimated to be available for appropriations in the School Service Fund of the Owosso Public Schools for the fiscal year ending June 30, 2023 is as follows:

Revenue:	
Local	\$123,403
State	66,798
Federal	1,644,632
Incoming Transfers & Other Transactions	<u>0</u>
Total Revenue	<u>\$1,834,833</u>
Audited Fund Balance, July 1, 2022	<u>\$124,340</u>
Less Appropriated Fund Balance	<u>0</u>
Fund Balance Available to appropriate	<u>\$124,340</u>
Total Available to appropriate	<u><u>\$1,959,173</u></u>

BE IT FURTHER RESOLVED, that \$1,841,708 of the total available to appropriate in the School Service Fund is hereby appropriated in the amounts and for the purposes set forth below:

Expenditures	
Food Service	\$1,841,708
Total Appropriated	<u>\$1,841,708</u>
Estimated Ending Fund balance, June 30, 2023	<u><u>\$ 117,465</u></u>

BE IT FURTHER RESOLVED, that no Board of Education member or employee of the school district shall expend any funds or obligate the expenditure of any funds except pursuant to appropriations made by the Board of Education and in keeping with the budgetary policy statement hitherto adopted by the Board. Changes in the amount appropriated by the Board shall require approval by the Board.

BE IT FURTHER RESOLVED, that the Superintendent is hereby charged with general supervision of the execution of the budget adopted by the Board.

This appropriation resolution is to take effect immediately after adoption.

Ayes:

Nays:

Absent:

Motion Declared:

Consumers Easement

OWOSSO PUBLIC SCHOOLS
Board of Education Meeting
March 8, 2023
Report 22-104

FOR ACTION

Subject:

Revised Easement for Consumers Energy at Emerson Elementary School located at 515 East Oliver St

Recommendation:

Resolve that the Board of Education (grantor) authorize the Superintendent to sign off on the easement to allow Consumers Energy to route new electrical services at Emerson Elementary School.

Facts/Statistics:

In January Consumers Energy requested a permanent easement for routing electrical services planned on the north side of Emerson Elementary School. Although there are construction and planting restrictions placed on the District in conjunction with this easement, at this time, the District does not foresee this to be an issue. There will be a cost associated with this installation however, of the three options that have been reviewed by Spicer and Consumers, this is the least expensive alternative.

Motion

Seconded

Vote – Ayes

Nays

Motion

Master Tract# ROW000916076307
SAP# 1063401468
Design# 11423181
Agreement# MI00000068961

OWOSSO UNION SCHOOL DISTRICT, a Michigan school district, whose address is 515 East Oliver Street, Owosso, Michigan 48867 (hereinafter "Owner")

for \$1.00 and other good and valuable consideration [exempt from real estate transfer tax pursuant to MCLA 207.505(f) and from State real estate transfer tax pursuant to MCLA 207.526(f)] grants and warrants to

CONSUMERS ENERGY COMPANY, a Michigan corporation, One Energy Plaza, Jackson, Michigan 49201 (hereinafter "Consumers")

a permanent easement to enter Owner's land (hereinafter "Owner's Land") located in the City of Owosso, County of Shiawassee, and State of Michigan as more particularly described in the attached Exhibit A to construct, operate, maintain, inspect (including aerial patrol), survey, replace, reconstruct, improve, remove, relocate, change the size of, enlarge, and protect a line or lines of electric facilities in, on, over, under, across, and through a portion of Owner's Land (hereinafter "Easement Area") as more fully described in the attached Exhibit B, together with any pole structures, poles, or any combination of same, wires, cables, conduits, crossarms, braces, guys, anchors, transformers, electric control circuits and devices, location markers and signs, communication systems, utility lines, protective apparatus and all other equipment, appurtenances, associated fixtures, and facilities, whether above or below grade, useful or incidental to or for the operation or protection thereof, and to conduct such other activities as may be convenient in connection therewith as determined by Consumers for the purpose of transmitting and distributing electricity. Consumers may attach additional lines outside the Easement Area, running laterally from a line within the Easement Area to the North edge of Owner's Land, in which event the Easement Area shall include a 30-foot-wide strip of land, being 15 feet on each side of each such lateral line.

Additional Work Space: In addition to the Easement rights granted herein, Owner further grants to Consumers, during initial construction and installation only, the right to temporarily use such additional work space reasonably required to construct said lines. Said temporary work space shall abut the Easement Area, on either side, as required by construction.

Access: Consumers shall have the right to unimpaired access to said line or lines, and the right of ingress and egress on, over, and through Owner's Land for any and all purposes necessary, convenient, or incidental to the exercise by Consumers of the rights granted hereunder.

Trees and Other Vegetation: Owner shall not plant any trees within the Easement Area. Consumers shall have the right from time to time hereafter to enter Owner's Land to trim, cut down, and otherwise remove and control any trees, brush, roots, and other vegetation within the Easement Area. Consumers shall have the right from time to time hereafter to enter Owner's Land to trim, cut down, and otherwise remove and control any trees, brush, or other vegetation located outside of the Easement Area which are of such a height or are of such a species whose mature height that in falling directly to the ground could come into contact with or land directly above Consumers' facilities.

Buildings/Structures: Owner agrees not to build, create, construct, or permit to be built, created, or constructed, any obstruction, building, septic system, drain field, fuel tank, pond, swimming pool, lake, pit, well, foundation, engineering works, installation or

any other type of structure over, under, or on said Easement Area, whether temporary or permanent, natural or man-made, without a prior written agreement executed by Consumers' Real Estate Department expressly allowing the aforementioned.

Ground Elevation: Owner shall not materially alter the ground elevation within the Easement Area without a prior written agreement executed by Consumers Real Estate Department allowing said alteration.

Exercise of Easement: Consumers' nonuse or limited use of this Easement shall not preclude Consumers' later use of this Easement to its full extent.

Ownership: Owner covenants with Consumers that they are the lawful fee simple owner of the aforesaid lands, and that they have the right and authority to make this grant, and that they will forever warrant and defend the title thereto against all claims whatsoever.

Successors: This Easement shall bind and benefit Owner's and Consumers' respective heirs, successors, lessees, licensees, and assigns.

Counterparts: This Easement may be executed simultaneously in two or more counterparts, each of which shall be deemed an original and all of which together shall constitute one and the same instrument. It is not necessary that all parties execute any single counterpart if each party executes at least one counterpart.

Date: _____

Owner: OWOSSO UNION SCHOOL DISTRICT, a Michigan school district

Signature
By: _____
Print name
Its: _____
Print title

Acknowledgment

The foregoing instrument was acknowledged before me in _____ County, _____,
on _____ by _____ of Owosso Union School
Date Name Title
District, a Michigan school district, on behalf of the district.

Notary Public

Print Name

County, _____
Acting in _____ County
My Commission expires: _____

**PROPERTY OWNERS MAIL
SIGNED EASEMENT TO:**
Ashley Shoup #128-24
Consumers Energy Company
530 W Willow Street
Lansing, MI 48909

Prepared By:
Nicole Corts 01/09/2023, P24-720
Consumers Energy Company
1945 W Parnall Rd
Jackson, MI 49201

**REGISTER OF DEEDS OFFICE USE
ONLY**
Return recorded instrument to:
Carrie J. Main, P24-720
Consumers Energy Company
1945 W Parnall Rd
Jackson, MI 49201

EXHIBIT AOwner's Land

Land situated in the City of Owosso, County of Shiawassee, State of Michigan:

Lot 25 in Block 1 of Williams Subdivision of Out Lot 3 of the Village (now City) of Owosso, being in the Northwest 1/4 of the Northwest 1/4 of Section 18, Town 7 North, Range 3 East, according to the recorded plat thereof, Shiawassee County Records.

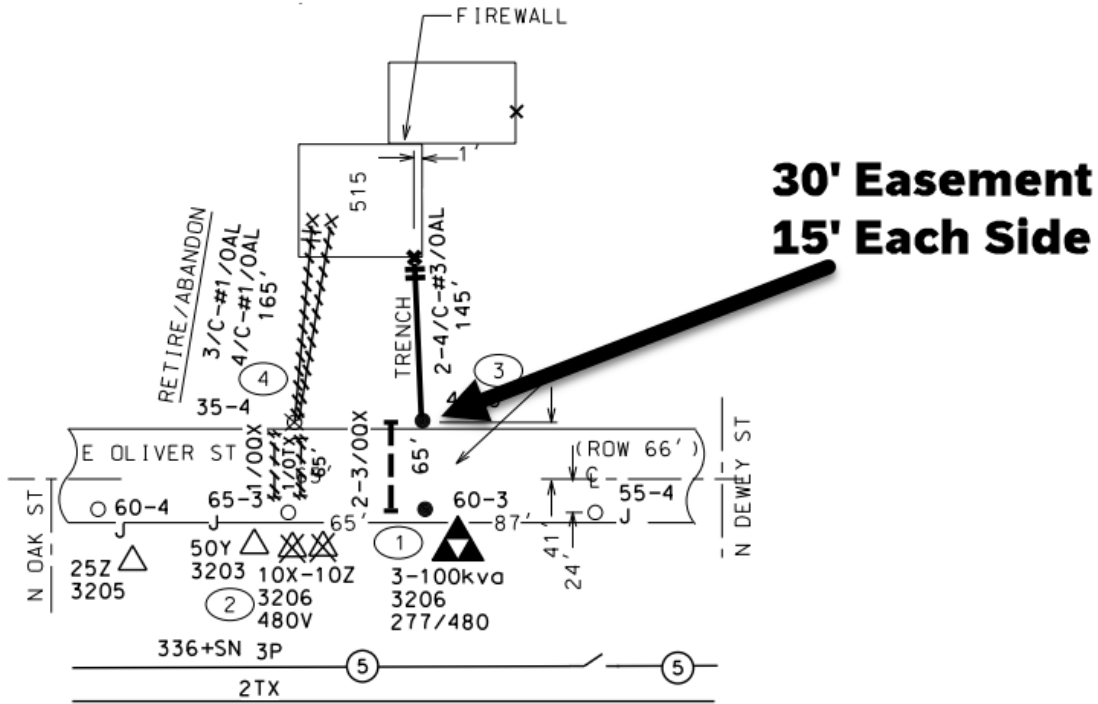
Also known as: 515 East Oliver Street, Owosso, Michigan 48867

Parcel ID: 050-630-001-001-00

EXHIBIT B

Easement Area

A 30.00-foot-wide strip of land, being 15.00 feet on each side of the centerline of the line constructed on Owner's Land, the centerline to be located approximately as shown in the attached drawing.



For Future Action

Juul Settlement

OWOSSO PUBLIC SCHOOLS
Board of Education Meeting
March 8, 2023
Report 22-105

FOR FUTURE ACTION

Subject:

Board resolution for Juul settlement

Recommendations:

Recommend that the Board adopt the accompanying resolution authorizing and directing the Superintendent or designee to sign the Lawsuit settlement documents pertaining to the Juul Defendants on behalf of the District and to take such action regarding the settlement as necessary, subject to review and approval by the District's legal counsel. This will allow the District to complete its part in the litigation against Juul.

Rationale:

The Board authorized the District to become a party to the class action lawsuit against vape manufacturers, led by the Frantz Law Group, in August 9, 2021. This is the resulting proposed settlement pertaining to Juul.

Statement of Purpose/Issue:

The Board is being asked to adopt this resolution to allow the District to accept the proposed settlement and must do so prior April 7, 2023

Facts/Statistic

- If the District does not accept the Settlement amount by April 7th, its claims against the Juul Defendants will continue, which may result in the District expending significant time and costs pursuing its claims, and may result in no recovery from the Juul Defendants.
- Thrun, the district's attorneys, have been staying on top of this litigation for any of its clients and have reviewed resulting settlement. The proposed resolution was drafted by Thrun for those clients interested in accepting the settlement.
- The settlement is confidential.
- The settlement does not include the lawsuit against other vape distributors so this litigation will continue.
- The resulting settlement amount was based on a variety of factors for calculation of the class action governmental entities. The funds are to be to address the problem of vaping and nicotine addiction without any specific requirements of how the funds are to be used to address the problem.

Motion

Seconded

Vote – Ayes

Nays

Motion

[SCHOOL DISTRICT OR ISD NAME]
BOARD OF EDUCATION RESOLUTION

A regular meeting of the [Owosso Public Schools] (“District”) Board of Education (the “Board”) was held on the ____ day of _____, 2023 at the following time: _____ (the “Meeting”).

The meeting was called to order by _____, President

Present:

Absent:

The following preamble and resolution were offered by Member _____ and supported by Member _____.

WHEREAS:

1. The District is a plaintiff in a lawsuit against Juul Labs, Inc. (“Juul”) and other vaping product defendants, specifically Case No. 3:19-md-2913-WHO in the United States District Court for the Northern District of California (“Lawsuit”).

2. Certain Lawsuit defendants established a court-supervised settlement program to resolve the Lawsuit against them (“Settlement Program”), specifically Juul and Juul-related parties, as identified in the Settlement Program.

3. Pursuant to the Settlement Program, the District may accept the gross settlement amount reflected in Attachment 1 (“Settlement Amount”), including in exchange for the District releasing its claims against Juul and Juul-related parties (the “Juul Defendants”).

4. If the District fails to accept the Settlement Amount and to sign settlement documents, its claims against the Juul Defendants will continue, which may result in the District expending significant time and costs pursuing its claims, and which may result in no recovery from the Juul Defendants.

5. The District’s claims against the non-Juul Defendants in the Lawsuit will continue notwithstanding a settlement with the Juul Defendants.

6. The Board believes that it is in the District’s best interests to accept the Settlement Amount and to authorize and direct the District Superintendent or designee to sign settlement documents pertaining to the Juul Defendants on behalf of the District and to take such other action as necessary to obtain the Settlement Amount and to settle the Lawsuit against the Juul Defendants, subject to review and approval by the District’s legal counsel.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The Board accepts the Settlement Amount.

2. The Board authorizes and directs the District Superintendent or designee to sign Lawsuit settlement documents pertaining to the Juul Defendants on behalf of the District and to take such other action as necessary to obtain the Settlement Amount and to settle the Lawsuit against the Juul Defendants, subject to review and approval by the District’s legal counsel.

3. The Board waives any applicable Board Policies and Bylaws for purposes of this settlement.

4. All resolutions and parts of resolutions that conflict with the provisions of this resolution are rescinded.

Ayes:

Nays:

Absent:

Motion Passed:

Board Secretary

The undersigned duly qualified and acting District Board Secretary hereby certifies that the foregoing constitutes a true and complete copy of a resolution adopted by the Board at the Meeting, the original of which is part of the Board’s minutes. The undersigned further certifies that notice of the Meeting was given to the public pursuant to the provisions of the “Open Meetings Act” (Act 267, Public Acts of Michigan, 1976, as amended).

Board Secretary

Date: _____

Attachment 1

Gross Settlement Amount Spreadsheet

Final Allocation: School Districts and Regional Education Agencies

Based on information available as of 2/15/2023

Number of Districts: 1,489

16,068,325 27,408 \$435,675,000 78.5%

State	District	Entity Type	NCES ID	MDL Centrality ID	Filing Category	Filed or Retained on or before 12/6/2022	PFS Submitted	On Exhibit 1	Student Population (PK - 12)	Number Schools (PK -12)	Allocation	% of Total Allocation
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MI	OWOSSO PUBLIC SCHOOLS	School District	2627210	MDL-6101	Filing Group 1	TRUE	TRUE	TRUE	2,995	6	\$51,840	0.0093%
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For Information

Personnel Update

OWOSSO PUBLIC SCHOOLS
Board of Education
March 8, 2023
Report 22-106

FOR INFORMATION

Subject:

Personnel Update

Accepted Positions

Lewis Ward has accepted the Custodian II position at Owosso High School.

Russell Thomley has accepted the Sub Custodian position.

Vicky Swan has accepted the Food Service position at Emerson Elementary.

Gabrielle Smith has accepted the Food Service position at Bryant Elementary.

Anna Meyer has accepted the Executive Secretary position at Lincoln Alternative High School.

Kathleen Guth has accepted the Lunch Monitor position at Bryant Elementary.

Racheal Bailey has accepted the Office Secretary position at Emerson Elementary.

Resignations

Sandy Klapko, Executive Secretary at Lincoln Alternative High School has resigned effective February 10, 2023

Kerby Vogl, Secretary at Emerson Elementary has resigned effective February 10, 2023

Fred VanNewkirk, Custodian at Owosso Middle School has resigned effective February 3, 2023

Jennifer Keiser, Paraprofessional at Lincoln Alternative High School has resigned effective March 10, 2023

Kelly Kline, Media Center Aide at Central Elementary has resigned effective March 9, 2023

PA48

OWOSSO PUBLIC SCHOOLS
Board of Education Meeting
March 8, 2023
Report 22-107

FOR INFORMATION

Subject:

PA 48 Educational Goals

Facts:

[Public Act 48 of 2021](#) section 98b requires districts, traditional public, public school academies, and intermediate districts, who wish to receive state aid for 2022-2023 year to:

- Present, not later than the first board meeting in February 2023 and not later than the last board meeting of the academic year, on accomplishments of established goals.
- Ensure that the information presented to the board is disaggregated by grade level, by student demographics, and by the mode of instruction received by the pupils to which the information applies.
- Post the information through the transparency reporting link located on the district's website.
- Ensure that, by not later than **September 15, 2023**, each **school building leader of each school operated by the district**, in conjunction with all teachers and school administrators of the school, establishes educational goals expected to be achieved for the 2022-2023 school year for the school. The goals described in this subdivision must specify which educational goals are expected to be achieved by not later than the middle of the school year and which goals are expected to be achieved by not later than the last day of the 2022-2023 school year.

MID YEAR NWEA RESULTS

Sinking Fund Millage

OWOSSO PUBLIC SCHOOLS
Board of Education Meeting
March 8, 2023
Report 22-108

FOR INFORMATION

Subject:

Sinking fund millage information

Information:

The current sinking fund millage in effect of 1.9588 mills (originally passed as 2.0000 that has been permanently reduced by the Headlee since it was approved by the voters in 2018), is set to expire in January of 2024 with one final collection in December of 2023. The maximum allowable millage by Michigan law that can be authorized by school boards to be considered by the voters is 3 mills for ten years. This type of millage is only allowed to be used by the District for the purposes permitted by law for improvement and repairs that increase the longevity of the property owned by the District. It is not allowable for such a millage to be utilized for salaries

Thrun, the district's attorneys, was requested to present several different options for sinking fund language for a five period. The following illustrative proposals have been included with this report for information (note: any of the millages and/or length of term can be adjusted within the framework of the law):

- Option 1 - Maximum 3 mills ballot language – this reflects language that shows the full millage as a complete increase. There is **not** any flexibility to include any ballot language that the current 1.9588 is a renewal of an existing millage. It is allowable to include that the 1.9588 is a renewal of an existing millage in marketing and informational materials.
- Option 2 – 1.9588 renewal language – language reflects that the millage is a renewal of the existing millage. Note: As mentioned previously, the millage was originally passed as 2.00 mills, but was reduced by Headlee to 1.9588, changing it back to 2.00 would be considered a partial increase (see Option 3)
- Option 3 - Millage request for 2.4588 ballot language – it is permissible by law to include renewal language for the current 1.9588 plus language for an maximum increase of .5 mills on the same ballot. Any increase above the .5 mills reverts the language to Option 1 as a complete increase.

It IS recommended that the Board discuss the various options and what would they feel would work best so that any proposed ballot language for the August 8th election could be considered by the Board at the regularly scheduled March meeting “For Future Action” and considered for approval at the April meeting, well ahead of the May 16th deadline. Additional discussion may be necessary to make sure that any possible November ballot language is also considered on a timely basis preferably during regularly scheduled board meetings. If the 1.9588 is not passed by the voters by the November 2023, election, any subsequent ballot language would be considered a complete renewal of the millage.

OWOSSO PUBLIC SCHOOLS
SINKING FUND MILLAGE PROPOSAL

Shall the limitation on the amount of taxes which may be assessed against all property in Owosso Public Schools, Shiawassee County, Michigan, be increased by and the board of education be authorized to levy not to exceed 3 mills (\$3.00 on each \$1,000 of taxable valuation) for a period of 5 years, 2024 to 2028, inclusive, to create a sinking fund for the purchase of real estate for sites for, and the construction or repair of, school buildings, for school security improvements, for the acquisition or upgrading of technology and all other purposes authorized by law; the estimate of the revenue the school district will collect if the millage is approved and levied in 2024 is approximately \$_____?

Approved: _____

Date: _____

NOTE: The above ballot proposition language is intended for review and discussion purposes only. Please review the language and, if it meets with your approval, complete the dollar figure, initial and date where indicated above, and either (a) scan and e-mail this document to Michael Gresens at mgresens@thrunlaw.com and Katrina Hankamp at khankamp@thrunlaw.com or (b) fax it to Michael Gresens at fax# (517) 484-0041. We will then prepare and send to you the resolution that is legally required for your school board to properly approve the ballot proposition language.

OWOSSO PUBLIC SCHOOLS
SINKING FUND MILLAGE RENEWAL PROPOSAL

This proposal will allow the school district to continue to levy the currently authorized building and site sinking fund millage that will expire with the 2023 tax levy.

Shall the currently authorized millage rate of 1.9588 mills (\$1.9588 on each \$1,000 of taxable valuation) which may be assessed against all property in Owosso Public Schools, Shiawassee County, Michigan, be renewed for a period of 5 years, 2024 to 2028, inclusive, to continue to provide for a sinking fund for the construction or repair of school buildings and all other purposes authorized by law; the estimate of the revenue the school district will collect if the millage is approved and levied in 2024 is approximately \$ _____ (this is a renewal of millage that will expire with the 2023 tax levy)?

Approved: _____

Date: _____

NOTE: The above ballot proposition language is intended for review and discussion purposes only. Please review the language and, if it meets with your approval, complete the dollar figure, initial and date where indicated above, and either (a) scan and e-mail this document to Michael Gresens at mgresens@thrunlaw.com and Katrina Hankamp at khankamp@thrunlaw.com or (b) fax it to Michael Gresens at fax# (517) 484-0041. We will then prepare and send to you the resolution that is legally required for your school board to properly approve the ballot proposition language.

OWOSSO PUBLIC SCHOOLS
SINKING FUND MILLAGE PROPOSAL

Shall the currently authorized millage rate limitation on the amount of taxes which may be assessed against all property in Owosso Public Schools, Shiawassee County, Michigan, be renewed by 1.9588 mills (\$1.9588 on each \$1,000 of taxable valuation), and also be increased by .5 mill (\$.50 on each \$1,000 of taxable valuation), for a total of 2.4588 mills, for a period of 5 years, 2024 to 2028, inclusive, to continue to provide for a sinking fund for the construction or repair of school buildings and all other purposes authorized by law; the estimate of the revenue the school district will collect if the millage is approved and levied in 2024 is approximately \$ _____ (1.9588 mills of the above is a renewal of millage for building and site sinking fund purposes that will expire with the 2023 tax levy and .5 mill is additional millage that would be levied for the same purpose)?

Approved: _____

Date: _____

NOTE: The above ballot proposition language is intended for review and discussion purposes only. Please review the language and, if it meets with your approval, complete the dollar figure, initial and date where indicated above, and either (a) scan and e-mail this document to Michael Gresens at mgresens@thrunlaw.com and Katrina Hankamp at khankamp@thrunlaw.com or (b) fax it to Michael Gresens at fax# (517) 484-0041. We will then prepare and send to you the resolution that is legally required for your school board to properly approve the ballot proposition language.



OWOSSO PUBLIC SCHOOLS

Ready for the World

NOTICE OF OWOSSO BOARD OF EDUCATION MEETING

The Board of Education of Owosso Public Schools, Shiawassee County, Michigan, will be holding a regularly scheduled meeting. The meeting will be held on Wednesday March 8, 2023 at 5:30p.m. at the Washington Campus Gym, 645 Alger St.

Date of Meeting: Wednesday, March 8, 2023

Hour of Meeting: 5:30p.m.

Place of Meeting: Washington Campus
Gym 645 Alger Street
Owosso, MI 48867

Purpose of Meetings: Regular Meeting

Telephone Number of Principal Office
of Board of Education: (989) 723-8131

Board Minutes are Located at the
Principal Office of the Board of
Education: 645 Alger Street Owosso,
Michigan 48867

Dr. Andrea Tuttle, Superintendent
OWOSSO PUBLIC SCHOOLS