



**Board of Education Agenda
July 27, 2020
5:30 pm Regular Meeting
Washington Campus
645 Alger Street
Owosso, Michigan 48867**

Note: Due to Governor Whitmer's Executive Order 2020-75 this meeting will be held virtually

1. Call to Order																																			
2. Pledge of Allegiance																																			
3. Board of Education Interviews																																			
4. Board of Education Appointment																																			
5. Oath of Office																																			
6. Election of Officers																																			
7. Building Reports: Recognition of Retirees Marylou Essex and David Goodrich																																			
8. Board Correspondence: Superintendent's Report & Curriculum Director's Report																																			
9. Public Participation																																			
10. For Action																																			
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13. Public Participation																																			
14. Board Reports: Board Member Comments/Updates																																			
15. Upcoming Board Meeting Dates:																																			
<ul style="list-style-type: none"> ▪ August 10: Board of Education Committee of the Whole, 5:30 pm ▪ August 24: Board of Education Meeting, 5:30 pm 																																			
16. Adjournment:																																			

This meeting is a meeting of the Board of Education in public for the purpose of conducting the School District's business and is not to be considered a public community meeting. There is a time for public participation during the meeting.
Board Policy 0166



On July 27, 2020 at 5:30 pm, the Owosso Public Schools will be holding its regularly scheduled Board Meeting. Due to Governor Whitmer's current Executive Order, this meeting will be held virtually. The public may join the meeting with the following Zoom link:

Join Zoom Meeting

<https://zoom.us/j/91360156828?pwd=NVI4MkRqN0wvdkM5RkowSl1BTIFnUT09>

Meeting ID: 913 6015 6828

Passcode: 0YvfuE

One tap mobile

+16465588656,,91360156828#,,,,,0#,,771551# US (New York)

+13017158592,,91360156828#,,,,,0#,,771551# US (Germantown)

Dial by your location

+1 646 558 8656 US (New York)

+1 301 715 8592 US (Germantown)

+1 312 626 6799 US (Chicago)

+1 669 900 9128 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

Meeting ID: 913 6015 6828

Passcode: 771551

Find your local number: <https://zoom.us/u/aorcTRMDM>

There will be a time for public participation, but interested individuals must notify Ms. Bev White at 989-729-5671 from 1:00-5:00 p.m. on Monday, July 27, 2020 prior to the meeting to sign up for a time to speak. Reminder that the Board does not respond to public comments.

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.

Timothy Jenc
President


Resigned Effective July 14, 2020

Rick Mowen
President



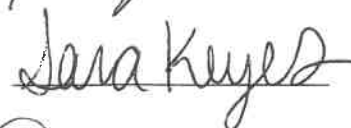
Marlene Webster
Treasurer



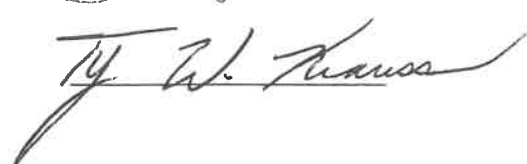
Shelly Ochodnicky
Secretary



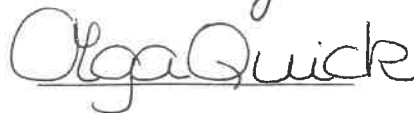
Sara Keyes
Trustee



Ty Krauss
Trustee



Olga Quick
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

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.

OWOSSO PUBLIC SCHOOLS
Board of Education
Budget Hearing Minutes
June 22, 2020
Report 19-265

President Jenc called the meeting of the Board of Education to order at 5:30 pm. Due to Governor Whitmer's current Executive Order 2020-75, the meeting was held virtually using Zoom video conferencing from the Washington Campus, 645 Alger Street, Owosso, MI 48867.

Present: Jenc, Keyes, Krauss, Mowen, Ochodnicki, Quick, Webster
 Absent: All members were present

Pledge of Allegiance

Budget Hearing

Superintendent Dr. Andrea Tuttle explained that it is recommended that the Board of Education officially hold a budget hearing disclosing the proposed millage that supports the budget resolutions being asked to be approved by the Board for the 2020-2021 fiscal year.

The purpose is to meet the requirements of the Michigan Department of Education and the Board of Education by holding a public hearing prior to adoption of the 2020-21 budget. This hearing must be held before the adoption of the budget and shall include the topic of the proposed property tax millage rate. A notice has been published in the paper that the budget would be discussed at this meeting as well as the millage that supports the budget. A signed affidavit to this effect will be received from the Argus Press, the paper of general circulation utilized for the notification.

- The Board of Education must hold a public hearing on its budget prior to adoption. Taxation issues, including millage rates, will be a subject discussed during this hearing. Specifically addressed will be the *Headlee* Amendment and the Uniform Budgeting and Accounting Act (Truth in Taxation, section 16).
- The purpose of the *Headlee* amendment is to protect Michigan taxpayers against excessive state and local taxation. *Headlee* requires voter approval of any new or increased local tax, **and contains a special limit on property tax increases caused by property tax assessment growth.**
- This year the *Headlee* amendment will not result in roll-back for this year and therefore the District may levy the full 18 operating mills on eligible property. The operating millage was renewed in a vote in May of 2013.
- The Sinking Fund assessment will not be subject to *Headlee* rollback as the property tax change in values does not warrant such a reduction.
- Truth in Taxation states that a district is not allowed to collect more in taxes than 5% or the rate of inflation, whichever is less, without a public hearing. The millage rates that are imposed by the school district must be adjusted accordingly.
- The voters passed on bond in November of 2017 for which the third assessment will take place in December of 2020. The calculated millage known at this time is 4.73 mills.
- In summary the following millage rates will be considered approved and assessed on eligible property for the Winter tax assessment in support of the 2020-21 proposed expenditures:
 - Operating millage (renewed in May of 2013)– **6.000 mills** for commercial personal property, **18.00 mills** for all others
 - Sinking Fund millage – **2.0000 mills** (approved by the voters in August of 2018)
 - Debt Millage – 4.7300 mills (approved by voters in November of 2017)

Public Participation

President Jenc stated that 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 were 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.

There were no comments from the public and no one notified the District of their intent to speak during public participation prior to the start of the meeting.

Adjournment

Moved by Ochodnicki, supported by Keyes to adjourn to the regular meeting at 5:34 pm. Motion carried unanimously.

Minutes recorded by Clara Pitt

Respectfully submitted,

Shelly Ochodnicki, Secretary

OWOSSO PUBLIC SCHOOLS

Board of Education Minutes

June 22, 2020

Report 19-266

President Jenc called the meeting of the Board of Education to order at 5:34 pm. Due to Governor Whitmer's current Executive Order 2020-75, the meeting was held virtually using Zoom video conferencing from the Washington Campus, 645 Alger Street, Owosso, MI 48867.

Present: Jenc, Keyes, Krauss, Mowen, Ochodnicki, Quick, Webster
Absent: All members were present

Building Reports

Emerson Elementary Principal Jessica Anderson recognized Mr. Mark Clark, Fifth Grade Teacher at Emerson on his retirement. Mr. Clark submitted his intent to retire effective at the conclusion of the 2019-2020 school year after 20 years of service with the District.

Bryant Elementary Principal Shelly Collison honored Mrs. Carol Henley, Office Secretary at Bryant on her retirement. Mrs. Henley's retirement was effective on June 5, 2020, after 20 years of service with the District.

Superintendent Dr. Andrea Tuttle recognized Ms. Clara Pitt, Administrative Assistant to the Superintendent on her retirement which is effective June 30, 2020 after 23 year of employment with the District.

Central Elementary Principal Bridgit Spielman honored Mrs. Janet Stevens, Student Facilitator at Central on her retirement. Mrs. Stevens retirement was effective on June 5, 2020 after 25 years of service at Owosso Public Schools.

President Jenc thanked the retirees for their service to Owosso Public Schools. He stated that they will all be missed.

Secretary Ochodnicki echoed President Jenc's remarks regarding the retirees.

Board Correspondence

Superintendent Dr. Andrea Tuttle reported that in response to recent events, a forum of Michigan State University Professors was established titled "Rising to Our Responsibility". The forum was intended for school leaders to address "racial violence and anti-blackness in Michigan schools". Superintendent Dr. Tuttle, along with other OPS administrators were honored to join this forum. After listening to the panel, she reflected and thought that as an educational leader, she must do more and must rise to the responsibility bestowed upon her to listen more, to understand more, and take appropriate action to make things better. Superintendent Dr. Tuttle shared the following: Owosso Public Schools is a proud International Baccalaureate district. The mission of IB schools is to develop inquiring, knowledgeable, and caring young people who help create a better and more peaceful world through intercultural understanding and respect. Now more than ever, we must focus on this mission. The IB teaching philosophies strive to develop human beings who are problem solvers, risk takers, knowledgeable, caring, balanced, and reflective. Nelson Mandela said "Education is the most powerful weapon which you can use to change the world." As educational leaders, Owosso Public Schools will insure that our students will continue to have meaningful discussions about current events in a safe and respectful environment. Owosso Public Schools are committed to learning, empowering change, and taking action against discrimination and systemic racism.

Superintendent Dr. Tuttle announced the Crest Marine pontoon boat raffle ticket drawing was held live on the Owosso High School and District Facebook pages at 5 pm that day. Approximately 500 tickets were sold at \$50 each. Superintendent Dr. Tuttle thanked Mr. Nick Krueger, CTE Director for facilitating the drawing. The winner of the 2020 Crest pontoon boat is Nicki Nixon and the winning ticket was sold by

OHS student Andrew Coe. Andrew sold the most tickets and as a result won \$750 as well. A huge thank you was extended to Crest Marine for their generous donation and continued support of public education. All proceeds from the pontoon boat raffle go directly to the Owosso High School Career and Technical Education program.

Superintendent Dr. Tuttle informed the Board that the Owosso High School graduation ceremony was videotaped just prior to the start of the Board meeting. The ceremony included speeches from the Class of 2020 Valedictorian Avery Peplinski and Salutatorian Mason Collard. Superintendent Dr. Tuttle remarked that their speeches were absolutely outstanding. Owosso High School Principal Jeff Phillips and Executive Secretary Linda Dignan were recognized for organizing the ceremony. A compilation of the video that will include the OHS marching band, choir, and graduates will be released on Thursday, June 25th as a YouTube video. OHS seniors also participated in a parade that was organized by their parents. The parade was outstanding and culminated with the students watching the sunset at a local campground. The students gathered at the beginning of the school year watching the sun rise.

Superintendent Dr. Tuttle reported that the Lincoln High School graduation will occur on June 23rd at 7:30 pm in the Washington Campus parking lot. A graduation parade will take place following the ceremony.

Superintendent Dr. Tuttle stated that the District's Day Care Center, Bentley Bright Beginnings reopened about two weeks ago and approximately 25 students are currently attending.

Superintendent Dr. Tuttle announced that athletics have started back up following the current MHSAA guidelines and rules associated with practices. Athletic Director Dr. Dallas Lintner and his team were applauded for the video that was created honoring the Class of 2020 athletic award recipients.

Superintendent Dr. Tuttle was pleased to inform the Board that great progress is being made with the bond. However, the construction time that was lost during the Covid 19 shut down will not permit sixth – eighth grade students to begin the 2020-21 school year at the secondary campus. The students will most likely complete the school year at the current middle school.

Superintendent Dr. Tuttle reported that Sinking Fund projects have started and great progress is being made. Projects are taking place at all buildings. Superintendent Dr. Tuttle thanked the community for their continued support of the Sinking Fund.

Superintendent Dr. Tuttle remarked that she was fortunate to serve on the Michigan Department of Education's (MDE) work group to provide guidance to the Governor's Task Force on the Return to Learn obstacles and ideas on how to prepare for students return to school. MDE recently turned these ideas over to the Governor's Task Force. Superintendent Dr. Tuttle remarked that she is anxious to listen to the press conference regarding the Return to Learn that will be held on June 23rd at 11 am. The OPS administrative team was thanked for their efforts to prepare multiple scenarios for students return to school that include 1) traditional 2) virtual and 3) hybrid (combination of traditional and virtual). A Covid 19 plan on how to return to work has also been developed that follows guidelines and requirements.

Superintendent Dr. Tuttle stated that the annual budget presentation is on the meeting's agenda. She explained that this budget is much more challenging than normal due to a lack of information from the state. Over a decade ago Owosso Public Schools and many other districts in the state were facing a grim financial report as a result of cuts that were made at the state level. The District's financial status at that time included a potential six million dollars' deficit and facing a possible state takeover if drastic changes did not occur. Significant changes needed to occur to keep the District operational. During this time all cost saving measures were considered and many were acted upon, including but not limited to the selling of the North Street administration building, Roosevelt, repurposing the Washington Campus into Lincoln Alternative High School and Administration. The District also increased the number of students in classrooms, increased the cost of infant and childcare, and switched to every other day cleaning as a means of savings. The educational team also endured a pay cut. However, even with these cuts the OPS

School Board was able to manage some outstanding accomplishments that benefit our students and our community. While many schools collapsed programming for students during this same time, the Owosso Public Schools educational team under the leadership of the Board of Education tightened their belts and were able to not only refrain from eliminating programs for students, but conversely expanded programs for students. It was through the positive collaboration and concessions with a team of dedicated and passionate employees that Owosso fought through these times. In the past decade under the Board's leadership Owosso High School has earned the distinction of being ranked number one in the county for academics according to the U.S. News and World Report. Under this Board's leadership and with the help and support of the community, a bond for modern facilities was passed which is something that had not been done in the past 40 years. Under this Board's leadership many community relationships have been built, including the Cook Family Foundation, resulting in a substantial International Baccalaureate program and a 1.1-million-dollar donation to the bond project. Under this Board's leadership local businesses have engaged with Owosso High School, including Crest Marines donation of a new pontoon with proceeds going directly to CTE programs for the past four consecutive years. Under this Board's leadership and with the support of our community, three successful sinking funds have passed for facility improvements. Under this Board's leadership Owosso High Schools academic program has expanded based on local and global employability information offering the greatest number of career and technical education classes, formerly known as vocational education in the county with the addition of culinary arts, engineering, bio-medical science, agricultural-science, welding, and many others. Under this Board's leadership District owned properties have been consolidated and sold to ensure fiscal responsibility. Under this Board's leadership the Blue and Gold After School program was created. Under this Board's leadership the bus fleet was improved by adding new and more efficient buses. Under this Board's leadership Owosso was the first in the county to add school safety protocols, including secured entry systems, cameras, and liaison officers. Under this Board's leadership OPS has received several federal grants to allow for K-12 free breakfasts and lunches and Owosso continues to be the only district in the county that offers this opportunity for K-12 students. Under this Board's leadership the Owosso Cares Food Backpack program was established. Under this Board's leadership early college options were established to provide OHS students the opportunity to earn an associate's degree with five years of high school. Under this Board leadership dual enrollment opportunities at Owosso High School have increased. Under this Board's leadership S.T.E.A.M. opportunities have increased. Additional opportunities include one to one devices, science fitness classes, Veteran's Day assemblies, fine arts programs, enriched field trip experiences, and the LINC Food Pantry. Under this Board's leadership OPS has been able to maintain relationships with students and staff throughout the pandemic, built amazing connections, continued connections, and built new ones. Owosso Public Schools continued preschool through twelfth grade education throughout a worldwide pandemic and school closures. Under this Board's leadership over 100,000 breakfasts and lunches were distributed to families over the past few months. Under this Board's leadership the OPS team is preparing for the future of education no matter what it looks like. Superintendent Dr. Tuttle commented that there are some tremendous concerns about the future of public education due to the anticipation of large cuts in state funding. It remains her goal and the goal of the Board of Education to continue to progress, not regress and provide an even better education for future generations. However, with the possibility of looming cuts it is becoming increasingly difficult to do so. Because there are so many unknowns about the budget, Superintendent Dr. Tuttle's objectives are to not recommend the Board of Education do anything drastic that cannot be restored if the money were to become available. It is her recommendation that the Board maintains at least a 6% fund balance while trying to maintain programming that has been built over the years, try to limit the amount of cuts, and respect employees so they are aware of all possibilities. The OPS Board of Education has worked through difficult times in the past and will work together during these challenging times to continue to ensure that Owosso Public Schools and the Owosso community are well served. There are some exciting times in the future for our students with the completion of the bond and the state of the art facilities which now match our educational opportunities. Superintendent Dr. Tuttle thanked the community for their continued support of Owosso Public Schools. We are fortunate to live in a community that understands the importance of public education. Like Nelson Mandela said "Education is the most powerful weapon which we can use to change the world." During these difficult times we must work to ensure that one of the greatest gifts our nation provides our youth, public education remains a priority.

Curriculum Director Steve Brooks reported that typically in the summer the District gears up many reports and preparations for the upcoming school year. The District continues to plan its professional development for the 2020-21 school year which will include virtual training plans. The School Improvement Plan is due on July 1st and final preparations for submitting this to the state are taking place. Additionally, a program evaluation tool annual report on student achievement data that includes K-12 mathematics over the past 12 years will be submitted this week.

Curriculum Director Steve Brooks stated that the District's At-Risk program was audited last year and a one-year review of this data outlining student achievement processes, data meetings, early warning results, and the progress that has been made on attendance issues up until March 13, 2020 was submitted to the state. A final review of this data is scheduled for June 25th and Mr. Brooks is very confident of the processes and procedures that are in place.

Public Participation

President Jenc stated that 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 were 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.

Sara and Abbey Edwards commented that a couple weeks ago, they composed and sent an email to the Owosso Public Schools Administration and School Board on behalf of their family. They have been involved with the OPS District for over 20 years and are hoping to see changes made in light of the ongoing racism they continue to see across our country, state, and community.

An inclusive education that meets the needs of *all* students is a top priority for them, even if our children are not children of color. This issue may seem bigger than Owosso and daunting at times, but they believe the only way to move forward is to take the first few steps.

They recently had the opportunity to hear Darryl Brown from Deep Forgiveness give a powerful speech on racism in our country, with an overarching message for anyone who is feeling hopeless in times of crisis. They think a speaker like Darryl would be a perfect fit for our community, with the opportunity to speak at events like staff trainings, assemblies, or other educational settings. His information can be found on the website DeepForgiveness.com.

For Action

- Moved by Mowen, supported by Krauss to approve the May 11, 2020 regular meeting minutes, June 8, 2020 committee of the whole meeting minutes, June 8, 2020 closed session minutes, current bills, and financials as presented. Motion carried unanimously.
- Moved by Mowen, supported by Quick to authorize the borrowing of \$4,900,000 inclusive of \$2,940,000 of "set-aside" notes and \$1,960,000 in "no set-asides" for operating purposes to eliminate cash flow challenges that result from timing issues related to State Aid payments for the 2020-21 school year. Superintendent Dr. Tuttle informed the Board that during the 2019-20 school year, the District borrowed \$4.2 million dollars inclusive of \$2.5 million of "set-aside" notes and \$1.7 million in "no-set asides". Secretary Ochodnický conducted a roll call vote. Ayes: Jenc, Mowen, Ochodnický, Webster, Keyes, Krauss, Quick. Nays: None. Motion carried unanimously.
- Moved by Mowen, supported by Ochodnický to adopt the resolutions that revise the appropriations for the General, School Service and Building and Site Funds for the 2019-20 fiscal year provided. The projected fund balance at June 30, 2020 is \$2,046,082. The School Service Fund that finances food service and is separate from the General Fund has \$1,898,532 available to appropriate, with expenditures estimated at \$1,897,989. The estimated ending fund balance is \$543. The Building and Site Fund, also separate from the General Fund, consists of funds from the District's Sinking Fund has \$5,840,621 available to appropriate, with expenditures estimated at \$1,514,583 and an estimated ending fund balance of \$4,326,038 as of June 30, 2020. Secretary Ochodnický conducted a roll call

vote. Ayes: Jenc, Mowen, Ochodnicki, Webster, Keyes, Krauss, Quick. Nays: None. Motion carried unanimously.

- Moved by Mowen, supported by Quick to adopt the resolution presented for the 2020-21 fiscal year budget package for the General Fund, School Service and Sinking Fund. Chief Financial Officer Julie Omer provided information on the 2020-21 budget and explained that at this point there are several unknowns. Mrs. Omer announced that the General Fund Budget for the 2020-21 school year shows an estimated \$33,013,125 million available to appropriate and \$31,144,458 million in expenditures. The estimated fund balance at June 30, 2021 is \$1,868,667, roughly 6% of overall expenditures. Mrs. Omer informed the Board that the presented budget includes an anticipated \$500 decrease in per pupil funding from the state at \$7,611 per student. The District is also budgeting for a decrease of 100 fewer students from the previous school year. Budgeted revenue for 2020-21 includes approximately \$663,500 in CARES ACT funding, which will be used to help offset expenditures. Mrs. Omer stated that the District is hoping for additional federal revenue of roughly \$660,000 to fill the revenue hole and additional adjustments in expenditures of about \$1.1 million. The financial goal for the General Fund would be to have a 6% fund balance at the end of the fiscal year. The School Service Fund that finances food service and is separate from the General Fund will provide revenues of about \$1.8 million for the 2020-21 school year, with expenditures estimated at \$1.8 million. The estimated ending fund balance is \$337. The Building and Site Fund, also separate from the General Fund, consists of funds from the District's Sinking Fund shows \$5,558,511 available to appropriate and expenditures of \$1.8 million with an estimated ending fund balance at June 30, 2021 of \$3.7 million. Secretary Ochodnicki commented that never in her years on the Board of Education did she expect that they would be looking at this type of budget again and probably with even more uncertainty. She stated that we are here together, we have worked together through this before, through difficult times and we can do this again. Treasurer Webster applauded Mrs. Omer on her presentation and making it clear and digestible for the Board. Secretary Ochodnicki conducted a roll call vote. Ayes: Jenc, Mowen, Ochodnicki, Webster, Keyes, Krauss, Quick. Nays: None. Motion carried unanimously.
- Moved by Mowen, supported by Krauss to approve the 2020-21 regular Board meeting and committee of the whole dates and times as presented. Motion carried unanimously.
- Moved by Mowen, supported by Ochodnicki to adopt Revised Policy 2210 – Curriculum Development – Approved Courses as a first and final reading. Motion carried unanimously.
- Moved by Mowen, supported by Ochodnicki to adopt Revised Policy 2412 –Homebound Instruction Program as a first and final reading. Motion carried unanimously.
- Moved by Mowen, supported by Ochodnicki to adopt Revised Policy 2414 – Reproductive Health and Family Planning as a first and final reading. Motion carried unanimously.
- Moved by Mowen, supported by Ochodnicki to adopt Revised Policy 3362.01 – Threatening Behavior Toward Staff Members as a first and final reading. Motion carried unanimously.
- Moved by Mowen, supported by Ochodnicki to adopt Revised Policy 4162 – Controlled Substance and Alcohol Policy for Commercial Motor Vehicle (CMV) Drivers and Other Employees Who Perform Safety Sensitive Functions as a first and final reading. Motion carried unanimously.
- Moved by Mowen, supported by Ochodnicki to adopt Revised Policy 5200 – Attendance as a first and final reading. Motion carried unanimously.
- Moved by Mowen, supported by Ochodnicki to adopt New Policy 5335 – Care of Students with Chronic Health Conditions as a first and final reading. Motion carried unanimously.
- Moved by Mowen, supported by Ochodnicki to adopt Revised Policy 6107 – Authorization to Accept and Distribute Electronic Records and to Use Electronic Signatures as a first and final reading. Motion carried unanimously.
- Moved by Mowen, supported by Ochodnicki to adopt Revised Policy 8210 – School Calendar as a first and final reading. Motion carried unanimously.
- Moved by Mowen, supported by Ochodnicki to adopt Revised Policy 8400 – School Safety Information as a first and final reading. Motion carried unanimously.
- Moved by Mowen, supported by Ochodnicki to adopt Revised Policy 8462 – Student Abuse and Neglect as a first and final reading. Motion carried unanimously.
- Moved by Mowen, supported by Ochodnicki to adopt Revised Policy 8600 – Transportation as a first and final reading. Motion carried unanimously.

- Moved by Quick, supported by Mowen to approve the hiring of certified staff member Abigail M. Kovel as an Owosso High School Guidance Counselor. Motion carried unanimously.

For Future Action

- The Board of Education will be asked to adopt the membership resolution of the Michigan High School Athletic Association for the year beginning August 1, 2020 through July 31, 2021. A requirement for membership is a yearly membership renewal by member schools' Boards of Education.

For Information

Superintendent Dr. Tuttle reported that Clara Pitt, Administrative Assistant to the Superintendent has submitted her letter of retirement effective June 30, 2020 after 23 years of service with the District. Carol Henley, Office Secretary at Bryant Elementary has submitted her letter of retirement effective June 5, 2020, after 20 years of service with the District. Janet Stevens, Student Facilitator at Central Elementary has submitted her letter of retirement effective June 5, 2020, after 25 years of service with the District. Mark Clark, 5th Grade Teacher at Emerson Elementary has submitted his letter of retirement effective at the conclusion of the 2019-2020 school year after 20 years of service with the District.

Public Participation

There were no comments from the meeting's audience.

Board Member Comments/Updates

Trustee Ty Krauss thanked the retirees for their service and all that they have contributed to the District is very appreciated. Crest Marine was thanked for their donation of the pontoon and Mr. Krauss congratulated the winner of the boat. He also applauded the ticket sellers for their hard work. Mr. Krauss commented that the organizers of the OHS graduation ceremony did a nice job and he appreciates their efforts to recognize the seniors. Mr. Krauss praised Chief Financial Officer Julie Omer on her hard work at keeping the financials straight and helping the Board understand the budget process.

Trustee Sara Keyes echoed Mr. Krauss's comments. She remarked that she is really going to miss Mr. Mark Clark who was her daughter's teacher and helped her to develop a love of reading. She stated that it will be difficult to replace the retirees and their combined 85 years of service to the District. Mrs. Keyes referenced Mrs. Ochodnicki's remarks about the budget and reiterated that if we all stick together we can overcome these uncertain times. She stated that she appreciates everyone's efforts with graduations which will be remembered for many years to come.

Vice President Rick Mowen remarked that this year's commencement was quite unique. The manner that the school year ended was not anticipated by anyone, but after listening to the Valedictorian and Salutatorian speeches at the ceremony, he is convinced that OPS has prepared them for whatever they will face in their futures. Mr. Mowen commended Abbey and Sara Edwards on their remarks during public participation. He also thanked Superintendent Dr. Tuttle for publicly stating what many of us hold silent in our hearts. Mr. Mowen stated that the retirees are irreplaceable and he wished them the very best in their retirement.

Secretary Shelly Ochodnicki echoed the previous comments and stated that she wears her feelings on her shirt sleeve especially when it comes to the budget, students, and staff. She remarked that it is very unfortunate for the District to be in this financial situation again; however, she would not pick a different team to resolve this together. She believes that the District will overcome this with the current Board and Superintendent that has been through this before. She stated that she is grateful for the leadership and staff of OPS for being creative and reaching out and caring for our students. She looks forward to the fall and hopes students will be able return to a normal classroom setting.

Trustee Olga Quick congratulated the retirees and stated that they will be missed. She thanked Administrative Assistant Clara Pitt for the guidance and support she provided as the newest member of the Board. Mrs. Quick commented that in spite of what we they have faced these past few months, the messages shared by the students at graduation were incredible. OPS is an amazing school district and we

are all blessed. She remarked that she is certain that if everyone continues to work together as we have in the past, we will get through these difficult times.

Treasurer Marlene Webster expressed how sad she was for missing OHS graduation due to an ongoing family emergency. However, she is looking forward to seeing the YouTube video of the ceremony that will be released on June 25th. Mrs. Webster stated that she was able to witness the OHS graduation parade and it was fun to see the fabulous job students did decorating their cars. She remarked that she looks forward to the Lincoln High School graduation ceremony. Mrs. Webster stated that the staff of OPS have been absolutely phenomenal in how they have adapted to learning a whole new way of teaching. She commented that she has always loved our staff and has even more admiration for them now for going above and beyond just teaching. Their hearts are truly invested in the students of Owosso Public Schools.

Upcoming Board Meeting Dates.

July 27, 2020: Regular Board Meeting, 5:30 pm

Adjournment

Moved by Mowen, supported by Ochodnicky to move into closed session at 6:52 pm to discuss the contract negotiations. Secretary Ochodnicky conducted a roll call vote. Ayes: Quick, Ochodnicky, Keyes, Jenc, Mowen, Krauss, Webster. Nays: None. Motion carried unanimously.

Moved by Ochodnicky, supported by Quick to return to open session at 7:47 pm. Motion carried unanimously.

Moved by Mowen, supported by Ochodnicky to adjourn at 7:48 pm. Motion carried unanimously.

Minutes recorded by Clara Pitt

Respectfully submitted,

Shelly Ochodnicky, Secretary

OWOSSO PUBLIC SCHOOLS
EXPENDITURE REPORT
6/15/2020-7/19/2020
REPORT 20-01

CHECK RUN ACTIVITY BY FUND

GENERALFUND 6/15-6/30/2020	\$645,455.70
GENERALFUND 7/01-7/19/2020	\$387,588.16
SERVICE FUND 6/15-6/30/2020	\$1,900.90
SERVICE FUND 7/01-7/19/2020	\$13,922.32
SINKING FUND 6/15-6/30/2020	\$175,462.12
SINKING FUND 7/01-7/19/2020	\$131,326.81
CAPITAL PROJECTS - BOND FUND - 6/15-6/30/2020	\$821,740.25
CAPITAL PROJECTS - BOND FUND - 7/01-7/19/2020	\$2,579,595.78
CAPITAL PROJECTS - COOK FAMILY FOUNDATION	\$0.00
CHECK RUN TOTAL	<u>\$4,756,992.04</u>

CREDIT CARD ACTIVITY BY FUND

GENERAL FUND (6/05-7/06/2020)	\$ 18,413.39
SERVICE FUND (6/05-7/06/2020)	\$ -
ORGANIZATIONAL FUND (6/05-7/06/2020)	\$ 103.85
CREDIT CARD TOTAL	<u>\$ 18,517.24</u>

GORDON FOOD SERVICE ACTIVITY (SERVICE FUND)

DIRECT DRAW FROM BANK ACCOUNT

	<u>\$ -</u>
PAYROLL (#26) 6/19/2020	\$ 749,432.40
PAYROLL (#1) 7/02/2020	\$ 677,770.45
PAYROLL (#2) 7/17/2020	\$ 665,859.16
STABILIZATION - 6/29/2020	\$ 184,209.88
	<u>\$ 2,277,271.89</u>
GRAND TOTAL	<u>\$ 7,052,781.17</u>

Detailed payment information can be obtained from the Chief Financial Officer, Julie Omer, by calling (989) 723-8131 or by mailing a written request to Owosso Public Schools, P.O. Box 340, 645 Alger Street, Owosso, MI 48867

Check Register for Bank Account ID CHEM1

From 06/15/2020 to 06/30/2020

From Check First to Last

Check#	Date	Run Type	Status	Vendor Name	Invoice Description	Amount
101950	06/18/2020	1 Comp	Cleared	06/30/2020 007694 ANDERSON, JESSICA	EM/ANDERSON/POSTAGE	73.00
101951	06/18/2020	1 Comp	Cleared	06/30/2020 005935 BP CANADA ENERGY MARKETING GROUP	UTIL/NATURAL GAS PURCHASE	5,900.48
101952	06/18/2020	1 Comp	Open	003794 BRYANT ELEMENTARY	BR/HARTNAGLE/STAMPS	90.00
101953	06/18/2020	1 Comp	Open	008938 COLLARD, ANN	COMM ED REFUND	43.78
101954	06/18/2020	1 Comp	Cleared	06/30/2020 001202 CONSUMERS ENERGY	UTIL/GAS&ELEC/JUNE 2020	24,614.94
101955	06/18/2020	1 Comp	Cleared	06/30/2020 007515 DANIELLE LAB	COMM ED INSTRUCTOR PMT	107.33
101956	06/18/2020	1 Comp	Cleared	06/30/2020 003386 DWYER, CATHY	MS/DWYER/POSTAGE	144.10
101957	06/18/2020	1 Comp	Cleared	06/30/2020 006861 GRAHAM, ANGELA	EM/GRAHAM/POSTAGE	109.95
101958	06/18/2020	1 Comp	Cleared	06/30/2020 102363 GRAHAM, TERESA	MS/GRAHAM/CERTIFICATES	65.14
101959	06/18/2020	1 Comp	Cleared	06/30/2020 008292 KONICA MINOLTA BUSINESS SOLUTION	LEASE PMT 6/21-7/20/2020	3,067.59
101960	06/18/2020	1 Comp	Open	001841 LINTNER, DALLAS	HS/LINTNER/FACE MASKS	59.98
101961	06/18/2020	1 Comp	Open	003448 LOCKER ROOM & TROPHY PLACE	AD/RETIREMENT AWARDS	412.10
101962	06/18/2020	1 Comp	Open	003021 MELANIE LOUNDS	HS/LOUNDS/BOOKS	30.38
101963	06/18/2020	1 Comp	Open	002503 NIDEFSKI, RICHIE	EM/NIDEFSKI/MILEAGE	2.88
101964	06/18/2020	1 Comp	Cleared	06/30/2020 004600 OPS FOOD SERVICE FUND	EM/ANDERRSON/BINGO FOR BOO	212.13
101965	06/18/2020	1 Comp	Cleared	06/30/2020 004790 PITNEY BOWES	ADM/POSTAGE METER RENTAL	117.00
101966	06/18/2020	1 Comp	Open	008300 PRESIDIO NETWORKED SOLUTIONS	ADM/WATSON/CHROMEBOOKS	43,139.00
101967	06/18/2020	1 Comp	Cleared	06/30/2020 005625 SHIAWASSEE RESD	ADM/OMER/RESD BILL	302,766.75
101968	06/18/2020	1 Comp	Cleared	06/30/2020 006230 THRUN LAW FIRM, P.C.	ADM/LEGAL SERVICES	1,428.00
101969	06/18/2020	1 Comp	Cleared	06/30/2020 007788 WAKELAND OIL	OPER/KLAPKO/GAS	574.99
101970	06/18/2020	1 Comp	Open	101102 WAYNE COUNTY RESA	CONF REG BINGER	225.00
101971	06/25/2020	1 Comp	Open	001178 ADVANCE AUTO PARTS	OPER/KLAPKO/BATTERY	105.49
101972	06/25/2020	1 Comp	Open	000240 AMERICAN SPEEDY PRINTING CENTERS	HS/DIGNAN/PROGRAMS	532.82
101973	06/25/2020	1 Comp	Open	100306 BIGGER FASTER STRONGER	ATH/LINTNER/TOWEL BENCH	207.20
101974	06/25/2020	1 Comp	Cleared	06/30/2020 100455 D & G EQUIPMENT INC.	OPER/KLAPKO/GROUNDS SUPPLI	147.77
101975	06/25/2020	1 Comp	Cleared	06/30/2020 001410 DALTON ELEVATOR	OPER/KLAPKO/WELDING SUPP	35.00
101976	06/25/2020	1 Comp	Cleared	06/30/2020 006588 DAYSTARR COMMUNICATIONS	OPER/PHONE BILL	1,072.52
101977	06/25/2020	1 Comp	Open	000008 EMERSON ELEMENTARY SCHOOL	REISSUE CK#99397	46.50
101978	06/25/2020	1 Comp	Open	002330 GENESEE INTER.SCHOOL DISTRICT	DUAL ENROLLMENT	1,395.00
101979	06/25/2020	1 Comp	Cleared	06/30/2020 002390 GILBERT'S DO IT BEST HARDWARE	OPER/KLAPKO/SUPPLIES	511.98
101980	06/25/2020	1 Comp	Open	002294 GILLETT, AARON	REISSUE UN-CASHED CHECKS	102.21
101981	06/25/2020	1 Comp	Open	008555 GILLETT, REBECCA	REISSUE CK# 98810	27.58
101982	06/25/2020	1 Comp	Open	008028 GOLDBERG, DIANE	REISSUE MILEAGE CHECKS	48.05
101983	06/25/2020	1 Comp	Open	102363 GRAHAM, TERESA	MS/GRAHAM/LABEL TAPE	17.99
101984	06/25/2020	1 Comp	Open	003767 HODGE GLASS SERVICE	OPER/KLAPKO/PLEX EMERSON	51.32
101985	06/25/2020	1 Comp	Open	005463 JOSTENS	HS/DIGNAN/CAP&GOWNS	340.63
101986	06/25/2020	1 Comp	Open	008543 LOBB, EMILY	RE-ISSUE CK# 98774	86.07
101987	06/25/2020	1 Comp	Open	003448 LOCKER ROOM & TROPHY PLACE	ADM/RETIREE AWARDS	558.37
101988	06/25/2020	1 Comp	Open	003660 MEDLER ELECTRIC COMPANY	OPER/KLAPKO/ELECTRICAL SUP	177.06
101989	06/25/2020	1 Comp	Open	008643 MEI TOTAL ELEVATOR SOLUTIONS	OPER/KLAPKO/INSPECTION	1,500.00
101990	06/25/2020	1 Comp	Open	003021 MELANIE LOUNDS	PIPE DAMAGED ITEM REPLACEM	392.16
101991	06/25/2020	1 Comp	Cleared	06/30/2020 003756 MICHIGAN COMPANY, INC.	OPER/KLAPKO/CUSTODIAL SUPP	130.23
101992	06/25/2020	1 Comp	Cleared	06/30/2020 004121 NAPA AUTO PARTS	OPER/KLAPKO/TRACTOR PARTS	59.66
101993	06/25/2020	1 Comp	Cleared	06/30/2020 005895 NEWELL, ALLISON	REISSUE CHECK# 98058	80.00
101994	06/25/2020	1 Comp	Open	007851 OREILLY AUTO PARTS	OPER/KLAPKO/CLAMPS AND HAN	13.71
101995	06/25/2020	1 Comp	Open	008942 PRATT, MADDIE	REISSUE UN-CASHED CHECKS	57.76
101996	06/25/2020	1 Comp	Open	008943 RAE CROWTHER CO.	ATH/LINTNER/WEIGHT ROOM EQ	1,410.30
101997	06/25/2020	1 Comp	Cleared	06/30/2020 005090 REEVES WHEEL ALIGNMENT	OPER/KLAPKO/TAIL&EXHAUST	61.85
101998	06/25/2020	1 Comp	Open	000323 ROTARY CLUB OF OWOSSO	ADM/TUTTLE/JUNE DUES	20.00
101999	06/25/2020	1 Comp	Cleared	06/30/2020 005625 SHIAWASSEE RESD	YOUTH CENTER SERVICES	10,075.00
102000	06/25/2020	1 Comp	Open	003911 SPIELMAN, BRIDGIT	REISSUE CK#101397	49.09
102001	06/25/2020	1 Comp	Cleared	06/30/2020 008675 TSA CONSULTING GROUP, INC.	MAY 2020 FEE	154.76
102002	06/25/2020	1 Comp	Open	006510 VALLEY LUMBER COMPANY	OPER/KLAPKO/CEILING TILE	226.32
102003	06/25/2020	1 Comp	Open	006845 WIN'S CORPORATE OFFICE	OPER/KLAPKO/ELECTRICAL SUP	63.79

Check Register for Bank Account ID CHEM1

From 06/15/2020 to 06/30/2020

From Check First to Last

Check#	Date	Run Type	Status	Vendor Name	Invoice Description	Amount
102004	06/30/2020	1	Comp Open	101548 AGNEW GRAPHICS SIGNS PROMO LLC	HS/PHILLIPS/GRADUATION	272.00
102005	06/30/2020	1	Comp Open	001020 CHREST SUPPLY COMPANY	OPER/KLAPKO/PLUMBING SUPP	2,084.38
102006	06/30/2020	1	Comp Open	008946 COE, JENNIFER	BB/ROWELL/OVERPAYMENT	80.00
102007	06/30/2020	1	Comp Open	008849 COHOON, TAMMY	OPER/COHOON/MILEAGE	46.03
102008	06/30/2020	1	Comp Open	008944 COLLARD, TRACI	BB/ROWELL/TUITION REIMBURS	223.31
102009	06/30/2020	1	Comp Open	007131 CSH ELECTRIC MOTOR SUPPLY	OPER/KLAPKO/MOTOR REPAIR	20.73
102010	06/30/2020	1	Comp Open	100455 D & G EQUIPMENT INC.	OPER/KLAPKO/OIL	76.93
102011	06/30/2020	1	Comp Open	008954 ELKINS, JENELLE	BB/ROWELL/OVERPAYMENT	179.51
102012	06/30/2020	1	Comp Open	002810 HI-QUALITY GLASS	OPER/KLAPKO/PLEX	87.50
102013	06/30/2020	1	Comp Open	008947 HOLSTEN-JUSTICE, CASEY	BB/ROWELL/OVERPAYMENT	45.00
102014	06/30/2020	1	Comp Open	008945 KIEFFER, GELINA	BB/ROWELL/OVERPAYMENT	3.75
102015	06/30/2020	1	Comp Open	102408 LANSING SANITARY SUPPLY INC.	OPER/KLAPKO/MACHINE REPAIR	231.78
102016	06/30/2020	1	Comp Open	007199 LEDUC, TERRY	RE-ISSUE CK#100772	25.78
102017	06/30/2020	1	Comp Open	002109 LUDINGTON ELECTRIC INC.	OPER/KLAPKO/DESK REPAIR	106.25
102018	06/30/2020	1	Comp Open	008949 MARTIN, CASSANDRA	BB/ROWELL/OVERPAYMENT	113.17
102019	06/30/2020	1	Comp Open	008948 MATTHEWS, KARISSA	BB/ROWELL/OVERPAYMENT	56.30
102020	06/30/2020	1	Comp Open	003780 MESSA	JULY 2020 BILL/TEACHERS	237,394.20
102021	06/30/2020	1	Comp Open	007158 MOMAR, INCORPORATED	OPER/KLAPKO/BOILER AGREEME	327.00
102022	06/30/2020	1	Comp Open	004050 MORRIS MECHAN. CONTRACTING INC.	OPER/KLAPKO/HVAC SUPPLIES	978.00
102023	06/30/2020	1	Comp Open	100001 OFFICE DEPOT INC.	ADM/STINSON/SUPPLIES	51.10
102024	06/30/2020	1	Comp Open	008951 PATRIX, ROBERT	BB/ROWELL/OVERPAYMENT	7.16
102025	06/30/2020	1	Comp Open	100765 PITT, CLARA	ADM/PITT/MILEAGE	11.25
102026	06/30/2020	1	Comp Open	008950 POTTER, RICHAUNA	BB/ROWELL/OVERPAYMENT	56.30
102027	06/30/2020	1	Comp Open	008952 ZEPEDA, ERICA	BB/ROWELL/OVERPAYMENT	35.56
CHECK TOTAL						645,455.70
LESS VOIDS						0.00
GRAND TOTAL						645,455.70

Check Summary

Check Status	Count	Amount	Check Type	Count	Amount
Open	55	293,945.53	Computer	78	645,455.70
Cleared	23	351,510.17	Prepaid		
Void					
Scratch					
TOTAL		78	645,455.70	TOTAL 78 645,455.70	

Check Register for Bank Account ID CHEM1

From 07/01/2020 to 07/19/2020

From Check First to Last

Check#	Date	Run Type Status	Vendor Name	Invoice Description	Amount
102028	07/01/2020	1 Comp Open	008250 BIG TEAMS LLC	ATH/LINTNER/PROGRAM RENEWA	795.00
102029	07/01/2020	1 Comp Open	008635 COLONY HARDWARE CORP.	HS/MALLORY/AIR FILTRATION	798.00
102030	07/01/2020	1 Comp Open	001041 FIFTH THIRD BANK/CORPORATE TRUST	ADM/SAFETY DEPOSIT BOX FEE	140.00
102031	07/01/2020	1 Comp Open	007715 FRONTLINE TECHNOLOGIES GROUP,LLC	ADM/WHITE/TIMECLOCK SYSTEM	9,908.69
102032	07/01/2020	1 Comp Open	100268 MASA	ADM/TUTTLE/20-21 DUES	1,456.07
102033	07/01/2020	1 Comp Open	003740 MASE	ADM/20-21 MEMBERSHIP FEE	5,795.00
102034	07/01/2020	1 Comp Open	100017 MASB-SEG PROPERTY/CASUALTY POOL	20-21 PROPERTY/VEHICLE	128,889.00
102035	07/01/2020	1 Comp Open	100400 MASSP	HS/PRINCIPAL DUES (3)	1,500.00
102036	07/01/2020	1 Comp Open	003780 MESSA	JULY 2020 BILL/ADMIN	22,826.79
102037	07/01/2020	1 Comp Open	003780 MESSA	JULY 2020 BILL/NON-UNIO	13,998.91
102038	07/01/2020	1 Comp Open	003780 MESSA	JULY 2020 BILL-OESPA STAFF	44,446.77
102039	07/01/2020	1 Comp Open	007056 MIAAAA	ATH/LINTNER/20-21 DUES	210.00
102040	07/01/2020	1 Comp Open	003890 MSBO	ADM/OMER/20-21 DUES	300.00
102041	07/01/2020	1 Comp Open	006599 SCHOOL INSITES	ADM/WATSON/HOSTING LICENSE	5,400.00
102042	07/01/2020	1 Comp Open	100017 SET-SEG	JULY 2020 BILL/GF STAFF	4,484.60
102043	07/01/2020	1 Comp Open	100017 SET-SEG	JULY 2020 BILL/ADMIN STAFF	593.24
102044	07/01/2020	1 Comp Open	002623 TASC-CLIENT INVOICES	8/1-8/31/2020 ADMIN FEE	651.88
102045	07/01/2020	1 Comp Open	100267 UNUM LIFE INSURANCE	JULY 2020 BILL/ADMIN STAFF	1,087.47
102046	07/01/2020	1 Comp Open	100267 UNUM LIFE INSURANCE	JULY 2020 BILL/GF STAFF	1,339.78
102047	07/16/2020	50 Comp Open	100046 BAKER COLLEGE OWOSSO	ADM/ADULT ED 5-1/6-30-2020	39,438.35
102048	07/16/2020	50 Comp Open	008901 BASGALL, JAKE	ADM/BASGALL/MILEAGE	29.83
102049	07/16/2020	50 Comp Open	005935 BP CANADA ENERGY MARKETING GROUP	UTIL/NATURAL GAS PURCHASE	19,001.74
102050	07/16/2020	50 Comp Open	001050 CITY OF OWOSSO	UTIL/WATER SEWER MARCH-JUN	10,451.67
102051	07/16/2020	50 Comp Open	001202 CONSUMERS ENERGY	UTIL/GAS&ELEC/JUNE 2020	25,311.51
102052	07/16/2020	50 Comp Open	008189 CONVERGENT TECHNOLOGY PARTNERS	EMAILS FILING	71.25
102053	07/16/2020	50 Comp Open	003248 CRYSTAL CLEAN WATER	ADM/WATER	44.00
102054	07/16/2020	50 Comp Open	001410 DALTON ELEVATOR	OPER/KLAPKO/WELDING SUPPLI	35.00
102055	07/16/2020	50 Comp Open	002245 FUOSS GRAVEL COMPANY	OPER/KLAPKO/LIMESTONE	75.00
102056	07/16/2020	50 Comp Open	002390 GILBERT'S DO IT BEST HARDWARE	OPER/KLAPKO/JUNE BILL	1,128.97
102057	07/16/2020	50 Comp Open	007077 HURLEY, BILLIE	BB/HURLEY/SUPPLIES	24.07
102058	07/16/2020	50 Comp Open	008359 KINECT ENERGY INC.	MONTHLY MGT FEE-JUNE 2020	315.00
102059	07/16/2020	50 Comp Open	008292 KONICA MINOLTA BUSINESS SOLUTION	MAINT PMT 4-1/6-30-2020	805.75
102060	07/16/2020	50 Comp Open	002109 LUDINGTON ELECTRIC INC.	OPER/KLAPKO/WATER LINE REP	920.23
102061	07/16/2020	50 Comp Open	004050 MORRIS MECHAN. CONTRACTING INC.	OPER/KLAPKO/WATER PIPE REP	537.00
102062	07/16/2020	50 Comp Open	004121 NAPA AUTO PARTS	OPER/KLAPKO/MAINT PARTS	97.34
102063	07/16/2020	50 Comp Open	002766 OVID FARMERS ELEVATOR	OPER/KLAPKO/LIMESTONE	336.00
102064	07/16/2020	50 Comp Open	004652 PCMI - WEST	BB/ROWELL/STAFF PMT	17,217.39
102065	07/16/2020	50 Comp Open	005420 SCHOOL SPECIALTY INC.	BB/HURLEY/PO BE0007	137.44
102066	07/16/2020	50 Comp Open	005625 SHIAWASSEE RESD	19-20 ANNUAL CEO HOSTING	250.00
102067	07/16/2020	50 Comp Open	007788 WAKELAND OIL	OPER/KLAPKO/FUEL	938.49
102068	07/16/2020	50 Comp Open	006845 WIN'S CORPORATE OFFICE	OPER/KLAPKO/ELECTRICAL SUP	125.36
102069	07/16/2020	1 Comp Open	100809 BROOKS, STEPHEN	ADM/BROOKS/MEETING	57.33
102070	07/16/2020	1 Comp Open	008410 BRUZMOR, JACKIE	HS/BURZMOR/MEETING	40.47
102071	07/16/2020	1 Comp Open	001050 CITY OF OWOSSO	ADM/LIAISON OFFICERS	17,355.13
102072	07/16/2020	1 Comp Open	100455 D & G EQUIPMENT INC.	OPER/KLAPKO/GASKET	4.76
102073	07/16/2020	1 Comp Open	008658 ENGINEERED PROTECTION SYSTEM INC	OPER/KLAPKO/ALARM MONITORI	498.12
102074	07/16/2020	1 Comp Open	008531 HUBER, CRYSTAL	BB/HUBER/MILEAGE	23.48
102075	07/16/2020	1 Comp Open	008910 HURLEY OCCUPATIONAL HEALTH PROG	ADM/BUD DRIVER PHYSICAL	75.00
102076	07/16/2020	1 Comp Open	008359 KINECT ENERGY INC.	MONTHLY MGT FEE JULY 2020	315.00
102077	07/16/2020	1 Comp Open	008292 KONICA MINOLTA BUSINESS SOLUTION	LEASE PMT 7/21-8/20/20	3,067.59
102078	07/16/2020	1 Comp Open	001018 OMER, JULIE	ADM/OMER/MILEAGE	21.39
102079	07/16/2020	1 Comp Open	003692 RESERVE ACCOUNT	HS/DIGNAN/POSTAGE	200.00
102080	07/16/2020	1 Comp Open	005625 SHIAWASSEE RESD	ADM/TUTTLE/CAUCUS MEMBERSH	844.00
102081	07/16/2020	1 Comp Open	100267 UNUM LIFE INSURANCE	AUG 2020 BILL/ADMIN	1,087.47

Check Register for Bank Account ID CHEM1

From 07/01/2020 to 07/19/2020

From Check First to Last

Check#	Date	Run Type	Status	Vendor Name	Invoice Description	Amount
102082	07/16/2020	1	Comp Open	100267 UNUM LIFE INSURANCE	AUG 2020 BILL/GF STAFF	1,252.78
102083	07/16/2020	1	Comp Open	006845 WIN'S CORPORATE OFFICE	OPER/KLAPKO/ELECTRICAL SUP	833.05
CHECK TOTAL						387,588.16
LESS VOIDS						0.00
GRAND TOTAL						387,588.16

Check Summary

Check Status	Count	Amount	Check Type	Count	Amount
Open	56	387,588.16	Computer	56	387,588.16
Cleared			Prepaid		
Void					
Scratch					
TOTAL		56 387,588.16	TOTAL		56 387,588.16

07/21/2020 9:35 am

Owosso Schools

Page: 1

Check Register for Bank Account ID SERVIC

From 06/15/2020 to 06/30/2020

From Check First to Last

Check#	Date	Run Type	Status	Vendor Name	Invoice Description	Amount
007723	06/18/2020	1 Comp	Open	008939 JACOBS, BRIAN	FS/REFUND LUNCH BALANCE	33.50
007724	06/18/2020	1 Comp	Open	008854 VAN EERDEN FOOD SERVICE COMPANY	FS/MANNS/FOOD PURCHASE	749.91
007725	06/18/2020	1 Comp	Open	007788 WAKELAND OIL	FS/KLAPKO/FUEL	88.32
007726	06/25/2020	1 Comp	Open	008854 VAN EERDEN FOOD SERVICE COMPANY	FS/MANNS/FOOD PURCHASE	1,029.17
CHECK TOTAL						1,900.90
LESS VOIDS						0.00
GRAND TOTAL						1,900.90

Check Summary

Check Status	Count	Amount	Check Type	Count	Amount
Open	4	1,900.90	Computer	4	1,900.90
Cleared			Prepaid		
Void					
Scratch					
TOTAL	4	1,900.90	TOTAL	4	1,900.90

Check Register for Bank Account ID SERVIC

From 07/01/2020 to 07/19/2020

From Check First to Last

Check#	Date	Run Type	Status	Vendor Name	Invoice Description	Amount
007727	07/01/2020	1	Comp Open	100017 MASB-SEGPROPERTY/CASUALTY POOL	2020-21 VEHICLE INSURANCE	1,146.00
007728	07/01/2020	1	Comp Open	004546 MEAL MAGIC	FS/MANNS/20-21 LICENSE	6,075.00
007729	07/01/2020	1	Comp Open	003780 MESSA	JULY 2020 BILL/FS STAFF	1,671.79
007730	07/01/2020	1	Comp Open	100017 SET-SEG	JULY 2020 BILL/FS STAFF	239.47
007731	07/01/2020	1	Comp Open	100267 UNUM LIFE INSURANCE	JULY 2020 BILL/FS STAFF	47.86
007732	07/16/2020	1	Comp Open	002959 INDEPENDENT NEWSPAPERS/I60 MEDIA	FS/KLAPKO/SUMMER FOOD AD	500.00
007733	07/16/2020	1	Comp Open	100267 UNUM LIFE INSURANCE	AUG 2020 BILL/FS STAFF	47.86
007734	07/16/2020	1	Comp Open	008854 VAN EERDEN FOOD SERVICE COMPANY	FS/MANNS/FOOD PURCHASE	2,762.24
007735	07/16/2020	50	Comp Open	004621 PERFECTION BAKERIES INC.	FS/MANNS/FOOD PURCHASE	382.16
007736	07/16/2020	50	Comp Open	008854 VAN EERDEN FOOD SERVICE COMPANY	FS/MANNS/FOOD PURCHASE	1,049.94
CHECK TOTAL						13,922.32
LESS VOIDS						0.00
GRAND TOTAL						13,922.32

Check Summary

Check Status	Count	Amount	Check Type	Count	Amount
Open	10	13,922.32	Computer	10	13,922.32
Cleared			Prepaid		
Void					
Scratch					
TOTAL		10	13,922.32	TOTAL 10 13,922.32	

Check Register for Bank Account ID SF#1

From 06/15/2020 to 06/30/2020

From Check First to Last

Check#	Date	Run Type	Status	Vendor Name	Invoice Description	Amount
600913	06/18/2020	1 Comp	Open	005142 CLARK CONSTRUCTION	SINKING FUND WORK	4,394.62
600914	06/18/2020	1 Comp	Open	008865 ROYAL WEST ROOFING & SHEET METAL	SINKING FUND WORK	171,067.50
CHECK TOTAL						175,462.12
LESS VOIDS						0.00
GRAND TOTAL						175,462.12

Check Summary

Check Status	Count	Amount	Check Type	Count	Amount
Open	2	175,462.12	Computer	2	175,462.12
Cleared			Prepaid		
Void					
Scratch					
TOTAL		2	175,462.12	TOTAL	
				2	175,462.12

Check Register for Bank Account ID SF#1

From 07/01/2020 to 07/19/2020

From Check First to Last

Check#	Date	Run Type	Status	Vendor Name	Invoice Description	Amount
600915	07/16/2020	50	Comp Open	005142 CLARK CONSTRUCTION	SINKING FUND WORK	1,425.45
600916	07/16/2020	50	Comp Open	008336 LA CONSTRUCTION	SINKING FUND WORK	42,531.31
600917	07/16/2020	50	Comp Open	008865 ROYAL WEST ROOFING & SHEET METAL	SINKING FUND WORK	84,033.90
600918	07/16/2020	50	Comp Open	001274 SPICER GROUP INC.	SINKING FUND MGT	3,336.15
CHECK TOTAL						131,326.81
LESS VOIDS						0.00
GRAND TOTAL						131,326.81

Check Summary

Check Status	Count	Amount	Check Type	Count	Amount
Open	4	131,326.81	Computer	4	131,326.81
Cleared			Prepaid		
Void					
Scratch					
TOTAL	4	131,326.81	TOTAL	4	131,326.81

Check Register for Bank Account ID BOND

From 06/15/2020 to 06/30/2020

From Check First to Last

Check#	Date	Run Type	Status	Vendor Name	Invoice Description	Amount
900371	06/18/2020	1	Comp Open	005142 CLARK CONSTRUCTION	MAY 2020 GENERAL-SECONDARY	82,976.68
900372	06/18/2020	1	Comp Open	008717 CONCRETE PLACEMENT, LLC.	CONST THRU 5-31-2020	16,200.00
900373	06/18/2020	1	Comp Open	008780 DELTA STEEL	CONST THRU 5-31-2020	31,558.50
900374	06/18/2020	1	Comp Open	007334 DIGITAL AGE TECHNOLOGIES INC.	BOND/SECONDARY/AUDIO	41,490.00
900375	06/18/2020	1	Comp Open	008800 GREAT LAKES FIRE PROTECTION	CONST THRU 5-31-2020	51,652.19
900376	06/18/2020	1	Comp Open	008595 J. PEREZ CONSTRUCTION INC.	CONST THRU 5-31-2020	59,974.20
900377	06/18/2020	1	Comp Open	008864 KERKSTRA PRECAST, INC.	CONST THRU 5-31-2020	8,100.00
900378	06/18/2020	1	Comp Open	008801 NILES CONSTRUCTION SERVICES INC.	CONST THRU 5-31-2020	16,936.87
900379	06/18/2020	1	Comp Open	008781 PROFESSIONAL THERMAL SYSTEMS INC	CONST THRU 5-31-2020	28,338.30
900380	06/18/2020	1	Comp Open	008782 R. C. HENDRICK & SONS., INC.	CONST THRU 5-31-2020	27,000.00
900381	06/18/2020	1	Comp Open	008783 SCHIFFER MASON CONTRACTORS INC.	CONST THRU 5-31-2020	250,828.20
900382	06/18/2020	1	Comp Open	007046 SUPERIOR ELECTRIC OF LANSING INC	CONST THRU 5-31-2020	169,086.78
900383	06/18/2020	1	Comp Open	008784 WILLIAM C REICHENBACH COMPANY	CONST THRU 5-31-2020	37,598.53
CHECK TOTAL						821,740.25
LESS VOIDS						0.00
GRAND TOTAL						821,740.25

Check Summary

Check Status	Count	Amount	Check Type	Count	Amount
Open	13	821,740.25	Computer	13	821,740.25
Cleared			Prepaid		
Void					
Scratch					
TOTAL	13	821,740.25	TOTAL	13	821,740.25

Check Register for Bank Account ID BOND

From 07/01/2020 to 07/19/2020

From Check First to Last

Check#	Date	Run Type	Status	Vendor Name	Invoice Description	Amount
900384	07/16/2020	1	Comp Open	008815 ARCHITECTURAL METALS INC.	CONST THRU 6-30-2020	28,710.00
900385	07/16/2020	1	Comp Open	005142 CLARK CONSTRUCTION	CONST MGT FEES JUNE	159,162.00
900386	07/16/2020	1	Comp Open	008717 CONCRETE PLACEMENT, LLC.	CONST THRU 6-30-2020	11,146.50
900387	07/16/2020	1	Comp Open	008780 DELTA STEEL	CONST THRU 6-30-2020	144,128.70
900388	07/16/2020	1	Comp Open	008632 DICKERSON MECHANICAL, INC.	CONS THRU 6-30-2020	68,620.60
900389	07/16/2020	1	Comp Open	008595 J. PEREZ CONSTRUCTION INC.	CONST THRU 6-30-2020	208,577.70
900390	07/16/2020	1	Comp Open	008596 MOORE TROSPER CONSTRUCTION CO.	CONS THRU 6-30-2020	49,126.50
900391	07/16/2020	1	Comp Open	008801 NILES CONSTRUCTION SERVICES INC.	CONST THRU 6-30-2020	18,406.24
900392	07/16/2020	1	Comp Open	008781 PROFESSIONAL THERMAL SYSTEMS INC	CONST THRU 6-30-2020	299,169.14
900393	07/16/2020	1	Comp Open	008782 R. C. HENDRICK & SONS., INC.	CONST THRU 6-30-2020	59,400.00
900394	07/16/2020	1	Comp Open	008865 ROYAL WEST ROOFING & SHEET METAL	CONST THRU 6-30-2020	145,205.57
900395	07/16/2020	1	Comp Open	008783 SCHIFFER MASON CONTRACTORS INC.	CONST THRU 6-30-2020	655,349.04
900396	07/16/2020	1	Comp Open	007046 SUPERIOR ELECTRIC OF LANSING INC	CONST THRU 6-30-2020	464,587.38
900397	07/16/2020	1	Comp Open	005736 TRUST THERMAL	INVOICES 5703&5720	184,423.00
900398	07/16/2020	1	Comp Open	008784 WILLIAM C REICHENBACH COMPANY	CONS TTHRU 6-30-2020	83,583.41

CHECK TOTAL 2,579,595.78
 LESS VOIDS 0.00
 GRAND TOTAL 2,579,595.78

Check Summary

Check Status	Count	Amount	Check Type	Count	Amount
Open	15	2,579,595.78	Computer	15	2,579,595.78
Cleared			Prepaid		
Void					
Scratch					
TOTAL	15	2,579,595.78	TOTAL	15	2,579,595.78

ACCOUNT SUMMARY

OWOSSO PUBLIC SCHOOLS • JULIE OMER • 645 ALGER ST - PO BOX 340 • OWOSSO, MI 48867-4601

* Indicates required field

SEARCH CRITERIA

[Advanced Search >](#)

Reporting Cycle:

Date Range: From:* 06/05/2020

To:* 07/06/2020

Date Type: Posting Date

Data available starting 07/21/2017

SEARCH RESULTS

Search Total

Page 1 of 1 Page

<u>Account Name</u>	<u>Account Number ^</u>	<u>Transaction Amount</u>	<u>Adjustment Amount</u>	<u>Total Transaction</u>
BRIGHT BEGINNINGS OFFICE	[REDACTED]	822.48	0.00	
AL HUYCK	[REDACTED]	111.82	0.00	
OWOSSO PUBLIC SCHOOLS	[REDACTED]	0.00	(20,544.73)	(20,544.73)
DAN CLARK	[REDACTED]	362.03	0.00	
BEN COBB	[REDACTED]	248.05	0.00	
OWOSSO HIGH SCHOOL	[REDACTED]	(239.03)	0.00	
JOHN QUICK	[REDACTED]	368.84	0.00	
OWOSSO MIDDLE SCHOOL	[REDACTED]	443.56	0.00	
OPERATIONS DEPT	[REDACTED]	667.78	0.00	
CENTRAL OFFICE	[REDACTED]	15,237.36	0.00	15,237.36
OWOSSO HIGH SCHOOL 2	[REDACTED]	103.85	0.00	
BRIGHT BEGINNINGS	[REDACTED]	390.50	0.00	

18517.24

Page 1 of 1 Page

Search Total

**OWOSSO PUBLIC SCHOOLS
BOARD OF EDUCATION
June 30, 2020
Report 20-02**

**Statement of Deposits and Investments
As of 6/30/2020
Unaudited**

	<u>General Fund</u>	<u>School Service</u>	<u>Building & Site</u>	<u>Capital Projects Bond Fund</u>	<u>Debt Service Fund</u>	<u>Total</u>
Summary of Deposits and Investments						
Cash on hand	\$ 643,860	\$ 17,209	\$ 3,664	\$ 23,147	\$ 195,629	\$ 883,508
Investments	4,894,880		\$ 6,646,685.79	17,368,274	1,020,839	\$ 29,930,679
Total Deposits and Investments	\$ 5,538,740	\$ 17,209	\$ 6,650,350	\$ 17,391,421	\$ 1,216,468	\$ 30,814,187
 Detail of Deposits and Investments						
Cash on hand	\$ 643,860	\$ 17,209	\$ 3,664	\$ 23,147	\$ 195,629	\$ 883,508
Petty Cash on hand	-		-	-	-	
Total Cash on hand	\$ 643,860	\$ 17,209	\$ 3,664	\$ 23,147	\$ 195,629	\$ 664,733
Chemical Bank Savings Account	\$ 4,954	\$ -	\$ 1,767			\$ 6,721
Mich Class Investment	4,976,646	-	6,644,919	17,368,274	1,020,839	\$ 30,010,679
 Total Investments	\$ 4,981,600	\$ -	\$ 6,646,686	\$ 17,368,274	\$ 1,020,839	\$ 30,017,400
 Total Deposits and Investments	\$ 5,625,461	\$ 17,209	\$ 6,650,350	\$ 17,391,421	\$ 1,216,468	\$ 30,900,908

OWOSSO PUBLIC SCHOOLS
BOARD OF EDUCATION
 June 30, 2020
 Report 20-02

Combined Statement of Revenue, Expenditures, and Fund Balance
General, School Service, and Capital Project Funds
 As of 6/30/2020
 Unaudited

	General Fund			School Service Fund			Capital Projects Fund-Sinking Fund and Cook Family Foundation								
	BUDGET FINAL	YTD Actual	Over (Under) Budget	Rec'd/ Used	% Used	BUDGET FINAL	YTD Actual	Over (Under) Budget	Rec'd/ Used	% Used	BUDGET FINAL	YTD Actual	Over (Under) Budget	Rec'd/ Used	% Used
REVENUE															
Local sources	3,832,880	3,749,531	(83,349)	98%	98%	102,854	95,868	(6,986)	93%	93%	1,313,156	1,836,141	522,985	140%	140%
State sources	24,391,906	21,352,386	(3,039,520)	88%	88%	66,714	54,142	(12,572)	81%	81%	-	98,126	98,126	-	-
Federal sources	1,314,018	914,300	(399,718)	70%	70%	1,657,236	1,525,652	(131,584)	92%	92%	-	-	-	-	-
Interdistrict sources-RESD	742,472	799,168	56,696	108%	108%	-	-	-	-	-	-	-	-	-	-
Interdistrict sources-transfers in and other sources	75,856	2,569	(73,287)	3%	3%	-	-	-	-	-	-	-	-	-	-
Total revenue and other sources	\$ 30,357,132	\$ 28,817,954	\$ (3,539,178)	88%	88%	\$ 1,926,804	\$ 1,675,662	\$ (151,142)	92%	92%	\$ 1,313,156	\$ 1,934,257	\$ 621,111	147%	147%
EXPENDITURES															
INSTRUCTION															
BASIC PROGRAMS:															
ELEMENTARY	7,036,794	6,885,799	(150,995)	98%	98%										
MIDDLE SCHOOL	3,675,991	3,612,688	(63,303)	98%	98%										
HIGH SCHOOL	4,090,803	4,032,716	(58,087)	99%	99%										
ALTERNATIVE EDUCATION	628,161	613,416	(14,745)	98%	98%										
PRESCHOOL	150,143	125,683	(24,460)	84%	84%										
PRESCHOOL (MICHIGAN READINESS) GRANT	190,102	190,102	-	100%	100%										
TOTAL BASIC PROGRAMS	\$ 15,771,994	\$ 15,460,384	\$ (311,610)	98%	98%										
ADDED NEEDS:															
SPECIAL EDUCATION	3,405,622	3,263,193	(142,429)	96%	96%										
CHILD CARE PROGRAM	296,734	208,939	(87,795)	70%	70%										
TITLE I GRANT	918,280	899,046	(19,234)	98%	98%										
VOCATIONAL EDUCATION	598,042	585,775	(12,267)	98%	98%										
AT RISK GRANT	1,364,267	1,208,962	(155,305)	89%	89%										
ROBOTICS AND ADAPTIVE TECH GRANTS	22,740	12,691	(10,049)	56%	56%										
SAFETY GRANT	162,504	162,504	-	100%	100%										
EARLY LITERACY GRANT/LITERACY COACH GRANT	120,707	55,775	(64,932)	46%	46%										
TOTAL ADDED NEEDS	\$ 6,888,896	\$ 6,396,885	\$ (492,011)	93%	93%										
CONTINUING EDUCATION:															
ADULT EDUCATION	174,703	174,703	-	100%	100%										
COMMUNITY EDUCATION	147,922	144,304	(3,618)	98%	98%										
TOTAL CONTINUING EDUCATION	\$ 322,625	\$ 319,007	\$ (3,618)	99%	99%										
TOTAL INSTRUCTION	\$ 22,983,515	\$ 22,176,276	\$ (807,239)	96%	96%										
SUPPORTING SERVICES:															
PUPIL SERVICES:															
GUIDANCE SERVICES	414,244	409,462	(4,782)	99%	99%										
TOTAL PUPIL SERVICES	\$ 414,244	\$ 409,462	\$ (4,782)	99%	99%										
INSTRUCTIONAL STAFF:															
TITLE II, PART A/RURAL EDUCATION GRANT/TITLE IV	351,660	250,147	(101,513)	71%	71%										
IMPROVEMENT OF INSTRUCTION	313,487	302,520	(10,967)	97%	97%										
MEDIA SERVICES	199,089	197,423	(1,666)	99%	99%										
TOTAL INSTRUCTIONAL STAFF	\$ 864,236	\$ 750,090	\$ (114,146)	87%	87%										
GENERAL ADMINISTRATION:															
BOARD OF EDUCATION	98,644	64,928	(33,716)	66%	66%										
EXECUTIVE ADMINISTRATION	375,253	363,934	(11,319)	97%	97%										
HUMAN RESOURCES	224,904	214,761	(10,143)	95%	95%										
TOTAL GENERAL ADMINISTRATION	\$ 698,801	\$ 643,623	\$ (55,178)	92%	92%										
SCHOOL ADMINISTRATION:															
SCHOOL ADMINISTRATION	2,497,604	2,406,110	(91,494)	96%	96%										

OWOSSO PUBLIC SCHOOLS
BOARD OF EDUCATION
 June 30, 2020
 Report 20-02

Combined Statement of Revenue, Expenditures, and Fund Balance
General, School Service, and Capital Project Funds
 As of 6/30/2020
 Unaudited

	General Fund			School Service Fund			Capital Projects Fund- Sinking Fund and Cook Family Foundation					
	BUDGET FINAL	YTD Actual	Over (Under) Budget	% Rec'd/ Used	BUDGET FINAL	YTD Actual	Over (Under) Budget	% Rec'd/ Used	BUDGET FINAL	YTD Actual	Over (Under) Budget	% Rec'd/ Used
TOTAL SCHOOL ADMINISTRATION	\$ 2,497,604	\$ 2,406,110	\$ (91,494)	96%								
BUSINESS SERVICES:												
FISCAL SERVICES	\$ 368,578	\$ 346,517	\$ (22,061)	94%								
TECHNOLOGY MANAGEMENT	\$ 431,356	\$ 342,994	\$ (88,362)	80%								
TOTAL BUSINESS SERVICES	\$ 799,934	\$ 689,511	\$ (110,423)	86%								
OPERATIONS AND MAINTENANCE:												
OPERATIONS AND MAINTENANCE	\$ 2,822,961	\$ 2,627,945	\$ (195,016)	93%								
TOTAL OPERATIONS AND MAINTENANCE	\$ 2,822,961	\$ 2,627,945	\$ (195,016)	93%								
PUPIL TRANSPORTATION SERVICES:												
PUPIL TRANSPORTATION SERVICES	\$ 911,590	\$ 837,692	\$ (73,898)	92%								
TOTAL PUPIL TRANSPORTATION	\$ 911,590	\$ 837,692	\$ (73,898)	92%								
OTHER SERVICES:												
COMMUNICATION SERVICES	\$ 57,928	\$ 42,551	\$ (15,377)	73%								
ATHLETICS	\$ 514,622	\$ 397,609	\$ (117,213)	77%								
PRINTING AND OTHER SUPPORT SERVICES	\$ 47,117	\$ 37,126	\$ (9,991)	79%								
TOTAL OTHER SERVICES	\$ 619,667	\$ 477,286	\$ (142,381)	77%								
TOTAL SUPPORTING SERVICES	\$ 9,629,237	\$ 8,841,719	\$ (787,518)	92%								
OUTGOING TRANSFERS/FUND MODIFICATIONS:												
OTHER	\$ 94,000	\$ 20,767	\$ (73,243)	22%								
TOTAL OUTGOING TRANSFERS/FUND MODIFICATIONS	\$ 94,000	\$ 20,767	\$ (73,243)	22%								
FOOD SERVICE EXPENDITURES												
CAPITAL PROJECT EXPENDITURES	\$ 32,706,752	\$ 31,038,752	\$ (1,668,000)	95%								
TOTAL EXPENDITURES	\$ 32,706,752	\$ 31,038,752	\$ (1,668,000)	95%								
REVENUE OVER OF (UNDER) EXPENDITURES	\$ (2,349,620)	\$ (4,220,798)	\$ (1,871,178)									
AUDITED FUND BALANCE, JULY 1, 2019												
PROJECTED FUND BALANCES - June 30, 2020												
TOTAL	\$ 5,972,807	\$ 5,972,807	\$ -		\$ 5,972,807	\$ 5,972,807	\$ -		\$ 5,972,807	\$ 5,972,807	\$ -	
PROJECTED	\$ 5,771,380	\$ 5,771,380	\$ -		\$ 5,771,380	\$ 5,771,380	\$ -		\$ 5,771,380	\$ 5,771,380	\$ -	

**OWOSSO PUBLIC SCHOOLS
Board of Education Meeting
July 27, 2020
20-03**

FOR ACTION

Subject:

Membership Resolution – Michigan High School Athletic Association

Recommendation:

Resolve that the Board adopt the membership resolution of the Michigan High School Athletic Association for the year beginning August 1, 2020 through July 31, 2021

Rationale:

A requirement for membership is a yearly membership renewal by member schools' Boards of Education. This resolution fulfills that requirement.

Motion
Seconded
Vote – Ayes Nays Motion



2020-21

1661 Ramblewood Drive
 East Lansing, MI 48823
 (517) 332-5046

The Michigan High School Athletic Association is a voluntary, nonprofit corporation comprised of public, private and parochial junior high/ middle and senior high schools whose Boards of Education/Governing Bodies have voluntarily applied for and received membership for and on behalf of their secondary schools. The association sponsors statewide tournaments and makes eligibility rules with respect to participation in such Michigan High School Athletic Association sponsored tournaments in the various sports. Each Board of Education/Governing Body that wishes to host or participate in such meets and tournaments must join the MHSAA and agree to abide by and enforce the MHSAA rules, regulations and qualifications concerning eligibility, game rules and tournament policies, procedures and schedules. It is a condition for participation in any MHSAA postseason tournaments that high schools adhere to at least the minimum standards of Regulation I and the maximum limitations of Regulation II in ALL MHSAA Tournament sports.

Michigan High School Athletic Association tournaments are the collective property of the MHSAA and not of any individual member school. The MHSAA reserves the right to promote and advance the membership's interests with publication information; exclusive arrangements to create recognition and exposure for school-sponsored activities; restrictive policies prohibiting exploitation and commercialization of MHSAA-sponsored tournaments; appropriate proprietary interests, and the use of images or transmissions identifying contest officials, spectators and member schools' students, personnel and marks.

To obtain membership, it is necessary for the Board of Education/Governing Body to adopt the following resolution for its junior high/middle and senior high schools. This resolution must be formally ratified by your Board of Education/Governing Body and properly signed. Please return one signed copy for our files and retain one copy for your files. Resolutions that are modified in any way or are supplemented with letters placing additional conditions on MHSAA membership or tournament participation shall be rejected.

MEMBERSHIP RESOLUTION

For the year August 1, 2020 — through July 31, 2021

LIST ON BACK

_____ the School(s) which are under the direction of this Board of Education/Governing Body.

(Junior high/middle and senior high schools of your school system which are to be listed as MHSAA members and receive MHSAA mailings during 2020-21 must be listed on the back of this form)

Owosso Public Schools City of Owosso

County of Shiawassee, of State of Michigan, are hereby:

- (A) enrolled as members of the Michigan High School Athletic Association, Inc., a nonprofit association, and
- (B) are further enrolled to participate in the approved interschool athletic activities sponsored by said association.

The Board of Education/Governing Body hereby delegates to the Superintendent or his/her designee(s) the responsibility for the supervision and control of said activities, and hereby accepts the Constitution and By-Laws of said association and adopts as its own the rules, regulations and interpretations (as minimum standards), as published in the current HANDBOOK as the governing code under which the said school(s) shall conduct its program of interscholastic athletics and agrees to primary enforcement of said rules, regulations, interpretations and qualifications. In addition, it is hereby agreed that schools which host or participate in the association's meets and tournaments shall follow and enforce all tournament policies, procedures and schedules.

This authorization shall be effective from August 1, 2020 and shall remain effective until July 31, 2021, during which the authorization may not be revoked.

RECORD OF ADOPTION

The above resolution was adopted by the Board of Education/Governing Body of the

Owosso Public School(s), on the _____ day of _____, 2020, and is so recorded in the minutes of the meeting of the said Board/Governing Body.

Owosso Public Schools

(Governing Body Name)
645 Alger St.

(Address)
Owosso 48867

(City & Zip Code)

lintner@owosso.k12.mi.us
(Contact E-mail)

Board Secretary Signature
or Designee

Check if Designee

Schools Which Are To Be MHSAA Members During 2020-21

NOTE: Pursuant to the MHSAA Constitution, all high schools, junior high/middle schools, or other schools of Michigan doing a grade of work corresponding to such schools, may become members of this organization provided (a) the school building has enrollment and onsite attendance of at least 15 students, whether for grades 6 through 8 or 9, grades 7 through 8 or 9, or grades 9 or 10 through 12; and (b) if a nonpublic school, the school qualifies for federal income tax exemption as a not-for-profit organization. To reach the 15-student minimum for middle school membership, schools may join the MHSAA at the 6th-grade level whether or not 6th-grade students participate in athletics.

- A. This Section does not require school districts to become member schools at the junior high/middle school level and does not require school districts to sponsor any interscholastic athletics for 6th-grade students.
- B. If a school district's MHSAA Membership Resolution lists a junior high/middle school as an MHSAA member school, and if the school sponsors a 6th-grade team in any sport or permits a 6th-grade student to participate with 7th- and/or 8th-grade students in any sport, then all of Regulations III and IV apply to all 6th-graders in all sports involving 6th-graders on teams sponsored by that school. If the school does not allow any 6th-graders to participate in a sport, MHSAA rules do not apply in that sport.

Name the Member High School(s)

List separately from JH/MS even if all grades are housed in the same building.

1. Owosso High School
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____
11. _____
12. _____
13. _____
14. _____
15. _____

If necessary, list additional schools for either column on a separate sheet.

Name the Member Junior High /Middle School(s)

(member 6th, 7th and 8th-grade buildings)

List separately from HS even if all grades are housed in the same building.

1. Owosso Middle School
 Name of Member School _____
 Configuration of grades in building (e.g. K-6, 6-8, 7-8, 7-9): 6-8
 Provide anticipated 2020-21 7th and 8th-grade enrollment 458
 Provide anticipated 2020-21 6th-grade enrollment 241
 1. Yes or No (circle one) 6th-graders will be participating in at least one sport with 7th and 8th graders. If yes, complete No. 2.
 2. Yes or No (circle one) If 6th-graders are participating & not housed in the same building, add the name of the building that houses 6th-graders to the Membership Resolution.

2. _____
 Name of Member School _____
 Configuration of grades in building (e.g. K-6, 6-8, 7-8, 7-9): _____
 Provide anticipated 2020-21 7th and 8th-grade enrollment _____
 Provide anticipated 2020-21 6th-grade enrollment _____
 1. Yes or No (circle one) 6th-graders will be participating in at least one sport with 7th and 8th graders. If yes, complete No. 2.
 2. Yes or No (circle one) If 6th-graders are participating & not housed in the same building, add the name of the building that houses 6th-graders to the Membership Resolution.

3. _____
 Name of Member School _____
 Configuration of grades in building (e.g. K-6, 6-8, 7-8, 7-9): _____
 Provide anticipated 2020-21 7th and 8th-grade enrollment _____
 Provide anticipated 2020-21 6th-grade enrollment _____
 1. Yes or No (circle one) 6th-graders will be participating in at least one sport with 7th and 8th graders. If yes, complete No. 2.
 2. Yes or No (circle one) If 6th-graders are participating & not housed in the same building, add the name of the building that houses 6th-graders to the Membership Resolution.

OWOSSO PUBLIC SCHOOLS
Board of Education Meeting
July 27, 2020
20-04

FOR ACTION

Subject:

Owosso Public Schools – COVID-19 Preparedness and Response Plan.

Recommendation:

Resolve that the Board adopt the Owosso Public Schools COVID-19 Preparedness and Response Plan, as required by Governor Whitmer’s Executive Order 2020-142.

Rationale:

Governor Whitmer’s Executive Order 2020-142 “provides a structure to support all schools in Michigan as they plan for a return of pre-K-12 education in the fall. Under the order, school districts must adopt a COVID-19 Preparedness and Response Plan laying out how they will cope with the disease across the various phases of the Michigan Safe Start Plan. In turn, the Michigan 2020-21 Return to School Roadmap offers a guide to the types of safety protocols appropriate during each phase. In addition, the plan has been developed with guidance from the Michigan Department of Education, Owosso Public Schools education leadership, Shiawassee Regional Education School District (SRES), local health department and information gathered from surveying families and staff.

The District is required to have this completed Assurance Document and Preparedness Plan to the Board of Education for approval by August 15, 2020. The Preparedness Plan will then be collected by the Shiawassee Regional Education School District (SRES) for transmission to the State Superintendent of Public Instruction and State Treasurer by August 17, 2020. Additionally, the preparedness Plan will be posted on the district’s website no later than August 17, 2020.

Motion

Seconded

Vote – Ayes

Nays

Motion

COVID-19 Preparedness and Response Plan

(Executive Order 2020-142 District Preparedness Plan)

07/23/2020

Name of District: Owosso Public Schools

Address of District: 645 Alger Street

District Code Number: 78110

Web Address of the District: www.owosso.k12.mi.us

Name of Intermediate School District: Shiawassee Regional Education Service District

Name of Authorizing Body (if applicable): Owosso Public Schools Board of Education



Preparedness Plan Introduction

Governor Whitmer's Executive Order 2020-142 "provides a structure to support all schools in Michigan as they plan for a return of pre-K-12 education in the fall. Under the order, school districts must adopt a COVID-19 Preparedness and Response Plan laying out how they will cope with the disease across the various phases of the Michigan Safe Start Plan. In turn, the accompanying Michigan Return to School Roadmap offers a guide to the types of safety protocols appropriate during each phase. There's no one-size-fits-all solution: What works in Lansing may not work in Sault Sainte Marie. Districts will retain the flexibility to tailor their instruction to their particular needs and to the disease conditions present in their regions." (EO-2020-142)

Each district (public, public school academy (PSA), nonpublic, and intermediate school district (ISD) that educates pre-K-12 students) shall submit a single completed Assurance Document and Preparedness Plan to its Board in time for approval by August 15 or seven days before the first day of school, whichever comes first. This template, when completed, serves as a single Assurance Document and Preparedness Plan.

The Preparedness Plan will be collected by the Intermediate School District for public school districts, the authorizing body for public school academies, or the chief/designated school administrator for nonpublic schools for transmission to the State Superintendent of Public Instruction and State Treasurer by August 17, 2020. Additionally, this Preparedness Plan must be posted on the district's/PSA's, or nonpublic school's public website home page no later than August 17, 2020. A single application should be filed by the district rather than multiple applications for individual schools within a district.

Preparedness Plan Assurances

Owosso Public Schools (The District) agrees to meet all of the following requirements of Executive Order 2020-142

- ✓ The District assures that when it provides in-person instruction to its students without disabilities, the district must also provide in-person instruction to its students with disabilities, consistent with their individualized education programs (IEPs).
- ✓ The District assures that when schools are closed to in-person instruction, districts must strive in good faith and to the extent practicable, based upon available resources, technology, training, and curriculum, as well as the circumstances presented by COVID-19, to provide equal access to any alternative modes of instruction to students with disabilities from birth through age 26. This assurance includes the provision of auxiliary services under section 1296 of the Revised School Code, MCL 380.1296.
- ✓ The District assures that while any state of emergency or disaster related to the COVID-19 pandemic continues, it shall comply with guidance from the United States Department of Education, including its Office of Civil Rights and Office of Special Education and Rehabilitative Services, and the Michigan Department of Education concerning the delivery of alternative modes of instruction to students with disabilities in light of the impact of COVID-19.
- ✓ The District assures that it shall, to the extent practicable and necessary, make individualized determinations whether and to what extent compensatory services may be needed for students with disabilities in light of the school closures during the 2019–2020 school year.
- ✓ The District assures that during **Phase 1, 2, or 3** of the *Michigan Safe Start Plan* it will close its buildings to anyone except: (a) District employees or contractors necessary to conduct minimum basic school operations consistent with a Preparedness Plan, including those employers or contractors necessary to facilitate alternative modes of instruction, such as distributing materials and equipment or performing other necessary in-person functions. (b) Food-service workers preparing food for distribution to students or their families. (c) Licensed child-care providers and the families that they serve, if providers follow all emergency protocols identified by the state.
- ✓ The District assures that during **Phase 1, 2, or 3** of the *Michigan Safe Start Plan* it will suspend athletics, after-school activities, inter-school activities, and busing.
- ✓ The District assures that during **Phase 1, 2, or 3** of the *Michigan Safe Start Plan* it will provide for the continued pay of school employees while redeploying staff to provide meaningful work in the context of the Preparedness Plan, subject to any applicable requirements of a collective bargaining agreement.
- ✓ The District assures that in **Phases 1, 2, or 3** of the *Michigan Safe Start Plan* it will provide for the continuation of food distribution to eligible students.
- ✓ The District assures that during **Phase 4** of the *Michigan Safe Start Plan* it will prohibit indoor assemblies that bring together students from more than one classroom.
- ✓ The District assures cooperation with the local public health department if a confirmed case of COVID-19 is identified, and agrees to collect the contact information for any close contacts of the affected individual from two days before he or she showed symptoms to the time when he or she was last present in school.

Preparedness Plan

As required by Executive Order 2020-142, every district must develop and adopt a COVID-19 Preparedness and Response Plan ("Preparedness Plan") that is informed by Michigan's 2020-21 Return to School Roadmap ("Return to School Roadmap") from the COVID-19 Task Force on Education and Return to School Advisory Council.

In accordance with Executive Order 2020-142, the COVID-19 Preparedness and Response Plan MUST INCLUDE all the following:

- A. The policies and procedures that the District will follow when the region in which the district is located is in **Phase 1-5 as described below** of the *Michigan Safe Start Plan*.
 1. Describe how the district will offer alternative modes of instruction other than in-person instruction and a summary of materials each student and the student's parents or guardians will need to meaningfully access the alternative modes of instruction included in the Preparedness Plan. If the Preparedness Plan relies on electronic instruction, the Preparedness Plan must consider how the district will aid students who lack access to computers or to the internet. This is also in the Continuity of Learning and COVID-19 Response Plan submitted in April. You may want to update and link to this plan in your response below.

Owosso Public Schools Alternative Modes of Instructions for the Return to Learn 2020-2021 Plan:

Thank you for the opportunity to submit our distance education plan during this unprecedented COVID-19 pandemic. Owosso Public Schools has developed this plan with guidance from the Michigan Department of Education, Owosso Public Schools education leaders and consultation with the Owosso Public Schools Board of Education. The district began surveying families to determine what level of technology access they would have at home (70% with devices and connectivity-30% without), and then developed a learning plan that could meet the needs of all our students. Our administrators and district leadership strategized on how to effectively leverage the existing technology platforms already in use throughout our district and determined whether any gaps existed. Administrators met with their teaching staff by grade level to further develop communication plans and implementation of a full continuation of grade level services. Owosso Public Schools district leadership team also reviewed the [CDC guidelines](#) and collaborated with the Shiawassee Regional Education School District (SRES) and our local health department to ensure that the proposed full continuation of education services can be conducted with the safety and well-being of our staff, students and community partners.

The district's commitment to providing world-class learning opportunities for our students has provided a strong basis for our teaching staff to prepare our students for the next level during these uncertain times. We are fortunate to have a strong relationship between our school board, community, teachers and district leadership.

Technology program for 6th-12th grade with Chromebooks so students will complete school work with school device. K-5 students may "loan" out Chromebooks, if available, and follow district guidelines and procedures. The district recognizes that students learn in different ways and will have different levels of access to technology and structure throughout their day. A blended approach to learning will be utilized; online, virtual, or telephone contact between teaching staff and students, and hard copy learning packets to ensure a full continuation of grade level services.

PARENT OPTIONS:

Phase 3 – No in-person instruction, all Owosso Public School students will be required to complete course work online.

Phase 4 - Parents and students will have an option to complete coursework, including online or hybrid approach to learning. Hybrid approach will be a combination of face to face instruction and virtual/online classes.

Phase 5 - Parent and students would have an option to complete coursework including online or full-time face-to-face instruction.

To view, follow this link [Return to Learn 2020-2021](#)

B. As required in the Michigan's 2020-21 Return to School Roadmap, when in **Phase 4** of the Michigan Safe Start Plan, face coverings will be required for all staff district-wide and students in Grades 6-12 at all times, except during meals and unless face coverings cannot be medically tolerated. Face coverings are required for K-5 students on school buses and during passing periods only, at this time the district is seeking further guidance on this mandate with respect to the Governor's latest Executive Order. Explicit mandated required face coverings from the Michigan's 2020-21 Plan are listed below:

1. **Face coverings** (p. 22)

- a. Please describe how the district will implement **requirements** for facial coverings that at a minimum require the wearing of face coverings, except during meals and unless face coverings cannot be medically tolerated, for:
 - i) All staff and all students in grades preK-12 when on a school bus.
 - ii) All staff and all students in grades preK-12 when in indoor hallways and common areas.
 - iii) All staff when in classrooms.
 - iv) All students in grades 6 and up when in classrooms.
 - v) All students in grades kindergarten through grade 5 unless students remain with their classes throughout the school day and do not come into close contact with students in another class.

Owosso Public Schools Face Coverings (PPE) Implementation Plan:

- The expectations for the wearing of face coverings and how to obtain clean face coverings will be included in all district to parent communications, all handbooks, all student orientations, and all staff orientations.
- Students and parents will be encouraged to watch a safety video on the wearing of and expectations for maintenance of face coverings. Students and parents will sign-off on their awareness of these policies before the students are permitted to enter the classroom on the first day of school.(The following is a sample video to watch) <https://news.yahoo.com/know-face-masks-kids-ahead-015834474.html>
- School facilities, grounds, and transportation signage will be prominent throughout all school facilities and clearly identify who is required to wear face coverings in each designated area of the building, grounds, or bus.
- Required Personal Protective Equipment (PPE) will be ordered and provided to all staff. Face coverings will be ordered and made available to all students as needed on a daily basis. Available face coverings for students will be placed on busses and in the classrooms every evening by teaching staff, custodial staff and transportation staff.
- Beginning on the first in-person day of school, any district issued fabric face covering shall be turned in daily, at the end of the day. (in some cases these will need to be collected by bus drivers as students exit the bus.)
- A face covering is required for any guest entering the school building. Signage will be posted on all school building entrances of this requirement.
- Any Homemade facial coverings worn by staff and students are required to be washed daily.
- All face coverings must be free of any pictures, signs, symbols, etc. and must adhere to all district policies and dress code. The only exception is the Owosso Public Schools logo. Non-compliance will be subject to disciplinary action.
- Disposable facial coverings worn by staff and students are required to be disposed of on a daily basis.
- Individuals (staff or students) who claim medical exemption will need to meet with their building Administrator/Supervisor to provide rationale and medical documentation. Once approved, the medical documentation for staff is to be scanned and emailed to Human Resources. (Begins August 15 and continues throughout the school year)
- Exempted individuals will be recorded in a master database and issued a sticker to display on the back of their student or staff ID indicating this exemption.
- PreK-5 students will not be required to wear a face covering once they are situated in the classroom unless the classroom activity places them in close proximity (less than 6 ft. for more than 15 minutes) to other students. *The district is seeking further guidance on this mandate with respect to the Governor's latest Executive Order.*
- Students who are capable of wearing a face covering and refuse to do so in an area where a face covering is required, will be issued a face covering by a school official (teacher, paraprofessional, administrator, transportation staff, playground aid, etc.) and asked to put the face covering on. The instance will be documented as a log entry in PowerSchool.
- Students showing patterns of non-compliance will be removed from the school building and placed into remote instruction until the student agrees to comply with this safety protocol. Parents will be notified of each instance of non-compliance by the administration or school staff. The student's repeated non-compliance from the school building will result in permanent placement into remote instruction with the student

- being banned from coming to the school site.
- Staff who are capable of wearing a face covering and refuse to do so, will be addressed by the school administrator or supervisor and could face progressive disciplinary measures up to and including termination.
- Guests to the school building (presenters, substitute teachers, etc.) will be issued a disposable face covering upon signing in at the main office and will be instructed to wear the face covering at all times. Instances of non-compliance will result in the guest being escorted from the building by the school safety officer or building administrator.
- In instances of uncertainty about individuals not wearing face coverings, these matters will be relayed to the building administration for review and decisive action.

The Face covering requirements will be communicated to all staff, students and parents through the following:

- Direct return to school written and verbal communication to all parents, students and staff
- COVID-19 Response Plan
- Student Handbook
- Employee Handbook
- Posters upon entry to facilities, buses and classrooms
- Teacher written and verbal communication to parents and students
- Staff and Student Orientations

2. As required and strongly recommended (p. 22-23) of the Michigan's 2020-21 Return to School Roadmap Owosso Public Schools will implement the following hygiene protocols when in **Phase 4 or Phase 5** of the Michigan Safe Start Plan.

Owosso Public Schools Hygiene Implementation Plan:

- The district will provide adequate supplies to students and staff to support healthy hygiene behaviors.
- Supplies (paper towels, soap, hand sanitizer, tissues, trash receptacles) will be checked daily and restocked as needed.
- Teachers will contact the office immediately if supplies run out during the school day
- Teachers will teach students the following on the first day of school and reinforce weekly or more often as needed (this may be done via video).
 - Proper technique of handwashing
 - Proper technique of how to cough and sneeze into their elbows, or to cover with a tissue and dispose of it in the trash
 - Proper technique of the use of hand sanitizer
- Guests will be required to:
 - Utilize the designated drop off area for all deliveries
 - Sign in including name, time and contact information
 - Minimize unscheduled visits to the school building
- Proper mitigation strategies including hand washing and sneezing will be communicated to families via newsletters, web pages, bulletin boards, and the like. Parents and caregivers will be asked to review and reinforce with their students.
- Custodians will be required to follow the safety, hygiene and cleaning checklist.
- The district will procure portable hand sanitizing stations to set up throughout school buildings including all building entrances.
- Teachers, students and staff will have an opportunity to wash their hands with and soap and water every 2-3 hours as scheduled by individual classrooms, including before and after any meals or snacks. Hand sanitizer will also be made available.
- The district will strongly recommend to limit sharing of personal items and supplies such as writing utensils.
- Building Administrators will communicate to parents and staff to keep students' personal items separate and in individually labeled cubbies, containers, or lockers.
- Building Administrators will strongly recommend to teaching staff to limit use of classroom materials to small groups and disinfect between use, or provide adequate supplies to assign for individual student use.

3. As required (p. 27) and strongly recommended (p. 43) of the Michigan's 2020-21 Return to School Roadmap Owosso Public Schools will implement the following **Cleaning protocols** when in **Phase 4 or Phase 5** of the Michigan Safe Start Plan.

Owosso Public Schools Cleaning Implementation Plan:

- District Level Administrators and Building Operations will meet to review all guidance related to cleaning and disinfecting of buildings and to review the Building Operations the MI Safe Schools: Michigan's 2020-21 Return to School Roadmap.
- The Operations Director will conduct an inventory related to all cleaning supplies that are in compliance with EPA-approved disinfectant related to COVID will be taken and orders will be made to address increased cleaning protocols.
- All classrooms will be provided spray bottles with EPA-approved disinfectant or diluted bleach solution and paper towels, in order to address new cleaning protocols. Staff must wear proper PPE when cleaning.
- Each building custodial team and administrator will tour their building and identify areas of frequent usage throughout the building. A checklist will be created and kept secure in the head custodian room and office to ensure compliance when custodial substitutes are in the building.
- Custodial staff will walk the building wiping all high frequency usage (light switches, doors, benches, bathrooms, etc.) areas throughout the day and following any evening activities in the building as required in the Custodial safety, hygiene and cleaning checklist.
- All special classrooms i.e. art, music, gym and media centers will have EPA-approved cleaning supplies stored in the classroom away from students. The designated staff for the area will wipe down all frequently used materials after each class has been dismissed with EPA-approved disinfectant. This will occur prior to the entrance of the next class.
- The designated staff will wipe down the student's desks after student dismissal from the room at the elementary or after every period at the secondary level with EPA-approved disinfectant. All cleaning materials will be available for all staff as needed. All classrooms will have the appropriate EPA-approved disinfectant in their rooms.
- Playground structures will be cleaned in accordance with the Custodial safety, hygiene and cleaning checklist.
- Ensure safe and correct use and storage of cleaning and disinfection products, including storing products securely away from children, and with adequate ventilation when staff use products.
- Staff will wear proper PPE when performing all cleaning activities.
- Virtual or in person training on cleaning materials and protocols will be provided to the staff no later than the first week of school. This training will show the use of PPE when cleaning, protocols for the classroom and storage of cleaning materials.

4. As required (p. 27) and strongly recommended (p. 42) of the Michigan's 2020-21 Return to School Roadmap, Owosso Public Schools will implement the following athletic protocols when in **Phase 4 or Phase 5** of the Michigan Safe Start Plan.

Owosso Public Schools Athletics Implementation Plan:

- The District will follow the MHSAA protocol and safety guidelines.
- Students, teachers, and staff must use proper hand hygiene techniques before and after every practice, event, or other gathering.
- All equipment will be disinfected before and after use.
- Inter-school competitions may be held provided that, facial coverings are worn if school transportation is provided.
- Spectators are allowed, provided that facial coverings are used by observers and six feet of social distancing can be maintained at all times.
- Each participant must use a clearly marked water bottle for individual use.
- Handshakes, fist bumps, and other unnecessary contact must not occur.
- Indoor weight rooms and physical conditioning activities that require shared equipment are suspended.
- Large scale indoor spectator events are suspended.
- When in **Phase 5**, indoor spectator events are limited to 50 people. Large scale outdoor spectator or stadium events are limited to 250 people. Spectators not part of the same household must always maintain six feet of distance from one another. Every participant should confirm that they are healthy and without any symptoms prior to any event. **This is subject to change**
- Frequently touched surfaces including light switches, doors, benches, bathrooms, will undergo cleaning in accordance with the Custodial safety, hygiene and cleaning checklist.

5. As required (p. 24) and strongly recommended (p. 24, 40) of the Michigan's 2020-21 Return to School Roadmap, Owosso Public Schools will implement the following Screening protocols for Staff, Students and Guests when in **Phase 4** or **Phase 5** of the Michigan Safe Start Plan.

Owosso Public Schools Screening Implementation Plan:

- The District will cooperate with the local public health department regarding implementing protocols for screening students, staff and guests.
- A monitoring form (paper and electronic) for screening employees has been developed. Staff are required to conduct daily self-examinations, including a temperature check, prior to coming to work including using the monitoring form developed by Owosso Public Schools. If they exhibit any respiratory or gastrointestinal symptoms, or have a temperature of 100.4 or greater, they should stay home and immediately report to their supervisor on return to work protocol.
- Students who become ill with symptoms of COVID-19 will be placed in an identified isolated area with a surgical mask in place and monitored by staff until they can be picked up.
- Parent communication will be made immediately with clear and concise directions on where and how to pick up the student and where to report for testing.
- Symptomatic students sent home from school should be kept home until they have completely recovered according to CDC guidelines.
- Families are encouraged to monitor their children for symptoms of COVID-19. Families are encouraged to check their child's temperature at home every morning using oral, tympanic, or temporal scanners; students with a temperature of 100.4 or greater **MUST** stay home and should consider coronavirus testing if symptoms of COVID-19 are present.
- Staff who are unable to work due to displaying COVID-19 symptoms will be required to report this to the school through the Owosso Public Schools Health Screening Form. Staff who answer YES to any question 6-19 are to immediately notify their Supervisor/Administrator and the Supervisor/Administrator will immediately contact the Human Resources Director. The Human Resources Director will follow up as needed with any symptomatic person to direct where, when, and how to get tested and report those results back to the school as soon as available.
- Positive tests for students and staff members will require a medical release for students or staff to return to school or work.

6. As required (p. 25) and strongly recommended (p. 25, 26, 40) of the Michigan's 2020-21 Return to School Roadmap, Owosso Public Schools will implement the following **Testing** protocols for students and staff when in **Phase 4 or Phase 5 of the Michigan Safe Start Plan**.

Owosso Public Schools Testing Implementation Plan:

- The district will cooperate with the local public health department regarding implementing protocols for screening students and staff.
- Students and staff who develop a fever or become ill with COVID-19 symptoms at school are required to wear a mask and CDC guidelines will be used for testing and treatment recommendations.
- Families should be notified of the presence of any laboratory positive or clinically diagnosed cases of COVID-19 in the classroom and/or school to encourage closer observation for any symptoms at home following CDC guidelines.
- In the event of a lab or clinically diagnosed case of COVID-19, immediate efforts should be made to contact any close contacts (those who spent more than 15 minutes less than six feet in close proximity to the student or staff member) so that they can follow CDC guidelines
- The district shall cooperate with the local public health department if a confirmed case of COVID-19 is identified.
- In the case of a COVID-19 positive test of a student or staff, every effort will be made to close the area for 24 hours before cleaning to minimize the risk of any airborne particles. Cleaning staff will use the required PPE when performing cleaning of these areas.
- Symptomatic students and staff sent home from school or work must be kept home until they have tested negative (testing), released from isolation according to CDC guidelines or released by a physician.
- Employees with a confirmed case of COVID-19 will only return to the workplace after they are no longer infectious. Local health officials will provide instruction about return to work, using the most current guidelines from the CDC for this determination.
- The District will maintain confidentiality consistent with the Americans with Disabilities Act (ADA) and other applicable federal and state privacy laws as required.

7. As required (p. 28) and strongly recommended (p. 43 & 52) of the Michigan's 2020-21 Return to School Roadmap Owosso Public Schools will implement the following Busing and Student Transportation protocols when in **Phase 4** or **Phase 5** of the Michigan Safe Start Plan.

Owosso Public Schools Busing and Student Transportation Implementation Plan:

- A copy of the Michigan's 2020-21 Return to School Roadmap will be provided to the Transportation Supervisor.
- The Transportation Supervisor will inventory buses, assess maximum capacity, availability of drivers and finalize bus procedures to be communicated to parents, students and staff.
- Signage will be added to each bus to address the safety and hygiene guidelines.
- The bus driver, staff, and all students in grades preK-12, if medically feasible, must wear facial coverings while on the bus.
- Face masks will be available at the entrance of the bus in the event that a student does not come to the bus equipped with the necessary item.
- Communication will be sent out to families related to the mandatory nature of wearing a face mask on the bus and that all staff and students, if medically feasible, must wear it in order to be transported, unless "It is determined on a case by case basis that it is not safe for the bus driver to wear a facial covering."
- Communication documents will be developed to enable the drivers of the buses to know what the safety plans are for any students and who for medical reasons will not be wearing a face mask.
- Require the use of hand sanitizer before entering the bus.
- Professional development will be required for all bus drivers related to the changes, including the appropriate usage of face coverings and policies regarding the requirement of face covering usage on the bus, hand sanitizing, and cleaning protocols to address the cleaning and disinfecting of the bus before and after every route. A Transportation safety, hygiene and cleaning check list will be provided to staff to complete each time the bus is cleaned.
- Clean and disinfect transportation vehicles before and after every transit route using the safety, hygiene and cleaning checklist for transportation.
- Clean and disinfect frequently touched surfaces in the vehicle prior to morning routes and prior to afternoon routes using the safety, hygiene and cleaning checklist for transportation.
- Clean, sanitize, and disinfect all other school equipment that may be transported to schools daily.
- Create a plan for getting students home safely if they are not allowed to utilize district transportation.
- If a student becomes sick during the day, they must not use group transportation to return home and must follow protocols outlined above.
- Weather permitting, keep doors and windows open when cleaning the district vehicles and between trips to let the vehicles thoroughly air out.
- Weather permitting, consider keeping windows open while the vehicle is in motion to help reduce spread of the virus by increasing air circulation, if appropriate and safe.

- C. Describe the policies and procedures that the district will follow when the region in which the district is located, is in Phase 5 of the Michigan Safe Start Plan.

The Owosso Public Schools District policies and procedures for Phase 5 have all been identified above in each area, except for Face Coverings. Please see below for the Face Coverings guidelines in Phase 5, as recommended in the [Michigan's 2020-21 Return to School Roadmap](#).

Face Coverings Strongly Recommended but not required:

- Facial coverings should always be worn by staff except for meals.
- Face coverings should be worn in hallways and common areas by preK-12 students in the building except for during meals.
- Facial coverings on district transportation to and from school.

Face Coverings Recommended but not required:

- Facial coverings should be worn for k-12 students in classrooms.

There are no field trips permitted in Phase 4. If field trips are permitted in Phase 5, they should comply with transportation guidelines within this document including mandatory facial coverings.

1. Indicate which highly recommended protocols from the *Return to School Roadmap* the district will include in its Preparedness Plan when the region in which the district is located is in **Phase 5** of the *Michigan Safe Start Plan*.

The Owosso Public Schools District policies and procedures for Phase 5 have all been identified above in each area, except for Face Coverings. Please see below for the Face Coverings guidelines in Phase 5, as recommended in the [Michigan's 2020-21 Return to School Roadmap](#).

Face Coverings Strongly Recommended but not required:

- Facial coverings should always be worn by staff except for meals.
- Facial covering should be worn in hallways and common areas by preK-12 students in the building except for during meals.
- Facial coverings on district transportation to and from school.

Face Coverings Recommended but not required:

- Facial coverings should be worn for k-12 students in classrooms.

There are no field trips permitted in Phase 4. If field trips are permitted in Phase 5, they should comply with transportation guidelines within this document including mandatory facial coverings.

2. Indicate which highly recommended protocols from the *Return to School Roadmap* the district will not include in its Preparedness Plan when the region in which the district is located is in **Phase 5** of the *Michigan Safe Start Plan*.

The highly recommended protocols are a part of the ongoing operations of the district, in addition to including the identified highly recommended protocols in each section above from the Michigan's 2020-21 Return to School Roadmap when the region in which the district is located is in **Phase 5** of the Michigan Safe Start Plan. The district will continue to assess the highly recommended protocols to ensure it making every effort possible to follow these recommended protocols.

D. After considering all the protocols that are highly recommended in the *Return to School Roadmap*, please indicate if a school plans to exclude protocols that are highly recommended for any of the categories above in **Phase 4**.

No.

(Indicate Yes or No here)

Dated this 23rd day of July, 2020

Record of Board of Education Approval

The above Owosso Public Schools Assurance and COVID-19 Preparedness Plan was approved by the Board of Education/Governing Body of the Owosso Public Schools on the _____ day of _____ 2020, and is so recorded in the minutes of the meeting of the said Board/Governing Body.

Owosso Public Schools
645 Alger Street
Owosso, MI 48867

Shelly Ochodnicky
Board Secretary

Dr. Andrea Tuttle
Superintendent
Owosso Public Schools

Link to the approved Plan posted on the District/PSA/nonpublic school website will be provided once approved

Date Received by SRES D Superintendent, David E. Schulte: _____

Date Submitted to State Superintendent and State Treasurer: _____

OWOSSO PUBLIC SCHOOLS
Board of Education Meeting
July 27, 2020
Report 20-05

FOR ACTION

Subject:

Ratification of 2020-2021 School Calendar

Recommendation:

Resolve that the Board of Education approve the 2020-2021 School Calendar (Appendix B) and Article 5 Tentative Agreement between the Owosso Education Association and the Owosso Board of Education.

Rationale:

In a collaborative effort to ratify the 2020-2021 school calendar prior to the start of the 2020-2021 school year, the Owosso Education Association signed the Tentative Agreement on July 8, 2020.

Statement of Purpose/Issue:

The Owosso School District is fortunate to have an outstanding relationship with the Owosso Education Association. The Tentative Agreement of the 2020-2021 School Calendar Appendix B and Article 5 was reached after thoughtful reflection of the challenges currently facing the District.

Facts/Statistics:

The Michigan Public Employment Relations Acts, as amended, created a statutory obligation for the Board of Education to bargain with the Association as the representative of its teaching personnel as to hours, wages, terms and conditions of employment. The District continues negotiations with the Owosso Education Association in all other aspects of the 2019-2020 Master Agreement.

District Goal Addressed:

Routine Business

Motion

Seconded

Vote – Ayes

Nays

Motion

APPENDIX B: 2020-2021 SCHOOL CALENDAR After Labor Day Start

	Instructional Days	Noninstructional Days	PD Days	PD ½ Days	PD Dept. / Gr. Level Meetings	MS/Elem.		HSs	
						Open Houses	PTC	Open Houses	PTC
August	0	1				0.5 OHS			
31 Teachers Required Work Day									
September	19	1	2		0.34	0.5 LHS, OMS, Elem		0.5	
1-2 PD: Also counts as Instructional Day									
3 Teacher Required Work Day									
4 No School: Labor Day Recess									
8 First Day for Students									
October	22	0			0.17	.5		.5	
22 nd Half day for Elementary Students – PT									
Conferences Afternoon & Evening									
30 Half Day for students: Optional Teacher Work Day (PM)									
November	18		1		0.17				
3 PD: Also counts as instructional Day									
25-27 No School: Thanksgiving Recess									
December	14								
18: Half Day for students: Optional Teacher Work Day (PM) – End of First Semester									
21-31 No School: Holiday Recess									
First Semester Totals	73	2	3	0	.68	1		1	0.5 (LHS only)
January	20		1		0.17				
1 No School: Holiday Recess									
4 School Resumes: 2 nd Semester Begins									
18 PD: (MLK Day – Also counts as instructional day)									
February	19				0.17	0.5 (Elementary only)			
12 Half day for Students: Optional Teacher Work Day (PM)									
15 No School: President's Day									
25 th Half Day for Elementary Students – PT									
Conferences Afternoon & Evening									
March	20				0.17				
26: Half Day for all students – Optional teacher work day (PM)									
29-31 No School Spring Recess									
April	20				0.17				
1-2 No School Spring Recess									
5 School Resumes									
May	20				0.17	0.5 OMS only		0.5	
31: Memorial Day: No School									
June	8								
10: Half Day: Last day for Students									
Second Semester Totals	107	0	1	0	0.85	0.5		0.5	
	180	2	4	0	1.53	1.5		1.5	

End of Marking Periods: October 23, December 18, March 12 & June 10
 End of LHS Trimesters: November 24, 2020; March 12, 2021 & June 10, 2021
 Grades Due: All Marking Period Grade Reports for Grades K-12 and Mid-Marking period progress reports for grades 6-12 are due at 8:00 a.m. October 28, 2020, December 2, 2020 (Lincoln), January 7, 2021, March 17, 2021 (Lincoln), March 17, 2021, June 8, 2021 (elementary), and June 16, 2021 (secondary).

Parent/Teacher Conferences:	Elementary:	October 22 nd	(afternoon 1:00 p.m. – 3:30 p.m.) (evening 5:00 p.m. – 8:00 p.m.)
		February 25 th	(afternoon 1:00 p.m. – 3:30 p.m.) (evening 5:00 p.m. – 8:00 p.m.)
	High School:	October 29 th	(evening 5:00 p.m. – 8:00 p.m.)
	Middle School:	October 27 th	(evening 5:00 p.m. – 8:00 p.m.) (teachers required to attend Graduation Award Ceremony or Dance)
	Lincoln:	October 6 th January 13 th	(evening 5:30 p.m. – 7:00 p.m.) (evening 5:30 p.m. – 7:00 p.m.)

Grade Level Chair Meetings: The 4th Wednesday of the month, with the following exceptions:
 All Department and Grade Level Meeting September 2, 2020 (in place of the December meeting)

Wednesday, November 18, 2020
 Wednesday, February 17, 2021
 Wednesday, May 19, 2021

Lincoln Graduation May 26, 2021
 OHS Graduation May 27, 2021

Building Dept./Grade Level Meetings will be one hour in length and will include a written agenda, minutes and teacher attendance. Building Dept./Grade Level Meetings count as professional development hours. .

Open Houses:

OMS	September 1, 2020	4:00 p.m. – 6:00 p.m.
OHS	August 31, 2020	4:00 p.m. - 6 :00 p.m.
Lincoln	September 16, 2020	5:00 p.m. – 7:00 p.m.
Elementary:	September 1, 2020	5:00 p.m. – 7:00 p.m.
Bentley Bright Beginnings	August 31, 2020	5:00 p.m. - 7:00 p.m.

Registration Dates

Lincoln	August 20, 2020	9:00 a.m. – 2:00 p.m.
	August 21, 2020	9:00 a.m. – 2:00 p.m.
OMS	N/A	Forms mailed to parents
OHS Trojan Days	August 26, 2020	8:00 a.m. - 11:00 a.m.
	August 26, 2020	12:00 p.m. - 3:00 p.m.
	August 26, 2020	4:00 p.m. - 6:00 p.m.
OHS Registration Make-up Day/Open House	August 31, 2020	4:00 p.m. - 6:00 p.m.

OWOSSO PUBLIC SCHOOLS
Board of Education Meeting
July 27, 2020
Report 20-06

FOR ACTION

Subject:

Adoption of the Summary of Material Modification (SMM) to the Section 125 (Cafeteria) plan for Owosso Public Schools for the 2019-20 plan year only.

Recommendations:

Resolve that the Board adopt the Summary of Material Modification to the Section 125 (Cafeteria) plan for Owosso Public Schools for the 2019-20 plan year only as presented in the attached SMM and authorize the Superintendent to sign the SMM.

Rationale:

Adoption provides participants in the Section 125 plan a longer run out period than in the original plan document due to the COVID pandemic

Facts/Statistics:

As a result of the COVID pandemic, participants in the cafeteria plan may have been detrimentally impacted in their ability to utilize funds that were set aside in the District's cafeteria plan. These adverse effects were a result of circumstances beyond their control such as health and dental services that were non-essential not being able to be performed during prolonged periods or child-care services not being either needed or available. These situations could have resulted in participants putting aside money in their account that could not be utilized by the 2019-20 plan year end of August 31, 2020.

In recognition of this, there is the ability of the District to adopt the Summary of Material Modification to allow for the participants to have submit eligible expenses through 12/31/2020 and have a run out period (period in which they can submit expenses for a service date of prior to 12/31/2020) through March 31, 2021. This will allow the participants extra time to utilize the funds for services for which they originally put the money aside and were unable to do as a result of the unforeseen circumstances.

Motion

Seconded

Vote – Ayes

Nays

Motion

**PLAN DOCUMENT AMENDMENT
& SUMMARY OF MATERIAL MODIFICATION**

This Summary of Material Modification (SMM) is being delivered to be attached to your Summary Plan Description (SPD). This document will also serve as an amendment to the Plan Document maintained by the Employer. Keep this SMM with your SPD for future reference. The changes described below have been adopted and executed by the Employer. You can request a copy of your SPD - Plan Documents from your Benefits Coordinator. These changes in no way affect any other term or condition stated in your Summary Plan Description unless that specific term is mentioned below.

This Plan hereby provides an extended period to apply unused amounts remaining in a health FSA or dependent care assistance program to pay or reimburse medical care expenses or dependent care expenses by permitting Participants to apply unused amounts remaining in a health FSA or a dependent care assistance program as of the end of a grace period ending in 2020 or a plan year ending in 2020 to pay or reimburse expenses incurred for the same qualified benefit through December 31, 2020.

Health FSA amounts may only be used for medical care expenses, and dependent care assistance program amounts may only be used for dependent care expenses.

The extension of the period for incurring claims that may be reimbursed by the health FSA is an extension of coverage by a health plan that is not an HDHP for purposes of determining whether an eligible individual qualifies to make contributions to an HSA. An individual who had unused amounts remaining at the end of a plan year or grace period ending in 2020 and who is allowed an extended period to incur expenses under a health FSA pursuant to a plan amended in accordance with this notice will not be eligible to contribute to an HSA during the extended period.

Executed this _____ day of _____, _____.

Employer: _____

By: _____

Printed: _____

Title: _____

OWOSSO PUBLIC SCHOOLS
Board of Education Meeting
July 27, 2020
Report 20-07

FOR ACTION

Subject:

New Policy 2266 – Nondiscrimination on the Basis of Sex in District Programs or Activities, 1st reading and deletion of Policy 5517.02 – Sexual Violence.

Statement of Purpose/Issue:

Resolve that the Board of Education adopt as their 1st reading: **New Policy 2266 – Nondiscrimination on the Basis of Sex in District Programs or Activities and deletion of policy 5517.02 – Sexual Violence**

Facts / Statistics:

On May 6, 2020, the U.S. Department of Education released long-awaited new regulations implementing Title IX, the federal law that prohibits sex-based educational discrimination in schools receiving federal financial assistance. Schools are still responsible for appointing a Title IX Coordinator and for promptly and equitably investigating incidents of sex-based discrimination, including sexual harassment. But now, Title IX investigations are subject to a plethora of standards and procedures that differ markedly from those recommended in previous federal guidance and case law. The new regulations, which carry the full force of law, take effect on August 14, 2020.

The following is a synopsis provided by Thrun Law firm on the significant changes that have emerged relative to Title IX regulations resulting in the recommendation from NEOLA to adopt new policy 2266 and the elimination of Policy 5517.02:

Sexual Harassment Defined

The new regulations define the term through three examples of sex-based misconduct: (1) an employee conditioning the provision of an aid, benefit, or service on the student's participation in unwelcome sexual conduct (i.e., quid pro quo); (2) unwelcome conduct on the basis of sex that a reasonable person would find so severe, pervasive, and objectively offensive that it denies a person equal educational access to a school's program or activities; or (3) sexual assault, dating violence, domestic violence, or stalking. The above definition purposely differs in part from the Title VII workplace standard (severe or pervasive conduct creating a hostile work environment) and represents an attempt to exclude expressions protected by free speech and academic freedom.

Actual Knowledge Expanded

Previously, the U.S. Supreme Court established that a school was liable for sexual harassment if an "appropriate person" (i.e., a school official with sufficient authority to take corrective action) had actual knowledge of sexual harassment and acted with deliberate indifference. The new regulations clarify that actual knowledge is not limited to a school official. Now, whenever any elementary or secondary school employee (e.g., teacher, counselor, cafeteria worker, or custodian) has notice of sexual harassment, a school must respond and investigate. Even if a board policy requires employees to report allegations to the Title IX Coordinator, a report to any school employee can

trigger liability for the school. All school employees should undergo some form of Title IX training to gain familiarity with this important responsibility.

Investigation Procedures

The new regulations make many changes to the Title IX investigation process. Written notice containing certain specific information must be provided to both parties. Before an investigation report is finalized parties must have at least 10 days to review and respond to all evidence directly related to the allegations. A completed investigation report must be provided to parties at least 10 days before any hearing. After receiving the completed report, schools now must allow both parties to submit written, relevant questions for the other party or any witness, to review answers to the questions, and to provide limited follow-up questions. (End of Thrun’s synopsis)

There are a number of options that must be selected in this policy and should be reviewed carefully. This first reading is the opportunity for the Board to review the policy in its entirety and although the regulations go into effect on August 14, 2020, the new policy was only brought forth for consideration within the last week. In order to provide for thoughtful consideration, it is recommended that this policy be only adopted as a first reading and additional time for review by the Board be provided so that a second and final reading take place by the Board at the August 24th meeting which is after the effective date of August 14, 2020. This will necessitate that the District follow the regulations in the intervening time (gap) but allow for options within the policy to be considered fully before final adoption.

This new policy should be considered for adoption by NEOLA and recognition of the deletion of policy 5517.02 acknowledged.

District Goal Addressed:

Routine Business

Motion

Seconded

Vote – Ayes

Nays

Motion

Book

Administrative Guideline Draft

Section

Special Update - Title IX Regulations - July 2020

Title

Special Update - Title IX Regulations - July 2020 New NONDISCRIMINATION ON THE BASIS OF SEX IN EDUCATION PROGRAMS OR ACTIVITIES

Code

po2266

Status

From Neola

2266 - NONDISCRIMINATION ON THE BASIS OF SEX IN DISTRICT PROGRAMS OR ACTIVITIES

Introduction

The Board of Education of the Owosso Public Schools (hereinafter referred to as "the Board" or "the District") does not discriminate on the basis of sex (including sexual orientation or gender identity), in its education programs or activities, and is required by Title IX of the Education Amendments Act of 1972, and its implementing regulations, not to discriminate in such a manner. The requirement not to discriminate in its education program or activity extends to admission and employment. The Board is committed to maintaining an education and work environment that is free from discrimination based on sex, including sexual harassment.

The Board prohibits Sexual Harassment that occurs within its education programs and activities. When the District has actual knowledge of Sexual Harassment in its education program or activity against a person in the United States, it shall promptly respond in a manner that is not deliberately indifferent.

Pursuant to its Title IX obligations, the Board is committed to eliminating Sexual Harassment and will take appropriate action when an individual is determined responsible for violating this policy. Board employees, students, third-party vendors and contractors, guests, and other members of the School District community who commit Sexual Harassment are subject to the full range of disciplinary sanctions set forth in this policy. The Board will provide persons who have experienced Sexual Harassment ongoing remedies as reasonably necessary to restore or preserve access to the District's education programs and activities.

Coverage

This policy applies to Sexual Harassment that occurs within the District's education programs and activities and that is committed by a member of the School District community or a Third Party.

This policy does not apply to Sexual Harassment that occurs off school grounds, in a private setting, and outside the scope of the District's education programs and activities; such Sexual Misconduct/Sexual Activity may be prohibited by the Student Code of Conduct if committed by a student, or by Board policies and administrative guidelines, applicable State and/or Federal laws () and/or Employee/Administrator Handbook(s) [END OF OPTION] if committed by a Board employee.

Consistent with the U.S. Department of Education's implementing regulations for Title IX, this policy does not apply to Sexual Harassment that occurs outside the geographic boundaries of the United States, even if the Sexual Harassment occurs in the District's education programs or activities. Sexual Harassment that occurs outside the geographic boundaries of the United States is governed by the Student Code of Conduct

if committed by a student, or by Board policies and administrative guidelines, applicable State and/or Federal laws (~~and/or Employee/Administrator Handbook(s)~~) [END OF OPTION] if committed by a Board employee.

Definitions

Words used in this policy shall have those meanings defined herein; words not defined herein shall be construed according to their plain and ordinary meanings.

Sexual Harassment: "Sexual Harassment" means conduct on the basis of sex that satisfies one or more of the following:

- A. A Board employee conditioning the provision of an aid, benefit, or service of the District on an individual's participation in unwelcome sexual conduct (often called "*quid pro quo*" harassment);
- B. Unwelcome conduct determined by a reasonable person to be so severe, pervasive, *and* objectively offensive that it effectively denies a person equal access to the District's education program or activity; or
- C. "Sexual assault" as defined in 20 U.S.C. 1092(f)(6)A(v), or "dating violence" as defined in 34 U.S.C. 12291(a)(10), "domestic violence" as defined in 34 U.S.C. 12291(a)(8), or "stalking" as defined in 34 U.S.C. 12291(a)(30).

"Sexual assault" means any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent. Sexual assault includes rape, sodomy, sexual assault with an object, fondling, incest, and statutory rape.

1. [OPTION 1] Rape is penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim, including instances where the victim is incapable of giving consent because of age or because of temporary or permanent mental or physical incapacity. Attempted rape is included. [END OF OPTION 1]

[OPTION 2] Rape is the carnal knowledge of a person (i.e., penetration, no matter how slight, of the genital or anal opening of a person), without the consent of the victim, including instances where the victim is incapable of giving consent because of age or because of temporary or permanent mental or physical incapacity. [END OF OPTION 2]
2. *Sodomy* is oral or anal sexual intercourse with another person, without the consent of the victim, including instances where the victim is incapable of giving consent because of age or because of temporary or permanent mental or physical incapacity.
3. *Sexual Assault with an Object* is using an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, without the consent of the victim, including instances where the victim is incapable of giving consent because of age or because of temporary or permanent mental or physical incapacity. An "object" or "instrument" is anything used by the offender other than the offender's genitalia.
4. *Fondling* is the touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of age or because of temporary or permanent mental or physical incapacity.
5. *Incest* is sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by State law.
6. *Statutory Rape* is sexual intercourse with a person who is under the statutory age of consent as defined by State law.

7. *Consent* refers to words or actions that a reasonable person would understand as agreement to engage in the sexual conduct at issue. A person may be incapable of giving consent because of age or because of temporary or permanent mental or physical incapacity. A person who is incapacitated is not capable of giving consent.
 8. *Incapacitated* refers to the state where a person does not understand and/or appreciate the nature or fact of sexual activity due to the effect of drugs or alcohol consumption, medical condition, disability, or due to a state of unconsciousness or sleep.
- D. "Domestic violence" includes felony or misdemeanor crimes of violence committed by:
1. a current or former spouse or intimate partner of the victim;
 2. a person with whom the victim shares a child in common;
 3. a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner;
 4. a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime occurred; or
 5. any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime occurred.
- E. "Dating violence" means violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.
- F. "Stalking" means engaging in a course of conduct directed at a specific person that would cause a reasonable person to – (1) fear for the person's safety or the safety of others; or (2) suffer substantial emotional distress.

Complainant: "Complainant" means an individual who is alleged to be the victim of conduct that could constitute Sexual Harassment.

Respondent: "Respondent" means an individual who has been reported to be the perpetrator of conduct that could constitute Sexual Harassment.

Formal Complaint: "Formal Complaint" means a document filed by a Complainant or signed by the Title IX Coordinator alleging Sexual Harassment against a Respondent and requesting that the District investigate the allegation(s) of Sexual Harassment. At the time of filing a Formal Complaint with the District, a Complainant must be participating in or attempting to participate in the District's education program or activity. A "document filed by a complainant" means a document or electronic submission (such as by electronic mail or through an online portal that the Board provides for this purpose) that contains the Complainant's physical or digital signature, or otherwise indicates that the Complainant is the person filing the Formal Complaint. Where the Title IX Coordinator signs a Formal Complaint, the Title IX Coordinator is not a Complainant or a party to the Formal Complaint and must not have a conflict of interest or bias for or against complainants or respondents generally or an individual complainant or respondent.

Actual Knowledge: "Actual knowledge" means notice of Sexual Harassment or allegations of Sexual Harassment to the District's Title IX Coordinator, or any District official who has authority to institute corrective measures on behalf of the Board, or any Board employee. The mere ability or obligation to report Sexual Harassment or to inform a student about how to report Sexual Harassment, or having been trained to do so, does not qualify an individual as one who has authority to institute corrective measures on behalf of the District. "Notice" includes, but is not limited to, a report of Sexual Harassment to the Title IX Coordinator. This standard is not met when the only District official with actual knowledge is the Respondent.

Supportive Measures: "Supportive measures" means non-disciplinary, non-punitive individualized services offered as appropriate, as reasonably available, and without fee or charge to the Complainant or the Respondent before or after the filing of a Formal Complaint or where no Formal Complaint has been filed. Such measures are designed to restore or preserve equal access to the District's education program or

activity without unreasonably burdening the other party, including measures designed to protect the safety of all parties or the District’s educational environment, or deter Sexual Harassment. Supportive measures may include counseling, extensions of deadlines or other course-related adjustments, modifications of work or class schedules, school/campus escort services, mutual restrictions of contact between the parties, changes in work locations), leaves of absence, increased security and monitoring of certain areas of the campus (including school buildings and facilities), () referral to Employee Assistance Program [END OF OPTION], and other similar measures.

Education Program or Activity: “Education program or activity” refers to all operations of the District, including but not limited to in-person and online educational instruction, employment, extracurricular activities, athletics, performances, and community engagement and outreach programs. The term applies to all activity that occurs on school grounds or on other property owned or occupied by the Board. It also includes locations, events and circumstances that take place off-school property/grounds over which the Board exercises substantial control over both the Respondent and the context in which the Sexual Harassment occurs.

School District community: “School District community” refers to students and Board employees (i.e., administrators, and professional and classified staff), as well as Board members, agents, volunteers, contractors, or other persons subject to the control and supervision of the Board.

Third Parties: “Third Parties” include, but are not limited to, guests and/or visitors on School District property (e.g., visiting speakers, participants on opposing athletic teams, parents), vendors doing business with, or seeking to do business with the Board, and other individuals who come in contact with members of the School District community at school-related events/activities (whether on or off District property).

Inculpatory Evidence: “Inculpatory evidence” is evidence that tends to establish a Respondent’s responsibility for alleged Sexual Harassment.

Exculpatory Evidence: “Exculpatory evidence” is evidence that tends to clear or excuse a Respondent from allegations of Sexual Harassment.

Day(s): Unless expressly stated otherwise, the term “day” or “days” as used in this policy means business day(s) (i.e., a day(s) that the Board office is open for normal operating hours, Monday – Friday, excluding State-recognized holidays),

Eligible Student: “Eligible Student” means a student who has reached eighteen (18) years of age or is attending an institution of postsecondary education.

Title IX Coordinator(s)

The Board of Education designates and authorizes the following individual(s) to oversee and coordinate its efforts to comply with Title IX and its implementing regulations:

(Name)

(School District Title)

(Telephone Number)

(Office Address)

(E-mail Address)

(Name)

(School District Title)

(Telephone Number)

(Office Address)

(E-mail Address)

The Title IX Coordinator shall report directly to the Superintendent. Questions about this policy should be directed to the Title IX Coordinator.

The Superintendent shall notify applicants for admission and employment, students, parents or legal guardians of elementary and secondary school students, Board employees, and all unions or professional organizations holding collective bargaining or professional agreements with the Board of the following information:

The Board of Education of the Owosso Public Schools does not discriminate on the basis of sex in its education program or activity, and is required by Title IX and its implementing regulations not to discriminate in such a manner. The requirement not to discriminate in its education program or activity extends to admission and employment. The District's Title IX Coordinator(s) is/are:

(Name)

(School District Title)

(Telephone Number)

(Office Address)

(E-mail Address)

(Name)

(School District Title)

(Telephone Number)

(Office Address)

(E-mail Address)

Any inquiries about the application of Title IX and its implementing regulations to the District may be referred to the Title IX Coordinator(s), the Assistant Secretary for the U.S. Department of Education's Office for Civil Rights, or both.

The Board has adopted a grievance process that provide for the prompt and equitable resolution of student and employee complaints alleging any action that is prohibited by Title IX and/or its implementing regulations. The grievance process is included in Policy 2266 – Nondiscrimination on the Basis of Sex in Education Programs or Activities, which is available at: <https://owosso.k12.mi.us> The grievance process specifically addresses how to report or file a complaint of sex discrimination, how to report or file a formal complaint of Sexual Harassment, and how the District will respond.

The Superintendent shall also prominently display the Title IX Coordinator's(s') contact information – including name(s) and/or title(s), phone number(s), office address(es), and e-mail address(es) – and this policy on the District's website and in each handbook or catalog that the Board makes available to applicants for admission and employment, students, parents or legal guardians of elementary and secondary school students, Board employees, and all unions or professional organizations holding collective bargaining or professional agreements.

Grievance Process

The Board is committed to promptly and equitably resolving student and employee complaints alleging Sexual Harassment. The District's response to allegations of Sexual Harassment will treat Complainants and Respondents equitably, including providing supportive measures to the Complainant and Respondent, as appropriate, and following this Grievance Process before imposition of any disciplinary sanctions or other actions, other than supportive measures, against the Respondent.

The Title IX Coordinator(s), along with any investigator(s), decision-maker(s), or any person(s) designated to facilitate an informal resolution process, shall not have a conflict of interest or bias for or against Complainants or Respondents generally or an individual Complainant or Respondent.

If a determination of responsibility for Sexual Harassment is made against the Respondent, the Board will provide remedies to the Complainant. The remedies will be designed to restore or preserve equal access to the District's education program or activity. Potential remedies include, but are not limited to, individualized services that constitute supportive measures. Remedies may also be disciplinary or punitive in nature and may burden the Respondent.

Report of Sexual Discrimination/Harassment

Any person may report sex discrimination, including Sexual Harassment (whether or not the person reporting is the person alleged to be the victim of conduct that could constitute sex discrimination or Sexual Harassment), in person, by mail, by telephone, or by electronic mail, using the Title IX Coordinator's(s') contact information listed above, or by any other means that results in the Title IX Coordinator receiving the person's oral or written report. Reports may be made at any time (including during non-business hours), by using the telephone number(s) or electronic mail address(es), or by mail to the office address(es), listed for the Title IX Coordinator(s). () Anonymous reports may be submitted using [] the online reporting form posted at [insert the web address for the reporting form, or insert a hyperlink tied to the phrase "online reporting form" [or] [] the hotline reporting number (insert phone number)].

Students, Board members, and Board employees are required, and other members of the School District community, and Third Parties) are encouraged, to report allegations of sex discrimination or Sexual Harassment promptly to the/a Title IX Coordinator or to any Board employee, who will in turn notify the/a Title IX Coordinator. Reports can be made orally or in writing and should be as specific as possible. The person making the report should, to the extent known, identify the alleged victim(s), perpetrator(s), and witness(es), and describe in detail what occurred, including date(s), time(s), and location(s).

If a report involves allegations of Sexual Harassment by or involving the Title IX Coordinator, the person making the report should submit it to the Superintendent, or another Board employee who, in turn, will notify the Superintendent of the report. The Superintendent will then serve in place of the Title IX Coordinator for purposes of addressing that report of Sexual Harassment. The Board does business with various vendors, contractors, and other third-parties who are not students or employees of the Board. Notwithstanding any rights that a given vendor, contractor, or third-party Respondent may have under this policy, the Board retains the right to limit any vendor's, contractor's, or third-party's access to school grounds for any reason. The Board further retains all rights it enjoys by contract or law to terminate its relationship with any vendor, contractor, or third-party irrespective of any process or outcome under this policy.

A person may file criminal charges simultaneously with filing a Formal Complaint. A person does not need to wait until the Title IX investigation is completed before filing a criminal complaint. Likewise, questions or complaints relating to Title IX may be filed with the U.S. Department of Education's Office for Civil Rights at any time.

Any allegations of Sexual Misconduct/Sexual Activity not involving Sexual Harassment will be addressed through the procedures outlined in Board policies () and/or administrative guidelines, [END OF OPTION] the applicable Student Code of Conduct, applicable collective bargaining agreement, and/or Employee/Administrator Handbook.

Because the Board is considered to have actual knowledge of Sexual Harassment or allegations of Sexual Harassment if any Board employee has such knowledge, and because the Board must take specific actions when it has notice of Sexual Harassment or allegations of Sexual Harassment, a Board employee who has independent knowledge of or receives a report involving allegations of sex discrimination and/or Sexual Harassment must notify the/a Title IX Coordinator within two (2) days of learning the information or receiving the report. The Board employee must also comply with mandatory reporting responsibilities pursuant to M.C.L. 722.623 and Policy 8462 – Student Abuse and Neglect, if applicable. If the Board employee's knowledge is based on another individual bringing the information to the Board employee's attention and the reporting individual submitted a written complaint to the Board employee, the Board employee must provide the written complaint to the Title IX Coordinator.

If a Board employee fails to report an incident of Sexual Harassment of which the Board employee is aware, the Board employee may be subject to disciplinary action, up to and including termination.

When a report of Sexual Harassment is made, the Title IX Coordinator shall promptly (i.e., within two (2) days of the Title IX Coordinator's receipt of the report of Sexual Harassment) contact the Complainant (including the parent/guardian if the Complainant is under 18 years of age or under guardianship) to discuss the availability of supportive measures, consider the Complainant's wishes with respect to supportive measures, inform the Complainant of the availability of supportive measures with or without the filing of a Formal Complaint, and explain to the Complainant the process for filing a Formal Complaint. The Title IX Coordinator is responsible for coordinating the effective implementation of supportive measures. Any supportive measures provided to the Complainant or Respondent shall be maintained as confidential, to the extent that maintaining such confidentiality will not impair the ability of the District to provide the supportive measures.

Emergency Removal: Subject to limitations and/or procedures imposed by State and/or Federal law, the District may remove a student Respondent from its education program or activity on an emergency basis after conducting an individualized safety and risk analysis. The purposes of the individualized safety and risk analysis is to determine whether the student Respondent poses an immediate threat to the physical health or safety of any student or other individual arising from the allegations of Sexual Harassment that justifies removal. If the District determines the student Respondent poses such a threat, it will so notify the student Respondent and the student Respondent will have an opportunity to challenge the decision immediately following the removal. See Policy 5610 – Emergency Removal, Suspension, and Expulsion of Students and Policy 5611 – Due Process Rights.

If the Respondent is a non-student employee, the District may place the Respondent on administrative leave during the pendency of the grievance process.

For all other Respondents, including other members of the School District community and Third Parties, the Board retains broad discretion to prohibit such persons from entering onto its school grounds and other properties at any time and for any reason, whether after receiving a report of Sexual Harassment or otherwise.

Formal Complaint of Sexual Harassment

A Formal Complaint may be filed with the Title IX Coordinator in person, by mail, or by electronic mail, by using the contact information set forth above () and by _____. If a Formal Complaint involves allegations of Sexual Harassment by or involving the Title IX Coordinator, the Complainant should submit the Formal Complaint to the Superintendent, who will designate another person to serve in place of the Title IX Coordinator for the limited purpose of implementing the grievance process with respect to that Formal Complaint.

When the Title IX Coordinator receives a Formal Complaint or signs a Formal Complaint, the District will follow its Grievance Process, as set forth herein. Specifically, the District will undertake an objective

evaluation of all relevant evidence – including both inculpatory and exculpatory evidence – and provide that credibility determinations will not be based on a person’s status as a Complainant, Respondent, or witness.

It is a violation of this policy for a Complainant(s), Respondent(s), and/or witness(es) to knowingly making false statements or knowingly submitting false information during the grievance process, including intentionally making a false report of Sexual Harassment or submitting a false Formal Complaint. The Board will not tolerate such conduct, which is a violation of the Student Code of Conduct () and the Employee/Administrator Handbook.

The Respondent is presumed not responsible for the alleged conduct until a determination regarding responsibility is made at the conclusion of the grievance process.

Timeline

The District will seek to conclude the grievance process, including resolving any appeals, within sixty (60) days of receipt of the Formal Complaint.

If the Title IX Coordinator offers informal resolution processes, the informal resolution processes may not be used by the Complainant or Respondent to unduly delay the investigation and determination of responsibility. The timeline, however, may be subject to a temporary delay of the grievance process or a limited extension for good cause with written notice to the Complainant and the Respondent of the delay or extension and the reasons for the action. Good cause may include considerations such as the absence of a party, a party’s advisor, or a witness; concurrent law enforcement activity; and the need for language assistance or accommodation of disabilities. () The Title IX Coordinator will provide the parties with reasonable updates on the status of the grievance process.

Upon receipt of a Formal Complaint, the Title IX Coordinator will provide written notice of the following to the parties who are known:

- A. Notice of the Board’s grievance process, including any informal resolution processes;
- B. Notice of the allegations of misconduct that potentially constitutes Sexual Harassment as defined in this policy, including sufficient details known at the time and with sufficient time to prepare a response before any initial interview. Sufficient details include the identities of the parties involved in the incident, if known, the conduct allegedly constituting Sexual Harassment, and the date and location of the alleged incident, if known. The written notice must:
 1. include a statement that the Respondent is presumed not responsible for the alleged conduct and that a determination regarding responsibility will be made at the conclusion of the grievance process;
 2. inform the parties that they may have an advisor of their choice, who may be, but is not required to be, an attorney, and may inspect and review evidence.
 3. inform the parties of any provision in the Student Code of Conduct (), this policy, () and/or Employee/Administrator Handbook that prohibits knowingly making false statements or knowingly submitting false information during the grievance process.

If, during the course of the investigation, the investigator becomes aware of allegations about the Complainant or Respondent that are not included in the original notice provided to the parties, the investigator will notify the Title IX Coordinator and the Title IX Coordinator will decide whether the investigator should investigate the additional allegations; if the Title IX Coordinator decides to include the new allegations as part of the investigation, the Title IX Coordinator will provide notice of the additional allegations to the parties whose identities are known.

Dismissal of a Formal Complaint

The District shall investigate the allegations in a Formal Complaint, *unless* the conduct alleged in the Formal Complaint:

- A. would not constitute Sexual Harassment (as defined in this policy) even if proved;
- B. did not occur in the District's education program or activity; or
- C. did not occur against a person in the United States.

If one of the preceding circumstances exist, the Title IX Coordinator *shall* dismiss the Formal Complaint. If the Title IX Coordinator dismisses the Formal Complaint due to one of the preceding reasons, the District may still investigate and take action with respect to such alleged misconduct pursuant to another provision of an applicable code of conduct, Board policy, and/or Employee/Administrator Handbook.

The Title IX Coordinator *may* dismiss a Formal Complaint, or any allegations therein, if at any time during the investigation () or hearing a Complainant notifies the Title IX Coordinator in writing that the Complainant would like to withdraw the Formal Complaint or any allegations therein;

- A. the Respondent is no longer enrolled in the District or employed by the Board; or
- B. specific circumstances prevent the District from gathering evidence sufficient to reach a determination as to the Formal Complaint or allegations therein.

If the Title IX Coordinator dismisses a Formal Complaint or allegations therein, the Title IX Coordinator must promptly send written notice of the dismissal and the reason(s) therefor simultaneously to the parties.

Consolidation of Formal Complaints

The Title IX Coordinator may consolidate Formal Complaints as to allegations of Sexual Harassment against more than one Respondent, or by more than one Complainant against one or more Respondents, or by one party against the other party, where the allegations of Sexual Harassment arise out of the same facts or circumstances.

Where a grievance process involves more than one Complainant or more than one Respondent, references in this policy to the singular "party," "Complainant," or "Respondent" include the plural, as applicable.

Informal Resolution Process

Under no circumstances shall a Complainant be required as a condition of enrollment or continuing enrollment, or employment or continuing employment, or enjoyment of any other right, to waive any right to an investigation and adjudication of a Formal Complaint of Sexual Harassment. Similarly, no party shall be required to participate in an informal resolution process.

If a Formal Complaint is filed, the Title IX Coordinator may offer to the parties an informal resolution process. If the parties mutually agree to participate in the informal resolution process, the Title IX Coordinator shall designate a trained individual to facilitate an informal resolution process, such as mediation, that does not involve a full investigation and adjudication. The informal resolution process may be used at any time prior to the decision-maker(s) reaching a determination regarding responsibility.

If the Title IX Coordinator is going to propose an informal resolution process, the Title IX Coordinator shall provide to the parties a written notice disclosing:

- A. the allegations;
- B. the requirements of the informal resolution process including the circumstances under which it precludes the parties from resuming a Formal Complaint arising from the same allegations; and
- C. any consequences resulting from participating in the informal resolution process, including the records that will be maintained or could be shared.

Any time prior to agreeing to a resolution, any party has the right to withdraw from the informal resolution process and resume the grievance process with respect to the Formal Complaint.

Before commencing the informal resolution process, the Title IX Coordinator shall obtain from the parties their voluntary, written consent to the informal resolution process.

During the pendency of the informal resolution process, the investigation and adjudication processes that would otherwise occur have stayed and all related deadlines are suspended.

The informal resolution process is not available to resolve allegations that a Board employee () or another adult member of the School District community or Third Party [END OF OPTION] sexually harassed a student.

[] The informal resolution process is not available to resolve allegations involving a sexual assault involving a student Complainant and a student Respondent.

Investigation of a Formal Complaint of Sexual Harassment

In conducting the investigation of a Formal Complaint and throughout the grievance process, the burden of proof and the burden of gathering evidence sufficient to reach a determination regarding responsibility is on the District, not the parties.

In making the determination of responsibility, the decision-maker(s) is(are) directed to use the () preponderance of the evidence standard () clear and convincing evidence standard. The decision-maker(s) is charged with considering the totality of all available evidence, from all relevant sources.

The District is not permitted to access, consider, disclose, or otherwise use a party's records that are made or maintained by a physician, psychiatrist, psychologist, or other recognized professional or paraprofessional acting in the professional's or paraprofessional's capacity, or assisting in that capacity, and which are made and maintained in connection with the provision of treatment to the party, unless the party provides the District with voluntary, written consent to do so; if a student party is not an Eligible Student, the District must obtain the voluntary, written consent of a parent.

Similarly, the investigator(s) and decision-maker(s) may not require, allow, rely upon or otherwise use questions or evidence that constitute, or seek disclosure of, information protected under a legally recognized privilege, unless the person holding such privilege has waived the privilege in writing.

As part of the investigation, the parties have the right to:

- A. present witnesses, including fact and expert witnesses, and other inculpatory and exculpatory evidence; and
- B. have others present during any grievance proceeding, including the opportunity to be accompanied to any related meeting or proceeding by the advisor of their choice, who may be, but is not required to be, an attorney. The District may not limit the choice or presence of an advisor for either the Complainant or Respondent in any meeting or grievance proceeding.

() The District establishes the following restrictions, which apply equally to both parties, regarding the extent to which an advisor may participate in the proceedings:

() Board Policy 2461 – Recording of District Meetings Involving Students and/or Parents controls whether a person is allowed to audio record or video record any meeting or grievance proceeding.

Neither party shall be restricted in their ability to discuss the allegations under investigation or to gather and present relevant evidence.

The District will provide to a party whose participation is invited or expected written notice of the date, time, location, participants, and purpose of all () hearings, investigative interviews, or other meetings, with sufficient time for the party to prepare to participate. () The investigator(s) and decision-maker(s) must provide a minimum of _____ days' notice with respect to investigative interviews and other meetings () and _____ days' notice with respect to hearings [END OF OPTION].

Both parties shall have an equal opportunity to inspect and review any evidence obtained as part of the investigation that is directly related to the allegations raised in the Formal Complaint, including the evidence upon which the District does not intend to rely in reaching a determination regarding responsibility and inculpatory or exculpatory evidence whether obtained from a party or other source, so that each party can meaningfully respond to the evidence prior to the conclusion of the investigation.

Prior to completion of the investigative report, the () investigator () Title IX Coordinator will send to each party and the party's advisor, if any, the evidence subject to inspection and review in an electronic format or a hard copy, and the parties will have at least ten (10) calendar days to submit a written response, which the investigator will consider prior to completion of the investigative report. () The District will make all such evidence subject to the parties' inspection and review available at any hearing to give each party equal opportunity to refer to such evidence during the hearing, including for purposes of cross-examination.

At the conclusion of the investigation, the investigator shall create an investigative report that fairly summarizes relevant evidence and send the report to each party and the party's advisor, if any, for their review and written response. The investigator will send the investigative report in an electronic format or a hard copy, at least ten (10) calendar days prior to

() the decision-maker(s) issuing a determination regarding responsibility.

() a hearing or the decision-maker(s) issuing a determination regarding responsibility.

Determination of Responsibility

The Title IX Coordinator shall appoint a decision-maker(s) to issue a determination of responsibility. The decision-maker(s) cannot be the same person(s) as the Title IX Coordinator(s) or the investigator(s).

[] OPTION 1

After the investigator sends the investigative report to the parties and the decision-maker(s), and before the decision-maker(s) reaches a determination regarding responsibility, the decision-maker(s) will afford each party the opportunity to submit written, relevant questions that a party wants asked of any party or witness, provide each party with the answers, and allow for additional, limited follow-up questions from each party. The decision-maker(s) must explain to the party proposing the questions any decision to exclude a question as not relevant.

Questions and evidence about the Complainant's sexual predisposition or prior sexual behavior are not relevant, unless such questions and evidence about the Complainant's prior sexual behavior are offered to prove that someone other than the Respondent committed the conduct alleged by the Complainant, or if the questions and evidence concern specific incidents of the Complainant's prior sexual behavior with respect to the Respondent and are offered to prove consent. The decision-maker(s) must explain to the party proposing the questions any decision to exclude a question as not relevant.

[END OF OPTION 1]

[] OPTION 2

After the investigator sends the investigative report to the parties and the decision-maker(s), and prior to the decision-maker(s) issuing a determination of responsibility, the decision-maker(s) () may () will conduct a hearing.

[] Option A

If the decision-maker(s) decides not to conduct a hearing, the decision-maker(s) will state in writing the reason for not conducting a hearing and provide that explanation to the parties. Additionally, before the decision-maker(s) reaches a determination regarding responsibility, the decision-maker(s) will afford each party the opportunity to submit written, relevant questions that a party wants asked of any party or witness, provide each party with the answers, and allow for additional, limited follow-up questions from each party. The decision-maker(s) must explain to the party proposing the questions any decision to exclude a question as not relevant.

If the decision-maker(s) elects to conduct a hearing, the hearing will proceed as follows:

[END OF OPTION A]

[] Option B

The hearing will proceed as follows:

[END OF OPTION B]

[] Option C

At the hearing, the decision-maker(s) will allow each party or each party's advisor to submit relevant questions to the decision-maker(s) who will ask the questions to the other party and any witnesses. Before a Complainant, Respondent, or witness answers a cross-examination or other question, the decision-maker(s) must first determine whether the question is relevant and explain any decision to exclude a question as not relevant. Only relevant cross-examination and other questions, including follow-up questions and questions challenging credibility, will be permitted. Such cross-examination and questioning at the live hearing shall be conducted orally and in real time.

[] If a party does not have an advisor present at the live hearing, the District will provide, without fee or charge to that party, an advisor of the District's choice, who may be, but is not required to be, an attorney, to submit questions on behalf of that party.

[END OF OPTION C]

[] Option D

Prior to commencing the hearing, the decision-maker(s) will decide whether to allow each party's advisor to ask questions directly of the other party and any witnesses, or instead to have the questions submitted to the decision-maker(s) who will ask the other party and any witnesses the questions.

If the decision-maker(s) permits each party's advisor to ask the other party and any witnesses relevant questions and follow-up questions, including questions challenging credibility, such cross-examination at the live hearing will be conducted directly, orally, and in real time by the party's advisor of choice and never by a party personally. If the decision-maker(s) permit each party's advisor to ask questions directly to the other party and any witnesses, the decision-maker(s) shall not restrict the extent to which advisors may participate in the hearing.

If, on the other hand, the decision-maker(s) decides to have each party's advisor (or the party, if the party does not have an advisor) submit relevant questions to the decision-maker(s), the decision-maker will ask the questions to the other party and any witnesses. Such cross-examination at the hearing will be conducted orally and in real time by the decision-maker(s) based upon questions submitted by a party's advisor or the party.

Only relevant cross-examination and other questions may be asked of a party or witness. Before a Complainant, Respondent, or witness answers a cross-examination or other question, the decision-maker(s) must first determine whether the question is relevant and explain any decision to exclude a question as not relevant.

If the decision-maker(s) permits the parties' advisors to ask the questions directly, and a party does not have an advisor present at the live hearing, the District will provide, without fee or charge to that party, an

advisor of the District's choice, who may be, but is not required to be, an attorney, to conduct cross-examination on behalf of that party.

If the decision-maker(s) decides not to have the parties' advisors ask the questions directly, and a party does not have an advisor present at the hearing, the District will provide, without fee or charge to that party, an advisor of the District's choice, who may be, but is not required to be, an attorney, to submit questions on behalf of that party.

[END OF OPTION D]

Option E

At the hearing, the decision-maker(s) shall permit each party's advisor to ask the other party and any witnesses all relevant questions and follow-up questions, including those challenging credibility. Such cross-examination at the hearing must be conducted directly, orally, and in real time by the party's advisor of choice and never by a party personally; notwithstanding anything to the contrary in this policy, the decision-maker shall not restrict the extent to which advisors may participate in the hearing.

Only relevant cross-examination and other questions may be asked of a party or witness. Before a Complainant, Respondent, or witness answers a cross-examination or other question, the decision-maker(s) must first determine whether the question is relevant and explain any decision to exclude a question as not relevant.

If a party does not have an advisor present at the hearing, the District will provide, without fee or charge to that party, an advisor of the District's choice, who may be, but is not required to be, an attorney, to conduct cross-examination on behalf of that party.

[END OF OPTION E]

Questions and evidence about the Complainant's sexual predisposition or prior sexual behavior are not relevant, unless such questions and evidence about the Complainant's prior sexual behavior are offered to prove that someone other than the Respondent committed the conduct alleged by the Complainant, or if the questions and evidence concern specific incidents of the Complainant's prior sexual behavior with respect to the Respondent and are offered to prove consent.

If a party or witness does not submit to cross-examination at the hearing, the decision-maker(s) must not rely on any statement of that party or witness in reaching a determination regarding responsibility; provided, however, that the decision-maker(s) cannot draw an inference about the determination regarding responsibility based solely on a party's or witness's absence from the hearing or refusal to answer cross-examination or other questions.

Hearings may be conducted with all parties physically present in the same geographic location or, at the discretion of the () decision-maker(s) () Title IX Coordinator(s), any or all parties, witnesses, and other participants may appear at the hearing virtually, with technology enabling participants simultaneously to see and hear each other. At the request of either party, the decision-maker shall provide for the hearing to occur with the parties located in separate rooms with technology enabling the decision-maker(s) and parties to simultaneously see and hear the party or witness answering questions. The District will create an audio or audiovisual recording, or transcript, of any hearing and make it available to the parties for inspection and review.

[END OF OPTION 2]

Determination regarding responsibility: The decision-maker(s) will issue a written determination regarding responsibility. To reach this determination, the decision-maker(s) must apply the () preponderance of the evidence standard () clear and convincing evidence standard. The written determination will include the following content:

- A. identification of the allegations potentially constituting Sexual Harassment pursuant to this policy;

- B. a description of the procedural steps taken from the receipt of the Formal Complaint through the determination, including any notifications to the parties, interviews with parties and witnesses, site visits, [and] methods used to gather other evidence, () and hearings held;
- C. findings of fact supporting the determination;
- D. Conclusions regarding the application of the applicable code of conduct to the facts;
- E. a statement of, and rationale for, the result as to each allegation, including a determination regarding responsibility, any disciplinary sanctions the decision-maker(s) is recommending that the District impose on the Respondent(s), and whether remedies designed to restore or preserve equal access to the District's education program or activity should be provided by the District to the Complainant(s); and
- F. the procedures and permissible bases for the Complainant(s) and Respondent(s) to appeal.

The following disciplinary sanctions/consequences may be imposed on a student Respondent who is determined responsible for violating this policy (i.e., engaging in Sexual Harassment):

A. Informal Discipline

- 1. () writing assignments;
- 2. () changing of seating or location;
- 3. () pre-school, () lunchtime, () after-school detention;
- 4. () in-school discipline;
- 5. () Saturday school;

B. Formal Discipline

- 1. suspension of bus riding/transportation privileges;
- 2. removal from co-curricular and/or extra-curricular activity(ies), including athletics;
- 3. emergency removal;
- 4. suspension for up to ten (10) school days;
- 5. long-term suspension or expulsion;
- 6. any other sanction authorized by the Student Code of Conduct.

If the decision-maker(s) determines the student Respondent is responsible for violating this policy (i.e., engaging in Sexual Harassment), the decision-maker(s) will recommend appropriate remedies, including disciplinary sanctions/consequences. The Title IX Coordinator will notify the Superintendent of the recommended remedies, so an authorized administrator can consider the recommendation(s) and implement an appropriate remedy(ies) in compliance with Policy 5600 – Student Discipline, Policy 5605 – Suspension/Expulsion of Students with Disabilities, Policy 5610 – Emergency Removal, Suspension, and Expulsion of Students, Policy 5610.02 - In-School Discipline, and Policy 5611 – Due Process Rights. Discipline of a student Respondent must comply with the applicable provisions of the Individuals with Disabilities Education Improvement Act (IDEA) and/or Section 504 of the Rehabilitation Act of 1972, and their respective implementing regulations.

The following disciplinary sanctions/consequences may be imposed on an employee Respondent who is determined responsible for violating this policy (i.e., engaging in Sexual Harassment):

- A. oral or written warning;
- B. written reprimands;
- C. performance improvement plan;
- D. required counseling;
- E. required training or education;
- F. demotion;
- G. suspension with pay;
- H. suspension without pay;
- I. termination, and any other sanction authorized by any applicable Employee/Administrator Handbook and/or collective bargaining agreement.

If the decision-maker(s) determines the employee Respondent is responsible for violating this policy (i.e., engaging in Sexual Harassment), the decision-maker(s) will recommend appropriate remedies, including disciplinary sanctions/consequences. The Title IX Coordinator will notify the Superintendent of the recommended remedies, so an authorized administrator can consider the recommendation(s) and implement an appropriate remedy(ies) in compliance with applicable due process procedures, whether statutory or contractual.

Discipline of an employee will be implemented in accordance with Federal and State law, Board policy, and applicable provisions of any relevant collective bargaining agreement.

The following disciplinary sanctions/consequences may be imposed on a non-student/non-employee member of the School District community or Third Party who is determined responsible for violating this policy (i.e., engaging in Sexual Harassment):

- A. oral or written warning;
- B. suspension or termination/cancellation of the Board's contract with the third-party vendor or contractor;
- C. mandatory monitoring of the third-party while on school property and/or while working/interacting with students;
- D. restriction/prohibition on the third-party's ability to be on school property; and
- E. any combination of the same.

If the decision-maker(s) determines the third-party Respondent is responsible for violating this policy (i.e., engaging in Sexual Harassment), the decision-maker(s) will recommend appropriate remedies, including imposition of sanctions. The Title IX Coordinator will notify the Superintendent of the recommended remedies, so appropriate action can be taken.

The decision-maker(s) will provide the written determination to the Title IX Coordinator who will provide the written determination to the parties simultaneously.

In ultimately, imposing a disciplinary sanction/consequence, the Superintendent will consider the severity of the incident, previous disciplinary violations (if any), and any mitigating circumstances.

The District's resolution of a Formal Complaint ordinarily will not be impacted by the fact that criminal charges involving the same incident have been filed or that charges have been dismissed or reduced.

At any point in the grievance process, the Superintendent may involve local law enforcement and/or file criminal charges related to allegations of Sexual Harassment that involve a sexual assault.

The Title IX Coordinator is responsible for effective implementation of any remedies.

Appeal

Both parties have the right to file an appeal from a determination regarding responsibility, or from the Title IX Coordinator’s dismissal of a Formal Complaint or any allegations therein, on the following bases:

- A. Procedural irregularity that affected the outcome of the matter (e.g., material deviation from established procedures);
- B. New evidence that was not reasonably available at the time the determination regarding responsibility or dismissal was made, that could affect the outcome of the matter; and
- C. The Title IX Coordinator, investigator(s), or decision-maker(s) had a conflict of interest or bias for or against Complainants or Respondents generally or the individual Complainant(s) or Respondent(s) that affected the outcome of the matter.
 - () The recommended remedies (including disciplinary sanctions/consequences) are unreasonable in light of the findings of fact (i.e., the nature and severity of the Sexual Harassment).
- D. () _____

[] The Complainant(s) may not challenge the ultimate disciplinary sanction/consequence that is imposed.

Any party wishing to appeal the decision-maker(s)’s determination of responsibility, or the Title IX Coordinator’s dismissal of a Formal Complaint or any allegations therein, must submit a written appeal to the Title IX Coordinator within _____ (____) days after receipt of the decision-maker(s)’s determination of responsibility or the Title IX Coordinator’s dismissal of a Formal Complaint or any allegations therein. Nothing herein shall prevent the Superintendent from imposing any remedy, including disciplinary sanction, while the appeal is pending.

As to all appeals, the Title IX Coordinator will notify the other party in writing when an appeal is filed and implement appeal procedures equally for both parties.

The decision-maker(s) for the appeal shall not be the same person(s) as the decision-maker(s) that reached the determination regarding responsibility or dismissal, the investigator(s), or the Title IX Coordinator(s). The decision-maker(s) for the appeal shall not have a conflict of interest or bias for or against Complainants or Respondents generally or an individual Complainant(s) or Respondent(s) and shall receive the same training as required of other decision-makers.

Both parties shall have a reasonable, equal opportunity to submit a written statement in support of, or challenging, the outcome.

[OPTION 1] The decision-maker(s) for the appeal shall determine when each party’s written statement is due. [END OF OPTION 1]

[OPTION 2] The parties’ written statements in support of, or challenging, the determination of responsibility must be submitted within _____ days after the Title IX Coordinator provides notice to the non-appealing party of the appeal. [END OF OPTION 2]

[OPTION 3] The appealing party’s written statement must be submitted within _____ days after the Title IX Coordinator receives notice of the appeal. The other party’s written statement must be submitted within _____ days after the Title IX Coordinator provides that party a copy of the appealing party’s written statement. () The appealing party will have _____ days to submit a rebuttal to the other party’s written statement. [END OF OPTION 3]

[OPTION 4] Specifically, the appealing party must submit with the notice of appeal a written statement challenging the determination of responsibility. The nonappealing party shall have up to ____ days after receipt of the appealing party's written statement to submit his/her written statement in support of the determination of responsibility. [END OF OPTION 4]

The decision-maker(s) for the appeal shall issue a written decision describing the result of the appeal and the rationale for the result. The original decision-maker(s)' determination of responsibility will stand if the appeal request is not filed in a timely manner or the appealing party fails to show clear error and/or a compelling rationale for overturning or modifying the original determination. The written decision will be provided to the Title IX Coordinator who will provide it simultaneously to both parties. The written decision will be issued within ____ days of when the parties' written statements were submitted. The determination of responsibility associated with a Formal Complaint, including any recommendations for remedies/disciplinary sanctions, becomes final when the time for filing an appeal has passed or, if an appeal is filed, at the point when the decision-maker(s) for the appeal's decision is delivered to the Complainant and the Respondent. () No further review beyond the appeal is permitted.

Retaliation

Neither the Board nor any other person may intimidate, threaten, coerce, or discriminate against any individual for the purpose of interfering with any right or privilege secured by Title IX, its implementing regulations, or this policy, or because the individual made a report or complaint, testified, assisted, or participated or refused to participate in any manner in an investigation, proceeding, or hearing under this policy. Intimidation, threats, coercion, or discrimination, including charges against an individual for code of conduct violations that do not involve sex discrimination or Sexual Harassment, but arise out of the same facts or circumstances as a report or complaint of sex discrimination, or a report or Formal Complaint of Sexual Harassment, for the purpose of interfering with any right or privilege secured by Title IX, its implementing regulations, or this policy, constitutes retaliation. Retaliation against a person for making a report of Sexual Harassment, filing a Formal Complaint, or participating in an investigation () and/or hearing, is a serious violation of this policy that can result in imposition of disciplinary sanctions/consequences and/or other appropriate remedies.

Complaints alleging retaliation may be filed according to the grievance process set forth above.

The exercise of rights protected under the First Amendment of the United States Constitution does not constitute retaliation prohibited under this policy.

Charging an individual with a code of conduct violation for making a materially false statement in bad faith in the course of a grievance proceeding under this policy shall not constitute retaliation, provided, however, that a determination regarding responsibility, alone, is not sufficient to conclude that any party made a materially false statement in bad faith.

Confidentiality

The District will keep confidential the identity of any individual who has made a report or complaint of sex discrimination, including any individual who has made a report or filed a Formal Complaint of Sexual Harassment, any Complainant, any individual who has been reported to be the perpetrator of sex discrimination, any Respondent, and any witness, except as may be permitted by the Family Educational Rights and Privacy Act ("FERPA"), 20 U.S.C. 1232g, or FERPA regulations, 34 CFR part 99, or as required by law, or to carry out the purposes of 34 CFR part 106, including the conduct of any investigation, hearing, or judicial proceeding arising thereunder (i.e., the District's obligation to maintain confidentiality shall not impair or otherwise affect the Complainant's and Respondent's receipt of the information to which they are entitled related to the investigative record and determination of responsibility).

Application of the First Amendment

The Board will construe and apply this policy consistent with the First Amendment to the U.S. Constitution () and the principles of academic freedom as set forth in the applicable collective bargaining agreement. In no case will a Respondent be found to have committed Sexual Harassment based on expressive conduct that is protected by the First Amendment () and/or the principles of academic freedom specified in the Board's collective bargaining agreement with its teachers.

Training

The District's Title IX Coordinator, along with any investigator(s), decision-maker(s), or person(s) designated to facilitate an informal resolution process, must receive training on:

- A. the definition of Sexual Harassment (as that term is used in this policy);
- B. the scope of the District's education program or activity;
- C. how to conduct an investigation and implement the grievance process () that includes hearings, appeals and informal resolution processes, as applicable; and
- D. how to serve impartially, including by avoiding prejudgment of the facts at issue, conflicts of interests, and bias.

[] All Board employees will be trained concerning their legal obligation to report Sexual Harassment to the Title IX Coordinator. This training will include practical information about how to identify and report Sexual Harassment.

Recordkeeping

As part of its response to alleged violations of this policy, the District shall create, and maintain for a period of seven (7) calendar years, records of any actions, including any supportive measures, taken in response to a report or Formal Complaint of Sexual Harassment. In each instance, the District shall document the basis for its conclusion that its response was not deliberately indifferent, and document that it has taken measures designed to restore or preserve equal access to the District's education program or activity. If the District does not provide a Complainant with supportive measures, then the District will document the reasons why such a response was not clearly unreasonable in light of the known circumstances. The documentation of certain bases or measures does not limit the District in the future from providing additional explanations or detailing additional measures taken.

The District shall maintain for a period of seven (7) calendar years the following records:

- A. each Sexual Harassment investigation including any determination regarding responsibility () and any audio or audiovisual recording or transcript that is made of any hearing, any disciplinary sanctions recommended and/or imposed on the Respondent(s), and any remedies provided to the Complainant(s) designed to restore or preserve equal access to the District's education program or activity
- B. any appeal and the result therefrom
- C. any informal resolution and the result therefrom, and
- D. all materials used to train Title IX Coordinators, investigators, decisionmakers, and any person who facilitates an informal resolution process.

The District will make its training materials publicly available on its website. () If a person is unable to access the District's website, the Title IX Coordinator will make the training materials available upon request for inspection by members of the public.

Outside Appointments, Dual Appointments, and Delegations

The Board retains discretion to appoint suitably qualified persons who are not Board employees to fulfill any function of the Board under this policy, including, but not limited to, Title IX Coordinator, investigator, decision-maker, decision-maker for appeals, facilitator of informal resolution processes, and advisor.

The Board also retains discretion to appoint two or more persons to jointly fulfill the role of Title IX Coordinator, investigator, decision-maker, decision-maker for appeals, facilitator of informal resolution processes, and advisor.

The Superintendent may delegate functions assigned to a specific Board employee under this policy, including but not limited to the functions assigned to the Title IX Coordinator, investigator, decision-maker, decision-maker for appeals, facilitator of informal resolution processes, and advisor, to any suitably qualified individual and such delegation may be rescinded by the Superintendent at any time.

[] Discretion in Application

The Board retains discretion to interpret and apply this policy in a manner that is not clearly unreasonable, even if the Board's interpretation or application differs from the interpretation of any specific Complainant and/or Respondent.

Despite the Board's reasonable efforts to anticipate all eventualities in drafting this policy, it is possible unanticipated or extraordinary circumstances may not be specifically or reasonably addressed by the express policy language, in which case the Board retains discretion to respond to the unanticipated or extraordinary circumstance in a way that is not clearly unreasonable.

The provisions of this policy are not contractual in nature, whether in their own right, or as part of any other express or implied contract. Accordingly, the Board retains discretion to revise this policy at any time, and for any reason. The Board may apply policy revisions to an active case provided that doing so is not clearly unreasonable.

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Legal References

20 U.S.C. 1681 et seq., Title IX of the Education Amendments of 1972 (Title IX)
 20 U.S.C. 1400 et seq., The Individuals with Disabilities Education Improvement Act of 2004 (IDEIA)
 42 U.S.C. 2000c et seq., Title IV of the Civil Rights Act of 1964
 42 U.S.C. 2000d et seq.
 42 U.S.C. 2000e et seq.
 42 U.S.C. 1983
 34 C.F.R. Part 106
 OCR's Revised Sexual Harassment Guidance (2001)
 20 U.S.C. 1092(F)(6)(A)(v)
 34 U.S.C. 12291(a)(10)
 34 U.S.C. 12291(a)(8)
 34 U.S.C. 12291(a)(30)

Last Modified by Carrie L Yoho on July 22, 2020

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OWOSSO PUBLIC SCHOOLS
Board of Education Meeting
July 27, 2020
Report 20-08

FOR FUTURE ACTION

Subject:
Tax Levy

Recommendation:
Resolve that the Board of Education approve the tax levy (L-4029) for 2020 as presented.

Statement of Purpose/Issue:
The tax levy must be approved by the Board of Education prior to October 1, 2020 in order to be included on the December 1 (winter) tax roll.

Facts/Statistics:
The tax levy was discussed during the 2020 Budget Hearing as required under the Truth in Taxation legislation.

- Consistent with the taxation rate for 2020, the operating millage rate, through the renewal of the operating millage in February 2013 will be at the maximum allowable by the State for the December of 2020 levy and is NOT subject to a Headlee rollback this year.
- The sinking fund levy is based on the full 2 mills voted on in during the August of 2018 election and IS subject to a Headlee rollback for 2020 (Millage Reduction Factor a.k.a. MRF of .9961) resulting in the **reduced rate of 1.9922**.
- The debt levy assessment which has also been included on the L-4029 at a millage rate consistent with the first and second year levy as proposed in the ballot language in November of 2017. PLEASE NOTE: The amount of the debt levy **may** change in the August, 2020 approval as all of the data has been submitted to PFM for review and recalculation to assure that the millage meets the needs of the debt service.

Due to fees assessed for summer tax collection, Owosso Public Schools does not levy taxes during the summer. This levy represents 100% of the taxes to be collected for the 2020 tax year.

Motion
Seconded
Vote – Ayes Nays Motion

Michigan Department of Treasury
614 (Rev. 01-20)

ORIGINAL TO: County Clerk(s)
COPY TO: Equalization Department(s)
COPY TO: Each township or city clerk

L-4029

2020 Tax Rate Request (This form must be completed and submitted on or before September 30, 2020)
MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS

Carefully read the instructions on page 2.

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

County(ies) Where the Local Government Unit Levies Taxes
Shiawassee

2020 Taxable Value of ALL Properties in the Unit as of 5-26-2020
595,503,350

Local Government Unit Requesting Millage Levy
Owosso Public Schools

For LOCAL School Districts: 2020 Taxable Value excluding Principal Residence, Qualified Agricultural, Qualified Forest, Industrial Personal and Commercial Personal Properties.
184,064,879

This form must be completed for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec 211.119. The following tax rates have been authorized for levy on the 2020 tax roll.

(1) Source	(2) Purpose of Millage	(3) Date of Election	(4) Original Millage Authorized by Election Charter, etc.	(5) ** 2019 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(6) 2020 Current Year "Headlee" Millage Reduction Fraction	(7) 2020 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(8) Sec. 211.34 Truth in Assessing or Equalization Millage Rollback Fraction	(9) Maximum Allowable Millage Levy *	(10) Millage Requested to be Levied July 1	(11) Millage Requested to be Levied Dec. 1	(12) Expiration Date of Millage Authorized
VOTED	Operating	2/2013	18.2259	18.2259	1.0000	18.2259	1.0000	18.0000		18.0000	1/2034
VOTED	SINKING FUND	8/2018	2.0000	2.0000	.9961	1.9922	1.0000	1.9922		1.9922	1/2024
VOTED	DEBT	11/2017	4.7300	4.7300	N/A	4.73000	1.0000	4.73000		4.73000	1/2049

Prepared by _____ Telephone Number _____ Title of Preparer _____ Date **08/24/2020**

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

Signature _____ Print Name **Shelly Ochodnicki** Date **08/24/2020**

Signature _____ Print Name _____ Date **8/24/2020**

Clerk
 Secretary
 Chairperson
 President

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

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

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

Local School District Use Only. Complete if requesting millage to be levied. See STC Bulletin 2 of 2020 for instructions on completing this section.

OWOSSO PUBLIC SCHOOLS
Board of Education
July 27, 2020
Report 20-09

FOR INFORMATION

Subject:
Personnel Update

Resignations

Danielle Hiser, Paraprofessional at Owosso Middle has submitted her letter of resignation.

Robin Powell, Kindergarten Teacher at Bryant Elementary has submitted her letter of resignation.

Retirements

Marylou Essex, Bus Driver has submitted her letter of retirement effective June 30, 2020 after 18 years of service with the District.

David Goodrich, Bus Driver has submitted her letter of retirement effective June 5, 2020, after 12 years of service with the District.