

# COOR ISD Board of Education Meeting

Wednesday, February 9, 2022 6:00 PM

C.O.O.R. ISD Central Office, PO Box 827, 11051 N. Cut Road, Roscommon, MI  
48653

1. Call to order & Roll Call

2. Opening Ceremonies

- Pledge of Allegiance

- Mission Statement

*C.O.O.R. ISD provides programs and services with our partners to support the current and emerging teaching and learning needs of our schools and communities.*

3. Adopt the Agenda

4. Presentations:

Alternative Educational Academy of  
Ogemaw County

-2020-21 Financial Audit and Program  
Updates

Nathan Miller, CPA -- Stephenson  
& Company, P.C.

-Student Achievement and Program  
Highlights

Tina Williams, Assistant  
Director, AEA Ogemaw County

COOR Educational Center

Sec. 98b Goal Progress - Melisa Akers,  
Principal

2

Alternative  
Educational  
Academy of  
Ogemaw  
County

2021 Audit Results



# Audit Report Layout

Audit Opinion  
Letter

Management's  
Discussion and  
Analysis

Government-  
Wide Financial  
Statements

Fund Financial  
Statements

Notes to  
Financial  
Statements

Required  
Supplementary  
Information

Other  
Information

District  
Prepared  
Documents

Management  
Letter

# Audit Opinion Letter

- Unmodified Opinion (Highest Level of Assurance)

Management's  
Discussion and  
Analysis

Begins on Page 3

Management's recap of the current  
year activity in layman's terms

Encourage you to read through it  
page by page when time permits

# Government-Wide Financial Statements

Begins on Page 8

- Incorporates all Long-Term Activity (Fixed Assets, Long Term Debt, etc.)
- Includes Academy Fixed Assets - \$459,350
  - Land - \$80,000
  - Buildings & Improvements - \$333,033
  - Furniture, Fixtures, & Equipment - \$35,377
  - Vehicles & Buses - \$10,940
- The Academy does not currently have any Long-Term Debt
- Ending Net Position - \$1,769,537

# Government-Wide Financial Statements

- Big Changes from 2020:
  - Due from Other Governmental Units (IRESA) increased about \$238,000
  - Revenues are up about \$155,000:
    - Increased State Funding of about \$89,000
      - Up about 1 FTE
      - No State Shortfall cut to Foundation Allowance in the Current Year
      - New Increased Enrollment Dollars
      - Offset by no HS Per Pupil 22n Dollars in the Current Year
    - Federal COVID related grants of about \$70,000

# Government-Wide Financial Statements

- Big Changes from 2020 (Continued):
  - Expenses are up about \$100,000
    - Increases in Payroll Services Provided through IRESA of about \$67,000
    - New Contracted Social Worker with COOR in the current year of about \$35,000
    - Additional COVID Grant related PPE and Technology Costs of about \$20,000
    - Increased Utilities of about \$9,000
    - Offset by reduced School Success Worker fees in the current year of about \$20,000
    - Offset by Reduced Rent Expenses in the current year of about \$13,000

# Fund Financial Statements

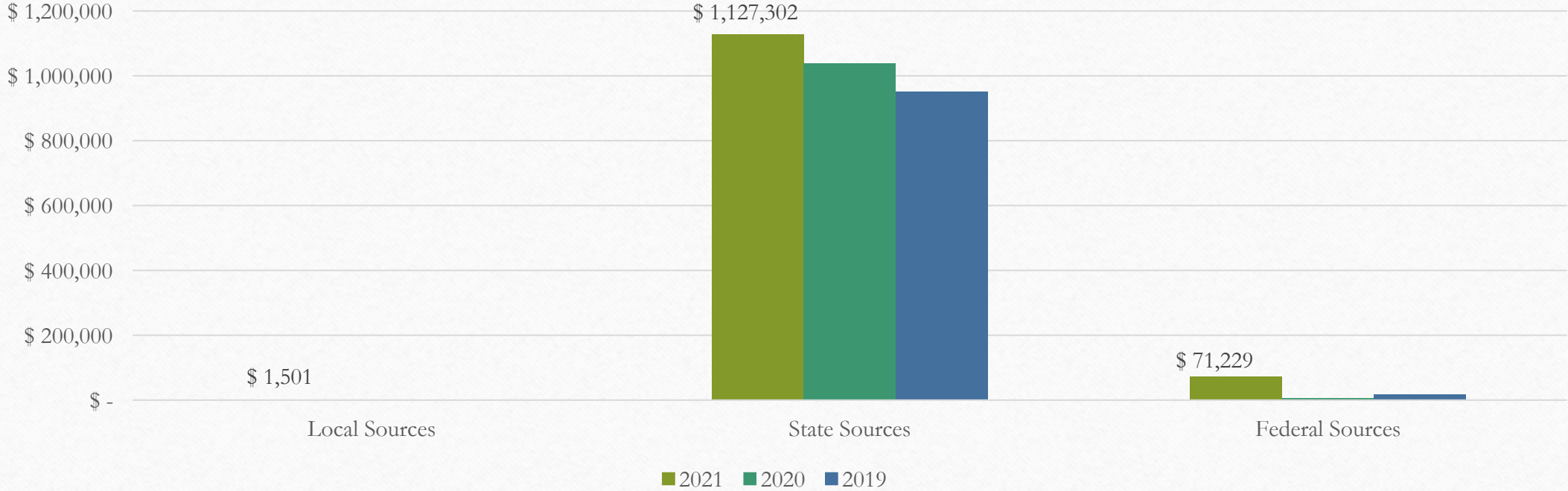
Begins on Page 10

- These are the Funds you Monitor and Budget
- Major Funds:
  - General Fund
- Non-Major Funds:
  - None

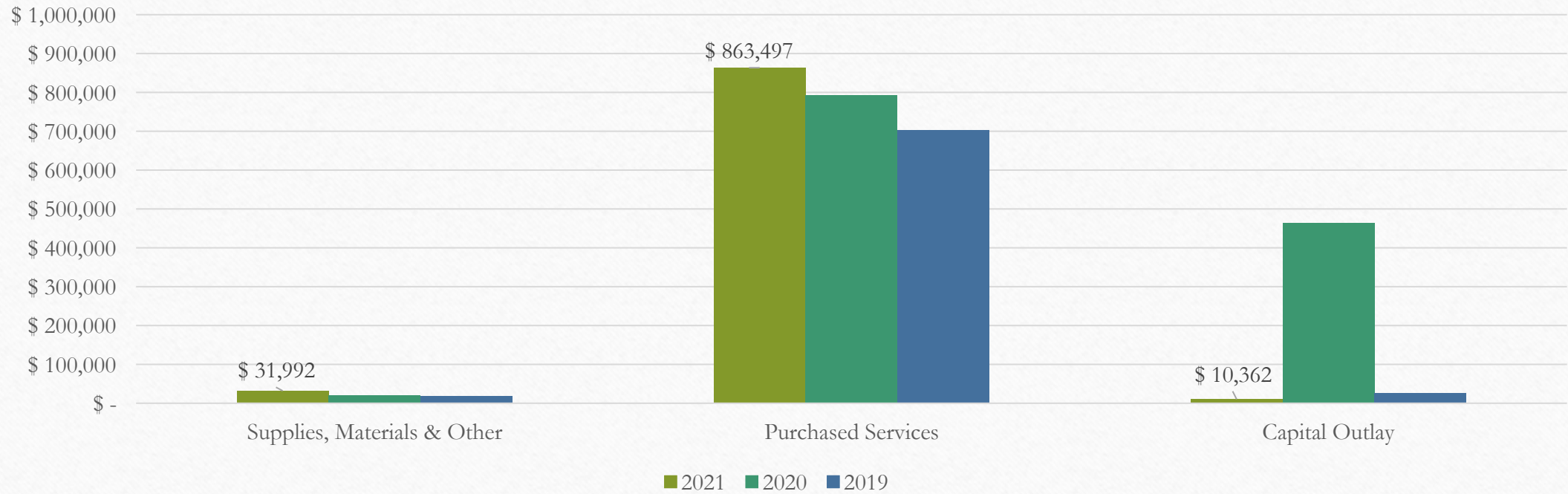
# Ending Fund Balance

- **General Fund** - \$1,310,187 (Increase of \$294,181)
  - Nonspendable - \$9,633
  - Assigned - \$51,922 (Next Year Budgeted Expenditures)
  - Unassigned - \$1,248,632
    - 137.8% of Current Year Expenditures
    - 77.8% in Prior Year

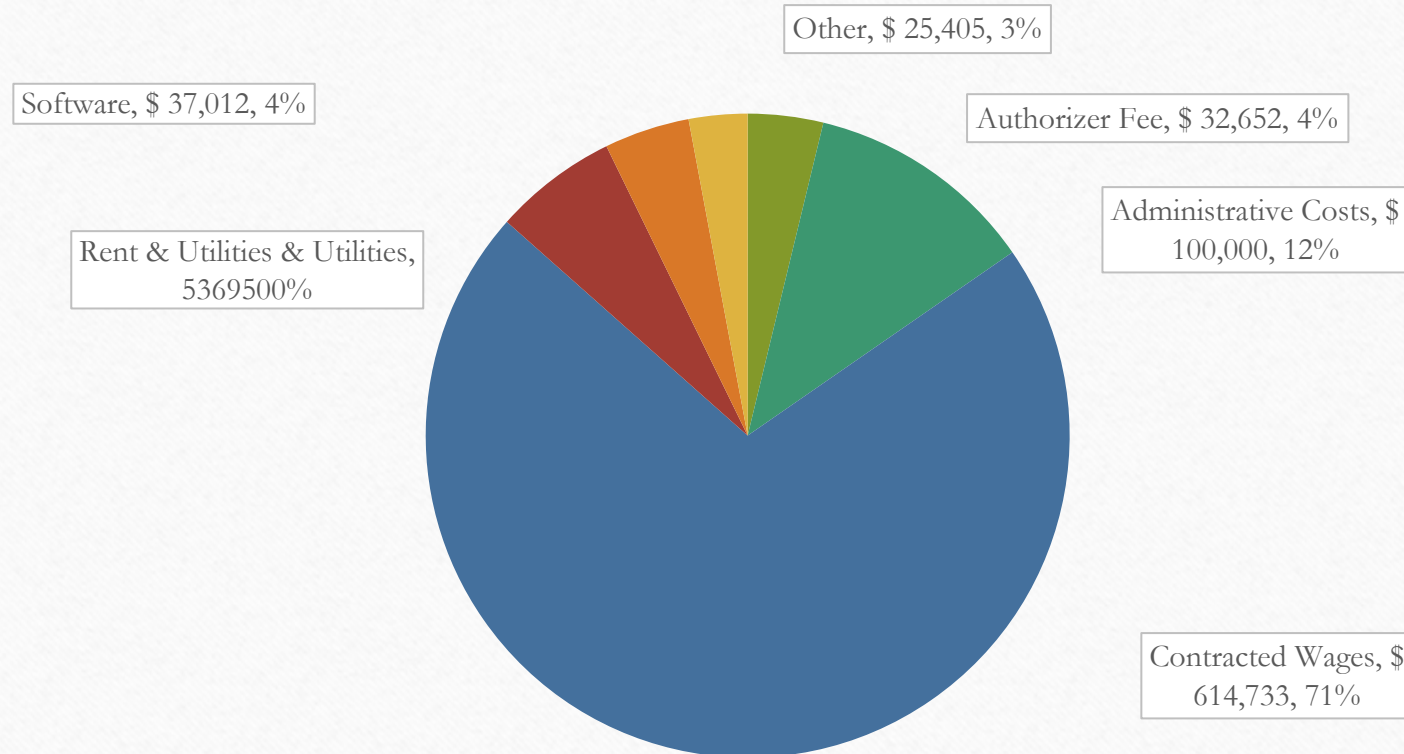
# General Fund Revenues



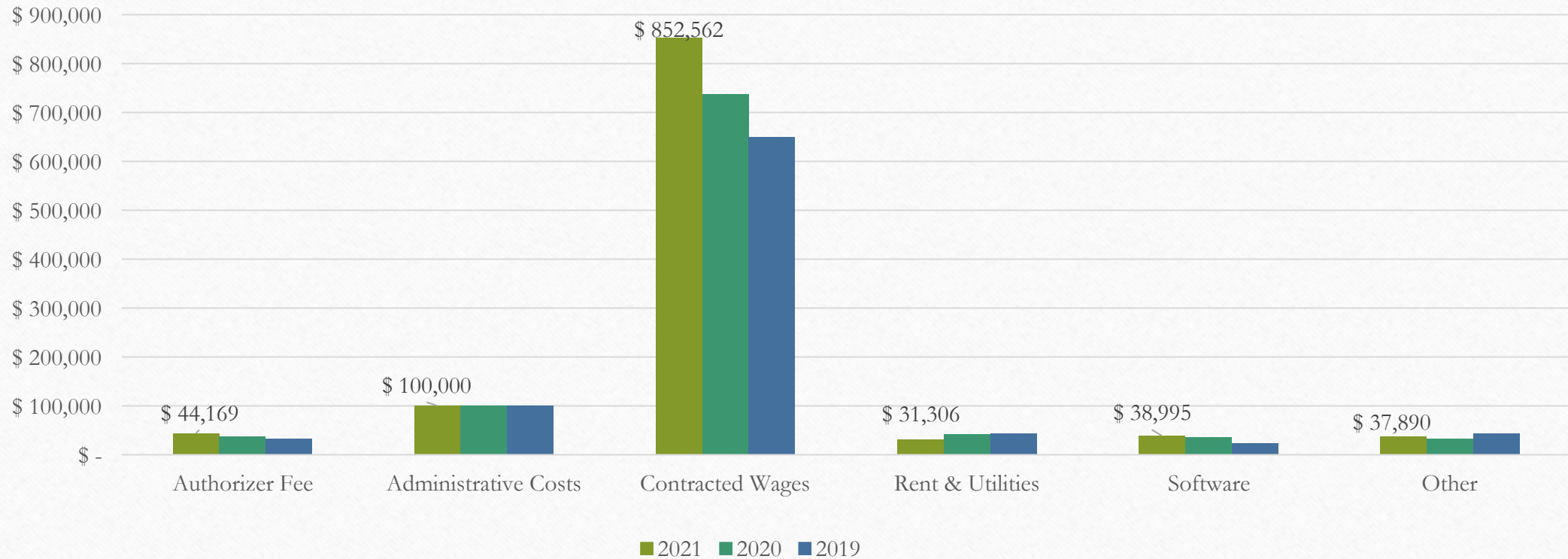
# General Fund Expenses



# General Fund Purchased Services



# General Fund Purchased Services – 3 Year Comparison



# Notes to the Financial Statements

Begins on Page 14

Important Notes for 2021 –

Related Party Transactions:

- As of June 30, 2021, the Secretary of the Alternative Educational Academy of Ogemaw County's Board of Education was also the Director of MiWorks. During the CY, the Academy contracted with MiWorks for the use of their facilities, for a total cost of \$39,575.
- As of June 30, 2021, a Trustee of the Alternative Educational Academy of Ogemaw County's Board of Education was also the Executive Director of NEMSCA. During the current year, the Academy contracted with NEMSCA for a School Success Worker, for a total cost of \$26,455.

# Notes to the Financial Statements

Commitments – On June 14, 2021, the Board approved the purchase of a Dodge Grand Caravan from Zubek Motors in the amount of \$25,228.



# Required Supplementary Information

Page 24

- Budget to Actual Comparisons
  - General Fund Revenues:
    - Original Budget - \$968,320
    - Final Budget - \$1,208,691
    - Actual - \$1,200,032
    - Variance - \$8,659 (0.7%)
  - General Fund Expenses:
    - Original Budget - \$983,577
    - Final Budget - \$951,127
    - Actual - \$908,851
    - Variance - \$45,276 (4.8%)

# Other Information

Begins on Page 25

- Individual Fund Schedules
- Independent Auditors' Report on Internal Control – No Findings
- No Corrective Action Plan Required

# Management Letter – Appendix I

## Significant Audit Findings

- Accounting Policies (No Changes)
- Significant Estimates (None)

## Difficulties Encountered

- None

## Corrected & Uncorrected Misstatements

- None Material

## Disagreements with Management

- None

## Management Representations

- None

## Consultations with Other Independent Accountants

- None

## Other Issues or Matters

- See Appendix II

# Management Letter – Appendix II

## Material Weakness:

- None

## Significant Deficiency:

- None

## Other Matters:

- None

Status of Prior  
Year  
Comments:

Academy  
Approval of  
Bids

Corrected

## Management Letter – Appendix II



## Any Questions?

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Cynthia R. Scott, CPA, CFE

Audit Partner ~ Certified Fraud Examiner

West Branch Office

(989) 345-0850

[cynthias@scopc.com](mailto:cynthias@scopc.com)



## Sec. 98b Goal Progress Report

Progress Reporting Requirements as outlined in law ([MCL 388.1698b](#)):

- Present on goal progression by First Board Meeting in February 2022 and No Later than the Last Day of School.
- Post presentation to district transparency site upon completion of presentation to the local board.

Suggested Template: While the information contained herein is required by statute (98b), this template is a suggested format and is not required to be used by local districts, schools, or buildings. Other formats containing the required information, as outlined in law, are acceptable for use.

**Version: Buildings serving K - 8th grade students and subject to using assessments aligned with 104a**

**Building: C.O.O.R. Educational Center**

**Date: 11/6/2021**

**Table A: Building Goals that were established by September 15, 2021**

Goal Category	Goal Related to Achievement or Growth on K - 8 Benchmarks as required by law ( <a href="#">MCL 388.1698b</a> , <a href="#">MCL 388.1704a</a> )
Middle of the Year Reading Goal	All students (K-8) will improve performance in Reading/ELA as measured by Unique Learning Systems (ULS).
End of the Year Reading Goal	All students (K-8) will improve performance in Reading/ELA as measured by Unique Learning Systems (ULS).
Middle of the Year Mathematics Goal	All students (K-8) will improve performance in Mathematics as measured by Unique Learning Systems (ULS).
End of the Year Mathematics Goal	All students (K-8) will improve performance in Mathematics as measured by Unique Learning Systems (ULS).

As required by law, reports to local school boards must include, but are not limited to, disaggregated information by student demographics, grade level, and the mode of instruction received by the pupils to which the information applies.

**Table B: Achievement or Growth on Benchmark Assessment - By Student Demographics**

Reporting Category Suggest reporting on subgroups where n≥30	By First Board Meeting in February 2022		No Later than Last Day of School Year	
	Reading	Math	Reading	Math
All Students	50%	65%		
Econ. Disadvantaged	50%	64%		

Special Education	50%	65%		
English Learner	N/A	N/A	<30	<30
Female	80%	80%	<30	<30
Male	54%	62%		

**Table C: Achievement or Growth on Benchmark Assessment - By Grade Level**

Reporting Category Suggest reporting on subgroups where n≥30	By First Board Meeting in February 2022		No Later than Last Day of School Year	
	Reading	Math	Reading	Math
Kindergarten	<30	<30	<30	<30
1st	<30	<30	<30	<30
2nd	<30	<30	<30	<30
3rd	<30	<30	<30	<30
4th	<30	<30	<30	<30
5th	<30	<30	<30	<30
6th	<30	<30	<30	<30
7th	<30	<30	<30	<30
8th	<30	<30	<30	<30

**Table D: Achievement or Growth on Benchmark Assessment - By Mode of Instruction**

Reporting Category Suggest reporting on subgroups where n≥30	By First Board Meeting in February 2022		No Later than Last Day of School Year	
	Reading	Math	Reading	Math
Face to Face	50%	65%		



## Sec. 98b Goal Progress Report

Progress Reporting Requirements as outlined in law ([MCL 388.1698b](#)):

- Present on goal progression by First Board Meeting in February and No Later than the Last Day of School.
- Post presentation to district transparency site upon completion of presentation to the local board.

Suggested Template: While the information contained herein is required by statute (98b), this template is a suggested format and is not required to be used by local districts, schools, or buildings. Other formats containing the required information, as outlined in law, are acceptable for use.

### Version: Buildings Serving Non K-8 Students

**Building: C.O.O.R. Educational Center**

**Date: 11/6/2021**

**Table A: Building Goals that were established by September 15, 2021**

Goal Category	Goal Related to Achievement or Growth as required by law ( <a href="#">MCL 388.1698b</a> )
Middle of the Year Academic Goal	All students (9-14) will improve performance in Mathematics as measured through progress monitoring.
End of the Year Academic Goal	All students (9-14) will improve performance in Mathematics as measured through progress monitoring.

**Table B: Achievement Related to Academic Goals**

Provide a narrative on progress toward meeting the goals outlined above.

5. Department Updates

27

- Career & Technical Education Department
- Early Childhood Department
- Instructional Services Department
- Special Education Department
- R.O.O.C., Inc.
- Public Relations

# MEMORANDUM

To: Shawn Petri  
From: Brent Cryderman  
Re: Update  
C: Katie Fuelling  
Date: February 2, 2022

While I have never been one to “celebrate” Ground Hog Day, six more weeks of winter doesn’t sound too bad. I am more concerned with the interruptions in our services from illness than weather these days! That being said, I am excited to gather with the participating teachers on Monday- our planned “snow date” from the January ASCENT program. Katie Fuelling and I have the next two years of content for cohort 1 [drafted](#) and are preparing to share with the local districts later this year.

Additionally, we have initiated work on a program for mentoring teachers- throughout the ISD. A factor in teacher retention is having effective mentoring. In many ways this is a natural extension from the new teacher training we are doing; adding support to those in the field who are also working with new teachers. Instead of relying on the “good will and intentions” of those who are serving as mentors, we plan to create and offer a system of research-based practices in a structure designed to increase the effectiveness of the mentoring program(s) being offered to the new members of our profession.

These two projects, along with a training date for substitute teachers have been keeping my creative juices flowing! I am excited to be contributing to this important work. The COOR ISD is doing positive things for the professional educators in our region! More good news to come.

onward

BDC



**BOARD OF EDUCATION**

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- Brie Molaison,  
Trustee

To: Shawn Petri, Superintendent  
 From: Natalie Davis, CTE Director  
 Date: February 3, 2022  
 Subject: CTE Update

**CTE Steering Committee:**

Our next meeting will be February 22nd, and Todd Seidell will have something for us to look at for a potential construction project. Shawn and I will be meeting with Cathy Erickson and the Thrun attorney to finalize a long-term lease agreement.

**ADMINISTRATION**

- Shawn Petri,  
Superintendent
- Katie Fuelling,  
Director of  
Instructional Services
- Natalie Davis,  
Director of Career &  
Technical Education
- Jill Radosta,  
Director of  
Special Education
- Somer Quinlan,  
Executive Director  
of R.O.O.C., Inc.
- Jared Socia,  
Director of Operations
- Katie Keith,  
Early Childhood  
Supervisor

The cosmetology lab was supposed to be operational by now, but we have run into challenges getting the electrical supplies for the electricians to do the work. We are getting close, but not able to use the space yet. We'll still be waiting on the air handling unit, but the electrical will be done soon. With what we have gone through just trying to get this lab going, we definitely need to get moving on our lease agreement and construction in order to be operational by fall of 2023.

Our goal is to have some sort of groundbreaking event sometime in May that we could invite legislators to attend.

I did a presentation at the Roscommon school board meeting on January 10th, and Roscommon Rotary Club the same week. I'm scheduled for the Roscommon County Commissioners via Zoom this month and Houghton Lake Rotary Club in April. I'm open to sharing with any community groups or local boards the exciting things we are doing right now, so if you have a group you are affiliated with and you would like me to visit, please let me know! This will all help lay the groundwork for our 2024 Millage.

**Grants:**

Alexis Ferguson began full-time on January 31st as a result of the Early Middle College expansion grant, and she has been an awesome addition



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989-275-5881 fax  
989-275-9555 phone

to our team! I'm waiting on a Memo of Understanding with Alpena Community College and also working with Ferris on some new opportunities for students.

I did submit the MCAN grant to establish a local college access network. This grant would coincide with the EMC grant, and the work would align with our overall goal of expanding opportunities for students to earn credentials and college credit while still in high school.

We are also still waiting to hear about the SME Prime grant, through the Society of Manufacturing Engineers. I applied for this grant on behalf of C.O.O.R. and also West Branch for specific manufacturing pathways, and we could find out on the state aid report this month.

**Recruitment and Other:**

Dean VanWormer is working on recruitment and we have presentations set up everywhere but West Branch. In addition to the presentations we will be available during lunch times to recruit and speak with students. We have scheduled an evening open house and informational night for students and parents on Tuesday, March 8th here at Roscommon Middle School.

I attended the Career Education Conference in Grand Rapids this week. This is always beneficial to interact with the MDE consultants for CTE and colleagues throughout the state. It is especially helpful now with everything we have going on to stay on top of grant opportunities and reporting changes.

I met with Eric Johnson at Clare-Gladwin about our Perkins grant and we have submitted our regional Comprehensive Local Needs Assessment to the Department of Education-OCTE.



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Director of Operations

Katie Keith,  
Early Childhood  
Supervisor

To: Shawn Petri, Superintendent

From: Katie Keith

Date: February 2021

Subject: Early Childhood Update

**Great Start Collaborative:**

**Urgent Needs:** The Urgent Needs funds have been expended for Oscoda and Ogemaw Counties. There is still money for Roscommon and Crawford Counties. Tammy is continuing to send out masks to families and agencies requesting them.

**Car seat:** We are currently working on a car seat safety resource for parents and we will share it once it is done. Tammy has completed her recert for car seat tech.

**Great Start Readiness Program:**

**Preschool Enrollment:** The 2021-22 school year is now open for intakes in our database. We are doing a soft roll out of the updates for virtual preschool enrollment Friday, February 5. There was consistent positive feedback from families with the virtual enrollment process during the pandemic. It allows for flexibility for families and efficiency for staff. We will continue to collect feedback from families and staff to improve the process. Face-to-face meetings will still be offered to families who would prefer that option.

## **Great Start to Quality:**

Grants: There are no more grant funds available for providers. However there are several options for them for financial support in which we are helping align them with the Small Business Development Committee.

### Professional Development Offerings:

- We are continuing to plan for a regional early childhood conference with multiple partners.
- STEAM (2nd Cohort) started up in January. This is an opportunity for providers to attend advanced trainings together in a cohort.
- Shooting for The Stars Learning Community started in January, this is a chance for providers to work together. Learning community around building their knowledge of assessments, curriculum and preparation for the PQA. In addition to them meeting monthly they are also on a Consultants caseload.



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 Supervisor

To: Shawn Petri, Superintendent  
 From: Katie Fuelling  
 Date: February 1, 2022  
 Subject: Instructional Services Update



**31n Team:**

The team is excited to share that we held our first Trust-Based Relational Intervention (TRBI) Training hosted by Dr. Mark Sloane with Kristin Eagle and Susan Collins as facilitators. We had a great turnout from all districts! The overall goal of the training was the initial implementation of trauma teams in each district.

Next steps in our TBRI implementation plan is a June training with the trauma teams and district administrators. We are solidifying plans for an ISD-wide training in August as part of district back to school professional development as our last step in the plan. From there, we will look at how we can sustain the practices in

each district as part of their behavior support systems. The TBRI project is part of a statewide initiative Mental Health in Schools, sponsored by Michigan Department of Education in collaboration with the Western Michigan University Children's Trauma Assessment Center and the WMU Resiliency Center for Families & Children ([www.wmich.edu/traumacenter](http://www.wmich.edu/traumacenter)).

**Principal Leadership Development:**

One of my main roles has been supporting elementary and secondary principals in their professional learning and leadership development. I meet with most principals bi-weekly in leadership-focused partnership meetings where we talk about current district initiatives and how I can best support their next steps. These relationships have been extremely

beneficial as we begin to develop our professional development offerings for next school year. I am also starting discussion on MICIP with district teams with planning sessions looking to start in March after I am fully trained in the process.



## February 2021 ETA Report

Any Questions Please contact Josh Hayes, [jhayes@k12eta.org](mailto:jhayes@k12eta.org)

### Tickets (ETA Wide):

- Current Open: 237
- Created this month: 1348

### Trainings Provided

- Virtual Reality
- 3D Printer
- Ed Tech Support Days
- GoGuardian
- PowerSchool Usergroup
- Pupil Accounting

### Updates:

- January 12th, many districts were trying to take NWEA tests but could not. NWEA posted this on its website "The MAP Growth testing system is experiencing issues, including slow performance and error messages while testing. If you are experiencing these symptoms, we recommend postponing testing until this issue is resolved. NWEA engineers are investigating this matter." The following day everyone was able to test without issue.
- SET SEG recently released a tool to help schools with an external vulnerability scan. We have set up the ISD and the locals that we support with this tool to help improve our cyber security.
- REMC SPOT Bid forecasting is open, In order to get the best discounts for Michigan schools, they are looking for local districts who plan or are considering device purchasing to complete this important forecasting step. This information is used as part of the bid process - we are not obligated to buy devices that we have put into this bid forecast.
- We have finally received some new VR kits. Chad is looking forward to getting these out to the local districts.

- We have contracted with COOR ISD for an Instructional Tech (Rebekah Seelow) to help support Lake City and Manton. It worked out well since these are the closest districts to COOR and the furthest districts from Chad Riffle. Chad has met with Rebekah and plans to work with her in Lake City and Manton before letting her take over.
- It is still Erate season, this means working with lots of districts to collect paperwork and going out for bid on internet access, point-to-point connections, and our large Wifi project. Erate is the federal program that saves us around 80% on those services.
- We are continuing to fake phish our staff about once per month and are starting to assign training to those users who continually fail the fake phishing.



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 Supervisor

To: Shawn Petri, Superintendent

From: Jill Radosta

Date: February, 2022

Subject: Special Education Update

**Action Item:**

**Jennifer Fritton - Orientation & Mobility Services**

We are seeking board approval to amend Jennifer Fritton's original contract from an Orientation & Mobility (O & M) Services Consultant to an O & M Services Provider. The cost of the original contract was \$4,800 and Jennifer provided consultation/supervisory services to our Vision Impairment Consultant who provided the services under her direction. Because of need in the districts, Jennifer will be providing direct O & M services for one day per week at a rate of \$65.00 per hour. The total cost of the contract will not exceed \$12,870.00.

**Fun First Therapy - Certified Occupational Therapy Assistant (COTA)**

We are seeking board approval to contract with Fun First Therapy for a Certified Occupational Therapy Assistant (COTA) to provide occupational therapy services to students at Charlton Heston Academy for up to 12 hours per week at a rate of \$65.50 per hour. The cost of the contract for the remainder of the 2021-2022 school year will not exceed \$13,362.00. The contract will end June 2023 and the approximate cost for the 2022-2023 school year should not exceed \$26,724.00

**Administrative Assistant to the Director of Special Education**

The Administrative Assistant to the Director of Special Education position was posted. We interviewed Julie Bell, offered her the position and she gladly accepted. Julie currently works for the Houghton Lake Community School's Alternative Education

program. She comes to the C.O.O.R. ISD with a wealth of knowledge about school systems and procedures. Julie's first day with the C.O.O.R. ISD is February 7, 2022. Brittany Gass, the person who previously held this position, submitted her resignation due to family needs. We wish Brittany all the best and we welcome Julie as part of the C.O.O.R. ISD Special Education team.

### **Independence Facilitator Professional Development**

On Friday, January 14th, Brenda Vaughan-Ide and Amber Larrison provided professional development to independence facilitators at Mio-Ausable Schools. Strategies for behavior and data collection were two of the many topics that were discussed. The Special Education Department understands that there is a need to provide professional development to our independence facilitators in our districts and we will continue to find creative ways to accomplish this task.

### **Pupil Accounting Boot Camp**

In order to build capacity for the Special Education Department, Kristen Kalthoff and Jill Radosta attended the Pupil Accounting three day Boot Camp. Kristen had the experience of completing her first count in the fall of 2021. We both agreed that the information gleaned at the boot camp made much more sense to her than if she had attended this workshop before completing a count. Our next count is coming up in February and Kristen is ready to tackle it with much more independence. Of course, I will be there to help if she needs it.

### **C.O.O.R. Educational Center Mid-Year Benchmark Reporting**

Students in grades K-8 are benchmark tested in reading and math using Unique Learning Systems (ULS). Teachers test at the beginning, middle, and end of the school year to determine student growth. Mid-year testing was just completed. 50% of our students have shown growth in reading and 65% have shown growth in math. While these numbers are not as high as we had hoped, teachers are confident that their students will continue to recoup learning loss as a result of the pandemic. Our goal is that, by the end of the school year, all students will improve their performance in reading and math, as measured by ULS.

Respectfully submitted by

Jill Radosta, Director of Special Education

## R.O.O.C. Inc.

11018 North Cut Road, P.O. Box 827, Roscommon, MI 48653

[www.rooc.org](http://www.rooc.org)

### MEMORANDUM

To: Shawn Petri  
From: Somer Quinlan  
Re: ROOC Update  
Date: February 3, 2022

The weather has been rather chilly, but we continue to bundle up and go out in the community daily to volunteer at locations such as Riverhouse Restore or Habitat and enjoy sports and games at Artesia Youth Park or exercising at the Commission on Aging. Our wonderful community members continue to come to ROOC to visit with us and share their many talents including MSU Extension instructors for Health and Wellness classes and Art Exploration with Mrs. Sheldon.

The Knights of Columbus in St Helen presented ROOC with a gracious donation and we are very appreciative!

The grant money from the Roscommon County American Rescue Plan Act has been received and we are currently looking for the perfect new vehicle to add to our fleet.

COME ON SPRING!!!



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To: Shawn Petri  
From: Somer Quinlan  
Re: ROOC Update  
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The grant money from the Roscommon County American Rescue Plan Act has been received and we are currently looking for the perfect new vehicle to add to our fleet.

COME ON SPRING!!!



6. Public Participation

-The public may submit comments by 3:00

PM: <https://forms.gle/LoHQRUUpns9MKTvef6>

-The public may call 989-275-9575 and leave a voicemail by 3:00 PM, OR

-The public may raise his/her hand during this session of the meeting.

-Individuals may speak for a maximum of 5 minutes.

-Groups may speak for a maximum of 15 minutes.

7. Consent Agenda

(A single member's request shall cause an item on the Consent Agenda to be relocated as an Action Item, eligible for discussion and vote that evening.)

- A. Approve minutes of previous meeting - Jan 12, 2022
- regular meeting - public
- closed session - restricted

40



## Organizational Meeting Minutes

A regular meeting of the C.O.O.R. Intermediate School District Board of Education (the “Board”) was held on Wednesday, January 12, 2022. President Mangutz called the meeting to order at 6:02 P.M.

### 1. Call to order & Roll Call

Superintendent Petri brought the meeting to order and thanked the Board Members for their dedication and service to the district as part of School Board Appreciation Month. He thanked the new members for meeting yesterday to meet with department directors and tour the programs.

### 2. Opening Ceremonies

- Pledge of Allegiance
- Mission Statement

*C.O.O.R. ISD provides programs and services with our partners to support the current and emerging teaching and learning needs of our schools and communities.*

### 3. Organization of the Board

#### 3.A. Election of President for 2022. Nomination(s):

Appoint Dr. Mangutz as the Board President. This motion, made by Ian Faulkner and seconded by Nancy Persing, Carried (7-0). There were no other nominations. Dr. Mangutz presided over the rest of the meeting. He stated that he hopes to continue to learn and grow throughout the next year.

#### 3.B. Election of Vice President for 2022. Nomination(s):

Appoint Nancy Persing as the Board Vice President for 2022. This motion, made by Lyn Sperry and seconded by Dr. Jim Mangutz DDS, Carried (7-0). There were no other nominations.

#### 3.C. Election of Board Secretary for 2022. Nomination(s):

Appoint Lyn Sperry as the Board Secretary for 2022. This motion, made by Nancy Persing and seconded by Kara Mularz, Carried (7-0). There were no other nominations.

3.D. Election of Treasurer for 2022. Nomination(s):

Appoint Ian Faulkner as the Board Treasurer for 2022. This motion, made by Kara Mularz and seconded by Lyn Sperry, Carried (7-0). There were no other nominations.

3.E. Committee Member Selection

- Finance Committee: Faulkner, Mularz, Persing.
- Buildings and Grounds Committee: Faulkner, Gendernalik, Sperry.
- Legislative/Strategic Planning Committee: Mularz, Mangutz, Molaison.
- Policy Committee: Persing, Dr. Mangutz, Sperry.
- Personnel Committee: Molaison, Gendernalik, Dr. Mangutz- alternate.
- Evaluation of the Superintendent: Committee of the Whole.
- CTE Steering Committee: Persing, Gendernalik, Dr. Mangutz.

4. Adopt the Agenda

Adopt the agenda as presented. This motion, made by Ian Faulkner and seconded by Kara Mularz, Carried (7-0). Time: 6:27

5. Department Updates were sent to Board Members to review in advance.

- Career & Technical Education Department
- Early Childhood Department
- Instructional Services Department
- Public Relations
- R.O.O.C., Inc.
- Social Media Report Card
- Special Education Department
- Technology

6. Public Participation- None.

-The public may submit comments, leave a message, or may attend meets in person.

7. Consent Agenda

(A single member's request shall cause an item on the Consent Agenda to be relocated as an Action Item, eligible for discussion and vote that evening.)

Approve all items on the Consent Agenda. This motion, made by Ian Faulkner and seconded by Brie Molaison, Carried (7-0).

The board decided that it is important to continue meeting in some of the local school districts each year. It is an important action to take. Crawford offered to host in May or October. Superintendent Petri informed the board that Gail Hughey is the new West Branch-Rose City Area Schools Superintendent.

7.A. Approve minutes of previous meeting on Dec 8, 2021

7.B. Approval of Bills for December 2021 totaling \$911,677.58

7.C. Approve Revenue & Expenditure Reports for December 2021

7.D. Approve an increase in mileage rate to \$0.585 cents per mile to match the IRS rate as of Jan 1, 2022

7.E. Call Regular Meetings - Meeting dates to be posted for 2022:

February 9, 2022	Aug 10, 2022 - potential remote location
March 9, 2022	Sept 14, 2022- potential remote location
April 13, 2022 at Houghton Lake Schools	Oct 12, 2022 - potential remote location
May 11, 2022 - potential remote location	Nov 9, 2022
June 8, 2022	Dec 14, 2022
June 22, 2022 special meeting- budgets	Jan 11, 2023
July 13, 2022	

7.F. Appoint Designee for Posting of Public Notices

To appoint the Superintendent's Secretary as designee responsible for implementing the public notice requirements of the Open Meetings Act.

7.G. Designate Recording Secretary

Appoint Rebecca Socia as Recording Secretary for the COOR Board of Education to be reimbursed for mileage at the current Board-approved rate, and per diem of \$65.00 per meeting for the period of January 12, 2022 through January 11, 2023.

7.H. Authorize Natalie Davis as signatory for the following agreements:

-Carl D. Perkins Application with the Michigan Department of Education-Office of Career & Technical Education (MDE-OCTE) and all Fiscal Reports with OCTE in the Career and Technical Education Information System (CTEIS)

7.I. Designate Bank Depositories

To designate J.P. Morgan Chase as the depository for the C.O.O.R. Intermediate School District for the following accounts; authorizing the administration to select the institution that is in the best interest of the school district; authorizing the Superintendent or his Designee(s) to make transfers between business checking account(s) and/or high yield savings account(s); authorizing transfers to be made by telephone, fax and/or other electronic means:

**Business Checking Accounts**

- General Fund
- COOR Payroll
- ROOC Payroll

**High Yield Savings Accounts**

- General Fund
- ROOC Investment

7.J. Signing of Checks

That COOR and R.O.O.C., Inc. payroll business checking accounts require only one signature; Shawn Petri, Board President, or Treasurer are hereby authorized to sign all checks. The General Fund business checking account requires only one signature.

7.K. Extend Retainer Agreement

To extend the retainer agreement at a cost of \$2,500 and authorize the use of Thrun Law Firm, P.C. There is an increase of \$100 from 2021.

#### 7.L. Approve Attendance at Conferences

That approval shall be given for any member of the Board of Education to attend the Governor's Education Summit, NSBA's Advocacy Institute, Northern Michigan School Legislative Association, as well as any conferences, trainings or meetings offered by the Michigan Association of School Boards, held in Michigan, for 2022. Approval includes associated expenses for travel, lodging, food and conference fees. Specific dollar amounts for costs of registration, lodging, travel, and meals must be also subsequently approved by the board's designee, the Superintendent.

#### 7.M. Verify Current Newspapers of Record for C.O.O.R. ISD shall be:

- Crawford County Avalanche
- Oscoda County Herald
- Ogemaw County Herald
- Houghton Lake Resorter

#### 7.N. Approve Professional Dues / Memberships

To approve payment of dues to professional organizations for the 2021 calendar year.

7.O. Approve closing the C.O.O.R. ISD central office to the public, allowing staff to attend the following four events: All-staff Professional development Day August 23, COOR Educational Center Graduation, Career Tech commencement, and the CEC holiday party in December.

7.P. Approve request from the Higgins Lake- Roscommon Chamber of Commerce to use the COOR Sledding Hill/Area for the WinterFest 2022 Cardboard Classic. This event would be held on Saturday, February 19, 2022 at 10:00 a.m. As in the past, the Chamber provides event insurance to covers this family-oriented community event.

### 8. Action Items

#### 8.A. Establish Board Per Diem for 2022

That a per diem allowance of \$30.00 shall be granted to board members for attendance at board meetings, committee meetings, and those activities identified by board policy, or authorized duty, if the duty is authorized in advance by resolution of the board. The board president or designee will be allowed compensation equal to one regular meeting for meeting once per month with the superintendent to prepare an agenda for the regular meeting. (see Policy 2306)

Establish Board Per Diem. This motion, made by Kara Mularz and seconded by Nancy Persing, Carried (7-0). Ian Faulkner: Yes, Jim Gendernalik: Yes, Dr. Jim Mangutz DDS: Yes, Brie Molaison: Yes, Kara Mularz: Yes, Nancy Persing: Yes, Lyn Sperry: Yes

8.B. Approve hourly rate increase of \$2.35 per hour ("Provider Pay Increase") for direct care workers at ROOC, effective Jan 13, 2022 to September 30, 2022 based on the DHHS "premium pay authorization." The increase will be calculated down to the quarter-hour.

Approve hourly rate increase for direct care workers at ROOC. This motion, made by Lyn Sperry and seconded by Brie Molaison, Carried (7-0).

Ian Faulkner: Yes, Jim Gendernalik: Yes, Dr. Jim Mangutz DDS: Yes, Brie Molaison: Yes, Kara Mularz: Yes, Nancy Persing: Yes, Lyn Sperry: Yes

8.C. Approve increase to sub paraprofessional wages from the current \$9.90 to \$10.12 per hour effective January 1, 2022. The minimum wage increased to \$9.87. In the past, COOR maintained sub paraprofessional wages at 25 cents more than minimum wage.

The board would like Superintendent Petri to review potential costs to increase the hourly wage for sub paraprofessionals. The board would like to make sure each employee group is feeling valued. Our para pros (CESPA) do currently get very good benefits. Retention of staff is important to the board, too.

Approve increase to sub paraprofessional wages from the current \$9.90 to \$10.12 per hour effective January 1, 2022. This motion, made by Kara Mularz and seconded by Nancy Persing, Carried (7-0).

Ian Faulkner: Yes, Jim Gendernalik: Yes, Dr. Jim Mangutz DDS: Yes, Brie Molaison: Yes, Kara Mularz: Yes, Nancy Persing: Yes, Lyn Sperry: Yes.

8.D. Approve registration and expenses for the Superintendent or any interested Board Members to participate in the 2022 MASB Winter Institute taking place virtually from Friday, Feb 25th to Sunday, Feb 27th. These are Live Online Webinars. The cost is \$90 for each session, except CBA 101 and Board President Workshops, which are \$180 each.

Approve registration and expenses for the 2022 MASB Winter Institute. This motion, made by Nancy Persing and seconded by Ian Faulkner, Carried (7-0).

Ian Faulkner: Yes, Jim Gendernalik: Yes, Dr. Jim Mangutz DDS: Yes, Brie Molaison: Yes, Kara Mularz: Yes, Nancy Persing: Yes, Lyn Sperry: Yes

8.E. Ratify a contract with Fun First Therapy/ Michelle Lynn Therapy, PLC for a Speech Pathologist to provide services to students at Crawford-AuSable Schools for up to 20 hours per week from December 10, 2021 to June 30, 2023.

Ratify a contract with Fun First Therapy/ Michelle Lynn Therapy, PLC for a Speech Pathologist to provide services to students at Crawford-AuSable Schools from Dec 10, 2021 to June 30, 2022. This motion, made by Ian Faulkner and seconded by Lyn Sperry, Carried (7-0). Ian Faulkner: Yes, Jim Gendernalik: Yes, Dr. Jim Mangutz DDS: Yes, Brie Molaison: Yes, Kara Mularz: Yes, Nancy Persing: Yes, Lyn Sperry: Yes

8.F. Approve overnight expenses for Superintendent Petri to attend the Michigan Negotiator's Association 2022 Spring Conference in Lansing on March 17-18, 2022.

Approve overnight expenses for Superintendent Petri to attend the MNA 2022 Spring Conference. This motion, made by Lyn Sperry and seconded by Nancy Persing, Carried.

Ian Faulkner: Yes, Jim Gendernalik: Yes, Dr. Jim Mangutz DDS: Yes, Brie Molaison: Yes, Kara Mularz: Yes, Nancy Persing: Yes, Lyn Sperry: Yes

8.G. Item tabled- Approve e-rate internet services contract extension with Merit for NMEC (Northern Michigan Electronics Consortium)

8.H. Approve purchase of a used tractor to be used for maintenance & grounds for \$25,000 from Mast Tractor Sales of Ohio.

The Director of Operations discussed the need for equipment with the Building and Grounds Committee and was able to find a very nice used tractor at the price range. He answered the board's questions about the tractor and quotes from local providers.

Approve purchase of a used tractor. This motion, made by Ian Faulkner and seconded by Kara Mularz, Carried (7-0).

Ian Faulkner: Yes, Jim Gendernalik: Yes, Dr. Jim Mangutz DDS: Yes, Brie Molaison: Yes, Kara Mularz: Yes, Nancy Persing: Yes, Lyn Sperry: Yes

#### 9. Information Items

New Hires: Alexis Ferguson, part-time CTE admin assistant, \$16 per hour – The position has the potential to become full-time when grant funds are awarded. Kristin Morr full-time Gen Ed admin assistant, \$16 per hour.

Indeed.com statistics for 2021: 28 jobs posts, 163 applicants, 13 employees hired.

Terms for the following trustees will expire December 31, 2022 and board members may follow procedures to get on the ballot for re-election in November if they want to remain on the board:

Dr. Mangutz - six-year term

Nancy Persing - six-year term

Jim Gendernalik - partial term (2 yrs)

Brie Molaison - partial term (2 yrs)

#### 10. Superintendent's Report

Superintendent Petri is watching for news on the ETS vaccination mandate, which is being held up in Supreme Court. Jan 23rd is the next deadline to meet, but COOR ISD has procedures in place. Testing would start Feb 9th for COOR staff who are not vaccinated. About 65% of our employees are vaccinated. The Superintendent is the COVID coordinator and would be in charge of compliance.

Career Tech Director Natalie Davis has aggressively gone after several grant opportunities. We recently received a \$50,000 Early Middle College grant. Progress is being made on the Career Tech Center plans.

#### 11. Communications

Superintendent Petri's request for evaluation in closed session

12. Public Participation (continued)- none.

13. Enter into closed session by request of the Superintendent for his annual evaluation.

Enter into closed session. This motion, made by Nancy Persing and seconded by Kara Mularz, Carried (7-0). Time: 7:45 PM. Ian Faulkner: Yes, Jim Gendernalik: Yes, Dr. Jim Mangutz DDS: Yes, Brie Molaison: Yes, Kara Mularz: Yes, Nancy Persing: Yes, Lyn Sperry: Yes.

14. Superintendent Evaluation

15. Return to Open Session

Motion to return to Open Session, made by Kara Mularz, seconded by Ian Faulkner.  
at 8:57 PM

16. Approve the Superintendent's Performance Evaluation as follows:

"The Board reviewed the legal requirements associated with the Superintendent Performance

Evaluation Instrument and gives the Superintendent the following rating:

Regarding Section A: Governance & Board Relations - score: 3.5

Regarding Section B: Stakeholder Relations - score: 3.643

Regarding Section C: Employee Relations - score: 3.643

Regarding Section D: Operations & Finance - score: 3.75

Regarding Section E: Educational Leadership - score: 3.455

Regarding Section F: Professional Practice Rating - score: 3.579 (summary of sections A-E)

Regarding Section G: Other Required Components - score: 4.0

Regarding Section H: Summative Evaluation Score - score: 3.689

Evaluation Rating: 92% Highly Effective "

17. Adjournment

Motion to adjourn by Ian Faulkner, seconded by Nancy Persing, Carried (7-0).

Adjournment @ 9:07 pm

Respectfully submitted,

A handwritten signature in cursive script that reads "Rebecca Socia". The signature is written in dark ink on a light-colored, slightly textured background.

Rebecca Socia,  
Recording Secretary

B. Approval of Bills for January  
2022 totaling \$1,227,030.11

48

# A/P Check Register

Printed: 02/02/2022 8:23:47AM  
 COOR ISD  
 Check Date: 1/1/2022 to 1/31/2022

Vendor #	Vendor Name	Batch #	Check Date	Check #	Checks	Direct Deposit	Total
141417	PARENT POWERED	9011	01/11/2022	98295	(4,718.25)	0.00	(4,718.25)
<b>Void by KLM on 1/11/2022</b>							
141200	AMAZON CAPITAL SERVICES INC	288	01/03/2022	98692	397.14	0.00	397.14
700	AMWAY GRAND PLAZA	288	01/03/2022	98693	340.08	0.00	340.08
810	APPLE COMPUTER INC	288	01/03/2022	98694	159.00	0.00	159.00
4440	CRAWFORD AUSABLE SD	288	01/03/2022	98695	159,398.49	0.00	159,398.49
141235	DEAN VANWORMER	288	01/03/2022	98696	174.42	0.00	174.42
5385	DTE ENERGY	288	01/03/2022	98697	318.21	0.00	318.21
141222	DUANE BILLS	288	01/03/2022	98698	1,589.28	0.00	1,589.28
141691	EMILY GUBANCSIK	288	01/03/2022	98699	58.01	0.00	58.01
6334	FIFTH GEAR POWERSPORTS	288	01/03/2022	98700	2,115.38	0.00	2,115.38
141783	GRACE BROWN	288	01/03/2022	98701	64.72	0.00	64.72
7552	GRAYLING COOPERATIVE PRESCHOOL, INC.	288	01/03/2022	98702	51,846.07	0.00	51,846.07
8700	HOME DEPOT CREDIT SERVICES	288	01/03/2022	98703	564.49	0.00	564.49
9385	IOSCO RESA	288	01/03/2022	98704	105,434.26	0.00	105,434.26
141565	JILL RADOSTA	288	01/03/2022	98705	103.04	0.00	103.04
71225	JOSEPH MOORE	288	01/03/2022	98706	112.00	0.00	112.00
141667	KAREN WALTON EBNIT	288	01/03/2022	98707	1,485.00	0.00	1,485.00
141488	KATIE FUELLING	288	01/03/2022	98708	851.19	0.00	851.19
141214	KRISTIN LUBS-EAGLE	288	01/03/2022	98709	30.00	0.00	30.00
141656	MARK A SLOANE DO PC	288	01/03/2022	98710	3,375.00	0.00	3,375.00
12510	MASA	288	01/03/2022	98711	400.00	0.00	400.00
141422	MELISA AKERS	288	01/03/2022	98712	160.46	0.00	160.46
3753	MICHELE COCHRANE	288	01/03/2022	98713	260.40	0.00	260.40
141775	MICHELLE EWALD	288	01/03/2022	98714	103.36	0.00	103.36
141772	NATALIE DAVIS	288	01/03/2022	98715	157.39	0.00	157.39
14545	NEMCSA	288	01/03/2022	98716	24,423.66	0.00	24,423.66
21278	NICOLE GRACE	288	01/03/2022	98717	225.00	0.00	225.00
14950	OGEMAW CO TREASURER	288	01/03/2022	98718	2,202.60	0.00	2,202.60
16380	RAVEN ANALYTICAL LAB	288	01/03/2022	98719	60.00	0.00	60.00
16390	RAY'S PARTS CENTER	288	01/03/2022	98720	338.62	0.00	338.62
141124	REBEKAH SEELow	288	01/03/2022	98721	1,125.71	0.00	1,125.71
19081	ROBERT J GORDON DOFAA-INS PLLC	288	01/03/2022	98722	36.00	0.00	36.00
7161	ROSCOMMON FOOD SERVICE	288	01/03/2022	98723	3,261.32	0.00	3,261.32
18115	SHEFFIELD AUTOMOTIVE INC	288	01/03/2022	98724	332.18	0.00	332.18
7180	TERESA GERTISER	288	01/03/2022	98725	17.92	0.00	17.92
19800	THRUN LAW FIRM P.C.	288	01/03/2022	98726	418.00	0.00	418.00
21181	WEST BRANCH ROSE CITY SCHOOL DISTRICT	288	01/03/2022	98727	96,165.83	0.00	96,165.83
21770	XEROX CORP	288	01/03/2022	98728	183.15	0.00	183.15
13220	MICHIGAN STATE DISBURSEMENT UNIT	93	01/07/2022	98730	116.09	0.00	116.09
141729	THOMAS MCDONALD	93	01/07/2022	98731	189.00	0.00	189.00
141812	UMB BANK FBO KATHRYN FUELLING	93	01/07/2022	98732	200.00	0.00	200.00
20310	UNITED WAY OF ROSCOMMON COUNTY	93	01/07/2022	98733	2.00	0.00	2.00
141441	VELO LAW OFFICE	93	01/07/2022	98734	14.51	0.00	14.51
8420	EAST HIGGINS LAKE TRUE VALUE	290	01/07/2022	98735	1,398.47	0.00	1,398.47
141724	FIDELITY SECURITY LIFE INSURANCE COMPANY	99	01/14/2022	98736	166.24	0.00	166.24
141720	AMERICAN UNITED LIFE INSURANCE COMPANY	99	01/14/2022	98737	685.74	0.00	685.74
2045	BLUE CROSS BLUE SHIELD OF MI	99	01/14/2022	98738	383.20	0.00	383.20
141726	BLUE CROSS BLUE SHIELD OF MI	99	01/14/2022	98739	334.61	0.00	334.61
225	AFLAC	99	01/14/2022	98740	869.12	0.00	869.12
6592	4IMPRINT	289	01/14/2022	98741	585.16	0.00	585.16
141200	AMAZON CAPITAL SERVICES INC	289	01/14/2022	98742	659.16	0.00	659.16

48

# A/P Check Register

Printed: 02/02/2022 8:23:47AM

COOR ISD

Check Date: 1/1/2022 to 1/31/2022

Vendor #	Vendor Name	Batch #	Check Date	Check #	Checks	Direct Deposit	Total
141731	AMBER AKIN	289	01/14/2022	98743	215.60	0.00	215.60
19598	AMBER LARRISON	289	01/14/2022	98744	606.48	0.00	606.48
141720	AMERICAN UNITED LIFE INSURANCE COMPANY	289	01/14/2022	98745	1,038.17	0.00	1,038.17
700	AMWAY GRAND PLAZA	289	01/14/2022	98746	331.38	0.00	331.38
141819	AMY MANDRUP POULSEN	289	01/14/2022	98747	199.00	0.00	199.00
810	APPLE COMPUTER INC	289	01/14/2022	98748	1,199.00	0.00	1,199.00
10605	AUDREY MCGEE	289	01/14/2022	98749	56.78	0.00	56.78
141782	AUSABLE MEDICAL ASSOCIATES PC URGENT CARE	289	01/14/2022	98750	94.43	0.00	94.43
141736	BAY CITY UNIFORMS	289	01/14/2022	98751	314.91	0.00	314.91
2554	BECKY BUNN	289	01/14/2022	98752	75.04	0.00	75.04
3020	BEECHWOOD COMMUNICATIONS	289	01/14/2022	98753	1,200.00	0.00	1,200.00
141726	BLUE CROSS BLUE SHIELD OF MI	289	01/14/2022	98754	3,039.32	0.00	3,039.32
141726	BLUE CROSS BLUE SHIELD OF MI	289	01/14/2022	98755	2,969.36	0.00	2,969.36
2045	BLUE CROSS BLUE SHIELD OF MI	289	01/14/2022	98756	72,197.17	0.00	72,197.17
2045	BLUE CROSS BLUE SHIELD OF MI	289	01/14/2022	98757	5,613.48	0.00	5,613.48
13830	BRIE MOLLAISON	289	01/14/2022	98758	46.97	0.00	46.97
8392	CHARLTON HESTON ACADEMY	289	01/14/2022	98759	4,704.78	0.00	4,704.78
19631	CHRISTINA TAPPAN	289	01/14/2022	98760	122.96	0.00	122.96
141698	COMPHEALTH MEDICAL STAFFING	289	01/14/2022	98761	1,999.50	0.00	1,999.50
4100	CONSUMERS ENERGY PAYMENT CENTER	289	01/14/2022	98762	2,369.21	0.00	2,369.21
4495	CRAWFORD AUSABLE DAY CARE	289	01/14/2022	98763	270.00	0.00	270.00
4440	CRAWFORD AUSABLE SD	289	01/14/2022	98764	11,583.65	0.00	11,583.65
141815	CRCPC	289	01/14/2022	98765	200.00	0.00	200.00
4470	CRWFD CNTY TRANSP AUTH	289	01/14/2022	98766	952.00	0.00	952.00
4900	DEAN TRANSPORTATION	289	01/14/2022	98767	37,437.51	0.00	37,437.51
11056	DESIREE LIPSKI	289	01/14/2022	98768	201.36	0.00	201.36
141703	ELENA ROTHNEY	289	01/14/2022	98769	62.48	0.00	62.48
5812	EMERGENCY SERVICES OF HOUGHTON LAKE	289	01/14/2022	98770	5,316.42	0.00	5,316.42
141724	FIDELITY SECURITY LIFE INSURANCE COMPANY	289	01/14/2022	98771	738.44	0.00	738.44
6334	FIFTH GEAR POWERSPORTS	289	01/14/2022	98772	1,699.61	0.00	1,699.61
6781	FRONTIER	289	01/14/2022	98773	501.80	0.00	501.80
141816	GREAT LAKES WORKWEAR	289	01/14/2022	98774	1,330.00	0.00	1,330.00
8520	HOEKSTRA TRANSPORTATION INC	289	01/14/2022	98775	1,364.75	0.00	1,364.75
8800	HOUGHTON LK UNITED METHODIST CHURCH PRESCHOOL	289	01/14/2022	98776	31,148.77	0.00	31,148.77
6195	IAN FAULKNER	289	01/14/2022	98777	34.68	0.00	34.68
9160	IMPACT OFFICE PRODUCTS	289	01/14/2022	98778	440.55	0.00	440.55
9025	JIM GENDERNALIK	289	01/14/2022	98779	176.50	0.00	176.50
141343	KARA MULARZ	289	01/14/2022	98780	46.97	0.00	46.97
141120	KAREN L POPE	289	01/14/2022	98781	132.43	0.00	132.43
10030	KATIE KEITH	289	01/14/2022	98782	25.31	0.00	25.31
141719	LYN SPERRY	289	01/14/2022	98783	134.88	0.00	134.88
18288	LYNDSAY SMOLARZ	289	01/14/2022	98784	59.42	0.00	59.42
12510	MASA	289	01/14/2022	98785	250.00	0.00	250.00
12510	MASA	289	01/14/2022	98786	300.00	0.00	300.00
141817	MAST TRACTOR SALES LLC	289	01/14/2022	98787	23,900.00	0.00	23,900.00
12985	MICHIGAN NEGOTIATORS ASSOCIATION	289	01/14/2022	98788	225.00	0.00	225.00
141701	MR ROOTER PLUMBING	289	01/14/2022	98789	100.00	0.00	100.00
13160	MSBO	289	01/14/2022	98790	340.00	0.00	340.00
15652	NANCY PERSING	289	01/14/2022	98791	52.23	0.00	52.23
21278	NICOLE GRACE	289	01/14/2022	98792	211.68	0.00	211.68

# A/P Check Register

Printed: 02/02/2022 8:23:47AM

COOR ISD

Check Date: 1/1/2022 to 1/31/2022

Vendor #	Vendor Name	Batch #	Check Date	Check #	Checks	Direct Deposit	Total
141765	NORTHERN MICHIGAN EVENT BANQUET CENTER LLC	289	01/14/2022	98793	322.00	0.00	322.00
141417	PARENT POWERED	289	01/14/2022	98794	4,718.25	0.00	4,718.25
15585	PELION BENEFITS, INC.	289	01/14/2022	98795	250.00	0.00	250.00
141499	PHIL'S TOWING LLC	289	01/14/2022	98796	810.00	0.00	810.00
16020	PRECISION DATA PRODUCTS	289	01/14/2022	98797	218.18	0.00	218.18
141263	PRESENCE LEARNING, INC.	289	01/14/2022	98798	3,300.00	0.00	3,300.00
141711	PURITY CYLINDER GASES INC	289	01/14/2022	98799	746.14	0.00	746.14
141124	REBEKAH SEELOW	289	01/14/2022	98800	182.88	0.00	182.88
7160	ROSCOMMON AREA PUBLIC SCHOOLS BUSINESS OFFICE	289	01/14/2022	98801	1,100.00	0.00	1,100.00
17030	ROSCOMMON COUNTY TRANSPORTATION AU	289	01/14/2022	98802	2,120.00	0.00	2,120.00
7161	ROSCOMMON FOOD SERVICE	289	01/14/2022	98803	2,559.40	0.00	2,559.40
17029	ROSCOMMON ROTARY	289	01/14/2022	98804	600.00	0.00	600.00
17240	S & J EXCAVATING	289	01/14/2022	98805	3,500.00	0.00	3,500.00
15685	SHAWN PETRI	289	01/14/2022	98806	2,088.79	0.00	2,088.79
18555	SPARTAN STORES LLC	289	01/14/2022	98807	30.42	0.00	30.42
141649	STAPLES	289	01/14/2022	98808	40.15	0.00	40.15
20152	TAMMY TYLER	289	01/14/2022	98809	343.60	0.00	343.60
19800	THRUN LAW FIRM P.C.	289	01/14/2022	98810	2,500.00	0.00	2,500.00
141582	VISION CONSULTING LLC	289	01/14/2022	98811	1,251.25	0.00	1,251.25
20970	WASTE MANAGEMENT OF MI	289	01/14/2022	98812	117.02	0.00	117.02
21181	WEST BRANCH ROSE CITY SCHOOL DISTRICT	289	01/14/2022	98813	11,682.00	0.00	11,682.00
21770	XEROX CORP	289	01/14/2022	98814	1,211.39	0.00	1,211.39
4100	CONSUMERS ENERGY PAYMENT CENTER	292	01/18/2022	98815	279.81	0.00	279.81
13220	MICHIGAN STATE DISBURSEMENT UNIT	93	01/21/2022	98816	145.18	0.00	145.18
141729	THOMAS MCDONALD	93	01/21/2022	98817	483.69	0.00	483.69
19978	TSA CONSULTING GROUP INC	93	01/21/2022	98818	960.00	0.00	960.00
141812	UMB BANK FBO KATHRYN FUELLING	93	01/21/2022	98819	200.00	0.00	200.00
20310	UNITED WAY OF ROSCOMMON COUNTY	93	01/21/2022	98820	2.00	0.00	2.00
141441	VELO LAW OFFICE	93	01/21/2022	98821	140.74	0.00	140.74
18785	STATE OF MICHIGAN	293	01/21/2022	98822	35.00	0.00	35.00
18785	STATE OF MICHIGAN	293	01/21/2022	98823	35.00	0.00	35.00
18785	STATE OF MICHIGAN	293	01/21/2022	98824	35.00	0.00	35.00
18785	STATE OF MICHIGAN	293	01/21/2022	98825	35.00	0.00	35.00
18785	STATE OF MICHIGAN	293	01/21/2022	98826	35.00	0.00	35.00
18785	STATE OF MICHIGAN	293	01/21/2022	98827	35.00	0.00	35.00
18785	STATE OF MICHIGAN	293	01/21/2022	98828	35.00	0.00	35.00
141724	FIDELITY SECURITY LIFE INSURANCE COMPANY	99	01/28/2022	98829	163.76	0.00	163.76
141720	AMERICAN UNITED LIFE INSURANCE COMPANY	99	01/28/2022	98830	543.04	0.00	543.04
225	AFLAC	99	01/28/2022	98831	1,148.00	0.00	1,148.00
141825	ALEXANDRA WEILER	291	01/28/2022	98832	50.00	0.00	50.00
141619	ALLEGRA	291	01/28/2022	98833	258.04	0.00	258.04
141797	AMANDA KUCHAREK	291	01/28/2022	98834	50.00	0.00	50.00
141200	AMAZON CAPITAL SERVICES INC	291	01/28/2022	98835	374.05	0.00	374.05
141720	AMERICAN UNITED LIFE INSURANCE COMPANY	291	01/28/2022	98836	1,195.27	0.00	1,195.27
3734	AMY CLOUSE	291	01/28/2022	98837	50.00	0.00	50.00
141799	ANDREA RODRIGUEZ	291	01/28/2022	98838	50.00	0.00	50.00
20535	BRENDA VAUGHAN-IDE	291	01/28/2022	98839	136.08	0.00	136.08
2772	CDW GOVERNMENT INC	291	01/28/2022	98840	4,537.76	0.00	4,537.76

# A/P Check Register

Printed: 02/02/2022 8:23:47AM

COOR ISD

Check Date: 1/1/2022 to 1/31/2022

Vendor #	Vendor Name	Batch #	Check Date	Check #	Checks	Direct Deposit	Total
141822	CHANTEL ADELFO	291	01/28/2022	98841	30.00	0.00	30.00
8392	CHARLTON HESTON ACADEMY	291	01/28/2022	98842	85,587.23	0.00	85,587.23
141821	CHELSEA KYLES-FOSTER	291	01/28/2022	98843	30.00	0.00	30.00
141831	CHILD AND FAMILY SERVICES OF NORTHEAST MICHIGAN	291	01/28/2022	98844	4,000.00	0.00	4,000.00
141698	COMPHEALTH MEDICAL STAFFING	291	01/28/2022	98845	10,778.27	0.00	10,778.27
16940	COUNTY OF ROSCOMMON COUNTY TREASURER	291	01/28/2022	98846	161.44	0.00	161.44
4400	CRAF CENTER	291	01/28/2022	98847	2,000.00	0.00	2,000.00
141732	DM BURR GROUP	291	01/28/2022	98848	7,485.91	0.00	7,485.91
141824	DREW WATSON	291	01/28/2022	98849	1,600.00	0.00	1,600.00
5385	DTE ENERGY	291	01/28/2022	98850	7,294.59	0.00	7,294.59
141808	ELIZABETH KACHIRO	291	01/28/2022	98851	50.00	0.00	50.00
141715	EMILY BORESON	291	01/28/2022	98852	30.00	0.00	30.00
141793	EMILY R GORNO	291	01/28/2022	98853	50.00	0.00	50.00
141724	FIDELITY SECURITY LIFE INSURANCE COMPANY	291	01/28/2022	98854	822.84	0.00	822.84
141829	FOCO INC	291	01/28/2022	98855	510.00	0.00	510.00
141408	FOSTER BLUE WATER OIL LLC	291	01/28/2022	98856	3,006.08	0.00	3,006.08
141697	FUN FIRST THERAPY	291	01/28/2022	98857	16,408.70	0.00	16,408.70
141810	HEATHER LEFORCE	291	01/28/2022	98858	30.00	0.00	30.00
8700	HOME DEPOT CREDIT SERVICES	291	01/28/2022	98859	27.96	0.00	27.96
141459	Inacomp	291	01/28/2022	98860	290.00	0.00	290.00
9385	IOSCO RESA	291	01/28/2022	98861	102,072.06	0.00	102,072.06
141635	JANWAY	291	01/28/2022	98862	7,060.00	0.00	7,060.00
141807	JENNIFER D`AIGLE	291	01/28/2022	98863	50.00	0.00	50.00
141667	KAREN WALTON EBNIT	291	01/28/2022	98864	3,217.50	0.00	3,217.50
141488	KATIE FUELLING	291	01/28/2022	98865	5,047.86	0.00	5,047.86
141492	KERRI SMITZ	291	01/28/2022	98866	43.88	0.00	43.88
141798	KRISTEN HAMP	291	01/28/2022	98867	50.00	0.00	50.00
141796	LACEY LEHMAN	291	01/28/2022	98868	50.00	0.00	50.00
141791	LEAH ALLEN	291	01/28/2022	98869	50.00	0.00	50.00
5155	LI`L WILLIES	291	01/28/2022	98870	115.00	0.00	115.00
11215	LOVELLS TWP	291	01/28/2022	98871	510.20	0.00	510.20
141826	LYNN LAYMAN	291	01/28/2022	98872	50.00	0.00	50.00
12280	MAASE	291	01/28/2022	98873	190.00	0.00	190.00
141790	MARCI GALLOWAY	291	01/28/2022	98874	50.00	0.00	50.00
8099	MARIE HARRIS	291	01/28/2022	98875	54.61	0.00	54.61
141830	MARY SORENSON	291	01/28/2022	98876	57.24	0.00	57.24
141795	MEGAN NICHOLS	291	01/28/2022	98877	50.00	0.00	50.00
141820	MICHELE MILLER	291	01/28/2022	98878	30.00	0.00	30.00
15351	MICHELLE PATTERSON	291	01/28/2022	98879	50.00	0.00	50.00
13160	MSBO	291	01/28/2022	98880	170.00	0.00	170.00
19836	NICOL TIMO	291	01/28/2022	98881	50.00	0.00	50.00
141828	PONDER DOOR	291	01/28/2022	98882	250.00	0.00	250.00
141711	PURITY CYLINDER GASES INC	291	01/28/2022	98883	43.10	0.00	43.10
16250	QUILL CORP	291	01/28/2022	98884	117.99	0.00	117.99
19081	ROBERT J GORDON DOFAA-INS PLLC	291	01/28/2022	98885	30.00	0.00	30.00
7160	ROSCOMMON AREA PUBLIC SCHOOLS BUSINESS OFFICE	291	01/28/2022	98886	15,300.00	0.00	15,300.00
2095	SARA GRIFFIN	291	01/28/2022	98887	50.00	0.00	50.00
141676	SCHOLASTIC BOOK CLUBS	291	01/28/2022	98888	702.30	0.00	702.30
141133	SHANNON REA	291	01/28/2022	98889	370.05	0.00	370.05
15685	SHAWN PETRI	291	01/28/2022	98890	218.80	0.00	218.80
141827	SPARK JOY CHARLOTTE LLC	291	01/28/2022	98891	400.00	0.00	400.00
141649	STAPLES	291	01/28/2022	98892	81.96	0.00	81.96
18831	STATE OF MICHIGAN	291	01/28/2022	98893	21,037.00	0.00	21,037.00

51,037.00

# A/P Check Register

Printed: 02/02/2022 8:23:47AM  
COOR ISD  
Check Date: 1/1/2022 to 1/31/2022

Vendor #	Vendor Name	Batch #	Check Date	Check #	Checks	Direct Deposit	Total
8960	SUSANNA MIER	291	01/28/2022	98894	50.00	0.00	50.00
7180	TERESA GERTISER	291	01/28/2022	98895	23.40	0.00	23.40
20571	VERIZON WIRELESS	291	01/28/2022	98896	1,038.63	0.00	1,038.63
141582	VISION CONSULTING LLC	291	01/28/2022	98897	617.50	0.00	617.50
20900	WALMART BUSINESS CARD	291	01/28/2022	98898	744.77	0.00	744.77
141105	HEALTH EQUITY	94	01/07/2022	201705032	0.00	3,347.23	3,347.23
20245	US TREASURY	94	01/07/2022	201705033	0.00	32,176.69	32,176.69
141103	ORS	94	01/14/2022	201705034	0.00	54,724.98	54,724.98
141105	HEALTH EQUITY	94	01/21/2022	201705035	0.00	4,217.83	4,217.83
20245	US TREASURY	94	01/21/2022	201705036	0.00	33,290.38	33,290.38
141106	MICHIGAN DEPT OF TREASURY	94	01/28/2022	201705037	0.00	10,634.98	10,634.98
141103	ORS	94	01/28/2022	201705038	0.00	60,595.55	60,595.55
20245	US TREASURY	96	01/28/2022	201705039	0.00	249.30	249.30
<b>Report Totals</b>					<u>\$1,027,793.17</u>	<u>\$199,236.94</u>	<u>\$1,227,030.11</u>

C. Approve Revenue & Expenditure  
Reports for January 2022

54

COOR Intermediate School District				
Career Tech				
Statement of Revenue & Expenditures				
January 31, 2022				
Revenues	Current Budget	Year to Date 1/31/2022	Encumbered Amount	Year to Date 1/31/2021
Local Sources	7,170	6,170	-	1,702
State Sources	1,441,149	416,474	-	223,083
Federal Sources	145,856	44,755	-	-
Incoming Transfers	220,705	92,000	-	54,000
<b>Total Revenues</b>	<b>1,814,880</b>	<b>559,399</b>	<b>-</b>	<b>278,785</b>
Basic Program	317,336	142,125	6,613	52,976
Added Needs	-	-	-	-
Skilled Trades Initiative	535,714	-	25,415	-
Support Services - Pupil	153,305	66,548	3,142	41,679
Technology	1,033	2,806	7,967	-
General Administration	313,183	171,398	10,900	103,863
Business	1,850	1,585	-	2,434
Repairs & Maintenance	30,888	28,843	-	18,719
Building Improvements	303,529	14,529	13,646	-
Outgoing Transfers	275,393	-	-	27,958
<b>Total Expenditures</b>	<b>1,932,231</b>	<b>427,834</b>	<b>67,684</b>	<b>247,629</b>
<b>Current Change in Fund Balance</b>		<b>131,565</b>		<b>31,156</b>

COOR Intermediate School District				
Special Education				
Statement of Revenue & Expenditures				
January 31, 2022				
Revenues	Current Budget	Year to Date 1/31/2022	Encumbered Amount	Year to Date 1/31/2021
Local Sources	3,122,278	1,722,248	-	1,626,400
State Sources	2,004,588	630,802	-	673,948
Federal Sources	2,405,363	200,884	-	215,440
Incoming Transfers	666,612	-	-	20,771
<b>Total Revenues</b>	<b>8,198,841</b>	<b>2,553,935</b>	<b>-</b>	<b>2,536,559</b>
Added Needs	1,814,556	952,464	55,547	881,567
Pupil Support Services	2,053,110	1,019,032	56,867	1,084,652
Support Services - Instruction	540,252	317,214	16,748	309,610
General Administration	124,707	35,957	1,158	44,928
Business	27,215	18,539	-	23,084
Operations & Maintenance	153,253	110,070	4,548	77,871
Pupil Transportation	621,646	393,977	3,602	208,398
Communication/Technology	27,851	7,869	5,811	30,128
Outgoing Transfers	2,335,239	261,910	11,989	199,918
<b>Total Expenditures</b>	<b>7,697,829</b>	<b>3,117,030</b>	<b>156,271</b>	<b>2,860,156</b>
<b>Current Change in Fund Balance</b>		<b>(563,096)</b>		<b>(323,597)</b>

COOR Intermediate School District				
General Fund				
Statement of Revenue & Expenditures				
January 31, 2022				
Revenues	Current Budget	Year to Date 1/31/2022	Encumbered Amount	Year to Date 1/31/2021
Local Sources	1,021,463	555,902	-	551,913
State Sources	4,270,061	1,394,747	-	1,175,655
Federal Sources	600,490	161,469	-	245,007
Incoming Transfers	260,542	55,294	-	58,888
<b>Total Revenues</b>	<b>6,152,556</b>	<b>2,167,412</b>	<b>-</b>	<b>2,031,463</b>
Added Needs	42,540	-	-	-
School Administrative	981,710	568,275	26,167	582,274
Support Services - Instruction	584,446	269,870	25,288	187,674
General Administration	577,941	428,928	22,244	409,388
Business	11,290	6,871	-	9,078
Operations & Maintenance	107,927	33,146	2,158	27,130
Central	207,478	148,685	43,706	183,845
31N Services	925,447	235,889	12,640	750
Pupil Accounting	86,643	51,232	2,472	27,442
Outgoing Transfers	2,426,450	940,067	108,033	604,941
<b>Total Expenditures</b>	<b>5,951,872</b>	<b>2,682,962</b>	<b>242,707</b>	<b>2,032,522</b>
Current Change in Fund Balance		(515,551)		(1,059)

COOR Intermediate School District				
ROOC Inc				
Statement of Revenue & Expenditures				
January 31, 2022				
Revenues	Current Budget	Year to Date 1/31/2022	Encumbered Amount	Year to Date 1/31/2021
Northern Lakes	750,000	356,612	-	222,079
DHHS	45,000	38,360	-	33,348
Production	40,000	11,832	-	34,657
State Aid	56,404		-	14,900
Private	10,000		-	-
Donations	35,000	25,775	-	10,381
Interest	170	205	-	70
Snack Shack	-	-	-	11,000
Miscellaneous	500	2,175	-	639
Transfer from ROOC Unemployment	-	-	-	-
<b>Total Revenues</b>	<b>937,074</b>	<b>434,959</b>	<b>-</b>	<b>327,074</b>
General Administration	231,344	123,344	5,810	87,381
Operations & Maintenance	52,506	30,474	2,417	28,670
Activity Services	380,322	186,906	10,274	173,055
Support Employment Service	52,670	40,704	2,118	61,977
Production	47,397	22,554	663	42,272
Spencers	37,420	14,837	767	10,946
Respite	27,474	11,896	222	15,041
Transportation	53,402	20,429	-	976
Communications/Technology	5,822	300	-	7,845
Public Relations	998	1,996	-	-
Business	1,589	1,192	-	1,365
<b>Total Expenditures</b>	<b>890,944</b>	<b>454,632</b>	<b>22,270</b>	<b>429,528</b>
Current Change in Fund Balance		(19,674)		(102,454)

D. Renew membership with Social  
Schools 4EDU through June 30, 2022  
A 12-month membership costs \$795.  
This renewal for 4 months, March 1,  
2022 - June 30, 2022, is \$264.

59

#SocialSchool4EDU

N224 Heather Lane  
New Auburn, WI 54757 US  
(715)205-0429  
andrea@socialschool4edu.com  
www.SocialSchool4EDU.com

# Invoice



#SocialSchool4EDU

BILL TO
COOR Intermediate School District

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
14-1881	02/03/2022	\$264.00	03/05/2022	Net 30	

ACTIVITY	QTY	RATE	AMOUNT
<b>Membership - 12 Months</b> 4 month membership for Becky Socia, Elena Rothney, Cameron Kalthoff: 3/1/22-6/30/22	1	795.00	795.00
<b>Discount</b> Prorating membership for 4 months	1	-531.00	-531.00

SUBTOTAL	264.00
TAX	0.00
TOTAL	264.00
BALANCE DUE	<b>\$264.00</b>

E. Renew contract with Gaggle.net  
for email archiving services from  
March 1, 2022 to Feb 28, 2023.

61



**Gaggle.Net, Inc.**  
 5050 Quorum Drive, Suite 700  
 Dallas, TX 75254  
 800-288-7750  
 www.gaggle.net

## Gaggle Quote

COOR ISD - Roscommon MI intends to implement and use the Gaggle services as outlined below:

### Service Details

DESCRIPTION	LINK	NOTES	QUANTITY	UNIT PRICE	DISCOUNT	NET UNIT PRICE	NET TOTAL
Archiving Email - Google - Staff	<a href="#">Learn More</a>		125	\$10.00	\$1.00	\$9.00	\$1,125.00
Archive Warehouse Account - Staff	<a href="#">Learn More</a>		160	\$4.00	\$0.00	\$4.00	\$640.00
Archiving Docs - Google - Staff	<a href="#">Learn More</a>		125	\$2.00	\$0.00	\$2.00	\$250.00
<b>TOTAL:</b>							<b>\$2,015.00</b>

**PRICING TERM:** 12 Month Annual

**SERVICE TERM:** 3/1/2022 - 2/28/2023

**VALID THROUGH:** 4/26/2022

**ADDITIONAL INFO:**

\*Does not include any applicable sales tax.

While this letter shall not constitute a legal binding license, it is an expression of the intent of both parties to work towards formalizing a legally binding agreement.

Upon the commencement of service; Gaggle's applicable Quote, Invoice, [Terms of Service](#), [Service Level Agreement](#), [Privacy Policy](#), [Student Data Privacy Notice](#) along with future engagements and renewals of service; are hereby acknowledged and incorporated by reference.

Quote Number: Q-112889

**8. Action Items**

A. Approve amendment of the 2021-22  
General Education budget

63

GENERAL FUND  
FISCAL YEAR ENDING JUNE 30, 2022  
Amended February 2022

Revenues & Expenditures	Audited FY 20/21	Preliminary #1 FY 21/22	Preliminary #2 FY 21/22	Amended FY 21/22
<b>Revenues</b>				
Local Sources	1,054,221	1,019,436	1,021,463	1,030,694
State Sources	2,887,640	3,912,961	4,270,061	4,025,962
Federal Sources	611,346	601,899	600,490	652,951
<b>Total Revenues</b>	<b>4,553,207</b>	<b>5,534,296</b>	<b>5,892,014</b>	<b>5,709,608</b>
<b>Incoming Transfers &amp; Other Transactions</b>	199,814	260,542	260,542	441,321
<b>Total Revenues, Incoming Transfers, Other Transactions</b>	<b>4,753,021</b>	<b>5,794,837</b>	<b>6,152,556</b>	<b>6,150,929</b>
<b>Expenditures</b>				
<b>Intruccion Expense</b>				
Instruction - Added Needs	42,540	42,540	42,540	31,257
School Administrative	1,019,450	1,003,200	981,710	1,055,547
Support Services - Instructional Staff	317,444	583,076	584,445	611,866
Support Services - General Administration	601,278	577,021	577,941	597,155
Support Services - Business	11,172	11,290	11,290	8,948
Support Services - Operation & Maintenance	54,168	107,827	107,927	95,117
Support Services - Central	274,335	294,447	294,121	356,252
Support Services - Pupil	4,750	568,347	925,447	405,558
<b>Total Expenditures</b>	<b>2,325,138</b>	<b>3,187,747</b>	<b>3,525,422</b>	<b>3,161,699</b>
<b>Outgoing Transfers &amp; Other Transactions</b>	2,086,637	2,266,450	2,426,450	2,841,636
<b>TOTAL APPROPRIATED</b>	<b>4,411,775</b>	<b>5,454,197</b>	<b>5,951,872</b>	<b>6,003,335</b>
<b>EXCESS REVENUE (APPROPRIATED)</b>	341,244	340,640	200,684	147,594
<b>FUND BALANCE JULY 1</b>	<b>1,395,765</b>	<b>1,658,973</b>	<b>1,658,973</b>	<b>1,737,009</b>
<b>TOTAL FUND BALANCE JUNE 30</b>	<b>1,737,009</b>	<b>1,999,613</b>	<b>1,859,657</b>	<b>1,884,603</b>

B. Approve amendment of the 2021-22  
Special Education budget

65

SPECIAL EDUCATION			
Fiscal Year Ending June 30, 2022			
Amended February 2022			
Revenues & Expenditures	Audited FY 20/21	Preliminary FY 21/22	Amended FY 21/22
<b>Revenues</b>			
Local Sources	3,208,078	3,122,278	3,127,772
State Sources	2,075,409	1,985,588	2,145,875
Federal Sources	2,216,095	2,405,363	2,515,080
<b>Total Revenues</b>	<b>7,499,582</b>	<b>7,513,229</b>	<b>7,788,727</b>
Other Financing Sources	642,886	666,612	666,612
<b>Total Revenues &amp; Other Financing Sources</b>	<b>8,142,468</b>	<b>8,179,841</b>	<b>8,455,339</b>
<b>Expenditures</b>			
Instruction - Added Needs	1,695,746	1,814,556	1,807,255
Support Services - Pupil	1,635,033	1,774,605	1,947,390
Support Services - Instructional Staff	491,310	456,859	437,814
Support Services - General Administration	124,643	124,707	152,197
Support Services - School Administration	182,522	219,914	254,857
Support Services - Business	20,813	21,755	23,286
Operations & Maintenance	159,347	153,254	189,005
Pupil Transportation Services	595,768	621,646	627,101
Support Services - Central	214,204	169,835	159,987
Support Services - Other	5,460	5,460	1,589
Outgoing Transfers	2,559,948	2,335,239	2,412,249
<b>Total Expenditures</b>	<b>7,684,794</b>	<b>7,697,830</b>	<b>8,012,730</b>
<b>Excess (Deficiency) of Revenue over Expenditures</b>	<b>457,674</b>	<b>482,012</b>	<b>442,609</b>
<b>Fund Balance July 1</b>	<b>(725,854)</b>	<b>(330,748)</b>	<b>(268,180)</b>
<b>Fund Balance June 30</b>	<b>(268,180)</b>	<b>151,264</b>	<b>174,429</b>

C. Approve a contract with Wexford-Missaukee ISD for COOR ISD to provide instructional technology support to the districts served by Education Technology Association for the 2021/22 school year with annual renewal.

67



# Wexford-Missaukee Intermediate School District

Helping Schools Help Students

## Agreement Between

Wexford-Missaukee Intermediate School District (WMISD)

and

C.O.O.R Intermediate School District (COOR)

COOR will provide instructional technology support to the districts served by the Education Technology Association for the 2021/2022 school year.

The support will be at a mutually agreeable time for all parties. The parties agree that there will be no more than 14 days of service offered at \$550 per day plus milage. The total for this contract shall not exceed \$7,700 without prior approval.

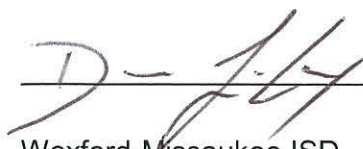
This is an annual agreement. The rates will be looked at each year by the COOR finance committee. This agreement may be amended and/or changed by mutual consent of COOR and WMISD. This agreement may be terminated by either party by giving 3 month written notice of the intent to terminate.

\_\_\_\_\_

C.O.O.R ISD

\_\_\_\_\_

Date

  
\_\_\_\_\_

Wexford-Missaukee ISD

1-17-22

Date

D. Approve amendment to the contract  
with Jennifer Fritton for  
Orientation & Mobility Services  
through June 30, 2022

69



**Agreement between**

**C.O.O.R. INTERMEDIATE SCHOOL DISTRICT  
and  
Jennifer Fritton**

**January 1, 2022, through June 30, 2022**

This amended agreement is made by and between the C.O.O.R. Intermediate School District (hereinafter called the Board) and Jennifer Fritton (hereinafter called the Contractor/Orientation and Mobility Therapist) and supersedes any previous agreements between the parties hereto.

The Board and the Contractor agree to create a formal cooperative working relationship in order to provide Orientation and Mobility (O&M) services to students within the C.O.O.R. Intermediate School District.

The Contractor agrees to provide the following:

Provide orientation and mobility supervision services to students and to consult with teachers, administrators, and parents. These services may include individual, classroom, and individual therapeutic or systemic consultation. This position is considered at risk for exposure to Hepatitis B and the O & M Therapist may come in contact with hazardous chemicals.

**ESSENTIAL JOB FUNCTIONS**

1. Provide orientation and mobility services for students with IEPs who require orientation and mobility services.
2. Review student records and develop appropriate IEP goals for the student.
3. Complete the Review Existing Evaluation Data (REED) process and assess students who may need orientation and mobility services.
4. Attend IEP team meetings either virtually or in-person when requested.
5. Review progress data for the purpose of amending an IEP, for annual or re-evaluation IEPs.
6. Work with the Teacher Consultant for the Visually Impaired and assist when needed.

**CRITICAL SKILLS / EXPERTISE / QUALIFICATIONS:**

- 1. Currently certified as an O & M Specialist

**REPORTS TO: Director of Special Education**

**BILLABLE HOURS/MILEAGE:**

The Board agrees to contract with Jennifer Fritton for up to 22 days (9 hours) at a rate of \$65.00 per hour beginning January 1, 2022, to June 30, 2022. The total amount of the contract not to exceed \$12,870.00. The schedule of hours shall be communicated to the Director of Special Education. If additional hours beyond the contract are required, permission from the Director of Special Education must be obtained.

The contractor will submit a monthly invoice detailing the number of hours worked each day.

Mileage will be paid at the rate approved by the Internal Revenue Service for mileage incurred while traveling from the contractor's office location to the school and returning to the starting location. Mileage shall be included on the Contractor's monthly invoice that is submitted to the Director of Special Education.

**The contractor will not receive any benefits not listed in this agreement.**

**MISCELLANEOUS**

Jennifer Fritton will provide COOR ISD with a current copy of her liability policy.

Either party may terminate this agreement with written notification 30 (thirty) days prior to termination.

Jennifer Fritton: Jennifer Fritton Date: 1-27-22

Shawn Petri  
Superintendent: \_\_\_\_\_ Date: \_\_\_\_\_

E. Approve a contract with Michelle Lynn Therapy (formerly Fun First Therapy) at Charlton Heston Academy to replace the Occupational Therapy contract from Clare-Gladwin RESD that ended December 31st, 2021.

This contract will begin after the board meeting and will end June 2023 unless we end it before that. The person providing services at Charlton Heston Academy is a COTA (OT assistant much like Gretchen and Denise who are physical therapist assistants).

CERTIFIED OCCUPATIONAL THERAPIST ASSISTANT PROVIDER  
SCHOOL SERVICE AGREEMENT

THIS AGREEMENT is made this 4th day of February, 2022, by and between Michelle Lynn Therapy, PLC, a Michigan Professional Limited Liability Company (the “Provider”), and COOR Intermediate School District, of 11051 N Cut Rd, Roscommon, MI 48653 (the “School”).

NOW, THEREFORE, in consideration of the mutual promises and covenants contained herein, the parties herein agree as follows:

1. TERM. The Term of this agreement shall commence on February 3, 2022, and end on August 31, 2023, unless renewed.

2. PURPOSE. The Provider shall supply certified occupational therapist assistant(s) (the “Therapist” or “Therapists”) to the School. The Provider shall supply one or more Therapists to cover up to 12 hours per week. The Provider shall have discretion as to how many Therapists to provide to fulfill the obligations set forth in this Section. The Therapist shall perform his/her duties and responsibilities as a certified occupational therapist assistant for the School, in accordance with the terms of this agreement.

3. HIRING/FIRING. The Provider shall have full discretion as to decisions regarding hiring and firing of Therapists. The School may request that the Provider replace a Therapist, with or without cause, with forty-five (45) days’ advance notice. The School shall give the Provider a minimum of forty-five (45) days to find and provide a replacement Therapist(s).

4. ESSENTIAL FUNCTIONS OF THERAPIST. All Therapists shall provide the following services to the School:

- a. Participate as a member and team coordinator when necessary for MET (Multidisciplinary Evaluation Team) and/or IEPT or IFSP (Individualized Education Program Team or Individual Family Service Plan Team) when designated by administrator/Designee.
- b. Develop activities and provide direct instruction that aligns with goals and objectives as stated in the student’s IEP (Individualized Education Program) or IFSP (Individual Family Service Plan).
- c. Writing of instructional objectives for assigned students, to be approved by supervising OTR.
- d. Monitor the progress of each student on caseload and follow progress reporting requirements as written in each student’s IEP or IFSP, to be approved by supervising OTR.
- e. Update student documents as deemed necessary and as required by the law.

- f. Maintain an updated calendar or schedule with building principal and team members.
  - g. Communicate with all parents, staff, administrators and outside agencies involved with each student on caseload.
  - h. Provide professional consultation and collaborate with classroom teachers to ensure the best possible outcomes for student success in the classroom setting as deemed necessary based on the IEPT's or IFSPT's judgment.
  - i. Participate in school improvement activities such as student success teams, positive behavior support committees, etc. when designated by the administrator.
  - j. Follow school building rules and procedures as outlined in the school handbook.
  - k. Follow all health and safety standards and practices established by school building.
5. EXPERTISE/QUALIFICATIONS. The Provider agrees that all Therapists shall possess the following qualifications:
- a. Currently licensed by the State of Michigan, Department of Education, Office of Professional Preparation & Certification.
  - b. Must have 1) completed at least two years of study at an institution of higher education (60 Credits); 2) obtained an associate's or higher degree; or 3) achieved a passing score on an MDE approved assessment.
  - c. COTA certification by American Occupational Therapy Association.
6. REPORTING. The Provider and the Therapists shall report to the District Designee and/or Director of Special Education.
7. EQUIPMENT. The School shall provide access to the following equipment: Assistive technology devices, Computer, Printer, Copier, and Fax Machine.
8. MATERIALS. Evaluation materials will be approved by the School and the Provider. Evaluation tools will be supplied by the School unless determined otherwise with the approval of the School and Provider. Any evaluation protocols provided by the Provider will be billed separately on a monthly basis at 5.00 per protocol.
9. COMPENSATION.
- a. For performance of the agreed-upon services by a Therapist, the School shall pay the Provider \$65.50 per hour (for up to 12 hours per week) and comply with the schedule developed by the School and Therapist. The amount paid to the Provider will be based on the hourly rate and determined based on timesheets with daily professional activity logs submitted to the Director of Special Education by the Provider monthly.
  - b. Additional hours will require approval by the Special Education Director of COOR ISD. The School shall pay all costs of attending conferences or professional developments that are considered part of the certified

occupational therapist assistant, part-time position and led, organized and/or approved by the School. Costs for professional developments and conferences attended may be considered additional hours if necessary to allow for weekly caseload maintenance.

- c. No health insurance or retirement will be paid.
- d. Unforeseen Circumstances (i.e. school shutdowns due to sickness, inclement weather, etc.) that do not result in rescheduled services or school days will be paid in full. Therapists will schedule indirect service work (i.e. billing, planning, parent contacts, etc.) if and when these circumstances arise.
- e. Mileage will be paid at the rate approved by the Internal Revenue Service for the Therapist's mileage incurred while traveling from the closest starting location of either the Therapist's home or the Provider's office location of 1691 E US-23 East Tawas, MI 48730 to the School and return to the starting location. A Mileage Report will be submitted monthly.

10. DISTRICT RULES-REGULATIONS. The Provider and the Therapists shall comply with all established rules and regulations governing personnel with the District of Oscoda County. In the event of any alleged breach thereof committed by the Provider or the Therapists, the School shall promptly notify the Provider in writing of such violation(s) including the factual basis thereof.

11. COMPLIANCE WITH LAWS. In furnishing services hereunder, the Provider and the Therapists shall observe and abide by all applicable laws and the rules and regulations of any lawful regulatory body acting thereunder. The School is responsible for any criminal records and any unprofessional conduct checks as may be required by law.

12. NOTICES. All notices to be given by either party under the Agreement shall be in writing and delivered personally or by certified mail to the parties at the addresses set out at the beginning of the Agreement. Any mailed notices shall be effective immediately upon mailing.

13. ENTIRE AGREEMENT. This Agreement constitutes the entire agreement between the parties. This Agreement may be amended or revoked only in a writing executed by both parties.

14. TERMINATION. Either party may terminate this agreement, with or without cause, with written notification forty-five (45) days prior to termination.

**IN WITNESS WHEREOF**, the parties have caused this agreement to be executed on the date written in the first paragraph of this agreement.

THE PROVIDER  
Michelle Lynn Therapy, PLLC

Date: 2/4/2022

Michelle St. Aubin  
By: Michelle St. Aubin  
As: Member

THE SCHOOL  
COOR Intermediate School District  
11051 N Cut Rd.  
Roscommon, MI 48653

Date: \_\_\_\_\_

\_\_\_\_\_  
By: Jill Radosta  
As: Director of Special Education

F. Approve registration and overnight accommodation expenses for Superintendent Petri to attend the MAISA Spring Meetings, March 10 & 11, 2022 in Lansing. The reduced hotel rate is \$121 at the Crowne Plaza Lansing West Hotel. The reception registration is \$40, no other registration cost.

**9. Information Items**

77

- **The Career Tech Open House will be Tuesday, March 8th in the evening.**
- **COOR ISD COVID-19 quarantine/isolation guidelines for staff and students (Jan 19, 2022)**
- **New hire, Julie Bell, Administrative Assistant to the Director of Special Education**



## COVID Guidelines for C.O.O.R. ISD Staff and Students

Updated 1/19/22

**Quarantining Definition:** You quarantine when you might have been exposed to COVID-19. This is because you might become infected with COVID-19 and could spread COVID-19 to others.

**Isolation Definition:** You isolate when you are already infected with COVID-19 and have tested positive, even if you do not have symptoms. Isolation is used to separate people who are infected with COVID-19 from those who are not infected.

**Close Contacts at School:** (both vaccinated and unvaccinated individuals):

1. May remain in school/work but must wear a mask for 10 days after the exposure.
2. Those who are a close contact must monitor for symptoms and isolate immediately if symptoms appear.

Note: C.O.O.R. ISD will still quarantine if needed.

**Household Close Contact:**

1. Household positives will need to be dealt with in a case by case scenario. Depending on the level of exposure and the ability to isolate from the positive person. **Please contact your principal or supervisor for guidance.**

**COVID Positive:**

**Student:** Isolate (at home) for 10 days from onset of symptoms or positive test if asymptomatic.

**Staff:** Staff must isolate for five days, day one begins the day after symptoms or a positive test. *To clarify: day zero is the first day of symptoms starting or a positive test, day one will be the following day.*

**After day 5: Staff Only**

**If they had symptoms:**

Isolation can end after 5 full days if they have been fever-free for 24 hours without the use of fever-reducing medication and their other symptoms have improved. (Loss of taste and smell may not get better for weeks or months and need not delay the end of isolation.) In other words, the isolated individual can leave the house on day 6.

If they continue to have a fever or their symptoms have not improved after 5 days, they should stay in isolation until they are fever-free for 24 hours without the use of fever-reducing medication and their other symptoms have improved.

**If they never had symptoms:**

The individual can end isolation after 5 full days. In other words, they can leave the house on day 6 but must be masked through day 10. If they do develop symptoms after testing positive, the 5-day isolation period should start over with day 0 being the day symptoms started.

They should continue to wear a well-fitting mask around others at home and in public for 5 additional days (day 6 through day 10) after the end of their 5-day isolation.

**If a student/staff chooses not to test or wear a mask, they must quarantine 10 days out of school.**

**All of the above guidelines are subject to change as CDC or Health Department Guidelines change.**



## COOR ISD COVID-19 PREPAREDNESS AND RESPONSE PLAN

This plan is based on information available from the U.S. Department of Health and Human Services' Centers for Disease Control and Prevention (CDC), the U.S. Department of Labor's Occupational Safety and Health Administration (OSHA), the Michigan Department of Health and Human Services (MDHHS), and Michigan Occupational Safety and Health Administration (MiOSHA). It is subject to change based on further information provided by the CDC, OSHA, MDHHS, MiOSHA, and other public officials. COOR Intermediate School District (COOR ISD) may also amend this Plan based on operational and educational needs.

### Responsibilities of COOR ISD:

Exposure Determination by program/department:

- **Lower exposure risk job tasks and procedures.** These job tasks and procedures are those that do not require contact with people known to be or suspected of being infected with SARS-CoV-2 nor frequent close contact (e.g., within 6 feet) with the general public. Workers in this category have minimal occupational contact with the public and other coworkers.
  - COOR programs or positions: Administration building
- **Medium exposure risk job tasks and procedures.** These job tasks and procedures include those that require frequent or close contact (e.g., within 6 feet) with people who may be infected with SARS-CoV-2, but who are not known or suspected COVID-19 patients. In areas without ongoing community transmission, workers in this risk group may have frequent contact with travelers who may return from locations with widespread SARS-CoV-2 transmission. In areas where there is ongoing community transmission, workers in this category may have contact with the general public (e.g., schools, high-population-density work environments, high-volume retail settings).
  - **COOR programs or positions:** C.O.O.R. Educational Center, Adult Transition Center, Career & Technical Education, Custodial, Transportation, Ancillary services, Early On, Great Start Collaborative, Regional Resource Center, R.O.O.C., Inc., Early Literacy Coach
- **High exposure risk job tasks and procedures.** These job tasks and procedures are those with high potential for exposure to known or suspected sources of COVID19. Workers in this category could include licensed health care professionals, medical first responders, nursing home employees, law enforcement, correctional officers, school nurse, or mortuary workers.
- **Very high exposure risk job tasks and procedures.** These job tasks and procedures are those with high potential for exposure to known or suspected sources of COVID-19 during specific medical, postmortem, or laboratory procedures. Workers in this category can include: Healthcare workers (e.g., doctors, nurses, dentists, paramedics, emergency medical technicians) performing aerosol-generating procedures (e.g., intubation, cough induction procedures, bronchoscopies, some dental procedures and exams, or invasive specimen collection) on known or suspected COVID-19 patients. (ii) Health care or laboratory personnel collecting or handling specimens from known or suspected COVID-19 patients (e.g.,

manipulating cultures from known or suspected COVID-19 patients). (iii) Morgue workers performing autopsies, which generally involve aerosol generating procedures, on the bodies of people who are known to have or are suspected of having COVID-19 at the time of their death.

## **Preparedness Plan**

COOR ISD has put in place the following practices and measures as a part of this plan to protect staff members, students and parents from the spread of COVID-19 for the duration of what is now referred to as the COVID-19 pandemic:

- COOR ISD will provide notice regarding the Plan for each employee through COOR ISD communications, and post it on the COOR ISD web page, under the COVID-19 tab.
- COOR ISD will promote work-related meetings, including meetings held pursuant to the Open Meetings Act, MCL 15.261 et seq, through telephonic conference or video conferencing applications. Meetings subject to the Open Meetings Act will use an option that ensures that both the general public and members of the public body are able to participate.
- COOR ISD will mandate that individuals who are on-premises will practice social distancing to the maximum extent possible.
- COOR ISD has increased general standards of facility cleaning and disinfection to limit exposure to COVID-19, and has adopted protocols to clean and disinfect in the event of a positive case in the workplace. Staff members are encouraged to wipe down their work area before and after their shift. COOR ISD discourages the unnecessary sharing of office supplies.
- COOR ISD will provide personal protective equipment (“PPE”) as appropriate for the work activity to be performed, as well as soaps and disinfecting supplies for staff for routine use. COOR ISD will make available non-medical grade masks for staff who must work on-premises, but all staff are encouraged to bring and use cloth masks to ensure sufficient mask supplies can be maintained at each building.
- COOR ISD staff will be encouraged to limit the sharing of tools and equipment to the maximum extent possible and encourage frequent and thorough cleaning of tools, equipment, and frequently touched surfaces.
- The Superintendent may designate administrative and supervisory staff to be responsible and will inform them to immediately isolate any person who shows symptoms of COVID-19 while at work.
- COOR ISD will establish COVID Safety Coordinators. These staff should be made aware of any safety concerns and/or workplace exposure concerns.

### **COVID Safety Coordinators:**

- Admin building: Shawn Petri, Backup: Jill Radosta.
- COOR Ed Center: Melisa Akers, Backup: Brenda Vaughan-Ide.
- Early On: Michele Cochrane, Backup: Jill Radosta.
- ROOC, Inc: Somer Quinlan, Backup: Lori Bowler.
- Career & Technical Education: Natalie Dean, Backup: Dean VanWormer
- Transportation: Jared Socia, Jill Radosta.
- Great Start Collaborative, Great Start to Quality Northeast Resource Center: Katie Keith, Backup: Desiree Lipski
- Special Ed: Jill Radosta, Backup: Melisa Akers

### **Responsibilities of Employees:**

For the duration of the COVID-19 pandemic period, employees are expected to:

- Follow basic infection prevention measures, including but not limited to:
  - Frequent and thorough hand washing for at least 20 seconds.
  - Follow appropriate respiratory etiquette (e.g., covering sneezes and coughs with crook of arm).
  - If you are sick, please stay home. You may use personal illness leave if available. If you believe your illness is related to the Covid-19 pandemic, please contact your supervisor and Kurt Loll, Human Resources, [lollk@coorisd.net](mailto:lollk@coorisd.net) or 275-9584. See Workplace Flexibilities and Protections Plans in this document.
  - Refrain from using other workers' desks, phones, offices or other work tools when possible.
  - Adhere to social distancing guidelines established in this plan.
  - Masks are required to be worn by all staff and students/clients at the COOR Educational Center, Adult Transition Center, and ROOC, Inc.
- If a particular employee needs ADA accommodations to adjust any of these Employee Responsibilities, please provide immediate notice to your supervisor.

### **Response Plan: Identification and Isolation of Sick Individuals**

COOR ISD has implemented the following procedures for the prompt identification and isolation of employees:

- Employees are to self-monitor for signs and symptoms of COVID-19. Currently, that means that employees should report:
  - Atypical cough (non-productive or dry)
  - Shortness of breath, or difficulty breathing
  - Or, if two or more of the following symptoms are present:
    - Fever (over 100.4 degrees F)
    - Uncontrolled cough
    - Shortness of Breath
    - Loss of taste or smell
    - Muscle aches ("myalgia")
    - Sore Throat
    - Severe Headache
    - Diarrhea
    - Vomiting
    - Abdominal Pain

Employees who experience a cough and/or shortness of breath and/or any two of the other noted symptoms, follow CDC guidelines, and contact your health provider immediately. More information is available at <https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>.

If COOR ISD learns that an employee has tested positive on the premises, COOR ISD will notify the Health Department. Pursuant to CDC guidelines, employees who show symptoms of COVID-19 while at work should be separated from other staff and visitors and sent home.

### **COOR ISD Guidelines**

[COVID Quarantine/ Isolation Guidelines for COOR ISD Staff and Students as of January 19, 2022](#)

## **Health Department Guidelines**

Please reference the [January 10, 2022 Updated COVID Recommendations for K-12 schools](#) from Central Michigan District Health Department, District Health Department #10, and Mid-Michigan District Health Department

## **Leave Time**

Provisions for paid leave time will be made according to the Paid Medical Leave Act, the Family Medical Leave Act, any applicable COOR ISD provided leave benefits, and in accordance with collective bargaining agreements and board policies. Human resources staff are directed to work with affected employees to determine which benefits are available to use during a COVID-19-related absence. Staff and supervisors are directed to explore reasonable accommodations as appropriate for employees who may have a disability that prevents them from complying with one or more of the directives in this Plan. Please contact Kurt Loll in human resources as the first step; [lollk@coorisd.net](mailto:lollk@coorisd.net)

## **Overall Workplace Safety and Contingency Plans**

While there is no specific OSHA standard covering exposure to COVID-19, existing MiOSHA/OSHA standards may apply to protect workers from such exposure at work. To the extent such standards do apply to this Plan and COOR ISD work sites, they shall be implemented to help minimize the spread of COVID-19. If a confirmed case of COVID-19 is reported by an employee, COOR ISD will work with the local health department for guidance to determine if it meets the criteria for recording and reporting under OSHA's rules. COOR ISD will follow federal, state, and local government recommendations regarding the development of contingency plans for situations that may arise as a result of outbreaks.

## **Confidentiality/Privacy**

The confidentiality of all medical conditions will be maintained in accordance with applicable law and to the extent allowable under individual circumstances. When disclosure is required, the number of persons who will be informed of an affected individual's identity will be limited to those necessary to comply with reporting requirements, administration of benefits, and to limit the potential transmission to others. Notwithstanding the foregoing, COOR ISD reserves the right to inform other employees and stakeholders that an unnamed COOR ISD employee might have been exposed to COVID-19, so those individuals may take measures to protect their own health. Except as detailed above, staff who believe they may have been exposed to COVID-19 at work by a fellow employee may only share the details of the exposure with their personal healthcare provider or their County Health Department.

## **Effective Date**

This plan became effective on June 25, 2020. COOR Intermediate School District may also amend this Plan based on operational and educational needs. Updated October 19, 2020; Updated May 27, 2021; **Updated Jan 19, 2022.**

10. Superintendent's Report  
-Purchasing Procedures

84



## **COOR ISD Purchase and Procurement Process:**

The following procedure is for the purchase of materials by employees of COOR ISD for COOR ISD. This process is following Board Policy 3301 Purchasing and Procurement as adopted in November of 2020 and Revised in November of 2021.

Purchase amounts less than 10,000 dollars as a whole.

1. Superintendent or designee must sign a purchase order before purchase is allowed. This includes purchasing from local businesses on a credit base as well. In the case of an emergency the superintendent or designee may authorize the purchase but a purchase order must follow with notation on top who authorized the purchase.

Purchase amounts greater than 10,000 dollars as a whole.

1. Three written bids are required and at least one of those bids are to be local. It is also encouraged to use Michigan companies and veteran owned companies as defines in Board Policy 3301 (As written in Section D 3 of policy).
2. If the amount is greater than the State if Michigan bid threshold and falls within the required services for bidding in state system then the bid process must placed on the statewide system.
3. Each bidder responding to a request for proposals must certify that it is not an Iran-linked business as defined by MCL 129.312. (Board Policy 3301 Section C 2)

Sealed bid opening process.

1. The Superintendent or designee, person in charge of the RFP and Business Manger must be present. All dates for bids closings and openings will be posted on COOR ISD website. A list of all bids and their amounts will be kept. The lowest bid will be taken unless concerns under Board Policy 3301 Section C 3 B are considered.

11. Communications

86

-Thank you to COOR, one of many donors to the Festival of Trees from Children's Assessment Center, who raised over \$11,000 with the event.



We hope this letter finds you well rested and with full hearts after the holiday season. Our hearts are most definitely full after a wonderful 8th Annual Festival of Trees. Every year our tree donors and financial sponsors exceed our expectations and continue to make it better than the year before! This year we had 83 total trees and our best turn out yet! Because of the generous donations, light-hearted competitions between different departments and creative and talented minds, we were able to raise over \$11,000!!! While every tree was loved by many, we must give extra shout out and kudos to Don Nester Chevrolet who sold the most tickets on a tree.

We want to reiterate that all proceeds from this event go directly back to the children in our communities. Any service that is provided at our center is 100% free to all clients regardless of insurance or income. We look forward to another great year of continued commitment of striving to meet our ultimate goal to end child abuse and neglect. Below is the list of all of our sponsors. We are truly grateful to live in such a giving community!

Roscommon Village Hall donated their space again to hold our event.

Bob's Butcher Meat Market donated all the meat for our concession stand.

Lake Transmission & Towing and Angie Sulkowski- Midge & Co. were financial sponsors for our event.

Our tree donors were:

- Ron & Cheryl Alden
- Roscommon Co. Community Foundation
- Richfield Township Public Safety
- Richfield Township Office
- Otsego County DHHS
- Crawford County DHHS
- Mary Kay Shop
- K & D RV Center
- Matt's Family Restaurant
- Crawford Roscommon Suicide Prevention Coalition
- Houghton Lake Chamber of Commerce
- Roscommon Co. Sheriff's Office
- Premier Electric (Sullivan)
- Higgins Lake-Rosco Chamber of Commerce
- NCACU
- Sunny Spot
- AuSable Media-Up North Voice
- Kim Stieler
- Country Corners Pizza & More
- Theresa Ruiz
- Houghton Lake High School
- Human Trafficking Community Group
- Rhonda Breiter- Made Up North
- Roscommon Co. Dispatch 911
- Roscommon Co. Probate
- Roscommon DHHS
- Ogemaw DHHS
- Gardiners Jewelry
- Classic Cuts
- Luck Family
- Christmas in the Village
- Roscommon Co. Equalization Office
- Mercantile Bank - St. Helen
- Illuminated Healing
- Walt Perry LLC
- Roscommon Public Library
- Roscommon Co. Commission on Aging
- Crest Resort
- Hookers Anonymous
- Don Nester Auto Group Houghton Lake
- Don Nester Chevrolet Roscommon
- Jernigan Family
- Brook Retirement Communities
- Coldwell Bank - Schmidt Realtor Higgins Lake
- North Country Power Generation
- Oscoda Co. DHHS
- Roscommon High School
- Lear
- New Leaf Lawncare, LLC
- Gerrish Township Employees
- CSI Emergency Apparatus
- Roscommon Insurance Agency
- Frances Jacobs & Kay Shultz
- CRAF Center
- Midge & Company
- West Higgins Lake Hardware
- Roscommon Co. Clerk/ Register of Deeds
- Zonta
- COOR ISD
- Dealers Supply
- White Pine & Petals
- St. Helen Chamber of Commerce
- Mermaid Shop
- Northwoods Childhood Care
- Roscommon Co. Prosecutors Office
- Gerrish Township Firefighters Assoc.
- Gerrish Township Police Officers Assoc.
- MSU Extension 4-H
- Gahagan Nature Preserve
- Alcona/Iosco DHHS
- Wright Time Tree Service
- Roscommon Co. Commissioners
- Roscommon Co. Controller's Office
- Butcher's Wife
- Roscommon County Treasurer's Office
- Promedica - West Branch
- Fred's of Roscommon
- Nibbles

12. Public Participation- continued

13. **Adjournment**