

C.O.O.R. ISD Board of Education Meeting

Wednesday, October 8, 2025 6:00 PM

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

1. Call to order & Roll Call

2. Opening Ceremonies

- Pledge of Allegiance

- Mission Statement: *To deliver expert services, impactful programs, and responsive leadership to our schools and communities*

3. Adopt the Agenda

4. Department Updates

-Career & Technical Education Department

-Early Childhood Department

-Instructional Services Department

-Special Education Department

-R.O.O.C., Inc.

-K12 ETA (Educational Technology Association)

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Jared Socia
Director of Operations

To: Shawn Petri, Superintendent

From: Michael Evans, Director

Date: October 2, 2025

Subject: CATIC Update

The year at CATIC is off to a strong start with steady enrollment and measurable progress across all CTE programs.

Student Achievement

Students in Automotive and Welding programs have earned their OSHA 10 certifications, with Medical Occupations and the next Welding cohort currently working toward theirs. Public Safety students are completing hands-on training with Gerrish and Denton Township Fire/EMS while tackling the fall MCOLES physical fitness test.

Program Highlights

Programs across CATIC are engaged in applied learning. Education students have moved from classroom theory to clinical work in elementary schools. Construction students are completing the new construction lab, while Business and Marketing students are developing cohesive logos and branding for all CATIC programs. CATIC received a generous donation of a 2010 Dodge Ram 1500, which will serve as a shop truck across multiple programs.

Career Exploration

Students recently explored programs at Kirtland Community College's welding facility and UNOH's High Performance Automotive program. Automotive and Business students also attended Northwood University's student-led auto expo. Regional Collaboration

CATIC staff participated in their first Professional Learning Community meeting of the year, focusing on program needs and advisory planning. Mr. Evans met with Perkins Region 6 partners to discuss the upcoming Comprehensive Local Needs Assessment and attended Ogemaw Heights' CTE PLC. The first COOR Counselors forum brought together representatives from local high schools and Kirtland Community College to address CTE, Early Middle College, and Dual Enrollment student needs.





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To: Shawn Petri, Superintendent

From: Michael Evans, Director

Date: September 3, 2025

Subject: CATIC Update

Welcome Back Staff and Students:

CATIC held its Opening Day Professional Development sessions on August 19–20 with all staff present. The sessions focused on preparation for the 2025–26 school year and reaffirmed our mission to provide high-quality instruction that prepares students for both the workplace and postsecondary education.

Staff worked on refining student success systems, including attendance and grade tracking, behavioral and mental health interventions, and direct communication with families and partner districts.

Students returned on August 25. Current enrollment is 215 (see attached table for enrollment by district). Students have been receptive to curriculum updates and

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Welcome New Staff:

In addition to welcoming a new group of students this fall, CATIC is pleased to introduce several new members of our instructional and support team:

- **Rich Burns**, Automotive Paraprofessional – After several years of volunteering in the Automotive and Welding programs, Mr. Burns officially joins the staff as the Automotive Parapro.
- **Quinton Goschke**, Welding Paraprofessional – A former CATIC Welding student with three years of field experience, Mr. Goschke returns to support the Welding program.
- **Jason Schultz**, Construction Instructor – Bringing his expertise from Grayling, Mr. Schultz continues to develop the Construction program in its new home at CATIC.
- **Heather Sharpe**, Student Mental Health Provider – Joining from the 31n team, Ms. Sharpe will provide direct support for student mental health needs.

KCC Collaboration:

CATIC continues to collaborate with Kirtland Community College (KCC) to strengthen student success initiatives. To better support students transitioning from high school to college, KCC has hired a Dual

Enrollment Coordinator. This new role will provide guidance for dual enrolled and Early Middle College (EMC) students as they navigate college-level expectations and procedures, while also serving as a direct connection between KCC and local high school counselors.

In addition, CATIC and KCC are working together on several key initiatives:

- Updating articulation agreements.
- Finalizing dual enrollment and EMC expectations and procedures.
- Completing the Comprehensive Local Needs Assessment (CLNA).
- Developing a joint marketing campaign for dual enrollment, EMC, and CTE programs.

School	Total	Male	Female	10	11
Alt. Ed. Acdmy. Ogemaw	10	5	5		7
Fairview High School	17	8	9		6
Grayling High School	51	24	27	1	30
Great Lakes Online Education	1	1			
Houghton Lake High School	60	33	27		41
Houghton Lake Community Edu	3	1	2		2
Mio High School	5	3	2		3
Roscommon Area Public Schools	45	26	19	2	25
West Branch- Rose City	23	9	14		12
Total	215	110	105	3	126



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To: Shawn Petri, Superintendent

From: Katie Keith, Director of Early Childhood

Date: October 2025

Subject: Early Childhood Update

Great Start to Quality: September is always a month of wrapping up and reflection on how the fiscal year went, as we begin our new fiscal year Oct 1, 2025 . Our team is doing a deeper dive into the [Process Communication Model](#) (PCM) to learn about our own personality as well as each of our colleagues'. We covered the basics last fiscal year, and this year, we are learning how to identify when we and others are in distress and strategies on how to best understand and connect. We are excited to learn about this so we can develop strategies for best connecting and communicating with our team, the audience we work with, and also in our personal lives.

 **Some things to celebrate from this year:** 

- Our team goal this year was to increase the number of licensed child care providers that had reached a level of quality higher than they had ever been. Our target was 25 and we hit 37! I am beyond proud of our Quality Improvement Coaches and the providers who are voluntarily working on providing the best experiences and environments for the kids and families in their programs.

- Our pilot grant, [Family Child Care Network](#) has been a huge success. 25 programs within Presque Isle and Otsego counties participated and they cannot get enough of the peer mentoring, training offered that they desire, and items that have been purchased for them including business items, Professional Development, Outdoor learning/Environment, and provider well-being. We are continuing in FY26 with these same providers as they only got a 6 month pilot. We have been hearing that there may be a pilot starting in a few months that will include Home Child Care Providers to try to participate in Pre-K for All. This is a brand new concept and we are happy parents will have a choice at the end of the pilot if programs are ready. This FCCN grant is the pathway for a program to be selected or eligible to participate in Pre-K for All. We are happy to coach these providers along to prepare them for this big step and opportunity.

- We are in conversation with MI Works folks, Child Care Back Office, and folks affiliated with ECIC about a possible Substitute Pool for child care providers so they can take a day off and not have to close. This would help child care providers immensely.
- We have a 70% participation rate in our NE Region. We currently have 199 total programs and 70% of them are participating in Great Start to Quality. In years past, we were striving for 50%. We have great relationships with our providers and truly feel they value our services.

We changed our CPR training cadence to offer the Education piece virtually in the evenings and a separate test-out site/date within a week. Providers are offered 3 sites to choose from. We held 12 events, and 72 participants were trained. They like this format. We always try to match our offerings with their needs.

- We hosted 115 training events for childcare providers within Miregistry (the state's professional development platform) and trained a total of 249 individuals.

Great Start Readiness Program:

[Enrollment dashboard](#)

GSRP classrooms are implementing a new classroom assessment this year. The assessment is LAP B-K. The Learning Accomplishment Profile™: Birth to Kindergarten (LAP™ B-K) assessment is an online observation-based tool that guides educators and clinicians to observe and track the ongoing skill development of children ages birth to 72 months. We are excited for the change!

R.O.O.C. Inc.
11018 North Cut Road, Roscommon, MI 48653
www.rooc.org

MEMORANDUM

To: Shawn Petri
From: Somer Quinlan
Re: ROOC Update
Date: October 2, 2025

October is a busy and exciting month filled with seasonal activities, outreach events, compliance reviews, and ongoing building renovations.

Community Engagement

In September, individuals we serve enjoyed several fall outings including attending a harvest festival, going apple picking, and visiting animals on a local farm. Looking ahead, we're excited to visit the pumpkin patch, celebrate at a Halloween costume party, and receive a visit from the Gerrish Township Fire Department to learn about fire safety and explore the fire truck.

Outreach Event

We will participate in the **Community Resources Event** on **October 8th** at the CRAF Center in Roscommon. This annual event provides an excellent opportunity to connect with students transitioning from school and others new to the area who may benefit from our services. We look forward to sharing information about who we are and what we offer.

Compliance

- **Recipient Rights Site Visit:** Scheduled for **October 9th**
- **Northern Lakes CMH Audit:** Scheduled for **October 21st**

Preparations are underway to facilitate a smooth process for both.

Facility Update & Closing

We are now five weeks back in our building and seeing steady progress on renovations. While not yet complete, we remain optimistic about regaining access to our activity room and workshop soon—spaces essential to our programming and daily operations. As the leaves change and fall fills the air, we are reminded of the positive transformation happening both inside and outside our organization. Thank you for your continued support.



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To: Shawn Petri, Superintendent

From: Melisa Akers, Director of Special Education

Date: October 1, 2025

Subject: Special Education Update

A Message from our Director, Melisa Akers

Construction Update

Phase 1 of the furniture installation wrapped up today, and the feedback has been overwhelmingly positive. It feels great to finally have furniture that is both functional and intentionally designed for our students with disabilities.

We are so close to occupancy—it almost hurts! We're hopeful that we'll be moved in and the new classrooms will be up and running by the end of October or first of November. Doors are scheduled to ship on October 3rd.

Below is a sneak peek of one of the new classrooms. Keep in mind we're still waiting on doors and ceiling tiles, but we're getting close!



State Collaboration Opportunity

Last month, I had the opportunity to attend a statewide meeting in Lansing with the MDE Office of Special Education and all 56 ISD Special Education Directors. It was the first time in my tenure that the entire group met in one place, and it was incredibly valuable for networking and collaboration. The event was so well-received that Teri Rink, our State Director of Special Education, has committed to holding these meetings three to four times each year.

A major focus of our time together was the ISDs' role and responsibility in general supervision. The session was led by Lenore Knudtson, an attorney and co-owner of Pingora Consulting, who also serves as a consultant for the U.S. Department of Education on complex special education cases in roughly 11 states. Lenore outlined our obligations to ensure that students within our ISD service area are receiving a Free and Appropriate Public Education (FAPE). She also clarified our professional responsibilities in overseeing how IDEA funds are used at the district level.

If you're interested in learning more about ISD responsibilities in this area, you're welcome to review her slideshow [here](#).

A Message from our Principal, Joe Moore



On September 17th, all classrooms joined in celebrating Constitution Day with fun and engaging activities. Students explored what it means to be a U.S. citizen through lessons,

projects, and creative presentations—Ms. Pat’s class even dressed in period costumes to bring history to life!

Our building renovation project is also nearing completion. The finishing touches are being added to the former ROOC warehouse, and soon Ms. Hannah’s and Ms. Tracy’s classrooms will move into their brand-new spaces. These updated learning environments feature ADA-compliant furniture, accessible bathrooms, and other modern amenities designed to meet the needs of all students. Later this year, we look forward to hosting a community open house to showcase these wonderful new spaces.

Meanwhile, students in Ms. Angie’s ATC classroom have been shining in the kitchen. With an emphasis on independence and hands-on learning, they’ve been practicing measuring, mixing, and cooking—embracing the idea that it’s okay to make a little mess along the way. Their efforts paid off with delicious batches of pancakes and no-bake cookies!

More photos: [Ms. Pat’s students students cooking](#)

[Ms. Angie’s](#)



A Message from our Compliance Monitor, Nicole Grace

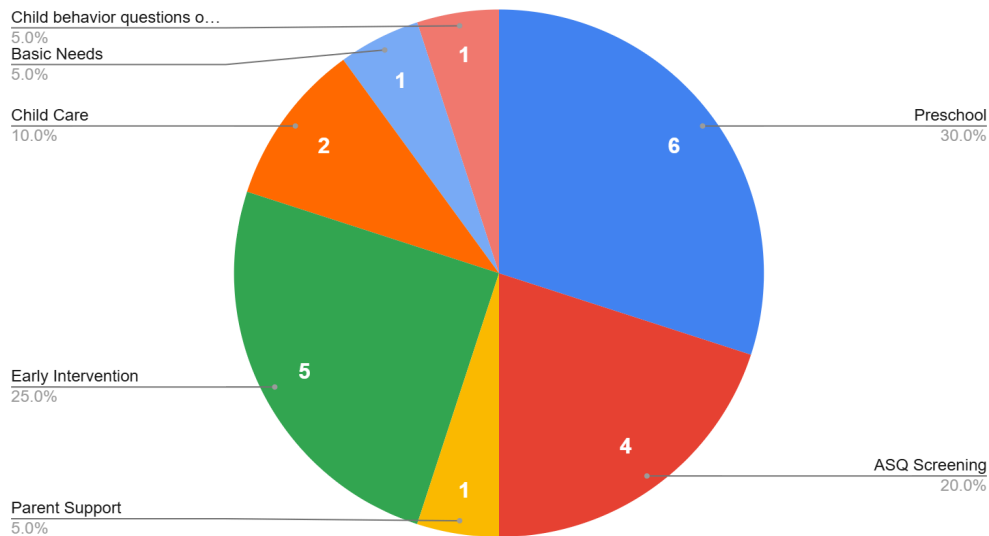
The school year has begun with a strong focus on onboarding new ancillary staff and ensuring that district needs are met in the areas of speech, social work, and occupational therapy. In addition, we have been updating and clarifying district guidance on processes ranging from accommodations to evaluations to ensure consistency and alignment with best practice. Our approach to compliance monitoring continues to emphasize transparency and support, rather than correction, with the goal of equipping staff to provide high-quality services while maintaining confidence in their work. Overall, it has been a busy but productive start to the year as we balance staff support with system-wide improvements.

A Message from our Early On Coordinator, Michele Cochrane

Help Me Grow Pilot Data

- Since launch, Help Me Grow has supported **24 families** and made **6 Build Up inquiries**.
- Below is a graph showing what families were looking for when talking with HMG from June–August.

Reasons for Reaching out to Help Me Grow COOR



Detroit Lions Early On Public Service Announcement

Early On Michigan has been included in an exciting partnership with the Detroit Lions, Gud Marketing, and local funders to promote early literacy and Early On.

At the Lions training facility in Allen Park on August 27, Early On personnel were filmed promoting the importance of reading to young children, including infants and toddlers. Early On representatives were Dr. Kyana Smith and Charron Williams from Wayne RESA/Detroit Public Schools Community District, and Lynn Legg from Oakland Schools/Royal Oak Schools. In addition, key Lions players were filmed highlighting the fact that you can “Be a Game Changer” by reading to your children. The resulting product will be a public service announcement that can be aired as a television spot and shorter clips that will be appropriate for sharing via social media.

Dr. Nikki Hamp, developmental pediatrician, Early On Michigan Foundation board member and MICC member, made the connection to the Lions organization. Gud Marketing is donating their production time and expertise. Funding for development and promotion is provided by the Preschool Development Grant, the Children's Foundation, and Gardner-White Furniture.

Our Local Data

We currently have 38 students enrolled in Early On. In the first quarter of this fiscal year, July-Sept, there were a total of 47 new referrals - WBRC 15, RAPS 11, HLCS 11, CASD 9, Mio 1, and Fairview 0.



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To: Shawn Petri, Superintendent
 From: Katie Harris
 Date: September 2025
 Subject: Instructional Services Update

Instructional Services

Director: Katie Harris

COOR ISD Instructional Leadership Team

- The team’s next meeting is October 13th.

COOR ISD Student Support Network

- *The team explored the redesigned [COOR ISD Student Support Network website](#) and [regional team landing page](#) as tools to access resources and materials.*
- *Team members revisited the communication processes data, created Smart Goal(s) for Action steps*
- *In work groups, team members refamiliarized themselves with the priority practices and determined next steps*

K-5 Literacy

K-5 Literacy Coach: Michelle Ewald

Season 2, Episode 1 of the “Literacy Quick Hitters” podcast series will be released soon, with a focus on Michigan’s upcoming K-12 Dyslexia Legislation.

Additionally, last season’s episodes have been reformatted into an asynchronous professional learning opportunity for teachers in COOR ISD school districts. Participants are currently engaging with the content found in episode 2 (of 5).

- **Fairview Elementary** and **Mio Elementary** - working with building leadership in both districts to collaborate surrounding CKLA implementation; regularly scheduled professional learning and instructional coaching via a combination of staff meetings, PLCs, and individual teacher meetings, continue in both buildings.

- **Collins Elementary/HL** - ongoing support for Bookworms (new ELA curriculum) implementation through attendance at some grade level PLCs; partnering with the Northeast Michigan Literacy Hub for a parent involvement component at fall parent-teacher conferences.

- **Statewide Coaching Network** - working on updating professional learning materials for upper elementary teachers as a member of the 4-5 Literacy Essentials workgroup.

31n Team

Behavioral Health Coordinator: Michelle Culton-Ekstrom

- CHA - several staff participating in the book study for *The Anxious Generation* led by Christie, Michelle, and Scott.
- TBRI practitioners attended a monthly training meeting in September and explored ways to keep the TBRI momentum going.
- A Monthly TBRI Introduction class will begin in October, led by Christie and Michelle. There are openings available.
- Providers enrolled in their Master's programs are making great strides.
- CATIC is becoming more aware of 31n and the support opportunities available.
- Crisis support - 31n Team members have responded to district crisis moments and will continue to be available as concerns arise.
- 31n Whole Child Specialists caseloads are filling up quickly.
- The Whole Child Assessment schedule has many openings. Dr. Sloane provided 9 follow up appointments in September.
- Several Whole Child Specialists are attending school SST meetings.
- Our DHHS shared Whole Child Specialists remain active and engaged with accepting referrals and participating in DHHS trainings and duties as well.
- Jamie Mead is working with students in the elementary, middle, and high school at RAPS. K-12 services are becoming more common in each district.
- TRAIL and other groups will be starting soon in several districts.



October 2025 ETA Report

Any questions please contact Josh Hayes, jhayes@k12eta.org

Tickets (ETA Wide):

- Current Open: 363
- Created this month: 4306
- Closed this month: 4371

Trainings Provided:

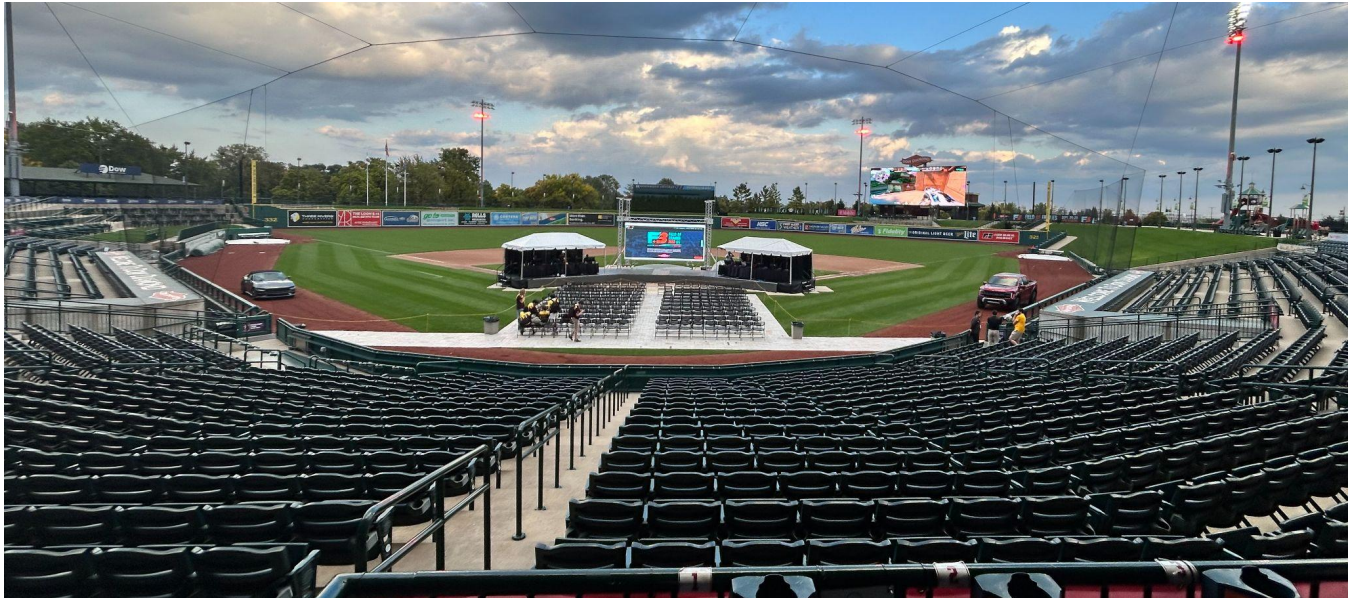
- Data Tracking
- Artificial Intelligence
- Sphero robots
- Virtual Reality
- PowerSchool User Group

Updates:

- We are continuing to monitor the servers hosted on Amazon Web Services (AWS) as part of the MiCloud grant. The first year of AWS hosting is complimentary, with substantial discounts available through the grant afterward. We aim to ensure this solution is both reliable and cost-effective before making a long-term commitment.
- I have successfully acquired the appropriate MDOT account to submit the permit applications for the fiber optic cable installation, extending from the main Manistee ISD campus to the 1400 location. We remain optimistic that this project will reach completion prior to the Christmas holiday.
- This month, we held highly productive meetings with the Technology Directors from both the West Shore and COOR Intermediate School Districts (ISDs). These collaborative sessions served as a vital platform for discussing ongoing projects that our organizations are jointly undertaking, ensuring alignment and progress on our shared initiatives along with statewide updates.
- As part of the REMC Instructional Technology Specialists (RITS) group, Dustin Webb was able to attend the “Field of Frames Event”, a premier event that fuses competitive gaming, top-tier entertainment, educational panels, and community engagement into a

Proudly Serving the districts within the COOR ISD, Manistee ISD, West Shore ESD, and Wexford-Missaukee ISD

one-of-a-kind experience. Below is an image of the arena where students participated in esports competitions.



- We have launched the Manistee website. As you can see it is a much needed improvement over the previous site. A huge thank you to all that helped in the process.
- On September 26th, a power outage at Pine River Area Schools disrupted the Merit connection from West Shore ESD to Wexford Missaukee due to a generator/power malfunction. Upon activation of the generator, an ACD switch, which provides service from Pine River to Wexford Missaukee, was found to be inoperable. ACD dispatched a technician from Lansing who replaced the switch by the end of the day on the 26th.
- New Uninterruptible Power Supply (UPS) units have been installed at COOR to extend network operational time until the new generator is in place. This measure will help ensure uninterrupted internet services for all districts connected to the ISD during power outages.
- We continue attending cyber partner meetings (virtually) to stay informed of the newest threats. We then share this information with all the districts within the four ISD support regions of the ETA.
- This month, our external vulnerability scan identified 113 threats across 1056 locations. One open vulnerability was noted, which was already known to the district and subsequently closed following our communication.

- All backups have been verified. Google backups were checked at COOR ISD, Mason County Central, Mesick, and Onekama. Veeam (server) backups have been checked for COOR ISD, Mason County Central, Mesick, Onekama, WMISD, and West Shore ESD.
- Next month we will be starting to phish test staff again. This is to train them on how to spot and avoid real cyberattacks and improving the overall security defense of the organization. This practice effectively turns employees into a human firewall by teaching them what to do—or not do—when they encounter suspicious communication.

5. Public Participation

- Any person attending the meeting 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.

6. 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 held on September 10, 2025

20



Meeting Minutes

A regular meeting of the Board of Education (the “Board”) was held at 11051 N Cut Rd, Roscommon, MI, on Wednesday, September 10, 2025. President Mangutz called the meeting to order at 6:00 P.M.

Attendance Taken at 6:00 PM. **Present:** Alyssa Faulkner, Ian Faulkner, Jim Gendernalik, James Mangutz DDS, Nancy Persing. **Absent:** Anthony Bair, Kara Mularz.

1. Call to order & Roll Call

2. Opening Ceremonies

- Pledge of Allegiance
- Mission Statement, read by President Mangutz: The mission of C.O.O.R. ISD is to deliver expert services, impactful programs, and responsive leadership to our schools and communities.

3. Adopt the Agenda

Adopt the agenda as presented. This motion, made by Ian Faulkner and seconded by Nancy Persing, Carried (5-0, 2 absent)

- | | | | | | |
|----|---|------------|-----------|-----------|------------|
| 4. | | Department | | Updates | |
| | -Career | & | Technical | Education | Department |
| | -Early | | Childhood | | Department |
| | -Instructional | | Services | | Department |
| | -Special | | Education | | Department |
| | -R.O.O.C., | | | | Inc. |
| | -K12 ETA (Educational Technology Association) | | | | |

MAISA invited COOR staff to participate in a video miniseries on high-quality early childhood education featuring educators and parents across the state. The board appreciated that parents’ voices from Northern Michigan are being heard.

5. Public Participation

- Any person attending the meeting 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.

Steve Xdon from the West Branch Optimist Club presented COOR Educational Center student artwork from the 2024-25 (first annual) Optimist Club Communications Contest that he had framed. It included the definition of optimism using the symbolized text to help students better understand the topic. A story about the contest at the special

education center was printed in the Optimist International Newsletter. Superintendent Petri plans to display this artwork in the COOR Educational Center, and the Optimist club plans to run a second contest this school year.

6. 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 the Consent Agenda, tabling item 6G. This motion, made by Nancy Persing and seconded by Jim Gendernalik, Carried: Anthony Bair: Absent, Kara Mularz: Absent, Alyssa Faulkner: Yes, Ian Faulkner: Yes, Jim Gendernalik: Yes, James Mangutz DDS: Yes, Nancy Persing: Yes. Yes: 5, No: 0, Absent: 2

6.A. Approve minutes of the previous meeting, August 13, 2025.

6.B. Approval of Bills for August 2025 totaling \$1,236,174.73

6.C. Accept the Revenue & Expenditure Reports and the MILAF statement for August 2025

6.D. Ratify contract with Michelle St. Aubin MS CCC-SLP as Fun First Therapy for Mio, Fairview and Mio/Fairview EO services in the 25-26 school year

6.E. Approve renewal contract with West Branch-Rose City Area Schools for rental of classroom space in Rose City for the Regional Resource Center Lending Library

6.F. Renew contracts with Early On Home Vistors Lillie Meadows and Amber Akin from Oct 1, 2025 to Sept 30, 2026

6.G. (tabled) Renew contracts for Early Childhood staff, Oct 1, 2025 through Sept 30, 2026: Katie King, Desiree Lipski, Melissa Maeder, Kym Narayana, Rebekah Seelow, Helen Shastal, Tracey Stein, Christina Tappan, Tammy Tyler, and Katie Vanwormer-Waldie

7. Action Items

7.A. *Approve amended Policies as provided by Thrun Law Firm and reviewed by the Policy Committee* - Policies: 5104, 5202, 5401, 5405, 5406, 5411, 5407, 5420, 5421, 5603, 5701, 5707, and 5712. Forms: 3118 F-12, 3118 F-13, 4104 AG, 4104 F-1, 4104 F-2, 5416-F, 5602 F-3, 5602 F-6, 5603 F12, 5603 F-13, 5603 F-16

This motion, made by Jim Gendernalik and seconded by Ian Faulkner, Carried.
Anthony Bair: Absent, Kara Mularz: Absent, Alyssa Faulkner: Yes, Ian Faulkner: Yes, Jim Gendernalik: Yes, James Mangutz DDS: Yes, Nancy Persing: Yes
Yes: 5, No: 0, Absent: 2

7.B. *Approve contracts through Edustaff for Samantha Hamilton (a virtual school social worker for Charlton Heston and Roscommon) and Hanna Kim (virtual speech therapy services for Houghton Lake.)* Note: Edustaff will allow us to void the contract should we find an in-person therapist to hire.

This motion, made by Jim Gendernalik and seconded by Alyssa Faulkner, Carried:
Anthony Bair: Absent, Kara Mularz: Absent, Alyssa Faulkner: Yes, Ian Faulkner: Yes, Jim Gendernalik: Yes, James Mangutz DDS: Yes, Nancy Persing: Yes
Yes: 5, No: 0, Absent: 2

7.C. *Approve the hiring of Michelle Perri, School Social Worker for Crawford AuSable School District as a member of the CEA, MA+30, step 7.* This motion, made by Jim Gendernalik and seconded by Nancy Persing, Carried: Anthony Bair: Absent, Kara Mularz: Absent, Alyssa Faulkner: Yes, Ian Faulkner: Yes, Jim Gendernalik: Yes, James Mangutz DDS: Yes, Nancy Persing: Yes
Yes: 5, No: 0, Absent: 2

Note: COOR ISD provides social work services for CASD. COOR ISD is responsible for the oversight of this employee, who is a member of our union.

7.D. *Approve a bid from Kingscott in the amount of \$96,943.31 for Phase 2 furniture to be delivered and installed in December.* This covers the replacement of furniture for our existing 5 classrooms (3-COOR Educational Center and 2 at the Adult Transition Center)

This motion, made by Alyssa Faulkner and seconded by Jim Gendernalik, Carried: Anthony Bair: Absent, Kara Mularz: Absent, Alyssa Faulkner: Yes, Ian Faulkner: Yes, Jim Gendernalik: Yes, James Mangutz DDS: Yes, Nancy Persing: Yes
Yes: 5, No: 0, Absent: 2

Phase one will be delivered at the end of September and fill new classroom spaces. Phase two replaces furniture in current classrooms. It has been decades since a major furniture purchase was made. This paid for with fund equity, not the construction funding. There was discussion on the quality of the furniture and what to do with the old furniture.

8. Information Items

- Social Media Report: There was a reach of 20,289 in August, with the top post about free car seats given out at the National Night Out event reaching 3,840. A report on the past 6 months was shared with the board.
- Alternative Educational Academy of Ogemaw County Agenda (rescheduled to Sept 15th) Superintendent Petri reported that AEAP board meetings continue as usual. In August, he discussed the authorizer review with their board.
- All-staff meeting: President Mangutz thanked Nancy Persing for attending and speaking at the all-staff meeting. Nancy stated that it was inspiring to be in the room with all the COOR ISD staff. "It is hard to imagine just how many people all the staff members reach and the ripple effect of their work."
- President Mangutz shared that the community members from small districts feels heard and cared for, which means that Superintendent Petri is doing a great job.

9. Superintendent's Report

1. State Budget – Nothing has been approved yet. October 1st is shut down deadline. The budget is out of committee work. Now the Governor, Speaker of the House, and Lieutenant Governor need to complete the last steps with a final vote.
2. CEC Construction - CEC construction is in the closing stage. The exterior doors are going to hold off the final occupancy.
3. Cell phones in local districts - Superintendent Petri is very proud of the cell phone restrictions in local school districts. Mio AuSable is now finalizing a policy and CHA plans to follow suit. Then all the local school districts within the ISD will be cell phone free. The

leadership committee will be watching data on discipline and testing data to see what outcomes occur. He is proud of the LEA superintendents.

4. COOR Corner and MASA Morning News

COOR Corner has been published in all local newspapers. The article was shared on the UpNorth News' website, which the Michigan Association of School Administrators linked to the their e-newsletter, shared statewide with other educational news. The Lyle Spalding award winner and staff years of service articles were also published in the papers. The community is seeing some of the ISD's actions!

10. Communications

-Thank you card from Lois Adams & Family (Don Adams' celebration of life was held on Aug 7th) Don Adams was our Director of Special Education from 1999 to 2006.

11. Adjournment

Adjourn the meeting. This motion, made by Jim Gendernalik and seconded by Ian Faulkner, Carried: Yes: 5, No: 0, Absent: 2 Time: 7:08 pm

Respectfully submitted,



Rebecca Socia,
Recording Secretary



Ian Faulkner,
Board Secretary

B. Approval of Bills for September
2025 totaling \$1,882,760.96

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A/P Check Register

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COOR ISD

Check Date: 9/1/2025 to 9/30/2025

Vendor #	Vendor Name	Batch #	Check Date	Check #	Checks	Direct Deposit	Total
21180	AIMEE MASTEJ	657	09/05/2025	106793	320.00	0.00	320.00
141619	ALLEGRA	657	09/05/2025	106794	1,142.55	0.00	1,142.55
350	ALLEN SUPPLY	657	09/05/2025	106795	65,000.00	0.00	65,000.00
141200	AMAZON CAPITAL SERVICES INC	657	09/05/2025	106796	6,710.80	0.00	6,710.80
141731	AMBER AKIN	657	09/05/2025	106798	403.20	0.00	403.20
141720	AMERICAN UNITED LIFE INSURANCE COMPANY	657	09/05/2025	106799	1,854.70	0.00	1,854.70
141937	ANGIE STERN	657	09/05/2025	106800	48.42	0.00	48.42
810	APPLE INC	657	09/05/2025	106801	9,538.00	0.00	9,538.00
141145	AUSABLE MEDIA GROUP LLC	657	09/05/2025	106802	246.00	0.00	246.00
2554	BECKY BUNN	657	09/05/2025	106803	21.70	0.00	21.70
142324	CEDAR VALLEY CABINET INC	657	09/05/2025	106804	45,372.35	0.00	45,372.35
3253	CEPD COUNCIL	657	09/05/2025	106805	100.00	0.00	100.00
8392	CHARLTON HESTON ACADEMY	657	09/05/2025	106806	52,474.94	0.00	52,474.94
19631	CHRISTINA TAPPAN	657	09/05/2025	106807	420.32	0.00	420.32
3729	CLINTON COUNTY RESA	657	09/05/2025	106808	15.00	0.00	15.00
142118	CMH EDUCATIONAL CONSULTING LLC	657	09/05/2025	106809	7,350.00	0.00	7,350.00
4100	CONSUMERS ENERGY PAYMENT CENTER	657	09/05/2025	106810	2,212.92	0.00	2,212.92
4580	CRISIS PREVENTION INSTITUTE	657	09/05/2025	106811	2,749.00	0.00	2,749.00
4470	CRWFD CNTY TRANSP AUTH	657	09/05/2025	106812	1,356.00	0.00	1,356.00
4900	DEAN TRANSPORTATION INC	657	09/05/2025	106813	322.28	0.00	322.28
11056	DESIREE LIPSKI	657	09/05/2025	106814	621.80	0.00	621.80
142308	EMILY QUINLAN	657	09/05/2025	106815	7.84	0.00	7.84
141308	EMS EDUCATION	657	09/05/2025	106816	25.00	0.00	25.00
5821	EPS SECURITY	657	09/05/2025	106817	637.50	0.00	637.50
141697	FUN FIRST THERAPY PLLC	657	09/05/2025	106818	2,898.21	0.00	2,898.21
142113	GOOGLE VOICE INC	657	09/05/2025	106819	95.48	0.00	95.48
7552	GRAYLING COOPERATIVE PRESCHOOL, INC.	657	09/05/2025	106820	29,542.21	0.00	29,542.21
142051	GREAT LAKES CAULKING & WATERPROOFING	657	09/05/2025	106821	26,820.00	0.00	26,820.00
142292	GREAT LAKES WEST	657	09/05/2025	106822	29,121.81	0.00	29,121.81
141969	HARDWOOD HILLS CONSTRUCTION INC	657	09/05/2025	106823	79,567.40	0.00	79,567.40
141981	HEATHER SHARPE	657	09/05/2025	106824	4,066.10	0.00	4,066.10
141941	HELEN SHASTAL	657	09/05/2025	106825	571.10	0.00	571.10
142191	HIGGINS LAKE STORAGE	657	09/05/2025	106826	100.00	0.00	100.00
142306	HOCK PAINTING INC	657	09/05/2025	106827	22,202.91	0.00	22,202.91
142025	HOUGHTON LAKE COOPERATIVE PRESCHOOL INC	657	09/05/2025	106828	65,705.27	0.00	65,705.27
142028	HURST MECHANICAL	657	09/05/2025	106829	1,357.39	0.00	1,357.39
141911	INTEGRITY CONSTRUCTION SERVICES	657	09/05/2025	106830	27,036.44	0.00	27,036.44
141970	JE JOHNSON CONTRACTING INC	657	09/05/2025	106831	103,845.42	0.00	103,845.42
142086	JENNIFER HART	657	09/05/2025	106832	314.70	0.00	314.70
142329	KAITLYN KING	657	09/05/2025	106833	314.20	0.00	314.20
19892	KATHRYN TOONSTRA	657	09/05/2025	106834	18.20	0.00	18.20
20457	KATHRYN VANWORMER WALDIE	657	09/05/2025	106835	206.80	0.00	206.80
141488	KATIE HARRIS	657	09/05/2025	106836	1,080.00	0.00	1,080.00
10030	KATIE KEITH	657	09/05/2025	106837	247.80	0.00	247.80
10020	KEENAN THERAPEUTICS PC	657	09/05/2025	106838	2,025.79	0.00	2,025.79
141492	KERRI SMITZ	657	09/05/2025	106839	30.00	0.00	30.00
142036	KYM NARAYANA	657	09/05/2025	106840	555.30	0.00	555.30
10690	LAKESHORE LEARNING MTL	657	09/05/2025	106841	368.95	0.00	368.95
5155	LI'L WILLIES	657	09/05/2025	106842	115.00	0.00	115.00
141972	LILLIE MEADOWS	657	09/05/2025	106843	203.56	0.00	203.56

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8099	MARIE HARRIS	657	09/05/2025	106844	28.70	0.00	28.70
12340	MASB	657	09/05/2025	106845	940.00	0.00	940.00
142172	MASTER ELECTRIC INC	657	09/05/2025	106846	66,118.61	0.00	66,118.61
141422	MELISA AKERS	657	09/05/2025	106847	30.00	0.00	30.00
11598	MELISSA MAEDER	657	09/05/2025	106848	371.60	0.00	371.60
141411	MERANDA HOMAN	657	09/05/2025	106849	43.98	0.00	43.98
142077	MICHELLE CULTON EKSTROM	657	09/05/2025	106850	91.14	0.00	91.14
14205	NCS PEARSON, INC.	657	09/05/2025	106851	496.60	0.00	496.60
142325	NESTER TOWNSHIP	657	09/05/2025	106852	122.89	0.00	122.89
21278	NICOLE GRACE	657	09/05/2025	106853	74.80	0.00	74.80
142050	NORTHERN MICHIGAN GLASS LLC	657	09/05/2025	106854	204,131.70	0.00	204,131.70
141229	PITNEY BOWES GLOBAL FINANCIAL SVS LLC	657	09/05/2025	106855	499.29	0.00	499.29
142326	PLAY ON WORDS LLC	657	09/05/2025	106856	2,175.00	0.00	2,175.00
141124	REBEKAH SEELow	657	09/05/2025	106857	81.10	0.00	81.10
142293	RITSEMA ASSOCIATES	657	09/05/2025	106858	103,503.74	0.00	103,503.74
7160	ROSCOMMON AREA PUBLIC SCHOOLS	657	09/05/2025	106859	12,607.15	0.00	12,607.15
142312	SAM CORNELIUS	657	09/05/2025	106860	300.00	0.00	300.00
142328	SARAH KRYSYNIK	657	09/05/2025	106861	320.00	0.00	320.00
142294	SCHEPERS CONCRETE CONSTRUCTION LLC	657	09/05/2025	106862	5,060.17	0.00	5,060.17
17870	SEG WORKERS COMPENSATION FUND	657	09/05/2025	106863	3,545.00	0.00	3,545.00
17880	SEHI COMPUTER PRODUCTS INC	657	09/05/2025	106864	683.91	0.00	683.91
141983	SHANNON CARLL	657	09/05/2025	106865	2,712.00	0.00	2,712.00
141133	SHANNON REA	657	09/05/2025	106866	214.30	0.00	214.30
15685	SHAWN PETRI	657	09/05/2025	106867	124.50	0.00	124.50
141208	SOMER QUINLAN	657	09/05/2025	106868	273.62	0.00	273.62
141649	STAPLES	657	09/05/2025	106869	105.25	0.00	105.25
142305	STRAUS MASONRY	657	09/05/2025	106870	46,269.87	0.00	46,269.87
20152	TAMMY TYLER	657	09/05/2025	106871	307.90	0.00	307.90
141511	THALMA HIBBARD	657	09/05/2025	106872	248.40	0.00	248.40
142125	THE LOCKOUT LLC	657	09/05/2025	106873	1,822.70	0.00	1,822.70
19800	THRUN LAW FIRM P.C.	657	09/05/2025	106874	386.00	0.00	386.00
142327	TONIA WERDA	657	09/05/2025	106875	1,357.12	0.00	1,357.12
141663	TOWN & COUNTRY STORAGE	657	09/05/2025	106876	171.00	0.00	171.00
141944	TRACEY STEIN	657	09/05/2025	106877	669.80	0.00	669.80
141884	TRUGREEN COMMERCIAL	657	09/05/2025	106878	252.19	0.00	252.19
20970	WM CORPORATE SERVICES INC	657	09/05/2025	106879	171.07	0.00	171.07
21770	XEROX CORP	657	09/05/2025	106880	1,054.51	0.00	1,054.51
21775	XPRESS COPY CENTER	657	09/05/2025	106881	192.50	0.00	192.50
142330	ARGENT INSTITUTIONAL TRUST COMPANY	659	09/08/2025	106882	58,607.50	0.00	58,607.50
20310	UNITED WAY OF ROSCOMMON COUNTY	93	09/12/2025	106883	2.00	0.00	2.00
142216	ACD.NET	660	09/09/2025	106884	689.71	0.00	689.71
141200	AMAZON CAPITAL SERVICES INC	660	09/09/2025	106885	1,888.39	0.00	1,888.39
3729	CLINTON COUNTY RESA	660	09/09/2025	106886	900.00	0.00	900.00
4100	CONSUMERS ENERGY PAYMENT CENTER	660	09/09/2025	106887	133.19	0.00	133.19
8420	EAST HIGGINS LAKE TRUE VALUE	660	09/09/2025	106888	177.54	0.00	177.54
142218	ELEVATE THERAPY COMPANY	660	09/09/2025	106889	2,320.00	0.00	2,320.00
18577	EMS LINQ LLC	660	09/09/2025	106890	10,909.09	0.00	10,909.09
6781	FRONTIER	660	09/09/2025	106891	204.90	0.00	204.90
141738	GILL-ROY'S HARDWARE	660	09/09/2025	106892	188.34	0.00	188.34
141911	INTEGRITY CONSTRUCTION SERVICES	660	09/09/2025	106893	120.00	0.00	120.00

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Vendor #	Vendor Name	Batch #	Check Date	Check #	Checks	Direct Deposit	Total
141692	KIWANIS CLUB OF WEST BRANCH	660	09/09/2025	106894	150.00	0.00	150.00
10690	LAKESHORE LEARNING MTL	660	09/09/2025	106895	227.47	0.00	227.47
12280	MAASE	660	09/09/2025	106896	170.00	0.00	170.00
142332	NORTHERN LAKES CMHA	660	09/09/2025	106897	100.00	0.00	100.00
16250	QUILL CORP	660	09/09/2025	106898	57.58	0.00	57.58
16970	ROSCOMMON GLASS	660	09/09/2025	106899	385.00	0.00	385.00
20900	WALMART BUSINESS CARD	660	09/09/2025	106900	292.54	0.00	292.54
21110	WEINLANDER-FITZHUGH-	660	09/09/2025	106901	13,100.00	0.00	13,100.00
21770	XEROX CORP	660	09/09/2025	106902	146.63	0.00	146.63
12880	MESSA	99	09/15/2025	106903	6,836.66	0.00	6,836.66
141873	ALBANESE CONFECTIONERY GROUP INC	662	09/19/2025	106904	197.18	0.00	197.18
141879	ALEXIS WILSON	662	09/19/2025	106905	197.40	0.00	197.40
142254	ALYSSA FAULKNER	662	09/19/2025	106906	150.00	0.00	150.00
141200	AMAZON CAPITAL SERVICES INC	662	09/19/2025	106907	4,887.12	0.00	4,887.12
1600	BEAVER CREEK TOWNSHIP	662	09/19/2025	106909	684.00	0.00	684.00
142335	CARIE PAULL	662	09/19/2025	106910	267.00	0.00	267.00
2772	CDW GOVERNMENT INC	662	09/19/2025	106911	9,062.00	0.00	9,062.00
8392	CHARLTON HESTON ACADEMY	662	09/19/2025	106912	23,803.51	0.00	23,803.51
141931	CHRISTINA PUDVAN	662	09/19/2025	106913	1,427.94	0.00	1,427.94
142118	CMH EDUCATIONAL CONSULTING LLC	662	09/19/2025	106914	450.00	0.00	450.00
4400	CRAF CENTER	662	09/19/2025	106915	2,400.00	0.00	2,400.00
4580	CRISIS PREVENTION INSTITUTE	662	09/19/2025	106916	332.90	0.00	332.90
142124	CRYSTAL DAVIS	662	09/19/2025	106917	14.00	0.00	14.00
141894	CULLIGAN WATER CONDITIONING	662	09/19/2025	106918	274.00	0.00	274.00
5090	DEW-EL CORPORATION	662	09/19/2025	106919	8,578.56	0.00	8,578.56
5385	DTE ENERGY	662	09/19/2025	106920	223.26	0.00	223.26
141691	EMILY GUBANCSIK	662	09/19/2025	106921	57.88	0.00	57.88
141308	EMS EDUCATION	662	09/19/2025	106922	187.00	0.00	187.00
5821	EPS SECURITY	662	09/19/2025	106923	862.50	0.00	862.50
6260	FEDEX	662	09/19/2025	106924	28.33	0.00	28.33
142331	FORTE	662	09/19/2025	106925	45.42	0.00	45.42
141408	FOSTER BLUE WATER OIL LLC	662	09/19/2025	106926	548.16	0.00	548.16
141918	GERRISH TOWNSHIP	662	09/19/2025	106927	100.00	0.00	100.00
141981	HEATHER SHARPE	662	09/19/2025	106928	20.30	0.00	20.30
8588	HOLIDAY INN GRAND RAPIDS DOWNTOWN	662	09/19/2025	106929	161.28	0.00	161.28
8791	HOUGHTON LAKE COMMUNITY SCHOOL	662	09/19/2025	106930	19,613.71	0.00	19,613.71
6195	IAN FAULKNER	662	09/19/2025	106931	33.50	0.00	33.50
9160	IMPACT OFFICE PRODUCTS	662	09/19/2025	106932	155.97	0.00	155.97
11870	INCOMPASS MICHIGAN	662	09/19/2025	106933	226.00	0.00	226.00
9025	JIM GENDERNALIK	662	09/19/2025	106934	69.20	0.00	69.20
71225	JOSEPH MOORE	662	09/19/2025	106935	70.00	0.00	70.00
142336	JUDY MOEGGENBERG	662	09/19/2025	106936	310.47	0.00	310.47
141203	JULIE BELL	662	09/19/2025	106937	258.39	0.00	258.39
9950	KAPLAN EARLY LEARNING COMPANY	662	09/19/2025	106938	4,385.50	0.00	4,385.50
141120	KAREN L POPE	662	09/19/2025	106939	49.59	0.00	49.59
141488	KATIE HARRIS	662	09/19/2025	106940	382.12	0.00	382.12
10020	KEENAN THERAPEUTICS PC	662	09/19/2025	106941	5,370.68	0.00	5,370.68
141880	KINGSCOTT ASSOCIATES INC	662	09/19/2025	106942	2,614.29	0.00	2,614.29
10690	LAKESHORE LEARNING MTL	662	09/19/2025	106943	2,862.47	0.00	2,862.47
5155	LI'L WILLIES	662	09/19/2025	106944	115.00	0.00	115.00
12880	MESSA	662	09/19/2025	106945	94,085.90	0.00	94,085.90
3753	MICHELE COCHRANE	662	09/19/2025	106949	147.00	0.00	147.00
142077	MICHELLE CULTON EKSTROM	662	09/19/2025	106950	237.30	0.00	237.30

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141775	MICHELLE EWALD	662	09/19/2025	106951	187.50	0.00	187.50
141186	MONICA HUTCHINSON	662	09/19/2025	106952	291.16	0.00	291.16
15652	NANCY PERSING	662	09/19/2025	106953	116.60	0.00	116.60
142	NATL INSTITUTE FOR AUTOMOTIVE SERVICE EXCELLENCE	662	09/19/2025	106954	1,326.00	0.00	1,326.00
14890	OGEMAW COUNTY PUBLIC TRANSIT	662	09/19/2025	106955	132.00	0.00	132.00
2445	PAUL H BROOKES PUBLISHING CO INC	662	09/19/2025	106956	157.97	0.00	157.97
7161	ROSCOMMON AREA PUBLIC SCHOOLS	662	09/19/2025	106957	74.83	0.00	74.83
142299	SALENA LASKOWSKI	662	09/19/2025	106958	15.00	0.00	15.00
141992	SHARON MCMILLAN	662	09/19/2025	106959	60.34	0.00	60.34
18115	SHEFFIELD AUTOMOTIVE INC	662	09/19/2025	106960	4,408.68	0.00	4,408.68
141994	STACY SHAFTO	662	09/19/2025	106961	62.90	0.00	62.90
19144	SUMMIT FIRE PROTECTION	662	09/19/2025	106962	794.00	0.00	794.00
142334	SUPERIOR AUTO EQUIPMENT LLC	662	09/19/2025	106963	15.20	0.00	15.20
1415	TAMMY BAUDOUX	662	09/19/2025	106964	268.80	0.00	268.80
20571	VERIZON WIRELESS	662	09/19/2025	106965	1,033.15	0.00	1,033.15
141582	VISION CONSULTING LLC	662	09/19/2025	106966	1,257.66	0.00	1,257.66
Void by KLM on 10/2/2025							
21181	WEST BRANCH ROSE CITY SCHOOL DISTRICT	662	09/19/2025	106967	53,102.72	0.00	53,102.72
2651	XELLO INC	662	09/19/2025	106968	14,268.60	0.00	14,268.60
21775	XPRESS COPY CENTER	662	09/19/2025	106969	385.00	0.00	385.00
19978	TSA CONSULTING GROUP INC	93	09/26/2025	106970	2,820.00	0.00	2,820.00
20310	UNITED WAY OF ROSCOMMON COUNTY	93	09/26/2025	106971	2.00	0.00	2.00
141720	AMERICAN UNITED LIFE INSURANCE COMPANY	99	09/22/2025	106972	389.72	0.00	389.72
225	AFLAC	99	09/24/2025	106973	922.32	0.00	922.32
141200	AMAZON CAPITAL SERVICES INC	665	09/29/2025	106974	410.74	0.00	410.74
142235	AT&T MOBILITY	665	09/29/2025	106975	38.23	0.00	38.23
142209	MICHELLE MACARTHUR	665	09/29/2025	106976	178.00	0.00	178.00
141928	NORTHERN MICHIGAN WELDING EDUCATORS	665	09/29/2025	106977	200.00	0.00	200.00
7160	ROSCOMMON AREA PUBLIC SCHOOLS	665	09/29/2025	106978	2,884.98	0.00	2,884.98
13953	THE WILD PUMPKIN	665	09/29/2025	106979	196.50	0.00	196.50
13953	THE WILD PUMPKIN	665	09/29/2025	106980	168.00	0.00	168.00
141619	ALLEGRA	666	09/30/2025	106981	624.87	0.00	624.87
8392	CHARLTON HESTON ACADEMY	666	09/30/2025	106982	75,007.17	0.00	75,007.17
7552	GRAYLING COOPERATIVE PRESCHOOL, INC.	666	09/30/2025	106983	80,746.26	0.00	80,746.26
14631	NMCAA	666	09/30/2025	106984	2,186.30	0.00	2,186.30
141103	ORS	94	09/05/2025	201705512	0.00	78,783.87	78,783.87
141105	HEALTH EQUITY	94	09/12/2025	201705513	0.00	2,833.51	2,833.51
20245	US TREASURY	94	09/12/2025	201705514	0.00	49,344.43	49,344.43
142166	JPMORGAN CHASE BANK NA	661	09/02/2025	201705515	0.00	675.37	675.37
141106	MICHIGAN DEPT OF TREASURY	96	09/19/2025	201705516	0.00	1,357.35	1,357.35
20245	US TREASURY	96	09/19/2025	201705517	0.00	215.30	215.30
141103	ORS	94	09/19/2025	201705518	0.00	87,724.99	87,724.99
142167	BMO	663	09/05/2025	201705519	0.00	9,769.00	9,769.00
141105	HEALTH EQUITY	94	09/26/2025	201705520	0.00	2,813.51	2,813.51
141106	MICHIGAN DEPT OF TREASURY	94	09/26/2025	201705521	0.00	16,887.41	16,887.41
20245	US TREASURY	94	09/26/2025	201705522	0.00	49,151.18	49,151.18
Report Totals					\$1,583,205.04	\$299,555.92	\$1,882,760.96

C. Approve Revenue & Expenditure
Reports and MILAF statement for
September 2025

30

Account Statement - Transaction Summary

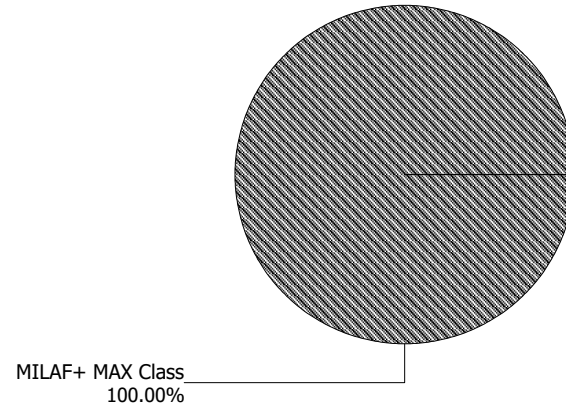
For the Month Ending **September 30, 2025**

C.O.O.R. INTERMEDIATE SCHOOL DISTRICT - General Fund - 203740

MILAF+ MAX Class	
Opening Market Value	4,157,415.18
Purchases	14,505.29
Redemptions	0.00
Unsettled Trades	0.00
Change in Value	0.00
Closing Market Value	\$4,171,920.47
Cash Dividends and Income	14,505.29

Asset Summary		
	September 30, 2025	August 31, 2025
MILAF+ MAX Class	4,171,920.47	4,157,415.18
Total	\$4,171,920.47	\$4,157,415.18

Asset Allocation	
MILAF+ MAX Class	100.00%



Account Statement

For the Month Ending **September 30, 2025**

C.O.O.R. INTERMEDIATE SCHOOL DISTRICT - General Fund - 203740

Trade Date	Settlement Date	Transaction Description	Share or Unit Price	Dollar Amount of Transaction	Total Shares Owned
MILAF+ MAX Class					
Opening Balance					4,157,415.18
09/30/25	10/01/25	Accrual Income Div Reinvestment - Distributions	1.00	14,505.29	4,171,920.47
Closing Balance					4,171,920.47

	Month of September	Fiscal YTD July-September		
Opening Balance	4,157,415.18	4,127,294.07	Closing Balance	4,171,920.47
Purchases	14,505.29	44,626.40	Average Monthly Balance	4,157,898.69
Redemptions (Excl. Checks)	0.00	0.00	Monthly Distribution Yield	4.25%
Check Disbursements	0.00	0.00		
Closing Balance	4,171,920.47	4,171,920.47		
Cash Dividends and Income	14,505.29	44,626.40		

**Revenue and Expenditure Report
ROOC FUND
9/30/2025**

Revenue

	September Activity	Open Encumberan	Year to Date	Adopted Budget
INTEREST	-	-	14	200
PRODUCTION	5,001	-	5,745	39,700
DONATIONS	300	-	835	10,600
GRANTS	-	-	-	-
SERVICES	86,280	-	170,461	1,020,000
***** STATE	360	-	360	70,923
Total Revenue	91,941	-	177,416	1,141,423

Expense

232	Program Administration	17,423	103	60,672	204,774
252	Fiscal Services	1,429	-	5,007	19,597
259	Other Business Services	-	-	3,314	3,314
261	Operations Buildings Services	2,569	1,403	29,919	94,858
271	Transportation	2,078	1,522	13,582	66,658
284	Technology	116	-	116	1,000
289	Consumers	3,993	1,428	12,097	77,409
290	Staff Retention	-	-	-	500
321	Summer Work Program	526	-	51,160	63,073
391	Direct Care Workers and Supervision	37,474	725	122,154	544,282
	Total Expense	65,608	5,180	298,020	1,075,465

Revenues over Expenses

(120,604)

***** Recorded revenue is deferred FY 24-25 revenue.

10/1/2025
12:36 PM

**Revenue and Expenditure Report
GENERAL FUND
9/30/2025**

Revenue	September Activity	Open Encumbrance	Year to Date	Adopted Budget
100	Revenue from Local Sources	86,525	182,526	1,430,507
300	Revenue from State Sources	3,531,912	3,531,912	6,718,722
400	Revenues from Federal Sources	-	51,417	974,431
500	LEAs	25,878	32,128	329,498
600	Fund Modifications (Transfers In)	-	-	-
	Total Revenue	3,644,314	3,797,983	9,453,159

Expense	September Activity	Open Encumbrance	Year to Date	Adopted Budget
125	Compensatory Education	-	-	3,641
211	Truancy	-	-	5,000
212	Guidance Services	-	-	30,000
213	Behavioral Services	13,894	878	313,062
216	Social Work Services	26,998	539	759,438
221	Improvement of Instruction	67,793	7,236	1,041,470
226	Supervision of Instructional Staff	25,655	1,195	339,171
231	Board of Education	17,790	-	88,961
232	Executive Administration	42,031	2,579	551,590
252	Fiscal Services	30,952	915	343,055
259	Other Business Services	34	64	3,879
261	Operations Buildings Services	6,863	1,645	126,558
266	Security Services	-	-	1500
283	Staff/Personnel Services	-	-	5,000
284	Information Management Services	11,382	-	326,250
285	Pupil Accounting	7,627	467	104,352
299	Other Support Services	279	366	3,500
311	Community Services Direction	15,680	957	209,983
331	Community Activities	171	4,789	113,585
351	Custody and Care of Children	72,769	4,773	668,649
411	Payments to LEAs GSRP	382,568	-	3,096,496
445	TRAILS GRANT SEC 31 P	-	-	223,214
456	Building Improvements Services	-	-	15,000
626	Fund Modifications (Transfers Out)	-	-	530,000
	Total Expense	722,486	26,401	8,903,354

Revenues over Expenses

2,062,162

**** Recorded revenue is deferred FY 24-25 revenue

10/1/2025
10:48 AM

**Revenue and Expenditure Report
CAREER TECH FUND
9/30/2025**

Revenue		September Activity	Open Encumbrance	Year to Date	Adopted Budget
4000	PERKINS	-	-	-	163,254
3440	61 A	77,138.66	-	77,138.66	360,640
3550	61 B	36.09	-	36.09	447,792
3790	61 C	2,915.28	-	2,915.28	2,915
0000	CTE	-	-	-	851,100
Total Revenue		80,090.03	-	80,090.03	1,825,701

Expense		September Activity	Open Encumbrance	Year to Date	Adopted Budget
4000	PERKINS	39,454	15,801	44,277	163,254
3440	61 A	11,355	24,767	21,469	360,640
3550	61 B	2,607	-	5,218	447,792
3790	61 C	2,915	-	2,915	2,915
0000	CTE	77,950	1,492	186,443	1,040,441
Total Expense		134,282	42,060	260,323	2,015,042

Revenues over Expenses (180,233)

***** Recorded revenues are deferred FY 24-25 revenue. *****

10/1/2025
9:10 AM

**Revenue and Expenditure Report
SPECIAL EDUCATION FUND
9/30/2025**

Revenue		September Activity	Open Encumbrance	Year to Date	Adopted Budget
100	Revenue from Local Sources	266,209		521,429	3,879,280
300	Revenue from State Sources	12,394		12,394	3,589,240
400	Revenues from Federal Sources	6,649		66,145	2,284,364
500	Incoming Transfers and Other Transactions	5,700		5,700	1,891,118
600	Fund Modifications (Other Operating Transfers In)	-		-	3,250,000
Total Revenue		290,952	-	605,668	14,894,002

Expense		September Activity	Open Encumbrance	Year to Date	Adopted Budget
122	Instruction	184,641	9,189	403,264	2,741,172
212	Early On	9,954	425	28,190	464,751
213	Health Services	53,403	13,561	131,486	847,651
214	Psychological Services	20,546	1,231	41,260	374,987
215	Speech Pathology and Audiology Services	63,666	28,730	105,594	1,037,818
216	Social Work Services	33,602	170	53,737	375,939
217	Visual Aid Services	1,258	1,264	1,258	20,000
218	Teacher Consultant-Special Education Programs	-	-	3,400	-
221	Improvement of Instruction	2,802	600	2,802	11,250
226	Supervision and Direction of Instructional Staff	46,237	3,652	167,350	500,214
231, 232, 252	Board of Education, Fiscal, Executive	21,309	148	72,066	263,825
241	Office of the Principal	16,123	445	57,273	225,494
249	Graduation Supplies and Materials	-	-	-	1,000
259	Other Business Services	84	159	7,151	11,658
261	Operations Buildings Services	12,415	10,559	84,581	293,757
271	Pupil Transportation Services	6,172	57	70,834	1,246,580
281	Planning, Research, Development, and Evaluation	11,939	0	47,765	176,060
284	Information Management Services	779	4,073	4,571	19,500
299	Staff Appreciation	-	-	-	2,000
371	Non-Public School Pupils	-	-	-	40,000
411	Payments to LEAs	-	-	-	2,210,753
441	Payments to Other Govern. Entities	-	-	915	49,000
456	Building Improvements Services	839,597	99,375	1,315,222	3,538,500
511	Debt Services	58,608	-	58,608	407,558
Total Expense		1,383,136	173,639	2,657,327	14,859,464

Revenues over Expenses

(2,051,658)

10/1/2025
10:15 AM

D. Renew contracts for Early Childhood staff,
Oct 1, 2025 through Sept 30, 2026: Katie King,
Salena Laskowski, Desiree Lipski, Melissa
Maeder, Kym Narayana, Helen Shastal, Tracey
Stein, Christina Tappan, Tammy Tyler, and
Katie Vanwormer-Waldie
E. Approve handbook for ROOC, Inc. clients,
updated in January 2025.
F. Approve the Sept 25th Wellness
Committee meeting minutes

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COOR Intermediate School District: Wellness Committee Meeting Agenda

Date: September 25, 2025

Time: 1:00 PM

Location: COOR Educational Center Cafeteria

Call to Order and Roll Call

Meeting called to order by Wellness Committee Leader: Emily Quinlan

Attendance/roll call of committee members: Kristen Kalthoff

Wellness Committee Leader Statement: Emily Quinlan

“Good Afternoon, I’d like to call this meeting of the COOR Intermediate School District Wellness Committee to order. Let the record show that this meeting is being conducted in compliance with the Michigan Open Meetings Act, with proper public notice given and opportunity for public comment. We will now proceed with the roll call of committee members.”

Record attendance in minutes and confirm quorum.

Member Name	Role/Title	Present	Absent	Notes (if applicable)
Emily Quinlan	Leader	X	<input type="checkbox"/>	
Joseph Moore	Member	X	<input type="checkbox"/>	
Kristen Kalthoff	Member	X	<input type="checkbox"/>	Left after attendance due to a lack of coverage at the school entry.
Kimberly Murphy	Member	X	<input type="checkbox"/>	
Gretchen Walsh	Member	X	<input type="checkbox"/>	
Ayesha Weber	Member	X	<input type="checkbox"/>	

Quorum Established: X Yes No

Approval of Agenda

Review and approve today’s agenda

Resolution: Discussed and approved by the majority of committee members.

Approval of Previous Minutes

Review and approve minutes from the previous meeting. (No prior minutes available to approve)

Resolution: Null due to no prior minutes recorded.

Committee Updates

Wellness Committee Leader's Report: Review conducted of the 2025-2028 Triennial assessment and outlined goals. Discussed goals for measurable data collection as assigned for committee members. Those assigned goals will review and submit any requested edits in a timely manner to ensure readiness for the upcoming audit.

Resolution: Committee members will return any edits to the assessment as soon as possible to the leader, and once reviewed, will be submitted to the Special Education Director for presentation to the C.O.O.R. ISD Board of Education..

Old Business

Review of prior action items: Reviewed the previous triennial assessment and discussed changes and updates to the new goals from previous ones, reviewed the requirements for goals as outlined by the State of Michigan.

Resolution: Understanding of the changes made was verbally acknowledged by the majority of committee members.

New Business

Discussion of the known variables of the upcoming school year in terms of relative information pertaining to the wellness committee and program offered at COOR Educational Center and COOR Adult Transition Center.

Policy updates or revisions: Upon completion of the 2025-2028 triennial assessment, the outlined goals will be presented to the Special Education Director for presentation to the Superintendent. Policy states the goals must be incorporated into the policy itself, so a process will be followed to ensure the COOR Educational Center and COOR Adult Transition Center are aligned with policy.

Resolution: The final triennial assessment will be presented as soon as possible for compliance with policy.

Action Items

Assignments of responsibilities: Assigned goals were reviewed with committee members, and a discussion was held as to plans of action to accommodate measurable data collection in each goal.

Establish timelines for completion: The wellness committee will meet three times

annually to present collected data. Data will be condensed into one annual report submitted at the end of each school year to track progress towards completion of goals.

Resolution: Specific responsibilities are assigned and understood by the wellness committee, and deadlines for identified tasks are outlined as well.

Public Comment

Wellness Committee Leader Script:

“We will now open the floor for public comment. If you wish to speak, please state your name and, if applicable, your affiliation before beginning. Each speaker will be given three minutes, unless otherwise arranged. Please keep remarks respectful and related to school wellness. The Committee will listen to all comments but will not engage in discussion during this time.”

Resolution: No members of the public in attendance.

Announcements

Discussed that the committee will meet at a minimum of three times per school year as required by the State of Michigan.

Resolution: Next meeting to be aligned in the month of January, with the specific date to be determined based on the ability to align committee member schedules.

Adjournment

Wellness Committee Leader Script: Emily Quinlan

“Thank you to all committee members and members of the public for your participation today. As there is no further business, this meeting of the COOR Intermediate School District Wellness Committee is now adjourned. The next scheduled meeting will be held at a time to be determined at a later date.”

Resolution: Meeting adjourned

G. Update the competitive bidding threshold to \$31,321 as set by MDE.

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STATE OF MICHIGAN
DEPARTMENT OF EDUCATION
LANSING


GRETCHEN WHITMER
GOVERNOR

MICHAEL F. RICE, Ph.D.
STATE SUPERINTENDENT

MEMORANDUM

DATE: October 2, 2025

TO: Local and Intermediate School District Superintendents
Public School Academy Directors

FROM: Dr. Diane Golzynski, RDN, SNS Deputy Superintendent 
Division of Business, Health, and Library Services

SUBJECT: FY 2026 Thresholds for Competitive Bids, Posting Travel Expenses, and Value of Awards

The Michigan Department of Education (MDE) is providing updated information on statutory requirements that determine thresholds for competitive bids, travel expenses, and the value of awards.

Sections 623a, 1267, and 1274 (MCLs [380.623a](#), [380.1267](#), and [380.1274](#)) of Michigan's Revised School Code establish a base above which competitive bids must be obtained for school construction projects (including renovation, repair, or remodeling) and procurement of supplies, materials, and equipment. The state laws also provide for an increase in the base amount corresponding to increases in the Consumer Price Index (CPI). For fiscal year 2026, which began this week on Wednesday, October 1, the base amount for Section 1267 (pertaining to construction, renovation, repair, or remodeling) and the new base for Sections 623a and 1274 (pertaining to procurement of supplies, materials, and equipment) are each \$31,321.

Section 620(1) of the Revised School Code (MCL [380.620\(1\)](#)) establishes a base above which travel expenses paid with intermediate school district (ISD) funds must be posted to the ISD website. Section 620(1) provides for an increase in the base that corresponds with increases in the CPI. For fiscal year 2026, the base amount of \$4,995 for travel increases to \$5,128.

There are changes to the limits on the value of awards given by an ISD to an employee, volunteer, or pupil, as well as the value above which an ISD administrator may not accept a gift from a vendor or potential vendor. Section 634 of the Revised School Code (MCL [380.634](#)) places an upper limit on the

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value of awards given by an ISD to an employee, volunteer, or pupil, as well as the value above which an ISD administrator may not accept a gift from a vendor or potential vendor. The fiscal year 2024-25 cap of \$175 for awards increases to \$180 for fiscal year 2026, and the cap of \$76 for gifts increases to \$79 due to the increase in the average CPI.

Please note that all the thresholds and caps mentioned in this communication are effective as of October 2, 2025, and are in effect until the next communication revises them. A chart below summarizes the new amounts, requirements, and sections of the Revised School Code to which they pertain.

If you have any questions, please contact Phil Boone, MDE Office of State Aid and School Finance, at 517-899-0796 or BooneP2@Michigan.gov.

	Section	Requirement	Base Amount	FY 2026 Base	FY 2025 Thresholds	FY 2026 Thresholds
ISD travel expenditures	620	Posting	\$ 3,000	\$ 3,093	\$ 4,995	\$ 5,128
ISD procurement of supplies, materials, and equipment	623a	Competitive Bid	\$ 17,932	\$ 18,489	\$ 30,512	\$ 31,321
ISD award value limit	634, 1814	Award Cap	\$ 100	\$ 105	\$ 175	\$ 180
ISD gift value limit (monthly)	634	Gift Cap	\$ 44	\$ 46	\$ 76	\$ 79
School building construction, addition, renovation, or repair	1267	Competitive Bid	\$ 17,932	\$ 18,915	\$ 30,512	\$ 31,321
School district or PSA procurement of supplies, materials, and equipment	1274	Competitive Bid	\$ 17,932	\$ 18,489	\$ 30,512	\$ 31,321

cc: Michigan Education Alliance
 Confederation of Michigan Tribal Education Departments

7. Action Items

A. Ratify the hiring of Salena Laskowski, LEP Support Staff as part of the Great Start Collaborative team for up to 520 hours per year.

B. Approve memorandum of understanding with Michigan Virtual for the facilitation of six in-person AI Task Force meetings this year of up to \$12,000 for 25-26.

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michiganvirtual.org

September 15, 2025

Katie Harris

Director of Instructional Services

Crawford-Oscoda-Ogemaw-Roscommon Intermediate School District

11051 N. Cut Rd.

Roscommon, MI 48653

Re: Memorandum of Understanding (MOU) for AI Integration Support

Purpose

In a shared commitment to advancing education through collaborative partnerships and harnessing the transformative potential of AI, *Michigan Virtual* and **Crawford-Oscoda-Ogemaw-Roscommon Intermediate School District (COOR ISD)** unite to undertake activities in support of that goal. *Michigan Virtual* and COOR ISD enter this agreement to guide AI integration over two phases, from October 2025 through September 2027. The work will model successful county-wide AI integration efforts implemented in Michigan and focus on building foundational structures for AI integration. The purpose of this collaboration is to provide guidance, policy development, and professional development in the field of Artificial Intelligence (AI) for all education stakeholders within **COOR ISD**.

Scope of Work

Phase One: Year One (October 2025 – September 2026)

- Up to **60 hours at \$200/hour.**
- Focus: task force development, monthly sessions, district self-assessments, vision, and policy setting.
- Deliverables: AI vision statement, draft policies, initial action plan.

Phase Two: Year Two (October 2026 – September 2027)

- Up to **60 hours at \$300/hour.**
- Focus: transition to county-wide AI Network, training district champions, inter-district collaboration.
- Deliverables: launch of AI Network, leadership coaching, and sustainability framework.

COOR ISD agrees to:

- Provide a dedicated point of contact for strategic decision-making facilitation and activity coordination
- Coordinate and arrange suitable space for any in-person meetings in support of AI integration efforts.
- Provide dates for meetings in advance and ensure logistical arrangements.

Initials _____ Initials _____

Michigan Virtual agrees to support the efforts and activities around AI integration. Such efforts and activities may include:

- Advising leaders and other members of the COOR ISD regarding strategy, coordination and execution of activity.
- Facilitating design thinking workshops, design sprints, or other strategy-focused activities to help determine the direction and pace of work.
- Co-developing and conducting needs assessments in the area of AI integration within the district.
- Utilizing the expertise of the Michigan Virtual AI Lab to assist the COOR ISD AI advisory group by providing customized AI integration guidance and co-developing AI-related educational policies.
- Identifying and conducting professional learning sessions for various groups of staff, including the AI Council, focused on AI trends, ethics, and implementation strategies.
- Leveraging the Michigan Virtual AI Integration Framework as a central guide for discussions and planning, and continually updating it to stay in sync with advancing AI technologies and educational demands.
- Co-developing metrics for assessing AI integration in local districts, routinely updating stakeholders on progress and challenges, and modifying strategies based on feedback and evaluations.
- Assisting in organizing and facilitating meetings or forums engaging diverse stakeholders including teachers, guardians, students, and community members in the AI integration process, while maintaining transparency and open channels for community feedback and suggestions.
- Facilitating monthly task force sessions.
- Conducting district-level self-assessments.
- Guiding vision setting and action planning.
- Supporting initial AI-related policy drafts.
- Delivering professional development on AI ethics, trends, and classroom applications.
- Coaching district-level AI champions.
- Launching and facilitating a county-wide AI Network.
- Leading inter-district collaboration on curriculum and classroom practices.
- Supporting deeper classroom integration of AI tools.
- Developing a sustainability plan for ongoing collaboration.

Training for Future Independence

- Michigan Virtual aims to empower COOR ISD staff for independent AI training, fostering knowledge transfer and skill development.
- Collectively ensure those trained capabilities persist beyond the agreement's duration, promoting ongoing self-sufficiency in AI training for COOR ISD staff.

Payment Terms

Michigan Virtual will offer AI support services. Hours billed separately per phase at the designated rates. Billing will occur as services are provided. Payment will be facilitated through the execution of this agreement or a purchase order from COOR ISD. Michigan Virtual will furnish COOR ISD with monthly reports detailing billable hours. Michigan Virtual will invoice COOR ISD monthly based on the number of service hours delivered. Billable hours encompass planning, preparation, in-person engagements, and associated travel, including mileage at the federal rate. Invoices will feature a net 30-day term. If the total allocated hours are not fully utilized by the end of a phase (Phase One: October 1, 2025 – September 30, 2026; Phase Two: October 1, 2026 – September 30, 2027), Michigan Virtual will invoice COOR ISD for a minimum of fifty percent (50%) of the unused hours for that phase.

Initials _____ Initials _____

Duration of Agreement

Upon obtaining signatures by the authorized representatives of both parties, this MOU will take effect starting **on the date of signature**, and will remain in effect until **September 30, 2027**, or the agreed-upon hours have been wholly billed. Either party may choose to terminate the agreement via written communication.

Modification of Agreement

COOR ISD and *Michigan Virtual* may mutually consult to modify this MOU during its lifespan. Any extension, amendment, or additional agreements outside of this MOU are subject to approval by both parties' authorized representatives.

DRAFT

Initials _____ Initials _____

Signatures

Each of the parties read and agrees to all the terms and conditions set forth in this agreement, and signify consent to such terms and conditions by the signatures of their duly and legally authorized representatives below.

COOR ISD	Michigan Virtual
Signature	Signature
Printed Name	Printed Name
Title	Title
Date	Date

Primary contact for the district	
Printed Name	Title
Email Address	Phone

Business office contact for the district	
Printed Name	Title
Email Address	Phone
Mailing Address (Street, City, State, ZIP)	

Michigan Virtual contact details

920 Municipal Way, Lansing, MI 48917 | michiganvirtual.org

Finance Office

apinvoice@michiganvirtual.org | Phone: 888.532.5806 x 5356

Thomas Soria - Director of School Partnerships

tsoria@michiganvirtual.org | Phone: 888.532.5806 x 5456 | Fax: 877.396.1789

Paula Coulier - Director of Administrative Operations and Customer Care

pcoulier@michiganvirtual.org | Phone: 888.532.5806 x 5365 | Fax: 877.396.1789

Initials _____ Initials _____



michiganvirtual.org

September 15, 2025

Katie Harris

Director of Instructional Services

Crawford-Oscoda-Ogemaw-Roscommon Intermediate School District

11051 N. Cut Rd.

Roscommon, MI 48653

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COOR ISD agrees to:

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- Coordinate and arrange suitable space for any in-person meetings in support of AI integration efforts.
- Provide dates for meetings in advance and ensure logistical arrangements.

***Michigan Virtual* agrees to support the efforts and activities around AI integration. *Michigan Virtual* agrees to provide up to 60 hours of support, including:**

- Advising leaders and other members of the **COOR ISD** regarding strategy, coordination and execution of activity.
- Facilitating design thinking workshops, design sprints, or other strategy-focused activities to help determine the direction and pace of work.
- Co-developing and conducting needs assessments in the area of AI integration within the district.
- Utilizing the expertise of the *Michigan Virtual* AI Lab to assist the **COOR ISD** AI advisory group by providing customized AI integration guidance and co-developing AI-related educational policies.
- Identifying and conducting professional learning sessions for various groups of staff, including the AI Council, focused on AI trends, ethics, and implementation strategies.

Initials _____ Initials _____

Last updated 9.15.25

- Leveraging the *Michigan Virtual* AI Integration Framework as a central guide for discussions and planning, and continually updating it to stay in sync with advancing AI technologies and educational demands.
- Co-developing metrics for assessing AI integration in local districts, routinely updating stakeholders on progress and challenges, and modifying strategies based on feedback and evaluations.
- Assisting in organizing and facilitating meetings or forums engaging diverse stakeholders including teachers, guardians, students, and community members in the AI integration process, while maintaining transparency and open channels for community feedback and suggestions.
- Facilitating monthly task force sessions.
- Conducting district-level self-assessments.
- Guiding vision setting and action planning.
- Supporting initial AI-related policy drafts.
- Delivering professional development on AI ethics, trends, and classroom applications.

Training for Future Independence

- *Michigan Virtual* aims to empower COOR ISD staff for independent AI training, fostering knowledge transfer and skill development.
- Collectively ensure those trained capabilities persist beyond the agreement's duration, promoting ongoing self-sufficiency in AI training for COOR ISD staff.

Payment Terms

Michigan Virtual will offer services for up to [60] hours, billed at a rate of \$200 per hour. Billing will occur as services are provided. Payment will be facilitated through the execution of this agreement or a purchase order from COOR ISD. *Michigan Virtual* will furnish COOR ISD with monthly reports detailing billable hours. *Michigan Virtual* will invoice COOR ISD monthly based on the number of service hours delivered. Billable hours encompass planning, preparation, in-person engagements, and associated travel, including mileage at the federal rate. Invoices will feature a net 30-day term. If the total allocated hours are not fully utilized by the end of the agreement term, *Michigan Virtual* will invoice COOR ISD for a minimum of 50% of the unused hours.

Duration of Agreement

Upon obtaining signatures by the authorized representatives of both parties, this MOU will take effect starting on the date of signature, and will remain in effect until September 30, 2026, or the agreed-upon hours have been wholly billed. Either party may choose to terminate the agreement via written communication.

Modification of Agreement

COOR ISD and *Michigan Virtual* may mutually consult to modify this MOU during its lifespan. Any extension, amendment, or additional agreements outside of this MOU are subject to approval by both parties' authorized representatives.

Initials _____ Initials _____

Signatures

Each of the parties read and agrees to all the terms and conditions set forth in this agreement, and signify consent to such terms and conditions by the signatures of their duly and legally authorized representatives below.

COOR ISD	Michigan Virtual
Signature	Signature
Printed Name	Printed Name
Title	Title
Date	Date

Primary contact for the district	
Printed Name	Title
Email Address	Phone

Business office contact for the district	
Printed Name	Title
Email Address	Phone
Mailing Address (Street, City, State, ZIP)	

Michigan Virtual contact details

920 Municipal Way, Lansing, MI 48917 | michiganvirtual.org

Finance Office

apinvoice@michiganvirtual.org | Phone: 888.532.5806 x 5356

Thomas Soria - Director of School Partnerships

tsoria@michiganvirtual.org | Phone: 888.532.5806 x 5456 | Fax: 877.396.1789

Paula Coulier - Director of Administrative Operations and Customer Care

pcoulier@michiganvirtual.org | Phone: 888.532.5806 x 5365 | Fax: 877.396.1789

Initials _____ Initials _____

C. Ratify a Transportation Fleet Service Agreement with Houghton Lake Community Schools through June 30, 2026.

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Transportation Fleet Services Agreement (updated 9/26/25 by mutual agreement)

This agreement is voluntarily agreed upon between Houghton Lake Community Schools, located at 4433 W. Houghton Lake Dr, Houghton Lake, MI (HLCS) and C.O.O.R Intermediate School District, located at 11051 North Cut Rd. Roscommon, MI (COOR). In consideration of the mutual promises contained in this agreement, the parties agree as follows:

1. Vehicle Services:

- a. HLCS will provide routine maintenance, inspections, scheduled repairs, and emergency services on all COOR Buses. Repair and maintenance performed on COOR Buses will be performed at the HLCS Bus Garage by HLCS Mechanics (unless COOR requests that HLCS Mechanics travel to COOR for minor repairs as needed).
- b. HLCS Bus Garage operations will be supervised by the HLCS Transportation Director in conjunction with the lead Mechanic. The HLCS Transportation Director or Lead Mechanic will be in charge of ordering necessary parts and supplies.
- c. Prior to any work being initiated, HLCS Mechanics will perform an inspection, identify necessary and recommended maintenance and repairs, and seek written approval via email or text from COOR prior to ordering parts or commencing any repairs. If emergency repairs on COOR Buses are necessary, HLCS and COOR may discuss and agree on the work over the phone, but will memorialize the agreement in writing as soon as is practical.
- d. All work performed on COOR Buses will be documented on a work order. HLCS will supply a copy of the work order to COOR once the work is completed.
- e. If requested by COOR and the repair is deemed feasible by HLCS, HLCS Mechanics may travel to COOR to perform minor repairs at the COOR facility, and will charge COOR the agreed upon hourly rate for travel time (not to exceed one hour), but will not charge mileage.
- f. In the event COOR staff are unable to deliver a COOR Bus to HLCS, HLCS staff or mechanics may travel to COOR to pick up a bus and drive it back to the HLCS garage. HLCS will charge the agreed upon hourly rate for shuttling the bus (not to exceed one hour).
- g. If multiple COOR Buses are out of service at the same time, HLCS will loan COOR a bus at no charge if one is available.

2. Accounting:

- a. HLCS and COOR agree that the hourly labor rate for work performed on COOR buses will be \$65 per hour for the duration of this agreement. Should extraordinary circumstances arise that compel

HLCS to recommend an increase to this rate, both parties agree to discuss the matter.

- b. HLCS Mechanics shall log and bill for the actual time spent working on COOR Buses. An accounting of oil, grease, tires, parts and labor time for work on COOR Buses will be included on invoices that will be sent to COOR monthly.
- c. COOR agrees to pay all monthly invoices within 60 days of receipt.
- d. *The costs of the labor and parts for the C.O.O.R. ISD repairs made at HLCS bus garage will be claimed by C.O.O.R. ISD on the 4094 starting in the 2025-26 school year.*

3. Fueling: COOR shall be responsible for fueling its own Buses

4. Term: This agreement shall be effective from the date of signature and will continue through June 30, 2026.

5. Termination: Either party may terminate this Agreement with 30 days written notice. This Agreement shall continue in force and effect from year to year until the end of the Agreement, at which time both parties may consider the renewal of and modification of any terms of the Agreement.

6. Entire Agreement: This agreement contains the entire understanding of both parties at the time of execution. Any amendment, modification, supplement or change to this Agreement must be in writing and signed by an authorized representative of both parties.

This Agreement has been executed by the parties as of the date indicated below by the authorized representatives of both parties.

Houghton Lake Community Schools (HLCS)

Ben Williams, Superintendent Date

C.O.O.R. Intermediate School District

Shawn Petri, Superintendent Date

D. Approve contract with Kim Strobel for her Professional Learning Video Series in the amount of \$5,500 for 5 videos (5-6 minutes each) with guided discussion questions.

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Strobel Education – Proposal for Teach Happy Momentum

Included in the Package

You will receive five short professional learning videos, each 5 to 6 minutes in length. These can be used throughout the school year during staff meetings, wellness initiatives, or as standalone resources.

Topics and Key Takeaways

Keeping It Real: Dealing with Toxic Positivity

- Understanding the difference between healthy optimism and harmful positivity
- Giving educators permission to feel all emotions without guilt
- Encouraging a more authentic and supportive school culture

Redefining Happiness: A New Formula for Teacher Success

- Exploring how happiness leads to greater success, not the other way around
- Sharing evidence-based habits that increase joy and productivity
- Shifting mindsets to prioritize personal and professional well-being

Words Have Power: Using Gratitude to Rewire Your Happiness

- Showing how gratitude physically rewires the brain
- Offering easy ways to infuse gratitude into everyday teaching life
- Creating ripple effects of positivity in classrooms and teams

You're Worth It: Cultivating Your Values as an Educator

- Helping staff identify their personal values and align them with their work
- Reconnecting educators to their deeper purpose
- Reminding them that their worth is not tied to performance

Managing Stress and Anxiety

- Offering quick tools to calm the nervous system and regain control

- Teaching how to recognize early warning signs of burnout
- Equipping staff with real-world strategies for mental and emotional resilience

Investment

- Total for the five-video series that expire June 30, 2026: **\$5500**
- Optional renewal package for next year's series: **\$4500**

E. Approve updated student handbook for COOR
Advanced Technical Innovation Center for 2025-
26 (linked)

F. Approve new lease with Image
Makers of Traverse City to replace
the central office Xerox copy
machine.

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Financial Analysis for COOR ISD Administrative Office

Prepared on 9/22/2025

Current Costs											
Trade Items	Agreement information	Equipment Monthly Payment	Maintenance Monthly Payment	Meter	Volume Band	Print Charges		Above Plan	Meter Charges	Totals	
						Per Print Rate	AMPV				
1 C8170 EFC0645157	- Leased 56 of 60 - 12/29/20	\$296.00	Included	BW CLR	All Prints 1 - 5,409 5,409+	\$0.0000 Included \$0.0406	3,678 2,576	3,678 0	\$0.00 \$0.00	\$296.00	
Xerox Total		\$296.00	\$0.00				6,254		\$0.00	\$296.00	
Grand Total		\$296.00	\$0.00				6,254		\$0.00	\$296.00	

Proposed Costs											
New Items	Agreement information	Equipment Monthly Payment	Maintenance Monthly Payment	Meter	Volume Band	Print Charges		Above Plan	Meter Charges	Totals	
						Per Print Rate	AMPV				
1 C8270H (XEROX C8270H)	- Lease - Term: 60 months	\$141.13	Included	1: Black and White Impressions 2: Color Impressions	All Prints All Prints	\$0.0055 \$0.0483	3,678 2,576	3,678 2,576	\$20.23 \$124.42	\$285.78	
Total		\$141.13	Included				6,254		\$144.65	\$285.78	

Monthly Savings \$10.22
Annual Savings \$122.64
Contract savings \$613.20

8. Information Items
-Social Media Report for September

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SEPTEMBER SOCIAL MEDIA STATS



C.O.O.R.
INTERMEDIATE
SCHOOL DISTRICT

TOP 6 POSTS OUT OF 29:

MONTHLY REACH: 10,392

1



REACH: 1,337

September 21
Employee Spotlight
6 shares - 46 reactions
55 interactions

2



REACH: 1,337

September 10
Whole Childhood Specialist
5 shares - 33 reactions
39 interactions

3



REACH 1,096

September 17
Community Resource Event
11 shares - 2 reactions
11 interactions

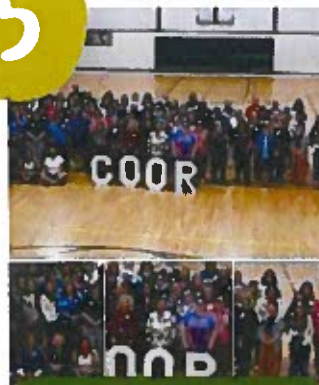
4



REACH: 728

September 2
Welcome Back
2 shares - 23 reactions
28 interactions

5



REACH: 706

September 19
All Staff
1 shares - 34 reactions
36 interactions

6



REACH: 537

September 28
Employee Spotlight
1 shares - 20 reactions -
21 interactions

9. Superintendent's Report

- State Budget
- Construction Update
- Policy updates are published on the COOR website
- Kirtland Community College Board of Trustees
- Board Professional Development

10. Communications

11. **Adjournment**