



**REGULAR MEETING
BOARD OF EDUCATION
GOGEBIC-ONTONAGON INTERMEDIATE SCHOOL DISTRICT
CONFERENCE ROOMS A & B
WEDNESDAY, AUGUST 26, 2026, 6:00 PM**

This meeting is a meeting of the Board of Education in public for the purpose of conducting the School District's business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated on the agenda. Visitors wishing to address the board shall follow Board Policy 2504.

Mission Statement:

The Gogebic-Ontonagon ISD will serve students and families by creating, leading, supporting, and enriching educational opportunities in Gogebic and Ontonagon counties.

A. Pledge of Allegiance & Roll Call

B. Approval of Previous Meeting Minutes

C. Approval of Financial Reports and Vouchers

D. Public Comment

Except during a public participation portion of a Board meeting, no member of the public or other person may address the Board during a public meeting without the express permission of the President or other presiding officer. Each person's public comments are limited to 5 minutes per public participation period. Please see Board Policy 2504 for additional information.

E. Staff Recognition

F. Old Business

1. Negotiations & Mediation Update

G. New Business

1. Early Childhood Programming & Services Update
2. First Reading of Policy Updates
3. Employee Handbook Adoption
4. Western U.P. Economic Coalition
5. Appointment of Board Members to the Strategic Planning Leadership Team
6. Approval of Bessemer's Annual Business Services Agreement
7. Approval of Bessemer's Extra Assistance Business Services Contract
8. Approval of Retirement Plan Restatement Resolution
9. Approval of Lease for Temporary Classroom Space for Ontonagon CTE Programs
10. Approval of the 2026-27 CTE Student Handbook
11. Approval of Contract with Acting With Optimism, LLC
12. Approval to Hire an Early On Service Coordinator
13. Approval to Post Special Education Coach Vacancy
14. Approval to Hire a Special Education Coach
15. Approval to Hire a Virtual Facilitator
16. Approval to Hire Paraprofessionals
17. Approval to Hire School Safety Liaison and Attendance Officer
18. Approval to Post and Hire for Two GSRP Associate Teachers
19. Approval to post for and hire an Elementary Literacy Coach

Upon request to the Title IX Coordinator, Ashley Nevins, and the Gogebic-Ontonagon Intermediate School District shall make reasonable accommodations for a person with disabilities to be able to participate in these meetings.

Please call 906-575-3438 to make arrangements.

20. Approval to Hire School Social Worker
21. Approval to Post and Hire for Early Literacy Coach
22. Acceptance of Staff Resignation

H. **Reports**

1. Superintendent
2. Financial and Grants
3. Career & Technical Education
4. Early Childhood Education
5. Instructional Services
6. Special Education
7. Student Health & Wellness Services
8. Technology & Data Systems

I. **Adjournment**

INDIVIDUALS WISHING TO PARTICIPATE VIRTUALLY MUST HAVE
THEIR FIRST AND LAST NAME IN THEIR ZOOM PROFILE IN ORDER TO BE ADMITTED.



Minutes of (X) Regular () Special Meeting July 15th, 2026

Secretary's Initials _____

The Regular Meeting of the Board of Education was called to order by President, Catherine Shamion, at 6:00 P.M. EST.

Roll Call:	Present	Absent	
	☐	☒	Dayle Jackson, Trustee
	☒	☐	Jim Ojala, Trustee
	☐	☒	Bill Steiger, Trustee
	☒	☐	Samantha Schutz, Treasurer
	☒	☐	Marti Wegner, Secretary
	☒	☐	Carol Yakovich, Vice President
	☒	☐	Catherine Shamion, President

Also present: ☒Tammy Gibson ☒Megan Hagen ☒Meghan Lane ☒Heidi Lauzon ☒Ashley Nevins ☒Patty Ollila ☒Jesse Jackson
☐Jared Stenson ☒Alex Boetto ☒Alan Tulppo ☒Shelby Walters ☒Travis Powell ☒Holly Caudill ☐Elizabeth Billie

1. Motion by Jim Ojala, supported by Carol Yakovich, to approve the **June 24th, 2026** Regular Board Minutes as presented in the Board Packet.

Voice Vote: ☒
Roll Call: ☐

Aye	Nay	
☐	☐	Dayle Jackson, Trustee
☒	☐	Jim Ojala, Trustee
☐	☐	Bill Steiger, Trustee
☒	☐	Samantha Schutz, Treasurer
☒	☐	Marti Wegner, Secretary
☒	☐	Carol Yakovich, Vice President
☒	☐	Catherine Shamion, President

Vote: Ayes 5 Nays Absent 2 Motion carried

2. Motion by Marti Wegner, supported by Carol Yakovich, to approve the **June 24th, 2026** Budget Hearing Board Minutes as presented in the Board Packet.

Voice Vote: ☒
Roll Call: ☐

Aye	Nay	
☐	☐	Dayle Jackson, Trustee
☒	☐	Jim Ojala, Trustee
☐	☐	Bill Steiger, Trustee
☒	☐	Samantha Schutz, Treasurer
☒	☐	Marti Wegner, Secretary
☒	☐	Carol Yakovich, Vice President
☒	☐	Catherine Shamion, President

Vote: Ayes 5 Nays Absent 2 Motion carried



Minutes of (X) Regular () Special Meeting July 15th, 2026

Secretary's Initials _____

3. Motion by Samantha Schutz, supported by Marti Wegner, for the approval of the financial report and vouchers.

Voice Vote: ☐

Roll Call: ☒

Aye

Nay

☐☐

Dayle Jackson, Trustee

☒☐

Jim Ojala, Trustee

☐☐

Bill Steiger, Trustee

☒☐

Samantha Schutz, Treasurer

☒☐

Marti Wegner, Secretary

☒☐

Carol Yakovich, Vice President

☒☐

Catherine Shamion, President

Vote:

Ayes 5

Nays

Absent 2

Motion carried

Visitors: Via Zoom: Evan Huhta, Brianna Zelinski, Sara Sivula, Megan Thull, Laura Ahonen, Michelle Trier, John Schloten, Jessica Halberg, Rachel Brutger.

Public Comments: None

Old Business: None

New Business:

3. Gogebic Community College Update – Dr. Richard Shrubb, Interim President of Gogebic Community College spoke about the list of partnerships between the GOISD and GCC and emphasized the importance of continuing those partnerships into the future.

4. Strategic Planning Facilitation Proposal Presentation: Dr. John Schloten of the Michigan Leadership Institute (MLI) presented on the process of strategic planning. MLI is proposing to facilitate the GOISD's strategic planning process.

5. Motion by Marti Wegner, supported by Carol Yakovich, to approve the Strategic Planning Facilitation & Development Contract.

Voice Vote: ☐

Roll Call: ☒

Aye

Nay

☐☐

Dayle Jackson, Trustee

☒☐

Jim Ojala, Trustee

☐☐

Bill Steiger, Trustee

☒☐

Samantha Schutz, Treasurer

☒☐

Marti Wegner, Secretary

☒☐

Carol Yakovich, Vice President

☒☐

Catherine Shamion, President

Vote:

Ayes 5

Nays

Absent 2

Motion carried



Minutes of (X) Regular () Special Meeting July 15th, 2026

Secretary's Initials _____

6. Motion by Jim Ojala, supported by Marti Wegner, to approve seeking bids to purchase a CTE Construction Trades truck, sell the 2019 Ford Escape to be replaced with something similar, and purchase a mini van for the Food Systems and Natural Resources program.

Voice Vote: ☐

Roll Call: ☒

Aye

Nay

☐☐

Dayle Jackson, Trustee

☒☐

Jim Ojala, Trustee

☐☐

Bill Steiger, Trustee

☒☐

Samantha Schutz, Treasurer

☒☐

Marti Wegner, Secretary

☒☐

Carol Yakovich, Vice President

☒☐

Catherine Shamion, President

Vote:

Ayes 5

Nays

Absent 2

Motion carried

7. Motion by Marti Wegner, supported by Samantha Schutz, to approve selling the 2019 Jeep Cherokee.

Voice Vote: ☐

Roll Call: ☒

Aye

Nay

☐☐

Dayle Jackson, Trustee

☒☐

Jim Ojala, Trustee

☐☐

Bill Steiger, Trustee

☒☐

Samantha Schutz, Treasurer

☒☐

Marti Wegner, Secretary

☒☐

Carol Yakovich, Vice President

☒☐

Catherine Shamion, President

Vote:

Ayes 5

Nays

Absent 2

Motion carried

8. Motion by Carol Yakovich, supported by Marti Wegner, to approve Occupation Therapy Services Contract renewal.

Voice Vote: ☐

Roll Call: ☒

Aye

Nay

☐☐

Dayle Jackson, Trustee

☒☐

Jim Ojala, Trustee

☐☐

Bill Steiger, Trustee

☒☐

Samantha Schutz, Treasurer

☒☐

Marti Wegner, Secretary

☒☐

Carol Yakovich, Vice President

☒☐

Catherine Shamion, President

Vote:

Ayes 5

Nays

Absent 2

Motion carried



Minutes of (X) Regular () Special Meeting July 15th, 2026

Secretary's Initials _____

9. Motion by Jim Ojala, supported by Samantha Schutz, to approve Bessemer Area School District Additional Business Services Contract.

Voice Vote: ☐

Roll Call: ☒

Aye

Nay

☐☐

Dayle Jackson, Trustee

☒☐

Jim Ojala, Trustee

☐☐

Bill Steiger, Trustee

☒☐

Samantha Schutz, Treasurer

☒☐

Marti Wegner, Secretary

☒☐

Carol Yakovich, Vice President

☒☐

Catherine Shamion, President

Vote:

Ayes 5

Nays

Absent 2

Motion carried

10. Motion by Carol Yakovich, supported by Marti Wegner, to approve Goalbook Contract renewal.

Voice Vote: ☐

Roll Call: ☒

Aye

Nay

☐☐

Dayle Jackson, Trustee

☒☐

Jim Ojala, Trustee

☐☐

Bill Steiger, Trustee

☒☐

Samantha Schutz, Treasurer

☒☐

Marti Wegner, Secretary

☒☐

Carol Yakovich, Vice President

☒☐

Catherine Shamion, President

Vote:

Ayes 5

Nays

Absent 2

Motion carried

11. Motion by Samantha Schutz, supported by Marti Wegner, to approve Coordinated School Health Financial Agreement.

Voice Vote: ☐

Roll Call: ☒

Aye

Nay

☐☐

Dayle Jackson, Trustee

☒☐

Jim Ojala, Trustee

☐☐

Bill Steiger, Trustee

☒☐

Samantha Schutz, Treasurer

☒☐

Marti Wegner, Secretary

☒☐

Carol Yakovich, Vice President

☒☐

Catherine Shamion, President

Vote:

Ayes 5

Nays

Absent 2

Motion carried



Minutes of (X) Regular () Special Meeting July 15th, 2026

Secretary's Initials _____

12. Negotiations Update: Dr. Tulppo gave a brief update on the status of negotiations. Dr. Tulppo said that there has been no progress since the last update on June 24th. Dr. Tulppo and Thrun Attorney Ray Davis have been in contact with the mediator since July 1st. April 21st was the last negotiation session. The GOISD gave their proposal on April 13th and nothing has been returned. As of now, there are 6 tentative agreements, with 20 items still needing to be negotiated.

Administrative Reports

Superintendent Report: Dr. Alan Tulppo updated the Board on the successful Admin Retreat last week with Facilitator Steve Seward.

Financial Report: Director Tammy Gibson made reference to the report submitted.

Career and Technical Education Report: Director Ashley Nevins gave an update on the progress of the CTE building project. Ms. Nevins reported that the June 30th storm that rolled through caused some damage to the building resulting in an insurance claim. Evan Huhta gave a brief update via zoom, reporting that the crew finished the foundation and water main extension, resulting in a 26% project completion as of right now.

Instructional Services: Director Holly Caudill thanked Travis Powell for his continued work behind the scenes to make the local districts more data driven schools.

Early Childhood Education: Director Meghan Lane reported that the kids took a field trip to the Eagle River Children's Museum and will be going to the Wildwood Wildlife Park Zoo & Safari next week.

Special Education Report: Director Heidi Lauzon welcomed Dr. Jesse Jackson as Supervisor of Special Education. Ms. Lauzon had great things to say about Dr. Jackson and Ms. Lauzon looks forward to the knowledge and skills he will bring to the team.

Student Health & Wellness Services: Director Megan Hagen reported that interviews will be held in 2 weeks for the School Social Worker position.

Technology & Data Systems Report: Director Travis Powell gave a brief overview of the work he has been doing with local districts to become more data driven.

13. Motion by Jim Ojala, supported by Marti Wegner, to adjourn at 7:05 pm. EST.

Voice Vote: ☒ In favor Opposed Absent Motion

President

Secretary



Board Meeting 8/26/2026

Report From 7/9/26 TO 8/19/26

ACCOUNTS PAYABLE CHECK REGISTER - BOE August 2026

Paid To	Check #	Check Date	Check Amount	Invoice Description(s)
BAILEY, BERSHERIL L.	38141	7/10/2026	1,690.00	REGIONAL ISD EWIMS
BEATRICE BENJAMIN	38142	7/10/2026	1,500.00	REGIONAL ISD EWIMS
BETHANY ANNE DESCHAIINE	38143	7/10/2026	600.00	REGIONAL ISD GRANT REVIEW
BRIAN JOE STARKS	38144	7/10/2026	3,734.36	REGIONAL ISD PROGRAM FISCAL REVIEW
GAYLE M. GREEN	38145	7/10/2026	50.00	REGIONAL ISD GRANT REVIEW
MARIE A. MILLER	38146	7/10/2026	1,300.00	REGIONAL ISD GRANT REVIEW
SLS CONSULTING, LLC	38147	7/10/2026	462.50	REGIONAL ISD GRANT REVIEW
WILLIAM D. ANDERSON	38148	7/10/2026	5,856.26	REGIONAL ISD PROGRAM FISCAL REVIEW
WYNNGATE ASSOCIATES, LLC.	38149	7/10/2026	3,581.50	REGIONAL ISD PROGRAM FISCAL REVIEW
WEX BANK	38150	7/9/2026	784.37	O&M-OIL & GAS
AHONEN, LAURA	38151	7/9/2026	109.34	MILEAGE REIMBURSEMENT
AHONEN, MACIE	38152	7/9/2026	36.03	MILEAGE REIMBURSEMENT
BECKMAN, JESSICA	38153	7/9/2026	152.25	MILEAGE REIMBURSEMENT
BERGLAND TOWNSHIP	38154	7/9/2026	85.00	O&M- WATER & SEWER
BIG VALLEY FORD INC.	38155	7/9/2026	1,167.56	O&M-VEHICLE REPAIR-JEEP COMPASS
COPPER COUNTRY INTERMEDIATE	38156	7/9/2026	284.35	MONTHLY SERVICES
DAILY GLOBE, THE	38157	7/9/2026	116.00	BOE-PRINTING & BINDING
ERIC PAUL	38158	7/9/2026	35.45	MILEAGE REIMBURSEMENT
EWEN-TROUT CREEK	38159	7/9/2026	150.00	MATH PLN
GOGEBIC COUNTY TREASURER	38160	7/9/2026	4.74	PROPERTY TAXES
HUNGERFORD NICHOLS	38161	7/9/2026	5,000.00	AUDIT SERVICES
JESINSKI, MARIA	38162	7/9/2026	252.00	ADVANCED ADAPTIVE SCHOOLS PER DIEM
LAUZON, HEIDI	38163	7/9/2026	126.00	UP DIRECTOR'S MEETING-PER DIEM
MAKI, PHIL	38164	7/9/2026	150.00	LAWN CARE-EWEN
MARQUETTE-ALGER RESA	38165	7/9/2026	50.00	OT COMMUNITY OF PRACTICE EVENT
MASA	38166	7/9/2026	1,734.95	ALAN TULPPO & SHELBY WALTERS MEMBERSHIP DUES
MASB	38167	7/9/2026	3,618.47	MASB MEMBERSHIP DUES
MASSP	38168	7/9/2026	450.00	MEMBERSHIP RENEWAL
MCMILLAN TOWNSHIP	38169	7/9/2026	126.25	O&M - WATER & SEWER - EWEN
MICHIGAN SCHOOL BUSINESS OFFICIALS	38170	7/9/2026	150.00	MEMBER DUES- PATTY OLLILA
MOXIE VINYL CREATIONS	38171	7/9/2026	54.00	LIT HUB ACT. SUPPLIES
PARBEL, JENNIE	38172	7/9/2026	1,260.00	BC CONTRACTED & 31N HLTH SVC
POWELL, TRAVIS	38173	7/9/2026	300.00	STATE SCHOOL SAFETY CONFERENCE PER DIEM
QUILL CORPORATION	38174	7/9/2026	216.09	PAPER AND OFFICE SUPPLIES
RECHARGE SERVICES LLC	38175	7/9/2026	1,290.00	FIRE EXTINGUISHER REPLACEMENTS
SCHMIDT, SHERI	38176	7/9/2026	252.00	ADVANCED ADAPTIVE SCHOOLS PER DIEM
SEMCO ENERGY	38177	7/9/2026	45.24	ONTONAGON GREENHOUSE

Paid To	Check #	Check Date	Check Amount	Invoice Description(s)
SET SEG	38178	7/9/2026	116,482.00	SEG'S WORKERS COMP COVERAGE
SETTLERS COOPERATIVE, INC.	38179	7/9/2026	23.76	MOCI SUPPLIES
SIVULA, SARA	38180	7/9/2026	103.96	MILEAGE REIMBURSEMENT
SOLUTIONWHERE, INC.	38181	7/9/2026	1,570.00	DATA MAINT. AGREEMENT
STEENWYK, BETH	38182	7/9/2026	2,000.00	CONTRACTED SVC
Steiger's Home Center	38183	7/9/2026	150.96	REPAIRS
THRUN LAW FIRM P.C.	38184	7/9/2026	3,167.00	BOE - LEGAL SERVICES
TRACY OLKONEN	38185	7/9/2026	58.00	MILEAGE REIMBURSEMENT
TRIER, MICHELLE	38186	7/9/2026	109.01	MILEAGE REIMBURSEMENT
UPPER PENINSULA POWER CO.	38187	7/9/2026	233.69	O&M - UTILITIES-ONTONAGON
WAKEFIELD-MARENISCO SCHOOL DISTRICT	38188	7/9/2026	391.14	UP ADMINISTRATOR ACADEMY
WEGNER, MARTHA	38189	7/9/2026	243.60	BOE-MILEAGE REIMBURSEMENT
WESTEEN, NATHAN	38190	7/9/2026	384.25	MILEAGE REIMBURSEMENT
XELLO INC.	38191	7/9/2026	3,701.40	PERKINS
TECH RUDDER LLC	38192	7/13/2026	19,075.00	ONS - ONS IT CONTRACTED SERVICES
482FORWARD	38193	7/13/2026	15,615.22	27f - GRANT PROJECTS 482FORWARD/MEJC
4C OF THE UP	38194	7/13/2026	75,701.70	32v - WAGE INITIATIVE PROJECT - REGION 1
CHILD CARE NETWORK	38195	7/13/2026	120,543.05	32v - WAGE INITIATIVE PROJECT - REGION 6
CHILD CARE NETWORK	38196	7/13/2026	130,233.40	32v - WAGE INITIATIVE PROJECT - REGION 9
VIBRANT FUTURES	38197	7/13/2026	77,483.17	32v - WAGE INITIATIVE PROJECT - REGION 4
SHAMION, CATHY	38198	7/15/2026	82.65	BOE-MILEAGE
Amazon Capital Services, Inc.	38199	7/15/2026	945.10	35i literacy supplies
Amazon Capital Services, Inc.	38200	7/15/2026	429.73	screens for Shelly & Sheri
BENNETTS, LEE ANN	38201	7/15/2026	45.91	REIMBURSEMENT
BESONEN, PAM	38202	7/15/2026	438.97	HOTEL REIMBURSEMENT
BIG VALLEY FORD INC.	38203	7/15/2026	588.00	JEEP CHEROKEE
CITY OF IRONWOOD	38204	7/15/2026	558.75	LITTLE LEARNERS WATER BILL
CITY OF IRONWOOD	38205	7/15/2026	50.00	CIVIC CENTER WELL WATER
COPPER COUNTRY INTERMEDIATE	38206	7/15/2026	14,429.59	PERKINS REGIONAL PROJECT 25-26
FUN E BUSINESS	38207	7/15/2026	400.00	BOTH 11 AM TO 1 PM
GOGEBIC COMMUNITY COLLEGE	38208	7/15/2026	123.12	GREEN HOUSE
IRONWOOD AREA SCHOOLS	38209	7/15/2026	475.00	FARM SCIENCE PROGRAM
JACKSON, DAYLE	38210	7/15/2026	134.85	BOE-MILEAGE REIMBURSEMENT
LANE, MEGHAN	38211	7/15/2026	529.25	MILEAGE REIMBURSEMENT
MICHIGAN DEPARTMENT OF COMMUNITY HEALTH	38212	7/15/2026	250.44	SCHOOL BASED SVC
MIDWAY RENTALS AND SALES	38213	7/15/2026	800.40	CTE-RENTAL UNIT
OFFICE PLANNING GROUP, INC	38214	7/15/2026	331.00	O&M-SUPPLIES
ONTONAGON AREA SCHOOL DISTRICT	38215	7/15/2026	750.00	GSRP ROOM RENTAL JULY-SEPT '26
ONTONAGON HERALD	38216	7/15/2026	82.50	BOE-PRINTING & BINDING
PLUNKETT'S	38217	7/15/2026	51.16	CONTRACTED SVC LITTLE LEARNERS
POWERSCHOOL GROUP LLC	38218	7/15/2026	1,300.00	POWERSCHOOL UNIVERSITY REMOTE
ROZELLE, HEATHER	38219	7/15/2026	70.00	MILEAGE REIMBURSEMENT
SCHOOLSOPEN	38220	7/15/2026	2,700.00	CONTRACTED SERVICES
SPECTRUM ENTERPRISE	38221	7/15/2026	140.00	LITTLE LEARNERS-INTERNET
Steiger's Home Center	38222	7/15/2026	57.41	REPAIRS-EWEN
VESTIS	38223	7/15/2026	314.27	CONTRACTED SVC-LITTLE LEARNERS
WALTERS, SHELBY	38224	7/15/2026	21.75	MILEAGE REIMBURSEMENT

Paid To	Check #	Check Date	Check Amount	Invoice Description(s)
WILLSUB	38225	7/15/2026	15,162.54	LITTLE LEARNERS WAGES
XCEL ENERGY	38226	7/15/2026	1,171.39	LITTLE LEARNERS ELECTRICITY
M& J AUTO SERVICES	38228	7/20/2026	126.60	VEHICLE REPAIRS-EXPLORER
COREBRIDGE FINANCIAL	38229	7/17/2026	1,688.44	A01 47: Corebridge Financial 403
HEALTH EQUITY	38230	7/17/2026	983.36	HSA: HSA - HSA CONTRIBUTION - OPTIONAL
HORACE MANN AUTO	38231	7/17/2026	2,420.57	147: HORACE MANN AUTO
MESSA*	38232	7/17/2026	8,254.65	MESSA 24-1: M24 - ABC PLAN 2 - 3 TIER FAMILY
MG Trust Company	38233	7/17/2026	1,360.11	A04 49: MG TRUST COMPANY 403
MICHIGAN DEPARTMENT OF TREASURY	38234	7/17/2026	7,500.75	MI Tax
MICHIGAN STATE DISBURSEMENT UNIT (MiSDU)	38235	7/17/2026	145.52	C01MI 96: CO1 - CHILD SUPPORT - MI
PARADIGM EQUITIES INCORPORATED	38236	7/17/2026	150.00	A08 52: PARADIGM EQUITIES INCORPORATED 403
PLAN MEMBER	38237	7/17/2026	596.15	A15: PLAN MEMBER EE
STATE OF MICHIGAN - MPSERS	38238	7/17/2026	81,052.17	DC2+1: R17 - DC - Pension Plus - 2% - 1%
UNITED STATES TREASURY	38239	7/17/2026	52,176.29	FICA
WISCONSIN DEPARTMENT OF REVENUE	38240	7/17/2026	922.12	WI Tax
BAILEY, BERSHERIL L.	38241	7/24/2026	1,560.00	REGIONAL ISD EWIMS
BETHANY ANNE DESCHAIINE	38242	7/24/2026	500.00	REGIONAL ISD GRANT REVIEW
BRIAN JOE STARKS	38243	7/24/2026	4,987.20	REGIONAL ISD PROGRAM FISCAL REVIEW
MARIE A. MILLER	38244	7/24/2026	1,275.00	REGIONAL ISD GRANT REVIEW
SLS CONSULTING, LLC	38245	7/24/2026	112.50	REGIONAL ISD GRANT REVIEW
WILLIAM D. ANDERSON	38246	7/24/2026	4,214.04	REGIONAL ISD PROGRAM FISCAL REVIEW
WYNNGATE ASSOCIATES, LLC.	38247	7/24/2026	4,828.50	REGIONAL ISD PROGRAM FISCAL REVIEW
AHONEN, LAURA	38248	7/23/2026	189.00	UPLIFT '26
Amazon Capital Services, Inc.	38249	7/23/2026	17.97	PARENT LIASON SUPPLIES
Amazon Capital Services, Inc.	38250	7/23/2026	1,099.42	35i supplies
ANTONIOS RESTAURANT	38251	7/23/2026	660.90	LUNCH CHARGES
ASPIRUS IRONWOOD CLINIC	38252	7/23/2026	273.00	SCRIPTS
BALDUS, TRACEY	38253	7/23/2026	189.00	UPLIFT '26 THE RIPPLE EFFECT PER DIEM
BILLIE, ELIZABETH	38254	7/23/2026	189.00	2026 UP ADMINISTRATORS ACADEMY PER DIEM
BOETTO, ALEXANDRA	38255	7/23/2026	189.00	2026 UP ADMINISTRATORS ACADEMY PER DIEM
BONIN, SHELLY	38256	7/23/2026	189.00	UPLIFT '26 THE RIPPLE EFFECT PER DIEM
C & M OIL CO	38257	7/23/2026	1,386.42	O&M-VEHICLE REPAIRS-SE VAN
CAUDILL, HOLLY	38258	7/23/2026	126.00	2026 ADMIN ACADEMY PER DIEM
DOMITROVICH, KESSY	38259	7/23/2026	67.50	FINGERPRINTING
FIORUCCI, JAMIE	38260	7/23/2026	189.00	UPLIFT '26 THE RIPPLE EFFECT PER DIEM
GOGEBIC COUNTY TREASURER	38261	7/23/2026	153.02	PROPERTY TAXES
GREENOUGH, KATHLEEN	38262	7/23/2026	189.00	UPLIFT '26 THE RIPPLE EFFECT PER DIEM
HAGEN MEGAN	38263	7/23/2026	189.00	UPLIFT '26 THE RIPPLE EFFECT PER DIEM
HEMMING, KATIE	38264	7/23/2026	189.00	UPLIFT '26 THE RIPPLE EFFECT PER DIEM
JACKSON, JESSE	38265	7/23/2026	189.00	2026 UP ADMINISTRATORS' ACADEMY PER DIEM
JESINSKI, MARIA	38266	7/23/2026	189.00	UPLIFT '26 THE RIPPLE EFFECT PER DIEM
LAUZON, HEIDI	38267	7/23/2026	189.00	2026 UP ADMINISTRATORS ACADEMY PER DIEM
MAISA	38268	7/23/2026	4,980.47	2026-2027 MEMBERSHIP DUES
NEVINS, ASHLEY	38269	7/23/2026	126.00	2026 UP ADMINISTRATORS ACADEMY PER DIEM
OFFICE PLANNING GROUP, INC	38270	7/23/2026	899.96	O&M-SUPPLIES
ONTONAGON COUNTY TREASURER	38271	7/23/2026	115.65	PROPERTY TAXES CHARGEBACKS
ONTONAGON WATER SERVICE	38272	7/23/2026	74.50	ONTONAGON CTE BUILDING WATER BILL
POWELL, TRAVIS	38273	7/23/2026	571.30	MILEAGE REIMBURSEMENT
POWELL, TRAVIS	38274	7/23/2026	165.30	MILEAGE REIMBURSEMENT

Paid To	Check #	Check Date	Check Amount	Invoice Description(s)
QUILL CORPORATION	38275	7/23/2026	708.93	BUSINESS OFFICE SUPPLIES
SAMARDICH, CHRISTINE	38276	7/23/2026	189.00	EARLY MATH LEADERSHIP PER DIEM
SCHMIDT, SHERI	38277	7/23/2026	189.00	UPLIFT '26 THE RIPPLE EFFECT PER DIEM
SIVULA, SARA	38278	7/23/2026	252.00	MATH & LITERACY COACHING NETWORK PER DIEM
SUDS AND BUCKETS MOBILE	38279	7/23/2026	600.00	O&M-VEHICLE REPAIRS
THULL, MEGAN	38280	7/23/2026	189.00	UPLIFT '26 PER DIEM
TIZIANI, LILLIAN	38281	7/23/2026	189.00	UPLIFT '26 PER DIEM
TRIER, MICHELLE	38282	7/23/2026	252.00	MATH & LITERACY MEETING PER DIEM
TRUENORTH	38283	7/23/2026	1,522.50	GSRP-SUPPLIES
WANDEL'S WATER CARE	38284	7/23/2026	41.28	O&M-REPAIRS
WE ENERGIES	38285	7/23/2026	484.51	O&M-UTILITIES
WITT, PATRICIA	38286	7/23/2026	189.00	UPLIFT '26 PER DIEM
MAISA	38287	7/23/2026	4,980.47	2026-2027 MEMBERSHIP FEES
MAISA	38288	7/27/2026	360,821.58	EL - MAISA (35M)
MAISA	38289	7/27/2026	14,156.30	23h - MAISA
IFF	38290	7/27/2026	94,764.21	32v - WAGE INITIATIVE PROJECT - REGION 10
MIAEYC	38291	7/27/2026	29,089.07	32v - MIAEYC MENTOR TEACHER CREDENTIAL
MIDDLE MICHIGAN DEVELOPMENT CORPORATION	38292	7/27/2026	93,346.10	32v - WAGE INITIATIVE PROJECT - REGION 5
NORTHWEST MICHIGAN COUNCIL OF GOVERNMENTS	38293	7/27/2026	83,189.91	32v - WAGE INITIATIVE PROJECT - REGION 2
W. E. UPJOHN UNEMPLOYMENT TRUSTEE CORP.	38294	7/27/2026	110,969.91	32v - WAGE INITIATIVE PROJECT - REGION 8
Amazon Capital Services, Inc.	38295	8/1/2026	29.98	Jesse Jackson Mouse
AT & T	38296	8/1/2026	350.91	LITTLE LEARNERS TELEPHONE
BILLIE, ELIZABETH	38297	8/1/2026	300.00	MAASE 2026 SUMMER INSTITUTE PER DIEM
BOETTO, ALEXANDRA	38298	8/1/2026	300.00	MAASE 2026 SUMMER INSTITUTE PER DIEM
COMFORT SUITES MARQUETTE	38299	8/1/2026	103.88	DIRECTOR WORKSHOPS
COOK, CHRISTINE	38300	8/1/2026	1,530.00	CUSTODIAL SERVICES
DABB, LEIGH	38301	8/1/2026	300.00	MAASE 2026 SUMMER INSTITUTE PER DIEM
FUN E BUSINESS	38302	8/1/2026	550.00	GUS MACKER
GOGEBIC COUNTY TREASURER	38303	8/1/2026	832.56	TAXES-CHARGE BACKS
LAUZON, HEIDI	38304	8/1/2026	383.00	MAASE 2026 SUMMER INSTITUTE PER DIEM
LOCK IT UP STORAGE	38305	8/1/2026	150.00	DEPOSIT AND RENT
LOEFFLER, CARLA	38306	8/1/2026	187.05	MILEAGE REIMBURSEMENT
LOGISOFT COMPUTER PRODUCTS	38307	8/1/2026	114.00	INST SVC DATA MAINTENANCE AGREEMENT
MI Statewide Carpenters (Detroit)	38308	8/1/2026	961.09	construction books
MIDWAY RENTALS AND SALES	38309	8/1/2026	800.40	CTE-REPAIRS-ONT BLD
NORTH STAR BEVERAGE	38310	8/1/2026	72.00	LITTLE LEARNERS CONTRACTED SVC
NORTHERN MICHIGAN UNIVERSITY*	38311	8/1/2026	4,926.00	TUITION-ELIZABETH BILLIE
NORTHWOODS CHILDREN'S MUSEUM	38312	8/1/2026	95.00	LITTLE LEARNERS FIELD TRIP
OLLILA, PATTY	38313	8/1/2026	106.40	MILEAGE REIMBURSEMENT
QUILL CORPORATION	38314	8/1/2026	1,085.62	CLEANING SUPPLIES
RICK'S MUFFLER CENTER	38315	8/1/2026	141.80	O&M-VEHICLE REPAIRS-CTE
SIVULA, SARA	38316	8/1/2026	25.30	REIMBURSEMENT
SPECTRUM ENTERPRISE	38317	8/1/2026	140.00	LITTLE LEARNERS INTERNET
STEVE SEWARD CONSULTING	38318	8/1/2026	9,900.00	SUPT WORKSHOPS
ULINE	38319	8/1/2026	1,903.39	construction supplies
UPPER PENINSULA POWER CO.	38320	8/1/2026	294.16	CTE-ELECTRICITY-ONT BLDG
VESTIS	38321	8/1/2026	314.27	LITTLE LEARNERS CONTRACTED SVC
WILLSUB	38322	8/1/2026	14,503.71	LITTLE LEARNERS-WAGES
XCEL ENERGY	38323	8/1/2026	1,002.07	ELECTRICITY LITTLE LEARNERS

Paid To	Check #	Check Date	Check Amount	Invoice Description(s)
COREBRIDGE FINANCIAL	38324	7/31/2026	1,688.44	A01_ 47: Corebridge Financial 403
HEALTHEQUITY	38325	7/31/2026	933.36	HSA: HSA - HSA CONTRIBUTION - OPTIONAL
HORACE MANN AUTO	38326	7/31/2026	2,388.40	147: HORACE MANN AUTO
MG Trust Company	38327	7/31/2026	1,353.12	A04_ 49: MG TRUST COMPANY 403
MICHIGAN DEPARTMENT OF TREASURY	38328	7/31/2026	7,747.68	MI Tax
MICHIGAN STATE DISBURSEMENT UNIT (MiSDU)	38329	7/31/2026	145.52	C01MI 96: CO1 - CHILD SUPPORT - MI
PARADIGM EQUITIES INCORPORATED	38330	7/31/2026	150.00	A08_ 52: PARADIGM EQUITIES INCORPORATED 403
PLAN MEMBER	38331	7/31/2026	596.15	A15: PLAN MEMBER EE
STATE OF MICHIGAN - MPSERS	38332	7/31/2026	84,516.34	DC2+1: R17 - DC - Pension Plus - 2% - 1%
UNITED STATES TREASURY	38333	7/31/2026	54,077.91	FICA
WISCONSIN DEPARTMENT OF REVENUE	38334	7/31/2026	833.01	WI Tax
KAPPY INK & ARTS	38335	8/3/2026	255.00	BOE-PRINTING AND BINDING
CARD MEMBER SERVICE	38336	8/4/2026	10,711.58	JUNE 2026 CREDIT CARD STATEMENT
CARD MEMBER SERVICE	38337	8/4/2026	1,152.69	S.KIN JUNE '26 CC STMT
CARD MEMBER SERVICE	38338	8/4/2026	4,111.77	M. LANE'S JULY CC STMT
BAILEY, BERSHERIL L.	38339	8/7/2026	1,820.00	REGIONAL ISD EWIMS
BEATRICE BENJAMIN	38340	8/7/2026	250.00	REGIONAL ISD EWIMS
BETHANY ANNE DESCHAIINE	38341	8/7/2026	200.00	REGIONAL ISD GRANT REVIEW
BRIAN JOE STARKS	38342	8/7/2026	4,741.50	REGIONAL ISD PROGRAM FISCAL REVIEW
MARIE A. MILLER	38343	8/7/2026	2,050.00	REGIONAL ISD GRANT REVIEW
WILLIAM D. ANDERSON	38344	8/7/2026	5,485.54	REGIONAL ISD PROGRAM FISCAL REVIEW
WYNNGATE ASSOCIATES, LLC.	38345	8/7/2026	3,146.50	REGIONAL ISD PROGRAM FISCAL REVIEW
WEX BANK	38346	8/6/2026	205.17	O&M-OIL & GAS FLEET VEHICLES
4IMPRINT, INC.	38347	8/6/2026	851.21	goisd backpacks
Amazon Capital Services, Inc.	38348	8/6/2026	24.98	Alex phone supplies
Amazon Capital Services, Inc.	38349	8/6/2026	3,544.92	Custodial Supplies
ANDERSON, MEGAN	38350	8/6/2026	70.00	FINGERPRINTS
BECKMAN, JESSICA	38351	8/6/2026	206.87	MILEAGE REIMBURSEMENT
BESSEMER AREA SCHOOL DISTRICT	38352	8/6/2026	6,645.84	SE-ROOM RENTAL
DISCOVERY SOURCE, INC, THE	38353	8/6/2026	3,361.72	GSRP Curriculum Supplies
EWEN-TROUT CREEK	38354	8/6/2026	7,104.00	CTE STUDENT TRANSPORTATION
EWEN-TROUT CREEK	38355	8/6/2026	1,917.16	SE-ROOM RENTAL
GOGEBIC COMMUNITY COLLEGE	38356	8/6/2026	123.78	GREEN HOUSE
GOGEBIC COUNTY CLERK	38357	8/6/2026	16,392.35	SRO MAR TO JUN '26
GOGEBIC COUNTY TREASURER	38358	8/6/2026	11.96	PROPERTY TAXES CHARGEBACKS
GOGEBIC RANGE	38359	8/6/2026	76.00	O&M-GARBAGE DISPOSAL
HAGEN MEGAN	38360	8/6/2026	126.00	'26 UP ADMIN. ACADEMY PER DIEM
IMHOFF, JULIE	38361	8/6/2026	3,607.50	OT CONTRACTED SERVICES
LANE, MEGHAN	38362	8/6/2026	204.00	UP ADMIN ACADEMY PER DIEM
LOEFFLER, CARLA	38363	8/6/2026	276.22	MILEAGE REIMBURSEMENT
LOGISOFT COMPUTER PRODUCTS	38364	8/6/2026	1,140.00	500 MORE SIGNATURES
MAKI, PHIL	38365	8/6/2026	100.00	O&M - LAWN CARE - EWEN
OLKONEN, TRACY	38366	8/6/2026	76.00	MILEAGE REIMBURSEMENT
ONTONAGON COUNTY TREASURER	38367	8/6/2026	113.94	CHARGEBACKS
QBS	38368	8/6/2026	7,895.00	SE- TRAINING
QUILL CORPORATION	38369	8/6/2026	4,046.63	Supplies for Office
SCHMIDT, SHERI	38370	8/6/2026	144.67	MILEAGE REIMBURSEMENT
SKOWRONSKI, REBECCA S	38371	8/6/2026	70.00	FINGERPRINTS
STEENWYK, BETH	38372	8/6/2026	2,000.00	O&M-CONTRACTED SVC

Paid To	Check #	Check Date	Check Amount	Invoice Description(s)
SUDS AND BUCKETS MOBILE	38373	8/6/2026	200.00	O&M-REPAIRS-SE VAN
MAISA	38374	8/10/2026	22,826.48	EL - MAISA (35m)
MAISA	38375	8/10/2026	662,750.19	23h - MAISA
ECIC	38376	8/10/2026	24,926.36	32v - ECIC
CHILD CARE NETWORK	38377	8/10/2026	93,641.68	32v - WAGE INITIATIVE PROJECT - REGION 6
CHILD CARE NETWORK	38378	8/10/2026	83,840.94	32v - WAGE INITIATIVE PROJECT - REGION 9
DEVELOP IOSCO, INC.	38379	8/10/2026	89,798.07	32v - WAGE INITIATIVE PROJECT - REGION 3
LANSING ECONOMIC AREA PARTNERSHIP	38380	8/10/2026	160,731.17	32v - WAGE INITIATIVE PROJECT - REGION 7
TECH RUDDER LLC	38381	8/10/2026	19,838.00	ONS - ONS IT CONTRACTED SERVICES
482FORWARD	38382	8/10/2026	15,728.82	27f - GRANT PROJECTS 482FORWARD/MEJC
HEALTHQUITY	38383	7/6/2026	65,100.00	Employer - July HSA Payment
AHONEN, LAURA	38384	8/14/2026	239.40	MILEAGE REIMBURSEMENT
AHONEN, MACIE	38385	8/14/2026	101.79	MILEAGE REIMBURSEMENT
Amazon Capital Services, Inc.	38386	8/14/2026	1,689.16	IPAD CASES(FOR DIBELS IPADS)
ANTONIOS RESTAURANT	38387	8/14/2026	306.05	WORKSHOPS
BERGLAND TOWNSHIP	38388	8/14/2026	85.00	O&M-WATER & SEWER
CDW EDUCATION	38389	8/14/2026	770.00	DESKTOP ALIINA
CITY OF IRONWOOD	38390	8/14/2026	50.00	CIVIC CENTER WELL WATER
ENOME, INC. (GOALBOOK)	38391	8/14/2026	11,193.00	LEA-SUPPORT SVC
EWEN BUILDING SUPPLY	38392	8/14/2026	448.97	SUPT-SUPPLIES
FIORUCCI, JAMIE	38393	8/14/2026	182.40	MILEAGE REIMBURSEMENT
GOGEBIC RANGE	38394	8/14/2026	76.00	O&M-TRASH REMOVAL
HAHN PRINTING	38395	8/14/2026	7,269.00	50% DOWN ANNUAL REPORTS
MCMILLAN TOWNSHIP	38396	8/14/2026	126.25	O&M-WATER & SEWER
MICHIGAN DEPARTMENT OF COMMUNITY HEALTH	38397	8/14/2026	250.44	MEDICAID SCHOOL BASE SVC
MUKAVITZ HEATING & COOLING	38398	8/14/2026	356.35	O&M-REPAIRS-BERGLAND
OFFICE PLANNING GROUP, INC	38399	8/14/2026	399.96	O&M-SUPPLIES
ONTONAGON AREA SCHOOL DISTRICT	38400	8/14/2026	225.00	DUMPSTER CHARGES
QUILL CORPORATION	38401	8/14/2026	85.78	office supplies
RAUSCH STURM LLP	38402	8/14/2026	317.92	GARNISH 1: RAUSCH STURM LLP
SEMCO ENERGY	38403	8/14/2026	25.80	CTE-ONTONAGON
STUBER, CHRISTINA	38404	8/14/2026	126.00	INSERVICE PER DIEM-IRONWOOD, MI
THRUN LAW FIRM P.C.	38405	8/14/2026	6,197.00	BOE-LEGAL SERVICES
THULL, MEGAN	38406	8/14/2026	249.28	MILEAGE REIMBURSEMENT
WAKEFIELD-MARENISCO SCHOOL DISTRICT	38407	8/14/2026	820.00	EDUCATOR STIPEND
WALTERS, SHELBY	38408	8/14/2026	45.60	MILEAGE REIMBURSEMENT
WE ENERGIES	38409	8/14/2026	489.25	O&M-ELECTRICITY-EWEN
WESTERN UP DISTRICT HEALTH DEPT	38410	8/14/2026	25.00	GOISD TB TESTING
WILLSUB	38411	8/14/2026	15,542.71	LITTLE LEARNERS-WAGES
XCEL ENERGY	38412	8/14/2026	382.98	O&M-ELECTRICITY-BERGLAND
COREBRIDGE FINANCIAL	38413	8/14/2026	1,688.44	A01 47: Corebridge Financial 403
HEALTHQUITY	38414	8/14/2026	933.36	HSA: HSA - HSA CONTRIBUTION - OPTIONAL
HORACE MANN AUTO	38415	8/14/2026	2,560.59	147: HORACE MANN AUTO
MESSA*	38416	8/14/2026	8,254.78	MESSA 24-1: M24 - ABC PLAN 2 - 3 TIER FAMILY
MG Trust Company	38417	8/14/2026	1,344.38	A04 49: MG TRUST COMPANY 403
MICHIGAN DEPARTMENT OF TREASURY	38418	8/14/2026	7,790.36	MI Tax
MICHIGAN STATE DISBURSEMENT UNIT (MiSDU)	38419	8/14/2026	145.52	C01MI 96: CO1 - CHILD SUPPORT - MI
PARADIGM EQUITIES INCORPORATED	38420	8/14/2026	150.00	A08 52: PARADIGM EQUITIES INCORPORATED 403
PLAN MEMBER	38421	8/14/2026	596.15	A15: PLAN MEMBER EE

Paid To	Check #	Check Date	Check Amount	Invoice Description(s)
STATE OF MICHIGAN - MPSERS	38422	8/14/2026	85,326.78	DC2+1: R17 - DC - Pension Plus - 2% - 1%
UNITED STATES TREASURY	38423	8/14/2026	54,393.94	FICA
WISCONSIN DEPARTMENT OF REVENUE	38424	8/14/2026	885.74	WI Tax
		TOTAL	\$3,372,062.81	
Gross Payroll Disbursement Totals				
July 17, 2026		\$232,777.73		
July 31, 2026		\$229,288.45		
August 14, 2026		\$243,217.11		
Total of All Payrolls		\$705,283.29		



Capital Project Bond Revenue & Expenditure Report Summary
July 1, 2026 - July 31, 2026

CAPITAL PROJECT NON-ENERGY BONDS FUND

REVENUES					
Description	Budget	FYTD Amount	Encumbered	Remaining	% Used
151 EARNINGS ON INVESTMENTS	30.00	4,201.16	0.00	-4,171.16	14004%
591 PROCEEDS FROM ISSUANCE OF BONDS	0.00	0.00	0.00	0.00	0%
TOTALS	30.00	4,201.16	0.00	-4,171.16	14004%
EXPENSES					
Description	Budget	FYTD Amount	Encumbered	Remaining	% Used
259 OTHER BUSINESS SERVICES	150.00	30.00	0.00	120.00	20%
456 BUILDING IMPROVEMENT SERVICES	1,624,277.00	312,048.30	0.00	1,312,228.70	19%
512 DEBT SERVICE - PAYMENT TO ESCROW AGENT	0.00	0.00	0.00	0.00	0%
TOTALS	1,624,427.00	312,078.30	0.00	1,312,348.70	19%
TOTAL REVENUE-EXPENDITURES	-1,624,397.00	-307,877.14	0.00	-1,316,519.86	

CAPITAL PROJECT ENERGY BONDS FUND

REVENUES					
Description	Budget	FYTD Amount	Encumbered	Remaining	% Used
151 EARNINGS ON INVESTMENTS	30.00	3,414.89	0.00	-3,384.89	11383%
591 PROCEEDS FROM ISSUANCE OF BONDS	0.00	0.00	0.00	0.00	0%
TOTALS	30.00	3,414.89	0.00	-3,384.89	11383%
EXPENSES					
Description	Budget	FYTD Amount	Encumbered	Remaining	% Used
259 OTHER BUSINESS SERVICES	150.00	0.00	0.00	150.00	0%
456 BUILDING IMPROVEMENT SERVICES	1,300,531.00	122,246.70	0.00	1,178,284.30	9%
512 DEBT SERVICE - PAYMENT TO ESCROW AGENT	0.00	0.00	0.00	0.00	0%
TOTALS	1,300,681.00	122,246.70	0.00	1,178,434.30	9%
TOTAL REVENUE-EXPENDITURES	-1,300,651.00	-118,831.81	0.00	-1,181,819.19	



Career & Technical Education Revenue & Expenditure Report Summary July 1, 2026 - July 31, 2026

REVENUES					
Description	Budget	FYTD Amount	Encumbered	Remaining	% Used
111 PROPERTY TAX LEVY	1,134,200.00	27,757.58	0.00	1,106,442.42	2%
119 PENALTIES & INTEREST ON DELQ TAXES	0.00		0.00	0.00	0%
128 REVENUE IN LIEU OF TAXES	4,700.00	0.00	0.00	4,700.00	0%
151 EARNINGS ON INVESTMENTS	15,000.00	3,778.21	0.00	11,221.79	25%
192 PRIVATE SOURCES	3,500.00	0.00	0.00	3,500.00	0%
199 MISCELLANEOUS LOCAL REVENUE	22,699.00	0.00	0.00	22,699.00	0%
312 STATE AID - RESTRICTED	543,442.00	16,272.59	0.00	527,169.41	3%
321 STATE PAYMENTS IN LIEU OF TAXES	0.00		0.00	0.00	0%
414 RESTRICTED FEDERAL REVENUE REC'D THRU STATE	121,046.00	0.00	0.00	121,046.00	0%
418 FEDERAL REV REC'D THRU ANOTHER PUBLIC SCHOOL	0.00		0.00	0.00	0%
593 SALE OF FIXED ASSETS	0.00		0.00	0.00	0%
TOTALS	1,844,587.00	47,808.38	0.00	1,796,778.62	3%

EXPENSES					
Description	Budget	FYTD Amount	Encumbered	Remaining	% Used
127 CAREER & TECH EDUCATION INSTRUCTION	1,125,358.00	12,014.76	39,447.24	1,073,896.00	5%
135 OCCUPATIONAL TRAINING	24,862.00	6,736.31	0.00	18,125.69	27%
212 GUIDANCE SERVICES	56,378.00	7,941.45	0.00	48,436.55	14%
221 IMPROVEMENT OF INSTRUCTION	17,450.00	0.00	961.09	16,488.91	0%
226 SUPERVISION & DIRECTION OF INSTRUCTIONAL STAFF	202,055.00	21,659.49	0.00	180,395.51	11%
227 ACADEMIC STUDENT ASSESSMENT	10,000.00	0.00	1,785.00	8,215.00	18%
231 BOARD OF EDUCATION	10,503.00	1,150.00	0.00	9,353.00	11%
252 FISCAL SERVICES	49,824.00	5,310.54	0.00	44,513.46	11%
259 OTHER BUSINESS SERVICES	2,000.00	0.00	0.00	2,000.00	0%
261 OPERATING BUILDINGS SERVICES - O/M	78,905.00	18,518.80	0.00	60,386.20	23%
271 PUPIL TRANSPORTATION SERVICES				0.00	0%
283 STAFF/PERSONNEL SERVICES	500.00	0.00	0.00	500.00	0%
284 NON-INSTRUCTIONAL TECHNOLOGY SERVICES	33,594.00	763.99	0.00	32,830.01	2%
289 OTHER CENTRAL SERVICES	41,847.00	5,903.67	195.78	35,747.55	14%
299 OTHER SUPPORT SERVICES	350,699.00	0.00	0.00	350,699.00	0%
411 PAYMENTS TO OTHER PUBLIC SCHOOLS	72,628.00	0.00	0.00	72,628.00	0%
TOTALS	2,076,603.00	79,999.01	42,389.11	1,954,214.88	6%
TOTAL REVENUE-EXPENDITURES	-232,016.00	-32,190.63	-42,389.11	-157,436.26	



General Education Revenue & Expenditure Report Summary
July 1, 2026 - July 31, 2026

REVENUE					
Description	Budget	FYTD Amount	Encumbered	Remaining	% Used
111 PROPERTY TAX LEVY	367,334.00	8,912.56	0.00	358,421.44	2%
119 PENALTIES AND INTEREST ON DELINQUENT TAXES	0.00		0.00	0.00	0%
128 REVENUE IN LIEU OF TAXES	0.00		0.00	0.00	0%
151 EARNINGS ON INVESTMENTS	800,000.00	106,312.52	0.00	693,687.48	13%
181 REVENUE FROM COMMUNITY SERVICE ACTIVITIES	18,000.00	28,450.83	0.00	-10,450.83	158%
199 MISCELLANEOUS LOCAL REVENUES	187,567.00	9,781.38	0.00	177,785.62	5%
212 RESTRICTED- RE'D FROM NON-ED ENTITY	0.00		0.00	0.00	0%
311 UNRESTRICTED - STATE REVENUES	379,844.00	34,527.84	0.00	345,316.16	9%
312 RESTRICTED - STATE REVENUES	25,141,990.00	790,181.71	0.00	24,351,808.29	3%
315 RESTRICTED - REC'D FROM STATE THROUGH ANOTHER	111,814.00	0.00	0.00	111,814.00	0%
321 STATE PAYMENTS IN LIEU OF TAXES	0.00		0.00	0.00	0%
414 RESTRICTED REC'D FROM FEDERAL GOVT THRU STATE	532,985.00	16,888.15	0.00	516,096.85	3%
415 RESTRICTED - REC'D FROM FEDERAL GOVT THRU OTHER	28,713.00	0.00	0.00	28,713.00	0%
419 OTHER REVENUE	80,399.00	7,124.00	0.00	73,275.00	9%
519 OTHER DISTRIBUTIONS REC'D FROM OTHER PUBLIC	61,096.00	5,206.08	0.00	55,889.92	9%
593 PROCEEDS FROM THE SALE OF CAPITAL ASSETS	0.00		0.00	0.00	0%
599 MISC OTHER FINANCING SOURCES	57,046.00	0.00	0.00	57,046.00	0%
TOTALS	27,766,788.00	1,007,385.07	0.00	26,759,402.93	4%

EXPENSES					
Description	Budget	FYTD Amount	Encumbered	Remaining	% Used
113 HIGH SCHOOL INSTRUCTION	146,166.00	1,262.13	0.00	144,903.87	1%
118 PRESCHOOL INSTRUCTION	62,416.00	750.00	801.98	60,864.02	2%
133 ADULT/CONTINUING EDUCATION	13,101.00	1,225.55	0.00	11,875.45	9%
211 TRUANCY/ABSENTEEISM SERVICES	8,000.00	0.00	0.00	8,000.00	0%
213 HEALTH SERVICES	586,150.00	8,739.44	0.00	577,410.56	1%
216 SOCIAL WORK SERVICES	741,624.00	14,082.41	0.00	727,541.59	2%
219 OTHER PUPIL SUPPORT SERVICES	50,000.00	0.00	0.00	50,000.00	0%
221 IMPROVEMENT OF INSTRUCTION	2,054,600.00	50,941.20	615.57	2,003,043.23	2%
225 INSTRUCTION RELATED TECHNOLOGY	28,713.00	0.00	6,624.75	22,088.25	0%
226 SUPERVISOR & DIRECTION OF INSTRUCTIONAL STAFF	33,628.00	0.00	0.00	33,628.00	0%
227 ACADEMIC STUDENT ASSESSMENT	1,500.00	0.00	0.00	1,500.00	0%
229 OTHER INSTRUCTIONAL STAFF SERVICES	332,723.00	33,818.92	44.95	298,859.13	10%
231 BOARD OF EDUCATION	73,616.00	1,761.76	0.00	71,854.24	2%
232 EXECUTIVE ADMINISTRATION	386,419.00	42,047.38	815.00	343,556.62	11%
233 GRANT WRITER/GRANT PROCUREMENT	98,300.00	10,140.48	0.00	88,159.52	10%
252 FISCAL SERVICES	760,790.00	81,668.53	0.00	679,121.47	11%
259 OTHER BUSINESS SERVICES	3,000.00	0.00	0.00	3,000.00	0%
261 OPERATIONS AND MAINTENANCE	200,727.00	19,834.20	1,346.99	179,545.81	10%
271 STUDENT TRANSPORTATION	450.00	0.00	0.00	450.00	0%
283 STAFF/PERSONNEL SERVICES	23,100.00	1,000.00	0.00	22,100.00	4%
284 NON-INSTRUCTIONAL TECHNOLOGY SERVICES	273,046.00	23,515.84	9,281.86	240,248.30	9%
285 PUPIL ACCOUNTING	18,979.00	0.00	0.00	18,979.00	0%
289 OTHER CENTRAL SERVICES	142,857.00	10,472.66	445.47	131,938.87	7%
299 OTHER SUPPORT SERVICES	15,000.00	0.00	0.00	15,000.00	0%
311 COMMUNITY SERVICES DIRECTION	173,182.00	25,940.79	0.00	147,241.21	15%
331 COMMUNITY ACTIVITIES	43,000.00	765.52	2,109.77	40,124.71	7%
351 CUSTODY AND CARE OF CHILDREN	108,949.00	9,903.99	0.00	99,045.01	9%
361 WELFARE ACTIVITIES	1,000.00	0.00	0.00	1,000.00	0%
391 OTHER COMMUNITY SERVICES	57,384.00	0.00	0.00	57,384.00	0%
411 PAYMENTS TO OTHER PUBLIC SCHOOLS IN MICHIGAN	92,756.00	0.00	0.00	92,756.00	0%
441 PAYMENTS TO OTHER GOVT ENTITIES	536,833.00	0.00	0.00	536,833.00	0%
445 PAYMENTS TO NOT FOR PROFITS	21,298,311.00	533,856.07	0.00	20,764,454.93	3%
452 SITE IMPROVEMENT SERVICES	60,000.00	0.00	0.00	60,000.00	0%
456 BUILDING IMPROVEMENT SERVICES	14,000.00	0.00	0.00	14,000.00	0%
511 DEBT SERVICE	237,388.00	0.00	0.00	237,388.00	0%
TOTALS	28,677,708.00	871,726.87	22,086.34	27,783,894.79	3%
TOTAL REVENUE-EXPENDITURES	-910,920.00	135,658.20	-22,086.34	-1,024,491.86	



Special Education Revenue & Expenditure Report Summary

July 1, 2026 - July 31, 2026

REVENUES					
Description	Budget	FYTD Amount	Encumbered	Remaining	% Used
111 PROPERTY TAX LEVY	2,620,668.00	64,023.04	0.00	2,556,644.96	2%
119 PENALTIES AND INTEREST ON DELINQUENT TAXES	0.00	0.00	0.00	0.00	0%
128 REVENUE IN LIEU OF TAXES	0.00	0.00	0.00	0.00	0%
151 EARNINGS ON INVESTMENTS	50,000.00	17,631.66	0.00	32,368.34	35%
199 MISCELLANEOUS LOCAL REVENUE	2,000.00	15.00	0.00	1,985.00	1%
312 REVENUE FROM STATE SOURCES - RESTRICTED	3,224,206.00	286,305.65	0.00	2,937,900.35	9%
321 STATE PAYMENTS IN LIEU OF TAXES	0.00	0.00	0.00	0.00	0%
414 REVENUE REC'D FROM FED GOVT THRU STATE - RESTRICTED	838,232.00	0.00	0.00	838,232.00	0%
419 OTHER REVENUE - FEDERAL SOURCES	1,074,308.00	56,148.00	0.00	1,018,160.00	5%
519 OTHER DISTRIBUTIONS REC'D FROM OTHER PUBLIC SCHOOLS	550.00	0.00	0.00	550.00	0%
TOTALS	7,809,964.00	424,123.35	0.00	7,385,840.65	5%

EXPENSES					
Description	Budget	FYTD Amount	Encumbered	Remaining	% Used
122 SPECIAL EDUCATION	2,568,025.00	69,437.88	4,046.63	2,494,540.49	3%
213 HEALTH SERVICES	939,171.00	25,981.47	897.00	912,292.53	3%
214 PSYCHOLOGICAL SERVICES	509,907.00	8,220.15	0.00	501,686.85	2%
215 SPEECH SERVICES	1,069,239.00	44,662.90	0.00	1,024,576.10	4%
216 SOCIAL WORK SERVICES	826,158.00	41,459.76	0.00	784,698.24	5%
217 VISUAL AID SERVICES	1,000.00	0.00	0.00	1,000.00	0%
218 TEACHER CONSULTANT	427,794.00	7,659.25	0.00	420,134.75	2%
219 OTHER PUPIL SUPPORT SERVICES	133,875.00	3,299.31	0.00	130,575.69	2%
221 IMPROVEMENT OF INSTRUCTION	14,470.00	3.90	0.00	14,466.10	0%
226 SUPERVISION & DIRECTION OF INSTRUCTIONAL STAFF	231,689.00	22,882.52	0.00	208,806.48	10%
227 ACADEMIC STUDENT ASSESSMENT	177,799.00	17,415.00	0.00	160,384.00	10%
231 BOARD OF EDUCATION	32,130.00	2,700.00	0.00	29,430.00	8%
241 OFFICE OF PRINCIPAL	156,692.00	15,314.92	0.00	141,377.08	10%
252 FISCAL SERVICES	228,483.00	23,331.80	0.00	205,151.20	10%
259 OTHER BUSINESS SERVICES	6,000.00	0.00	0.00	6,000.00	0%
261 OPERATING BUILDING SERVICES (O/M)	248,317.00	45,312.82	0.00	203,004.18	18%
271 PUPIL TRANSPORTATION SERVICES	432,635.00	1,808.93	0.00	430,826.07	0%
281 PLANNING, RESEARCH, DEVELOPMENT & EVALUATION	83,878.00	9,301.91	0.00	74,576.09	11%
283 STAFF/PERSONNEL SERVICES	23,000.00	1,000.00	0.00	22,000.00	4%
284 NON-INSTRUCTIONAL TECHNOLOGY SERVICES	157,886.00	9,349.94	0.00	148,536.06	6%
289 OTHER CENTRAL SERVICES	164,981.00	18,338.30	1,045.89	145,596.81	11%
299 OTHER SUPPORT SERVICES	117,595.00	0.00	29.98	117,565.02	0%
331 COMMUNITY ACTIVITIES	700.00	0.00	0.00	700.00	0%
371 SERVICES TO NON-PUBLIC PUPILS	0.00	0.00	0.00	0.00	0%
411 PAYMENTS TO OTHER PUBLIC SCHOOLS	35,308.00	0.00	0.00	35,308.00	0%
611 FUND MODIFICATIONS	0.00	0.00	0.00	0.00	0%
TOTALS	8,586,732.00	367,480.76	6,019.50	8,213,231.74	4%
TOTAL REVENUE-EXPENDITURES	-776,768.00	56,642.59	-6,019.50	-827,391.09	



Minutes of Policy Committee Meeting August 20th, 2026

The Finance Committee Meeting was called to order by Carole Yakovich, at 2:30. EST.

A. Roll Call:

Present

Absent

☐☐

Dayle Jackson

☐☐

Marti Wegner

☐☐

Carol Yakovich

Also present ☒ Alan Tulppo ☒ Shelby Walters

B. Public Comment

None

C. Committee Business

C.1: Review Fall 2026 Policy Updates

Superintendent Alan Tulppo began with the first update:

2202:Authority to Enter into Contracts: Dr. Tulppo recommends adopting section G that would authorize the Superintendent to make purchases within budget allocations. The committee members agreed.

2406: Board Officer Duties: A new "chain of command" provision was added. Required to adopt statutory updates.

2501: Meetings: D.1 "only" was added. G.2. "or a temporary" was added. Item I, Dr. Tulppo recommends adopting the optional changes to include "Roberts Rules of Order." The committee agreed to also adopt the optional change for item K "Electronic Communication."

3102:Smoking Tobacco Products Drugs and Alcohol: Required to adopt statutory updates. Dr. Tulppo recommends adopting Item B.1, C.2, D.2 item C. The committee agrees to not adopt the optional language under item E.4.

3108: Service Animals: The committee agrees to adopt new language.

3115:Non-Discrimination, Anti-Harassment, and Non-Retaliation: Corrected legal authority.

3115A- Definitions for 3115 Series: Corrected legal authority.

3115B: Designation of Coordinators: Corrected legal authority. Title IX Coordinator will stay Ashley Nevins, Section 504 Coordinator will stay Heidi Lauzon, and Civil Rights/ Employment Compliance Officer will stay Dr. Alan Tulppo.

3115C: Supportive Measures: Corrected legal authority.

3115D: Informal Resolution: Corrected legal authority.

3115E: Grievance Procedure and Remedies: Corrected legal authority

3115H: Training Requirements and Policy Notice: Corrected legal authority

3122C: Transfer of Territory Requests: The committee recommends 5 minutes for C.1, 5 minutes for C.2, 5 minutes for C.3, and 5 days in the blue sections.



Minutes of Policy Committee Meeting August 20th, 2026

3202: Budget and Truth in Budgeting/Taxation hearings: Required to adopt statutory updates. Recommended to adopt item A.6 with 15% added.

3301A: Purchasing and Procurement with Federal Funds: Required to adopt statutory updates.

3303: Gifts and Donations: The committee recommends \$1,000 for both items in A.3. The committee recommends adopting new language in item B.

3304: Use of District Property: The committee recommends adopting optional language in A.1. The committee recommends option 2 language in item D.1 and agrees to blue language in item D.1-6. The committee rejects item E.

3306: Construction Bidding: Required statutory updates.

3402: Drills, Plans, and Reports: Removal of letter F and removal of reference to repealed law from legal authority.

3407:Asbestos Management: The committee designates Travis Powell for item A.4.

3410:Opioid Antagonist: The committee agrees to adopt this policy. It is important to have with our stand alone CTE Facility, Early Childhood center, and bessemer locations.

4101: Non-Discrimination: Required statutory updates.

4104:Employment Compliant Procedure for Allegations Implicating Civil Rights: Require statutory updates.

4113: Michigan Earned Sick Time Act (ESTA): The committee agrees to leave the policy as it currently is with the benefit period from July 1 to June 30. Item G, the committee agrees to keep the policy as it currently is with earned sick time used hourly.

4201: Employee Ethics and Standards: The committee recommends adding item C.9 optional language.

4205-AG-1: Criminal Justice Information Security (Non-Criminal Justice Agency): The committee recommends appointing Payroll and Benefits Coordinator to item A. The committee recommends adopting all new language in item i. Item c, add Business Office as location. Recommendation to add REMC1 under item D1 "Detection" and Ontonagon Sheriffs Department, Gogebic Sheriffs Department and MSP under "Eradication" and "Recovery."

4209: Abortion Referrals and Assistant: The committee recommends not adding the option language and keeping the current policy as is.

4210:Drug and Alcohol Free Workplace; Tobacco Product Restrictions: Required to adopt statutory updates. The committee recommends not adding optional language in item D.4 a/b or letter G as the GOISD does not have their own transportation.

4216: Personal Communications Devices: The committee recommends adding optional language in item G.

4508:Administrator Non-Renewal: The committee recommends 30 calendar days.

4602: Hiring: Required statutory updates.

5209: Student use of Wireless Communication Devices: The committee recommends adopting this policy, choosing option 1. The board recommends not taking the optional text "excluding lunch and passing time."

5507:Extracurricular Activities: Required statutory updates to define "extracurricular activities."



Minutes of Policy Committee Meeting August 20th, 2026

5710: Student Suicide Prevention: The committee recommends keeping option 2 and appointing Megan Hagen as the Suicide Prevention Coordinator. The committee recommends taking optional language under item C and E.

5710A: Student Identification Cards: The committee recommends adopting this policy.

5714: Threat Assessment and Response: The committee recommends adopting this policy.



Support Staff Handbook

2026-2027

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Gogebic-Ontonagon Intermediate School District

Office of the Superintendent

Phone: (906) 575-3438

Fax: (906) 575-3373

202 Elm Street

PO Box 20

Ewen, Michigan 49925

Dear Colleague:

Welcome to the Gogebic-Ontonagon Intermediate School District ("District"). We are happy to have you as a member of our team, and we are confident that you will find your employment here both challenging and rewarding.

Our goal is to lead, support, and enrich our schools and community. This requires that each of us work closely with our colleagues at the District and within the local school districts we support to perform our duties in a positive and professional manner.

This handbook has been prepared to help answer new and current employees' questions.

Please, feel free to ask your direct supervisor or a member of our administrative team if you have specific questions that are not addressed in this handbook. We want your employment with the District to be as pleasant and rewarding as possible, and we welcome your ideas and suggestions.

Best wishes for a successful 2026-2027 school year!

Sincerely,

Alan Tulppo, Ed.D.
Superintendent

About the Support Staff Handbook

1. Employees Covered — The Support Staff Handbook is provided as a reference document for the Gogebic-Ontonagon Intermediate School District Hourly Support Staff.

The positions covered by this handbook include

- Paraprofessionals
- Facilitators
- GSRP Associate Teachers
- Payroll & Benefits Coordinator
- Accounts Payable/Receivable and Purchasing Coordinator
- Business Office Specialist
- General Education Assistant
- Pupil Accounting Auditor
- Instructional Services/Career & Technical Education Assistant
- Special Education/ Student Health and Wellness Assistant
- Data Manager / Medicaid Assistant
- Short-Term and Long-Term Substitutes

2. Disclaimer — the contents of the Support Staff Handbook are presented as a matter of information only.

The District reserves the right to modify, revoke, suspend, terminate, or change this handbook, in whole or in part, without advance notice, in its sole discretion, without having to give cause, justification, or consideration to any employee. Recognition of these District rights and prerogatives is a term and condition of employment and continued employment. The language in the Support Staff Handbook is not intended to create, nor is it to be construed to constitute a contract between the District and any one or all of its employees or a guarantee of continued employment. Similarly, neither this handbook as a whole nor any specific provision within this handbook is intended to create or confer a property interest in any individual's continued employment with the District or an employment contract. This handbook does not create a higher standard of job protection than what is permitted by law or stated in any applicable collective bargaining agreement, individual employment contract, or Board Policy. District employment is terminable at the will of either the District or the employee, except for an employee covered by a collective bargaining agreement, individual employment contract, or Board Policy with a different employment standard.

All employees are subject to the District's bylaws and policies, as may be amended, and such bylaws and policies shall control over any conflicts with this handbook. To the extent practicable, this handbook should be interpreted to not conflict with District's bylaws and policies. Board policies are on the District website.

The District intends to abide by the terms of its collective bargaining agreements with exclusive bargaining representatives, and nothing in this handbook is intended to supersede, replace, or

conflict with those terms. To the extent of any conflict, the terms of a collective bargaining agreement will control over the handbook's provisions.

This handbook supersedes any and all prior practices (to the extent not covered by existing collective bargaining agreements), oral or written, covering the topics addressed in this handbook. This handbook rescinds employee handbooks previously in effect, if any.

2026-2027

Gogebic-Ontonagon ISD Board of Education Meeting Dates

July 15, 2026

August 26, 2026 (4th Wednesday)

September 16, 2026

October 21, 2026

November 18, 2026

December 16, 2026

January 27, 2027 (4th Wednesday)

February 17, 2027

March 17, 2027

April 21, 2027

May 19, 2027

June 23, 2027 (4th Wednesday)

All meetings are on the 3rd Wednesday of the month and start at 6:00 p.m. Eastern Time unless otherwise noted.

Officers elected at the January meeting.

Public agendas will be posted at the GOISD Offices in Bergland and Ewen and on our website at www.goisd.org.

The policies of the Gogebic-Ontonagon ISD Board of Education can be accessed at:

[BOARD POLICIES](#)

**Gogebic-Ontonagon Intermediate School District
Administrative Office Locations & Contact Information**

Administrator	Location & Contact Information
Tammy Gibson Director of Business & Finance	Ewen 906-575-3438, ext. 104 tgibson@goisd.org
Patty Ollila Assistant Director of Business & Finance	Ewen 906-575-3438, ext. 105 pollila@goisd.org
Ashley Nevins Associate Superintendent of Career & Technical Education	Bergland 906-575-3438, ext. 203 anevins@goisd.org
Meghan Lane Director of Early Childhood Education / Early Childhood Specialist	GOISD Early Learning Center 906-932-3200, ext. 106 mlane@goisd.org
Travis Powell Director of Technology & Data Systems	Bergland 906-575-3438, ext. 201 tpowell@goisd.org
Holly Caudill Director of Instructional Services	Ewen 906-575-3438, ext. 109 hcaudill@goisd.org
Heidi Lauzon Director of Special Education	Bergland 906-575-3438, ext. 301 hlauzon@goisd.org
Alex Boetto Center-Based Programs Principal	A.D. Johnston School 906-575-3438, ext.303 aboetto@goisd.org
Elizabeth Billie Special Education Compliance Monitor	Bergland 906-575-3438, ext. 305 ebillie@goisd.org
Jesse Jackson Supervisor of Special Education Early-On & ECSE Coordinator	GOISD Early Learning Center / Bergland 906-575-3438, ext. 300 jjackson@goisd.org
Megan Hagen Director of Student Health & Wellness Services	Bergland 906-575-3438, ext. 400 mhagen@goisd.org
Alan Tulppo Superintendent	Ewen 906-575-3438, ext. 108 atulppo@goisd.org

**Gogebic- Ontonagon Intermediate School District
2026-27 School Year Calendar**

Date	Event
August 17, 2026	GOISD New Employee Orientation 9:00 am to 3:30 pm @ GOISD Bergland
August 18, 2026	GOISD Opening Professional Development Day @ GCC Lindquist Center 8:00 am to 4:00 pm central time
August 19, 2026	Departmental Professional Development Days Each department schedules PD day. Locations TBD
August 25, 2026	First Day of School
September 7, 2026	Labor Day: GOISD Not in Session / Offices Closed
November 25, 2026	Early Release at noon local time for Thanksgiving Break
November 26-27, 2026	Thanksgiving Break-- GOISD Not in Session / Offices Closed
December 22, 2026	Early Release at noon local time for Winter Break
December 23, 2026 -January 4, 2027	Winter Break-- GOISD Not in Session / Offices Closed
January 4, 2027	Classes Resume
January 18, 2027	MLK Day- GOISD Not in Session/ Offices Closed
February 12, 2027	Common Professional Learning Day (All Staff)
February 15, 2027	President's Day-- GOISD Not in Session / Offices Closed
March 22-26, 2027	Spring Break-- GOISD Not in Session / Offices Closed
March 29, 2027	Classes Resume
May 31, 2027	Memorial Day-- GOISD Not in Session / Offices Closed
June 4, 2027	Tentative Last Day of School / Half-day. Staff records/work time in the afternoon

Gogebic-Ontonagon ISD Non-Discrimination Policy

The District is an equal opportunity employer that does not discriminate against any employee or applicant on the basis of race, color, national origin, religion, ethnicity, sex (including pregnancy, gender identity, or sexual orientation), marital status, disability, age, height, weight, genetic information, veteran status, military services, or any other legally protected class. This policy also prohibits unlawful retaliation based on a protected activity. (See Policies 4101, 4102, and 3118).

Any employee who believes that this policy has been violated must file a complaint using the Employment Complaint Procedure in Policy 4104. Employees with questions about this policy and applicable laws should contact the Superintendent or the Employment Compliance Officer, identified below:

Ashley Nevins
202 Elm Street, Bergland, MI 49910
906-575-3438
anevins@goisd.org

Anti-Harassment

The Board and the District are committed to maintaining a learning and working environment that is free from unlawful harassment. Unlawful harassment may consist of quid pro quo harassment or hostile work environment harassment. Both forms of harassment are strictly prohibited.

1. Quid pro quo harassment occurs when a supervisor requires sex, sexual favors, or sexual contact from an employee as a condition of employment where:
 - a. Submission to or rejection of that conduct or communication is used as a factor in a decision affecting a person's employment; or
 - b. Submission to that conduct or communication is implicitly or explicitly made a term or condition to obtain or maintain employment.
2. Hostile work environment harassment is unwelcome verbal, written, or physical conduct towards an individual because of that person's race, color, religion, national origin, ethnicity, sex (including pregnancy, gender identity, and sexual orientation), age, height, weight, marital status, disability, genetic information, veteran status, military service, or any other legally protected class that has the purpose or effect of creating an intimidating, hostile, or offensive work environment.

An incident of unlawful harassment must be reported through the complaint procedures provided in Policy 4104. The District will promptly and thoroughly investigate complaints of unlawful harassment pursuant to that policy. Any employee who knowingly misrepresents or

makes false accusations or complaints will be subject to discipline, up to and including suspension or termination.

An employee with questions about the District's anti-harassment policy is advised to reference Policies 4102 and 4104 and consult with the District's Employment Compliance Officer.

Ashley Nevins
202 Elm Street, Bergland, MI 49910
906-575-3438
anevins@goisd.org

Additional information regarding the District's Sexual Harassment Policy is found in Policy 3118.

DRUG AND ALCOHOL-FREE WORKPLACE

The Board of Education believes that quality education is not possible in an environment affected by drugs and alcohol. The District, therefore, maintains a drug and alcohol-free workplace.

The District does not permit the manufacture, selling, soliciting, possession, use, distribution, or dispensing of any illicit substance, by any member of the District's support staff at any time while on District property, in District vehicles, or while involved in any District-related activity or event. "Illicit substance" means any consumable alcohol; illegal drugs, including, but not limited to, those substances defined as "controlled substances" pursuant to federal or state law; marijuana; anabolic steroids, human growth hormones, or other performance-enhancing drugs; substances purported to be illegal, abusive, or performance-enhancing (i.e., "look-alike" drugs); and any other substance used by an employee as an intoxicant. Any staff member who violates this policy shall be subject to disciplinary action, up to and including termination.

If reasonable suspicion exists that an employee is under the influence of an illicit substance, the Superintendent or designee may direct the employee to submit to a drug or breath alcohol test. If the employee refuses, the employee may be subject to discipline, up to and including discharge, based on the Superintendent's or designee's observations. (See Policy 4211).

SUBSTANCE ABUSE

The Gogebic-Ontonagon ISD recognizes alcoholism and drug abuse as treatable illnesses. When such illnesses impair the performance of a support staff member, the GOISD may require the employee, as a condition of continued employment, to receive confidential assistance by appropriate specialists in the treatment of those illnesses. Assistance may include participation in a substance abuse assistance or rehabilitation program consistent with approved leave time, an individual employment contract, Policy, or applicable collective bargaining agreement. Any costs associated with treatment in excess of those costs covered by the staff member's medical insurance plan shall be borne by the individual.

The responsibility to correct unsatisfactory job performance or behavior resulting from a suspected health problem rests with the support staff member. Failure to do so will result in appropriate corrective or disciplinary action as determined by the Board.

No support staff member will have his/her job security or promotion opportunities jeopardized by his/her request for counseling or referral assistance. However, seeking assistance for rehabilitation does not affect the District's authority to implement discipline, including discharge, for inappropriate conduct.

Support staff members who suspect they may have alcoholism or other drug abuse problems are encouraged to seek counseling and information on a confidential basis by contacting resources available for such service.

[Employee Assistance Plan Link](#)

Staff Classification, Hours, and Period of Employment

All hourly employees of the Gogebic-Ontonagon Intermediate District are classified in one of the following categories. The category is determined by the scheduled hours and period of employment.

Full-time, Full Year

- 2,080 hours scheduled; 5 days per week; 12 months per year
- The period of employment is July 1 to June 30 of each year.

Part-time, Full Year

- Less than 2,080 hours scheduled; 5 days per week; 12 months per year.
- The period of employment is July 1 to June 30 of each year.

Full-time, School Year

- Six (6) or more hours a day; 5 days per week; school year
- The period of employment is between August 1 and June 30. Some persons in this category may be required to work additional days by their immediate supervisor.

Part-time, School Year

- Less than six (6) hours per day; school year.
- The period of employment is between August 1 and June 30. Some employees in this category may be required to work additional days by their immediate supervisor.

Summer

- Up to eight (8) hours per day; summer months only.
- Employees who are not full-time, full-year can request additional work throughout the summer. This may or may not involve a change in jobs, hours, or pay rate. If work is available, employees who seek to work throughout the summer are still considered non-full-time employees since the position for which they were is a school year position. Summer employment is extra, short-term employment and is not an extension of the regular job.

Substitutes or Temporary

- On-call or short-term employment.
- Substitutes are called in at the request of the administrative staff or immediate supervisor to fill a position that is normally filled but is vacant due to illness or other causes at any time of the year. Temporary employees are called in at the request of administrative staff to complete an assignment or assist a current employee on a temporary basis. This can take place at any time of the year as it becomes necessary

GOISD Office Staff 2025-2027 Revised Wage Scale			
Step	Amount	Notes	
1	\$20.25		
2	\$20.75		
3	\$21.25		
4	\$22.74	Associate's Degree Starting Wage*	
5	\$23.25		
6	\$23.75		
7	\$24.25	Bachelor's Degree Starting Wage	
8	\$24.75		
9	\$25.25		
10	\$25.75		
11	\$26.25		
12	\$26.75		
Longevity Differential		Once a staff member has reached Step 12, they are eligible for an annual percentage increase as determined by the administration and Board of Education. A longevity differential increase will be paid to employees upon attaining the stated years of service.	
10 years of service	.50 per hour		
15 years of service	.75 per hour		
20 years of service	\$1.00 per hour		
25 years of service	\$1.25 per hour		

Positions Covered:

- Early Childhood Administrative Assistant
- CTE/Instructional Services Administrative Assistant
- Special Education/Student Health & Wellness Administrative Assistant
- Special Education Programs & Services Administrative Assistant
- Business Office Specialist
- Accounts Payable/Receivable Coordinator
- Payroll & Benefits Coordinator
- Financial Services Specialist
- Grant Finance Assistant

* As of the beginning of the 2024-2025 school year, new office staff will be required to hold or obtain an Associate's Degree.

GOISD Therapy Facilitator 2025-2027 Revised Wage Scale			
Step	Amount	Notes	
1	\$20.00		
2	\$20.50		
3	\$21.00		
4	\$21.50		
5	\$22.00		
6	\$22.50	Associate's Degree Starting Wage	
7	\$23.00	Associate's Degree w/ Sub Permit	
8	\$23.50		
9	\$24.05		
10	\$24.50		
11	\$25.00	Bachelor's Degree Starting Wage	
12	\$25.50		
13	\$26.00		
14	\$26.50		
15	\$27.00		
Longevity Differential		<i>Once a staff member has reached Step 15, they are eligible for an annual percentage increase as determined by the administration and Board of Education. A longevity differential increase will be paid to employees upon attaining the stated years of service.</i>	
10 years of service	.50 per hour		
15 years of service	.75 per hour		
20 years of service	\$1.00 per hour		
25 years of service	\$1.25 per hour		

Positions Covered:

- Speech and Language Teletherapy Facilitators
- Social Work Teletherapy Facilitators

GOISD Paraprofessional & Associate Teacher 2025-2027 Revised Wage Scale			
Step	Amount	Notes	
1	\$19.25		
2	\$19.75		
3	\$20.25		
4	\$20.75	Starting Wage with a Sub Permit	
5	\$21.25		
6	\$21.75	Associate's Degree Starting Wage	
7	\$22.25		
8	\$22.75		
9	\$23.25		
10	\$23.75		
11	\$24.25	Bachelor's Degree Starting Wage	
12	\$24.75		
13	\$25.25		
14	\$25.75		
15	\$26.25		
Longevity Differential		<i>Once a staff member has reached Step 15, they are eligible for an annual percentage increase as determined by the administration and Board of Education. A longevity differential increase will be paid to employees upon attaining the stated years of service.</i>	
10 years of service	.50 per hour		
15 years of service	.75 per hour		
20 years of service	\$1.00 per hour		
25 years of service	\$1.25 per hour		

Positions Covered:

- CTE Paraprofessionals
- GSRP Associate Teachers
- Special Education Paraprofessionals

Employee Benefits

The following benefits are currently available to all or certain categories of hourly employees:

MPERS Retirement

Gogebic-Ontonagon Intermediate School District will pay the current mandated rate established by the Michigan Public School Employees Retirement System (MPERS). Employees should consult MPERS directly for details on the state retirement system:

<https://www.michigan.gov/ors/>.

Health Benefits; General Provisions

- A. The District may make certain health benefits available to eligible employees. Except as otherwise specified in sections of this Handbook applicable to Full-time/Full Year, Part-time/Full Year, Full-time/School Year, or Part-time/School Year Employees, the District also has the sole discretion to determine the specific terms of coverage and the benefit options made available to eligible employees.
- B. Newly hired full-time/full-year employees shall be eligible for District-provided health benefits on the first day of the month after the employee is hired with the District for a position that is eligible for health benefits. Eligible employees who wish to enroll in health benefits must complete written enrollment materials and satisfy any applicable “actively at work” requirements before coverage will become effective.
- C. An open enrollment period shall be provided annually. Employees may change their health benefit elections during the open enrollment period.
- D. Employees may change their health benefit elections outside of the open enrollment period if they experience an eligible change in status, provided they make the change request in writing to the Business Office within 30 days of the change.
- E. Employees electing Cash in Lieu of health benefits shall be compensated at a rate of \$4.284 per hour. This compensation will be paid up to 70 worked hours per pay period, including snow, holiday, Christmas break, Spring Break, personal, and sick. This does not include any unpaid days off.
- F. Health benefits shall terminate on the first day of the month following an employee’s resignation or termination of employment, although the employee must pay the appropriate amount in premium contributions.

- G. The District will offer a Health Savings Account option to employees who are utilizing qualifying plans provided through the District.
- H. It shall be the responsibility of each employee to inform the Business Office if a spouse or dependent loses eligibility as the result of a divorce or loss of eligible dependent status, as provided under COBRA. Failure to timely notify the District's Business Office of a loss of eligibility releases the District from any responsibility to provide continuing health coverage.
- I. This Handbook contains only a general description of benefits. All health benefits are subject to the terms and conditions specified in the applicable plan documents or insurance policies/certificates. These documents are available to employees upon request of the insurer.

Long-Term Disability Coverage

Beginning with the 2024-25 School Year, the District will offer all hourly support staff Long-Term Disability Coverage through MESSA. More information about this coverage can be found on the MESSA Website. https://www.messa.org/pdf/op_ltd_faq.pdf

Leaves

All paid leave time must be used before applying for unpaid leave.

Sick Leave

The purpose of sick leave pay is to maintain the compensation of an employee who is ill, as most understand. Sick leave is designed to accumulate so that if an employee experiences a serious illness, they have several weeks of sick time on which to depend.

Staff members will receive 98 hours per year of sick leave annually. Leave is awarded in monthly increments. Our sick leave practices are generous, and the expectation is that these not be abused. Patterns of abuse such as taking one sick day per month can be investigated, and sanctions may include (but are not limited to) the following:

- Documentation in the staff member's personnel file
- Reduction in annual days granted
- Termination of employment

Staff are encouraged to remember that the GOISD needs them at work every day so that we can do our best work for the students of the district.

Sick leave may be taken in hourly increments with the approval of the supervisor. For scheduled appointments, please request sick leave days at least three days in advance.

For all sick leave days in excess of three (3) within a given month, the employee may be required to provide a physician's certificate verifying physical illness or disability which prevents the employee from fulfilling his or her job responsibilities.

After ten (10) years of employment with the District, upon retirement under the Michigan Public School Employees Retirement System, the District shall pay to the employee, or in the event of death of the employee shall pay to the employee's beneficiary, \$50 for each day of unused sick leave accrued by the employee, capped at 180 days, while in the employment of the District.

Staff may accumulate up to 1260 hours of sick leave.

Personal Leave

Support staff are allotted 21 hours per year, non-accumulative, from their sick leave to use for personal business. An employee planning to use a personal leave day shall request permission from his/her supervisor as early as possible, but not less than three days prior to being absent from work. A personal leave day will not normally be granted for the following: the day preceding, or the day following holidays or vacation, the first day of school, and after May 1 to the end of the school year unless approved by the immediate supervisor.

Bereavement Leave

All bereavement leave shall be deducted from the number of "sick leave days" accumulated by the employee except in the cases when the death involves a member of the employee's immediate family, or the child of the employee's spouse, or the death of a relative living in the same household as the employee. Immediate family as used herein shall include only spouse, child, parent, brother and sister, those who stood in loco parentis, and others as approved by the administration. Bereavement days may be taken in half-day increments with the approval of the supervisor.

In the event of an employee's absence because of the death of an immediate family member or an immediate family member of an employee's spouse, a leave of absence may be granted for a period of time which is of a duration appropriate to the circumstances presented, up to a maximum of three (3) work-days, and the employee shall be paid for such period of leave. This three (3) work-day limit may, upon request for cause acceptable to the District, be extended for two (2) additional workdays, for a total maximum of five (5) workdays.

In the event of an employee's absence because of attending a funeral, use of sick leave may be granted for a period of time that is appropriate to the circumstances presented.

The District, at its discretion, may require verification of the death, relationship, and actual attendance of the funeral following the leave and may withhold payment if the employee(s) did not make an immediate request for leave, prior to taking the time off, so that his/her work could be covered in his/her absence.

Jury Duty Leave

Employees shall notify their supervisor and the Business office when called for jury duty. While serving on jury duty, an employee should turn in a timesheet or noting the days on jury duty. The employee shall reimburse the District for the total amount of the daily jury duty fee paid by the courts, not including travel allowances or reimbursements for expenses.

Family Medical Leave Act (FMLA) Leave

Employees shall be eligible for FMLA leave as provided by Board policy 4106 and the FMLA. Applicable [KC1] leave shall be concurrent with FMLA. Employees shall reimburse Board-paid insurance benefits if the employee fails to return upon expiration of FMLA.

Holiday Pay

All hourly employees will be paid for those holidays which fall within their period of employment.

Full-time / Full Year and Part-time / Full Year

- July 4
- Labor Day
- Thanksgiving Day
- Day after Thanksgiving
- Christmas Day
- Christmas Eve— if it falls on a weekday
- New Year's Day
- New Year's Eve— if it falls on a weekday
- Presidents' Day
- Good Friday
- Memorial Day

Full-time / School Year

- Labor Day
- Thanksgiving Day
- Day after Thanksgiving
- Christmas Day
- Christmas Eve— if it falls on a weekday
- New Year's Day
- New Year's Eve— if it falls on a weekday
- Presidents' Day
- Good Friday
- Memorial Day

Substitutes or Temporary

Do not receive holiday pay.

School Closed or Delayed / Inclement Weather

All center-based Special Education programs will follow the calendar of the local district in which they are located. If a local district is delayed or closed due to inclement weather, then the GOISD programs located in that district are also delayed or closed.

GOISD Offices will be closed if all local school districts are closed. If the local district in which an office staff member resides is closed, then the staff member does not need to report, even if the offices are still open.

Termination or Resignation of Employment

An employment contract may be suspended or terminated, upon a majority vote of the Board of Education, for violation of the policies of the Board or for reasons set forth in law. In such cases, the Board shall abide by due process and such terms as may be set forth in a negotiated agreement.

The Board delegates the authority to suspend or terminate support staff to the Superintendent. Any such action shall be reported to the Board at its next regularly scheduled meeting and shall be subject to the Board's authority to override such action.

Employees and those under contract to work regularly and continuously in the schools, whether part-time or full-time, may not continue employment with the Board if a criminal history records check or other authoritative source reveals a conviction of a "listed" offense under M.C.L.A. 28.722.

Individuals convicted of a non-listed felony may not continue to work unless both the Superintendent and the Board give written approval. Such conviction(s) may subject support staff to discharge or demotion. The State Board of Education will be notified of the report of conviction(s) as required by law.

Resignation

A support staff member may resign by filing a written resignation with the Superintendent at least thirty (30) days prior to the effective date of the resignation.

The Superintendent may act for the Board in the acceptance of a resignation.

Staff Development

Opportunities for personal/professional growth may be offered.

Voluntary

- Personal and professional growth classes may be offered on a voluntary basis. Participants will not be paid to complete these classes. However, completion of courses may be used by the administration to determine future compensation.

Required

- Specific job-related (current job) sessions may be available. If the supervisor requires an employee to be in attendance, the individual will be paid at the regular pay rate. These include all GOISD in-service days.
- The District shall determine what training is required.

Reimbursement for Work-Related Expenses

The Board of Education may pay the expenses of support staff members when they attend staff development meetings approved in accordance with Board policy and in accordance with the administrative guidelines of the Superintendent. Any expenses paid for or reimbursed by the District for overnight or out-of-state travel must be approved by the Board or its designee prior to incurring the expense and after returning. No individual may approve his/her own travel or travel expenses.

The Board may provide for the payment of the actual and necessary expenses, including traveling expenses, of any support staff member of the District incurred in the course of performing services for the District, whether within or outside the District, under the direction of the Board and in accordance with the Superintendent's administrative guidelines.

Any reimbursement for other job-related expenses shall be approved by the administration.

Mileage Reimbursement

When an employee is required by his/her supervisor to use his/her own automobile for the District's business, he/she will be paid at the IRS rate per mile currently in effect at the time this service is performed. Personal car mileage records must be kept, approved by the supervisor, and submitted to the Business Office.

Per Diem Policy

The Gogebic-Ontonagon Intermediate School District (GOISD) Board of Education has established per diem rates for approved travel. Per Diem rates are the amounts each staff member is allowed to spend on meals while on official travel. Per diem is not authorized for daily local travel. Daily local travel is defined as travel in the course of performing your regular daily duties or one-day regional trips during which you will return to your home on the same day.

GOISD Per Diem Rate for 2025-2026:

- \$63 per day broken down as follows:
 - \$16 Breakfast
 - \$19 Lunch
 - \$28 Dinner
 - \$4 Mackinac Bridge Toll (one-way)
 - \$30 Parking (per day)
- GOISD will provide a higher per diem rate for areas that exceed the standard rates that are posted on the US General Services Administration website at: <https://www.gsa.gov/travel/plan-book/per-diem-rates>. It is the employee's and supervisor's responsibility to request a higher per diem rate, as outlined on the US General Services Administration website.

Staff members will request their per diem as part of completing the Workshop/Conference Form that is submitted to their supervisor. This form must be completed and approved at least two weeks prior to the planned travel date. Staff members should include travel to and from workshops and conferences as a part of their per diem request.

Once travel is approved, a per diem check will be issued by the Business Office to the employee. The employee will pick up the check from their departmental administrative assistant.

Staff members may determine the amounts they will spend for each meal, or may combine amounts to purchase a larger meal. Receipts do not need to be submitted to the Business Office after returning from the conference or workshop.

District credit cards may not be used to purchase meals or other incidental expenses, such as coffee, soft drinks, and snacks.

Job Appraisals

Each employee will have his/her job performance appraised at least every other year. Supervisors will meet with each employee for this purpose. Full-year employees shall be appraised by June 30 and school-year employees by June 1. Employees must receive a copy of the appraisal after the conference with the supervisor.

REPORTING AN INJURY

Employees who experience an injury during normal work hours must report their injury to their direct supervisor and complete the GOISD Employee Injury Report. The form to complete this report is located in the Staff Internal Drive or by clicking on this link: [GOISD Employee Injury Report](#)

Procedures for Personnel Problems or Questions

All employees are encouraged to direct any personnel problems or questions to their supervisor immediately. If the immediate supervisor cannot answer the concern, he/she will get an answer for the support staff member.

Workplace Accommodations for Employees with Disabilities

Under state and federal law, a qualified employee with a disability may be entitled to a reasonable accommodation to enable that employee to perform the essential functions of the employee's job without causing undue hardship on the employer or posing a direct threat to health or safety. A qualified employee with a disability who believes a workplace accommodation is needed must notify the Superintendent or designee in writing of the need for a reasonable accommodation. (See Policy 4105).

No Expectation of Privacy

Employees have no expectation of privacy in connection with their use of District property and equipment. The District reserves the right to search an employee's office, desk, files, computer, locker, or other District property or technology issued or provided for the employee's use during the employee's District employment. Inspections may be conducted at any time, at the District's discretion. A search of an employee's personal effects will comply with federal and state constitutions, laws, and regulations.

Tobacco and Nicotine Use

Employees are prohibited from using tobacco products, electronic cigarettes, vaporizers, or any electronic nicotine delivery systems on District property and at District-sponsored events unless the District expressly designates areas for smoking at a particular building or facility. (See Policy 3102).

Criminal History Record and Unprofessional Conduct Check

The District requires a criminal history check, criminal records check, and unprofessional conduct references from previous employers for all employees as required under Michigan law. All applicants are required to submit fingerprints for a criminal records check. (See Policy 4205).

Criminal Charges – Mandatory Self-Reporting

Consistent with state law and Policy 4208, the District requires all District employees and independent contractors who are regularly and continuously working under contract who are charged with a crime listed below, or a violation of a substantially similar law of another state, a state political subdivision, or the United States, to report the charge to the Michigan Department of Education and the Superintendent within three business days after being arraigned.

District employees and independent contractors must report criminal charges concerning the following crimes:

1. Any felony
2. Any of the following misdemeanors:
 - a. Criminal sexual conduct (CSC) or attempt to commit CSC – 4th degree;
 - b. Child abuse or attempt to commit child abuse – 3rd or 4th degree;
 - c. Cruelty, torture, or indecent exposure involving a child;
 - d. Delivery or distribution of a controlled substance (including marijuana) to a minor or within 1,000 feet of school property;
 - e. Breaking and entering or entering without breaking any building, tent, boat, or railroad car without permission to enter;
 - f. Entering without breaking any public place when entry has been expressly denied;
 - g. Allowing a minor to consume or possess alcohol or any individual to consume or possess a controlled substance on one's own property;
 - h. Accosting, enticing, or soliciting a child for immoral purposes;
 - i. 3rd (or subsequent) violation of any combination of engaging in obscene or indecent conduct in public or indecent exposure;
 - j. Stealing, removing, or damaging any fixture, attachment, or other property belonging to, connected with, or used in construction of vacant structures or buildings;

- k. Assault and battery;
- l. Domestic assault;
- m. Assault and infliction of serious or aggravated injury;
- n. Internet use for the purpose of committing a crime against a minor;
- o. Selling or furnishing alcohol to minors; or
- p. Any listed offense under the Sex Offenders Registration Act.

If an employee fails to report an arraignment as required by law, the employee is subject to discipline up to and including discharge and possible criminal sanctions. The District reserves the right to refuse an individual's assignment where the individual's criminal record history, in the judgment of the District, indicates an unfitness to perform services.

Use of Force and Corporal Punishment

Employees must not inflict, or cause to be inflicted, corporal punishment upon any student under any circumstances. (See Policy 4203).

Alternatives to corporal punishment are provided below:

- Provide direct instruction to students regarding social skills and problem-solving strategies;
- Use positive reinforcement, such as teacher feedback and other self-esteem enhancing activities, to teach, support, and maintain the use of appropriate problem-solving and social skills;
- Apply logical consequences that will teach students to take personal responsibility for their actions (e.g., losing the privilege of participating in special school activities);
- Use of a "time out", which may allow students to learn to take control of their actions and, ultimately, in conjunction with instruction in social skills, to cease their undesirable behavior;
- Employ problem-solving classroom meetings and/or school assemblies with an honest discussion of problems to encourage student ownership of and responsibility for solutions;
- Establish a variety of strategies for communicating with parents/guardians;
- Establish contractual agreements with students and their parents/guardians that clearly outline consequences to enhance the development of self-control behavior;
- Establish an in-school suspension program, supervised by a responsible adult, in which the student performs curricula-related activities;
- When necessary, refer students to a counselor, social worker, or psychologist at the local or intermediate level and coordinate services with other units of state government (e.g., public health, social services, mental health). Also, may seek assistance from private institutions or agencies with appropriate services;

- Evaluate and arrange appropriate curriculum and adequate support for students who need academic acceleration, special education, alternative education, or services for achieving English proficiency;
- Take action, in accordance with the applicable student code of conduct and due process of law, when disruptive behavior occurs; or
- Only after other alternatives have been considered, consider the use of suspensions or expulsions.

Reasonable force may only be used consistent with Board Policies 4203 and 5211.

Consolidated Omnibus Budget Reconciliation Act

The Consolidated Omnibus Budget Reconciliation Act (COBRA) requires the District's group health plan to extend the opportunity to continue health insurance coverage to an employee and other qualified beneficiaries in certain circumstances, including termination, for a limited time. The employee must pay the full premium for the elected coverage. (See 42 USC 300bb).

Payroll Procedures

The District requires hourly employees to accurately and honestly record all time worked each day as directed by the District. Hourly employees are required to record their start time, lunch period, overtime, any breaks, and departure time for each workday. Hourly employees shall submit time worked as directed by the District. Substantiated falsification or misrepresentation of time worked may result in discipline, up to and including discharge, and it may result in criminal charges. (See Policy 4304).

Overtime

For purposes of computing overtime pay, the work week begins each Monday at 12:01 a.m. and continues for 168 consecutive hours. An hourly employee will receive overtime compensation at a rate of 1½ times the employee's regular rate of pay for all hours in excess of forty (40) during that workweek unless a higher rate is established through a collective bargaining agreement or individual employment contract covering the hourly employee. In computing overtime, only time actually worked is included. Paid leave time (e.g., vacation, sick, or personal days) will not count as time worked for overtime compensation. All hours worked, including overtime, must be submitted to the employee's immediate supervisor on a timesheet. Overtime work must be pre-approved by a supervisor and properly recorded each pay period. (See Policy 4302).

Attendance and Absences

Regular and reliable in-person attendance is an essential job function for employees. Unexcused employee absences or tardiness negatively impact the education of students and

may impose unnecessary burdens on coworkers. An employee must adhere to their assigned schedule unless a deviation is appropriately approved.

An employee must report an absence as directed by their supervisor or consistent with the terms of any applicable collective bargaining agreement, individual employment contract, or policy. An employee who violates this provision may be subject to discipline, up to and including discharge. (See Policy 4219).

Personnel Files

An employee has the right to review their personnel file or to obtain a copy of their personnel file upon a reasonable written request to the Central Office, generally not more than two times per year. An employee who requests a copy of their personnel file may be charged a fee. An employee may review their personnel file at a reasonable and mutually agreed upon time. A Central Office employee will be present during the review.

If an employee disagrees with information contained in the employee's personnel file, the employee and the District may mutually agree to remove or correct that information, unless it concerns substantiated unprofessional conduct. If the District does not agree to remove or amend the information, the employee may submit a written rebuttal statement (within legal limits) explaining the employee's position.

An employee's personnel file may contain items such as the following:

- Original application form
- Recommendations for employment
- Required diplomas or certifications
- Signed performance evaluations
- Disciplinary records
- Copy of social security card
- Record of required trainings, or
- Other relevant employment records

Documents in a personnel file may be subject to disclosure under the Revised School Code, the Freedom of Information Act (FOIA), or pursuant to a subpoena or court order. If the District receives a FOIA request for information regarding employee disciplinary records, the employee will be notified in writing of the disclosure on or before the day the disciplinary records are disclosed. (See Policy 4224).

Children's Protective Services Reporting

Mandated reporters must report suspected child abuse or neglect to Children's Protective Services (CPS) per Policy 4202. Other employees are also expected to make reports to CPS of

suspected child abuse or neglect. Within 72 hours of making a verbal report to CPS, the employee must file a written report as required by Michigan's Child Protection Act. The employee must also promptly notify the Superintendent or designee and the building principal of the report. Michigan law provides civil and criminal penalties for a mandated reporter's failure to make a report, and also provides civil and criminal immunity for someone making a report in good faith.

District Technology Resources

The District provides its employees access to its technology resources, including District computers and network resources, for educational and other District-related purposes. Before an employee is provided access to district technology resources, the employee must sign and return to the Central Office an Acceptable Use Agreement. Employees have no expectation of privacy when using district technology resources. The District may monitor or access employees' electronic files, as deemed necessary.

The use of District technology resources is a privilege, not a right. Misuse of District technology resources may result in loss of access to the resources and potential disciplinary action.

Any use of technology resources that violates federal or state law is prohibited. (See Policy 4215).

For additional information regarding the use of District technology resources, see Board Policies 3116 and 4215.

Personal Communications Devices & Cell Phone Reimbursement

Employees may only use employee-owned personal communications devices during work as permitted by Policy 4216.

Cell Phone Reimbursement Policy

Department Directors may authorize a cell/equipment stipend for regular full-time employees whom they supervise if at least one of the following criteria are met:

The employee's job function requires time outside of his/her assigned office or work area, and he/she must be able to conduct ISD business via a cell phone during those times.

The job function requires the employee to be accessible outside of scheduled or normal working hours.

The employee's responsibilities require the ability to communicate frequently, and access to a school district or public telephone is not readily available.

The employee's job involves situations where immediate communication is necessary to ensure the safety of individuals and the security of school district property.

Employees must abide by Policy 3116 pertaining to District Technology and Acceptable Use, including complying with the Children's Internet Protection Act, and have a signed Acceptable Use Agreement on file with Gogebic Ontonagon ISD.

Gogebic Ontonagon ISD and all applicable employees acknowledge that data or other information contained on an employee's personal cell phone may be subject to disclosure under the Freedom of Information Act ("FOIA"). Data can include, but not be limited to, text messages, email communications, pictures, and other data.

If authorized in writing, employees required to carry a cell phone for ISD business will receive compensation through a cell phone/equipment stipend. The stipend amount will be Thirty Dollars and 00/100 (\$30.00) per month during the school year (September 1 through June 15). This policy complies with Board Policy 4110.

Employees who receive a reimbursement for the use of their personal cell phone must adhere to Policy 4216 Personal Communication Devices.

Employee Dress and Appearance

Employees must maintain professional dress and appearance. Employees are expected to dress appropriately for their position. Administrators, professionals, paraprofessionals, and office employees must dress in business casual attire except as otherwise appropriate to their individual assignments. Attire must not distract other employees or students from the learning environment or pose a safety risk. Employees shall not dress in a manner that expresses partisan or political speech unless expressly permitted by law, a collective bargaining agreement, or approved in writing by a building administrator.

The building administrator may temporarily suspend all or a portion of the dress code when other factors support a lower dress expectation for employees (e.g., designated "casual days" or "spirit days").

For details regarding appropriate attire, refer to Policy 4218.

District Property

District supplies, equipment, tools, and other District property given to employees for use during the course of their employment remain the property of the District and are not permitted for personal use. After use, District property must be immediately returned to the appropriate location or department. The property must be returned in the same condition as when it was received. If the property is damaged, the employee should immediately notify the employee's supervisor. The employee is responsible for the cost of repair or replacement if the employee negligently or intentionally damages the District's property. (See Policies 3304 and 4220).

Copyright Compliance

Use of copyrighted works, including audio, video, images, software, applications, and other documents or media, must be in compliance with copyright law. Employees who have questions concerning copyright compliance may request educational and compliance information from the District. (See Policy 3103).

Blood and Body Fluids

Employees must observe universal precautions to prevent contact with blood and other potentially infectious body fluids. Where differentiation between body fluid types is difficult or impossible, all body fluids will be considered potentially infectious. (See Policy 3405).

Communicable Diseases

An employee who reasonably suspects to have a communicable disease must promptly report their condition to the Superintendent or designee. (See Policy 3404). Communicable diseases include diphtheria, scarlet fever, strep infections, whooping cough, mumps, measles, rubella, COVID-19, and other diseases and infections identified by the Michigan Department of Health and Human Services.

Hazardous Substances

Under the federal and Michigan Hazard Communications Standards, every employee has the right to know about the handling of hazardous chemicals and materials in the workplace. Employees seeking information about the District's handling of hazardous chemicals and materials may contact Travis Powell, Director of Instructional Services.

Weapon Possession

The District is a weapons-free school zone. The District is firmly committed to providing a safe learning and working environment for its students and employees. Except as otherwise permitted by Board policy or applicable law, employees may not possess a weapon at any District-related event or on District property. (See Policy 3408).

Management Rights

This district retains all rights, powers, and authority vested in it by the laws and constitution of Michigan and the United States. Not by way of limitation, but by way of addition, the District reserves unto itself all rights, powers, and privileges inherent in it or conferred upon it from any source whatsoever, provided, however, that all of the foregoing being manifestly recognized and intended to convey complete power in the District shall nonetheless be limited, but only as specifically limited by express provisions of this Handbook and under Act 379 of the Michigan Public Acts of 1965, and applicable state or federal statutes. Rights reserved exclusively herein by the District which shall be exercised by the District without prior negotiations either as to the taking of action under such rights or with respect to the consequence of such activities during the term of this Handbook limitations include the right to:

1. Manage and control the school's business, the equipment, the operations and direct the working forces and affairs of the Employer.
2. Continue its rights and past practice of assignment and direction of work of all of its personnel, determine the number of shifts and hours of work and start times and scheduling of all the foregoing, but not in conflict with the specific provisions of this Handbook, and the right to establish, modify or change any work or business hours or days. Permanent changes to assignments, shifts, hours of work, and starting times and schedules will be made in writing to the affected employee.
3. The right to direct the working forces, including the right to hire, promote, suspend and discharge employees, transfer employees, assign work or extra duties to employees, determine the size of the workforce, and lay off employees
4. Determine the services, supplies, and equipment necessary to continue its operations and to determine the methods, schedules, and standards of operation, the means, methods, and processes of carrying on the work including automation thereof or changes therein, the institution of new and/or improved methods of changes therein.
5. Adopt reasonable rules and regulations, so long as such rules and regulations are not inconsistent with the terms and conditions of this Handbook.
6. Determine the qualifications of employees, including physical conditions
7. Determine the location or relocation of its facilities, including the establishment or relocations of new schools, buildings, departments, divisions or subdivisions, buildings, or other facilities.
8. Determine the placement of operations, production, services, maintenance or distribution of work, and the source of materials and supplies.
9. Determine the financial policies, including all accounting procedures, and all matters pertaining to the District's public relations.
10. Determine the size of the management operation, its functions, authority, amount of supervision, and table of organization provided that the Employer shall not abridge any rights from employees as specifically provided for in this Handbook.

Determine the policy affecting the selection and testing of new hires and on-the-job training of all employees providing such selection and training shall be based upon lawful criteria.

Addendum A: Support Staff Payroll Calendar

Pay Period Start Date	Pay Period End Date	Due Date to Submit Hours	Pay Date
8/1/2026	8/14/2026	8/21/2026	8/28/2026
8/15/2026	8/28/2026	9/4/2026	9/11/2026
8/29/2026	9/11/2026	9/18/2026	9/25/2026
9/12/2026	9/25/2026	10/2/2026	10/9/2026
9/26/2026	10/9/2026	10/16/2026	10/23/2026
10/10/2026	10/23/2026	10/30/2026	11/6/2026
10/24/2026	11/6/2026	11/13/2026	11/20/2026
11/7/2026	11/20/2026	11/27/2026	12/4/2026
11/21/2026	12/4/2026	12/11/2026	12/18/2026
12/5/2026	12/18/2026	12/25/2026	1/1/2027
12/19/2026	1/1/2027	1/8/2027	1/15/2027
1/2/2027	1/15/2027	1/22/2027	1/29/2027
1/16/2027	1/29/2027	2/5/2027	2/12/2027
1/30/2027	2/12/2027	2/19/2027	2/26/2027
2/13/2027	2/26/2027	3/5/2027	3/12/2027
2/27/2027	3/12/2027	3/19/2027	3/26/2027
3/13/2027	3/26/2027	4/2/2027	4/9/2027
3/27/2027	4/9/2027	4/16/2027	4/23/2027
4/10/2027	4/23/2027	4/30/2027	5/7/2027
4/24/2027	5/7/2027	5/14/2027	5/21/2027
5/8/2027	5/21/2027	5/28/2027	6/4/2027
5/22/2027	6/4/2027	6/11/2027	6/18/2027
6/5/2027	6/18/2027	6/25/2027	7/2/2027
6/19/2027	7/2/2027	7/9/2027	7/16/2027
7/3/2027	7/16/2027	7/23/2027	7/30/2027
7/17/2027	7/30/2027	8/6/2027	8/13/2027

ACKNOWLEDGEMENT OF HANDBOOK

I have received a copy of the District Employee Handbook. I understand that this handbook is designed to acquaint me with the personnel policies, procedures, and standards of the District which govern my employment. I also understand that this handbook is not fully inclusive of all District policies to which I am subject. I understand that the District reserves the right to amend, modify, suspend, interpret, delete, or change this handbook, without advance notice, in its sole discretion, without having to give cause, justification, or consideration to any employee. This handbook is subordinate to any applicable collective bargaining agreement or employment contract. This handbook is not a contract or an offer to contract between the District and any employee, including myself. I understand that I am an at-will employee unless a collective bargaining agreement, individual employment contract, or Policy identifies a different employment standard for my employment.

I recognize that I am responsible for knowing and complying with this handbook's provisions and updates, as well as all Board policies. I further recognize that I may request to meet with my supervisor to discuss any or all of the information included within this Handbook, and I may further contact my supervisor with any questions related to this handbook during my employment.

Employee Name (Printed)

Date

Employee Signature



Professional Staff Handbook

2026-27 School Year

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Gogebic-Ontonagon Intermediate School District

Office of the Superintendent

Phone: (906) 575-3438

Fax: (906) 575-3373

202 Elm Street

PO Box 20

Ewen, Michigan 49925

Dear Colleague:

Welcome to the Gogebic-Ontonagon Intermediate School District ("District"). We are happy to have you as a member of our team and are confident that you will find your employment here challenging and rewarding.

Our goal is to lead, support, and enrich our schools and community. This requires that each of us work closely with our colleagues at the GOISD and within the local school districts we support to perform our duties in a positive and professional manner. This handbook has been prepared to help answer new and current employees' questions.

Please feel free to ask your direct supervisor or a member of our administrative team if you have specific questions that are not addressed in this handbook. We want your employment with the GOISD to be as pleasant and rewarding as possible, and we welcome your ideas and suggestions.

Best wishes for a successful 2026-27 school year!

Sincerely,

Alan Tulppo, Ed.D.
Superintendent

ABOUT THE PROFESSIONAL STAFF HANDBOOK

1. Employees Covered — The Professional Staff Handbook is provided as a reference document for the Gogebic-Ontonagon Intermediate School District's Licensed/Certified Professional Staff.
2. Disclaimer — The contents of the Professional Staff Handbook are presented as a matter of information only. The District reserves the right to modify, revoke, suspend, terminate, or change this handbook, in whole or in part, without advance notice, in its sole discretion, without having to give cause, justification, or consideration to any employee. Recognition of these District rights and prerogatives is a term and condition of employment and continued employment. The language in the Professional Staff Handbook is not intended to create, nor is it to be construed to constitute a contract between the District and any one or all of its employees or a guaranty of continued employment. Similarly, neither this handbook nor a whole nor any specific provision within this handbook is intended to create or confer a property interest in any individual's continued employment with the District or an employment contract. This handbook does not create a higher standard of job protection than what is permitted by law or stated in any applicable collective bargaining agreement, individual employment contract, or Board Policy. District employment is terminable at the will of either the District or the employee, except for an employee covered by a collective bargaining agreement, individual employment contract, or Board Policy with a different employment standard.

The Professional Staff Handbook is intended to provide employees with information on the District's policies, procedures, ethics, expectations, and standards; however, it should not be considered all-inclusive. All employees are subject to the District's bylaws and policies, as may be amended, and such bylaws and policies shall control over any conflicts with this handbook. To the extent practicable, this handbook should be interpreted not to conflict with the District's bylaws and policies. Board policies are on the District website at this link: [Board Policies](#). It is important that each employee is aware of the policies and procedures related to his/her position.

The District intends to abide by the terms of its collective bargaining agreements with exclusive bargaining representatives, and nothing in this handbook is intended to supersede, replace, or conflict with those terms. To the extent of any conflict, the terms of a collective bargaining agreement will control over the handbook's provisions.

This handbook supersedes any and all prior practices (to the extent not covered by existing collective bargaining agreements), oral or written, covering the topics addressed in this handbook. This handbook rescinds employee handbooks previously in effect, if any.

The rights and obligations of all employees are governed by all applicable laws and regulations, including, but not limited to, the following: Federal laws and regulations, the laws of the State of Michigan, and the policies of the Gogebic-Ontonagon Intermediate School District Board of Education.

2026-2027

Gogebic-Ontonagon ISD Board of Education Meeting Dates

July 15, 2026

August 26, 2026 (4th Wednesday)

September 16, 2026

October 21, 2026

November 18, 2026

December 16, 2026

January 27, 2027 (4th Wednesday)

February 17, 2027

March 17, 2027

April 21, 2027

May 19, 2027

June 23, 2027 (4th Wednesday)

All meetings are on the 3rd Wednesday of the month and start at 6:00 p.m. Eastern Time unless otherwise noted.

Officers elected at the January meeting.

Public agendas will be posted at the GOISD Offices in Bergland and Ewen and on our website at www.goisd.org.

The policies of the Gogebic-Ontonagon ISD Board of Education can be accessed at:

[BOARD POLICIES](#)

**Gogebic-Ontonagon Intermediate School District
Administrative Office Locations & Contact Information**

Administrator	Location & Contact Information
Tammy Gibson Director of Business & Finance	Ewen 906-575-3438, ext. 104 tgibson@goisd.org
Patty Ollila Assistant Director of Business & Finance	Ewen 906-575-3438, ext. 105 pollila@goisd.org
Ashley Nevins Associate Superintendent of Career & Technical Education	Bergland 906-575-3438, ext. 203 anevins@goisd.org
Meghan Lane Director of Early Childhood Education / Early Childhood Specialist	GOISD Early Learning Center 906-932-3200, ext. 106 mlane@goisd.org
Travis Powell Director of Technology & Data Systems	Bergland 906-575-3438, ext. 201 tpowell@goisd.org
Holly Caudill Director of Instructional Services	Ewen 906-575-3438, ext. 109 hcaudill@goisd.org
Heidi Lauzon Director of Special Education	Bergland 906-575-3438, ext. 301 hlauzon@goisd.org
Alex Boetto Center-Based Programs Principal	A.D. Johnston School 906-575-3438, ext. 303 aboetto@goisd.org
Elizabeth Billie Special Education Compliance Monitor	Bergland 906-575-3438, ext. 305 ebillie@goisd.org
Jesse Jackson Supervisor of Special Education Early-On & ECSE Coordinator	GOISD Early Learning Center / Bergland 906-575-3438, 906-364-4890 jjackson@goisd.org
Megan Hagen Director of Student Health & Wellness Services	Bergland 906-575-3438, ext. 400 mhagen@goisd.org
Alan Tulppo Superintendent	Ewen 906-575-3438, ext. 108 atulppo@goisd.org

Gogebic-Ontonagon Intermediate School District
2026-2027 School Year Calendar

Date	Event
August 17, 2026	GOISD New Employee Orientation 9:00 am to 3:30 pm @ GOISD Bergland
August 18/, 2026	GOISD Opening Professional Development Day @ GCC Lindquist Center 8:00 am to 4:00 pm Central Time
August 19, 2026	Departmental Professional Development Days Each department schedules PD day. Locations TBD
August 25, 2026	First Day of School
September 7, 2026	Labor Day: GOISD Not in Session / Offices Closed
November 25, 2026	Early Release at noon local time for Thanksgiving Break
November 26-27, 2026	Thanksgiving Break-- GOISD Not in Session / Offices Closed
December 22, 2026	Early Release at noon local time for Winter Break
December 23, 2026 -January 4, 2027	Winter Break-- GOISD Not in Session / Offices Closed
January 4, 2027	Classes Resume
January 18, 2027	MLK Day- GOISD Not in Session/ Offices Closed
February 12, 2027	Common Professional Learning Day (All Staff)
February 15, 2027	President's Day-- GOISD Not in Session / Offices Closed
March 22-26, 2027	Spring Break-- GOISD Not in Session / Offices Closed
March 29, 2027	Classes Resume
May 31, 2027	Memorial Day-- GOISD Not in Session / Offices Closed
June 4, 2027	Tentative Last Day of School / Half-day. Staff records/work time in the afternoon

Gogebic-Ontonagon ISD Non-Discrimination Policy

The District is an equal opportunity employer that does not discriminate against any employee or applicant on the basis of race, color, national origin, religion, ethnicity, sex (including pregnancy, gender identity, or sexual orientation), marital status, disability, age, height, weight, genetic information, veteran status, military services, or any other legally protected class. This policy also prohibits unlawful retaliation based on a protected activity. (See Policies 4101, 4102, and 3118).

Any employee who believes that this policy has been violated must file a complaint using the Employment Complaint Procedure in Policy 4104. Employees with questions about this policy and applicable laws should contact the Superintendent or the Employment Compliance Officer, identified below:

Ashley Nevins

202 Elm Street, Bergland, MI 49910

906-575-3438

anevins@goisd.org

Anti-Harassment

The Board and the District are committed to maintaining a learning and working environment that is free from unlawful harassment. Unlawful harassment may consist of quid pro quo harassment or hostile work environment harassment. Both forms of harassment are strictly prohibited.

1. Quid pro quo harassment occurs when a supervisor requires sex, sexual favors, or sexual contact from an employee as a condition of employment where:
 - a. Submission to or rejection of that conduct or communication is used as a factor in a decision affecting a person's employment; or
 - b. Submission to that conduct or communication is implicitly or explicitly made a term or condition to obtain or maintain employment.
2. Hostile work environment harassment is unwelcome verbal, written, or physical conduct towards an individual because of that person's race, color, religion, national origin, ethnicity, sex (including pregnancy, gender identity, and sexual orientation), age, height, weight, marital status, disability, genetic information, veteran status, military service, or any other legally protected class that has the purpose or effect of creating an intimidating, hostile, or offensive work environment.

An incident of unlawful harassment must be reported through the complaint procedures provided in Policy 4104. The District will promptly and thoroughly investigate complaints of unlawful harassment pursuant to that policy. Any employee who knowingly misrepresents or makes false accusations or complaints will be subject to discipline, up to and including suspension or termination.

An employee with questions about the District's anti-harassment policy is advised to reference Policies 4102 and 4104 and consult with the District's Employment Compliance Officer.

Sexual harassment is conduct based on sex that consists of:

1. An employee conditioning the provision of a District aid, benefit, or service on a person's participation in unwelcome sexual conduct;
2. Unwelcome conduct that is so severe, pervasive, or offensive that it effectively denies a person equal access to the District's education program or activity; or
3. Sexual assault, dating violence, domestic violence, or stalking, as defined by the Violence Against Women Act, 34 USC 12291 *et seq.*, and the uniform crime reporting system of the FBI, 20 USC 1092(f)(6)(A)(v).

Employees must report sexual harassment to the District's Coordinator:

Ashley Nevins

202 Elm Street, Bergland, MI 49910

906-575-3438

anevins@goisd.org

DRUG AND ALCOHOL FREE WORKPLACE

The Board of Education believes that quality education is not possible in an environment affected by drugs and alcohol. The District, therefore, maintains a drug and alcohol-free workplace.

The District does not permit the manufacture, selling, soliciting, possession, use, distribution, or dispensing of any illicit substance by any member of the District's professional staff at any time while on District property, in District vehicles, or while involved in any District-related activity or event. "Illicit substance" means any consumable alcohol; illegal drugs, including, but not limited to, those substances defined as "controlled substances" pursuant to federal or state law; marijuana; anabolic steroids, human growth hormones, or other performance-enhancing drugs; substances purported to be illegal, abusive, or performance-enhancing (i.e., "look-alike" drugs); and any other substance used by an employee as an intoxicant. Any staff member who violates this policy shall be subject to disciplinary action, up to and including termination

If reasonable suspicion exists that an employee is under the influence of an illicit substance, the Superintendent or designee may direct the employee to submit to a drug or breath alcohol test. If the employee refuses, the employee may be subject to discipline, up to and including discharge, based on the Superintendent's or designee's observations. (See Policy 4211).

SUBSTANCE ABUSE

The Gogebic-Ontonagon ISD recognizes alcoholism and drug abuse as treatable illnesses. When such illnesses impair the performance of a professional staff member, the GOISD may require the employee, as a condition of continued employment, to receive confidential assistance by appropriate specialists in the treatment of those illnesses. Assistance may include participation in a substance abuse assistance or rehabilitation program consistent with approved leave time, an individual employment contract, Policy, or applicable collective bargaining agreement. Any costs associated with treatment in excess of those costs covered by the staff member's medical insurance plan shall be borne by the individual.

The responsibility to correct unsatisfactory job performance or behavior resulting from a suspected health problem rests with the professional staff member. Failure to do so will result in appropriate corrective or disciplinary action as determined by the Board.

No professional staff member will have his/her job security or promotion opportunities jeopardized by his/her request for counseling or referral assistance. However, seeking assistance for rehabilitation does not affect the District's authority to implement discipline, including discharge, for inappropriate conduct.

Professional staff members who suspect they may have alcoholism or other drug abuse problems are encouraged to seek counseling and information on a confidential basis by contacting resources available for such services.

[Employee Assistance Plan Link](#)

PROFESSIONAL STAFF ETHICS

An effective educational program requires the services of men and women of integrity, high ideals, and human understanding. To maintain and promote these essentials, all professional staff members are expected to maintain high standards of behavior in their working relationships, and in the performance of their professional duties, and to exercise objectively sound and professional judgment when engaging with students, parents/guardians, colleagues, administrators, Board members, and community members. This standard extends to an employee's conduct on and off school property. Ethical behavior generally includes, but it not limited to:

- A. recognizing basic dignities of all individuals with whom they interact in the performance of duties;
- B. representing accurately their qualifications;
- C. exercising due care to protect the mental and physical safety of students, colleagues, and subordinates;
- D. competently applying the knowledge and skills appropriate to assigned responsibilities;
- E. keeping in confidence legally confidential information; refraining from entering into any activity that promotes an employee's financial and pecuniary interests over those of the District

- F. avoiding soliciting or accepting anything of value, other than compensation received from the District in exchange for services provided to the District, that would influence the employee's judgment when performing the employee's duties;
- G. refrain from using position or school resources for partisan or nonpartisan political or religious purposes. This will in no way limit constitutionally or legally protected rights as a citizen.

In keeping with the ethical responsibilities of the professional staff, GOISD policy requires that staff must establish and maintain professional boundaries with students, including while using personal or District technology. Employees are prohibited from direct or indirect interactions with students, including interactions in person or through technological means that do not reasonably relate to an educational purpose. Employees will behave at all times in a manner that is supportive of the best interests of students and the District.

Employees are expected to abide by Policy 4201 (Employee Ethics and Standards) as well as the Michigan Code of Educational Ethics, found at:

https://www.michigan.gov/documents/mde/Code_of_Ethics_653130_7.pdf

Failure to do so may result in discipline up to and including discharge.

CONFIDENTIALITY

Employees must not divulge confidential information contained in any records and files of this Board.

Employees must not divulge legally-confidential information contained in the records and files of this Board, except as permitted by law.

Employees shall not permit the release of the social security number of an employee, student, or other individuals except as authorized by law (see Policy 3113). Documents containing social security numbers shall be restricted to those employees who need to know that information or need to access those documents. When documents containing social security numbers are no longer needed, they shall be shredded by an employee who has authorized access to such records.

Employees must maintain the confidentiality of student information and student education records. Employees are prohibited from disclosing confidential student information and student records to third parties unless disclosure is permitted by law. Disclosure of student information or records to other District employees is permissible only when that individual has a legitimate educational interest in receiving the information. An employee has a legitimate educational interest in a student record if a review of the student record is necessary for the employee to perform an administrative, supervisory, or instructional task or to perform a service or benefit for the student or the student's family. (See Board Policies 4204 and 5309).

If an employee is approached inappropriately to provide information, the employee must refuse to release the requested information and should refer the requestor to the employee's immediate supervisor.

Any employee who inappropriately releases information or uses confidential information for personal reasons will be disciplined, up to and including discharge.

SCHOOL DELAY OR CLOSURE PROCEDURE

If the school district in which the employee resides is closed due to inclement weather, utility failure, health or safety conditions, or similar circumstances, some employees may be required to report to work or to work remotely.

If the school district in which the employee resides is operating on a delayed start, the employee will not be required to travel until the delay has ended. Employees should report to work as soon as it is safe to do so after the delay, unless otherwise directed by their supervisor.

If all school districts are closed within the GOISD service area, or the GOISD main offices are closed, then employees need not report for work on that day.

REPORTING AN INJURY

Employees who experience an injury during normal work hours must report their injury to their direct supervisor and complete the GOISD Employee Injury Report. The form to complete this report is located in the Staff Internal Drive or by clicking on this link: [GOISD Employee Injury Report](#)

MILEAGE AND FLEET VEHICLES

Employees who are required in the course of their work to drive personal automobiles from one school building to another shall receive mileage reimbursement at the approved federal/state-approved mileage rate and per IRS guidelines. The same reimbursement shall be provided for the use of personal automobiles for field trips or other business of the ISD when a vehicle is not provided. If a vehicle is provided, including shared ISD vehicle use, and the employee chooses not to use it, the employee shall not receive mileage reimbursement; however, they will be compensated for actual personal gas used. Due to a lack of space in a vehicle, mileage will be reimbursed with prior written approval from the Supervisor or Director.

Employees who are assigned a fleet vehicle are expected to keep the interior and exterior clean. Failure to do so will result in the staff member losing the vehicle. If the employee needs to take the vehicle through a car wash, the receipt can be submitted to their supervisor for reimbursement.

Fleet Vehicles are available at the Ewen office: Ford Edge & Ford Explorer

Fleet vehicles must be reserved through Shelby Walters via email at swalters@goisd.org or by calling 906-575-3438, ext 108.

Fleet vehicles must be returned to their location at the end of the workday. They may be checked out on the evening before a trip outside of GOISD.

Procedure:

1. All employees will use the [GOISD Mileage Chart](#) as a basis for mileage reimbursement.
2. Itinerant employees will be paid mileage from the first district they serve. Employees are encouraged to establish a regular service schedule.
3. Itinerant employees who have been approved for an office in their residence (Residential Office) may count mileage from their home office to each district/site served.
4. Teachers will be paid mileage from the school/site where they teach their first class.
5. Itinerant employees who have offices in the Bergland or Ewen GOISD Buildings may count mileage from those offices if they start their day in one of those buildings.

Mileage reimbursement forms must be submitted to the appropriate department director/supervisor monthly.

PER DIEM POLICY

The Gogebic-Ontonagon Intermediate School District (GOISD) Board of Education has established per diem rates for approved travel. Per Diem rates are the amounts each staff member is allowed to spend on meals while on official travel. Per diem is not authorized for daily local travel. Daily local travel is defined as travel in the course of performing your regular daily duties or one-day regional trips during which you will return to your home on the same day.

GOISD Per Diem Rate for 2026-2027:

- \$63 per day broken down as follows:
 - \$16 Breakfast
 - \$19 Lunch
 - \$28 Dinner
 - \$4 Mackinac Bridge Toll (one-way)
 - \$30 Parking (per day)
- GOISD will provide a higher per diem rate for areas that exceed the standard rates that are posted on the US General Services Administration website at: <https://www.gsa.gov/travel/plan-book/per-diem-rates>. It is the employee's and supervisor's responsibility to request a higher per diem rate, as outlined on the US General Services Administration website.

Staff members will request their per diem as part of completing the Workshop/Conference Form that is submitted to their supervisor. This form must be completed and approved at least two weeks prior to the planned travel date. Staff members should include travel to and from workshops and conferences as a part of their per diem request.

Once travel is approved, a per diem check will be issued by the Business Office to the employee. The employee will pick up the check from their departmental administrative assistant.

Staff members may determine the amounts they will spend for each meal, or may combine amounts to purchase a larger meal. Receipts do not need to be submitted to the Business Office after returning from the conference or workshop.

District credit cards may not be used to purchase meals or other incidental expenses, such as coffee, soft drinks, and snacks.

GOISD TEMPORARY REMOTE WORK POLICY

The Superintendent or designee may permit certain employee positions to work remotely on a temporary basis during a health or safety risk declared by a local, State, or federal government authority or in other extraordinary circumstances. See Policy 4225 for further information.

WORKING HOURS

A maximum workday shall be eight (8) hours in duration, with one (1) hour duty-free lunch period. The normal work week shall consist of forty (40) hours, Monday through Friday. The one (1) hour duty-free lunch period may be reduced by mutual agreement between an employee and his/her immediate supervisor. (Article VII, Section 1).

CTE Instructors - CTE Instructor days shall not be required to exceed eight (8) hours in duration during the regular workday, including time necessary for travel to and from Districts. They shall have at a minimum, thirty (30) minutes for duty-free lunch, and 30 minutes for other preparatory work, if traveling between districts.

For CTE Instructors residing in a single site, or within the same county, they shall maintain the requirements set forth in Article VII, Section 1 of the collective bargaining agreement.

Work hours are based on the schools/locations being served. Employees who work in Center-Based Programs will follow the LEA daily schedule and calendar. Itinerant staff who provide support to multiple buildings are expected to report to those buildings during school hours, based on the school's daily schedule, calendar, and time zone. Employees who travel from the Central Time Zone to provide services to a school in the Eastern Time Zone shall follow the school's schedule and vice versa. If the staff member is scheduled to work in one of the GOISD Offices on a given day, they shall report during regular office hours. Travel time from your home to the first school you are providing services to or a GOISD office is not considered work time. It is understood that part-time employees may have different start and end times agreed upon with their supervisor.

Itinerant staff shall provide their supervisors with a weekly schedule on their Google Calendar.

For more information about caseloads, assignments, working hours, and school closures, please refer to Article VIII of the Collective Bargaining Agreement.

WORKPLACE ACCOMMODATIONS FOR EMPLOYEES WITH DISABILITIES

Under state and federal law, a qualified employee with a disability may be entitled to a reasonable accommodation to enable that employee to perform the essential functions of the employee's job without causing undue hardship on the employer or posing a direct threat to health or safety. A qualified employee with a disability who believes a workplace accommodation is needed must notify the Superintendent or designee in writing of the need for a reasonable accommodation. (See Policy 4105).

ATTENDANCE AND ABSENCES

Regular and reliable in-person attendance is an essential job function for employees. Unexcused employee absences or tardiness negatively impact the education of students and may impose unnecessary burdens on coworkers. An employee must adhere to their assigned schedule unless a deviation is appropriately approved.

An employee must report an absence as directed by their supervisor or consistent with the terms of any applicable collective bargaining agreement, individual employment contract, or policy. An employee who violates this provision may be subject to discipline, up to and including discharge. (See Policy 4219).

PERSONNEL FILES

An employee has the right to review their personnel file or to obtain a copy of their personnel file upon a reasonable written request to the Central Office, generally not more than two times per year. An employee who requests a copy of their personnel file may be charged a fee. An employee may review their personnel file at a reasonable and mutually agreed-upon time. A Central Office employee will be present during the review.

If an employee disagrees with information contained in the employee's personnel file, the employee and the District may mutually agree to remove or correct that information, unless it concerns substantiated unprofessional conduct. If the District does not agree to remove or amend the information, the employee may submit a written rebuttal statement (within legal limits) explaining the employee's position.

Documents in a personnel file may be subject to disclosure under the Revised School Code, the Freedom of Information Act (FOIA), or pursuant to a subpoena or court order. If the District receives a FOIA request for information regarding employee disciplinary records, the employee will be notified in writing of the disclosure on or before the day the disciplinary records are disclosed. (See Policy 4224).

DISTRICT-PROVIDED INSURANCE

Eligibility for medical, dental, vision, life, and other insurance policies for employees will be determined by collective bargaining agreements, individual employment contracts, Board policies, and/or state or federal law.

CONSOLIDATED OMNIBUS BUDGET REDUCTION ACT

The Consolidated Omnibus Budget Reconciliation Act (COBRA) requires the District's group health plan to extend the opportunity to continue health insurance coverage to an employee and other qualified beneficiaries in certain circumstances, including termination, for a limited time. The employee must pay the full premium for the elected coverage. (See 42 USC 300bb).

CRIMINAL HISTORY RECORD AND UNPROFESSIONAL CONDUCT CHECK

The District requires a criminal history check, criminal records check, and unprofessional conduct references from previous employers for all employees as required under Michigan law. All applicants are required to submit fingerprints for a criminal records check. (See Policy 4205).

CRIMINAL CHARGES– MANDATORY SELF-REPORTING

Consistent with state law and Policy 4208, the District requires all District employees and independent contractors who are regularly and continuously working under contract who are charged with a crime listed below, or a violation of a substantially similar law of another state, a state political subdivision, or the United States, to report the charge to the Michigan Department of Education and the Superintendent within three business days after being arraigned.

District employees and independent contractors must report criminal charges concerning the following crimes:

1. Any felony
2. Any of the following misdemeanors:
 - a. Criminal sexual conduct (CSC) or attempt to commit CSC – 4th degree;
 - b. Child abuse or attempt to commit child abuse – 3rd or 4th degree;
 - c. Cruelty, torture, or indecent exposure involving a child;
 - d. Delivery or distribution of a controlled substance (including marijuana) to a minor or within 1,000 feet of school property;
 - e. Breaking and entering or entering without breaking any building, tent, boat, or railroad car without permission to enter;
 - f. Entering without breaking any public place when entry has been expressly denied;
 - g. Allowing a minor to consume or possess alcohol or any individual to consume or possess a controlled substance on one's own property;
 - h. Accosting, enticing, or soliciting a child for immoral purposes;
 - i. 3rd (or subsequent) violation of any combination of engaging in obscene or indecent conduct in public or indecent exposure;
 - j. Stealing, removing, or damaging any fixture, attachment, or other property belonging to, connected with, or used in the construction of vacant structures or buildings;
 - k. Assault and assault and battery;
 - l. Domestic assault;
 - m. Assault and infliction of serious or aggravated injury;
 - n. Internet use for the purpose of committing a crime against a minor;
 - o. Selling or furnishing alcohol to minors; or
 - p. Any listed offense under the Sex Offenders Registration Act.

If an employee fails to report an arraignment as required by law, the employee is subject to discipline up to and including discharge and possible criminal sanctions. The District reserves the right to refuse an individual's assignment where the individual's criminal record history, in the judgment of the District, indicates an unfitness to perform services.

TOBACCO AND NICOTINE USE

Employees are prohibited from using tobacco products, electronic cigarettes, vaporizers, or any electronic nicotine delivery systems on District property and at District-sponsored events unless the District expressly designates areas for smoking at a particular building or facility. (See Policy 3102).

NO EXPECTATION OF PRIVACY

Employees have no expectation of privacy in connection with their use of District property and equipment. The District reserves the right to search an employee's office, desk, files, computer, locker, or other District property or technology issued or provided for the employee's use during the employee's District employment. Inspections may be conducted at any time, at the District's discretion. A search of an employee's personal effects will comply with federal and state constitutions, laws, and regulations.

USE OF FORCE AND CORPORAL PUNISHMENT

Employees must not inflict, or cause to be inflicted, corporal punishment upon any student under any circumstances. (See Policy 4203).

Alternatives to corporal punishment are provided below:

- Provide direct instruction to students regarding social skills and problem-solving strategies;
- Use positive reinforcement, such as teacher feedback and other self-esteem-enhancing activities, to teach, support, and maintain the use of appropriate problem-solving and social skills;
- Apply logical consequences that will teach students to take personal responsibility for their actions (e.g., losing the privilege of participating in special school activities);
- Use of a "time out", which may allow students to learn to take control of their actions and, ultimately, in conjunction with instruction in social skills, to cease their undesirable behavior;
- Employ problem-solving classroom meetings and/or school assemblies with an honest discussion of problems to encourage student ownership of and responsibility for solutions;
- Establish a variety of strategies for communicating with parents/guardians;
- Establish contractual agreements with students and their parents/guardians that clearly outline consequences to enhance the development of self-control behavior;

- Establish an in-school suspension program, supervised by a responsible adult, in which the student performs curricula-related activities;
- When necessary, refer students to a counselor, social worker, or psychologist at the local or intermediate level and coordinate services with other units of state government (e.g., public health, social services, mental health). Also, may seek assistance from private institutions or agencies with appropriate services;
- Evaluate and arrange appropriate curriculum and adequate support for students who need academic acceleration, special education, alternative education, or services for achieving English proficiency;
- Take action, in accordance with the applicable student code of conduct and due process of law, when disruptive behavior occurs; or
- Only after other alternatives have been considered, consider the use of suspensions or expulsions.

Reasonable force may only be used consistent with Board Policies 4203 and 5211.

CHILDREN'S PROTECTIVE SERVICE REPORTING

Mandated reporters must report suspected child abuse or neglect to Children's Protective Services (CPS) per Policy 4202. Other employees are also expected to make reports to CPS of suspected child abuse or neglect. Within 72 hours of making a verbal report to CPS, the employee must file a written report as required by Michigan's Child Protection Act. The employee must also promptly notify the Superintendent or designee and the building principal of the report. Michigan law provides civil and criminal penalties for a mandated reporter's failure to make a report, and also provides civil and criminal immunity for someone making a report in good faith.

DISTRICT TECHNOLOGY RESOURCES

The District provides its employees access to its technology resources, including District computers and network resources, for educational and other District-related purposes. Before an employee is provided access to District technology resources, the employee must sign and return to the Central Office an Acceptable Use Agreement. Employees have no expectation of privacy when using District technology resources. The District may monitor or access employees' electronic files, as deemed necessary.

The use of District technology resources is a privilege, not a right. Misuse of District technology resources may result in loss of access to the resources and potential disciplinary action.

Any use of technology resources that violates federal or state law is prohibited. (See Policy 4215).

For additional information regarding the use of District technology resources, see Board Policies 3116 and 4215.

EMPLOYEE DRESS AND APPEARANCE

Employees must maintain professional dress and appearance. Employees are expected to dress appropriately for their position. Ripped jeans, shorts above mid-thigh, and tight-fitting

leggings that do not have a top that covers to at least the mid-thigh are not permitted. For details regarding appropriate attire, refer to Policy 4218.

PERSONAL COMMUNICATION DEVICES

Employees may only use employee-owned personal communications devices during work as permitted by Policy 4216.

DISTRICT PROPERTY

District supplies, equipment, tools, and other District property given to employees for use during the course of their employment remain the property of the District and are not permitted for personal use. After use, District property must be immediately returned to the appropriate location or department. The property must be returned in the same condition as when it was received. If the property is damaged, the employee should immediately notify the employee's supervisor. The employee is responsible for the cost of repair or replacement if the employee negligently or intentionally damages the District's property. (See Policies 3304 and 4220).

COPYRIGHT COMPLIANCE

Use of copyrighted works, including audio, video, images, software, applications, and other documents or media, must be in compliance with copyright law. Employees who have questions concerning copyright compliance may request educational and compliance information from the District. (See Policy 3103).

BLOOD AND BODILY FLUIDS

Employees must observe universal precautions to prevent contact with blood and other potentially infectious body fluids. Where differentiation between body fluid types is difficult or impossible, all body fluids will be considered potentially infectious. (See Policy 3405).

COMMUNICABLE DISEASES

An employee who reasonably suspects they have a communicable disease must promptly report their condition to the Superintendent or designee. (See Policy 3404). Communicable diseases include diphtheria, scarlet fever, strep infections, whooping cough, mumps, measles, rubella, COVID-19, and other diseases and infections identified by the Michigan Department of Health and Human Services.

HAZARDOUS SUBSTANCES

Under the federal and Michigan Hazard Communications Standards, every employee has the right to know about the handling of hazardous chemicals and materials in the workplace. Employees seeking information about the District's handling of hazardous chemicals and materials may contact Travis Powell, Director of Instructional Services.

WEAPON POSSESSION

The District is a weapons-free school zone. The District is firmly committed to providing a safe learning and working environment for its students and employees. Except as otherwise permitted by Board policy or applicable law, employees may not possess a weapon at any District-related event or on District property. (See Policy 3408).

FAMILY AND MEDICAL LEAVE ACT

Eligible employees with a qualifying reason may request leave under the Family and Medical Leave Act (FMLA) pursuant to Policy 4106, if applicable. FMLA leave will run concurrently with other applicable leave(s).

JURY DUTY LEAVE

An employee who is summoned to perform jury duty will be released from work for that purpose. A regular full-year and regular school year employee who is full-time will be paid the difference between their regular wages and jury duty pay that the employee receives from the court, excluding mileage and travel fees. The employee will provide the District with verification of any payments received from the court.

CELL PHONE REIMBURSEMENT

Non-Represented Professional Staff will be reimbursed a monthly stipend of \$30 for cell phone usage, paid in the first pay period of each month (September through June). Staff shall carry their cell phones each workday for emergency purposes. The district does not retain ownership of or oversight over the cell phone used by the staff member receiving this stipend.

2026-2027 Non-Represented Professional Staff Salary Schedule

Step	Level 1	Level 2	Level 3	Level 4
Increment	\$1,061.00	\$1,268.00	\$1,475.00	\$1,822.00
0	\$42,948.00	\$46,053.00	\$47,362.00	\$49,043.00
1	\$44,009.00	\$47,321.00	\$48,837.00	\$50,925.00
2	\$45,070.00	\$48,589.00	\$50,312.00	\$52,807.00
3	\$46,131.00	\$49,857.00	\$51,787.00	\$54,689.00
4	\$47,192.00	\$51,125.00	\$53,262.00	\$56,571.00
5	\$48,253.00	\$52,393.00	\$54,737.00	\$58,453.00
6	\$49,314.00	\$53,661.00	\$56,212.00	\$60,335.00
7	\$50,375.00	\$54,929.00	\$57,687.00	\$62,217.00
8	\$51,436.00	\$56,197.00	\$59,162.00	\$64,099.00
9	\$52,497.00	\$57,465.00	\$60,637.00	\$65,981.00
10	\$53,558.00	\$58,733.00	\$62,112.00	\$67,863.00

Positions Covered:

- Certified Occupational Therapy Assistant (COTA)
- Physical Therapy Assistant (PTA)
- Registered Behavior Technician (RBT)

Level 1: Associate's Degree

Level 2: Bachelor's Degree

Level 3: Bachelor's Degree with advanced certifications

Level 4: Master's Degree

Staff who have attained a salary beyond Step 10 will receive a percentage increase based on the 12-month overall Consumer Price Index.

ACKNOWLEDGEMENT OF HANDBOOK

I have received a copy of the District Employee Handbook. I understand that this handbook is designed to acquaint me with the personnel policies, procedures, and standards of the District which govern my employment. I also understand that this handbook is not fully inclusive of all District policies to which I am subject. I understand that the District reserves the right to amend, modify, suspend, interpret, delete, or change this handbook, without advance notice, in its sole discretion, without having to give cause, justification, or consideration to any employee. This handbook is subordinate to any applicable collective bargaining agreement or employment contract. This handbook is not a contract or an offer to contract between the District and any employee, including myself. I understand that I am an at-will employee unless a collective bargaining agreement, individual employment contract, or Policy identifies a different employment standard for my employment.

I recognize that I am responsible for knowing and complying with this handbook's provisions and updates, as well as all Board policies. I further recognize that I may request to meet with my supervisor to discuss any or all of the information included within this Handbook, and I may further contact my supervisor with any questions related to this handbook during my employment.

Employee Name (Printed)

Date

Employee Signature