

**Eaton RESA Board of Education Agenda
Regular Board Meeting
October 14, 2026, at 6:00 PM
Board Room
1790 East Packard Highway
Charlotte, Michigan 48813**

I. REGULAR BUSINESS

A. Call to Order

- 1) Pledge of Allegiance
- 2) Roll Call

B. Approval of Agenda

C. Presentations

4

Audit

and

Strategic Plan

D. Audience Participation

E. Action Items

- 1) Consent Agenda

- a. PREVIOUS Regular Board Meeting Minutes

18

- b. Personnel Report

22

- c. Board Bills and Disbursement Report

23

II. GSRP Agreements

47

Jennifer McCaffrey, Director of Early Childhood, requests that the Board approve Eaton RESA's, partnership with Eaton Rapids Public Schools, Potterville Public School, You & Me Academy, Wacousta Cooperative Preschool, the Learning Care Group and CACS Head Start to offer GSRP in our local districts.

III. CDC Supplement Notice of Award

99

Kim Thalison, Director of School Wellness & Prevention

Services, requests the acceptance of the Notice of Award with the Center for Disease

Control in the amount of \$85,000 to support the implementation of enhanced regional

school wellness programs, projects, and professional development in Clinton, Eaton,

and Ingham County school districts.

IV. Mid-State Health Network FY 27 Contract

105

Kim Thalison, Director of School Wellness & Prevention

Services, requests the approval of the Mid-State Health Network contract in the amount

of \$685,255. The funds provide prevention coordination, curriculum, coalition staffing,

and programs in Clinton, Eaton, and Ingham Counties.

V. Employment for the Superintendent 141

Sean Williams, Superintendent of Eaton RESA, Based on the work completed by the Board of Education and subsequent negotiations between the District's legal counsel and Dr. Nate Leale, it is recommended that the Board approve a three-year employment contract for Dr. Leale, naming him the next Superintendent of Eaton RESA. The contract will take effect January 1, 2027, with a prorated salary for the remainder of the 2026-27 school year.

VI. Law Firm Collins & Blaha, P.C. 149

Dr. Sean Williams, Superintendent of Eaton RESA, is requesting Board approval to enter into a contract with the law firm of Collins & Blaha, P.C. for the purpose of developing an Scholarship Granting Organization (SGO) Consortium to support school districts within the Eaton RESA service area. The consortium will provide participating districts with coordinated legal guidance, resources, and support related to SGO requirements and implementation.

VII. 2026-27 MOU Michigan Association of Intermediate School Administrators (MAISA)(D. G.) 150

Tina Monroe, Executive Director of Finance & Operations, requests approval for collaboration with MAISA, MDE, and other partners, this agreement supports the continued analysis and expansion of the Reading Now Network (RNN) work to identify Michigan schools demonstrating significant literacy improvement and understand the practices and conditions contributing to their success. Eaton RESA will employ the position and all costs will be reimbursed by MAISA.

VIII. 2026-27 MOU Michigan Association of Intermediate School Administrators (MAISA)(K. D.) 158

Tina Monroe, Executive Director of Finance & Operations, requests approval for the Literacy Leader Network collaboration with MAISA, which has been expanded through September 30, 2027. The program is a statewide education initiative to build systemwide capacity for lasting literacy improvements. Eaton RESA will continue to employ the Educator on Loan and all costs will be reimbursed by MAISA.

IX. 2027 Summer Tax Levy Resolution 162

Tina Monroe, Executive Director of Finance & Operations, requests approval that Eaton RESA collects summer taxes from 7 of its 32 taxing units. In order to continue collecting summer taxes for 2027, the Board must approve a resolution by December 31, 2026. Fifty percent of the taxes will be collected in the summer and fifty percent in the winter from the 7 taxing units.

X. Increase in FTE for Occupational Therapist & Speech and Language Pathologist 165

Kelly Hager, Assistant Superintendent for Special Education, due to an increase in needs, Grand Ledge Public Schools has requested a 0.5 FTE increase for Occupational Therapy Services.

XI. AMN Healthcare, Inc. for the 2026-27 School Year 167

Kelly Hager, Assistant Superintendent for Special Education, requests the approval for a contract with AMN Healthcare, Inc for 1.0 FTE School Social Worker to fill a vacancy.

XII. Board Member Reports & Requests

XIII. Correspondence

A. Upcoming Events
XIV. Adjournment

*It is the policy of Eaton Regional Education Service Agency not to discriminate on the basis of race, color, national origin, gender/sex, age, disability, height, weight, marital status, or lack of English language speaking skills, in its programs, services or activities. The following person has been designated to handle inquiries regarding the nondiscrimination policies:
Superintendent, 1790 East Packard Highway, Charlotte, MI 48813, 517.543.5500.*

BOARD AGENDA ITEM

Email completed form and supporting documents to the Superintendent and the Superintendent's Executive Assistant by 12:00 noon, the Tuesday prior to the Board Meeting. *(Submit one form per agenda item and provide attachments as separate documents.)*

I. DATE OF BOARD MEETING: 10/14/2026

II. AGENDA ITEM TITLE: 2025-26 Financial Audit Results

III. TYPE OF AGENDA ITEM: *(Place an X in the box you select)*

☒ Presentation

☐ Consent Agenda *(replacement of/transfer to/resignation from existing positions are consent agenda)*

☒ Action/Approval *(new positions/FTE increases for existing positions are action items)*

☐ Information

IV. AGENDA ITEM DESCRIPTION:

a) **Purpose and background:** *(Provide 1-3 sentences describing the type of service/good, who will be providing it, as well as the background on the need)*

Maner Costerisan will present the results from the annual financial audit that the firm conducted. They will also present the Governance Letter and Management Letter.

Action to accept the 2025-26 audit report into record as presented is requested.

b) **Cost:**

c) **Timeframe/term of agreement:**

d) **List Supporting materials/attachments, if any:**

Audited Financial Statements, Governance Letter and Management Letter (at place setting)

V. RECOMMENDATION: *(Place an X in the box you select)*

☐ Approve

☐ Authorize the Superintendent to execute agreement

☐ Approve the increase of FTE: Position _____ FTE Increase _____

☐ Award a bid

☒ Other: Accept the audit report/letters into record

VI. RECOMMENDED BY: Tina Monroe, Executive Director of Finance & Operations



2026-31 Strategic Plan

Presentation to Eaton RESA Board of Education
October 14, 2026



When the Landscape Changes



Michigan Department of Lifelong Education, Advancement, and Potential

vision-impact-reports Early Education ▾ Education Partnerships ▾ Higher Education ▾ Strategic Talent Preparation ▾

Michigan PreK for All Applications Reaches Record High as More Families Choose Free, High-Quality PreK



NEWS WEATHER I-TEAM SPORTS MONEY WATCH

Michigan awards over \$24M to expand career and technical education programs statewide



News TV6 Live Latest Videos First Alert Weather TV6 Investigates Sports Upper Michigan Today Submit Photos

New report addresses Michigan student's mental health, safety



Department of Education

About Us ▾ Services ▾ Resources ▾ News & Info ▾ Contact Us

Michigan Department of Education partners with Michigan Virtual on statewide AI guidance for K-12 schools

June 25, 2026

AP U.S. NEWS

Michigan reading scores drop again. State superintendent: 'We need to improve'

by: ISABEL LOHMAN/Bridge Michigan
Posted: Sep 4, 2026 / 08:58 PM EDT
Updated: Sep 4, 2026 / 08:59 PM EDT



Inside the Lowell High School library on Aug. 11, 2025.

CHALKBEAT DETROIT

Essential education reporting in Detroit

HOME COMMUNITIES ▾ JOBS BOARD EVENTS ABOUT US

MICHIGAN EDUCATION POLICY MISSING SCHOOL, FALLING BEHIND

Michigan chronic absenteeism falls again, but more than 1 in 4 students miss too much school

by Isabel Lohman, Bridge Michigan | September 17, 2026, 1:04pm EDT | Updated: September 17, 2026, 4:56pm EDT

CONTACT US



the MICHIGAN INDEPENDENT

POLITICS ▾ ECONOMY EDUCATION HEALTH ▾ INFRASTRUCTURE

Michigan schools begin first year under statewide student cellphone ban

Many Michigan schools have already implemented policies to keep smartphones out of the hands of students.

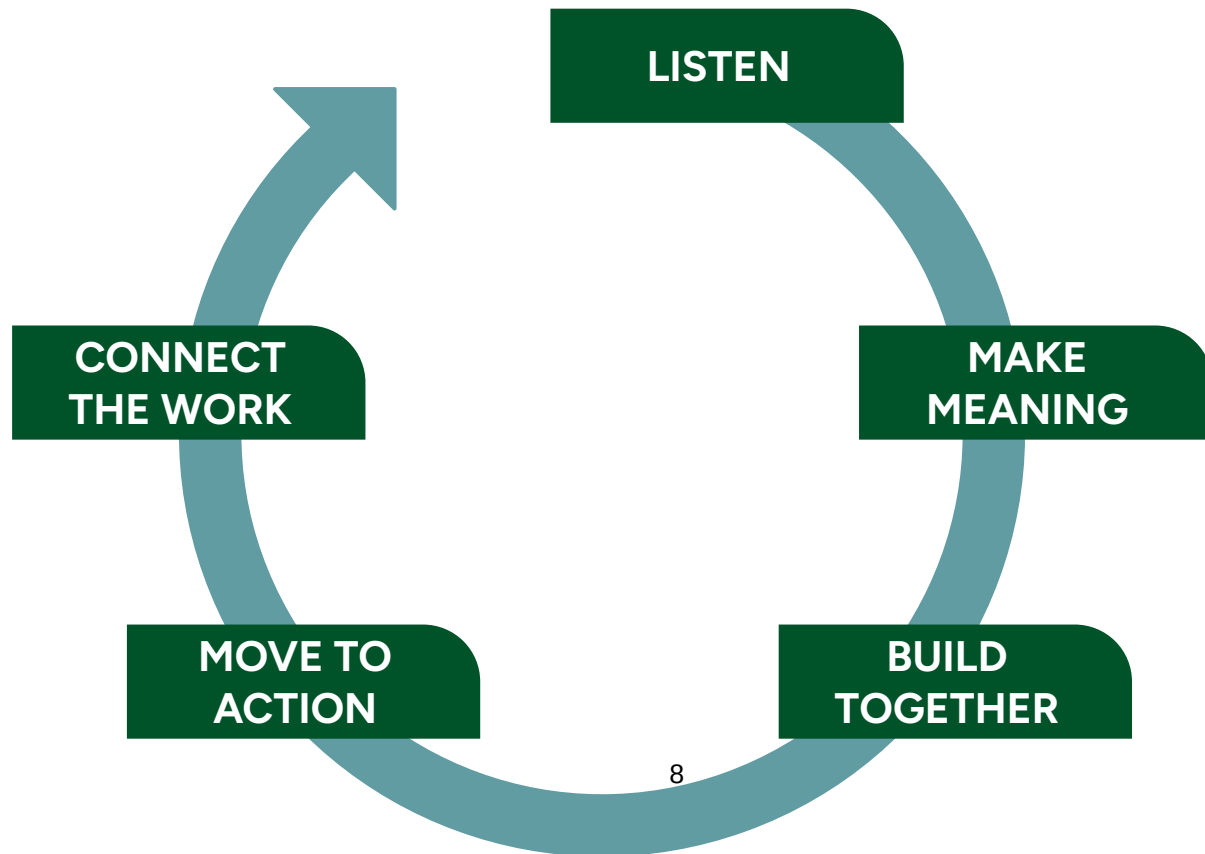


MSU report finds teacher supply growing, yet staffing shortages continue





How the Plan Took Shape



Structure of the Plan

Strategic Priorities

People First

A community where you belong!

Learner-Centered Services

Exceptional and expansive support from birth to future.

Impact & Collaboration

Connect, convene and amplify our reach.

Strategic Accelerants

Organizational Excellence

Clear, trustworthy and reliable systems

Innovation & Learning

Leading at the edge of what is possible

Identity & Communication

Capture and share our stories boldly and often

Goals

Strategies

9

Action Plans & Action Items

Adaptable and fluid in order to maintain a dynamic working plan.

Nine Key Goals

P1.1 Recruit, welcome, and retain talented staff who align with Eaton RESA's mission, vision, and values by creating an employee experience that prepares employees for long-term success and fosters a strong sense of belonging.

P1.2 Cultivate a workplace culture where every employee feels valued, respected, supported, and connected to our mission, strengthening engagement, organizational health, and the overall employee experience.

P1.3 Create meaningful opportunities for every employee to learn, grow, lead, and share expertise while strengthening organizational capacity and long-term sustainability.

P2.1 Provide a seamless, high-quality continuum of services that supports learners from birth through adulthood. Ensure services are coordinated, visible, and responsive so learners and families experience a connected system rather than isolated programs.

P2.2 Expand personalized learning opportunities, career pathways, and workforce experiences that prepare learners of all ages for successful futures. Leverage shared services and regional collaboration to provide opportunities that would be difficult to accomplish independently.

P2.3 Ensure every learner has equitable access to high-quality academic, behavioral, wellness, and family supports regardless of circumstance or location. Strengthen integrated systems that respond to learner needs while creating opportunities for intervention, enrichment, and accelerated growth.

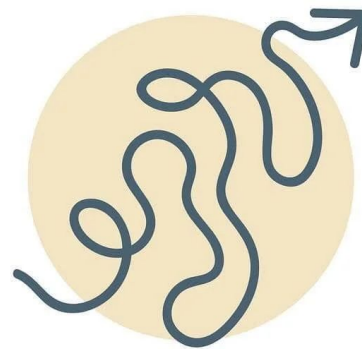
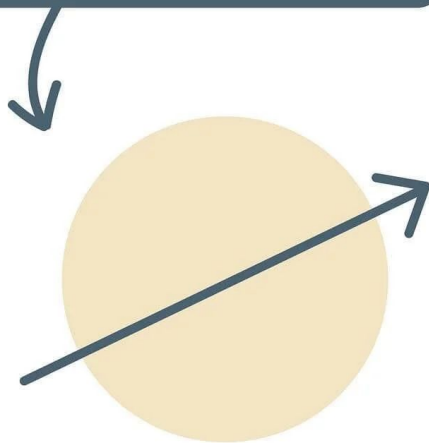
P3.1 Serve as the trusted regional convener that brings together school districts, community organizations, and partners to address shared opportunities and challenges. Foster collaboration that strengthens relationships, builds trust, and creates collective impact.

P3.2 Build the capacity of local districts and community partners by expanding shared expertise, leadership, and scalable solutions that maximize regional resources. Demonstrate that collaboration produces stronger outcomes than organizations can achieve independently.

P3.3 Expand the reach and impact of Eaton RESA's programs, partnerships, and expertise to improve outcomes across the region. Pursue new opportunities that increase access, strengthen quality, and position Eaton RESA as a valued regional and statewide partner.

—THE AIM WAY— PROGRESS

WHAT PEOPLE THINK
IT LOOKS LIKE



WHAT IT ACTUALLY
LOOKS LIKE

People First Goal: Special Education

Core Pipeline Strategy:

Expand candidate pipelines by developing recruitment partnerships with universities, educator preparation programs, high schools, and other organizations (traditional and non-traditional) with success measured by an increase in the number of candidates applying for positions.

1. Strategic Partnerships

Key Initiatives:

- Speaking engagements at Universities & Educator Prep Programs
- Active presence and participation at Job Fairs
- Traditional and non-traditional organizational outreach

Success Metric: Increase in candidate applications

2. Employee Feedback

Continuous Improvement:

- Revisiting stay interviews to evaluate retention drivers
- Gathering real-time feedback on employee experience
- Enhancing onboarding & organizational integration once in the organization

Success Metric: Real-time feedback & retention insights

Learner-Centered Services Goal: General Education

Core Strategy

Advance coherent, evidence-based instructional and leadership practices through high-quality professional learning, networks, coaching, and our service delivery model.

General Education Service Delivery Model

Action Step: Establish and communicate a coherent General Education Service Delivery Model that reflects our continued commitment to high-quality professional learning, coaching, capacity-building, and networking that honors where our LEAs are while recognizing bandwidth, capacity of the Eaton RESA team.

Success Metrics:

- **Peer ISD Model Repository:** Service Delivery Plans gathered from comparable ISDs
- **Initiative Inventory:** Completed inventory capturing our current work supporting local districts
- **GE Service Delivery Framework:** Clearly-defined, evidence-based service delivery framework aligned to Eaton RESA strategic plan goals, scope, purpose, and capacity

Impact & Collaboration Goal: Career & Technical Education

Core Strategy: Strengthen regional partnerships and amplify the CTE story by using the voices of students, families, alumni, educators, and industry partners to expand opportunities and clearly communicate the impact of the Career Preparation Center (CPC) experience.

1. Industry & Community Partnerships

Key Initiatives:

- Create one shared industry partner directory
- Strengthen advisory committees and clarify partner expectations
- Expand employer involvement in WBL, mentoring, credentials and career pathways

Success Metric: Increased employer engagement & expanded student WBL opportunities

2. Portrait of a CTE Learner

Continuous Improvement:

- Survey principals, counselors, parents, students and alumni
- Identify the strengths and qualities stakeholders say set CPC learners apart
- Use stakeholder voices and stories to define the Portrait and show CPC impact

Success Metric: Stakeholder-informed Portrait used in outreach & recruitment

Impact & Collaboration Goal: Career & Technical Education

Core Strategy: Strengthen regional partnerships and amplify the CTE story by using the voices of students, families, alumni, educators, and industry partners to expand opportunities and clearly communicate the impact of the Career Preparation Center (CPC) experience.

1. Industry & Community Partnerships

Key Initiatives:

- Create one shared industry partner directory
- Strengthen advisory committees and clarify partner expectations
- Expand employer involvement in WBL, mentoring, credentials and career pathways

Success Metric: Increased employer engagement & expanded student WBL opportunities

2. Portrait of a CTE Learner

Continuous Improvement:

- Survey principals, counselors, parents, students and alumni
- Identify the strengths and qualities stakeholders say set CPC learners apart
- Use stakeholder voices and stories to define the Portrait and show CPC impact

Success Metric: Stakeholder-informed Portrait used in outreach & recruitment



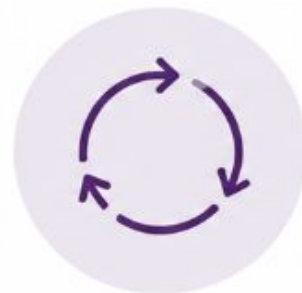
Where we go from here



**Our direction
is clear.**



**Our work is
underway.**



**Our strategies
will evolve.**

**Our plan provides the direction.
Our learning shapes the path.**

Eaton RESA Board of Education Minutes – for October 14, 2026 September 16, 2026 – Regular Board Meeting

A Regular Board Meeting of the Eaton Regional Education Service Agency was held on Wednesday, September 16, 2026, at 6:00 p.m. in the Board Room at 1790 East Packard Highway, Charlotte, Michigan.

I. REGULAR BUSINESS

A. Call to Order

- a. Pledge of Allegiance
- b. Roll Call

Roll Call: Rushford, Roberts, Gonzalez (Absent), Temsey, and DuFort (Absent).

B. Approval of Agenda

MOTION: It was moved by Roberts and supported by Temsey to approve the agenda, 3-0

C. Presentations

- a. Behavior/Mental Health Services - Dr. Melea Belton Director of Behavior/Mental Health Services

D. Audience Participation

Consent Agenda

- 1) 8/19/2026 Regular Board Meeting Minutes
- 2) Personnel Report
- 3) Board Bills and Disbursement Report

MOTION: It was moved by Roberts and supported by Temsey to approve the Consent Agenda, as presented. 3-0

- 2)GSRP Family Handbook: Jennifer McCaffrey, Director of Early Childhood, is requesting that the Board approve the 2026-2027 GSRP Family Handbook.

MOTION: It was moved by Roberts and supported by Temsey to approve the GSRP Family Handbook, as presented. 3-0

- 3)Centers for Disease Control Notice of Funding Award: Kim Thalison, Director of School Wellness & Prevention Services, requests the approval to accept the Notice of Award from the Centers for Disease Control (CDC). This funding opportunity provides district-level support for adolescent health education, health-centered projects, and Whole Child system supports for school districts in the tri-county area. The grant is in year 3 of 5 in the amount of \$360,000.
- 4)SAMHSA Notice of Funding Award: Kim Thalison, Director of School Wellness & Prevention Services, requests the approval to accept the Notice of Award from the Substance Abuse and Mental Health Services Administration (SAMHSA). This funding opportunity provides training support for Youth Mental Health First Aid and other related training in Clinton, Eaton, and Ingham Counties. The FY 25 award is in the amount of \$125,000.
- 5)Early Childhood Expansion: Jennifer McCaffrey, Director of Early Childhood, requests an additional part time ECS coach. The EC team has continued to expand GSRP classrooms in the county. Based on this work, an additional part time ECS coach would help ensure teaching teams have the feedback and follow up to improve quality practices.
- 6)Early Childhood Expansion: Jennifer McCaffrey, Director of Early Childhood, requests approval to accept the grant from ECIC and MiLEAP. The Early Childhood Department applied for a grant from ECIC and MiLEAP to oversee a regional version of the Family Resource Center/Great Start to Quality.
This initiative supports quality improvement in child care settings. The approval of the grant will require (3)1.0 FTE coaching staff members and a 1.0 FTE coordinator to be hired by ERESA as the fiduciary.

MOTION: *It was moved by Temsey and supported by Roberts to authorize acceptance of the Centers for Disease Control Notice of Funding Award, the SAMHSA Notice of Funding Award, Early Childhood Expansion for a .5fte ECS coach, and Early Childhood Expansion approval of grant, as presented. 3-0*

- 7)E-Therapy Intermediate contract to provide School Psychologist Services for the 2026-27 School Year: Kelly Hager, Assistant Superintendent for Special Education requests to execute the agreement to contract with E-Therapy Intermediate for 0.5 FTE School Psychologist to fill a vacancy.
- 8)Michigan Department of Education (MDE) Contract: Kim Thalison, Director of School Wellness and Prevention Services, is requesting the authorization of the subcontract to The Michigan Department of Education. The subcontract includes services to support the administration of the Profiles and/or Youth Risk Behavior Survey to priority school districts as required by the Center for Disease Control Improving Adolescent Health and Wellbeing Through School-Based Surveillance and the What Works in Schools Program grant.
- 9)Michigan State University, Office of K-12 Outreach Contract: Kim Thalison, Director of School Wellness and Prevention Services, is requesting the authorization of the subcontract to Michigan State University, Office of K-12 Outreach. The subcontract includes program evaluation services as required by the Centers for Disease Control Improving Adolescent Health and Wellbeing Through School-Based Surveillance and the What Works in Schools Program grant.
- 10)2026-27 CRTEC Program Agreement with Davenport University: Vlad Lebedintsev, Assistant Superintendent for Career & Technical Education, is requesting that the Board authorize the Superintendent to execute an agreement with Davenport University for Capital Region Technical Early College (CRTEC) programs
- 11)Michigan Primary Care Association (MPCA) Contract Renewal: Kim Thalison, Director of School Wellness & Prevention Services, requests the authorization for a service agreement with MPCA in the amount of \$105,000 to support implementation of the Michigan Model for Health curriculum in schools (pre-k through 12th grades) throughout Clinton, Eaton, and Ingham Counties.
- 12)Mi-APPP Contract Renewal: Kim Thalison, Director of School Wellness & Prevention Services, Requests authorization for continuation funding of the Mi-APPP grant, which provides case management support to young parents in the greater Lansing Area to achieve goals around health, financial security, adult relationships, and education. The funded contract amount is \$117,000.
- 13)Department of Health and Human Services Grand Ledge Child and Adolescent Health Center Contract: Kim Thalison, Director of School Wellness & Prevention Services, is requesting the authorization of the contract with the Michigan Department of Health and Human Services for the implementation costs associated with the Grand Ledge School-Based Health Center in the amount of \$275,000.
- 14)Department of Health and Human Services East Lansing Child and Adolescent Health Center Contract: Kim Thalison, Director of School Wellness & Prevention Services, is requesting the authorization of the contract with the Michigan Department of Health and Human Services for the implementation costs associated with the East Lansing School-Based Health Center in the amount of \$275,000.
- 15)University of Michigan Health Sparrow Eaton Hospital Subcontract - Grand Ledge Health Center: Kim Thalison, Director of School Wellness & Prevention Services, is requesting execution of the continuation contract to University of Michigan Health Sparrow Eaton Hospital for the implementation of health care services for the School-Based Health Clinic located in Grand Ledge High School in the amount of \$141,144.

- 16) University of Michigan Health Sparrow Eaton Hospital Subcontract - East Lansing Health Center: *Kim Thalison, Director of School Wellness & Prevention Services, is requesting execution of the continuation contract to University of Michigan Health Sparrow Eaton Hospital for the implementation of health care services for the School-Based Health Clinic located in East Lansing High School in the amount of \$260,444.*

MOTION: *It was moved by Temsey and supported by Roberts to approve the the contract agreements with E-Therapy Intermediate, Michigan Department of Education (MDE), Michigan State University, CRTEC Program Agreement with Davenport University, Michigan Primary Care Association (MPCA), Mi-APPP, Department of Health and Human Services Grand Ledge Child and Adolescent Health Center, Department of Health and Human Services East Lansing Child and Adolescent Health Center, University of Michigan Health Sparrow Eaton Hospital Subcontract - Grand Ledge Health Center, University of Michigan Health Sparrow Eaton Hospital, Subcontract - East Lansing Health Center, as presented. 3-0*

17) Travel Requests

- 1) National Conference Addressing Poverty: Kim Thalison, Director of School Wellness & Prevention, is requesting board approval for Richada Brown, the Regional McKinney-Vento Coordinator, to attend the National Conference Addressing Poverty in Wichita, KS on October 11-13, 2026. Conference expenses are approved through grant funds.
- 2) National Conference Addressing Poverty: Sean Williams, Superintendent, is requesting board approval for Melea Belton to attend and present at the National Conference Addressing Poverty in Wichita, KS on October 11-13, 2026. Since 2023, Eaton RESA's Behavior/Mental Health and School Wellness & Prevention departments have delivered nearly a dozen workshops based on the nationally recognized Bridges Out of Poverty framework, adapting the content to the needs of districts and families throughout our service area. Dr. Belton has been invited to present at the national conference on the often-overlooked impact that supporting marginalized populations experiencing economic hardship can have on the mental well-being of frontline staff.
- 3) National Association for Education of Homeless Children and Youth: Kim Thalison, Director of School Wellness & Prevention, is requesting board approval for Richada Brown, the Regional McKinney-Vento Coordinator, to attend the National Association for Education of Homeless Children and Youth Conference in Nashville, TN, October 31-November 3rd. Conference expenses are approved through grant funds.
- 4) International Certification and Reciprocity Consortium Stakeholders Meeting: Kim Thalison, Director of School Wellness & Prevention, is requesting board approval for her to attend the International Certification and Reciprocity Consortium Stakeholders Meeting in Biloxi, MS. Kim is the vice-chairperson for the Michigan Certification Board for Addiction Professionals (MCBAP) and has been invited to attend due to her leadership on the Board. All expenses will be reimbursed by MCBAP
- 5) Washington Leadership Training Institute for SkillsUSA: Ben Bever, CPC Principal/Director is requesting board approval for Reid Casey to attend as advisor and chaperone for two CPC State Skills Leadership students. The two students are part of SkillsUSA- state board and will be attending the Washington Leadership Training Institute for SkillsUSA.
- 6) SkillsUSA Washington Leadership Training Institute: Ben Bever, CPC Principal/Director, is requesting that the Board of Education approve and permit Elliott Bouck & Micah Galliver to attend the SkillsUSA Washington Leadership Training Institute. Elliott and Micah serve as state officers on the SkillsUSA- Michigan Board
- 7) EPLP Out of State Travel to Carlisle, PA: Nate Leale, Deputy Superintendent, is requesting approval for out-of-state travel to Carlisle and Gettysburg, Pennsylvania, October 7-9, 2026, to participate in the Regional Leadership Forum as part of Michigan State University's Education Policy Leadership Program (EPLP). The experience includes

experiential leadership learning at the Gettysburg Battlefield and strategic leadership programming at the U.S. Army War College in Carlisle, with a focus on leadership, decision-making, and strategic thinking. Travel and lodging expenses are not expected to exceed \$2,000.

***MOTION:** It was moved by Roberts and supported by Temsey to approve the travel requests, as presented. 3-0*

B.Information Items

- a. Next month we will talk more about the SGO

C.Board Member Reports & Requests

D. Correspondence

8) Upcoming Events

- a. Eaton RESA Regular Board Meeting, October 14, 2026, at 6:00 p.m., Eaton RESA

E. Adjournment

6:37pm

Jack Temsey, Board Secretary

Date

It is the policy of Eaton Regional Education Service Agency not to discriminate on the basis of race, color, national origin, gender/sex, age, disability, height, weight, marital status, or lack of English language speaking skills, in its programs, services or activities. The following person has been designated to handle inquiries regarding the nondiscrimination policies: Superintendent, 1790 East Packard Highway, Charlotte, MI 48813, 517.543.5500.

Eaton RESA Personnel Report for October 14, 2026

It is recommended that the following personnel action items be approved:

HIRES	
Name	Ian Livingston
Title	Paraprofessional
FTE	1.0
Department	Special Education
Type of Contract	ESPA
New/Replace	Replace
Prior Incumbent	Vacancy
Supervisor	Randy Cusack
Schedule	Paraprofessional/Step 2
Wage	\$17.03
Effective	9/16/2026
Name	Kelsie Rourke
Title	Literacy Coach
FTE	1.0
Department	Instructional Services
Type of Contract	EIEA
New/Replace	New
Prior Incumbent	
Supervisor	Dawn Bentley
Schedule	Educational Systems/Step 3
Wage	\$83,089
Effective	9/29/2026
Name	Meredith Washeleski
Title	Literacy Coach
FTE	1.0
Department	Instructional Services
Type of Contract	EIEA
New/Replace	New
Prior Incumbent	
Supervisor	Dawn Bentley
Schedule	Educational Systems/Step 4
Wage	\$85,823
Effective	9/21/2026
DEPARTURES	
Name	Victoria Carmona
Title	School Social Worker
FTE	1.0
Department	Special Education
Type of Contract	EIEA
Supervisor	Randy Cusack
Effective	9/18/2026
Note	Resignation

DEPARTURES-Continued	
Name	Judy Evans
Title	Paraprofessional
FTE	1.0
Department	Special Education
Type of Contract	ESPA
Supervisor	Liz Hicks
Effective	10/2/2026
Note	Resignation
Name	Karen Larkin
Title	Paraprofessional
FTE	1.0
Department	Special Education
Type of Contract	ESPA
Supervisor	Randy Cusack
Effective	10/02/2026
Note	Retirement
Name	Sean Williams
Title	Superintendent
FTE	1.0
Department	Superintendent
Type of Contract	ADMIN
Supervisor	Board of Education
Effective	12/31/2026
Note	Retirement

**Eaton Regional Education Service Agency
Monthly Disbursements Report
For Period Ending September 30, 2026**

Accounts Payable Disbursements (See attached register):

Payroll Withholdings, Employer Liabilities & Electronic Withdrawal	\$ 1,149,657.82
Check Distributions	\$ 77,033.43
ACH transactions	\$ 1,059,754.09
Total Electronic and Check Distributions	\$ 2,286,445.34

Payroll Disbursements:

Net Pay	9/4/2026	\$ 426,423.47
Net Pay	9/18/2026	\$ 456,464.46

Total Net Pay	\$ 882,887.93
----------------------	----------------------

Total Funds Disbursed This Month	\$ 3,169,333.27
---	------------------------

Check Register

Eaton RESA

Type of Checks: All

Date Range: 09/01/2026 to 09/30/2026

CheckNo	CkDate	Vendor	Name	PO #	AFC	Account	Description	Amount	CheckAmt
REGULAR CHECKS									
309819	09/03/26	13923	XPRESSMYSELF.COM LLC	22260 C	X	21-218-5990-000-000-0000	CHECK # 309819 VOIDED	(297.95)	(297.95)
309897	09/02/26	13341	AT&T U-VERSE		V	61-284-3490-000-000-0000	Sept Services - CTE	219.00	219.00
309898	09/02/26	90559	BARRY COUNTY TREASURER		G	11-259-7610-000-000-0000	Taxable Value Recap 2023-25 PP	6.46	
					G	11-259-7610-000-000-0000	Taxable Value Recap 2024-25 PP	5.15	
					G	11-259-7610-000-000-0000	Taxable Value Recap 2025 PP 08	9.04	
					X	21-259-7610-000-000-0000	Taxable Value Recap 2023-25 PP	129.96	
					X	21-259-7610-000-000-0000	Taxable Value Recap 2024-25 PP	103.71	
					X	21-259-7610-000-000-0000	Taxable Value Recap 2025 PP 08	181.79	
					V	61-259-7610-000-000-0000	Taxable Value Recap 2024-25 PP	25.84	
					V	61-259-7610-000-000-0000	Taxable Value Recap 2025 PP 08	45.29	
					V	61-259-7610-000-000-0000	Taxable Value Recap 2023-25 PP	32.38	539.62
309899	09/02/26	15517	CLYDE R SWANSON		G	11-261-4110-000-000-0000	Packard - Repaired two EM ligh	308.00	308.00
309900	09/02/26	14704	CAPITAL AREA TRANSPORTATION	22530 C	G	11-271-3310-000-000-3310	Student Ride Passes - 10	708.00	708.00
309901	09/02/26	15104	REPUBLIC SERVICES, INC.		G	11-261-3840-000-000-0000	August Waste - Packard	341.86	
					G	11-261-3841-000-000-0000	August Waste - Southridge	167.02	508.88
309902	09/02/26	14373	COCHLEAR AMERICAS	22546 C	X	21-218-5990-000-064-0000	Rechargeable Battery and Charg	393.00	393.00
309903	09/02/26	09260	CONSUMERS ENERGY		G	11-261-5511-000-000-0000	Sept - SOUTHRIDGE NATURAL GAS	140.25	
					G	11-261-5521-000-000-0000	Sept - SOUTHRIDGE ELECTRIC #1	32.14	
					G	11-261-5521-000-000-0000	Sept - SOUTHRIDGE ELECTRIC #2	993.50	1,165.89
309904	09/02/26	16355	CUSTOM EMBROIDERY PLUS	22552 C	V	61-127-5110-000-000-9525	Scrub Sets/Embroidery	1,044.00	1,044.00
309905	09/02/26	13381	EATON RAPIDS, CITY OF		G	11-261-3832-000-000-0000	UNION ST WATER/SEWER+PastDue 7	719.88	
					G	11-261-5522-000-000-0000	UNION ST ELECTRIC+PastDue 7/15	645.70	1,365.58
309906	09/02/26	13906	FIDELITY SECURITY LIFE		G	12-451-0012-000-000-0000	September - EYE MED-VISION INS	2,650.35	2,650.35
309907	09/02/26	16331	FORESIGHT GROUP, LLC	22499 C	G	11-221-5990-000-000-6952	Magnet Calendars/Stickers	1,000.00	
				22499 C	G	11-221-5990-000-000-7673	Magnet Calendars/Stickers	1,500.00	
				22499 C	G	11-221-5990-000-923-9304	Magnet Calendars/Stickers	892.29	
				22499 C	G	11-261-5990-060-000-5220	Magnet Calendars/Stickers	1,000.00	4,392.29
309908	09/02/26	14559	GREATER LANSING ASSOCIATION	22582 C	G	11-282-3191-000-000-0000	4.22.2027 Reservation - Deposi	600.00	
				22581 C	G	11-282-3191-000-000-0000	11.09.2026 Reservation - Depos	1,209.51	1,809.51
309909	09/02/26	44351	MASB	22522 C	G	11-231-3220-000-000-0000	Governing Through Policy Webin	125.00	125.00
309910	09/02/26	14148	MICHIGAN STATE DISBURSEMENT		G	12-451-0027-000-000-0000	ID#913654672 - Corson	185.06	185.06
309911	09/02/26	15514	SLP TOOLKIT LLC	22523 C	X	21-215-5990-000-032-0000	SLP ToolKit - 6 Months	225.00	225.00
309912	09/02/26	15647	SPEEDWAY PREPAID CARD LLC	22558 C	G	11-271-3310-000-000-3310	Prepaid Fuel Cards/Shipping -	4,504.75	4,504.75
309913	09/09/26	46514	STATE OF MICHIGAN	22287 P	G	11-257-3430-000-000-0000	July Services	556.26	
				22287 P	G	11-257-3430-000-000-0000	Presort Letter/Handling Permit	19.88	576.14
309914	09/09/26	16325	OOMA, INC.		G	11-261-3410-000-000-0000	September Services	114.88	114.88
309915	09/09/26	15241	ORIGIN INSTRUMENTS	22364 C	X	21-218-6420-000-000-0000	TAPIO w/USB Adapter	616.61	616.61

Check Register

Eaton RESA

Type of Checks: All

Date Range: 09/01/2026 to 09/30/2026

CheckNo	CkDate	Vendor	Name	PO #	AFC	Account	Description	Amount	CheckAmt
309916	09/09/26	13772	UNIVERSITY OF OREGON	22631 C	X	21-122-3450-000-140-0000	SWIS Lic Renewal - 9/1/26-8/31	500.00	500.00
309917	09/09/26	16370	YOUNG MENS CHRISTIAN	22589 C	G	11-351-4210-000-000-2890	YMCA Rent - 1 Year	3,600.00	3,600.00
309918	09/16/26	12944	AMERICAN OFFICE SOLUTIONS -		G	11-252-4220-000-000-0000	September Services - Lease	3,873.62	3,873.62
309919	09/16/26	13629	ASSOCIATION FOR CAREER AND	22694 C	V	61-212-3220-000-000-0000	Nov 11 Teacher Workshop ACTE -	175.00	175.00
309920	09/16/26	16108	CLASSLINK INC	22636 C	G	11-284-3190-000-000-0000	ClassLink Annual Lic & Roster	5,261.05	5,261.05
309921	09/16/26	16105	COMMUNITY MAGAZINE GROUP	22444 P	G	11-283-3190-000-000-0000	Digital Printing Services - Au	550.00	550.00
309922	09/16/26	09260	CONSUMERS ENERGY		G	11-261-5512-000-000-0000	September - UNION ST NATURAL G	121.87	121.87
309923	09/16/26	16295	HALSELL, KRISTIN	22668 C	G	11-261-5990-060-000-5220	YAC2 - QD - Cider/Donuts - Rei	39.97	39.97
309924	09/16/26	16236	JESSEL, ALYSON	22669 C	G	11-261-5990-060-000-5220	YAC2 - Costco-Goldfish/Beefsti	444.21	444.21
309925	09/16/26	16372	LAPIN LEIGH, CAROL	22679 C	G	11-221-3220-000-000-7677	4 Day Virtual Training	1,200.00	1,200.00
309926	09/16/26	14803	MASB-SEG PROPERTY/CASUALTY		G	11-283-3190-000-000-0000	Enrollment Tool Implementation	2,000.00	2,000.00
309927	09/16/26	14120	MICHIGAN DEPARTMENT OF STATE	22718 C	G	11-283-3190-000-000-0000	Driver Record LookUp - NC/DP/M	46.00	46.00
309928	09/16/26	46514	STATE OF MICHIGAN		G	11-257-3190-000-000-0000	August Transportation	224.00	224.00
309929	09/16/26	93997	PESI HEALTHCARE	22541 C	G	11-221-3220-000-000-2250	Brief Therapies Training Bundl	2,069.91	2,069.91
309930	09/16/26	13986	NICHOLAS M THOMPSON		G	11-261-4110-000-000-0000	August Services - Packard	1,250.00	
					G	11-261-4111-000-000-0000	August Services - Southridge	715.00	1,965.00
309931	09/16/26	00697	WASTE MANAGEMENT OF		G	11-261-3842-000-000-0000	September - Waste Services	544.08	544.08
309932	09/18/26	14148	MICHIGAN STATE DISBURSEMENT		G	12-451-0027-000-000-0000	ID#913654672 - Corson	185.06	185.06
309933	09/23/26	13341	AT&T U-VERSE		X	21-261-3410-000-000-0000	September Services - SPED	81.09	81.09
309934	09/23/26	14285	CHARLOTTE MINI STORAGE, LLC.	22147 P	X	21-261-4210-000-000-0000	October Rent	1,000.00	1,000.00
309935	09/23/26	09260	CONSUMERS ENERGY		G	11-261-5510-000-000-0000	September - Packard Gas	260.64	
					G	11-261-5520-000-000-0000	September - Packard Electricit	5,305.37	
					X	21-261-5510-000-000-0000	September - Meadowview Gas	21.00	
					X	21-261-5520-000-000-0000	September - Meadowview Electri	67.88	5,654.89
309936	09/23/26	44351	MASB	22685 C	G	11-231-3220-000-000-0000	MASB Workshops 8/7-8/9/2026 -	916.00	916.00
309937	09/23/26	15850	MICHIGAN ADULT, COMMUNITY,	22700 C	G	11-212-3221-000-000-2890	MACAE Fall Conf - Reg	900.00	
				22700 C	G	11-221-3220-000-000-3310	MACAE Fall Conf - Reg	900.00	
				22700 C	G	11-283-3220-000-000-3310	MACAE Fall Conf - Reg	450.00	2,250.00
309938	09/23/26	12650	PRINT & MARKETING SOLUTIONS,		G	11-252-5990-000-000-0000	AP Checks for Eaton RESA	338.85	338.85
309939	09/23/26	93591	SKILLS USA MICHIGAN	22761 C	V	61-127-5990-000-000-9999	State Officers Expense - MG.EB	3,037.34	3,037.34
309940	09/23/26	94958	SONOVA USA INC	22556 C	X	21-218-4120-000-000-0000	Roger Equipment	1,014.99	1,014.99
309941	09/23/26	14256	XELLO INC	22760 C	V	61-127-3450-000-000-0000	FY27 Xello - Fuller St & Maple	679.80	679.80
309942	09/30/26	13341	AT&T U-VERSE		V	61-284-3490-000-000-0000	October Services - CTE	184.42	184.42
309943	09/30/26	09260	CONSUMERS ENERGY		G	11-261-5511-000-000-0000	October - Southridge Gas #1	147.37	
					G	11-261-5521-000-000-0000	October - Southridge Electric	749.88	
					G	11-261-5521-000-000-0000	October - Southridge Electric	31.99	929.24
309944	09/30/26	44605	INGHAM COUNTY HEALTH	22767 C	G	11-361-5990-000-000-6352	MVento - Dental work for stude	40.00	40.00
309945	09/30/26	16236	JESSEL, ALYSON	22802 C	G	11-226-5990-000-000-5228	Gardening Supply - Reimb	17.94	17.94

Check Register

Eaton RESA

Type of Checks: All

Date Range: 09/01/2026 to 09/30/2026

CheckNo	CkDate	Vendor	Name	PO #	AFC	Account	Description	Amount	CheckAmt
309946	09/30/26	14661	LESSONPIX, INC	22725 C	X	21-218-3450-000-000-0000	Annual Bulk License Renewal -	1,438.20	1,438.20
309947	09/30/26	16359	LUBIG, JOSEPH MICHAEL	22512 C	G	11-221-3190-000-000-7673	Speaker Fee - 9/10/2026	500.00	500.00
309948	09/30/26	44351	MASB	22818 C	G	11-231-3220-000-000-0000	Oct 15-16 MASB CBA227 & Main C	715.00	715.00
309949	09/30/26	46514	STATE OF MICHIGAN	22287 P	G	11-257-3430-000-000-0000	August Services	1,749.14	
					G	11-257-3430-000-000-0000	UPS - Reg & Misc/Handling	53.62	1,802.76
309950	09/30/26	14148	MICHIGAN STATE DISBURSEMENT		G	12-451-0027-000-000-0000	ID#913654672 - Corson	185.06	185.06
309951	09/30/26	16385	QFACTOR		V	61-282-3510-000-000-0000	Wall Cling	12,300.00	12,300.00
309952	09/30/26	93591	SKILLS USA MICHIGAN	22773 C	V	61-127-5990-000-000-9999	Nov 10 Mi Fall Ldrshp Conf - R	50.00	50.00
309953	09/30/26	16298	SPIDER LAKE RETREAT		X	21-221-3220-000-080-0000	Nov 10-12 Early On Conf - Lodg	3,150.00	3,150.00
991709	09/03/26	13536	EDUSTAFF, LLC		G	11-131-3110-000-000-3310	AE 107 C/S INSTR SUPPORT	150.53	
					G	11-132-3110-000-000-3310	AE 107 C/S HSE INSTRUCTORS	150.53	301.06
991710	09/03/26	13536	EDUSTAFF, LLC		G	11-111-3110-000-000-0000	LEA ELEMENTARY SUB SERVICES	3,553.85	
					G	11-112-3110-000-000-0000	LEA MIDDLE SCHOOL SUB	533.70	
					G	11-131-3110-000-000-2890	SEC 107a AE C/S ABE TEACHERS	1,016.06	
					G	11-131-3110-000-000-3310	AE 107 C/S INSTR SUPPORT	2,927.07	
					G	11-131-3110-000-919-6750	WIOA CORR C/S CLINTON - ABE	376.32	
					G	11-131-3110-000-923-6750	WIOA CORR C/S EATON - ABE	508.03	
					G	11-132-3110-000-000-2890	SEC 107a AE C/S HSE TEACHERS	1,185.40	
					G	11-132-3110-000-000-3310	AE 107 C/S HSE INSTRUCTORS	2,927.07	
					G	11-132-3110-000-919-6750	WIOA CORR C/S CLINTON - HSE	376.32	
					G	11-132-3110-000-923-6750	WIOA CORR C/S EATON - HSE	508.03	
					G	11-212-3111-000-000-2890	107a C/S CAREER NAVIGATOR	1,689.32	
					G	11-212-3190-000-000-2890	107a C/S ENROLLMENT COORD	2,055.65	
					G	11-227-3190-000-000-3310	AE 107 C/S TEST PROCTOR	545.66	
					G	11-391-3110-000-933-7770	WIOA LTE INGHAM C/S INSTRUCT	1,542.90	
					G	11-391-3190-000-933-7770	WIOA LTE INGHAM C/S (HDA)	1,663.46	
					X	21-122-3110-001-120-0000	MOCI ERESA SUB TCHR PPS	177.90	
					X	21-122-3110-001-130-0000	SCI ERESA SUB TEACHERS	237.20	
					X	21-122-3110-001-193-0000	ASD ERESA TEACHER SUB	444.75	
					X	21-122-3111-001-130-0000	SCI ERESA SUB PARAPRO	115.04	
					X	21-122-3111-001-193-0000	ASD ERESA PARA SUB	444.75	
					X	21-122-3111-002-120-0000	MOCI SUB PARAPRO ER	1,334.25	
					X	21-219-3190-000-000-9145	GECKO/TRANSITION CONTRACTED	1,495.89	25,658.62
991711	09/10/26	28660	MPSERS		G	12-451-1000-000-000-0000	EE/Member Defined Benefit	26,104.73	
					G	12-451-1001-000-000-0000	ER Defined Bene Contrib H299	154,134.76	
					G	12-451-1010-000-000-0000	H553-561 TDP	50.00	180,289.49
991712	09/10/26	28663	MPSERS DC		G	12-451-1005-000-000-0000	H538 EE Defined Contribution	22,481.29	
					G	12-451-1006-000-000-0000	H539 ER Defined Contribution	9,612.97	

Eaton RESA

Check Register

Type of Checks: All

Date Range: 09/01/2026 to 09/30/2026

CheckNo	CkDate	Vendor	Name	PO #	AFC	Account	Description	Amount	CheckAmt
					G	12-451-1007-000-000-0000	H543 EE Personal Hlth Fund	5,838.35	
					G	12-451-1008-000-000-0000	H544 ER Personal Hlth Fund	5,838.35	43,770.96
991713	09/10/26	46259	HEALTHEQUITY INC		G	12-451-0041-000-000-0000	EMPLOYEE HSA CONTRIBUTION	8,337.54	8,337.54
991714	09/10/26	46409	STATE OF MICHIGAN - TREASURER		G	12-451-0004-000-000-0000	STATE WITHHOLDING - 09/04/2026	22,412.80	22,412.80
991715	09/10/26	96133	UNITED STATES TREASURY		G	12-451-0002-000-000-0000	FEDERAL WITHHOLDING	45,460.49	
					G	12-451-0003-000-000-0000	FICA WITHHOLDING - SOC SEC	37,812.32	
					G	12-451-0003-000-000-0000	FICA WITHHOLDING - SOC SEC	37,812.32	
					G	12-451-0003-000-000-0000	FICA WITHHOLDING - MED	8,843.01	
					G	12-451-0003-000-000-0000	FICA WITHHOLDING - MED	8,843.01	138,771.15
991716	09/16/26	46259	HEALTHEQUITY INC		G	12-451-0021-000-000-0000	FSA DEPENDENT DEDUCT	200.00	
					G	12-451-0021-000-000-0000	FSA DEPENDENT DEDUCT	288.46	
					G	12-451-0021-000-000-0000	FSA DEPENDENT DEDUCT	250.00	
					G	12-451-0021-000-000-0000	FSA DEPENDENT DEDUCT	288.46	
					G	12-451-0026-000-000-0000	FSA MEDICAL DEDUCTION	215.03	
					G	12-451-0026-000-000-0000	FSA MEDICAL DEDUCTION	1,921.86	
					G	12-451-0026-000-000-0000	FSA MEDICAL DEDUCTION	409.48	3,573.29
991717	09/18/26	14239	WEST MICHIGAN HEALTH		G	12-451-0013-000-000-0000	FY27 October - WMHIP PREMIUMS-	194,329.67	
					G	12-451-2001-000-000-0000	FY27 October - WMHIP COPAYS	44,127.08	238,456.75
991718	09/23/26	15244	CITY OF EAST LANSING		G	12-451-0045-000-000-0000	EAST LANSING CITY TAX - 09/18/	196.97	
					G	12-451-0045-000-000-0000	EAST LANSING CITY TAX - 09/04/	187.40	384.37
991719	09/23/26	28660	MPSERS		G	12-451-1000-000-000-0000	EE/Member Defined Benefit	28,260.09	
					G	12-451-1001-000-000-0000	ER Defined Bene Contrib H299	163,247.33	
					G	12-451-1010-000-000-0000	H553-561 TDP	50.00	191,557.42
991720	09/23/26	28663	MPSERS DC		G	12-451-1005-000-000-0000	H538 EE Defined Contribution	23,971.27	
					G	12-451-1006-000-000-0000	H539 ER Defined Contribution	10,674.38	
					G	12-451-1007-000-000-0000	H543 EE Personal Hlth Fund	6,371.16	
					G	12-451-1008-000-000-0000	H544 ER Personal Hlth Fund	6,371.16	47,387.97
991721	09/23/26	44843	LANSING CITY TREASURER		G	12-451-0036-000-000-0000	LANSING CITY TAX - 09/04/2026	511.85	
					G	12-451-0036-000-000-0000	LANSING CITY TAX - 09/18/2026	509.11	1,020.96
991722	09/23/26	46259	HEALTHEQUITY INC		G	12-451-0041-000-000-0000	EMPLOYEE HSA CONTRIBUTION	8,867.54	8,867.54
991723	09/23/26	46409	STATE OF MICHIGAN - TREASURER		G	12-451-0004-000-000-0000	STATE WITHHOLDING - 09/18/2026	24,052.84	24,052.84
991724	09/23/26	96133	UNITED STATES TREASURY		G	12-451-0002-000-000-0000	FEDERAL WITHHOLDING	47,664.01	
					G	12-451-0003-000-000-0000	FICA WITHHOLDING - SOC SEC	40,488.78	
					G	12-451-0003-000-000-0000	FICA WITHHOLDING - SOC SEC	40,488.78	
					G	12-451-0003-000-000-0000	FICA WITHHOLDING - MED	9,469.18	
					G	12-451-0003-000-000-0000	FICA WITHHOLDING - MED	9,469.18	147,579.93
991725	09/25/26	90436	PNC BANK - BUSINESS CARD	22628 C	G	11-118-5110-500-000-3430	Walmart - Bleach/Wipes/Tissue/	13.93	
				22628 C	G	11-118-5110-530-000-3430	Walmart - Bleach/Wipes/Tissue/	55.75	

Eaton RESA

Check Register

Type of Checks: All

Date Range: 09/01/2026 to 09/30/2026

CheckNo	CkDate	Vendor	Name	PO #	AFC	Account	Description	Amount	CheckAmt
				22628 C	G	11-118-5110-560-000-3430	Walmart - Bleach/Wipes/Tissue/	83.63	
				22628 C	G	11-118-5110-565-000-3430	Walmart - Bleach/Wipes/Tissue/	41.81	
				22753 C	G	11-131-5110-000-000-3310	Walmart - Tracfone and Airtim	439.39	
					G	11-131-5110-000-000-3310	Walmart - Tracfone returned	(20.00)	
					G	11-132-5990-000-000-3310	Walmart - Tracfone returned	(20.00)	
				22753 C	G	11-132-5990-000-000-3310	Walmart - Tracfone and Airtim	439.40	
				22590 C	G	11-211-3220-000-000-9074	Oct 14-17 DCDT Conf - Reg/Ins/	1,324.66	
				22646 C	G	11-211-5990-000-000-9074	USPS - Stamps	82.00	
				22639 C	G	11-221-3220-000-000-0000	Aug 3-4 Early Math Conf - Park	30.00	
				22638 C	G	11-221-3220-000-000-0000	Aug 3-4 Early Math Conf - Park	27.00	
				22701 C	G	11-221-3220-000-000-2250	MSP School Safety Conf - Lodgi	681.41	
					G	11-221-3220-000-000-2250	Credit - Terrance Bay Hotel -	(340.48)	
					G	11-221-3220-000-000-2250	Credit - Terrance Bay Hotel -	(29.88)	
				22593 C	G	11-221-3220-000-000-6952	Oct DCDT Conf - Lodging Lamoth	150.04	
				22591 C	G	11-221-3220-000-000-6974	Aug 19-20 TPIP Conf - Lodging/	162.77	
				22592 C	G	11-221-3220-000-000-6974	Aug 19 TPIP Conf - Radisson -	10.00	
				22594 C	G	11-221-3220-000-000-7864	Oct 12-17 DCDT Conf - Lodging/	1,170.24	
				22595 C	G	11-221-3220-000-933-9304	CMH Conf Regx2	225.00	
				22654 C	G	11-221-3220-500-000-3430	BJs/Meijer - Snacks/Water/Cand	11.78	
				22628 C	G	11-221-3220-500-000-3430	Walmart/Subway/Cottage Inn - C	34.97	
				22654 C	G	11-221-3220-530-000-3430	BJs/Meijer - Snacks/Water/Cand	47.13	
				22628 C	G	11-221-3220-530-000-3430	Walmart/Subway/Cottage Inn - C	148.03	
				22628 C	G	11-221-3220-560-000-3430	Walmart/Subway/Cottage Inn - C	209.82	
				22654 C	G	11-221-3220-560-000-3430	BJs/Meijer - Snacks/Water/Cand	70.68	
				22654 C	G	11-221-3220-565-000-3430	BJs/Meijer - Snacks/Water/Cand	35.35	
				22628 C	G	11-221-3220-565-000-3430	Walmart/Subway/Cottage Inn - C	104.90	
				22654 C	G	11-221-3221-000-000-3430	SS/Meijer/BJs - Event Meal/Cok	376.06	
				22628 C	G	11-221-3221-000-000-3430	Walmart/Subway/Cottage Inn - C	554.89	
				22591 C	G	11-221-5110-000-000-7673	Basecamp - Payment	30.00	
				22741 C	G	11-221-5910-000-000-0000	Canva/Mentimeter - Subscriptio	287.99	
				22741 C	G	11-221-5990-000-000-0000	Walmart - Plates/Napkins - Mee	20.93	
				22741 C	G	11-221-5990-000-000-2722	Walmart/SS - IGNITE meeting su	172.61	
				22712 C	G	11-221-5990-000-000-7677	Amazon - eGift Cards	50.00	
				22646 C	G	11-221-5990-000-000-9017	Costco - Granola Bars/Pretzels	137.61	
				22646 C	G	11-221-5990-000-919-9304	Walmart - Ziplocks/Storage/Dec	35.62	
				22595 C	G	11-221-5990-000-933-9304	Canva - Membership	144.00	
				22646 C	G	11-221-5990-000-933-9304	PC Nametag - Badge Ribbons	124.92	
				22741 C	G	11-221-5993-000-000-0000	DT/Walmart/JJs - Event Meals/S	841.81	

Eaton RESA

Check Register

Type of Checks: All

Date Range: 09/01/2026 to 09/30/2026

CheckNo	CkDate	Vendor	Name	PO #	AFC	Account	Description	Amount	CheckAmt
				22647 C	G	11-221-5994-000-919-9304	CSAP - Walmart - Buns/Chocolat	61.65	
				22646 C	G	11-221-5994-000-923-9304	Walmart - Bananas/Oranges	28.48	
				22704 C	G	11-225-5110-000-000-3430	Apple - GSRP iPads - 10	4,290.00	
				22739 C	G	11-226-3210-000-000-3310	N Capital Ramp - TIBA Parking	3.00	
				22593 C	G	11-226-3210-000-000-5228	City of EL - Parking for 8/21/	11.25	
				22701 C	G	11-226-3210-000-000-5228	City of EL - Parking	11.25	
				22637 C	G	11-226-3220-000-000-0000	Sept 9-10 GELN Conf - Reg	100.00	
				22739 C	G	11-226-3450-000-000-3310	Canva - Canva Teams - 6	294.90	
				22640 C	G	11-226-5910-000-000-0000	Mentimeter - Subscription Rene	132.00	
				22646 C	G	11-226-5990-000-000-5228	Walmart - Dry Erase Markers	19.91	
					G	11-232-3220-000-000-0000	Credit - DT Hotel for Sept MAS	(20.28)	
				22623 C	G	11-232-3220-000-000-0000	Sept 23-25 MASA - DoubleTree L	375.18	
				22623 C	G	11-232-3450-000-000-0000	AI/OpenAI/Zoom/Doodle - Paymen	293.30	
				22584 C	G	11-232-5990-000-000-0000	Meijer - Gift Bags	14.97	
				22584 P	G	11-232-5993-000-000-0000	Sidestreet Deli/Sams - Event M	248.22	
				22739 C	G	11-249-5990-000-000-0000	Costco - Trail mix, applesauce	84.33	
				22583 C	G	11-252-7410-000-000-0000	SOS - FY27 MiDeal	180.00	
				22583 C	G	11-252-7412-000-000-0000	Authorize.net - Payment	30.00	
				22583 C	G	11-257-3430-000-000-0000	USPS - Postage for Welcome Bac	246.00	
				22712 C	G	11-257-3430-000-000-0000	FedEx - Overnight for PPS Mail	119.00	
				22619 C	G	11-261-3220-000-000-0000	8/4/2026 MSBO - Registration	400.00	
				22704 C	G	11-261-3450-000-000-0000	DocHub - Site Licenses	200.00	
				22619 C	G	11-261-5990-000-000-0000	Walmart/Zoro/Ace - Trash Bin/A	237.70	
				22593 C	G	11-261-5990-060-000-5220	YAC#2 - Health Conference Regi	1,075.00	
				22646 C	G	11-261-5990-060-000-5220	YAC2 - LC's GLHC Event Meal	33.89	
				22701 C	G	11-261-5990-060-000-5220	YAC2 - Adolescent Health Conf	375.00	
				22619 C	G	11-261-5991-000-000-0000	Easy Keys - Keys	57.36	
				22619 C	G	11-261-5992-002-000-0000	Ace/Zoro - Wire/Hornet Spray/F	377.75	
				22620 C	G	11-261-5992-002-000-0000	Ace/Menards/SW - Paint/Screws/	1,565.58	
				22753 C	G	11-282-3510-000-000-3310	Meta - Facebook Ads	565.92	
				22627 C	G	11-283-3430-000-000-0000	USPS - Stamps	82.00	
				22712 C	G	11-283-5990-000-000-0000	4Imprint - Opening Day ERESA P	1,646.11	
				22701 C	G	11-283-5990-000-000-0000	Panera - Event Meal - Opening	12.81	
				22730 C	G	11-283-5993-000-000-0000	JJs - Interview Panel Meals	111.63	
					G	11-283-5993-000-000-0000	Credit - JimmyJohns - Drinks	(24.37)	
				22628 C	G	11-283-7410-000-000-3430	ECSO - Fingerprints	114.00	
				22656 C	X	21-122-5990-000-140-0000	Menards - Storage Carts	227.65	
				22643 C	X	21-214-5990-000-021-0000	Pro-Ed - (TOWL-4)	332.20	

Eaton RESA

Check Register

Type of Checks: All

Date Range: 09/01/2026 to 09/30/2026

CheckNo	CkDate	Vendor	Name	PO #	AFC	Account	Description	Amount	CheckAmt
				22643 C	X	21-214-7410-000-021-0000	MASP - Member Renewal for A.Ir	85.00	
				22665 C	X	21-215-5990-000-032-0000	Brookes Publishing - TILLS Kit	1,468.89	
				22649 C	X	21-218-3450-000-000-0000	Assistiveware - Proloquo Sub	468.55	
				22649 C	X	21-218-5990-000-000-0000	Walmart - Project Board/Putty	83.76	
				22704 C	X	21-218-6420-000-000-0000	Apple - SPED iPads - 20	8,580.00	
				22662 C	X	21-221-3220-000-032-0000	Nov 5-6 Talking AAC Conf - RB	300.00	
				22643 C	X	21-221-3220-000-032-0000	Nov 4-6 Talking AAC Conf - Reg	3,900.00	
				22613 C	X	21-221-3220-000-032-0000	Brookes Publishing - Conf - LD	149.00	
				22649 C	X	21-221-3220-000-035-0000	Nov 4-6 Talking AAC Conf - Reg	250.00	
				22605 C	X	21-221-3220-000-076-0000	CPI Refresher Course/Shipping	2,327.89	
				22646 C	X	21-221-3220-000-076-0000	CPI - Course Materials	1,419.75	
				22662 C	X	21-221-3220-000-080-0000	Aug 5 IDA Module 1 - Reg	150.00	
				22662 C	X	21-221-5990-000-000-3990	Sunshine Cottage School - CASL	1,569.60	
				22790 C	X	21-221-5993-000-000-0000	JJs/Walmart - Event Meal and S	1,231.51	
				22662 C	X	21-226-5990-000-080-0000	IDA Institute - IDA Record For	214.00	
				22790 C	X	21-241-7910-001-000-0000	Charlotte Litho - Banners	109.00	
				22662 C	X	21-261-3430-000-000-0000	USPS - Book of Stamps	16.40	
				22655 C	X	21-261-3430-000-000-0000	USPS - Priority Mailing	14.00	
				22790 C	X	21-261-3430-000-000-0000	USPS - Stamps	2.80	
				22656 C	X	21-283-3220-000-000-0000	Aug 9-12 Assoc of Admin Conf -	882.27	
				22643 C	X	21-283-3220-000-000-0000	Oct 15 BLV/DHH Conf - Reg	75.00	
				22665 C	X	21-283-3220-000-000-0000	MAASE Conferences - Regs	688.89	
				22613 C	X	21-283-3220-000-000-0000	MAASE/Sped Law Conf - Reg/Lodg	986.30	
				22612 C	X	21-283-3220-000-000-0000	Sped Law/LRE/Inclusive/GTA - C	1,083.30	
				22597 C	X	21-283-3220-000-000-0000	MAASE/Unraveling/SPED Law/LRE	673.31	
					X	21-283-3220-000-000-0000	Credit Holiday Inn Room Cancel	(122.56)	
					X	21-283-3220-000-000-0000	Credit Holiday Inn Room Cancel	(316.99)	
				22626 C	X	21-283-3220-000-000-0000	MAASE Trainings - Regs/Meals/L	1,871.71	
					X	21-283-3220-000-000-0000	Credit - GTR Room Revenue	(43.74)	
				22662 C	X	21-391-5990-000-080-0000	Mooville - Misc Dairy	25.00	
				22704 C	C	41-284-6420-000-000-2200	Apple - SPED Union St iPads -	6,435.00	
				22613 C	C	41-459-6410-000-000-2200	Lowes - Refrigerator	266.00	
				22635 C	V	61-127-3450-000-000-0000	SignUp Genius - Payment	29.99	
				22635 C	V	61-127-3730-000-999-9504	BNC Services - Mecha Textbooks	733.82	
				22635 C	V	61-127-3730-000-999-9507	BNC Services - LE Textbooks	168.82	
				22635 C	V	61-127-3730-000-999-9511	BNC Services - CJ Textbooks	467.81	
				22730 C	V	61-127-3730-000-999-9511	BNC - Police Admin Textbooks	570.00	
				22730 C	V	61-127-3730-000-999-9519	BNC - ISMS/Making Society Text	364.48	

Eaton RESA

Check Register

Type of Checks: All

Date Range: 09/01/2026 to 09/30/2026

CheckNo	CkDate	Vendor	Name	PO #	AFC	Account	Description	Amount	CheckAmt
				22730 C	V	61-127-5110-000-000-0000	Tailgaters - Gas for Mobile La	62.22	
				22730 C	V	61-127-5110-000-000-9507	Galls - Duty Belts/Training Gu	1,139.29	
				22635 C	V	61-127-5110-000-000-9507	GALLS - Gould/Goodrich Holster	1,364.07	
				22645 C	V	61-127-5210-000-000-9507	A Book Co - LE Textbooks	1,159.40	
				22730 C	V	61-127-5210-000-000-9525	Woltersklwer/BNC - Health Text	3,170.77	
				22645 C	V	61-127-5210-000-000-9525	BNC - Health Textbooks	2,926.21	
				22645 C	V	61-127-5210-000-000-9528	MyPilotStore - Aviation Textbo	1,040.20	
				22730 C	V	61-212-5910-000-000-0000	Walmart - Address Labels	27.44	
				22610 C	V	61-226-3220-000-000-0000	Aug 2-4 MiCTE Conf - Meals/Lod	526.49	
				22645 C	V	61-226-5993-000-000-0000	Aladdin's - Event Lunch	561.76	
				22730 C	V	61-226-5993-000-000-0000	QD/Walmart/BJs/Shell - Event M	774.25	
				22645 C	V	61-241-3220-000-000-0000	Aug 2-4 MiCTE Conf - Lodging/M	254.29	
				22635 C	V	61-241-3220-000-000-0000	Aug 2-4 MICTE Conf - Lodging/M	326.58	
					V	61-241-3220-000-000-0000	Credit - Boyne Mtn Resort Itin	(23.36)	
				22730 C	V	61-241-5910-000-000-0000	Home Depot - Coffee Maker	219.97	
				22635 C	V	61-241-7410-000-000-0000	MASSP/MASC-MAHS - Membership D	700.00	
				22730 C	V	61-271-5710-000-000-0000	Tailgaters - Diesel for Truck	109.33	
				22610 C	V	61-271-5710-000-000-0000	Shell - Fuel for Suburban	83.78	
				22730 C	V	61-282-3190-000-000-0000	DBS Design - Magnet Calendars	967.50	
				22605 C	H	91-296-7920-000-000-4315	MSUFCU - Event Meals	378.25	
				22593 C	H	91-296-7920-000-000-4315	Carrabas/Costco - Event Meal/N	222.61	75,048.77
991726	09/25/26	46259	HEALTHEQUITY INC		G	12-451-0021-000-000-0000	FSA DEPENDENT DEDUCT	288.46	
					G	12-451-0021-000-000-0000	FSA DEPENDENT DEDUCT	288.46	
					G	12-451-0021-000-000-0000	FSA DEPENDENT DEDUCT	288.46	
					G	12-451-0021-000-000-0000	FSA DEPENDENT DEDUCT	288.46	
					G	12-451-0021-000-000-0000	FSA DEPENDENT DEDUCT	277.72	
					G	12-451-0021-000-000-0000	FSA DEPENDENT DEDUCT	330.00	
					G	12-451-0026-000-000-0000	FSA MEDICAL DEDUCTION	225.71	1,987.27
991727	09/25/26	13536	EDUSTAFF, LLC		G	11-111-3110-000-000-0000	LEA ELEMENTARY SUB SERVICES	687.88	
					G	11-112-3110-000-000-0000	LEA MIDDLE SCHOOL SUB	687.88	
					G	11-113-3110-000-000-0000	LEA HIGH SCHOOL SUB SERVICES	687.88	
					X	21-122-3110-000-194-0000	LEA SUBS - RESOURCE ROOM	533.70	2,597.34
991728	09/29/26	13536	EDUSTAFF, LLC		G	11-111-3110-000-000-0000	LEA ELEMENTARY SUB SERVICES	12,821.78	
					G	11-112-3110-000-000-0000	LEA MIDDLE SCHOOL SUB	12,821.76	
					G	11-113-3110-000-000-0000	LEA HIGH SCHOOL SUB SERVICES	12,821.75	
					G	11-118-3110-565-000-3430	GSRP MVPS TEACHER SUBS	800.55	
					G	11-131-3110-000-000-3310	AE 107 C/S INSTR SUPPORT	821.04	
					G	11-131-3110-000-919-6750	WIOA CORR C/S CLINTON - ABE	602.12	

Eaton RESA

Check Register

Type of Checks: All

Date Range: 09/01/2026 to 09/30/2026

CheckNo	CkDate	Vendor	Name	PO #	AFC	Account	Description	Amount	CheckAmt
					G	11-131-3110-000-923-6750	WIOA CORR C/S EATON - ABE	677.38	
					G	11-132-3110-000-000-3310	AE 107 C/S HSE INSTRUCTORS	821.04	
					G	11-132-3110-000-919-6750	WIOA CORR C/S CLINTON - HSE	602.12	
					G	11-132-3110-000-923-6750	WIOA CORR C/S EATON - HSE	677.38	
					G	11-212-3111-000-000-2890	107a C/S CAREER NAVIGATOR	1,598.81	
					G	11-212-3190-000-000-2890	107a C/S ENROLLMENT COORD	2,057.89	
					G	11-227-3190-000-000-3310	AE 107 C/S TEST PROCTOR	846.72	
					G	11-391-3110-000-933-7770	WIOA LTE INGHAM C/S INSTRUCT	2,587.58	
					G	11-391-3190-000-933-7770	WIOA LTE INGHAM C/S (HUDA)	1,665.22	
					X	21-122-3110-000-110-0000	LEA SUBS - MILD COG IMP	177.90	
					X	21-122-3110-000-191-0000	LEA SUBS - EARLY CHILDHOOD	1,615.08	
					X	21-122-3110-000-194-0000	LEA SUBS - RESOURCE ROOM	10,519.11	
					X	21-122-3110-001-140-0000	SEI ERESA SUB TEACHERS	237.20	
					X	21-122-3110-001-193-0000	ASD ERESA TEACHER SUB	1,186.00	
					X	21-122-3110-002-120-0000	MOCI SUB TEACHER ER	237.20	
					X	21-122-3111-001-130-0000	SCI ERESA SUB PARAPRO	263.29	
					X	21-122-3111-001-140-0000	SEI SUB PARAPRO	148.25	
					X	21-122-3111-002-120-0000	MOCI SUB PARAPRO ER	2,019.16	
					X	21-219-3190-000-000-9145	GECKO/TRANSITION CONTRACTED	3,285.72	
					X	21-241-1880-001-000-0000	MDVW SECRETARY SUB	705.60	72,617.65
991729	09/30/26	13536	EDUSTAFF, LLC		G	11-111-3110-000-000-0000	LEA ELEMENTARY SUB SERVICES	22,127.07	
					G	11-112-3110-000-000-0000	LEA MIDDLE SCHOOL SUB	22,127.06	
					G	11-113-3110-000-000-0000	LEA HIGH SCHOOL SUB SERVICES	22,127.05	
					G	11-118-3110-565-000-3430	GSRP MVPS TEACHER SUBS	1,245.30	
					G	11-118-3111-530-000-3430	GSRP CPS AID SUBSTITUTES	123.05	
					G	11-118-3111-560-000-3430	GSRP GLPS AID SUBSTITUTES	1,200.83	
					G	11-131-3110-000-000-2890	SEC 107a AE C/S ABE TEACHERS	790.28	
					G	11-131-3110-000-000-3310	AE 107 C/S INSTR SUPPORT	3,857.29	
					G	11-131-3110-000-919-6750	WIOA CORR C/S CLINTON - ABE	705.59	
					G	11-131-3110-000-923-6750	WIOA CORR C/S EATON - ABE	602.12	
					G	11-132-3110-000-000-2890	SEC 107a AE C/S HSE TEACHERS	865.54	
					G	11-132-3110-000-000-3310	AE 107 C/S HSE INSTRUCTORS	3,857.30	
					G	11-132-3110-000-919-6750	WIOA CORR C/S CLINTON - HSE	536.25	
					G	11-132-3110-000-923-6750	WIOA CORR C/S EATON - HSE	602.12	
					G	11-212-3111-000-000-2890	107a C/S CAREER NAVIGATOR	1,207.75	
					G	11-212-3190-000-000-2890	107a C/S ENROLLMENT COORD	1,771.64	
					G	11-391-3110-000-933-7770	WIOA LTE INGHAM C/S INSTRUCT	1,580.55	
					G	11-391-3190-000-933-7770	WIOA LTE INGHAM C/S (HUDA)	2,666.49	

Eaton RESA

Check Register

Type of Checks: All

Date Range: 09/01/2026 to 09/30/2026

CheckNo	CkDate	Vendor	Name	PO #	AFC	Account	Description	Amount	CheckAmt
					X	21-122-3110-000-191-0000	LEA SUBS - EARLY CHILDHOOD	1,947.07	
					X	21-122-3110-000-194-0000	LEA SUBS - RESOURCE ROOM	26,184.97	
					X	21-122-3110-000-196-0000	LEA SUBS - LRE CLASSROOM	718.12	
					X	21-122-3110-001-130-0000	SCI ERESA SUB TEACHERS	237.20	
					X	21-122-3110-001-193-0000	ASD ERESA TEACHER SUB	1,660.40	
					X	21-122-3110-002-120-0000	MOCI SUB TEACHER ER	711.60	
					X	21-122-3111-001-130-0000	SCI ERESA SUB PARAPRO	115.04	
					X	21-122-3111-001-140-0000	SEI SUB PARAPRO	120.08	
					X	21-122-3111-002-120-0000	MOCI SUB PARAPRO ER	2,936.83	
					X	21-219-3190-000-000-9145	GECKO/TRANSITION CONTRACTED	4,037.21	
					X	21-241-1880-001-000-0000	MDVW SECRETARY SUB	305.76	126,967.56
991730	09/30/26	46259	HEALTHEQUITY INC		G	12-451-0021-000-000-0000	FSA DEPENDENT DEDUCT	729.00	
					G	12-451-0026-000-000-0000	FSA MEDICAL DEDUCTION	1,318.04	2,047.04

Sub Total: \$1,443,927.28

ACH CHECKS

A16543	09/02/26	14848	AMAZON CAPITAL SERVICES, INC	22477 C	G	11-118-5110-530-000-3430	Daycare Cots	654.54	
				22411 C	G	11-118-5110-560-000-3430	Dry Erase Board/Sand/Light Pan	287.47	
				22527 C	G	11-118-5110-560-000-3430	Double sided book display	123.74	
				22561 C	G	11-212-5990-000-000-2250	Sensory Stickers/Pens/Bag/Copi	150.93	
				22544 C	G	11-212-5990-000-000-2250	Legos/Stickers/Ceiling Hooks/S	83.82	
				22543 C	G	11-212-5990-000-000-2250	Legos/Brass Brads	19.88	
				22536 C	G	11-221-5110-000-000-3291	HTV Heat Press	315.87	
				22537 C	G	11-221-5110-000-000-3291	Pots/Garden tools/Storage Bin/	358.28	
				22574 C	G	11-221-5110-000-000-3291	Chompsaw Cardboard Cutter	236.55	
				22549 C	G	11-221-5110-000-000-3291	Sticky Notes/Posterboard/Penci	330.18	
				22572 C	G	11-221-5110-000-000-3291	Binders/Page Protectors/Paper/	162.36	
				22538 C	G	11-221-5910-000-000-7673	Headphones	349.98	
				22539 C	G	11-221-5990-000-000-7673	17Qt Clear Storage Containers	13.20	
				22539 C	G	11-221-5990-000-000-7864	17Qt Clear Storage Containers	13.20	
				22511 P	G	11-221-5990-000-000-9017	Manicure Kits	13.34	
				22511 C	G	11-221-5990-000-000-9017	Ducks	9.99	
				22511 C	G	11-221-5990-000-000-9400	GSA NETWORK SUPPLIES	0.00	
				22511 P	G	11-221-5990-000-000-9400	Keychains/Pins/Stickers/Pens/M	500.00	
				22539 C	G	11-221-5990-000-919-9304	17Qt Clear Storage Containers	13.20	
				22539 C	G	11-221-5990-000-923-9304	17Qt Clear Storage Containers	13.20	
				22539 C	G	11-221-5990-000-933-9304	17Qt Clear Storage Containers	13.20	
				22532 C	G	11-221-5990-000-933-9304	Naloxone Box for ELPL	156.59	
					G	11-252-5910-000-000-0000	Address Book	3.98	

Eaton RESA

Check Register

Type of Checks: All

Date Range: 09/01/2026 to 09/30/2026

CheckNo	CkDate	Vendor	Name	PO #	AFC	Account	Description	Amount	CheckAmt
					G	11-252-5910-000-000-0000	Sticky Index Tabs	8.99	
					G	11-261-4110-000-000-0000	Shower Handle	72.08	
				22567 C	G	11-284-4190-000-000-0000	HP Fortis screen & LED Panel R	52.62	
				22535 C	X	21-122-5990-002-120-0000	Crash Mat	111.99	
				22531 C	X	21-214-5990-000-021-0000	File Folders/Note Pads	34.82	
				22502 C	X	21-218-5990-000-000-0000	Hearing aid blower/batteries/c	384.88	
				22503 C	X	21-218-5990-000-000-0000	Binders/Dividers/Matting	112.47	
				22485 C	X	21-218-5990-000-067-0000	Bath toys/Velcro dots/Easel Pa	138.15	
				22534 C	X	21-226-5910-000-000-0000	Keurig Coffee Maker	129.99	4,869.49
A16544	09/02/26	14542	AMY'S CATERING LLC	22375 C	G	11-221-3220-500-000-3430	Event Meal - 8/21/26	53.36	
				22374 C	G	11-221-3220-500-000-3430	Event Meal - 8/20/2026	14.50	
				22374 C	G	11-221-3220-530-000-3430	Event Meal - 8/20/2026	58.00	
				22375 C	G	11-221-3220-530-000-3430	Event Meal - 8/21/26	213.44	
				22375 C	G	11-221-3220-560-000-3430	Event Meal - 8/21/26	320.16	
				22374 C	G	11-221-3220-560-000-3430	Event Meal - 8/20/2026	87.00	
				22374 C	G	11-221-3220-565-000-3430	Event Meal - 8/20/2026	29.00	
				22375 C	G	11-221-3220-565-000-3430	Event Meal - 8/21/26	106.72	
				22374 C	G	11-221-3221-000-000-3430	Event Meal - 8/20/2026	188.50	
				22524 C	X	21-221-5993-000-000-0000	Event Meal - 08/14/2026	754.00	1,824.68
A16545	09/02/26	02360	BARRY EATON DIST HEALTH DEPT	22545 C	G	11-221-3190-000-923-9304	ECSAAG - August	1,527.91	1,527.91
A16546	09/02/26	01194	BESCO WATER TREATMENT, LLC	22136 P	G	11-261-5990-000-000-0000	Water Delivery	114.25	114.25
A16547	09/02/26	16176	BROWN, DAYNAN		G	11-216-3210-000-000-2890	July - Aug Mileage	37.70	37.70
A16548	09/02/26	15390	BROWN, JESSICA		X	21-218-3210-000-064-0000	June Mileage	57.49	57.49
A16549	09/02/26	16025	BROWN, RICHADA		G	11-226-3210-000-000-6352	July - Aug Mileage	173.28	173.28
A16550	09/02/26	15578	BUCHHOP-SILER, ELIZABETH		X	21-122-5110-001-120-0000	TPT - Money/Cards/Games/Dice/C	89.54	
					X	21-122-5990-001-120-0000	Amazon - Candy/Fidgets/Cars/Pl	145.23	
					X	21-221-3220-000-120-0000	May 4 START Conf - Mileage/Reg	164.00	398.77
A16551	09/02/26	13733	BELTON, MELEA T.		G	11-221-3220-000-000-2250	Aug 17-19 MSP School Safety Co	501.04	501.04
A16552	09/02/26	93871	CAPITAL AREA COMMUNITY		G	12-402-1000-000-000-0000	GSRP Apr - June	35,823.01	35,823.01
A16553	09/02/26	46404	CEPD COUNCIL TREASURER	22551 C	V	61-226-7410-000-000-0000	FY27 CEPD Council Dues	100.00	100.00
A16554	09/02/26	15892	CHAMBERLAIN, ADYSON		G	11-221-3210-000-919-9304	August Mileage	246.54	246.54
A16555	09/02/26	15866	COMBS, MACKENSIE		X	21-212-3210-000-080-0000	August Mileage	99.10	99.10
A16556	09/02/26	12823	COUSINS, SUSAN		G	11-118-3210-000-000-3430	August Mileage	126.16	126.16
A16557	09/02/26	15671	CUSACK, RANDY		X	21-226-3210-000-082-0000	August Mileage	58.22	
					X	21-226-3210-000-082-0000	August Mileage	150.86	209.08
A16558	09/02/26	13859	D & D MAINTENANCE SUPPLY, INC		G	11-261-5990-000-000-0000	Packard - Tissue - 4	125.32	
					G	11-261-5992-002-000-0000	Union St - Hand Soap	73.15	198.47
A16559	09/02/26	16005	DATA RECOGNITION	22528 C	G	11-227-3450-000-000-3310	TABE 13&14 Online Sub Test	4,370.00	4,370.00

Eaton RESA

Check Register

Type of Checks: All

Date Range: 09/01/2026 to 09/30/2026

CheckNo	CkDate	Vendor	Name	PO #	AFC	Account	Description	Amount	CheckAmt
A16560	09/02/26	14106	ELITE AUDITING AND CONSULTING,		G	11-285-3190-000-000-0000	September Services	7,083.33	7,083.33
A16561	09/02/26	44684	EPARS (403B)		G	12-451-0015-000-000-0000	TSA 403B	7,579.86	
					G	12-451-0015-000-000-0000	TSA 403B BOE PD	3,134.42	
					G	12-451-0015-000-000-0000	TSA 403B ROTH	1,124.00	
					G	12-451-0015-000-000-0000	457	700.00	
					G	12-451-0015-000-000-0000	457 ROTH	246.69	12,784.97
A16562	09/02/26	16100	AVI SYSTEMS INC	22343 C	G	11-131-5110-000-000-3310	8MP Document Camera	272.50	
				22343 C	G	11-132-5990-000-000-3310	8MP Document Camera	272.50	
				22348 C	C	41-284-6420-000-000-2200	Newline multi touch/Liftgate S	2,192.00	2,737.00
A16563	09/02/26	16289	GOPI NAGARURI, JORDAN		X	21-212-3210-000-080-0000	August Mileage	150.56	150.56
A16564	09/02/26	14857	GORDON FOOD SERVICE INC.	22430 P	G	11-118-5610-565-000-3430	Snack Supplies - MVPS	569.22	
				22430 P	F	51-297-5610-000-000-8530	Snack Supplies - CACFP	1,978.94	2,548.16
A16565	09/02/26	16195	HAYES, HUNTER		G	11-261-3210-000-000-0000	August Mileage	25.84	
					G	11-261-5992-002-000-0000	Walmart - Vinegar/Measuring Cu	37.67	63.51
A16566	09/02/26	13589	HOLMES, CHRISTINA		G	11-221-3220-000-000-6974	Aug 19-20 TPIP Conf - Mileage	85.88	85.88
A16567	09/02/26	15490	JUIP, JYLIAN		X	21-215-3210-000-032-0000	August Mileage	94.32	94.32
A16568	09/02/26	90876	LAKESHORE LEARNING	22412 P	G	11-118-5110-560-000-3430	Stacking Chairs - 2	170.98	
				22412 C	G	11-118-5110-560-000-3430	Stacking Chairs - 4	341.96	512.94
A16569	09/02/26	00420	LANSING COMMUNITY COLLEGE		V	62-402-1000-000-000-0000	March - June ParaPro Hours	30,606.76	30,606.76
A16570	09/02/26	15474	LEBEDINTSEV, VLADISLAV		V	61-226-3220-000-000-0000	Aug 2-4 MI CTE Conf - Mileage	217.36	217.36
A16571	09/02/26	14847	LEONARD, KIMBERLY LOUISE		G	11-118-3210-000-000-3430	August Mileage	45.90	45.90
A16572	09/02/26	15770	MACKEY, KELLY ANNE		X	21-241-3210-001-000-0000	August Mileage	38.23	
					X	21-283-3220-000-000-0000	Aug 19 Website Content Trainin	25.23	63.46
A16573	09/02/26	14441	LOWRIE, AMY MILLER		X	21-226-3220-000-081-0000	Aug 9-12 MAASE Summer Conf - M	252.32	252.32
A16574	09/02/26	16369	PARENTSQUARE, INC	22559 C	G	11-282-3450-000-000-0000	Engage Premium/District Onboar	8,907.51	8,907.51
A16575	09/02/26	15247	PEOPLE DRIVEN TECHNOLOGY,	22570 C	G	11-284-6420-000-000-0000	Dell Docking Hub	156.27	
				22568 C	G	11-284-6420-000-000-0000	Dell Pro 14 Plus Laptop	991.00	1,147.27
A16576	09/02/26	15956	QUALITY LOGO PRODUCTS, INC.	22454 C	G	11-131-5110-000-000-3310	Circle to Go Label	353.89	
				22454 C	G	11-132-5990-000-000-3310	Circle to Go Label	353.88	707.77
A16577	09/02/26	13834	R.A. DINKEL & ASSOCIATES, INC.	22554 C	G	11-221-5990-000-000-7673	Wildcard Licenses - 10	1,663.20	1,663.20
A16578	09/02/26	45658	SCHOOL OUTFITTERS		C	41-459-6410-000-000-2200	Melamine Top Folding Table	3,310.19	3,310.19
A16579	09/02/26	16106	SCHOOLSTATUS PARENT, INC		G	11-282-3190-000-000-0000	FY27 Support Membership - 1 ye	550.00	550.00
A16580	09/02/26	14204	SPYGLASS GROUP, LLC.		G	11-261-3190-000-000-0000	August Services	2,939.40	2,939.40
A16581	09/02/26	12630	THALISON, KIMBERLY		G	11-221-3210-000-923-9304	August Mileage	25.84	
					G	11-226-3210-000-000-5228	August Mileage	25.84	51.68
A16582	09/02/26	13160	WPS	22500 C	X	21-213-5990-011-080-0000	SPM-2 Preschool Home Form	100.00	100.00
A16583	09/09/26	14848	AMAZON CAPITAL SERVICES, INC	22542 P	G	11-212-5990-000-000-2250	Clorox Wipes	46.64	
				22542 C	G	11-212-5990-000-000-2250	Room Dividers	77.09	

Eaton RESA

Check Register

Type of Checks: All

Date Range: 09/01/2026 to 09/30/2026

CheckNo	CkDate	Vendor	Name	PO #	AFC	Account	Description	Amount	CheckAmt
				22547 P	G	11-221-5110-000-000-3291	Bouncy Balls/Maps/Stickers/Com	230.78	
				22547 C	G	11-221-5110-000-000-3291	Stick Figure Planner/Road Tape	31.85	
				22573 P	G	11-221-5110-000-000-3291	Robot Ball/Vlog Camera	289.99	
				22573 C	G	11-221-5110-000-000-3291	Robotic Ball - 4	63.96	
				22600 C	G	11-221-5990-000-000-7673	Gift Card/legos/paint marker	283.97	
				22611 C	G	11-226-5910-000-000-0000	Brown Noise Machine	19.99	
				22586 P	G	11-261-5990-060-000-5220	YAC2 - Gift cards	100.00	
				22585 C	G	11-261-5990-060-000-5220	YAC2 - Visa gift cards for ELH	1,039.70	
				22615 C	G	11-284-5990-000-000-0000	iPad cases/Screen Protectors	424.54	
				22614 C	G	11-284-5990-000-000-0000	Diverbox/Supfine phone cases	21.98	
				22501 P	G	11-361-5990-000-000-6352	Trucker hat/socks/undershirts/	762.96	
				22501 C	G	11-361-5990-000-000-6352	Undershirts	16.99	
				22516 P	X	21-122-5110-002-120-0000	Calculators	92.10	
				22516 C	X	21-122-5110-002-120-0000	Name Stamps/Magnets	47.77	
				22588 C	X	21-213-5990-000-011-0000	Weighted pencil grips	9.99	
				22560 C	X	21-215-5990-000-032-0000	Push pins/Felt Tiles/Laminate/	117.31	
				22516 C	X	21-261-5990-000-000-0000	CUST/MAINTENANCE SUPPLIES	0.00	
				22516 P	X	21-261-5990-000-000-0000	Paper Towels/Wipes	90.66	
				22516 P	X	21-261-5997-000-000-0000	Nitrile Gloves	104.40	
				22516 C	X	21-261-5997-000-000-0000	SE PPE	0.00	
				22496 C	C	41-459-6410-000-000-2200	Leather accent chair	310.16	
					C	41-459-6410-000-000-2200	Returned Side Table	(27.65)	
					C	41-459-6410-000-000-2200	Credit - Returned small round	(33.59)	
				22580 C	F	51-297-5990-000-000-0000	Fridge Thermometers	9.78	
				22565 C	V	61-127-5110-000-000-0000	BBQ Pellets/Bungee Cords/Batte	692.23	
				22563 C	V	61-127-5110-000-000-0000	Plexiglass	81.68	
				22564 C	V	61-127-5110-000-000-0000	Black 60MM Lugnuts	23.75	
				22607 C	V	61-127-5110-000-000-9512	Combination Locks	70.28	
				22577 C	V	61-127-5110-000-000-9512	Work Boots	57.28	
				22577 C	V	61-127-5110-000-000-9515	Steel Toe Boots	48.99	
				22307 C	V	61-127-5110-000-000-9516	Wipes/Index Cards/Pens/WhiteOu	1,435.67	
				22318 C	V	61-127-5110-000-000-9519	Single Weld Guage/Safety glass	487.13	
				22555 C	V	61-127-5210-000-000-9525	Intro to HC textbooks	3,697.67	
				22566 C	V	61-127-5990-000-000-3200	ABCs/How Cars Work	45.90	
				22550 C	V	61-241-5910-000-000-0000	Lined sticky notes/Markers	30.19	10,802.14
A16584	09/09/26	14486	ASAP PRINTING	22641 C	G	11-212-5990-000-000-2890	Business Cards - LH/LGM/LH	155.40	
				22641 C	G	11-226-5910-000-000-0000	Business Cards - DB	34.80	
				22641 C	G	11-226-5910-000-000-3310	Business Cards - HA	51.80	242.00

Check Register

Eaton RESA

Type of Checks: All

Date Range: 09/01/2026 to 09/30/2026

CheckNo	CkDate	Vendor	Name	PO #	AFC	Account	Description	Amount	CheckAmt
A16585	09/09/26	16092	BABJACK, CHRISTA		X	21-215-3210-000-032-0000	August Mileage	17.78	17.78
A16586	09/09/26	01194	BESCO WATER TREATMENT, LLC	22136 P	G	11-261-4220-000-000-0000	Cooler Rent - September	76.00	
				22136 P	G	11-261-4220-000-000-0000	Cooler Rent - September	10.00	86.00
A16587	09/09/26	14328	BOWERS, AMY ELIZABETH		G	11-118-3210-000-000-3430	August Mileage	96.67	96.67
A16588	09/09/26	15390	BROWN, JESSICA		X	21-218-3210-000-064-0000	August Mileage	128.59	128.59
A16589	09/09/26	07360	CHARLOTTE PUBLIC SCHOOL	22629 C	F	51-297-8220-000-000-0000	Delivery fee/Milk	90.21	
				22629 C	F	51-297-8220-000-000-8500	July - MV Breakfast	480.00	
				22629 C	F	51-297-8220-000-000-8510	July - MV Lunch	768.00	1,338.21
A16590	09/09/26	15845	CLARK, RACHAEL		X	21-212-3210-000-080-0000	August Mileage	192.66	192.66
A16591	09/09/26	46233	CLEAR RATE COMMUNICATIONS,		G	11-261-3410-000-000-0000	September Services	359.38	359.38
A16592	09/09/26	90023	DEAN TRANSPORTATION, INC.		G	12-402-1000-000-000-0000	GSRP - June (Fall)	900.40	
				22630 C	X	21-271-3310-001-000-0000	Field Trip - MV - Aquatic Cent	473.54	
					X	22-402-2000-000-000-0000	ParaPro Hours - June (Fall)	1,388.96	
					X	22-402-2000-000-000-0000	Attendant Hours - June (Fall)	11,918.65	
					X	22-402-2000-000-000-0000	Bus & Driver - June (Fall)	84,610.33	99,291.88
A16593	09/09/26	15501	DETERS, ERICA		X	21-218-3210-000-064-0000	August Mileage	243.05	243.05
A16594	09/09/26	16371	ELEVATE THERAPY COMPANY, LLC	22644 P	X	21-216-3130-000-041-0000	SSW Services - August	5,344.80	5,344.80
A16595	09/09/26	15689	GET 'EM AND GO PLUS MORE LLC	22602 C	X	21-271-3310-000-000-9140	08/28/2026 Transportation Svs	243.40	
				22601 C	X	21-271-3310-000-000-9140	08/27/2026 Transportation Svs	123.88	367.28
A16596	09/09/26	15655	GILMORE, HANNAH		X	21-215-3210-000-032-0000	August Mileage	19.23	19.23
A16597	09/09/26	15394	GROSTEFON, LINDSEY		X	21-218-3210-000-067-0000	July - August Mileage	203.00	203.00
A16598	09/09/26	16183	HICKS, ELIZABETH		X	21-241-3210-001-000-0000	August Mileage	35.57	35.57
A16599	09/09/26	14743	HUBBERT, LAURIE ANN		X	21-218-3210-000-065-0000	August Mileage	324.37	324.37
A16600	09/09/26	13225	HUNTINGTON, KARI		X	21-213-3210-000-013-0000	July-August Mileage	82.08	82.08
A16601	09/09/26	13597	JESSUP, JESSICA		X	21-214-3210-000-021-0000	August Mileage	57.46	57.46
A16602	09/09/26	14558	KAPLAN EARLY LEARNING	22288 C	G	11-221-3450-000-000-3439	C4L Implementation	4,400.00	4,400.00
A16603	09/09/26	16018	KNIGHT, ABBY		X	21-213-3210-000-011-0000	August Mileage	25.23	25.23
A16604	09/09/26	00420	LANSING COMMUNITY COLLEGE	22608 C	V	61-127-3730-000-999-9519	Summer 2026 ECON 120 - JR	750.00	750.00
A16605	09/09/26	16319	LUNA, AMANDA		X	21-215-3210-000-032-0000	August Mileage	13.68	13.68
A16606	09/09/26	16328	MARTIN, ANESSA		X	21-122-3210-000-273-0000	August Mileage	179.36	179.36
A16607	09/09/26	15548	MCMASTER-CARR SUPPLY	22609 C	V	61-127-5110-000-000-9518	Safety Glasses	78.52	78.52
A16608	09/09/26	13646	MYERS PLUMBING & HEATING INC.	22327 C	G	11-261-4110-000-000-0000	Replace Water Heater - Packard	11,534.00	
					G	11-261-4110-000-000-0000	Packard - Leaking water heater	232.50	
					G	11-261-4111-000-000-0000	Southridge - Replaced capacita	440.56	12,207.06
A16609	09/09/26	14859	PLANSOURCE BENEFITS		G	12-451-0023-000-000-0000	AFLAC - August (correct)	1,624.02	1,624.02
A16610	09/09/26	16042	LAW OFFICES OF DENNIS	22632 C	G	11-231-3170-000-000-0000	Services through 8/31/2026	120.99	120.99
A16611	09/09/26	15703	PROMER, MARLENE		X	21-212-3210-000-080-0000	August Mileage	187.95	187.95
A16612	09/09/26	40545	ROSE PEST SOLUTIONS	22140 P	G	11-261-4112-000-000-0000	8/19/26 Services - Union St	147.00	147.00

Check Register

Eaton RESA

Type of Checks: All

Date Range: 09/01/2026 to 09/30/2026

CheckNo	CkDate	Vendor	Name	PO #	AFC	Account	Description	Amount	CheckAmt
A16613	09/09/26	13018	SIMON, BRITTANY		X	21-212-3210-000-080-0000	August Mileage	261.06	261.06
A16614	09/09/26	16019	STUMP, BROOKE		X	21-215-3210-000-032-0000	August Mileage	19.84	19.84
A16615	09/09/26	13216	SURATO, JENNIFER		X	21-214-3210-000-021-0000	August Mileage	18.01	18.01
A16616	09/09/26	15329	WEB RESOURCE LLC	22245 C	X	21-122-6420-002-120-0000	Union St - Rocking Chairs - 6	1,777.01	1,777.01
A16617	09/09/26	13895	WEST MICHIGAN OFFICE	22519 C	C	41-459-6410-000-000-2200	Tables/Chairs/Delivery - Union	7,994.00	7,994.00
A16618	09/09/26	13590	WESTENDORP, LINDSEY		G	11-221-3210-000-000-3436	Jan - June Mileage	658.52	658.52
A16619	09/09/26	46314	ZAYO NETWORK SERVICES, LLC		G	11-284-3490-000-000-0000	September Services	10,798.00	10,798.00
A16620	09/09/26	16067	ZVONAR, ZOIE		X	21-214-3210-000-021-0000	August Mileage	11.25	11.25
A16621	09/14/26	15690	TRUSTMARK VOLUNTARY BENEFIT		G	12-451-0060-000-000-0000	LTC ER PREMIUM 08/07/2026	2,527.77	
					G	12-451-0060-000-000-0000	LTC ER PREMIUM 08/21/2026	2,527.77	
					G	12-451-0061-000-000-0000	LTC EE PREMIUM 08/07/2026	1,207.23	
					G	12-451-0061-000-000-0000	LTC EE PREMIUM 08/21/2026	1,207.23	7,470.00
A16622	09/16/26	13858	ACCUSHRED, LLC	22135 P	G	11-261-3840-000-000-0000	September Services - Packard	119.45	119.45
A16623	09/16/26	13573	ADAMS OUTDOOR ADVERTISING	22720 C	G	11-282-3510-000-000-0000	Billboard R521 HUB46694129236	1,650.00	
				22719 C	G	11-282-3510-000-000-0000	Billboard B8407 HUB46694129236	2,900.00	4,550.00
A16624	09/16/26	00543	AIS CONSTRUCTION EQUIPMENT	22526 P	V	61-127-3110-000-000-9516	September Billing	30,625.00	30,625.00
A16625	09/16/26	12719	ALGRIM, HEATHER		G	11-226-3210-000-000-3310	August Mileage	44.46	44.46
A16626	09/16/26	14848	AMAZON CAPITAL SERVICES, INC	22604 C	G	11-118-5110-500-000-3430	Amazon Basic Adapt-a-Size Pape	7.87	
				22604 C	G	11-118-5110-530-000-3430	Amazon Basic Adapt-a-Size Pape	31.48	
				22604 C	G	11-118-5110-560-000-3430	Amazon Basic Adapt-a-Size Pape	47.22	
				22604 C	G	11-118-5110-565-000-3430	Amazon Basic Adapt-a-Size Pape	23.61	
				22548 P	G	11-221-5110-000-000-3291	Post it chart/Markers/Compost	328.75	
				22548 C	G	11-221-5110-000-000-3291	Storage Baskets	20.99	
				22553 P	G	11-221-5110-000-000-3291	Wall Art/Watercolor Paper/Wate	305.87	
				22553 C	G	11-221-5110-000-000-3291	Famous Art Prints/Posters	19.95	
				22521 C	G	11-221-5910-000-000-0000	Camera Accident Protection Pla	49.98	
				22521 C	G	11-221-5990-000-000-0000	*Misc Supplies - IS ProfDevelo	0.00	
				22521 P	G	11-221-5990-000-000-0000	Webcam - 2	441.71	
				22709 C	G	11-221-5990-000-000-3291	Rainbow Rice/Graph Paper/Dice/	249.49	
				22648 C	G	11-221-5990-000-000-7673	Plug lock for electrical cord	9.99	
				22587 C	G	11-221-5990-000-000-7673	Fidgets	60.21	
				22576 C	G	11-226-5990-000-000-0000	Re-Zoom Book	6.55	
				22576 P	G	11-226-5990-000-000-0000	Zoom Book	6.47	
				22687 C	G	11-232-5910-000-000-0000	Epson Scanner	249.99	
				22596 C	X	21-122-5110-001-120-0000	A little spot of feelings/life	111.59	
				22596 C	X	21-122-5110-001-193-0000	Timers/Red Lights	77.36	
				22596 C	X	21-122-5110-002-120-0000	Timer	14.44	
				22659 C	X	21-122-5110-002-120-0000	Markers/Clipboards/Fidgets/Sti	100.04	

Check Register

Eaton RESA

Type of Checks: All

Date Range: 09/01/2026 to 09/30/2026

CheckNo	CkDate	Vendor	Name	PO #	AFC	Account	Description	Amount	CheckAmt
				22596 C	X	21-122-5990-000-140-0000	Race track carpet/Rug/Table Co	174.96	
				22657 C	X	21-122-5990-001-120-0000	Baby Gate	26.20	
				22596 C	X	21-122-5990-001-130-0000	Wall Clock	28.49	
				22658 C	X	21-122-5990-002-120-0000	Teacher Chairs	116.86	
				22659 C	X	21-122-5990-002-120-0000	Stickers/Clocks/Paper Tray/Zip	357.59	
				22596 C	X	21-122-5992-001-000-0000	Candy/Gum/Cookies/Pringles	127.71	
				22659 C	X	21-122-6420-002-120-0000	3 Tier metal shelving unit	133.49	
				22670 C	X	21-213-5990-000-011-0000	Custom Name Stamps	84.60	
				22579 P	X	21-213-5990-000-011-0000	Marble Tracers	29.99	
				22579 C	X	21-213-5990-000-011-0000	Crayola Markers	6.69	
				22617 C	X	21-215-5990-000-032-0000	Desk organizer/Leather Clipboa	75.66	
				22683 C	X	21-215-5990-000-032-0000	Laminating Sheets	15.35	
				22682 C	X	21-215-5990-000-032-0000	Magnets/Sorting/Incentive Char	116.59	
				22653 C	X	21-216-5990-000-041-0000	File Folders/Folders w/pockets	36.93	
				22603 C	X	21-218-5990-000-000-0000	Labels/Podcast Accessories	44.98	
				22571 C	X	21-218-5990-000-000-0000	Custom Stamp/Battery 3V	18.90	
				22571 C	X	21-218-6420-000-000-0000	Keyboard/iPad Cases	76.46	
				22676 C	X	21-219-5990-000-075-0000	Lanyards - Mileage Club 24pack	12.29	
				22625 C	X	21-225-6420-000-000-0000	Wired keyboard and mouse combo	15.99	
				22599 C	X	21-225-6420-000-000-0000	iPad cases/Monitor/Mouse/Lapto	349.48	
				22578 C	X	21-226-5990-000-080-0000	Wipes/Planner/Dixie Cups	30.49	
				22504 C	X	21-226-5990-000-080-0000	Logitech webcam	39.49	
				22598 C	X	21-226-5990-000-080-0000	Grocery Bag on wheels	106.98	
				22596 C	X	21-241-7910-001-000-0000	Laminate/Scissors/Mail basket/	149.03	
				22676 C	X	21-261-5990-000-000-0000	Brita Filters - 6pack	24.26	
				22596 C	X	21-261-5997-000-000-0000	Gloves	179.00	
				22596 C	F	51-297-5990-000-000-0000	Fridge Thermometers	9.78	
				22634 C	V	61-127-5110-000-000-9519	Hook/Loop Tape	18.04	
				22606 C	V	61-127-5110-000-000-9525	Ear Protection	87.41	
				22634 C	V	61-212-5910-000-000-0000	Dry Erase Markers/Tape/White n	54.58	4,711.83
A16627	09/16/26	15173	AMN ALLIED SERVICES LLC	22166 P	X	21-216-3130-000-041-0000	J.Rials - 8/13-8/31/2026	7,810.50	7,810.50
A16628	09/16/26	16184	LOWERY CORPORATION	22137 P	G	11-252-4220-000-000-0000	September Services	150.00	150.00
A16629	09/16/26	14486	ASAP PRINTING	22696 C	V	61-212-5910-000-000-0000	Business cards - NC & BC	69.60	69.60
A16630	09/16/26	14345	BANK OF NEW YORK MELLON		D	31-511-7220-000-000-0000	EATONRESA 18 - DEBT RTRMNT INT	40,600.00	40,600.00
A16631	09/16/26	14433	BATTEN, RICHELLE CLAIRE		X	21-215-3210-000-032-0000	August Mileage	44.31	44.31
A16632	09/16/26	01194	BESCO WATER TREATMENT, LLC	22136 P	G	11-261-5990-000-000-0000	Water Delivery	63.50	63.50
A16633	09/16/26	14920	HOFFMAN CROW INC	22703 C	V	61-127-3190-000-000-3200	Half day training, support, in	495.00	495.00
A16634	09/16/26	16363	CASE, BRAD		V	61-212-7410-000-000-0000	ACTE Membership Fee - Reimb	100.00	100.00

Eaton RESA

Check Register

Type of Checks: All

Date Range: 09/01/2026 to 09/30/2026

CheckNo	CkDate	Vendor	Name	PO #	AFC	Account	Description	Amount	CheckAmt
A16635	09/16/26	00065	CDW LLC	22661 C	G	11-284-3190-000-000-0000	Google Voice - July	837.74	
				22520 C	G	11-284-3450-000-000-0000	ACAD Google Chrome EDU Lic - 1	560.50	1,398.24
A16636	09/16/26	15521	CHG MEDICAL STAFFING INC	22660 P	X	21-213-3130-000-011-0000	M.Villarreal - 08/23-08/29/202	3,096.00	
				22660 P	X	21-213-3130-000-011-0000	M.Villarreal - 8/30-9/5/2026	2,537.00	5,633.00
A16637	09/16/26	14213	CRAIG, WHITNEY D		G	11-118-3210-000-000-3430	August Mileage	19.76	
					G	11-118-5110-560-000-3430	Kroger - Yogurt reimb/August M	20.97	40.73
A16638	09/16/26	13859	D & D MAINTENANCE SUPPLY, INC		G	11-261-5992-002-000-0000	Nitrile Gloves/Absorbent	142.85	142.85
A16639	09/16/26	94460	HASSEL FREE FUELS		G	11-261-5710-000-000-0000	S/C PACK TRUCK FUEL/OIL/WASH	71.02	71.02
A16640	09/16/26	11550	DELAU FIRE SERVICES, INC		G	11-261-4111-000-000-0000	Southridge - Annual inspection	225.00	225.00
A16641	09/16/26	44684	EPARS (403B)		G	12-451-0015-000-000-0000	457 ROTH	246.69	
					G	12-451-0015-000-000-0000	TSA 403B	7,579.86	
					G	12-451-0015-000-000-0000	TSA 403B BOE PD	3,134.42	
					G	12-451-0015-000-000-0000	TSA 403B ROTH	1,124.00	
					G	12-451-0015-000-000-0000	457	700.00	12,784.97
A16642	09/16/26	14138	FADER, BRYANNA YVONNE		X	21-212-3210-000-080-0000	August Mileage	313.27	
					X	21-212-3210-000-080-0000	July Mileage	205.43	518.70
A16643	09/16/26	16100	AVI SYSTEMS INC	22506 C	C	41-284-6420-000-000-2200	Mobile Stand for 86" Board	479.00	479.00
A16644	09/16/26	16074	GAFFNER, ALISON		X	21-218-2310-000-067-8100	SPED Tuition Reimb	2,400.00	2,400.00
A16645	09/16/26	15408	GARLAND, RACHEL E		G	11-118-3210-000-000-3430	August Mileage	57.68	57.68
A16646	09/16/26	44597	GATZ, STACY		X	21-214-3210-000-021-0000	July Mileage	107.16	107.16
A16647	09/16/26	15689	GET 'EM AND GO PLUS MORE LLC	22663 C	X	21-271-3310-000-000-9140	08/31/2026 Transportation Svs	247.75	
				22672 C	X	21-271-3310-000-000-9140	09/09/2026 Transportation Svs	123.88	
				22671 C	X	21-271-3310-000-000-9140	09/08/2026 Transportation Svs	123.88	
				22667 C	X	21-271-3310-000-000-9140	09/03/2026 Transportation Svs	247.75	
				22666 C	X	21-271-3310-000-000-9140	09/02/2026 Transportation Svs	248.43	
				22664 C	X	21-271-3310-000-000-9140	09/01/2026 Transportation Svs	247.75	1,239.44
A16648	09/16/26	15205	HAAKENSON, JENNIFER K		X	21-212-3210-000-080-0000	July - August Mileage	211.28	211.28
A16649	09/16/26	13817	STEVEN KOLONICH		G	11-261-4112-000-000-0000	Union St - 8/26 & 09/02 Servic	340.00	340.00
A16650	09/16/26	15770	MACKEY, KELLY ANNE		F	51-297-3220-000-000-0000	Aug 25 ServSafe Mgr Conf - Mil	202.00	202.00
A16651	09/16/26	12684	MEA FINANCIAL SERVICES, INC.		G	12-451-2500-000-000-0000	October Premiums	136.48	136.48
A16652	09/16/26	13646	MYERS PLUMBING & HEATING INC.		G	11-261-4110-000-000-0000	Packard - Replace Toilet Flang	755.66	
					G	11-261-4111-000-000-0000	Southridge - AC not working in	387.50	
					G	11-261-4111-000-000-0000	Southridge - Compressor for AC	155.00	1,298.16
A16653	09/16/26	15330	OSGOOD, DONNA L		G	11-252-3220-000-000-0000	The Pool Summit - Mileage	91.35	91.35
A16654	09/16/26	94398	PEARSON	22575 C	X	21-214-5990-000-021-0000	DAYC-2 Behavior/Emotional & Co	277.40	
				22569 C	X	21-214-5990-000-021-0000	GORT-5 Forms/Shipping	85.00	362.40
A16655	09/16/26	40545	ROSE PEST SOLUTIONS	22139 P	G	11-261-4110-000-000-0000	9/1/2026 - Stinging Insect App	143.00	143.00
A16656	09/16/26	13822	DAN BARNEY		G	11-261-4110-000-000-0000	Packard - Keys Cut - 20	100.00	

Eaton RESA

Check Register

Type of Checks: All

Date Range: 09/01/2026 to 09/30/2026

CheckNo	CkDate	Vendor	Name	PO #	AFC	Account	Description	Amount	CheckAmt
					G	11-261-4112-000-000-0000	Union St - Service Call/Lock&L	1,975.00	2,075.00
A16657	09/16/26	15272	SIMON, BROOKE M		X	21-215-5990-000-032-0000	Amazon - Balls/Fidgets/Dice/Ga	144.22	144.22
A16658	09/16/26	95310	SKILLS USA	22692 C	V	61-127-5990-000-000-9999	9/2026-7/2027 Skills Mbrshp -	36.00	
				22691 C	V	61-127-5990-000-000-9999	09/2026-07/2027 Skills Mbrshp	30.00	66.00
A16659	09/16/26	16019	STUMP, BROOKE		X	21-215-5990-000-032-0000	Walmart - Blocks/Dollhouse/Fru	78.09	78.09
A16660	09/16/26	45860	THRUN, MAATSCH, AND	22686 C	X	21-226-3170-000-000-0000	Services through 8/20/2026	210.00	210.00
A16661	09/16/26	91627	CELICO PARTNERSHIP		G	11-261-3410-000-000-0000	Sept - *S/C TELEPHONE EXPENSE	1,172.16	
					G	11-261-3490-000-000-0000	Sept - GE Broadband Wireless	72.02	1,244.18
A16662	09/16/26	16320	VERMEESCH, ANN		X	21-213-3210-000-011-0000	August Mileage	22.65	22.65
A16663	09/16/26	15885	WIDDICOMBE, MELINDA		X	21-215-5990-000-032-0000	Amazon-wall decals reimb/Augus	101.64	101.64
A16664	09/18/26	11550	DELAU FIRE SERVICES, INC		G	11-261-4110-000-000-0000	Annual Ins Fire Alarms/Short o	580.00	580.00
A16665	09/23/26	16066	A.D.N ADMINISTRATORS - ADMIN		G	12-451-0009-000-000-0000	September - A.D.N. ADMIN-DENTA	1,872.75	1,872.75
A16666	09/23/26	13889	A.D.N. ADMINISTRATORS - CLAIMS		G	12-451-0009-000-000-0000	September Replenish	17,974.63	17,974.63
A16667	09/23/26	14848	AMAZON CAPITAL SERVICES, INC	22681 C	G	11-118-5110-560-000-3430	Mini tongs/measuring cups	90.15	
				22621 P	G	11-212-5990-000-000-2250	Books/Flashcards/Bookshelf/Gam	318.76	
				22621 C	G	11-212-5990-000-000-2250	Happiness Chemicals: Daily Rit	22.99	
				22702 C	G	11-212-5990-000-000-2250	Printer & Ink	240.15	
				22510 P	G	11-221-5910-000-000-0000	Copy Paper	72.29	
				22510 C	G	11-221-5910-000-000-0000	EDUC SPEC/GT OFF SUPP	0.00	
				22708 C	G	11-221-5990-000-000-2722	Custom Buttons/Pins - 25	45.98	
				22710 C	G	11-221-5990-000-000-3291	Giant Sticky Notes/Sharpies/In	311.91	
				22729 C	G	11-221-5990-000-000-3291	Rubber Brayer/Carving Blocks/I	277.50	
				22746 C	G	11-221-5990-000-000-3291	Hydro grow system/pods/sponges	328.92	
				22738 C	G	11-221-5990-000-000-7864	QR Code Stickers	23.70	
				22510 C	G	11-221-7910-000-000-3291	10 Port USB c Chargers - 2	29.78	
				22743 C	G	11-261-5990-060-000-5220	YAC2 - VISA gift card incentiv	644.85	
				22675 C	X	21-122-5110-001-130-0000	Calendar/Markers	35.44	
				22675 C	X	21-122-5990-001-130-0000	Fleece Blanket	18.38	
				22705 C	X	21-213-5990-000-011-0000	Weighted Handwriting Aids/Penc	35.97	
				22744 C	X	21-215-5990-000-032-0000	3Hole Punch/File Folders/Clay/	73.31	
				22717 C	X	21-215-5990-000-032-0000	Laminating Sheets	67.40	
				22652 P	X	21-216-5990-000-041-0000	Workbooks/Masks/Glasses/Cardst	155.30	
				22652 C	X	21-216-5990-000-041-0000	Bean Bag Chair	59.99	
				22650 C	X	21-218-5990-000-067-0000	Fidgets/Squishies	45.66	
				22723 C	X	21-226-5910-000-000-0000	Wireless keyboard/Mouse	24.29	
				22734 C	X	21-241-7910-001-000-0000	Walkie Talkie Batteries/Badge	79.35	
				22697 C	V	61-127-5110-000-000-0000	USB C Charger/Battery/Tire Mou	170.36	
				22678 C	V	61-127-5110-000-000-9515	Waterproof Steel Toe Boots	49.99	

Check Register

Eaton RESA

Type of Checks: All

Date Range: 09/01/2026 to 09/30/2026

CheckNo	CkDate	Vendor	Name	PO #	AFC	Account	Description	Amount	CheckAmt
				22680 C	V	61-127-5111-000-000-0000	Laser Safety Window Shield/Rub	183.63	
				22633 P	V	61-127-5990-000-000-3200	How Cars Work/Dirt Machines/Co	3,069.06	
				22633 C	V	61-127-5990-000-000-3200	Smart Manufacturing	19.98	
				22695 C	V	61-241-5910-000-000-0000	Bulk Headphones	49.90	6,544.99
A16668	09/23/26	15173	AMN ALLIED SERVICES LLC	22726 P	X	21-214-3130-000-021-0000	K.Austin - 8/17-8/31/2026	6,162.50	6,162.50
A16669	09/23/26	94390	BOSWORTH URGENT CARE	22731 P	X	21-213-3150-000-000-9310	61 RX - 09/04/2026	228.75	228.75
A16670	09/23/26	15613	CAPITAL REGION AIRPORT		V	61-261-4210-000-000-0000	September Rent & Utilities	3,671.29	
					V	61-261-4210-000-000-0000	Aug Rent & Utilities	3,671.29	7,342.58
A16671	09/23/26	15521	CHG MEDICAL STAFFING INC	22660 P	X	21-213-3130-000-011-0000	M.Villarreal - 9/6-9/12/2026	2,494.00	2,494.00
A16672	09/23/26	13740	CLARK HILL PLC	22728 C	G	11-231-3170-000-000-0000	Services through 08/31/2026	6,051.00	6,051.00
A16673	09/23/26	00341	CLINTON COUNTY RESA	22748 C	G	11-283-3221-000-000-6352	Special Pop Conf - Reimb SR	280.00	280.00
A16674	09/23/26	13827	CLUTE, ANGELA		G	11-226-3210-000-000-3430	August Mileage	70.76	70.76
A16675	09/23/26	13859	D & D MAINTENANCE SUPPLY, INC		G	11-261-5990-000-000-0000	Packard - Bath Cleaner/Tissue/	352.15	
					G	11-261-5992-002-000-0000	Union St - Bath Cleaner/Tissue	279.00	631.15
A16676	09/23/26	94460	HASSEL FREE FUELS		G	11-261-5710-000-000-0000	S/C PACK TRUCK FUEL/OIL/WASH	141.67	141.67
A16677	09/23/26	19060	GRAND LEDGE PUBLIC SCHOOLS	22747 C	G	11-283-3221-000-000-6352	Special Pop Conf - Reimb RR	280.00	280.00
A16678	09/23/26	13589	HOLMES, CHRISTINA		G	11-221-3220-000-000-9014	Sept 15-16 MiSHCA Fall Mtg - M	92.66	92.66
A16679	09/23/26	15788	HOMER COMMUNITY SCHOOL	22758 C	G	11-283-3221-000-000-6352	Special Pop Conf - Reg - CH &	560.00	560.00
A16680	09/23/26	16024	HOORT, JILL		G	11-221-3210-000-000-0000	August Mileage	130.42	130.42
A16681	09/23/26	15490	JUIP, JYLIAN		X	21-215-3210-000-032-0000	September Mileage	61.26	61.26
A16682	09/23/26	14846	KING, MORGAN ELIZABETH		G	11-118-3210-000-000-3430	August Mileage	110.50	110.50
A16683	09/23/26	14484	MADISON NATIONAL LIFE		G	12-451-0022-000-000-0000	October - MADISON NAT'L LIFE I	8,734.50	8,734.50
A16684	09/23/26	13901	MANER COSTERISAN & ELLIS PC		G	11-231-3180-000-000-0000	Progress bill & single audit S	22,354.55	22,354.55
A16685	09/23/26	15323	MCCLINTOCK, ALYSON		G	11-221-3220-000-000-9014	Sept 15-16 MiSHCA Conf - Milea	110.20	110.20
A16686	09/23/26	13646	MYERS PLUMBING & HEATING INC.		G	11-261-4110-000-000-0000	Packard - Repair Smoke Detecto	3,033.05	3,033.05
A16687	09/23/26	14859	PLANSOURCE BENEFITS		G	12-451-0023-000-000-0000	AFLAC - October	2,047.78	2,047.78
A16688	09/23/26	16001	POSITIVE BEHAVIOR SUPPORTS	22151 P	X	21-216-3130-000-041-0000	M.Goss - 08/28/2026	230.00	
				22642 P	X	21-216-3130-000-041-0000	O.Atueyi - 8/25-8/28/2026	800.00	
				22151 P	X	21-216-3130-000-041-0000	M.Goss - 08/12/2026	402.50	
				22642 P	X	21-216-3130-000-041-0000	O.Atueyi - 8/12/2026	175.00	
				22151 P	X	21-216-3130-000-041-0000	M.Goss - 08/31/2026	230.00	
				22642 P	X	21-216-3130-000-041-0000	O.Atueyi - 08/25-08/31/2026	950.00	2,787.50
A16689	09/23/26	14017	POWERSCHOOL GROUP LLC	22745 C	V	61-127-3450-000-000-0000	SIS Subscription - 1 year	10,168.22	10,168.22
A16690	09/23/26	39160	STAPLES INC		G	11-252-5910-000-000-0000	File Folders/Copy Paper	242.71	242.71
A16691	09/23/26	14620	RIVERSIDE ASSESSMENTS	22618 C	X	21-214-5990-000-021-0000	BDI Kit & 3 Access Keys	737.83	
				22618 C	X	21-215-5990-000-032-0000	BDI Kit & 3 Access Keys	737.82	1,475.65
A16692	09/23/26	16106	SCHOOLSTATUS PARENT, INC		G	11-282-3190-000-000-0000	8/14/2026-27 Support Membershi	1,360.00	1,360.00
A16693	09/23/26	14916	SOHN LINEN SERVICE, INC		G	11-261-5992-000-000-0000	Door Mat Rental	204.41	204.41

Check Register

Eaton RESA

Type of Checks: All

Date Range: 09/01/2026 to 09/30/2026

CheckNo	CkDate	Vendor	Name	PO #	AFC	Account	Description	Amount	CheckAmt
A16694	09/23/26	15690	TRUSTMARK VOLUNTARY BENEFIT		G	12-451-0060-000-000-0000	LTC ER PREMIUM 09/04/2026	2,486.11	
					G	12-451-0060-000-000-0000	LTC ER PREMIUM 09/18/2026	2,636.11	
					G	12-451-0061-000-000-0000	LTC EE PREMIUM 09/04/2026	1,203.84	
					G	12-451-0061-000-000-0000	LTC EE PREMIUM 09/18/2026	1,213.84	7,539.90
A16695	09/30/26	15315	AKELA LLC	22791 C	X	21-221-3120-000-000-0000	CPR/First Aid - 44 Participant	3,476.00	3,476.00
A16696	09/30/26	14848	AMAZON CAPITAL SERVICES, INC	22529 C	G	11-131-5110-000-000-3310	Narrow Ruled Notepads/Pilot Ge	33.47	
				22529 C	G	11-132-5990-000-000-3310	Narrow Ruled Notepads/Pilot Ge	33.47	
				22699 C	G	11-212-5990-000-000-2890	Correction Tape	19.26	
				22529 C	G	11-216-5990-000-000-2890	Blank Cards/Envelopes	28.49	
				22749 C	G	11-221-5990-000-000-3291	Measuring Tape/Duct Tape/Cardb	255.26	
				22794 C	G	11-225-5110-000-000-3430	JETech Folio iPad Cases - 10	166.40	
				22722 C	G	11-226-5990-000-000-5228	ELHC - Conf Table/Accent & sta	577.97	
				22529 C	G	11-249-5990-000-000-3310	Cardstock	278.36	
				22707 C	G	11-261-5990-060-000-5220	YAC2 - Anti Bully Coloring Boo	1,006.03	
				22699 C	G	11-282-5990-000-000-2890	AE 107a COMM SUPPLIES	0.00	
				22699 P	G	11-282-5990-000-000-2890	Lapel Mic	8.99	
				22787 P	G	11-284-5910-000-000-0000	Paper Organizer/Binder Clips/P	49.24	
				22787 C	G	11-284-5910-000-000-0000	TECHNOL/OFFICE SUPPLIES	0.00	
				22787 C	G	11-284-5990-000-000-0000	Wireless Keyboard/Mouse	30.68	
				22787 P	G	11-284-5990-000-000-0000	Screen protectors/WirelessKeyb	79.29	
				22769 P	G	11-361-5990-000-000-6352	Shorts/Joggers - Clothing for	273.66	
				22769 C	G	11-361-5990-000-000-6352	MCKINNEY VENTO BASIC NEEDS	0.00	
				22768 C	G	11-361-5991-000-000-6352	Deodorant/Toothpaste/Body Wash	65.16	
				22769 C	G	11-361-5991-000-000-6352	Degree Deodorant	28.92	
				22769 P	G	11-361-5991-000-000-6352	Soap/Deodorant/Lotion - Hygien	209.68	
				22699 P	G	11-391-5110-000-933-7770	File Folders/Sanitizer/Organiz	600.03	
				22699 C	G	11-391-5110-000-933-7770	WIOA LTE INGHAM TEACH SUPPLY	0.00	
				22727 C	X	21-122-5990-002-120-0000	Crash Pad	112.09	
				22762 C	X	21-213-5990-001-015-0000	Cold packs/Bandaids/BP Cuff/Gl	100.48	
				22756 C	X	21-214-5990-000-021-0000	Wipes/Tissues/Pens/WhiteOut/St	92.61	
				22792 C	X	21-216-5990-000-041-0000	Batteries/USB Cable/Cord Organ	63.71	
				22689 C	X	21-218-5990-000-064-0000	Hearing aid domes	41.42	
				22651 C	X	21-218-5990-000-067-0000	Body Sock/Weighted Blanket	77.28	
				22792 C	X	21-226-5910-000-000-0000	Laminate/Folders/Binders	34.09	
				22735 C	X	21-241-7910-001-000-0000	Paper clips/tape/laminate/mark	375.18	
				22787 C	X	21-241-7910-001-000-0000	Monitor Privacy Screen	71.98	
				22732 C	X	21-261-5997-000-000-0000	Exam Gloves - All Sizes	490.86	
				22733 C	F	51-297-5990-000-000-0000	Hotel Pans/Scoopers/Oven Glove	167.17	

Check Register

Eaton RESA

Type of Checks: All

Date Range: 09/01/2026 to 09/30/2026

CheckNo	CkDate	Vendor	Name	PO #	AFC	Account	Description	Amount	CheckAmt
				22736 C	F	51-297-5990-000-000-0000	Napkins/Cups/Plates/Bags/Cutle	105.63	
				22616 P	V	61-127-5110-000-000-0000	Trunk Road Case with Wheels	259.00	
				22616 C	V	61-127-5110-000-000-0000	Hex Die Steel/Filament/Oil Sti	165.87	
				22698 C	V	61-127-5110-000-999-9503	Computer point/ruler and flash	62.48	
				22713 C	V	61-127-5115-000-000-9511	Magnetic Clips - 60	20.99	
				22814 C	V	61-127-5990-000-000-3200	How cars work/All about Manufa	570.64	
				22775 C	V	61-212-5910-000-000-0000	File Folders	20.99	6,576.83
A16697	09/30/26	14542	AMY'S CATERING LLC	22766 C	X	21-221-5993-000-000-3990	Event Meals - 9/16-9/17-9/18	916.40	916.40
A16698	09/30/26	02360	BARRY EATON DIST HEALTH DEPT	22789 C	G	11-221-3190-000-923-9304	ECSAAG - September	1,527.91	1,527.91
A16699	09/30/26	01194	BESCO WATER TREATMENT, LLC	22136 P	G	11-261-5990-000-000-0000	Water Delivery	114.25	114.25
A16700	09/30/26	16235	CARON, STEPHANIE		X	21-216-3210-000-041-0000	Aug - Sept Mileage	48.03	48.03
A16701	09/30/26	00065	CDW LLC	22795 C	G	11-284-3450-000-000-0000	Google Chromebox - 1 Year Lice	220.00	220.00
A16702	09/30/26	15521	CHG MEDICAL STAFFING INC	22660 P	X	21-213-3130-000-011-0000	M.Villarreal - 09/13-09/19/202	3,096.00	3,096.00
A16703	09/30/26	16355	CUSTOM EMBROIDERY PLUS	22815 C	V	61-127-5110-000-000-9525	Embroidery for 58 Scrubs - Hea	1,783.50	1,783.50
A16704	09/30/26	13859	D & D MAINTENANCE SUPPLY, INC		G	11-261-5990-000-000-0000	Packard - Liners/Hand Soap/Pap	309.19	
					G	11-261-5992-002-000-0000	Union St - Hand Soap	73.15	382.34
A16705	09/30/26	90023	DEAN TRANSPORTATION, INC.		X	21-122-3111-001-140-0000	August Fall - ParaPro - EatonR	752.45	
				22234 P	X	21-271-3310-030-000-0000	August Fall - Attendant - CPS	3,575.25	
				22234 P	X	21-271-3310-030-000-0000	August Fall - Bus & Driver - C	40,274.61	
				22234 P	X	21-271-3310-050-000-0000	August Fall - Bus & Driver - E	20,164.27	
				22234 P	X	21-271-3310-050-000-0000	August Fall - Attendant - ERP	3,305.51	
				22234 P	X	21-271-3310-060-000-0000	August Fall - Attendant - GLP	4,175.49	
				22234 P	X	21-271-3310-060-000-0000	August Fall - Bus & Driver - G	45,396.28	
				22234 P	X	21-271-3310-065-000-0000	August Fall - Bus & Driver - M	11,294.89	
				22234 P	X	21-271-3310-065-000-0000	August Fall - Attendant - MVP	1,910.88	
				22234 P	X	21-271-3310-090-000-0000	August Fall - Attendant - PPS	452.34	
				22234 P	X	21-271-3310-090-000-0000	August Fall - Bus & Driver - P	5,992.31	137,294.28
A16706	09/30/26	11550	DELAU FIRE SERVICES, INC		G	11-261-4112-000-000-0000	Union St - Repaired leaking sp	441.76	441.76
A16707	09/30/26	04242	EATRAN	22427 P	X	21-271-3310-001-000-0000	50 Blue Tokens/50 Yellow Token	1,350.00	1,350.00
A16708	09/30/26	44684	EPARS (403B)		G	12-451-0015-000-000-0000	TSA 403B	7,579.86	
					G	12-451-0015-000-000-0000	TSA 403B BOE PD	3,134.42	
					G	12-451-0015-000-000-0000	TSA 403B ROTH	1,124.00	
					G	12-451-0015-000-000-0000	457	900.00	
					G	12-451-0015-000-000-0000	457 ROTH	246.69	12,984.97
A16709	09/30/26	14138	FADER, BRYANNA YVONNE		X	21-221-3220-000-080-0000	Virtual Speech Sound Disorder	100.00	100.00
A16710	09/30/26	15689	GET 'EM AND GO PLUS MORE LLC	22772 C	X	21-271-3310-000-000-9140	09/18/2026 Transportation Svs	247.75	
				22771 C	X	21-271-3310-000-000-9140	09/17/2026 Transportation Svs	247.75	
				22770 C	X	21-271-3310-000-000-9140	09/16/2026 Transportation Svs	247.75	

Check Register

Eaton RESA

Type of Checks: All

Date Range: 09/01/2026 to 09/30/2026

CheckNo	CkDate	Vendor	Name	PO #	AFC	Account	Description	Amount	CheckAmt
				22805 C	X	21-271-3310-000-000-9140	09/23/2026 - Transportation Sv	247.75	
				22804 C	X	21-271-3310-000-000-9140	09/22/2026 Transportation Svs	247.75	
				22803 C	X	21-271-3310-000-000-9140	09/21/2026 Transportation Svs	247.75	
				22806 C	X	21-271-3310-000-000-9140	09/24/2026 Transportation Svs	247.75	1,734.25
A16711	09/30/26	14408	GREAT LAKES GRAPHICS, INC.	22754 C	G	11-282-5990-000-000-2890	Posters & Foams	196.51	196.51
A16712	09/30/26	16195	HAYES, HUNTER		G	11-261-3210-000-000-0000	September Mileage	23.33	
					G	11-261-5990-000-000-0000	Ace - OdoBan	13.99	37.32
A16713	09/30/26	16118	HICKS, LUCAS		G	11-221-3210-000-923-9304	September Mileage	64.14	64.14
A16714	09/30/26	15607	HOARD, KRISTEN		X	21-214-5990-000-021-0000	Binders/Calendar/Wipes/Sharpie	74.80	74.80
A16715	09/30/26	13476	JASKOWSKI, LISA		X	21-212-3210-000-080-0000	Aug - Sept Mileage	106.48	106.48
A16716	09/30/26	16384	KINDER CARE EDUCARION LLC		G	11-445-8510-000-343-3430	GSRP Start Up	42,000.00	42,000.00
A16717	09/30/26	16305	KNIGHT, CRYSTAL		G	11-232-3210-000-000-0000	September Mileage	36.71	36.71
A16718	09/30/26	13817	STEVEN KOLONICH		G	11-261-4112-000-000-0000	Union St - 09/09-09/23/2026 Se	1,262.70	1,262.70
A16719	09/30/26	15331	LEALE, NATHAN J		G	11-226-3220-000-000-0000	Sept 23-25 MASA Fall Conf - Mi	255.36	255.36
A16720	09/30/26	13646	MYERS PLUMBING & HEATING INC.		G	11-261-4110-000-000-0000	Meadowview - Replace Toilet Fl	983.26	
					G	11-261-4112-000-000-0000	Union St - Repaired leak by Wa	820.02	1,803.28
A16721	09/30/26	91837	OLIVET COLLEGE	22495 P	V	61-127-3110-000-000-9513	FY27 September Payment	18,000.00	18,000.00
A16722	09/30/26	15247	PEOPLE DRIVEN TECHNOLOGY,	22781 C	G	11-284-6420-000-000-0000	Docking Hub	476.79	476.79
A16723	09/30/26	37660	POTTERVILLE PUBLIC SCHOOL		X	21-261-4190-000-000-0000	Student Damage - 3 broken fixt	1,006.00	1,006.00
A16724	09/30/26	45836	PURITY CYLINDER GASES INC	22780 C	V	61-127-5110-000-000-9519	Angelfire Women's 9oz Hybrid J	331.70	
				22776 C	V	61-127-5110-000-000-9519	110M Split Gloves	87.42	
				22779 C	V	61-127-5110-000-000-9519	Standard & Deerskin welding gl	209.04	
				22777 C	V	61-127-5110-000-000-9519	Deerskin welding gloves	70.30	
				22778 C	V	61-127-5110-000-000-9519	Welding gloves/Hybrid Jackets	4,599.23	
				22774 C	V	61-127-5110-000-000-9519	Standard/Deerskin welding glov	653.92	5,951.61
A16725	09/30/26	16314	RICHEY, KATHRYN		X	21-216-2310-000-041-0000	SSW Intervention Course - Reim	649.00	649.00
A16726	09/30/26	40545	ROSE PEST SOLUTIONS	22140 P	G	11-261-4112-000-000-0000	9/21/2026 Services - Union St	147.00	147.00
A16727	09/30/26	16186	SAVI SOLUTIONS PBC	22186 P	G	11-283-3190-000-000-0000	FY27 SLFP - September	900.00	900.00
A16728	09/30/26	14457	STEWART, LORIN ALYN		V	61-212-3210-000-000-0000	Aug - Sept Mileage	87.40	87.40
A16729	09/30/26	16019	STUMP, BROOKE		X	21-215-5990-000-032-0000	TPT - Pairs/Articulation/Verbs	13.99	
					X	21-215-5990-000-032-0000	TPT/Walmart - Spinner/Timer/Do	46.03	60.02
A16730	09/30/26	14175	SULCER, ASHLEY		G	11-118-3210-000-000-3430	August Mileage	29.18	29.18
A16731	09/30/26	45860	THRUN, MAATSCH, AND	22817 C	G	11-231-3170-000-000-0000	Title IX Training Webinar - 3	885.00	
				22817 P	X	21-226-3170-000-000-0000	Services through 9/17/2026	660.00	
				22817 C	X	21-226-3170-000-000-0000	SPED ADM LEGAL SERVICES	0.00	1,545.00
A16732	09/30/26	15900	WACOUSTA COOPERATIVE		G	11-445-8512-000-000-3430	GSRP July 1 - Sept 25, 2026	30,432.85	30,432.85
A16733	09/30/26	13590	WESTENDORP, LINDSEY		G	11-226-3220-000-000-3430	Sept 16 - Visible Learning in	32.30	32.30
A16734	09/30/26	13160	WPS	22690 C	X	21-213-5990-000-011-0000	SPM-2 Child online Form	100.00	100.00

Eaton RESA

Check Register
Type of Checks: All
Date Range: 09/01/2026 to 09/30/2026

CheckNo	CkDate	Vendor	Name	PO #	AFC	Account	Description	Amount	CheckAmt
A16735	09/30/26	15879	YOU AND ME ACADEMY		G	11-445-8511-000-000-3430	GSRP Reimb - 7/1 - 9/18	37,067.00	37,067.00
Sub Total:								\$842,518.06	
Register Total:								\$2,286,445.34	

BOARD AGENDA ITEM

Email completed form and supporting documents to the Superintendent and the Superintendent's Executive Assistant by 12:00 noon, the Tuesday prior to the Board Meeting. *(Submit one form per agenda item and provide attachments as separate documents.)*

I. DATE OF BOARD MEETING: November 2025

II. AGENDA ITEM TITLE: GSRP Agreements.

III. TYPE OF AGENDA ITEM: *(Place an X in the box you select)*

☐	Presentation
☐	
☒	Consent Agenda <i>(replacement of/transfer to/resignation from existing positions are consent agenda)</i>
☐	
☐	Action/Approval <i>(new positions/FTE increases for existing positions are action items)</i>
☐	
☐	Information

IV. AGENDA ITEM DESCRIPTION:

a) **Purpose and background:** *(Provide 1-3 sentences describing the type of service/good, who will be providing it, as well as the background on the need)*

Eaton Resa partners with Eaton Rapids Public Schools, Potterville Public School, You & Me Academy, Wacousta Cooperative Preschool, the Learning Care Group and CACS Head Start to offer GSRP in our local districts. Memos of Understanding and Agreements have been signed by the representative of each entity as well as Eaton Resa Superintendent Dr Williams to execute these agreements.

b) **Cost:**

c) **Timeframe/term of agreement:** Oct. 2025-Sept. 2026

d) **Supporting materials/attachments, if any:** copies of agreements

V. RECOMMENDATION: *(Place an X in the box you select)*

☒	Approve
☐	
☐	Authorize the Superintendent to execute the agreement
☐	
☐	Approve the increase of FTE:
☐	
☐	Award a bid
☐	
☐	Other:

VI. RECOMMENDED BY: Jennifer McCaffrey



This agreement is entered into as of September 11, 2026 between You & Me Academy and Eaton Regional Educational Service Agency, referred to hereafter as ERESA, as the fiscal agent for the Great Start Readiness Program referred to hereafter as GSRP and continues through September 30, 2027.

For purposes of this agreement, GSRP guidelines refer to the Michigan Department of Lifelong Education, Advancement, and Potential GSRP Implementation Manual and official guidance documents, State School Aid Act, Michigan Public Schools Accounting manuals and ERESA Administration of GSRP Policy and Procedures Manual.

You & Me Academy will partner with ERESA to provide a GSRP classroom preschool experience for at-risk four year olds. ERESA will serve as the fiscal agent for this project under the terms specified by GSRP in this subcontract agreement. You & Me Academy shall serve as the sub-recipient.

Allocations and Payments

Allocations have been determined by the Michigan Department of Lifelong Education, Advancement, and Potential (MiLEAP) at a per slot amount of \$11,736.00 per 4 day/week slot. Programs that are awarded transportation funding will receive an addendum to this agreement specifying the transportation allocation and use of those funds.

ERESA shall retain four percent (4%) of the total section 32D, GSRP award from MiLEAP for administrative services. These funds will be used to manage, supervise and implement the GSRP consortium and requirements of the program.

Eaton RESA shall retain two percent (2%) of the total grant amount to support outreach, recruitment and public awareness of the programs in Eaton County service area. Eaton RESA will also retain four percent (4%) for ECS services and professional development opportunities for the year.

Therefore, You & Me Academy's total grant allocation is \$190,123.00 subject to filling 18 GSRP slots as reported in the February 2026 MSDS pupil count.

ERESA shall make payments to You & Me Academy monthly as invoiced.

ERESA will adjust allocations should You & Me Academy be unable to fill the number of allotted slots. ERESA also reserves the right to adjust or withhold payments to ensure that You & Me Academy is not overpaid.

All payments made by ERESA will be contingent on available funds. ERESA will not be responsible for commitments or expenditures incurred if the grantor revokes all or any portion of the funds awarded for this project. The program will invoice ERESA monthly by the 10th of the following month. Invoices must include expense reports and a detailed general ledger showing all expenses requesting reimbursement. ERESA will review the general ledger and subsequently request for receipts and/or invoices included on the general ledger to ensure compliance with the contract and the GSRP Implementation Manual provided by MiLEAP.

You & Me Academy assumes the responsibility of reimbursing ERESA for any and all expenditures found to be ineligible by ERESA auditors or the grantor for any reason.

Funding may be withheld for non-compliance including but not limited to: failure to submit timely reports; failure to meet licensing requirements; monitoring non-compliance issues; closure of classrooms, unqualified staff or other compliance issues at the discretion of ERESA.

Budget

You & Me Academy shall prepare a budget in accordance with the GSRP guidelines, including cost allocation methods used for costs shared by non-GSRP students, for review by ERESA.

Funds may not be used to supplant the costs of activities previously covered by other funds unless otherwise clearly noted in the terms of the grant. Non-Profit organizations and School Districts will not be reimbursed for sales tax on GSRP purchases. Sales tax on purchases will only be reimbursed for purchase made by for-profit Community Based Partners.

You & Me Academy is required to participate in a Federal Food program if meals are included in the budget. Only costs in excess of the food program reimbursement amount may be charged to the grant. If You & Me Academy is not eligible to participate in a federal Food Program, documentation of ineligibility must be provided.

Commitments of grant funds may only be made during the grant period, July 1, 2025 to June 30, 2026. Expenditures are to be made only as authorized by the approved budget and must be

made in accordance with the terms of the grant. All parties agree to carry out the terms of the grant and adhere to the approved budget.

In the event You & Me Academy desires a budget amendment, You & Me Academy will communicate in writing the request and justification to ERESA. Budget modifications are subject to the approval and timelines of the grantor and ERESA.

Recording and Record Retention

You & Me Academy must maintain separate account(s), records and other documentation pertaining to costs reimbursed under this grant. The systems of accounting should be in accordance with generally accepted accounting principles and must be applied in a consistent manner so that the project expenditures can be clearly identified by line item. In the event that You & Me Academy incurs personnel costs, time sheets or other verification of time spent must be retained.

You & Me Academy agrees to retain the documentation for monitoring purposes including ledgers, cost allocation surveys, participant lists, child files etc. for a period of not less than seven years after the grant end date. You & Me Academy also agrees to provide ERESA with this documentation upon request. Per grantor requirements ERESA may monitor grantee expenditures during the year. ERESA agrees to maintain documentation of collected budgets, financial statements and other reporting requirements. All documentation shall be maintained in a manner which will facilitate a review.

Grant applications and financial reports will be prepared and submitted by ERESA in accordance with the grantors requirements. You & Me Academy will provide ERESA with required information to complete the reports.

ERESA shall receive from You & Me Academy a copy of all required data documentation to meet grant requirements of a final expenditure report by June 25, 2026.

Program and Fiscal Monitoring

ERESA shall be responsible for monitoring You & Me Academy to ensure compliance with all program and fiscal requirements as indicated in the GSRP guidelines. If the classroom is closed for staffing or illness reasons, The Director at You & Me Academy will notify Eaton RESA Director of Early Childhood of the closure within 24 hours. For the 2025-26 school year students must be offered face to face instruction for at least 120 days, canceled days must be made up to meet this minimum requirement with the exception of 5 inclement weather days.

Slot Distribution

ERESA shall be responsible for the allocation of GSRP slots to consortium members. Allocations will be determined utilizing the protocol process developed by the Eaton RESA Advisory Council. ERESA has the right to shift slots based on need and capacity as well as execute any cross county agreements as determined necessary,

Recruitment and Enrollment

ERESA and You & Me Academy will recruit and enroll students for GSRP, utilizing the Eaton Preschool Joint Application system at eatonpreschool.org. You & Me Academy may require families to complete any additional enrollment paperwork required for their center, however no enrollment fees can be charged for GSRP students.

Program Quality

ERESA shall provide the yearly subscription to the online Program Quality Assessment for each GSRP classroom from High Scope.

ERESA shall provide consultation and quality improvement coaching at You & Me Academy by a qualified Early Childhood Specialist, ECS, to each classroom. The ECS will use the Classroom Coach, Early Childhood Standards of Quality and knowledge of the approved curriculum to support improvement in the classroom.

Classroom Personnel

You & Me Academy shall ensure that classroom staff including substitute staff and relief staff are qualified and appropriately credentialed for their position as specified in the GSRP Implementation Manual. In the event that qualified staff are not available, You & Me Academy will inform ERESA in writing of their attempts to find qualified staff and work with the ECS to initiate a compliance plan for staff not meeting the stated requirements.

Approved Curriculum

You & Me Academy agrees to utilize the approved curriculum, Connect 4 Learning, for classroom or virtual planning and instruction. You & Me Academy agrees to use this curriculum with fidelity and provide ERESA with documentation of use as requested. This complete curriculum set must be returned to ERESA in the event the partnership is dissolved.

Child Assessment

ERESA shall provide access to and cover related expenses for use of an approved screening tool, Ages and Stages developmental screening tool. You & Me Academy staff agrees to use the approved screener with children at the time of enrollment or before the child completes the 10th day of GSRP.

ERESA shall provide access to an approved ongoing child assessment system, My Teaching Strategies, for assessment, planning and data collection. You & Me Academy staff agrees to collect and input data for each student in the GSRP classroom. The staff shall finalize data on all students three times each year according to checkpoint dates. Checkpoint dates may be customized to align with local conferences but must be within a two (2) week window of the established checkpoint dates for 2025-26.

Professional Development

ERESA agrees to provide You & Me Academy staff with professional development opportunities which meet or exceed the standards of the GSRP Implementation Manual. This includes but is not limited to offering at least 16 hours of professional development per calendar year.

Professional development opportunities for Ages and Stages and My Teaching Strategies will be offered once annually for new staff.

Home Visits and Parent/Teacher Conferences

You & Me Academy will ensure that staff complete four family contacts each year. An initial home visit must be scheduled to last 45 minutes exclusive of travel time and include participation of the enrolled child and his or her parents or guardians. Staff members will also offer two 30 minute family/teacher conference opportunities, and an end of the year conference or home visit to each family enrolled. Every effort will be made to conduct the initial home visit after the child is enrolled, but before the child begins the classroom program.

Parent/Teacher conferences shall be held in the fall and the spring as well as when reasonably requested by the parents or guardians. Conferences shall be scheduled for 30 minutes per family to allow for discussion and interaction between teachers and parents or guardians.

Compliance with MiLEAP Implementation Requirements

ERESA shall provide You & Me Academy with an updated copy of the GSRP Implementation Manual from MiLEAP. You & Me Academy agrees to comply with the guidelines as written by MiLEAP and ERESA shall support You & Me Academy in meeting these requirements. The GSRP Implementation Manual can also be found online at <http://www.michigan.gov/MiLEAP/implementationmanual>

Family Engagement Opportunities and Data Analysis Meetings

You & Me Academy shall plan and carry out two Family Engagement events each school year. These events must include an invitation/flier shared with all families, family resource materials and a method of collecting family input. This can be in the form of a meeting/discussion or survey. Documentation of these events must be provided to ERESA for monitoring. Data Analysis Meetings as outlined in the GSRP Implementation Manual are held 3 times each year. These meetings will take place with the guidance of the ERESA Early Childhood Director and Early Childhood Specialists. You & Me Academy teaching team and administration will attend all 3 meetings and engage in the classroom and program improvement process.

Licensing and Quality Rating

You & Me Academy shall ensure that each classroom utilized by students enrolled in GSRP is licensed in accordance with Department of Human Services Licensing Rules for Child Care Centers. You & Me Academy agrees to maintain licenses in good standing and will report any special investigations or compliance issues to the ERESA Director of Early Childhood.

You & Me Academy shall participate in the Great Start To Quality Improvement System and work towards Quality Improvement Goals.

Facilities

You & Me Academy agrees to provide access to ERESA staff with reasonable notice for the purpose of monitoring the terms of this contract.

Insurance

You & Me Academy shall maintain in effect at all times during the term of this Agreement the following insurance coverage:

- A. Commercial General Liability Insurance on an “occurrence” basis with limits of liability not less than One Million Dollars (\$1,000,000) per occurrence and Two Million Dollars (\$2,000,000) aggregate limits for personal injury, bodily injury and property damage liability.
- B. Workers’ Compensation Insurance including Employers Liability coverage, in accordance with all applicable statutes of the State of Michigan.
- C. Errors and Omissions coverage in an amount not less than \$1,000,000.
- D. Employment Practices Liability (EPLI), including third party coverage, in an amount not less than \$1,000,000.
- E. One Million Dollars (\$1,000,000) of motor vehicle liability insurance for contract-based occurrences of which You & Me Academy employee’s and/or all other relevant party’s automotive liability insurances have been subrogated and exhausted to the extent of Michigan Insurance Law.
- F. Commercial Umbrella Liability coverage – over all of the above coverages and limits in an amount not less than \$1,000,000.00.

Dispute Resolution/Appeal Policy

Eaton RESA Great Start Readiness Program (GSRP) preschool partners have the right to protest decisions made by Eaton RESA. Protests made by a preschool partner must relate to a period of time in which this agreement is active.

1. Issues Not Subject to Protest: Matters that are related to Child Care Licensing requirements, required under the GSRP guidelines or by legislative mandate are not disputable.
2. Concerns: All parties shall use their best efforts to resolve concerns at the lowest level possible starting first with the classroom personnel. If the matter cannot be resolved with the front-line staff, either party can request that the Early Childhood Administrator meet with those involved to act as a mediator between the parties.
3. Initiating a Protest: If the parties that have not been able to resolve a dispute, the Claimant shall submit a written protest to the Assistant Superintendent of Instructional Services at Eaton Regional Education Service Agency, 1790 E. Packard Hwy, Charlotte, MI 48813. The protest shall include the following information:
 - Date(s) that the matter being disputed occurred
 - Location in which the dispute/problem occurred
 - Description of the issue being protested
 - Parties involved in the dispute
 - Steps that have been taken to resolve the issue
 - Resolution desired
4. Response to a Protest: The General Education Administrator shall issue notice of action within thirty (30) days of the receipt of the protest.
5. Protest Appeal: If the Claimant is not satisfied with the response received from the Assistant Superintendent, he/she may appeal to the Eaton RESA Superintendent. Appeals must be made within fifteen (15) days of the response from the Assistant Superintendent and shall also be submitted in writing to the address noted above in item 3.
6. Response to Protest Appeal: The Superintendent shall issue his/her resolution within thirty (30) days. His/her decision shall be final.

Certification

I have read and agreed to all the provisions contained herein including specific performance requirements and verify that I am empowered to enter into this agreement.

Maggie Collins You & Me Academy Owner

Date

Dr. Sean Williams, Superintendent Eaton RESA

Date



This agreement is entered into as of September 11, 2026 between Wacousta Cooperative Preschool and Eaton Regional Educational Service Agency, referred to hereafter as ERESA, as the fiscal agent for the Great Start Readiness Program referred to hereafter as GSRP and continues through June 30, 2027.

For purposes of this agreement, GSRP guidelines refer to the Michigan Department of Lifelong Education, Advancement, and Potential GSRP Implementation Manual and official guidance documents, State School Aid Act, Michigan Public Schools Accounting manuals and ERESA Administration of GSRP Policy and Procedures Manual.

Wacousta Cooperative Preschool will partner with ERESA to provide a GSRP classroom preschool experience for at-risk four year olds. ERESA will serve as the fiscal agent for this project under the terms specified by GSRP in this subcontract agreement. Wacousta Cooperative Preschool shall serve as the sub-recipient.

Allocations and Payments

Allocations have been determined by the Michigan Department of Lifelong Education, Advancement, and Potential (MiLEAP) at a per slot amount of \$11,736.00 for 4 day per week programs. Programs that are awarded transportation funding will receive an addendum to this agreement specifying the transportation allocation and use of those funds.

ERESA shall retain four percent (4%) of the total section 32D, GSRP award from MiLEAP for administrative services. These funds will be used to manage, supervise and implement the GSRP consortium and requirements of the program.

Eaton RESA shall retain two percent (2%) of the total grant amount to support outreach, recruitment and public awareness of the programs in Eaton County service area. Eaton RESA will also retain four percent (4%) for ECS services and professional development opportunities for the year.

Therefore, Wacousta Cooperative Preschool's total grant allocation is \$211,248.00 subject to filling 20 GSRP slots as reported in the February 2027 MSDS pupil count.

ERESA shall make payments to Wacousta Cooperative Preschool monthly as invoiced.

ERESA will adjust allocations should Wacousta Cooperative Preschool be unable to fill the number of allotted slots. ERESA also reserves the right to adjust or withhold payments to ensure that Wacousta Cooperative Preschool is not overpaid.

All payments made by ERESA will be contingent on available funds. ERESA will not be responsible for commitments or expenditures incurred if the grantor revokes all or any portion of the funds awarded for this project. The program will invoice ERESA monthly by the 10th of the following month. Invoices must include expense reports and a detailed general ledger showing all expenses requesting reimbursement. ERESA will review the general ledger and subsequently request for receipts and/or invoices included on the general ledger to ensure compliance with the contract and the GSRP Implementation Manual provided by MiLEAP.

Wacousta Cooperative Preschool assumes the responsibility of reimbursing ERESA for any and all expenditures found to be ineligible by ERESA auditors or the grantor for any reason.

Funding may be withheld for non-compliance including but not limited to: failure to submit timely reports; failure to meet licensing requirements; monitoring non-compliance issues; closure of classrooms, unqualified staff or other compliance issues at the discretion of ERESA.

Budget

Wacousta Cooperative Preschool shall prepare a budget in accordance with the GSRP guidelines, including cost allocation methods used for costs shared by non-GSRP students, for review by ERESA. The GSRP Building Cost Template must be completed, submitted and approved by the Eaton RESA Finance Department before any building costs are requested by Wacousta Coop.

Funds may not be used to supplant the costs of activities previously covered by other funds unless otherwise clearly noted in the terms of the grant. Non-Profit organizations and School Districts will not be reimbursed for sales tax on GSRP purchases. Sales tax on purchases will only be reimbursed for purchase made by for-profit Community Based Partners.

Wacousta Cooperative Preschool is required to participate in a Federal Food program if meals are included in the budget. Only costs in excess of the food program reimbursement amount may be charged to the grant. If Wacousta Cooperative Preschool is not eligible to participate in a federal Food Program, documentation of ineligibility must be provided.

Commitments of grant funds may only be made during the grant period, July 1, 2026 to June 30, 2027. Expenditures are to be made only as authorized by the approved budget and must be made in accordance with the terms of the grant. All parties agree to carry out the terms of the grant and adhere to the approved budget.

In the event Wacousta Cooperative Preschool desires a budget amendment, Wacousta Cooperative Preschool will communicate in writing the request and justification to ERESA. Budget modifications are subject to the approval and timelines of the grantor and ERESA.

Recording and Record Retention

Wacousta Cooperative Preschool must maintain separate account(s), records and other documentation pertaining to costs reimbursed under this grant. The systems of accounting should be in accordance with generally accepted accounting principles and must be applied in a consistent manner so that the project expenditures can be clearly identified by line item. In the event that Wacousta Cooperative Preschool incurs personnel costs, time sheets or other verification of time spent must be retained.

Wacousta Cooperative Preschool agrees to retain the documentation for monitoring purposes including ledgers, cost allocation surveys, participant lists, child files etc. for a period of not less than seven years after the grant end date. Wacousta Cooperative Preschool also agrees to provide ERESA with this documentation upon request. Per grantor requirements ERESA may monitor grantee expenditures during the year. ERESA agrees to maintain documentation of collected budgets, financial statements and other reporting requirements. All documentation shall be maintained in a manner which will facilitate a review.

Grant applications and financial reports will be prepared and submitted by ERESA in accordance with the grantors requirements. Wacousta Cooperative Preschool will provide ERESA with required information to complete the reports.

ERESA shall receive from Wacousta Cooperative Preschool a copy of all required data documentation to meet grant requirements of a final expenditure report by June 25, 2027.

Program and Fiscal Monitoring

ERESA shall be responsible for monitoring Wacousta Cooperative Preschool to ensure compliance with all program and fiscal requirements as indicated in the GSRP guidelines. If the classroom is closed for staffing or illness reasons, The Director at Wacousta Cooperative Preschool will notify Eaton RESA Director of Early Childhood of the closure within 24 hours. For the 2026-27 school year students must be offered face to face instruction for at least 120 days, canceled days must be made up to meet this minimum requirement.

Slot Distribution

ERESA shall be responsible for the allocation of GSRP slots to consortium members. Allocations will be determined utilizing the protocol process developed by the Eaton RESA Advisory Council. ERESA has the right to shift slots based on need and capacity as well as execute any cross county agreements as determined necessary,

Recruitment and Enrollment

ERESA and Wacousta Cooperative Preschool will recruit and enroll students for GSRP, utilizing the Eaton Preschool Joint Application system at eatonpreschool.org. Wacousta Cooperative Preschool may require families to complete any additional enrollment paperwork required for their center, however no enrollment fees can be charged for GSRP students.

Program Quality

ERESA shall provide the yearly subscription to the online Program Quality Assessment for each GSRP classroom from High Scope.

ERESA shall provide consultation and quality improvement coaching at Wacousta Cooperative Preschool by a qualified Early Childhood Specialist, ECS, to each classroom. The ECS will use the Classroom Coach, Early Childhood Standards of Quality and knowledge of the approved curriculum to support improvement in the classroom.

Classroom Personnel

Wacousta Cooperative Preschool shall ensure that classroom staff including substitute staff and relief staff are qualified and appropriately credentialed for their position as specified in the GSRP Implementation Manual. In the event that qualified staff are not available, Wacousta Cooperative Preschool will inform ERESA in writing of their attempts to find qualified staff and work with the ECS to initiate a compliance plan for staff not meeting the stated requirements.

Approved Curriculum

Wacousta Cooperative Preschool agrees to utilize the Reggio Emilia Model, for classroom instruction. Wacousta Cooperative Preschool agrees to use this model with fidelity and provide ERESA with documentation of use as requested. The complete C4L curriculum set issued to Wacousta Coop must be returned to ERESA prior to the beginning of the 2026-27 school year.

Child Assessment

ERESA shall provide access to and cover related expenses for use of an approved screening tool, Ages and Stages developmental screening tool. Wacousta Cooperative Preschool staff agrees to use the approved screener with children at the time of enrollment or before the child completes the 10th day of GSRP.

ERESA shall provide access to an approved ongoing child assessment system, My Teaching Strategies, for assessment, planning and data collection. Wacousta Cooperative Preschool staff agrees to collect and input data for each student in the GSRP classroom. The staff shall finalize data on all students three times each year according to checkpoint dates. Checkpoint dates may be customized to align with local conferences but must be within a two (2) week window of the established checkpoint dates for 2026-27.

Professional Development

ERESA agrees to provide Wacousta Cooperative Preschool staff with professional development opportunities which meet or exceed the standards of the GSRP Implementation Manual. This includes but is not limited to offering at least 16 hours of professional development per calendar year. Professional development opportunities for Ages and Stages and My Teaching Strategies will be offered once annually for new staff.

Home Visits and Parent/Teacher Conferences

Wacousta Cooperative Preschool will ensure that staff complete four family contacts each year. An initial home visit must be scheduled to last 45 minutes exclusive of travel time and include participation of the enrolled child and his or her parents or guardians. Staff members will also offer two family/teacher conference opportunities, and an end of the year conference or home visit to each family enrolled. Every effort will be made to conduct the initial home visit after the child is enrolled, but before the child begins the classroom program.

Parent/Teacher conferences shall be held in the fall and the spring as well as when reasonably requested by the parents or guardians. Conferences shall be scheduled for 30 minutes per family to allow for discussion and interaction between teachers and parents or guardians.

Compliance with MiLEAP Implementation Requirements

The most up to date version of the GSRP Implementation Manual can be found online at <http://www.michigan.gov/MiLEAP/implementationmanual>. Wacousta Cooperative Preschool agrees to comply with the guidelines as written by MiLEAP and ERESA shall support Wacousta Cooperative Preschool in meeting these requirements.

Family Engagement Opportunities and Data Analysis Meetings

Wacousta Cooperative Preschool shall plan and carry out two Family Engagement events each school year. These events must include an invitation/flier shared with all families, family resource materials and a method of collecting family input. This can be in the form of a meeting/discussion or survey. Documentation of these events must be provided to ERESA for monitoring.

Data Analysis Meetings as outlined in the GSRP Implementation Manual are held 3 times each year. These meetings will take place with the guidance of the ERESA Early Childhood Director and Early Childhood Specialists. Wacousta Cooperative Preschool teaching teams and administration will attend all 3 meetings and engage in the classroom and program improvement process.

Licensing and Quality Rating

Wacousta Cooperative Preschool shall ensure that each classroom utilized by students enrolled in GSRP is licensed in accordance with Department of Human Services Licensing Rules for Child Care Centers. Wacousta Cooperative Preschool agrees to maintain licenses in good standing and will report any special investigations or compliance issues to the ERESA Early Childhood Director.

Wacousta Cooperative Preschool shall participate in the Great Start To Quality Improvement System and work towards Quality Improvement Goals.

Facilities

Wacousta Cooperative Preschool agrees to provide access to ERESA staff with reasonable notice for the purpose of monitoring the terms of this contract.

Insurance

Wacousta Cooperative Preschool shall maintain in effect at all times during the term of this Agreement the following insurance coverage:

- A. Commercial General Liability Insurance on an “occurrence” basis with limits of liability not less than One Million Dollars (\$1,000,000) per occurrence and Two Million Dollars (\$2,000,000) aggregate limits for personal injury, bodily injury and property damage liability.
- B. Workers’ Compensation Insurance including Employers Liability coverage, in accordance with all applicable statutes of the State of Michigan.
- C. Errors and Omissions coverage in an amount not less than \$1,000,000.
- D. Employment Practices Liability (EPLI), including third party coverage, in an amount not less than \$1,000,000.
- E. One Million Dollars (\$1,000,000) of motor vehicle liability insurance for contract-based

occurrences of which Wacousta Cooperative Preschool employee's and/or all other relevant party's automotive liability insurances have been subrogated and exhausted to the extent of Michigan Insurance Law.

F. Commercial Umbrella Liability coverage – over all of the above coverages and limits in an amount not less than \$1,000,000.00

Dispute Resolution/Appeal Policy

Eaton RESA Great Start Readiness Program (GSRP) preschool partners have the right to protest decisions made by Eaton RESA. Protests made by a preschool partner must relate to a period of time in which this agreement is active.

1. Issues Not Subject to Protest: Matters that are related to Child Care Licensing requirements, required under the GSRP guidelines or by legislative mandate are not disputable.
2. Concerns: All parties shall use their best efforts to resolve concerns at the lowest level possible starting first with the classroom personnel. If the matter cannot be resolved with the front-line staff, either party can request that the Early Childhood Administrator meet with those involved to act as a mediator between the parties.
3. Initiating a Protest: If the parties that have not been able to resolve a dispute, the Claimants shall submit a written protest to the Assistant Superintendent of Instructional Services at Eaton Regional Education Service Agency, 1790 E. Packard Hwy, Charlotte, MI 48813. The protest shall include the following information:
 - Date(s) that the matter being disputed occurred
 - Location in which the dispute/problem occurred
 - Description of the issue being protested
 - Parties involved in the dispute
 - Steps that have been taken to resolve the issue
 - Resolution desired
4. Response to a Protest: The Assistant Superintendent shall issue notice of action within thirty (30) days of the receipt of the protest.
5. Protest Appeal: If the Claimant is not satisfied with the response received from the Assistant Superintendent, he/she may appeal to the Eaton RESA Superintendent. Appeals must be made within fifteen (15) days of the response from the Assistant Superintendent and shall also be submitted in writing to the address noted above in item 3.
6. Response to Protest Appeal: The Superintendent shall issue his/her resolution within thirty (30) days. His/her decision shall be final.

Certification

I have read and agreed to all the provisions contained herein including specific performance requirements and verify that I am empowered to enter into this agreement.



9/13/2026

Rachael Therrian, Wacousta Cooperative Preschool

Date



9/13/2026

Dr. Sean Williams, Superintendent Eaton RESA

Date



This agreement is entered into as of September 11, 2026 between Capital Area Community Service (CACS) Head Start and Eaton Regional Educational Service Agency, referred to hereafter as ERESA, as the fiscal agent for the Great Start Readiness Program referred to hereafter as GSRP and continues through June 30, 2027.

For purposes of this agreement, GSRP guidelines refer to the Michigan Department of Lifelong Education, Advancement and Potential GSRP Implementation Manual and official guidance documents, State School Aid Act, Michigan Public Schools Accounting manuals and ERESA Administration of GSRP Policy and Procedures Manual.

CACS Head Start will partner with ERESA to provide a GSRP classroom preschool experience for at-risk four year olds. ERESA will serve as the fiscal agent for this project under the terms specified by GSRP in this subcontract agreement. CACS Head Start shall serve as the sub-recipient.

Allocations and Payments

Allocations have been determined by the Michigan Department of Lifelong Education, Advancement and Potential (MiLEAP) at a per slot amount of \$5,868.00 per part day slot. Programs that are awarded transportation funding will receive an addendum to this agreement specifying the transportation allocation and use of those funds.

ERESA shall retain four percent (4%) of the total section 32D, GSRP award from MiLEAP for administrative services. These funds will be used to manage, supervise and implement the GSRP consortium and requirements of the program.

Eaton RESA shall retain two percent (2%) of the total grant amount to support outreach, recruitment and public awareness of the programs in Eaton County service area. Eaton RESA will also retain four percent (4%) for ECS services and professional development opportunities for the year.

Therefore, CACS Head Start's total grant allocation is \$174,280.00 subject to filling 33 GSRP/CACS Head Start Blend slots in 2 classrooms as reported in the February 2027 MSDS pupil count.

ERESA shall make payments to CACS Head Start monthly as invoiced.

ERESA will adjust allocations should CACS Head Start be unable to fill the number of allotted slots. ERESA also reserves the right to adjust or withhold payments to ensure that CACS Head Start is not overpaid.

All payments made by ERESA will be contingent on available funds. ERESA will not be responsible for commitments or expenditures incurred if the grantor revokes all or any portion of the funds awarded for this project. The program will invoice ERESA monthly by the 10th of the following month. Invoices must include expense reports and a detailed general ledger showing all expenses requesting reimbursement. ERESA will review the general ledger and subsequently request for receipts and/or invoices included on the general ledger to ensure compliance with the contract and the GSRP Implementation Manual provided by MiLEAP.

CACS Head Start assumes the responsibility of reimbursing ERESA for any and all expenditures found to be ineligible by ERESA auditors or the grantor for any reason.

Funding may be withheld for non-compliance including but not limited to: failure to submit timely reports; failure to meet licensing requirements; monitoring non-compliance issues; closure of classrooms, unqualified staff or other compliance issues at the discretion of ERESA.

Budget

CACS Head Start shall prepare a budget in accordance with the GSRP guidelines, including cost allocation methods used for costs shared by non-GSRP students, for review by ERESA. The GSRP Building Cost Template must be completed, submitted and approved by the Eaton RESA Finance Department before any building costs are requested by CACS.

Funds may not be used to supplant the costs of activities previously covered by other funds unless otherwise clearly noted in the terms of the grant. Non-Profit organizations and School Districts will not be reimbursed for sales tax on GSRP purchases. Sales tax on purchases will only be reimbursed for purchase made by for-profit community based partners.

CACS Head Start is required to participate in a Federal Food program if meals are included in the budget. Only costs in excess of the food program reimbursement amount may be charged to the grant. If CACS Head Start is not eligible to participate in a federal Food Program, documentation of ineligibility must be provided.

Commitments of grant funds may only be made during the grant period, July 1, 2026 to June 30, 2027. Expenditures are to be made only as authorized by the approved budget and must be made in accordance with the terms of the grant. All parties agree to carry out the terms of the grant and adhere to the approved budget.

In the event CACS Head Start desires a budget amendment, CACS Head Start will communicate in writing the request and justification to ERESA. Budget modifications are subject to the approval and timelines of the grantor and ERESA.

Recording and Record Retention

CACS Head Start must maintain separate account(s), records and other documentation pertaining to costs reimbursed under this grant. The systems of accounting should be in accordance with generally accepted accounting principles and must be applied in a consistent manner so that the project expenditures can be clearly identified by line item. In the event that CACS Head Start incurs personnel costs, time sheets or other verification of time spent must be retained.

CACS Head Start agrees to retain the documentation for monitoring purposes including ledgers, cost allocation surveys, participant lists, child files etc. for a period of not less than seven years after the grant end date. CACS Head Start also agrees to provide ERESA with this documentation upon request. Per grantor requirements ERESA may monitor grantee expenditures during the year. ERESA agrees to maintain documentation of collected budgets, financial statements and other reporting requirements. All documentation shall be maintained in a manner which will facilitate a review.

Grant applications and financial reports will be prepared and submitted by ERESA in accordance with the grantors requirements. CACS Head Start will provide ERESA with required information to complete the reports.

ERESA shall receive from CACS Head Start a copy of all required data documentation to meet grant requirements of a final expenditure report by June 25, 2027.

Program and Fiscal Monitoring

ERESA shall be responsible for monitoring CACS Head Start to ensure compliance with all program and fiscal requirements as indicated in the GSRP guidelines. For the 2026-27 school year **students must be offered face to face instruction for 120 days**. If the classroom is closed for staffing or illness reasons, CACS Head Start will notify ERESA Director of Early Childhood of the closure within 24 hours.

Slot Distribution

ERESA shall be responsible for the allocation of GSRP slots to consortium members. Allocations will be determined utilizing the protocol process developed by the Eaton RESA Advisory Council. ERESA has the right to shift slots based on need and capacity as well as execute any cross county agreements as determined necessary,

Recruitment and Enrollment

ERESA and CACS Head Start will recruit and enroll for GSRP, CACS Head Start and all blend classrooms in collaboration utilizing the Eaton Preschool Joint Application system at eatonpreschool.org. Enrollment will follow CACS Head Start guidelines for enrollment.

Program Quality

ERESA shall provide the yearly subscription to the online Classroom Coach Program Quality Assessment for each GSRP classroom from High Scope.

ERESA shall provide consultation and quality improvement coaching to CACS Head Start by a qualified Early Childhood Specialist, ECS, to each classroom. The ECS will use the Classroom Coach, Early Childhood Standards of Quality and knowledge of the approved curriculum to support improvement in the classroom.

Classroom Personnel

CACS Head Start shall ensure that classroom staff including substitute staff and relief staff are qualified and appropriately credentialed for their position as specified in the GSRP Implementation Manual. In the event that qualified staff are not available, CACS Head Start will inform ERESA in writing of their attempts to find qualified staff and work with the ECS to initiate a compliance plan for staff not meeting the stated requirements.

Approved Curriculum

CACS Head Start agrees to utilize the approved curriculum, Creative Curriculum, for classroom instruction. CACS Head Start agrees to use this curriculum with fidelity and provide ERESA with documentation of use as requested.

Child Assessment

ERESA shall provide access to and cover related expenses for use of an approved screening tool, Ages and Stages developmental screening tool. CACS Head Start staff agrees to use the approved screener with children at the time of enrollment or before the child completes the 10th day of GSRP.

CACS Head Start shall provide access to an approved ongoing child assessment system, My Teaching Strategies, for assessment, planning and data collection. CACS Head Start will allow each ERESA assigned Early Childhood Specialist, access to data collected in My Teaching Strategies. CACS Head Start staff agrees to collect and input data for each student in the GSRP classroom. The staff shall finalize data on all students three times each year according to checkpoint dates. Checkpoint dates may be customized to align with local conferences but must be within a two (2) week window of the established checkpoint dates for 2026-27.

Professional Development

ERESA agrees to provide CACS Head Start with professional development opportunities which meet or exceed the standards of the GSRP Implementation Manual. This includes but is not limited to offering at least 16 hours of professional development per calendar year. Professional development opportunities for Ages and Stages and Teaching Strategies Gold will be offered once annually for new staff.

Home Visits and Parent/Teacher Conferences

CACS Head Start will ensure that staff complete two home visits and two parent/teacher conferences for each enrolled child within each school year. Home visits must last 45 minutes exclusive of travel time and include participation of the enrolled child and his or her parents or guardians. Every effort will be made to conduct the initial home visit after the child is enrolled, but before the child begins the classroom program.

Parent/Teacher conferences shall be held in the fall and the spring as well as when reasonably requested by the parents or guardians. Conferences shall be scheduled for 30 minutes per family to allow for discussion and interaction between teachers and parents or guardians.

Compliance with MiLEAP Implementation Requirements

The most up to date version of the GSRP Implementation Manual can be found online at <http://www.michigan.gov/MiLEAP/implementationmanual>. CACS Head Start agrees to comply with the guidelines as written by MiLEAP and ERESA shall support CACS Head Start in meeting these requirements.

Family Engagement Opportunities and Data Analysis Meetings

CACS Head Start shall plan and carry out two Family Engagement events each school year. These events must include an invitation/flier shared with all families, family resource materials and a method of collecting family input. This can be in the form of a meeting/discussion or survey. Documentation of these events must be provided to ERESA for monitoring.

Data Analysis Meetings as outlined in the GSRP Implementation Manual are held 3 times each year. CACS Head Start must include the ERESA Early Childhood Director and Early Childhood Specialists in planned Data Analysis Team Meetings. Goals and outcomes from the Data Analysis Team Meetings must be available for monitoring purposes.

Licensing and Quality Rating

CACS Head Start shall ensure that each classroom utilized by students enrolled in GSRP is licensed in accordance with Department of Human Services Licensing Rules for Child Care Centers. CACS Head Start agrees to maintain licenses in good standing and will report any special investigations or compliance issues to the ERESA Early Childhood Contact, ECC.

CACS Head Start shall participate in the Great Start To Quality Improvement System and work towards Quality Improvement Goals.

Facilities

CACS Head Start agrees to provide access to ERESA staff with reasonable notice for the purpose of monitoring the terms of this contract.

Insurance

CACS Head Start shall maintain in effect at all times during the term of this Agreement the following insurance coverage:

- A. Commercial General Liability Insurance on an “occurrence” basis with limits of liability not less than One Million Dollars (\$1,000,000) per occurrence and Two Million Dollars (\$2,000,000) aggregate limits for personal injury, bodily injury and property damage liability.
- B. Workers’ Compensation Insurance including Employers Liability coverage, in accordance with all applicable statutes of the State of Michigan.
- C. Errors and Omissions coverage in an amount not less than \$1,000,000.
- D. Employment Practices Liability (EPLI), including third party coverage, in an amount not less than \$1,000,000.
- E. One Million Dollars (\$1,000,000) of motor vehicle liability insurance for contract-based occurrences of which CACS Head Start employee’s and/or all other relevant party’s automotive liability insurances have been subrogated and exhausted to the extent of Michigan Insurance Law.
- F. Commercial Umbrella Liability coverage – over all of the above coverages and limits in an amount not less than \$1,000,000.00

Dispute Resolution/Appeal Policy

Eaton Great Start Readiness Program (GSRP) preschool partners have the

right to protest decisions made by Eaton RESA. Protests made by a preschool partner must relate to a period of time in which this agreement is active.

1. Issues Not Subject to Protest: Matters that are related to Child Care Licensing requirements, required under the GSRP guidelines or by legislative mandate are not disputable.
2. Concerns: All parties shall use their best efforts to resolve concerns at the lowest level possible starting first with the classroom personnel. If the matter cannot be resolved with the front-line staff, either party can request that the Early Childhood Director meet with those involved to act as a mediator between the parties.
3. Initiating a Protest: If the parties that have not been able to resolve a dispute, the Claimants shall submit a written protest to the Assistant Superintendent of Instructional Services at Eaton Regional Education Service Agency, 1790 E. Packard Hwy, Charlotte, MI 48813. The protest shall include the following information:
 - Date(s) that the matter being disputed occurred
 - Location in which the dispute/problem occurred
 - Description of the issue being protested
 - Parties involved in the dispute
 - Steps that have been taken to resolve the issue
 - Resolution desired
4. Response to a Protest: The Assistant Superintendent of Instructional Services shall issue notice of action within thirty (30) days of the receipt of the protest.
5. Protest Appeal: If the Claimant is not satisfied with the response received from the Assistant Superintendent, he/she may appeal to the Eaton RESA Superintendent. Appeals must be made within fifteen (15) days of the response from the Assistant Superintendent and shall also be submitted in writing to the address noted above in item 3.
6. Response to Protest Appeal: The Superintendent shall issue his/her resolution within thirty (30) days. His/her decision shall be final.

Certification

I have read and agreed to all the provisions contained herein including specific performance requirements and verify that I am empowered to enter into this agreement.

MIGUEL RODRIGUEZ

9/11/2026

Miguel Rodriguez, Executive Director, CACS Head Start

date

Sean Williams

9/11/2026

Dr. Sean Williams, Superintendent Eaton RESA

date



This agreement is entered into as of September 1, 2026 between Eaton Rapids Public Schools, referred to hereafter as ERPS, and Eaton Regional Educational Service Agency, referred to hereafter as ERESA, as the fiscal agent for the Great Start Readiness Program referred to hereafter as GSRP and continues through July 30, 2027.

For purposes of this agreement, GSRP guidelines refer to the Michigan Department of Lifelong Education, Advancement, and Potential GSRP Implementation Manual and official guidance documents, State School Aid Act, Michigan Public Schools Accounting manuals and ERESA Administration of GSRP Policy and Procedures Manual.

ERPS will partner with ERESA to provide a GSRP preschool experience for at-risk four year olds. ERESA will serve as the fiscal agent for this project under the terms specified by GSRP in this subcontract agreement. ERPS shall serve as the sub-recipient.

Allocations and Payments

Allocations have been determined by the Michigan Department of Lifelong Education, Advancement, and Potential (MiLEAP) at a per slot amount of \$11,736.00. Programs that are awarded transportation funding will receive an addendum to this agreement specifying the transportation allocation and use of those funds.

ERESA shall retain four percent (4%) of the total section 32D, GSRP award from MiLEAP for administrative services. These funds will be used to manage, supervise and implement the GSRP consortium and requirements of the program. ERESA shall retain two percent (2%) of the total grant amount to support outreach, recruitment and public awareness of the programs in Eaton County service area. ERESA will also retain four percent (4%) for ECS support and professional development for the 2026-27 school year.

ERPS's grant allocation is \$506,995.00 subject to filling 48 school day slots as reported in the February 2027 MSDS pupil count.

ERESA will adjust allocations should ERPS be unable to fill the number of allotted slots. ERESA also reserves the right to adjust or withhold payments to ensure that ERPS is not overpaid.

All payments made by ERESA will be contingent on available funds. ERESA will not be responsible for commitments or expenditures incurred if the grantor revokes all or any portion of the funds awarded for this project. The program will invoice ERESA monthly by the 10th of the following month. Invoices must include expense reports and a detailed general ledger showing all expenses requesting reimbursement. ERESA will review the general ledger and

subsequently request for receipts and/or invoices included on the general ledger to ensure compliance with the contract and the GSRP Implementation Manual provided by MiLEAP.

ERPS assumes the responsibility of reimbursing ERESA for any and all expenditures found to be ineligible by ERESA auditors or the grantor for any reason.

Funding may be withheld for non-compliance including but not limited to: failure to meet the terms of the contract; failure to submit timely reports; failure to meet licensing requirements; monitoring non-compliance issues; other compliance issues at the discretion of ERESA.

Budget

ERPS shall prepare a budget in accordance with the GSRP guidelines, including cost allocation methods used for costs shared by non-GSRP students, for review by ERESA. The GSRP Building Cost Template must be completed, submitted and approved by the Eaton RESA Finance Department before any building costs are requested by ERPS.

Funds may not be used to supplant the costs of activities previously covered by other funds unless otherwise clearly noted in the terms of the grant. Non-Profit organizations and School Districts will not be reimbursed for sales tax on GSRP purchases. Sales tax on purchases will only be reimbursed for purchase made by for-profit Community based Partners.

ERPS is required to participate in a Federal Food program if meals are included in the budget. Only costs in excess of the food program reimbursement amount may be charged to the grant. If ERPS is not eligible to participate in a federal Food Program, documentation of ineligibility must be provided.

Commitments of grant funds may only be made during the grant period, July 1, 2026 to June 30, 2027. Expenditures are to be made only as authorized by the approved budget and must be made in accordance with the terms of the grant. All parties agree to carry out the terms of the grant and adhere to the approved budget.

In the event ERPS desires a budget amendment, ERPS will communicate in writing the request and justification to ERESA. Budget modifications are subject to the approval and timelines of the grantor and ERESA.

Recording and Record Retention

ERPS must maintain separate account(s), records and other documentation pertaining to costs reimbursed under this grant. The systems of accounting should be in accordance with generally accepted accounting principles and must be applied in a consistent manner so that the project expenditures can be clearly identified by line item. In the event that ERPS incurs personnel costs, time sheets or other verification of time spent must be retained.

ERPS agrees to retain the documentation for monitoring purposes including ledgers, cost allocation surveys, participant lists, child files etc. for a period of not less than seven years after the grant end date. ERPS also agrees to provide ERESA with this documentation upon request. Per grantor requirements ERESA may monitor grantee expenditures during the year. ERESA

agrees to maintain documentation of collected budgets, financial statements and other reporting requirements. All documentation shall be maintained in a manner which will facilitate a review.

Grant applications and financial reports will be prepared and submitted by ERESA in accordance with the grantors requirements. ERPS will provide ERESA with required information to complete the reports.

ERESA shall receive from ERPS a copy of all required data documentation to meet grant requirements of a final expenditure report by June 25, 2027.

Program and Fiscal Monitoring

ERESA shall be responsible for monitoring ERPS to ensure compliance with all program and fiscal requirements as indicated in the GSRP guidelines.

Slot Distribution

ERESA shall be responsible for the allocation of GSRP slots to consortium members. Allocations will be determined utilizing the protocol process developed by the Eaton RESA Advisory Council. ERESA has the right to shift slots based on need and capacity as well as execute any cross county agreements as determined necessary,

Recruitment and Enrollment

ERESA and ERPS must recruit and enroll for GSRP in collaboration with Capital Area Community Services Head Start utilizing the Eaton Preschool Joint Application system through eatonpreschool.org. Enrollment must follow GSRP enrolment protocol established by the Eaton Resa School Readiness Advisory Committee.

Program Quality

ERESA shall provide the yearly subscription to the online Classroom Coach Assessment for each GSRP classroom.

ERESA shall provide consultation and quality improvement coaching to ERPS by a qualified Early Childhood Specialist, ECS, to each classroom. The ECS will use the Classroom Coach Assessment, Early Childhood Standards of Quality and knowledge of the approved curriculum to support improvement in the classroom.

Classroom Personnel

ERPS shall ensure that classroom staff including substitute staff and relief staff are qualified and appropriately credentialed for their position as specified in the GSRP Implementation Manual. In the event that qualified staff are not available, ERPS will inform ERESA in writing of their attempts to find qualified staff and work with the ECS to initiate a compliance plan for staff not meeting the stated requirements.

Approved Curriculum

ERPS agrees to utilize the approved curriculum, Connect 4 Learning, for classroom planning and instruction. ERPS agrees to use this curriculum with fidelity and provide ERESA with documentation of use as requested. During the 2026-27 school year ERPS must offer enrolled students a face to face preschool experience for at least 120 school days.

Child Assessment

ERESA shall provide access to and cover related expenses for use of an approved screening tool, Ages and Stages developmental screening tool. ERPS staff agrees to use the approved screener with children at the time of enrollment or before the child completes the 10th day of GSRP.

ERESA shall provide access to an approved ongoing child assessment system, My Teaching Strategies, for assessment, planning and data collection. ERPS staff agrees to collect and input data for each student in the GSRP classroom. The staff shall finalize data on all students three times each year according to checkpoint dates. Checkpoint dates may be customized to align with local conferences but must be within a two (2) week window of the established checkpoint dates for 2026-27.

Professional Development

ERESA agrees to provide ERPS with professional development opportunities which meet or exceed the standards of the GSRP Implementation Manual. This includes but is not limited to offering at least 16 hours of professional development per calendar year. Professional development opportunities for Connect 4 Learning, Ages and Stages and My Teaching Strategies will be offered to new staff members annually.

Home Visits and Parent/Teacher Conferences

ERPS will ensure that staff complete four family contacts per calendar year. An initial home visit, two parent/teacher conferences and an end of the year visit or conference for each enrolled child within each school year. Home visits must last 45 minutes exclusive of travel time and include participation of the enrolled child and his or her parents or guardians. Every effort will be made to conduct the initial home visit after the child is enrolled, but before the child begins the classroom program.

Parent/Teacher conferences shall be held in the fall and the spring as well as when reasonably requested by the parents or guardians. Conferences shall be scheduled for 30 minutes per family to allow for discussion and interaction between teachers and parents or guardians.

Compliance with MiLEAP Implementation Requirements

The most updated copy of the GSRP Implementation Manual can be found online at <http://www.michigan.gov/MiLEAP/implementationmanual>. ERPS agrees to comply with the guidelines as written by MiLEAP and ERESA shall support ERPS in meeting these requirements.

Family Engagement Opportunities and Data Analysis Meetings

ERPS shall plan and carry out two Family Engagement events each school year. These events must include an invitation/flier shared with all families, family resource materials and a method of collecting family input. This can be in the form of a meeting/discussion or survey.

Documentation of these events must be provided to ERESA for monitoring.

Data Analysis Meetings as outlined in the GSRP Implementation Manual are held 3 times each year. These meetings will take place with the guidance of the ERESA Early Childhood Director and Early Childhood Specialists. ERPS teaching teams and administration will attend all 3 meetings and engage in the classroom and program improvement process.

Licensing and Quality Rating

ERPS shall ensure that each classroom utilized by students enrolled in GSRP is licensed in accordance with Department of Human Services Licensing Rules for Child Care Centers. ERPS agrees to maintain licenses in good standing and will report any special investigations or compliance issues to the ERESA Director of Early Childhood.

ERPS shall participate in the Great Start To Quality Improvement System and work towards Quality Improvement Goals.

Facilities

ERPS agrees to provide access to ERESA staff with reasonable notice for the purpose of monitoring the terms of this contract.

Insurance

ERPS shall maintain in effect at all times during the term of this Agreement the following insurance coverage:

- A. Commercial General Liability Insurance on an “occurrence” basis with limits of liability not less than One Million Dollars (\$1,000,000) per occurrence and Two Million Dollars (\$2,000,000) aggregate limits for personal injury, bodily injury and property damage liability.
- B. Workers’ Compensation Insurance including Employers Liability coverage, in accordance with all applicable statutes of the State of Michigan.
- C. Errors and Omissions coverage in an amount not less than \$1,000,000.

D. Employment Practices Liability (EPLI), including third party coverage, in an amount not less than \$1,000,000.

E. One Million Dollars (\$1,000,000) of motor vehicle liability insurance for contract-based occurrences of which ERPS employee's and/or all other relevant party's automotive liability insurances have been subrogated and exhausted to the extent of Michigan Insurance Law.

F. Commercial Umbrella Liability coverage – over all of the above coverages and limits in an amount not less than \$1,000,000.00.

Dispute Resolution/Appeal Policy

Eaton RESA Great Start Readiness Program (GSRP) preschool partners have the right to protest decisions made by Eaton RESA. Protests made by a preschool partner must relate to a period of time in which this agreement is active.

1. Issues Not Subject to Protest: Matters that are related to Child Care Licensing requirements, required under the GSRP guidelines or by legislative mandate are not disputable.

2. Concerns: All parties shall use their best efforts to resolve concerns at the lowest level possible starting first with the classroom personnel. If the matter cannot be resolved with the front-line staff, either party can request that the Early Childhood Director meet with those involved to act as a mediator between the parties.

3. Initiating a Protest: If the parties that have not been able to resolve a dispute, the Claimants shall submit a written protest to the Assistant Superintendent of Instructional Services at Eaton Regional Education Service Agency, 1790 E. Packard Hwy, Charlotte, MI 48813. The protest shall include the following information:

Date(s) that the matter being disputed occurred

Location in which the dispute/problem occurred

Description of the issue being protested

Parties involved in the dispute

Steps that have been taken to resolve the issue

Resolution desired

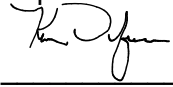
4. Response to a Protest: The Assistant Superintendent shall issue notice of action within thirty (30) days of the receipt of the protest.

5. Protest Appeal: If the Claimant is not satisfied with the response received from the Assistant Superintendent, he/she may appeal to the Eaton RESA Superintendent. Appeals must be made within fifteen (15) days of the response from the Assistant Superintendent and shall also be submitted in writing to the address noted above in item 3.

6. Response to Protest Appeal: The Superintendent shall issue his/her resolution within thirty (30) days. His/her decision shall be final.

Certification

I have read and agreed to all the provisions contained herein including specific performance requirements and verify that I am empowered to enter into this agreement.



8/24/2026

Eaton Rapids Public Schools Superintendent Kevin Dufresne date



8/20/2026

Eaton RESA Superintendent Dr. Sean Williams date



This agreement is entered into as of September 1, 2026 between Potterville Public Schools, referred to hereafter as PPS, and Eaton Regional Educational Service Agency, referred to hereafter as ERESA, as the fiscal agent for the Great Start Readiness Program referred to hereafter as GSRP and continues through July 30, 2027.

For purposes of this agreement, GSRP guidelines refer to the Michigan Department of Lifelong Education, Advancement, and Potential GSRP Implementation Manual and official guidance documents, State School Aid Act, Michigan Public Schools Accounting manuals and ERESA Administration of GSRP Policy and Procedures Manual.

PPS will partner with ERESA to provide a GSRP preschool experience for at-risk four year olds. ERESA will serve as the fiscal agent for this project under the terms specified by GSRP in this subcontract agreement. PPS shall serve as the sub-recipient.

Allocations and Payments

Allocations have been determined by the Michigan Department of Lifelong Education, Advancement, and Potential (MiLEAP) at a per slot amount of \$11,736.00. Programs that are awarded transportation funding will receive an addendum to this agreement specifying the transportation allocation and use of those funds.

ERESA shall retain four percent (4%) of the total section 32D, GSRP award from MiLEAP for administrative services. These funds will be used to manage, supervise and implement the GSRP consortium and requirements of the program. ERESA shall retain two percent (2%) of the total grant amount to support outreach, recruitment and public awareness of the programs in Eaton County service area. ERESA will also retain four percent (4%) for ECS support and professional development for the 2026-27 school year.

PPS's total grant allocation is \$337,997.00 subject to filling 32 school day slots as reported in the February 2027 MSDS pupil count.

ERESA will adjust allocations should PPS be unable to fill the number of allotted slots. ERESA also reserves the right to adjust or withhold payments to ensure that PPS is not overpaid.

All payments made by ERESA will be contingent on available funds. ERESA will not be responsible for commitments or expenditures incurred if the grantor revokes all or any portion of the funds awarded for this project. The program will invoice ERESA monthly by the 10th of the following month. Invoices must include expense reports and a detailed general ledger showing all expenses requesting reimbursement. ERESA will review the general ledger and

subsequently request for receipts and/or invoices included on the general ledger to ensure compliance with the contract and the GSRP Implementation Manual provided by MiLEAP.

PPS assumes the responsibility of reimbursing ERESA for any and all expenditures found to be ineligible by ERESA auditors or the grantor for any reason.

Funding may be withheld for non-compliance including but not limited to: failure to meet the terms of the contract; failure to submit timely reports; failure to meet licensing requirements; monitoring non-compliance issues; other compliance issues at the discretion of ERESA.

Budget

PPS shall prepare a budget in accordance with the GSRP guidelines, including cost allocation methods used for costs shared by non-GSRP students, for review by ERESA. The GSRP Building Cost Template must be completed, submitted and approved by the Eaton RESA Finance Department before any building costs are requested by PPS.

Funds may not be used to supplant the costs of activities previously covered by other funds unless otherwise clearly noted in the terms of the grant. Non-Profit organizations and School Districts will not be reimbursed for sales tax on GSRP purchases. Sales tax on purchases will only be reimbursed for purchase made by for-profit Community based Partners.

PPS is required to participate in a Federal Food program if meals are included in the budget. Only costs in excess of the food program reimbursement amount may be charged to the grant. If PPS is not eligible to participate in a federal Food Program, documentation of ineligibility must be provided.

Commitments of grant funds may only be made during the grant period, July 1, 2026 to June 30, 2027. Expenditures are to be made only as authorized by the approved budget and must be made in accordance with the terms of the grant. All parties agree to carry out the terms of the grant and adhere to the approved budget.

In the event PPS desires a budget amendment, PPS will communicate in writing the request and justification to ERESA. Budget modifications are subject to the approval and timelines of the grantor and ERESA.

Recording and Record Retention

PPS must maintain separate account(s), records and other documentation pertaining to costs reimbursed under this grant. The systems of accounting should be in accordance with generally accepted accounting principles and must be applied in a consistent manner so that the project expenditures can be clearly identified by line item. In the event that PPS incurs personnel costs, time sheets or other verification of time spent must be retained.

PPS agrees to retain the documentation for monitoring purposes including ledgers, cost allocation surveys, participant lists, child files etc. for a period of not less than seven years after the grant end date. PPS also agrees to provide ERESA with this documentation upon request. Per grantor requirements ERESA may monitor grantee expenditures during the year. ERESA

agrees to maintain documentation of collected budgets, financial statements and other reporting requirements. All documentation shall be maintained in a manner which will facilitate a review.

Grant applications and financial reports will be prepared and submitted by ERESA in accordance with the grantors requirements. PPS will provide ERESA with required information to complete the reports.

ERESA shall receive from PPS a copy of all required data documentation to meet grant requirements of a final expenditure report by June 25, 2027.

Program and Fiscal Monitoring

ERESA shall be responsible for monitoring PPS to ensure compliance with all program and fiscal requirements as indicated in the GSRP guidelines.

Slot Distribution

ERESA shall be responsible for the allocation of GSRP slots to consortium members. Allocations will be determined utilizing the protocol process developed by the Eaton RESA Advisory Council. ERESA has the right to shift slots based on need and capacity as well as execute any cross county agreements as determined necessary,

Recruitment and Enrollment

ERESA and PPS must recruit and enroll for GSRP in collaboration with Capital Area Community Services Head Start utilizing the Eaton Preschool Joint Application system through eatonpreschool.org. Enrollment must follow GSRP guidelines of prioritization.

Program Quality

ERESA shall provide the yearly subscription to the online Classroom Coach Assessment for each GSRP classroom.

ERESA shall provide consultation and quality improvement coaching to PPS by a qualified Early Childhood Specialist, ECS, to each classroom. The ECS will use the Classroom Coach Assessment, Early Childhood Standards of Quality and knowledge of the approved curriculum to support improvement in the classroom.

Classroom Personnel

PPS shall ensure that classroom staff including substitute staff and relief staff are qualified and appropriately credentialed for their position as specified in the GSRP Implementation Manual. In the event that qualified staff are not available, PPS will inform ERESA in writing of their attempts to find qualified staff and work with the ECS to initiate a compliance plan for staff not meeting the stated requirements.

Approved Curriculum

PPS agrees to utilize the approved curriculum, Connect 4 Learning, for classroom planning and instruction. PPS agrees to use this curriculum with fidelity and provide ERESA with documentation of use as requested. During the 2026-27 school year PPS must offer enrolled students a face to face preschool experience for at least 120 school days.

Child Assessment

ERESA shall provide access to and cover related expenses for use of an approved screening tool, Ages and Stages developmental screening tool. PPS staff agrees to use the approved screener with children at the time of enrollment or before the child completes the 10th day of GSRP.

ERESA shall provide access to an approved ongoing child assessment system, My Teaching Strategies, for assessment, planning and data collection. PPS staff agrees to collect and input data for each student in the GSRP classroom. The staff shall finalize data on all students three times each year according to checkpoint dates. Checkpoint dates may be customized to align with local conferences but must be within a two (2) week window of the established checkpoint dates for 2026-27.

Professional Development

ERESA agrees to provide PPS with professional development opportunities which meet or exceed the standards of the GSRP Implementation Manual. This includes but is not limited to offering at least 16 hours of professional development per calendar year. Professional development opportunities for Connect 4 Learning, Ages and Stages and My Teaching Strategies will be offered to new staff members annually.

Home Visits and Parent/Teacher Conferences

PPS will ensure that staff complete four family contacts per calendar year. An initial home visit, two parent/teacher conferences and an end of the year visit or conference for each enrolled child within each school year. Home visits must last 45 minutes exclusive of travel time and include participation of the enrolled child and his or her parents or guardians. Every effort will be made to conduct the initial home visit after the child is enrolled, but before the child begins the classroom program.

Parent/Teacher conferences shall be held in the fall and the spring as well as when reasonably requested by the parents or guardians. Conferences shall be scheduled for 30 minutes per family to allow for discussion and interaction between teachers and parents or guardians.

Compliance with MiLEAP Implementation Requirements

The most up to date version of the GSRP Implementation Manual from MiLEAP can be found online at <http://www.michigan.gov/MiLEAP/implementationmanual>. PPS agrees to comply with the guidelines as written by MiLEAP and ERESA shall support PPS in meeting these requirements.

Family Engagement Opportunities and Data Analysis Meetings

PPS shall plan and carry out two Family Engagement events each school year. These events must include an invitation/flier shared with all families, family resource materials and a method of collecting family input. This can be in the form of a meeting/discussion or survey.

Documentation of these events must be provided to ERESA for monitoring.

Data Analysis Meetings as outlined in the GSRP Implementation Manual are held 3 times each year. These meetings will take place with the guidance of the ERESA Early Childhood Director and Early Childhood Specialists. PPS teaching teams and administration will attend all 3 meetings and engage in the classroom and program improvement process.

Licensing and Quality Rating

PPS shall ensure that each classroom utilized by students enrolled in GSRP is licensed in accordance with Department of Human Services Licensing Rules for Child Care Centers. PPS agrees to maintain licenses in good standing and will report any special investigations or compliance issues to the ERESA Early Childhood Director..

PPS shall participate in the Great Start To Quality Improvement System and work towards Quality Improvement Goals.

Facilities

PPS agrees to provide access to ERESA staff with reasonable notice for the purpose of monitoring the terms of this contract.

Insurance

Pottersville Public Schools shall maintain in effect at all times during the term of this Agreement the following insurance coverage:

- A. Commercial General Liability Insurance on an “occurrence” basis with limits of liability not less than One Million Dollars (\$1,000,000) per occurrence and Two Million Dollars (\$2,000,000) aggregate limits for personal injury, bodily injury and property damage liability.
- B. Workers’ Compensation Insurance including Employers Liability coverage, in accordance with all applicable statutes of the State of Michigan.
- C. Errors and Omissions coverage in an amount not less than \$1,000,000.

- D. Employment Practices Liability (EPLI), including third party coverage, in an amount not less than \$1,000,000.
- E. One Million Dollars (\$1,000,000) of motor vehicle liability insurance for contract-based occurrences of which PPS employee's and/or all other relevant party's automotive liability insurances have been subrogated and exhausted to the extent of Michigan Insurance Law.
- F. Commercial Umbrella Liability coverage – over all of the above coverages and limits in an amount not less than \$1,000,000.00.

Dispute Resolution/Appeal Policy

Eaton RESA Great Start Readiness Program (GSRP) preschool partners have the right to protest decisions made by Eaton RESA. Protests made by a preschool partner must relate to a period of time in which this agreement is active.

1. Issues Not Subject to Protest: Matters that are related to Child Care Licensing requirements, required under the GSRP guidelines or by legislative mandate are not disputable.
2. Concerns: All parties shall use their best efforts to resolve concerns at the lowest level possible starting first with the classroom personnel. If the matter cannot be resolved with the front-line staff, either party can request that the Early Childhood Director meet with those involved to act as a mediator between the parties.
3. Initiating a Protest: If the parties that have not been able to resolve a dispute, the Claimants shall submit a written protest to the Assistant Superintendent of Instructional Services at Eaton Regional Education Service Agency, 1790 E. Packard Hwy, Charlotte, MI 48813. The protest shall include the following information:
Date(s) that the matter being disputed occurred
Location in which the dispute/problem occurred
Description of the issue being protested
Parties involved in the dispute
Steps that have been taken to resolve the issue
Resolution desired
4. Response to a Protest: The Assistant Superintendent shall issue notice of action within thirty (30) days of the receipt of the protest.
5. Protest Appeal: If the Claimant is not satisfied with the response received from the Assistant Superintendent, he/she may appeal to the Eaton RESA Superintendent. Appeals must be made within fifteen (15) days of the response from the Assistant Superintendent and shall also be submitted in writing to the address noted above in item 3.
6. Response to Protest Appeal: The Superintendent shall issue his/her resolution within thirty (30) days. His/her decision shall be final.

Certification

I have read and agreed to all the provisions contained herein including specific performance requirements and verify that I am empowered to enter into this agreement.

Daniel Gilbertson 8/24/2026
Potterville Public Schools Superintendent, Daniel E Gilbertson Ed.S. date

Sean Williams 8/20/2026
Eaton RESA Superintendent Dr. Sean Williams date



This agreement is entered into as of September 11, 2026 between Learning Care Group and Eaton Regional Educational Service Agency, referred to hereafter as ERESA, as the fiscal agent for the Great Start Readiness Program referred to hereafter as GSRP and continues through June 30, 2027.

For purposes of this agreement, GSRP guidelines refer to the Michigan Department of Lifelong Education, Advancement, and Potential GSRP Implementation Manual and official guidance documents, State School Aid Act, Michigan Public Schools Accounting manuals and ERESA Administration of GSRP Policy and Procedures Manual.

Learning Care Group will partner with ERESA to provide a GSRP classroom preschool experience for at-risk four year olds. ERESA will serve as the fiscal agent for this project under the terms specified by GSRP in this subcontract agreement. Learning Care Group shall serve as the sub-recipient.

Allocations and Payments

Allocations have been determined by the Michigan Department of Lifelong Education, Advancement, and Potential (MiLEAP) at a per slot amount of \$14,083.00 per full day 5 day per week slot. Programs that are awarded transportation funding will receive an addendum to this agreement specifying the transportation allocation and use of those funds.

ERESA shall retain four percent (4%) of the total section 32D, GSRP award from MiLEAP for administrative services. These funds will be used to manage, supervise and implement the GSRP consortium and requirements of the program.

Eaton RESA shall retain two percent (2%) of the total grant amount to support outreach, recruitment and public awareness of the programs in Eaton County service area. Eaton RESA will also retain four percent (4%) for ECS services and professional development opportunities for the year.

Therefore, Learning Care Group's total grant allocation is \$506,988.00 subject to filling 20 GSRP slots at the Gilden Woods location and 20 GSRP slots at the Childtime location in Grand Ledge as reported in the February 2027 MSDS pupil count.

ERESA shall make payments to Learning Care Group monthly as invoiced.

ERESA will adjust allocations should the Learning Care Group be unable to fill the number of allotted slots. ERESA also reserves the right to adjust or withhold payments to ensure that Learning Care Group is not overpaid.

All payments made by ERESA will be contingent on available funds. ERESA will not be responsible for commitments or expenditures incurred if the grantor revokes all or any portion of the funds awarded for this project. The program will invoice ERESA monthly by the 10th of the following month. Invoices must include expense reports and a detailed general ledger showing all expenses requesting reimbursement. ERESA will review the general ledger and subsequently request for receipts and/or invoices included on the general ledger to ensure compliance with the contract and the GSRP Implementation Manual provided by MiLEAP.

Learning Care Group assumes the responsibility of reimbursing ERESA for any and all expenditures found to be ineligible by ERESA auditors or the grantor for any reason.

Funding may be withheld for non-compliance including but not limited to: failure to submit timely reports; failure to meet licensing requirements; monitoring non-compliance issues; closure of classrooms, unqualified staff or other compliance issues at the discretion of ERESA.

Budget

The Learning Care Group shall prepare a budget in accordance with the GSRP guidelines, including cost allocation methods used for costs shared by non-GSRP students, for review by ERESA. The GSRP Building Cost Template must be completed, submitted and approved by the Eaton RESA Finance Department before any building costs are requested by the Learning Care Group.

Funds may not be used to supplant the costs of activities previously covered by other funds unless otherwise clearly noted in the terms of the grant. Non-Profit organizations and School Districts will not be reimbursed for sales tax on GSRP purchases. Sales tax on purchases will only be reimbursed for purchase made by for-profit Community Based Partners.

The Learning Care Group is required to participate in a Federal Food program if meals are included in the budget. Only costs in excess of the food program reimbursement amount may be charged to the grant. If the Learning Care Group is not eligible to participate in a federal Food Program, documentation of ineligibility must be provided.

Commitments of grant funds may only be made during the grant period, July 1, 2026 to June 30, 2027. Expenditures are to be made only as authorized by the approved budget and must be made in accordance with the terms of the grant. All parties agree to carry out the terms of the grant and adhere to the approved budget.

In the event the Learning Care Group desires a budget amendment, Learning Care Group will communicate in writing the request and justification to ERESA. Budget modifications are subject to the approval and timelines of the grantor and ERESA.

Recording and Record Retention

The Learning Care Group must maintain separate account(s), records and other documentation pertaining to costs reimbursed under this grant. The systems of accounting should be in accordance with generally accepted accounting principles and must be applied in a consistent manner so that the project expenditures can be clearly identified by line item. In the event that the Learning Care Group incurs personnel costs, time sheets or other verification of time spent must be retained.

The Learning Care Group agrees to retain the documentation for monitoring purposes including ledgers, cost allocation surveys, participant lists, child files etc. for a period of not less than seven years after the grant end date. The Learning Care Group also agrees to provide ERESA with this documentation upon request. Per grantor requirements ERESA may monitor grantee expenditures during the year. ERESA agrees to maintain documentation of collected budgets, financial statements and other reporting requirements. All documentation shall be maintained in a manner which will facilitate a review.

Grant applications and financial reports will be prepared and submitted by ERESA in accordance with the grantors requirements. The Learning Care Group will provide ERESA with required information to complete the reports.

ERESA shall receive from the Learning Care Group a copy of all required data documentation to meet grant requirements of a final expenditure report by June 25, 2027.

Program and Fiscal Monitoring

ERESA shall be responsible for monitoring Learning Care Group to ensure compliance with all program and fiscal requirements as indicated in the GSRP guidelines. If the classroom is closed for staffing or illness reasons, The Director at Learning Care Group will notify Eaton RESA Director of Early Childhood of the closure within 24 hours. For the 2026-27 school year students must be offered face to face instruction for at least 180 days spanning 36 weeks. Programs are allowed up to 6 forgiven days for inclement weather cancellation. Closed days must be reported to the Eaton RESA Early Childhood Director within 24 hours.

Slot Distribution

ERESA shall be responsible for the allocation of GSRP slots to consortium members. Allocations will be determined utilizing the protocol process developed by the Eaton RESA Advisory Council. ERESA has the right to shift slots based on need and capacity as well as execute any cross county agreements as determined necessary,

Recruitment and Enrollment

ERESA and Learning Care Group will recruit and enroll students for GSRP, utilizing the Eaton Preschool Joint Application system at eatonpreschool.org. The Learning Care Group may require families to complete any additional enrollment paperwork required for their center, however no enrollment fees can be charged for GSRP students.

Program Quality

ERESA shall provide the yearly subscription to the online Classroom Coach Program Quality Assessment for each GSRP classroom from High Scope.

ERESA shall provide consultation and quality improvement coaching at Learning Care Group by a qualified Early Childhood Specialist, ECS, to each classroom. The ECS will use the Classroom Coach, Early Childhood Standards of Quality and knowledge of the approved curriculum to support improvement in the classroom.

Classroom Personnel

The Learning Care Group shall ensure that classroom staff including substitute staff and relief staff are qualified and appropriately credentialed for their position as specified in the GSRP Implementation Manual. In the event that qualified staff are not available, the Learning Care Group will inform ERESA in writing of their attempts to find qualified staff and work with the ECS to initiate a compliance plan for staff not meeting the stated requirements.

Approved Curriculum

The Learning Care Group agrees to utilize the approved curriculum, Connect 4 Learning, for classroom planning and instruction. Learning Care Group agrees to use this curriculum with fidelity and provide ERESA with documentation of use as requested. This complete curriculum set must be returned to ERESA in the event the partnership is dissolved.

Child Assessment

ERESA shall provide access to and cover related expenses for use of an approved screening tool, Ages and Stages developmental screening tool. Learning Care Group staff agrees to use the approved screener with children at the time of enrollment or before the child completes the 10th day of GSRP.

ERESA shall provide access to an approved ongoing child assessment system, Teaching Strategies, for assessment, planning and data collection. Learning Care Group staff agrees to collect and input data for each student in the GSRP classroom. The staff shall finalize data on all students three times each year according to checkpoint dates. Checkpoint dates may be customized to align with local conferences but must be within a two (2) week window of the established checkpoint dates for 2026-27.

Professional Development

ERESA agrees to provide Learning Care Group staff with professional development opportunities which meet or exceed the standards of the GSRP Implementation Manual. This includes but is not limited to offering at least 16 hours of professional development per calendar year. Professional development opportunities for Ages and Stages and My Teaching Strategies will be offered once annually for new staff.

Home Visits and Parent/Teacher Conferences

The Learning Care Group will ensure that staff complete four family contacts each year. An initial home visit must be scheduled to last 45 minutes exclusive of travel time and include participation of the enrolled child and his or her parents or guardians. Staff members will also offer two family/teacher conference opportunities, and an end of the year conference or home visit to each family enrolled. Every effort will be made to conduct the initial home visit after the child is enrolled, but before the child begins the classroom program.

Parent/Teacher conferences shall be held in the fall and the spring as well as when reasonably requested by the parents or guardians. Conferences shall be scheduled for 30 minutes per family to allow for discussion and interaction between teachers and parents or guardians.

Compliance with MiLEAP Implementation Requirements

The most up to date version of the GSRP Implementation Manual can be found online at <http://www.michigan.gov/MiLEAP/implementationmanual>. Learning Care Group agrees to comply with the guidelines as written by MiLEAP and ERESA shall support Learning Care Group in meeting these requirements.

Family Engagement Opportunities and Data Analysis Meetings

The Learning Care Group shall plan and carry out two Family Engagement events each school year. These events must include an invitation/flier shared with all families, family resource materials and a method of collecting family input. This can be in the form of a meeting/discussion or survey. Documentation of these events must be provided to ERESA for monitoring.

Data Analysis Meetings as outlined in the GSRP Implementation Manual are held 3 times each year. These meetings will take place with the guidance of the ERESA Early Childhood Director

and Early Childhood Specialists. The Learning Care Group teaching teams and administration will attend all 3 meetings and engage in the classroom and program improvement process.

Licensing and Quality Rating

The Learning Care Group shall ensure that each classroom utilized by students enrolled in GSRP is licensed in accordance with Department of Human Services Licensing Rules for Child Care Centers. The Learning Care Group agrees to maintain licenses in good standing and will report any special investigations or compliance issues to the ERESA Director of Early Childhood.

The Learning Care Group shall participate in the Great Start To Quality Improvement System and work towards Quality Improvement Goals.

Facilities

Learning Care Group agrees to provide access to ERESA staff with reasonable notice for the purpose of monitoring the terms of this contract.

Insurance

The Learning Care Group shall maintain in effect at all times during the term of this Agreement the following insurance coverage:

- A. Commercial General Liability Insurance on an “occurrence” basis with limits of liability not less than One Million Dollars (\$1,000,000) per occurrence and Two Million Dollars (\$2,000,000) aggregate limits for personal injury, bodily injury and property damage liability.
- B. Workers’ Compensation Insurance including Employers Liability coverage, in accordance with all applicable statutes of the State of Michigan.
- C. Errors and Omissions coverage in an amount not less than \$1,000,000.
- D. Employment Practices Liability (EPLI), including third party coverage, in an amount not less than \$1,000,000.
- E. One Million Dollars (\$1,000,000) of motor vehicle liability insurance for contract-based occurrences of which Learning Care Group employee’s and/or all other relevant parties automotive liability insurances have been subrogated and exhausted to the extent of Michigan Insurance Law.

F. Commercial Umbrella Liability coverage – over all of the above coverages and limits in an amount not less than \$1,000,000.00

Dispute Resolution/Appeal Policy

Eaton Great Start Readiness Program (GSRP) preschool partners have the right to protest decisions made by Eaton RESA. Protests made by a preschool partner must relate to a period of time in which this agreement is active.

1. Issues Not Subject to Protest: Matters that are related to Child Care Licensing requirements, required under the GSRP guidelines or by legislative mandate are not disputable.
2. Concerns: All parties shall use their best efforts to resolve concerns at the lowest level possible starting first with the classroom personnel. If the matter cannot be resolved with the front-line staff, either party can request that the Early Childhood Director meet with those involved to act as a mediator between the parties.
3. Initiating a Protest: If the parties that have not been able to resolve a dispute, the Claimants shall submit a written protest to the Assistant Superintendent of Instructional Services at Eaton Regional Education Service Agency, 1790 E. Packard Hwy, Charlotte, MI 48813. The protest shall include the following information:
 - Date(s) that the matter being disputed occurred
 - Location in which the dispute/problem occurred
 - Description of the issue being protested
 - Parties involved in the dispute
 - Steps that have been taken to resolve the issue
 - Resolution desired
4. Response to a Protest: The Assistant Superintendent shall issue notice of action within thirty (30) days of the receipt of the protest.
5. Protest Appeal: If the Claimant is not satisfied with the response received from the Assistant Superintendent, he/she may appeal to the Eaton RESA Superintendent. Appeals must be made within fifteen (15) days of the response from the Assistant Superintendent and shall also be submitted in writing to the address noted above in item 3.
6. Response to Protest Appeal: The Superintendent shall issue his/her resolution within thirty (30) days. His/her decision shall be final.

Certification

I have read and agreed to all the provisions contained herein including specific performance requirements and verify that I am empowered to enter into this agreement.

Aimee Nimeh 9/15/2026
Aimee Nimeh, Learning Care Group Grant Funding Director Date

Sean Williams 9/15/2026
Dr. Sean Williams, Superintendent Eaton RESA Date

BOARD AGENDA ITEM

Email completed form and supporting documents to the Superintendent and the Superintendent's Executive Assistant by 12:00 noon, the Tuesday prior to the Board Meeting. *(Submit one form per agenda item and provide attachments as separate documents.)*

I. **DATE OF BOARD MEETING:** October 21, 2026

II. **AGENDA ITEM TITLE:** CDC Supplement Notice of Award

III. **TYPE OF AGENDA ITEM:** *(Place an X in the box you select)*

	Presentation
	Consent Agenda <i>(replacement of/transfer to/resignation from existing positions are consent agenda)</i>
X	Action/Approval <i>(new positions/FTE increases for existing positions are action items)</i>
	Information

IV. **AGENDA ITEM DESCRIPTION:**

a) **Purpose and background:** *Kim Thalison, Director of School Wellness & Prevention Services, requests the acceptance of the Notice of Award with the Center for Disease Control in the amount of \$85,000 to support the implementation of enhanced regional school wellness programs, projects, and professional development in Clinton, Eaton, and Ingham County school districts.*

b) **Cost:** (award amount) \$85,000

c) **Timeframe/term of agreement:** August 1, 2026 to July 31, 2027

d) **List Supporting materials/attachments, if any:**

Notice of Award

V. **RECOMMENDATION:** *(Place an X in the box you select)*

	Approve
X	Authorize the Superintendent to execute agreement
	Approve the increase of FTE: Position _____ FTE Increase _____
	Award a bid
	Other:

VI. **RECOMMENDED BY:** Kim Thalison, Director of School Wellness & Prevention Services



DEPARTMENT OF HEALTH AND HUMAN SERVICES
Centers for Disease Control and Prevention

Notice of Award

Award# 6 NU87DP000019-03-01

FAIN# NU87DP000019

Federal Award Date: 09/10/2026

Recipient Information

1. Recipient Name

EATON REGIONAL EDUCATION SERVICE
AGENCY
1790 Packard Hwy
Charlotte, MI 48813-9717

2. Congressional District of Recipient
07

3. Payment System Identifier (ID)
1381712860A1

4. Employer Identification Number (EIN)
381712860

5. Data Universal Numbering System (DUNS)
128684966

6. Recipient's Unique Entity Identifier (UEI)
C112YNTNMG99

7. Project Director or Principal Investigator
Ms. Kimberly A Thalison
Project Director
kthalison@eatonresa.org
517-541-8711

8. Authorized Official

Ms. Rachel Stambaugh
Authorized Organizational Representative
rstambaugh@eatonresa.org
517-541-8915

Federal Agency Information

CDC Office of Financial Resources

9. Awarding Agency Contact Information

Ms. Karen Law
Grants Management Specialist
uep2@cdc.gov
404-498-1360

10. Program Official Contact Information

Loren Faust Thomas
Program Officer
y hv2@cdc.gov
111-111-1111

Federal Award Information

11. Award Number

6 NU87DP000019-03-01

12. Unique Federal Award Identification Number (FAIN)

NU87DP000019

13. Statutory Authority

Public Health Service Act, as amended, Section 301(a) and Section 317K, 42 U.S.C. 241(a); 42 U.S.C. 247b-12

14. Federal Award Project Title

Improving Adolescent Health and Wellbeing Through School Based Surveillance and the What Works in Schools Program

15. Assistance Listing Number

93.079

16. Assistance Listing Program Title

Cooperative Agreements to Promote Adolescent Health through School-Based HIV/STD Prevention and School-Based Surveillance

17. Award Action Type

Supplement

18. Is the Award R&D?

No

Summary Federal Award Financial Information

19. Budget Period Start Date 08/01/2026 - **End Date** 07/31/2027

20. Total Amount of Federal Funds Obligated by this Action \$85,000.00

20a. Direct Cost Amount \$80,447.00

20b. Indirect Cost Amount \$4,553.00

21. Authorized Carryover \$0.00

22. Offset \$0.00

23. Total Amount of Federal Funds Obligated this budget period \$360,000.00

24. Total Approved Cost Sharing or Matching, where applicable \$0.00

25. Total Federal and Non-Federal Approved this Budget Period \$445,000.00

26. Period of Performance Start Date 08/01/2024 - **End Date** 07/31/2029

27. Total Amount of the Federal Award including Approved Cost Sharing or Matching this Period of Performance \$1,165,000.00

28. Authorized Treatment of Program Income

ADDITIONAL COSTS

29. Grants Management Officer - Signature

Ms. Robyn Bryant
Grants Management Specialist

30. Remarks

Non-competing supplemental



DEPARTMENT OF HEALTH AND HUMAN SERVICES
Centers for Disease Control and Prevention

Notice of Award

Award# 6 NU87DP000019-03-01

FAIN# NU87DP000019

Federal Award Date: 09/10/2026

Recipient Information

Recipient Name

EATON REGIONAL EDUCATION SERVICE
AGENCY
1790 Packard Hwy
Charlotte, MI 48813-9717

Congressional District of Recipient

07

Payment Account Number and Type

1381712860A1

Employer Identification Number (EIN) Data

381712860

Universal Numbering System (DUNS)

128684966

Recipient's Unique Entity Identifier (UEI)

C112YNTNMG99

31. Assistance Type

Cooperative Agreement

32. Type of Award

Other

33. Approved Budget

(Excludes Direct Assistance)

I. Financial Assistance from the Federal Awarding Agency Only

II. Total project costs including grant funds and all other financial participation

a. Salaries and Wages	\$114,243.00
b. Fringe Benefits	\$68,670.00
c. Total Personnel Costs	\$182,913.00
d. Equipment	\$0.00
e. Supplies	\$12,700.00
f. Travel	\$9,400.00
g. Construction	\$0.00
h. Other	\$145,150.00
i. Contractual	\$71,000.00
j. TOTAL DIRECT COSTS	\$421,163.00
k. INDIRECT COSTS	\$23,837.00
l. TOTAL APPROVED BUDGET	\$445,000.00
m. Federal Share	\$445,000.00
n. Non-Federal Share	\$0.00

34. Accounting Classification Codes

FY-ACCOUNT NO.	DOCUMENT NO.	ADMINISTRATIVE CODE	OBJECT CLASS	ASSISTANCE LISTING	AMT ACTION FINANCIAL ASSISTANCE	APPROPRIATION
5-921ZCFA	24NU87DP000019	DP	410Q	93.079	\$0.00	75-25-0948
5-931ZZGE	24NU87DP000019	DP	410Q	93.079	\$0.00	75-25-0950
6-931ZZGE	24NU87DP000019	DP	410Q	93.079	\$85,000.00	75-26-0950
6-939ZPAU	24NU87DP000019	DP	410Q	93.079	\$0.00	75-26-0952



DEPARTMENT OF HEALTH AND HUMAN SERVICES Notice of Award

Centers for Disease Control and Prevention

Award# 6 NU87DP000019-03-01

FAIN# NU87DP000019

Federal Award Date: 09/10/2026

Direct Assistance

BUDGET CATEGORIES	PREVIOUS AMOUNT (A)	AMOUNT THIS ACTION (B)	TOTAL (A + B)
Personnel	\$0.00	\$0.00	\$0.00
Fringe Benefits	\$0.00	\$0.00	\$0.00
Travel	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00
Supplies	\$0.00	\$0.00	\$0.00
Contractual	\$0.00	\$0.00	\$0.00
Construction	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00
Total	0.00	0.00	0.00

AWARD ATTACHMENTS

EATON REGIONAL EDUCATION SERVICE AGENCY

6 NU87DP000019-03-01

1. Terms and Conditions

AWARD INFORMATION

Incorporation: In addition to the federal laws, regulations, policies, and CDC General Terms and Conditions for Non-research awards at <https://www.cdc.gov/grants/federal-regulations-policies/index.html>, the Centers for Disease Control and Prevention (CDC) hereby incorporates Notice of Funding Opportunity (NOFO) number **CDC-RFA-DP24-0139**, entitled **Improving Adolescent Health and Well-Being Through School-Based Surveillance and the What Works in Schools Program**, as may be amended, which are hereby made a part of this Non-research award, hereinafter referred to as the Notice of Award (NOA).

Purpose: The purpose of this amendment is to approve supplemental funds per the request submitted by your organization on April 30, 2026.

Supplemental Funding: Additional funding information is included in Summary Federal Award Financial Information section on page 1 of the NOA, line 20. All future year funding will be based on satisfactory programmatic progress and the availability of funds.

The federal award amount is subject to adjustment based on total allowable costs incurred and/or the value of any third party in-kind contribution when applicable.

Note: Refer to the Payment Information section for Payment Management System (PMS) subaccount information.

Approved Component/Project Funding: For this NOA, the approved funding level is shown below:

NOFO Component	Amount
Component 2: Local Implementation of What Works in Schools and School-based Surveillance (WWIS)	\$85,000
Total:	\$85,000

Indirect Costs: Indirect costs are approved based on the recipient's approved Michigan Department of Education's (Local Educational Agencies) Indirect Cost Rate for school districts and educational service districts, finalized on July 16, 2025. The Federal indirect cost rate for 2025-2026 is 5.66%. The rate is effective from July 1, 2025 until amended.

Please be advised that the recipient must exercise proper stewardship over Federal funds by ensuring that all costs charged to their cooperative agreement are allowable, allocable, necessary, and reasonable.

All the other terms and conditions issued with the original award remain in effect throughout the budget period unless otherwise changed, in writing, by the Grants Management Officer.

PLEASE REFERENCE AWARD NUMBER ON ALL CORRESPONDENCE

BOARD AGENDA ITEM

Email completed form and supporting documents to the Superintendent and the Superintendent's Executive Assistant by 12:00 noon, the Tuesday prior to the Board Meeting. *(Submit one form per agenda item and provide attachments as separate documents.)*

I. **DATE OF BOARD MEETING:** October 21, 2026

II. **AGENDA ITEM TITLE:** **Mid-State Health Network FY 24 Contract**

III. **TYPE OF AGENDA ITEM:** *(Place an X in the box you select)*

☐ Presentation

☐ Consent Agenda *(replacement of/transfer to/resignation from existing positions are consent agenda)*

☒ Action/Approval *(new positions/FTE increases for existing positions are action items)*

☐ Information

IV. **AGENDA ITEM DESCRIPTION:**

Purpose and background: *Kim Thalison, Director of School Wellness & Prevention Services, requests the approval of the Mid-State Health Network contract in the amount of \$685,255. The funds provide prevention coordination, curriculum, coalition staffing, and programs in Clinton, Eaton, and Ingham Counties.*

a) **Cost:** _____

b) **Timeframe/term of agreement:** October 1, 2026 to September 30, 2027

c) **List Supporting materials/attachments, if any:**

Contract

V. **RECOMMENDATION:** *(Place an X in the box you select)*

☐ Approve

☒ Authorize the Superintendent to execute agreement

☐ Approve the increase of FTE: Position _____ FTE Increase _____

☐ Award a bid

☐ Other: _____

VI. **RECOMMENDED BY:** Kim Thalison, Director of School Wellness & Prevention Services

Fiscal Year 2027 Substance Use Disorder Prevention Services
Contractual Agreement

Between

Mid-State Health Network
530 W. Ionia St., Ste. F
Lansing, MI 48933
517-253-7525

And

Eaton Regional Education Service Agency (RESA)

(as a "Subrecipient" as that term is defined in OMB 2 CFR 200 Subpart A;

Assistance Listings #: 93.959)

For the purpose of:
Prevention, Community Recovery, and Collegiate Recovery Services

Payment by:
Cost Reimbursement

TABLE OF CONTENTS

<u>SECTION</u>	<u>PAGE #</u>
ACRONYM AND GLOSSARY DEFINITIONS.....	3
FY 2027 CONTRACTUAL AGREEMENT.....	6
I. GENERAL CONTRACT SUMMARY.....	6
II. GENERAL PROVISIONS FOR MSHN.....	11
III. MEDICAID RESPONSIBILITIES OF MSHN.....	11
IV. PREVENTION/COMMUNITY RECOVERY/ COLLEGIATE RECOVERY SERVICES:.....	11
V. DYTUR OBLIGATIONS: RESPONSIBILITIES OF THE PROVIDER.....	12
VI. CONTRACTUAL PROVISIONS.....	14
ATTACHMENT A: STATEMENT OF WORK.....	24
ATTACHMENT B: COST REIMBURSEMENT.....	26
ATTACHMENT C: BUSINESS ASSOCIATE AGREEMENT.....	28
ATTACHMENT D: REPORTING REQUIREMENTS FOR MSHN SUD PROVIDERS FY 2027.....	34
ATTACHMENT E: MSHN TRAINING REQUIREMENTS.....	35

ACRONYM AND GLOSSARY DEFINITIONS

Abuse references practices that are inconsistent with sound fiscal, business or medical practices and result in an unnecessary cost to the payor, or in reimbursement for services that are not medically necessary or fail to meet professionally recognized standards for healthcare.

CAIT stands for Community Change, Alternatives, Information and Training. The CAIT License from the state of Michigan Licensing and Regulatory Affairs (LARA) is required for all applicable MSHN contracted prevention programs.

CCAR stands for Connecticut Community of Addiction Recovery training.

CMHSP stands for Community Mental Health Service Program. MSHN has 12 CMHSP partners each of which has a role in being a potential door for clients to access SUD services.

Collegiate Recovery Program stands for cost-reimbursed programs that provide group and individual recovery coach services; education to the college community they serve; provide recovery programming/events on college campus and in local communities; these programs do not provide treatment recovery coach services.

CPC stands for Certified Prevention Consultant through MCBAP.

CPRM stands for Certified Peer Recovery Mentor through MCBAP.

CPS stands for Certified Prevention Specialist through MCBAP.

Community Recovery Program are cost-reimbursed programs that provide group and individual recovery coach services; education to larger community they serve; provide recovery programming/events in the community; these programs do not provide treatment recovery coach services.

Cost-Reimbursement are allowable and reasonable costs incurred by a contractor in the performance of a contract are reimbursed in accordance with the terms of the contract.

Covered PROVIDER or PROVIDER refer to a licensed substance use disorder facility or other health professional, a licensed hospital, or any other health care entity having an Agreement with MSHN to provide Covered Services to consumers enrolled in MSHN.

Development Plan refers to a time-limited, one-time opportunity to gain employment in prevention services prior to having completed the needed professional specialty certification.

DYTUR stands for Designated Youth Tobacco Use Representative.

Excluded individuals or entities are individuals or entities that have been excluded from participating, but not reinstated, in Medicare, Medicaid, or any other Federal health care programs. Bases for exclusion include convictions for program-related fraud and patient abuse, licensing board actions and default on Health education Assistance Loans.

Fraud means an intentional deception or misrepresentation by a person with the knowledge the deception could result in unauthorized benefit to him/herself or some other person. This includes any act that constitutes fraud under applicable Federal or State laws.

FSR stands for Financial Status Report

MCBAP stands for the Michigan Certification Board for Addiction Professionals

MDHHS stands for the Michigan Department of Health and Human Services (MDHHS).

MSHN – Mid State Health Network is the Prepaid Inpatient Health Plan (PIHP) responsible for twenty-one counties in the MSHN region as of January 1, 2014.

MSHN-SUDSP Manual which is incorporated into this agreement by reference and made a part hereof, means policies and procedures established by MSHN and titled “**Mid-State Health Network Substance Use Disorder Services Provider Manual (MSHN-SUDSP Manual)**”, which governs the provision of services covered by this plan by the PROVIDER to the covered consumer.

MPDS stands for Michigan Prevention Data System which is the State’s web-based data system that captures all direct funded prevention services and specific recovery-based services and community out-reach services.

Peer Support/Recovery Supports are programs designed to support and promote recovery and prevent relapse through supportive services that result in the knowledge and skills necessary for an individual’s recovery. Peer Recovery programs are designed and delivered primarily by individuals in recovery and offer social, emotional, and/or educational supportive services to help prevent relapse and promote recovery.

Prevention refers to activities to educate and support individuals and communities to prevent the use and misuse of drugs and the development of substance use disorders.

Recovery refers to a process of change through which individuals improve their health and wellness, live self-directed lives, and strive to reach their full potential. SAMHSA states Recovery is built on access to evidence-based clinical treatment and recovery support services for all populations.

RISC stands for Recovery and Integrated Services Collaborative, a regional effort to embed recovery-oriented systems of care (principles and practices) throughout the service provider network. Collaborative efforts of substance use and mental health providers and comprised of prevention providers, treatment providers, community members, and individuals in recovery.

ROSC stands for Recovery Oriented System of Care which describes a paradigm shift from an acute model of treatment to a care model that views SUD as a chronic illness. A ROSC is a coordinated network of community-based services and supports that is person-centered and builds over a period of months and/or years on the strengths and resilience of individuals, families, and communities to achieve abstinence and improved health, wellness, and quality of life for those with or at risk of alcohol and drug problems.

SPF means Strategic Prevention Framework.

Subrecipient refers to an entity that expends awards received from a pass-through entity to carry out a project. As defined by Office of Management and Budget (OMB) 2 Code of Federal Regulations (CFR) 200 Subpart A, a subrecipient relationship exists when funding from a pass-through entity is provided to perform a portion of the scope of work or objectives of the pass-through entity’s award agreement with the awarding agency. A pass-through entity is an entity that provides an award to a subrecipient to carry out a project. For purposes of this agreement, “subrecipient” refers to the PROVIDER named on this agreement, where as “pass-through entity” refers to MSHN. See OMB 2 CFR 200 Subpart A for further information.

SUDPDS stands for Substance Use Disorder Prevention Data System (also referred to as **MPDS**; see above)

Substance Use Disorder (SUD) refers to a treatable, chronic medical disease involving complex interactions among brain circuits, genetics, the environment, and an individual’s life experiences. People with substance use disorders often engage in behaviors that become compulsive and continue despite negative consequences. SUD is the current preferred language for this disease due to the stigmatizing connotation of “substance abuse,” which is no longer in common use.

SUGE stands for Substance Use, Gambling and Epidemiology Section; State office formerly known as Office of Recovery Oriented Systems of Care (OROSC).

Synar refers to the Congressman who sponsored the amendment aimed at decreasing youth access to tobacco. This amendment requires states to enact and enforce laws prohibiting the sale or distribution of tobacco products to individuals under the age of 21. States must comply with the Synar Amendment in order to receive their full Substance Abuse Prevention and Treatment Block Grant (SABG) awards.

Waste refers to the overutilization of services, or other practices that result in unnecessary costs. Generally not

considered caused by criminally negligent actions, but rather the misuse of resources.

FY 2027 CONTRACTUAL AGREEMENT

This Agreement is entered into by Mid-State Health Network (hereinafter referred to as “[MSHN](#)”) and Eaton Regional Education Service Agency (RESA), as the subrecipient as defined in OMB 2 CFR 200 Subpart A, (hereinafter referred to as “PROVIDER”) and is effective from October 1, 2026, through September 30, 2027.

I. GENERAL CONTRACT SUMMARY

MSHN and PROVIDER wish to enter into an Agreement whereby the PROVIDER will render prevention, community recovery, or collegiate recovery services to consumers for whom MSHN arranges such services. The relationship between MSHN and PROVIDER is that of independent contractor and not of employer and employee or principal and agent. Neither party shall give any contrary indication or representation to any covered consumer, to any other consumer or entity, or to the public at large.

Therefore, in consideration of the Agreements set forth below, and intending to be legally bound, MSHN and PROVIDER hereby agree as follows:

- a) **Statement of Work:** PROVIDER agrees to undertake, perform, and complete the services described in Attachment A that is hereby made a part of this Agreement. Additionally, PROVIDER agrees to follow all MDHHS and SUGE technical advisories and policies that are relevant to identified services for which they are contracted.
- b) **Stop Work Order:** Mid-State Health Network may suspend any portion or all activities under the Contract at any time. Mid-State Health Network will provide Contractor a written stop work order detailing the suspension and any pertinent instructions. Contractor must comply with the stop work order upon receipt. If the cause of the stop work order is reinstated, Mid-State Health Network will issue a supplemental notice authorizing Contractor to resume work along with any new conditions or funding levels. Mid-State Health Network will not pay for contract activities, contractor's lost profits, penalties, or any additional compensation or costs incurred during a stop work period.
- c) **Method of Payments and Performance Indicators:** The payment procedures and performance indicators shall be followed as described in Attachment B that is hereby made a part of this Agreement by reference.
- d) **[MSHN-SUDSP Manual](#)** is incorporated into this agreement by reference and made a part hereof. Contractual and data reporting requirements, located in the MSHN-SUDSP Manual, are also made part hereof and incorporated by reference. PROVIDER will provide the information required using the forms and formats required by MSHN as of the effective date of this Agreement. MSHN will not change reporting forms or formats unless extreme circumstances exist or the State or Federal government require a change, in which case MSHN will notify PROVIDER, allowing as much notice as is possible. MSHN reserves the right to modify, add to or delete from the MSHN-SUDSP Manual at any time for any reasons, and that reasonable notice, as circumstances permit, will be provided with as much advance notice as possible to the effective dates of changes.
- e) **Additional Attachments:** PROVIDER is required to comply with language in all attachments, incorporated by reference and made a part hereof, to this contract as they apply.
Attachment A Statement of Work
Attachment B Cost Reimbursement
Attachment C Business Associate Agreement
Attachment D Reporting Requirements for MSHN SUD Providers FY 2027
Attachment E MSHN Training Requirements
- f) **Billing Provisions**

- 1. **Invoicing:** PROVIDER shall follow the provision as identified in section IV (d) “Financial

Status Report Requirements” as the process for invoicing MSHN.

For cost reimbursement contracts, the PROVIDER may receive 1/12th of the budgeted amount as an advance pursuant to MSHN's cash advance policy. Subsequent months will be reimbursed based on actual costs, submitted via a Financial Status Report (FSR). The advance must be re-paid to MSHN if the program is terminated.

2. **PROVIDER Appeal Process:** If MSHN should deny PROVIDER any additional compensation to which PROVIDER believes it is entitled, PROVIDER shall notify MSHN in writing within thirty (30) days of the date of notification of denial, stating the grounds upon which it bases its claim for such additional compensation. Should MSHN fail to pay or adequately provide for such additional payment to PROVIDER within the thirty (30) days following receipt of notification from PROVIDER, PROVIDER shall have the right and process of appeal as set forth in the Provider Appeals Process defined in the MSHN-SUDSP Manual.

g) **Other Provisions**

1. **Quality Assurance:** PROVIDER shall cooperate with MSHN and participate in and comply with all peer review program, utilization review, quality assurance and/or total quality management programs, audit systems, site visits including fiscal monitoring, grievance procedures, satisfaction surveys and other procedures as established from time to time by MSHN, or as required by regulatory or accreditation agencies. PROVIDER shall be bound by and comply with all final determinations rendered by each such peer review or grievance process. PROVIDER acknowledges and agrees that MSHN may also obtain site review findings and reports regarding the Provider from other PIHPs or CMHSPs, and MSHN may utilize such information in the exercise of its rights under this Agreement. MSHN retains the right to seek additional information or take further actions following the Provider site review, including without limitation conducting follow up site reviews.
2. **Rendering Provider Credentialing and Recredentialing:** PROVIDER agrees to meet MSHN and MDHHS credentialing and recredentialing requirements, required criminal background checks, and accepts and shall abide by all credentialing policies and procedures.

The PROVIDER shall ensure, through credentialing, that the PROVIDER's staff professionals and the PROVIDER's subcontractors and their staff professionals have obtained and maintain all approvals, certifications and licenses required by Federal, State and local laws, ordinances, rules and regulations to practice their professions in the State of Michigan and to perform Medicaid supports/services hereunder. PROVIDER shall ensure credentialing and re-credentialing processes do not discriminate against:

- a. A health care professional solely on the basis of license, registration or certification;
- b. A health care professional who serves high-risk populations or who specializes in the treatment of conditions that require costly treatment

PROVIDER shall not assign a consumer to any practitioner who has not fully complied with credentialing process as outlined in the MDHHS Credentialing and Re-credentialing Process ([Provider Credentialing](#)), the MDHHS-BHDDA Substance Abuse Disorder Policy Manual – Credentialing and Staff Qualification Requirements and MSHN Credentialing and Recredentialing policies and procedures. Rendering providers must meet qualifications outlined in MDHHS Behavioral Health Code Sets, Charts, and Provider Qualifications.

PROVIDER staff cannot provide services if they are not certified or do not have a registered development plan with MCBAP. PROVIDER must notify MSHN once the staff member has achieved certification and/or had their plan registered with MCBAP.

MSHN retains the right to approve, suspend or terminate providers from participation in the

Medicaid-funded services (e.g., exclusions from Medicare/Medicaid; specific regional performance issues and/or criminal convictions under sections 1128(a) and 1128(b)(1)(2) or (3).

PROVIDER acknowledges and agrees MSHN or any representative agent shall have the right to review and inspect records related to credentialing activities maintained by PROVIDER relative to its staff and contracted personnel/agencies. To the extent permitted by law, PROVIDER shall make such records available to MSHN or any representative agent and any governmental agency without charge to MSHN.

3. **Covered Services:** PROVIDER represents and warrants to MSHN that Covered Services shall be provided to all consumers in an appropriate, timely, and cost effective manner. Further, PROVIDER represents and warrants to MSHN that PROVIDER shall furnish such services according to applicable medical, mental health and substance use disorder practices, national standards and applicable laws and regulations.
4. **PROVIDER Training:** PROVIDER agrees to obtain, at its own expense, ongoing training, and supervision according to applicable medical, mental health and substance use disorder practices and the licensing, credentialing or other qualifications policies, procedures or regulations of the State of Michigan and/or MSHN as outlined in Attachment F - MSHN Training Requirements. PROVIDER shall furnish a written summary of such training and supervision efforts to MSHN upon request.
5. **Financial Review:** MSHN conducts annual reviews of all Subrecipients based on its Fiscal Monitoring and Oversight Procedure. In addition, the PROVIDER must submit no later than six (6) months following the close of the provider's fiscal year an independent financial audit, and Single Audit if applicable, conducted by a Certified Public Accounting (CPA) firm. MSHN may waive the CPA firm audit if providers are not currently operating under a Corrective Action Plan (CAP) and their total MSHN payments for the fiscal year in question are less than \$100,000.
6. **IRS Form 990:** PROVIDER that is non-profit tax-exempt organization and required to file IRS form 990 shall submit, upon request of MSHN, a copy of the most recent informational return to MSHN immediately following filing of same. For-profit organizations are required to submit, upon request of MSHN, a copy of their most recent corporate tax return to MSHN following filing of same.
7. **Accounting and Internal Controls:** PROVIDER shall ensure its accounting procedures and internal financial controls conform to generally accepted accounting principles in order that the costs allowed by this Agreement can be readily ascertained and expenditures verified there from. The parties understand and acknowledge that their accounting and financial reporting under this Agreement must be in compliance with MDHHS accounting and reporting requirements OMB 2 CFR 200. PROVIDER shall submit, upon request from MSHN, complete and accurate equipment inventory listing itemizing any equipment purchases made through federal or state funds.
8. **Agency Credentialing Requirements:** PROVIDER agrees to meet criteria for acceptance in the MSHN PROVIDER network including compliance with all applicable Federal and State laws, rules and regulations. PROVIDER shall obtain and maintain during the term of this Agreement all licenses, certifications, registrations, accreditations, authorizations, and approvals required by Federal, State and local laws, ordinances, rules and regulations for the Provider to operate and/or to provide Medicaid programs and supports/services within the State of Michigan. PROVIDER must notify MSHN in the event any license, certification, registration, accreditation, authorization, or approval expires, lapses, or is not renewed. MSHN must recredential PROVIDER triennially. PROVIDER shall provide MSHN with relevant documentation, upon request by MSHN, to support recredentialing reviews.
 - a. **Licensure:** PROVIDER shall maintain all necessary licenses, registrations or certifications as required by the Administrative Rules for Substance Abuse Service

Programs in Michigan.

- b. PROVIDER hereby acknowledges and agrees that MSHN or its designee may share its credentialing information, site review findings and written report with other PIHPs or CMHSPs, upon request and as determined by MSHN, and any written response from the Provider. Notwithstanding anything to the contrary contained in this Agreement, PROVIDER agrees that MSHN may also obtain credentialing information, site review findings and reports regarding the Provider from other PIHPs or CMHSPs, and MSHN may utilize such information in the exercise of its rights under this Agreement.
9. **Compliance with the MDHHS/PIHP Contract:** It is expressly understood and agreed by the parties hereto that this Agreement is subject to the terms and conditions of the MDHHS/PIHP Contract. The Provider shall comply with any applicable terms or conditions of such contract. The MDHHS Contract is incorporated by reference to this Contract, and by such incorporation, is made part of this Contract. Amendments to the MDHHS Contract are also terms of this Contract. The provisions of this Agreement shall be applicable unless a conflict exists between this Agreement and the provisions of the MDHHS/PIHP Contract. In the event that any provision of this Agreement is in conflict with the terms and conditions of the MDHHS/PIHP Contract, the provisions of said MDHHS/PIHP Contract shall prevail. However, a conflict shall not be deemed to exist where this Agreement:
 - a. contains non-conflicting additional provisions and additional terms and conditions not set forth in the MDHHS Contracts;
 - b. restates provisions of the MDHHS/PIHP Contract to afford the Payor the same or substantially the same rights and privileges as the MDHHS; or,
 - c. requires the PROVIDER to perform duties and/or services in less time than required of the Payor in the MDHHS/PIHP Contract.

In addition, the terms and provisions of this contract may be amended, by mutual agreement of the Payor and PROVIDER, from time to time to ensure compliance with any Medicaid contract entered into by the Payor with the Michigan Department of Health and Human Services.

PROVIDER shall follow the federal and/or state guidance as it relates to any State of Emergency.

10. The Provider's CEO shall inform, in writing, the Payor's CEO of any notice to, inquiry from, or investigation by any Federal, State, or local human services, fiscal, regulatory, investigatory, prosecutory, judicial, or law enforcement agency or protection and/or advocacy organization regarding the rights, safety, or care of a recipient of Medicaid services under this Agreement. The PROVIDER also shall inform, in writing, the Payor's CEO immediately of any subsequent findings, recommendations, and results of such notices, inquiries, or investigations.

The parties agree to cooperate fully in any investigation or prosecution by any duly authorized government agency, whether administrative, civil or criminal. Such cooperation must include providing, upon request, information, access to records and access to interview employees and consultants, including but not limited to those with expertise in the administration of the program and/or in medical or pharmaceutical questions or in any matter related to an investigation or prosecution.

11. **Program Compliance:** PROVIDER shall implement and maintain a compliance and program integrity plan that is designed to guard against fraud and abuse in accordance with federal and state law, including but not limited to 42 CFR 438.608 and as included in the MDHHS/PIHP Master Agreement.
 - a. The Compliance Plan must meet the requirements within the MSHN Compliance

Plan and include, at a minimum, all of the following elements:

- i. Written policies, procedures and standards of conduct that articulate the organization's commitment to comply with all applicable federal and state standards, including but not limited to the False Claims Act (31 USC 3729-3733, the elimination of fraud and abuse in Medicaid provisions of the Deficit Reduction Act of 2005; and the Michigan Medicaid False Claims Act (PA 72 of 1977, as amended by PA 337 of 2005) and the Michigan Whistleblowers Protection Act (PA 469 of 1980).
 - ii. Clearly defined practices that provide for prevention, detection, investigation, and remediation of any compliance related matters.
 - iii. The designation of a compliance officer and a compliance committee that are accountable to senior management;
 - iv. Effective training and education for the compliance officer and the organization's employees;
 - v. Effective lines of communication between the compliance officer and the organization's employees;
 - vi. Enforcement of standards through well publicized disciplinary guidelines;
 - vii. Provision for internal monitoring and reporting;
 - viii. Provision for prompt (15 business days) response to detected offenses, and for development of corrective action initiatives.
- b. PROVIDER will submit information on program integrity activities, when requested, to comply with requirements of the Office of Inspector General (Program Integrity Section of the MDHHS/PIHP Master Contract). This may include, but not limited to:
- i. Identification and investigation of fraud, waste and abuse
 - ii. Audits performed
 - iii. Overpayments collected
 - iv. Corrective Action Plans Implemented
 - v. Provider Dis-Enrollments
 - vi. Contract Terminations
- c. Upon request, PROVIDER will promptly furnish a copy of the compliance plan to MSHN
- d. PROVIDER agree to report immediately to the MSHN Compliance Officer any suspicion or knowledge of fraud or abuse, including if possible, the nature of the complaint, the name of the individuals or entity involved in the suspected fraud and abuse, including name, address, phone number, Medicaid identification number and/or any other identifying information. The PROVIDER agrees not to investigate or resolve the alleged fraud and/or abuse, until guidance has been given by the PIHP, and to fully cooperate with any investigation by MSHN, its payers and/or the MDHHS or Office of the Attorney General and with any subsequent legal action that may arise from such investigation.
- e. PROVIDER who is contracting with MSHN as licensed independent practitioner or individual ancillary service PROVIDER agree to comply with all applicable federal and state standards, including but not limited to the False Claims Act (31 USC 3729-3733, the elimination of fraud and abuse in Medicaid provisions of the Deficit Reduction Act of 2005; and the Michigan Medicaid False Claims Act (PA 72 of 1977, as amended by PA 337 of 2005). The PROVIDER agrees to utilize internal monitoring mechanisms to ensure only valid service claims, free of fraud and abuse, are submitted to MSHN for payment. PROVIDER agrees to immediately report to MSHN any invalid claims for correction and to cooperate with MSHN regarding reclamation of any payments made based upon invalid claims. PROVIDER agrees to implement internal process changes to mitigate the risk of future claims payment issues.
- f. PROVIDER agrees to immediately notify MSHN's Compliance Officer with respect to any inquiry, investigation, sanction or otherwise from the Office of Inspector General (OIG) or the Attorney General.

II. General Provisions for MSHN

- a) **Payment Timelines:** Cost Reimbursement: MSHN shall make payment to provider within thirty (30) days of MSHN's receipt of the PROVIDER's FSR.
- b) **Advertising:** MSHN will include PROVIDER name, address, and areas of specialization in any directories that it may produce and publish for use by consumers who may directly avail themselves of substance use disorder services that are Covered Services. PROVIDER may include, in its advertising, that it is an authorized PROVIDER of Covered Services for MSHN subject to the provisions of section VI.A.1 of this agreement. PROVIDER may not finance any advertising using MSHN funding.
- c) **Media Campaign:** PROVIDER shall not finance any media campaign using any federal, state or local grant funding without prior approval from MSHN. Advertising about the availability of services within MSHN region is not considered a media campaign.

All media promoting programs funded all or in part by MSHN must acknowledge the funding source by using text or a logo provided by MSHN.

If Provider is planning to conduct a local Media Campaign, all materials must be approved by MSHN and/or MDHHS.

Providers shall submit materials for review and approval along with the MSHN "[SUD Services Media Campaign Request Form](#)" linked on the MSHN website.

III. Medicaid Responsibilities of MSHN

- a) **MSHN shall furnish all of the following to PROVIDER:**
 - 1. **Access Center Phone Number:** An access center telephone number will be available twenty-fours (24) hour per day, seven (7) days per week for network referrals.
 - 2. **30-day Notice:** Thirty-day notice of change in benefits, Covered Services, and all operational policies and procedures with which PROVIDER shall comply as a condition of participation under this Agreement, unless circumstances warrant otherwise.

IV. Prevention / Community Recovery and Collegiate Recovery Services

- a) **Responsibilities of the PROVIDER:**
 - 1. PROVIDER staff receiving funding from MSHN for Prevention Services must be MCBAP certified as a CPS or a CPC or have a registered development plan through MCBAP. With prior approval from MSHN, specifically focused staff may also conduct programming, if staff only provides a single, specific curriculum that they have been trained in by the program developer. A certificate of training completion must be submitted to MSHN.
 - 2. PROVIDER staff receiving funding from MSHN for community recovery services and Collegiate Recovery Services must be MCBAP certified as a CPRM or have successfully completed CCAR training. A certificate of training completion must be submitted to MSHN.
- b) **Service Delivery Pursuant to Plan:** PROVIDER shall deliver prevention, community recovery, or collegiate recovery services pursuant to the plan submitted and based on the Prevention Action Plan of MSHN. PROVIDER should whenever possible, collaborate with local SUD Prevention Coalition in developing their services. PROVIDER must get prior approval from MSHN Prevention Staff to make changes to their annual plan.

- c) **Prevention, Community Recovery and Collegiate Recovery Activity Records:** PROVIDER shall electronically submit a monthly record of prevention activity utilizing the Michigan Prevention Data System (**MPDS**). The PROVIDER should have all monthly activities entered by the tenth (10th) day of the following month. PROVIDER is responsible for reading the **MPDS User Manual for Provider Agencies** and input activities according to details outlined in the manual. All MSHN funded staff must have a signed document that they have reviewed the MPDS manual in their agency documents. Provider must indicate actual staff providing services in the system. All direct services paid in full or part with funding received from MSHN, must be entered into the Michigan Prevention Data System. Note: PROVIDER monthly prevention billings will not be processed until all monthly data has been entered into the MPDS, unless prior approval was granted by MSHN Prevention Specialist. Provider should fill out an MPDS activation form when adding new staff and an MPDS de-activation form within 24 hours of staff leaving the program
- d) **Financial Status Reports Requirements:** PROVIDER shall submit a monthly Financial Status Report (FSR) by the 10th day of each month after the month in which the service was rendered. All reimbursement requests for the fiscal year must be submitted no later than forty-five (45) days following the close of the fiscal year. Any reimbursement requests not submitted by the deadline may not be reimbursed by MSHN.
 - 1. MSHN shall not make any payment for services rendered, which are not consistent with the MSHN approved Annual Plan unless prior approval is received in writing by MSHN prevention staff.
 - 2. PROVIDER and MSHN may amend this plan during the contract Agreement. The Plan shall be consistent with published MSHN requirements and with MDHHS requirements.
 - 3. PROVIDER will adhere to the capped funding levels described in Attachment B.
 - 4. By submitting a request for reimbursement, PROVIDER warrants and represents that the services for which the request is made were provided. MSHN shall have the right to review PROVIDER records, upon reasonable notice and during business hours, to verify that such services were provided and retains the right to disqualify any expenditure claimed that is unallowable or is inconsistent with the terms of this section.
- e) **Meeting Requirements:** PROVIDER staff is responsible for attending, as needed, prevention and recovery meetings including, but not limited to, quarterly provider meetings.
- f) **Training Requirements:** PROVIDER staff should attend regional training and MDHHS-offered trainings as appropriate. MSHN required training must also be completed as outlined in Attachment F - MSHN Training Grid.
- g) **Direct Services Requirements:** It is expected that for each 1.0 full-time employee (FTE) funded by MSHN, a minimum of 500 hours of direct services will be provided.
- h) **Prohibition:** State administered substance use disorder Block Grant funds may not be used to support smoking cessation programs, drug testing, or food.

V. DYTUR OBLIGATIONS: Responsibilities of the PROVIDER

- a) **Designation:** PROVIDERS contracted to provide Designated Youth Tobacco Use Representative (DYTUR) services must be a licensed prevention program, as required by MDHHS, or local health department.
- b) **Required Services:** At a minimum, funded DYTUR services must include; 1) Formal Synar

compliance checks with vendors selected during the State random draw, 2) Non-Synar compliance checks (either civilian or in collaboration with law enforcement) with a minimum of 25% of vendors in their county, 3) Vendor education with a minimum of 50% of vendors in their county, 4) Master Retail List clean-up and 5) Community education regarding the Youth Tobacco Act and Synar amendment.

- c) **Reimbursement:** DYTUR service reimbursement will be based on performance. The PROVIDER will submit a Financial Status Report (FSR) on a monthly basis, with the annual amount reimbursed not to exceed the amount referenced in Attachment B of this Agreement. If a PROVIDER is funded for both general prevention and DYTUR services, they may be combined and submitted on one FSR.
- d) **Performance Criteria:**
 - 1. PROVIDER will identify one (1) staff person to serve as its DYTUR and communicate this information to MSHN.
 - 2. The DYTUR will accomplish Fiscal Year DYTUR Objectives, as submitted to MSHN, either by working cooperatively with existing community organizations, law enforcement agencies, and/or tobacco prevention coalitions, or by helping to establish community tobacco prevention organizations or coalitions.
- e) **Meeting Requirements:** The DYTUR or designee is responsible for attending regional DYTUR meetings. It is strongly encouraged that DYTURs also attend the State DYTUR Meetings.
- f) **Tobacco Compliance Checks:** The DYTUR shall be responsible for conducting a tobacco compliance check in accordance with guidelines set by the Michigan Department of Health and Human Services and communicated to it from time-to-time by MSHN. MDHHS guidelines include, but are not limited to:
 - 1. PROVIDERS must obtain work permits for all youth decoys under the age of 18.
 - 2. PROVIDERS must cover all youth decoys for workman's compensation insurance for youth decoys under the age of 18.
 - 3. PROVIDERS must get parental permission slips signed for decoys under the age of 18.
 - 4. When conducting tobacco compliance checks, DYTURs must not use parents or relatives of the youth decoys to act as chaperones.
 - 5. PROVIDER may use underage decoys ages 16-20. MSHN will assign the age of decoys to each PROVIDER prior to formal Synar checks, as there needs to be an even split of ages throughout the region. Decoys ages 18, 19 and 20 do not need work permits or parental permission and PROVIDERS should follow agency policies in regards to workman's compensation.
- g) **Reporting:** All DYTUR services will be entered in the MPDS by the 10th of the month following the month activity occurred. Services should be entered in the system following guidelines provided by MSHN. Additional DYTUR reports (master retailer list updates, vendor education, non-Synar, Formal Synar and Yearly Youth Tobacco Report) will be submitted as directed by MSHN. In addition to data entry in the MPDS, prevention providers are also required to complete an annual plan, semi-annual additional unit report, and an annual outcome report.
- h) **Additional Guidelines:** The DYTUR will follow all additional guidelines as published by MSHN. The MDHHS/PIHP contract requires that PIHPs comply with all applicable Federal and State laws, including laws and rules pertaining to worker's compensation. In an effort to confirm that Designated Youth Tobacco Use Representatives (DYTURs) contracting with the PIHPs are compliant with worker's compensation laws, including coverage of students employed (receiving cash payments for services) by DYTURs performing Synar, non-Synar and vendor education activities in which students are utilized, Provider shall maintain and supply to PAYOR upon request, verification of DYTURs coverage compliance.

VI. CONTRACTUAL PROVISIONS

a) General Responsibilities of the PROVIDER

1. **Publication Rights:** Where activities supported by this Agreement produce books, films, or other such copyrighted materials issued by the PROVIDER, the PROVIDER may copyright, but shall acknowledge that MSHN reserves a royalty-free, non-exclusive and irrevocable license to reproduce, publish and use such materials and to authorize others to reproduce and use such materials. This cannot include service consumer information or personal identification data. Any copyrighted materials or modifications bearing acknowledgment of MSHN must be approved by MSHN prior to reproduction and use of such materials. The PROVIDER shall give recognition to the MSHN in any and all publication papers and presentations arising from the program and service contract herein; MSHN will do likewise.

In all cases, whether the material is copyrighted or not, the PROVIDER shall acknowledge on all of its publications, reports, brochures, flyers, etc., that public funds, provided by the State of Michigan through MSHN, were used to support the cost of publication and the delivery of the service, program, event, or publication described by it.

2. **Record Retention:** PROVIDER shall maintain adequate program, participant, and fiscal records and files including source documentation to support program activities and all expenditures made under the terms of this Agreement, as required. PROVIDER shall assure that all terms of the Agreement will be appropriately adhered to and that records and detailed documentation for the services identified in this Agreement will be maintained pursuant to MSHN and MDHHS Record Retention guidelines. Provider shall not store consumers data, nor backup files, in any location that is outside the continental United States. MSHN adheres to MDHHS' [General Schedule #20 – Community Mental Health Services Programs' Record Retention and Disposal Schedule](#), Refer to MSHN's Record Retention Policy.
3. **Notification of Modification:** The Director of the PROVIDER agency shall ensure at least 60 days notification to the MSHN, in writing, of any action by its governing board or any other funding source, which would require or result in significant modification in the provision of services or funding or compliance with the terms and conditions of this contract, its attachments and referenced documents.
4. **Notices to MSHN:** PROVIDER shall notify MSHN within seven (7) business days of any of the following events: (i) of any civil, criminal, or other action brought against it for any reason or any finding of any licensing/regulatory body or accrediting body, the results of which suspend, revokes, or in any way limits PROVIDER authority to render Covered Services; (ii) of any actual or threatened loss, suspension, restriction or revocation of PROVIDER license or ability to fulfill its obligations under this agreement; (iii) of any malpractice action filed against PROVIDER; (iv) of any charge or finding or ethical or professional misconduct by PROVIDER; (v) of any loss of PROVIDER professional liability insurance or any material change in PROVIDER liability insurance; (vi) of any material change in information provided to MSHN in the accompanying PROVIDER Network Application or in the Credentialing Information concerning any PROVIDER; (vii) any other event which limits PROVIDER ability to discharge its responsibilities under this Agreement professionally, promptly and with due care and skill or (viii) PROVIDER is excluded from participation with the Federal procurement programs or any healthcare program (including the Medicare and Medicaid Programs). PROVIDER agrees to furnish MSHN's CEO with immediate notice of any severe incident involving any recipient of SUD services performed under the terms of this agreement.
5. **Notification of Provider Network Changes:** The PROVIDER shall notify MSHN within three (3) days of any changes to the composition of the provider network organizations that negatively affect access to care. PROVIDER shall have procedures to address

changes in its network that negatively affect access to care. Changes in provider network composition that MSHN determines to negatively affect recipient access to covered services may be grounds for sanctions (42 CFR 438.207(c)(3)).

6. **Research Restrictions on Human Subjects:** PROVIDER shall notify MSHN who will seek approval, from MDHHS, for any research involving human subjects as defined in the MDHHS-PIHP contract.

B. Assurances of PROVIDER

1. **Compliance with Applicable Laws:** PROVIDER will comply with applicable Federal and State laws, guidelines, rules and regulations in carrying out the terms of this Agreement. In addition, all expenses must meet OMB 2 CFR 200 Subpart E Cost Principles. PROVIDER will also comply with all applicable general administrative requirements such as grant/Agreement principles, and audit requirements, in carrying out the terms of this Agreement.
2. **Non-Discrimination:** PROVIDER shall not discriminate against or grant preferential treatment: to any employee or applicant for employment with respect to hire, tenure, terms, conditions, or privileges of employment, programs and service provided, or any matter directly or indirectly related to employment, in contract solicitations, or in the treatment of any consumer, recipient, patient or referral, under this Agreement, on the basis of race, sex, color, religion, ethnicity, or national origin, age, disability or sex including discrimination based on pregnancy, gender identity and sex stereotyping or otherwise as required by the Michigan Constitution, Article I, Section 26, the Elliott Larsen Civil Rights Act, 1976 PA 453, as amended, MCL 37.1101 et seq., PWDCRA and ADA and Section 504 of the Federal Rehabilitation Act of 1973, PL 93-112, 87 Stat 394, ACA Section 1557. Any breach of this section may be regarded as a material breach of this contract.

PROVIDER shall assure equal access for people with limited English proficiency, as outlined by the Office of Civil Rights Policy Guidance in the Title VI Prohibition Against Discrimination as it Affects Persons with Limited English Proficiency and also in accordance with the ACA Section 1557.

PROVIDER agrees to assure accommodation of physical and communication limitations for consumers served under this contract. In accordance with 42 CFR 438.6(m), PROVIDER must assure that the recipient is allowed to choose his or her health care professional to the extent possible and appropriate.

Assurance is given that proactive efforts will be extended in subcontracting to minority-owned, women-owned, and handicapped-owned businesses in accordance with ethical affirmative action practices. Discriminating against any of these people groups is prohibited and a material breach of contract.

3. **Ownership and Control Interests:** By signing this agreement, assurance is hereby given to MSHN that PROVIDER will comply with Federal regulation 42 CFR 438.610 and certifies that it
 - a. Has not been convicted of certain crimes as described in section 1128(b)(8)(B) of the Act
 - b. Is not debarred, suspended, or otherwise excluded from participating in procurement activities under the Federal Acquisition Regulations or from participating in non-procurement activities under the regulations issued under Executive Order No. 12549 or guidelines implementing Executive Order No. 12549;
 - c. Is not excluded from participation in any Federal health care program under section 1128 or 1128A of the Social Security Act.
 - d. Will immediately disclose any proposed or actual suspension, exclusion or

sanction from any health care program funded in whole or in part by the Federal or State government, including Medicare or Medicaid, to MSHN.

4. **Prohibited Relationships:** PROVIDER will not have a “relationship” with any individual or entity that is excluded from participating in any federal health care program under section 1128 or 1128A of the Social Security Act. A “relationship” means someone who the PROVIDER interacts with in any of the following capacities:
- A director, officer, or partner of the PROVIDER;
 - A subcontractor of the PROVIDER;
 - A person with beneficial ownership of five (5) percent or more of the PROVIDERs equity; or
 - A provider or person with an employment consulting or other arrangement for the provision of items and services which are significant and material to obligations under the PROVIDER contract.

If MSHN finds the PROVIDER has a prohibited relationship as defined above, MSHN:

- May continue an existing agreement with the PROVIDER unless the State directors otherwise; and
- May not renew or otherwise extend the duration of an existing agreement with the PROVIDER unless the State provides to MSHN a written statement describing compelling reasons that exist for renewing or extending the agreement despite the prohibited affiliations.

5. **Debarment and Suspension:** PROVIDER will comply with 45 CFR Part 76 and certifies to the best of its knowledge and belief that it, including its employees and subcontractors:
- Have not within a three-year period preceding this agreement been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state or local) transaction or contract under a public transaction, violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property.
 - Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state or local) with commission of any of the offenses enumerated in Section i, and;
 - Have not within a three-year period preceding this agreement had one or more public transactions (federal, state or local) terminated for cause or default.
6. MSHN requires the PROVIDER to provide written disclosure in the case that any of the following is or becomes affiliated with any individual or entity that is debarred, suspended, or otherwise excluded from participating in procurement activities under Federal Acquisition Regulation or from participating in non-procurement activities under regulations issued under Executive Order No. 12549 or guidelines implementing Executive Order No. 12549:
- Any director, officer, or partner;
 - Any subcontractor;
 - Any person with ownership of 5% or more of the PROVIDER equity;
 - Any party to an employment, consulting, or other agreement with the PROVIDER for the provision of contract items or services.
7. MSHN requires PROVIDERS to disclose information on individuals or corporations with an ownership and control interest in the PROVIDER to MSHN at the following times:
- When the PROVIDER submits a proposal in accordance with MSHN's procurement process;
 - When the PROVIDER executes a contract with MSHN;
 - When the MSHN extends or renews and contract; and

- d. Within 35 days after any change in ownership of the PROVIDER.
8. **Exclusions Monitoring:** Prior to employment (direct hire, contracted, consulting arrangement, or any other contractual agreement) PROVIDER must conduct checks to ensure prospective employees/contractors, provider entities, and any individuals with ownership or control interest in the provider entity (direct or indirect ownership of five percent or more or a managing employee) are not debarred, suspended, or otherwise excluded from participation in federal and state health care programs. PROVIDER must search, at least on a monthly basis, the following exclusion databases:
- a. The Office of Inspector General's (OIG) exclusions database at <http://www.oig.hhs.gov> to ensure the individual or entity has not been excluded from participating in federal health care programs;
 - b. The United States General Services Administration (GSA) <http://www.sam.gov> to ensure the individual or entity has not been excluded from federal programs;
 - c. The Michigan Department of Health and Human Services Sanctioned Provider List at <https://www.michigan.gov/mdhhs/doing-business/providers/providers/billingreimbursement/list-of-sanctioned-providers> To ensure an individual or entity has not been sanctioned.

PROVIDER must conduct a monthly search for all excluded parties using the OIG exclusions database, the GSA database, and the MDHHS List of Sanctioned Providers. In addition, will also maintain documentation of the completion of such checks and make them available to MSHN for inspection.

9. **Disclosure Requirements:** PROVIDER shall comply with federal regulations to obtain, maintain, disclose, and furnish required information about ownership and control interests, business transactions, and criminal convictions as specified in 42 C.F.R. §455.104-106 by completing Attachment D – Disclosure of Ownership, Controlling Interest Statement. In addition, PROVIDER shall ensure that any and all contracts, agreements, purchase orders, or leases to obtain space, supplies, equipment or services provided under the Medicaid agreement require compliance with 42 C.F.R. §455.104-106. PROVIDER must require staff members, directors, managers, or owners or contractors, for the provision of items or services that are significant and material to PROVIDER obligations under its contract with MSHN, to disclose all felony convictions and any misdemeanors for violent crimes to PROVIDER. PROVIDER employment, consulting or other agreements must contain language that requires disclosure of any such convictions to PROVIDER.
10. **Notice Requirements:** PROVIDER must notify MSHN CEO immediately if:
- a. any licensed independent health care practitioner, director, or manager of the PROVIDER, an individual with beneficial ownership of five percent or more, or an individual with, a consulting or other arrangement with PROVIDER, for the provision of items or services that are significant and material to PROVIDER obligations under its contract with MSHN are on any of the aforementioned exclusions databases;
 - b. PROVIDER has taken any administrative action that limits employee, director, manager, owner, consultant or other contractor participation in the Medicaid program, including any conduct that results in suspension or termination of such individuals or entities.
 - c. Any disclosures are made with regard to ownership or control by a person that has been convicted of a criminal offense described under sections 1128(a) and 1128(b)(1), (2), or (3) of the Act, or that have had civil money penalties or assessments imposed under section 1128A of the Act. (See 42 CFR 1001.1001(a)(1): or
 - d. Any staff member, director or manager, individual with beneficial ownership of five percent or more, or an individual with an employment, consulting, or other arrangement with the PROVIDER has been convicted of a criminal offense

described under sections 1128(a) and 1128(b)(1), (2), or (3) of the Act, or that have had civil money penalties or assessments imposed under section 1128A of the Act. (See 42 CFR 1001.1001(a)(1)).

11. **Acceptance of Reimbursement Requests:** MSHN will not accept reimbursement requests from PROVIDER for any items or services furnished, ordered, or prescribed by excluded individuals or entities. In the event PROVIDER has not made required disclosures, MSHN will not be held financially liable to accept PROVIDER reimbursement requests from excluded individuals or entities. If payment had been disbursed to PROVIDER prior to MSHN receiving required disclosures of excluded individuals or entities, PROVIDER shall reimburse MSHN total actual cost(s) of identified reimbursement requests.
12. **Subcontracts:** PROVIDER shall not subcontract any portion of this agreement without the written authorization of MSHN. However, any such subcontract shall not terminate the legal responsibility of the Provider to assure that all services required of it hereunder are fulfilled. The Provider agrees that any such subcontract shall:
 - a. Be in writing, and include a full specification of the subcontracted services;
 - b. Contain a provision stating that this Agreement is incorporated by reference into the subcontract and made a part thereof;
 - c. Contain a provision stating that the subcontract is subject to the terms and conditions of this Agreement, and expressly incorporating this Agreement into the subcontract; and,
 - d. Contain all subcontracting requirements of the MDHHS/PIHP Contract, under applicable sections, "SUBCONTRACT".

The Provider, as a prime subcontractor of the Payor, is responsible under this Agreement for primary verification that the Provider's contracting procedures meet the MDHHS's requirements of the Payor as set forth in the MDHHS/PIHP Contract and that each of the Provider's subcontractors and each of its subcontracts therefore meet the requirements under this Agreement.

13. **Health Insurance Portability and Accountability Act:** To the extent that this act is pertinent to the services that the PROVIDER provides under this contract, the PROVIDER assures that it is in compliance with the Health Insurance Portability and Accountability Act of 1996 (HIPAA) requirements, as amended by the Health Information Technology for Economic and Clinical Health Act of 2009 (The HITECH Act) of Title XIII, Division A of the American Recovery and Reinvestment Act of 2009, and related regulations found at 45 CFR Parts 160 and 164, including the Standards for Privacy of Individually Identifiable Health Information (Privacy Rule), the Security Standards for the Protection of Electronic PHI (Security Rule), and the rules pertaining to Compliance and Investigations, Imposition of Civil Money Penalties, and Procedures for Hearings (Enforcement Rule), as amended from time to time, (hereafter collectively referred to as "HIPAA Regulations"); the Federal Confidentiality Law, 42 USC §§ 290dd-2 and underlying Regulations, 42 CFR Part 2 ("Part 2"). This includes the distribution of consumer handbooks and PROVIDER directories to consumers, and/or the MSHN HIPAA Privacy Notice.
14. **Tobacco-free Environment Federal Requirement/Pro-Children Act:** The Contractor also assures, in addition to compliance with P.L. 103-227, any services or activity funded in whole or in part through this Contract will be in a smoke-free facility or environment. Smoking shall not be permitted anywhere in the facility, or those parts of the facility under the control of the Contractor. If activities or services are delivered in facilities or areas that are not under the control of the Contractor (e.g., a mall, restaurant, or private work site), the activities or services shall be smoke-free.

C. Termination

1. **By Either Party Without Cause:** This Agreement may be terminated by either party without regard to breach or other cause, and without liability by reason of such termination, upon ninety (90) days prior written notice to the other party.
2. **By Either Party for Breach:** This Agreement may be terminated on thirty (30) days prior written notice upon the failure of either party to carry out the terms and conditions of this Agreement, provided the alleged defaulting party is given notice of the alleged breach and fails to cure the default within the thirty (30) day period.
3. **By MSHN:** This Agreement may be terminated immediately without further liability on the part of MSHN, if PROVIDER or an official of PROVIDER or an owner is convicted of any activity in the above-referenced sections of this Agreement during the term of this Agreement or any extension thereof. This agreement may be terminated immediately by MSHN without further liability in the event of unavailability, reduction, or loss of funding whatever the cause.
 - a. **Final Reporting Upon Termination:** Should this Agreement be terminated by either party, within sixty (60) days after the termination, PROVIDER shall provide MSHN with all financial, performance, and other reports required as a condition of this Agreement. MSHN will make payments to PROVIDER for allowable reimbursable costs not covered by previous payments or other State or Federal programs. PROVIDER shall immediately refund to MSHN any funds not authorized for use and any payments or funds advanced to PROVIDER in excess of allowable reimbursable expenditures. Any dispute arising as a result of this Agreement shall be resolved in the State of Michigan.
 - b. **Severability:** If any provision of this Agreement or any provision of any document attached to or incorporated by reference is waived or held to be invalid, such waiver, or invalidity shall not affect other remaining provisions of this Agreement.
 - c. **Amendments:** Any changes to this Agreement will be valid only if made in writing and accepted by all parties to this Agreement.
 - d. **Liability:** All liability to third parties, loss, or damage as a result of claims, demands, costs, or judgments arising out of activities, such as direct service delivery, to be carried out by PROVIDER in the performance of this Agreement shall be the responsibility of the PROVIDER, and not the responsibility of MSHN, if the liability, loss, or damage is caused by, or arises out of, the actions or failure to act on the part of PROVIDER, any subcontractor, anyone directly or indirectly employed by PROVIDER, provided that nothing herein shall be construed as a waiver of any governmental immunity that has been provided to PROVIDER or its employees by statute or court decisions.

All liability to third parties, loss, or damage as a result of claims, demands, costs, or judgments arising out of activities such as the provision of policy and procedural direction, to be carried out by MSHN in the performance of this Agreement, shall be the responsibility of MSHN and not the responsibility of PROVIDER if the liability, loss, or damage is caused by, or arises out of, the action or failure to act on the part of any MSHN employee or agent, provided that nothing herein shall be construed as a waiver of any governmental immunity by the State, its agencies or employees as provided by statute or court decisions.

In the event that liability to third parties, loss, or damage arises as a result of activities conducted jointly by MSHN and PROVIDER in fulfillment of their responsibilities under this Agreement, such liability, loss, or damage shall be borne by MSHN and PROVIDER in relation to each party's responsibilities under these joint activities, provided that nothing herein shall be construed as a waiver of any governmental immunity by the MSHN, PROVIDER, the State, its agencies or their employees, respectively, as provided by statute or court decisions.

- e. **Conflict of Interest:** Both parties of this Agreement are subject to the provisions of P.A. 317 of 1968, as amended, MCL 15.321 et seq, and 1973 PA 196, as amended, MCL 15.341 et seq.
- f. **State of Michigan Agreement:** This is a State of Michigan Agreement and is governed by the laws of Michigan. Any dispute arising as a result of this Agreement shall be resolved in the State of Michigan.
- g. **Confidentiality:** PROVIDER shall assure that medical services to and information contained in medical records of consumers served under this Agreement, or other such recorded information required to be held confidential by Federal or State law, rule or regulation, in connection with the provision of services or other activity under this Agreement shall be privileged communication, shall be held confidential, and shall not be divulged without the written consent of the consumer except as may be otherwise required by applicable law or regulation. Such information may be disclosed in summary, statistical, or other form, which does not directly or indirectly identify particular consumers. PROVIDER must assure compliance with Federal requirements contained in 42 CFR, Part 2, Confidentiality of Alcohol and Drug Abuse Patient Records, Final Rule, June 9, 1987, and HIPAA Privacy and Security Regulations. Provider shall not store consumers data, nor backup files, in any location that is outside the continental United States.
- h. **Assignability:** PROVIDER cannot assign this contract to another party.

D. Continuation of Contractual Agreement

In the event that it is the intent of MSHN to initiate a new Agreement, and a new Agreement is not executed by the expiration date of this Agreement, the terms, conditions and funding levels for program(s) contained herein, may be extended as determined necessary by written authorization from MSHN, subject to the availability of funds. This continuation period is not to exceed two consecutive ninety (90) day periods, unless otherwise specifically provided for.

E. Liability Insurance

PROVIDER shall maintain professional liability coverage which provides a minimum coverage of \$1,000,000 per claim and \$3,000,000 in the aggregate, with respect to any claim or claims that may arise out of any malpractice, professional liability, negligence, act or omission caused or alleged to have been caused by the insured PROVIDER or by their employees or agents in the performance of or omission of any duty assumed by PROVIDER, its employees, or agents or in connection herewith. Commercial General Liability Insurance of \$1,000,000 per claim and \$2,000,000 in the aggregate. Insurance policy shall be endorsed to include coverage for sexual abuse and molestation that applies to any PROVIDER with responsibility for consumer interaction in person. Privacy and Security Liability (Cyber Liability) Insurance: The PROVIDER shall maintain higher cover limits and/or such other insurance (e.g., Cyber Liability Insurance, Disability Insurance, etc.) as shall be necessary to insure PROVIDER against any claim(s) arising from this Agreement, including but not limited to claim(s) for damages. In the event the PROVIDER'S risk funding is inadequate to cover financial losses sustained, the PROVIDER shall suffer the loss separately and indemnify the PAYOR from any claims and damages.

PROVIDER shall maintain unemployment compensation insurance, workers' compensation insurance and auto insurance (when applicable) for all of PROVIDER 's employees in accordance with the requirements of all applicable Federal and State laws and regulations, including without limitation the Michigan Workers' Disability Compensation Law.

PROVIDER agrees that insurance companies authorized to do business in the State of Michigan shall issue all insurance policies required hereunder. PROVIDER shall give MSHN written notice of any changes in or cancellation of the insurance policies, required to be maintained by PROVIDER, at least thirty (30) days before the effective date of such changes or cancellations.

Notwithstanding the foregoing, if PROVIDER elects not to procure and maintain such insurance, PROVIDER may satisfy the insurance requirement by either (i) purchasing self-insured retention ("SIR") policy on such terms and conditions as MSHN determines to be sufficient to satisfy the foregoing insurance requirements; or (ii) placing in escrow an amount equal to the insurance limits in escrow with an independent third party pursuant to the terms of an escrow agreement, as agreed upon by MSHN and PROVIDER.

F. Resolution of Disputes

1. Every attempt shall be made to jointly resolve contract and service issues/disputes between MSHN and PROVIDER.
2. Unresolved contract issues, as to specific provisions of this Agreement and implementation thereof, and/or service disputes hereunder shall be referred to MSHN's CEO for a final determination in accordance with the MSHN PROVIDER Appeal Policy and Procedure. MSHN's CEO shall furnish PROVIDER's CEO/Director with written notice of any such final determination hereunder.
3. Each party hereto maintains the right to seek recourse, at its options, through legal remedies in a court of competent jurisdiction.
4. Notwithstanding any other provision in this Agreement, the parties hereto agree that the payments from MSHN to the PROVIDER under this Agreement shall not be stopped, interrupted, reduced, or otherwise delayed as a consequence of the pendency of any dispute arising under this Agreement.

G. Special Conditions

1. **Block Grant:** This Agreement is conditionally approved subject to and contingent upon the availability of block grant funds. In the event that claims for services exceed block grant funding available to MSHN, MSHN shall not be liable for the payment of claims made in excess of available funds. It is understood that authorization of services is not a guarantee of payment. In addition, should block grant funds be used by PROVIDER to deliver the services identified within this agreement, PROVIDER must ensure that Block Grant Funds shall not be used to:
 - a. Pay for inpatient hospital services except under conditions specified in federal law
 - b. Make cash payments to intended recipients of services
 - c. Purchase or improve land, purchase, construct, or permanently improve a building or any other facility, or purchase major medical equipment
 - d. Satisfy any requirement for the expenditure of non-Federal funds as a condition for the receipt of funds
 - e. Provide individuals with hypodermic needles or syringes so that such individuals may use illegal drugs
 - f. Enforce state laws regarding the sale of tobacco products to individuals under the age of 21
 - g. Pay the salary of an individual at a rate in excess of [Level I of the Federal Executive Schedule](#), or approximately \$235,100
 - h. Purchase promotional items, including but not limited to clothing, commemorative items such as pens, mugs/cups, folders/folios, lanyards, and conference bags
2. **Accepted Proposal Applicability:** The proposal submitted by PROVIDER and accepted

by the MSHN describing the services and programs to be delivered under this agreement are contractual obligations of the PROVIDER. The accepted proposal is incorporated into this agreement by reference and is a part hereof.

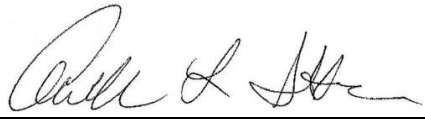
H. Contract Remedies and Sanctions

1. **Contract Non-Compliance:** MSHN may use a variety of means to assure implementation of and compliance with contract and/or reporting requirements, policies, procedures, performance standards and indicators and other mandates of the MSHN. MSHN shall pursue remedial action and possible sanctions as needed, on a progression basis, to resolve outstanding issues, contract, policy, procedure violations or performance concerns. In the event of non-compliance by the PROVIDER and/or its subcontractors, MSHN may take any of the following actions:
 - a. Discussion with the PROVIDER to identify potential barriers to effective performance and to identify and implement mutually agreeable solutions to performance problems.
 - b. Require a corrective action plan and specified status reports that become a contract performance expectation.
 - c. The withholding of payment, in the event that the above noted items have not been successful, the withholding of payment shall be in accordance with MSHN [Compliance: Provider Contract Non-Compliance Procedure](#). Prior to withholding payment, MSHN will give sixty (60) days' notice to allow for a period of correction, except for occurrences of required reports not being submitted as outlined in Section H.2 – Delinquent Reports.
 - d. Recoupment of monies from disbursement.
 - e. Revocation or suspension of identified applicable delegated functions and/or authorizations until such time as the non-compliance issue(s) have been corrected. Notwithstanding any relationship(s) that MSHN may have with any delegate (i.e., subcontractor), MSHN maintains ultimate responsibility for adhering to and otherwise fully complying with all terms and conditions of its contract with MDHHS.
 - f. Contract termination in instances of material breach, or where the identified steps above have not resolved the deficiency.
2. **Delinquent Reports:** For sanctions related to required reporting compliance issues as indicated in the Delinquency Procedure for SUD Providers and on Attachment “Reporting Requirements for MSHN SUD Providers FY2027” and/or other reporting requests with due date(s), and/or requested information with due date(s), MSHN may delay scheduled payment to the PROVIDER if not submitted on time as indicated on Attachment “Reporting Requirements for MSHN SUD Providers FY 2027” and/or other reporting requests with due date(s), and/or requested information with due date(s), until such time as compliance is achieved. (NOTE: MSHN may apply this sanction in a subsequent payment cycle should the required reports, as indicated on Attachment “Reporting Requirements for MSHN SUD Providers FY 2027” and/or other reporting requests with due date(s), and/or requested information with due date(s), not be submitted as required).

I. Special Certification

The individual or officer signing this Agreement certifies by his or her signature that he or she is authorized to sign this Agreement on behalf of the responsible governing board, official, or contractor. PROVIDER further acknowledges that they have reviewed the [MSHN-SUDSP Manual](#).

MSHN

By: _____

Its: Interim Chief Executive Officer

Printed Name: Amanda L. Ittner

Date: 9.21.26

Eaton Regional Education Service Agency (RESA)

By: _____

Its: _____

Printed Name: _____

Date: _____

ATTACHMENT A: STATEMENT OF WORK

1. MSHN-SUDSP Manual: PROVIDER will comply with all requirements and procedures contained within the MSHN-SUDSP Manual. The MSHN SUDSP Provider Manual is incorporated into this agreement by reference and made a part hereof.
2. **Communicable Diseases:** P.A. 368 requires that health professionals comply with specified reporting requirements for communicable diseases and other health indicators. PROVIDER is required to ensure the confidentiality of identified HIV-positive consumers and must have procedures and/or policies to ensure protection of the consumer's HIV status. PROVIDER must assure that all prevention staff attend communicable diseases trainings as required. The Level One training can be found online-
3. **Consumer Satisfaction Surveys:** Prevention PROVIDER is required to collect consumer satisfaction with programming. This may be collected through adding one or two questions on post-test or program evaluation forms. PROVIDER acting as their County's SUD Coalition Coordinator should also conduct a yearly evaluation of the coalition.
4. **Data Reporting Requirements:** PROVIDER must comply with data reporting requirements contained in this contract. The PROVIDER is responsible for submitting timely reports to the PAYOR, as may from time to time be required by the PAYOR, complying with all reporting requirements as specified in this agreement, the MDHHS/PIHP Master Agreement, MSHN SUD Providers Manual and the MDHHS SUD Provider Manual and Requirements.
5. **Notice of Funding Excess or Insufficiency:** PROVIDER, if applicable, should advise MSHN in writing by March 30th and immediately any time thereafter if the amount of MSHN funding appears to be insufficient.
6. **Hypodermic Needles:** PROVIDER assures that no Federal, or State, funds will be used to provide consumers with hypodermic needles or syringes enabling such consumers to use illegal drugs.
7. **Charitable Choice (Faith-based PROVIDER Only):**
 - a) Regulations:
 - i. The faith-based organization is based on self-identification as a faith-based organization.
 - ii. The faith-based organization is eligible to participate as a network PROVIDER.
 - iii. All providers, including faith-based providers, are expected to deliver prevention services with fidelity to the evidence-based program or curriculum being delivered. No alterations, changes or exclusions to EBP curricula should be made without consultation with MSHN.
 - iv. Consumers receiving services from a faith-based organization who object to the religious character has a right to notice, referral, and alternative services that meets the standards of timeliness, capacity, accessibility, and equivalency.
 - v. The transferring faith-based organization PROVIDER must notify the alternative PROVIDER, and
 - vi. Notify MSHN UM Department (Access Center) of the transfer. Utilizing the REMI System can help facilitate this transfer.
 - b) Procedures: Under Charitable Choice, States, local governments, and religious organizations, such as SAMHSA grant recipients (including faith-based PROVIDERs) must:
 - i. Provide notice to all potential and actual consumers of their right to alternative services.
 - ii. Refer program consumers to alternative services as needed / requested.
 - iii. The notice is to read, "No PROVIDER of substance use disorder services receiving Federal funds from the U.S. Substance Abuse and Mental Health Services Administration, including this organization, may discriminate against you on the basis of religion, a religious belief, a refusal to hold a religious belief, or a refusal to actively participate in a religious practice. If you object to the religious character of this organization, Federal law gives you the right to a referral to another PROVIDER of substance use disorder services. The referral, and your receipt of alternative services, must occur within a reasonable period of time after your

request them. The alternative PROVIDER must be accessible to you and have the capacity to provide substance use disorder services. The services provided to you by the alternative PROVIDER must be of a value not less than the value of the services you would have received from this organization.”

8. **ROSC Participation:** MSHN will continue leading the journey of transformational system change to build a better, more Recovery Oriented Systems of Care (ROSC) in the region. This systems change will be inclusive and a long-term process that will entail changes not only for PROVIDER of services and supports but for all parts of the system including fiscal, policy, regulatory and administrative strategies. MSHN wants to ensure that this process represents a broad range of stakeholder viewpoints.
- a) MSHN operates from a place of collaboration and cooperation with network providers to effect positive change in communities/counties and we expect our contracted providers to operate from that perspective as well.
 - b) We believe recovery exists on a continuum of improved health and functioning in which there are a variety of diverse roles for all involved to provide input. These roles include prevention and treatment PROVIDERs, peer support specialists, community-based support services, and others. All of these roles are equally appreciated, valued, and needed in order to promote sustained health and wellness in our communities/counties. We will act consistent with this belief and ask that you join us.
 - c) We believe that only together can we make sustained recovery a reality for individuals, families, and communities in the communities/counties we serve. We ask that you join us and accept our commitment to act consistent with this belief.

Therefore, all PROVIDER partners shall engage in this process; shall participate and provide input in the development of Recovery Oriented Systems of Care (ROSC) for the region and at local/county levels.

MSHN asks that PROVIDER partner identify a minimum of one representative to participate in MSHN-convened ROSC meetings. Participation can be defined as in person, by phone, videoconference, or connection through email list-serve.

9. **Reducing Health Disparities:** MSHN is charged with ensuring access to high-quality SUD services for all residents of our 21-county region, and with reducing health disparities for populations that have been historically underserved in part due to age, gender, disability, socioeconomic status, race, ethnicity, sexual orientation, gender identity, geography (urban/rural) or any other identifying characteristic(s). Towards that end:

PROVIDER staff will participate in FY27 trainings that MSHN arranges such as interactive lunch & learn trainings. The expectation is that, at the very least, all public-facing staff, clinical staff and agency leadership will participate in trainings. Please find details in the FY27 SUD provider manual.

PROVIDER will complete an organizational readiness assessment to determine gaps in preparedness to address issues like health disparities, stigma, bias, and cultural humility. These assessments will inform more detailed planning in FY28. Please find details in the FY27 SUD provider manual.

ATTACHMENT B: COST REIMBURSEMENT

FY 2027 PREVENTION FUNDING ALLOCATION SUMMARY Eaton Regional Education Service Agency (RESA)

Cost-Reimbursement

A total cost estimate is determined before contract work commences. The contractor cannot exceed the maximum without the contracting officer's permission. The final pricing will be determined when the contract is completed, or at some other previously established date in the contracting period.

Provider must administer activities and programs as approved by MSHN in their annual plan. If provider wishes to add, delete or modify approved programming, they must receive written permission from MSHN Prevention Staff. If provider is the designated fiduciary for discretionary coalition funding, provider should provide coalition members with a budget update as a standing agenda item on coalition agenda. All coalition approved expenditures of these funds should be identified in coalition minutes.

SUD Services (By Fund Type)	
Cost Reimburse (Block Grant; Medicaid; Healthy Michigan; PA2)	Clinton County:\$5,000 in coalition discretionary funding, in-school probation, MiPHY data analysis and technical assistance, suicide prevention education, behavioral health resource guide development, prescription drug prevention, community outreach, Alcohol Vendor Education, DYTUR/Synar Activities, Clinton Youth Engagement (ECHO); INDEPTH, NOT on Tobacco. Eaton County: \$5,000 in coalition discretionary funding, in-school probation, Front Line Worker training, behavioral health resource guide development, prevention education, prescription drug disposal, community outreach, MiPHY; PALS Program; Suicide Prevention; Truancy Prevention & Intervention; INDEPTH, NOT on Tobacco; Parenting Program/Resources; School Consultation. Ingham County:\$5,000 in coalition discretionary funding, community outreach, prevention education: INDEPTH, NOT on Tobacco; MiPHY; Ingham PALS Program; Coalition Outreach and Development; School Consultation; Front line Worker Training; Opioid Awareness Prevention; Synar Youth Tobacco Inspections.
SOR Grant (Assistance Listings # 93.788)	
Other	

- **State Opioid Response Grant** MSHN may utilize specialty grant funding to support the expansion of SUD treatment, prevention, and recovery services for priority populations. By contracting to conduct grant-funded services, providers acknowledge acceptance of the terms and conditions of the corresponding notice of award/funding opportunity (NOA/NOFO). Additional reporting may be required. As a recipient of federal grant funds, Provider shall comply with appropriations law and to make sure that federal grant dollars are being spent efficiently and wisely, and support the: Executive Order on Promoting Efficient Spending (EO 13589); Executive Order on Delivering an Efficient, Effective, and Accountable Government (EO 13576); Office of Management and Budget (OMB) Memorandum on Eliminating Excess Conference Spending and Promoting Efficiency in Government (M-11-35 - PDF); and OMB Memorandum on Promoting Efficient Spending to Support Agency Operations (M-12-12 - PDF) and OMB M-17-08 which amends M-12-12 (M-17-08 - PDF). These policy revisions are effective immediately and apply to all sources of funds (whether from an annual appropriation, multi-year appropriation, no year appropriation, appropriated user fee, mandatory appropriation, gift funds, or reimbursements from such appropriations, etc.), as well as non-appropriated funds, i.e., those set by law, etc.
- Provider must utilize third party and other revenue realized from the provision of services to the extent possible and use SAMHSA/other grant funds only for services to individuals who are not covered by public or commercial health insurance programs, individuals for whom coverage has been formally

determined to be unaffordable, or for services that are not sufficiently covered by an individual's health insurance plan. Provider is also expected to facilitate the health insurance application and enrollment process for eligible uninsured clients.

- Grant funds may be used to supplement or expand existing activities. Grant funds may not be used to supplant current funding of existing activities. "Supplant" is defined as replacing funding of a recipient's existing program with funds from a local or federal grant.
- Grant funds also cannot be provided to any individual who or organization that provides or permits marijuana use for the purposes of treating substance use or mental disorders. See, e.g., 45 C.F.R. § 75.300(a) (requiring HHS to "ensure that Federal funding is expended . . . in full accordance with U.S. statutory . . . and public policy requirements."); 21 U.S.C. §§ 812(c)(10) and 841 (prohibiting the possession, manufacture, sale, purchase or distribution of marijuana). This prohibition does not apply to those providing such treatment in the context of clinical research permitted by the DEA and under an FDA-approved investigational new drug application where the article being evaluated is marijuana or a constituent thereof that is otherwise a banned controlled substance under federal law.
- Grant funds for treatment and recovery support services shall only be utilized to provide services to individuals that specifically address opioid and stimulant misuse issues. If an opioid misuse problem (history) exists concurrently with other substance use, all substance use issues may be addressed. Individuals who have no history of or no current issues with opioid or stimulant misuse shall not receive treatment or recovery services with grant funds.
- Provider may not use grant funds for DATA waiver training.
- Funds may not be expended through the grant by Provider which would deny any eligible client, patient or individual access to their program because of their use of FDA-approved medications for the treatment of substance use disorders (e.g., methadone, buprenorphine products including buprenorphine/naloxone combination formulations and buprenorphine mono-product formulations, naltrexone products including extended-release and oral formulations or long acting products such as extended release injectable or implantable buprenorphine.) Specifically, patients must be allowed to participate in methadone treatment rendered in accordance with current federal and state methadone dispensing regulations from an Opioid Treatment Program and ordered by a physician who has evaluated the client and determined that methadone is an appropriate medication treatment for the individual's opioid use disorder. Similarly, medications available by prescription or office-based implantation must be permitted if it is appropriately authorized through prescription by a licensed prescriber or provider. In all cases, MAT must be permitted to be continued for as long as the prescriber or treatment provider determines that the medication is clinically beneficial. Recipients must assure that clients will not be compelled to no longer use MAT as part of the conditions of any programming if stopping is inconsistent with a licensed prescriber's recommendation or valid prescription.
- Federal grant funds must be used primarily for direct services, and Provider may use no more than 10 percent of the total grant award for the budget period for administrative costs (indirect cost) and the types of infrastructure development to support the direct service expansion.
- Federal grant funds may not be used for gift cards, incentives, and/or [promotional items](#). Promotional items include but are not limited to clothing and commemorative items such as pens, mugs/cups, folders/folios, lanyards, and conference bags.

SUD Services Funding (By Fund Type)	
Cost Reimbursement (Block Grant)	\$64,000
SOR Grant (Assistance Listings # 93.788)	\$-
PA2	\$621,255
Other	\$-
GRAND TOTAL COST REIMBURSEMENT ALLOCATION	\$685,255

ATTACHMENT C: HIPAA/HITECH BUSINESS ASSOCIATE AGREEMENT

This HIPAA Business Associate Agreement (“Addendum”) supplements and is incorporated into the agreement between the MSHN (COVERED ENTITY) and the Provider (Eaton Regional Education Service Agency (RESA); BUSINESS ASSOCIATE OR “BA”), and is effective as of the date of the use or disclosure of Protected Health Information (“PHI”) as defined below (the “Addendum Effective Date”).

WHEREAS, the Parties wish to enter into or have entered into the Agreement whereby Business Associate will provide certain services to, for, or on behalf of Covered Entity which may involve the use or disclosure of PHI, and, in such event, pursuant to such Agreement, Business Associate may be considered a “Business Associate” of Covered Entity as defined below;

WHEREAS, Covered Entity and Business Associate intend to protect the privacy and provide for the security of PHI disclosed to Business Associate pursuant to the Agreement in compliance with, to the extent applicable, the Health Insurance Portability and Accountability Act of 1996, Public Law 104-191 (“HIPAA”), the Standards for Privacy of Individually Identifiable Health Information promulgated thereunder by the U.S. Department of Health and Human Services at 45 CFR Part 160 and Part 164 (the “Privacy Rule”), the Standards for the Security of Electronic Protected Health Information promulgated thereunder by the U.S. Department of Health and Human Services at 45 CFR Part 160, Part 162, and Part 164 (the “Security Rule”), and the Health Information Technology for Economic and Clinical Health Act (“HITECH Act”);

WHEREAS, the purpose of this Addendum is to satisfy, to the extent applicable, certain standards and requirements of HIPAA, the Privacy Rule, the Security Rule and the HITECH Act, including applicable provisions of the Code of Federal Regulations (“CFR”);

NOW, THEREFORE, in consideration of the mutual promises below and the exchange of information pursuant to this Addendum, the Parties agree as follows:

1. Definitions.

a. “Business Associate” in addition to identifying one of the Parties to this Addendum as set forth above, shall have the meaning given to such term under 45 CFR § 160.103.

b. “Breach” means the acquisition, access, use, or disclosure of protected health information in a manner not permitted under subpart E of 45 CFR Part 164 which compromises the security or privacy of PHI:

(i) For purposes of this definition, compromises the security or privacy of the protected health information means poses a significant risk of financial, reputational, or other harm to the individual.

(ii) A use or disclosure of protected health information that does not include the identifiers listed at 45 CFR 164.514(e)(2), date of birth, and zip code does not compromise the security or privacy of the protected health information.

The term "Breach" excludes:

(i) Any unintentional acquisition, access, or use of protected health information by a workforce member or person acting under the authority of a covered entity or a business associate, if such acquisition, access, or use was made in good faith and within the scope of authority and does not result in further use or disclosure in a manner not permitted under subpart E of 45 CFR Part 164.

(ii) Any inadvertent disclosure by a person who is authorized to access protected health information at a covered entity or business associate to another person authorized to access protected health information at the same covered entity or business associate, or organized health care arrangement in which the covered entity participates, and the information received as a result of such disclosure is not further used or disclosed in a manner not permitted under subpart E of 45 CFR Part 164.

(iii) A disclosure of protected health information where a covered entity or business associate has a good faith belief that an unauthorized person to whom the disclosure was made would not reasonably have been able to retain such information.

c. "Covered Entity" in addition to identifying one of the Parties to this Addendum as set forth above, shall have the meaning given to such term under 45 CFR § 160.103.

d. "Designated Record Set" shall have the same meaning as the term "designated record set" in 45 CFR §164.501.

e. "Protected Health Information" or "PHI" means any information, whether oral or recorded in any form or medium, including paper record, audio recording, or electronic format:

(i) that relates to the past, present or future physical or mental condition of an individual; the provision of health care (which includes care, services, or supplies related to the health of an individual) to an individual; or the past, present or future payment for the provision of health care to an individual; and

(ii) that identifies the individual or with respect to which there is a reasonable basis to believe the information can be used to identify the individual, and

(iii) that shall have the meaning given to such term under 45 CFR § 160.103, limited to the information created or received by Business Associate from or on behalf of Covered Entity.

f. "Electronic Protected Health Information" or "ePHI" means PHI transmitted by, or maintained in, electronic media, as defined in 45 CFR § 160.103.

g. "Individual" shall have the same meaning as the term "individual" in 45 CFR § 160.103 and shall include a person who qualifies as a personal representative in accordance with 45 CFR § 164.502.

h. "Required by Law" shall have the same meaning as the term "required by law" in 45 CFR § 164.103.

i. “Secretary” shall mean Secretary of the Department of Health and Human Services or designee.

j. “Security Incident” means the attempted or successful unauthorized access, use, disclosure, modification, or destruction of information or interference with system operations in an information system, as defined in 45 CFR § 164.304.

k. “Unsecured Protected Health Information” or “UPHI” shall mean unsecured PHI that is not rendered unusable, unreadable, or indecipherable to unauthorized individuals through the use of a technology or methodology specified by the Secretary in the guidance issued under section 13402(h)(2) of Public Law 111-5 on the HHS Web site.

l. “Catch-All Definition” Terms used but not otherwise defined in this Addendum shall have the same meanings as those terms in the Agreement, the Privacy Rule, the Security Rule, or the HITECH Act, as the case may be.

2. Rights and Obligations of Business Associate.

a. Permitted Uses and Disclosures. Except as otherwise Required by Law or limited in this Addendum or the Agreement, Business Associate may use or disclose PHI as permitted by the Privacy Rule and to perform functions, activities, or services to, for, or on behalf of, Covered Entity as specified in the Agreement, provided that such use or disclosure would not violate the Privacy Rule or the Security Rule if made by Covered Entity or the minimum necessary policies and procedures of the Covered Entity. Business Associate may use or disclose PHI for the proper management and administration of the Business Associate as permitted by the Privacy Rule.

b. Nondisclosure. Business Associate shall not use or further disclose PHI other than as permitted or required by this Addendum or the Agreement or as Required by Law.

c. Safeguards. Business Associate shall use appropriate and reasonable safeguards to prevent use or disclosure of PHI other than as provided for by this Addendum. To the extent applicable, Business Associate shall comply with the Security Rule’s administrative, technical and safeguard requirements. In addition, to the extent applicable, Business Associate shall implement Administrative Safeguards, Physical Safeguards, and Technical Safeguards that reasonably and appropriately protect the confidentiality, integrity, and availability of the ePHI that it creates, receives, maintains, or transmits on behalf of Covered Entity and shall maintain and implement reasonable policies and procedures that prevent, detect, contain and correct security violations of ePHI. Risk analysis is a requirement in § 164.308(a)(1)(ii)(A). Conducting a risk analysis is the first step in identifying and implementing safeguards that comply with and carry out the standards and implementation specifications in the Security Rule. Business Associate shall attest to conducting an accurate and thorough assessment of the potential risks and vulnerabilities to the confidentiality, integrity, and availability of electronic protected health information held by the Business Associate. Business Associate shall make its policies, procedures and documentation required by the Security Rule relating to the Safeguards available to the Secretary for the purpose of determining Covered Entity’s compliance with the Security Rule.

d. Reporting of Disclosures. Business Associate shall report to Covered Entity any use or disclosure of PHI not provided for by this Addendum of which Business Associate becomes aware. In addition, from and after execution of this Addendum, Business Associate shall report to Covered Entity any Security Incident of which it becomes aware.

e. Notification in Case Breach. If Business Associate and/or Covered Entity access, maintain, retain, modify, record, store, destroy, or otherwise hold, use, or disclose UPHI, and Business Associate becomes aware of a Breach of such UPHI, Business Associate shall notify Covered Entity of such Breach in writing within thirty (30) days of discovery of such Breach. Such notice shall include the identification of each individual whose UPHI has been or is reasonably believed by Business Associate to have been accessed, acquired, or disclosed during such Breach.

f. Business Associate’s Agents. Business Associate shall ensure that any agents, including sub Providers,

to whom Business Associate provides PHI received from (or created or received by Business Associate on behalf of) Covered Entity agree to the same restrictions and conditions that apply to Business Associate with respect to such PHI. In addition, Business Associate shall ensure that any agent, including a sub Provider, to whom it provides ePHI received from Covered Entity agrees to implement reasonable and appropriate safeguards to protect it.

g. Access to PHI . To the extent applicable, Business Associate agrees to provide access, at the request of Covered Entity, and in the time and manner designated by Covered Entity, to PHI in a Designated Record Set, to Covered Entity or, as directed by Covered Entity, to an Individual in order to meet the requirements under 45 CFR § 164.524 (if Business Associate has PHI in a Designated Record Set).

h. Amendment of PHI. To the extent applicable, Business Associate agrees to make any amendment(s) to PHI in a Designated Record Set that the Covered Entity directs or agrees to pursuant to 45 CFR § 164.526 at the request of Covered Entity or an Individual, and in the time and manner designated by Covered Entity.

i. Documentation and Accounting of Disclosures. To the extent applicable, Business Associate agrees to document such disclosures of PHI and information related to such disclosures as would be required for Covered Entity to respond to a request by an Individual for an accounting of disclosures of PHI in accordance with 45 CFR § 164.528. To the extent applicable, Business Associate agrees to provide to Covered Entity or an Individual, in time and manner reasonably designated by Covered Entity, information collected in accordance with this Addendum, to permit Covered Entity to respond to a request by an Individual for an accounting of disclosures of PHI in accordance with 45 CFR § 164.528.

j. Internal Practices. Subject to any applicable legal privilege, and, if required by law, to the extent consistent with ethical obligations, Business Associate shall make its internal practices, books and records relating to the use and disclosure of PHI received from Covered Entity (or created or received by Business Associate on behalf of Covered Entity) available, within 15 business days, to the Secretary for purposes of the Secretary determining the Covered Entity's compliance with HIPAA and the Privacy Rule.

k. Mitigation. Business Associate agrees to mitigate, to the extent practicable, any harmful effect that is known to Business Associate of a use or disclosure of PHI in violation of the requirements of this Addendum.

3. Obligations of Covered Entity.

a. Covered Entity shall provide Business Associate with the Notice of Privacy Practices that Covered Entity produces in accordance with 45 CFR § 164.520, as well as any changes to such notice.

b. Covered Entity shall provide Business Associate with any changes in, or revocation of, permission by an Individual to use or disclose PHI, if such changes affect Business Associate's permitted or required uses and disclosures.

c. Covered Entity shall notify Business Associate of any restriction to the use or disclosure of PHI that Covered Entity has agreed to in accordance with 45 CFR § 164.522.

d. Covered Entity shall not request Business Associate to use or disclose PHI in any manner that would not be permissible under the Privacy Rule if made by Covered Entity, to the extent that such change may affect Business Associate's use or disclosure of PHI.

e. Covered Entity shall use appropriate and reasonable safeguards to prevent use or disclosure of PHI. Covered Entity shall comply with the Security Rule's administrative, technical and safeguard requirements. In addition, Covered Entity shall implement Administrative Safeguards, Physical Safeguards, and Technical Safeguards that reasonably and appropriately protect the confidentiality, integrity, and availability of the ePHI that it creates, receives, maintains, or transmits and shall maintain and implement reasonable policies and procedures that prevent, detect, contain, and correct security violations of ePHI. Covered Entity shall make its policies, procedures, and documentation required by the Security Rule relating to the Safeguards available to the Secretary for the purpose of determining Covered Entity's compliance with the Security

Rule.

f. Covered Entity agrees to mitigate, to the extent practicable, any harmful effect that is known to Covered Entity of a use or disclosure of PHI or a Breach of UPHI by Covered Entity in violation of legal requirements.

g. Covered Entity agrees to ensure that any agent, including a sub Provider, to whom it provides PHI agrees to the same restrictions and conditions that apply through this Agreement to Business Associate with respect to such information.

h. Covered Entity shall comply with the administrative requirements set forth in the HIPAA Privacy Rule Part 164.

4. Term and Termination.

a. Term. The Term of this Addendum shall become effective as of the Effective Date of the preceding agreement that this addendum is incorporated into and shall terminate upon the termination date identified in the preceding agreement **AND** when all of the PHI provided by Covered Entity to Business Associate, or created or received by Business Associate on behalf of Covered Entity, is destroyed or returned to Covered Entity

, or, if it is infeasible to return or destroy PHI, the parties agree that the protections, limitations, and restrictions contained in this Addendum shall be extended to such information, in accordance with the termination provisions of this Section. The provisions of this Addendum shall survive termination of the Agreement to the extent necessary for compliance with HIPAA and the Privacy Rule and Security Rule.

b. Material Breach. A material breach by either party of any provision of this Addendum shall constitute a material breach of the Agreement.

c. Reasonable Steps to Cure. If Covered Entity learns of a pattern of activity or practice of Business Associate that constitutes a material breach or violation of the Business Associate's obligations under the provisions of this Addendum, then Covered Entity shall provide written notice to Business Associate of the breach and Business Associate shall take reasonable steps to cure such breach or end such violation, as applicable, within a period of time which shall in no event exceed thirty (30) days. If Business Associate's efforts to cure such breach are unsuccessful, Covered Entity may terminate the Agreement immediately upon written notice.

d. Effect of Termination.

1. Except as provided in paragraph 2 of this Section 4(d), upon termination of the Agreement for any reason, Business Associate shall return or destroy all PHI received from Covered Entity (or created or received by Business Associate on behalf of Covered Entity) that Business Associate still maintains in any form, and shall retain no copies of such PHI.

2. In the event that Business Associate determines that returning or destroying the PHI is infeasible, Business Associate shall provide to Covered Entity notification of the conditions that make return or destruction infeasible, and shall extend the protections of this Addendum to such PHI and limit further uses and disclosures of such PHI to those purposes that make the return or destruction infeasible, for so long as Business Associate maintains such PHI. The obligations of Business Associate under this Section 4(d)(2) shall survive the termination of the Agreement.

5. Amendment to Comply with Law. The Parties acknowledge that amendment of the Agreement may be required to ensure compliance with the applicable standards and requirements of HIPAA, the Privacy Rule, the Security Rule, the HITECH Act and other applicable laws relating to the security or confidentiality of PHI and/or ePHI. Upon Covered Entity's request, Business Associate agrees to promptly enter into negotiations with Covered Entity concerning the terms of an amendment to the Agreement embodying written assurances consistent with the

standards and requirements of HIPAA, the Privacy Rule, the Security Rule, the HITECH Act, or other applicable laws relating to security and privacy of PHI and/or ePHI. Covered Entity may terminate the Agreement upon thirty (30) days' written notice in the event Business Associate does not promptly enter into negotiations to amend the Agreement when requested by Covered Entity pursuant to this Section, or Business Associate does not enter into an amendment to the Agreement in order to bring it into compliance with, to the extent applicable, HIPAA, the Privacy Rule, the Security Rule, the HITECH Act or other applicable laws relating to security and privacy of PHI and provide assurances regarding the safeguarding of PHI and/or ePHI that Covered Entity, in its reasonable discretion, deems sufficient to satisfy the standards and requirements of HIPAA, the Privacy Rule, the Security Rule, or any other applicable laws relating to security and privacy of PHI and/or ePHI.

6. Effect on Agreement. Except as specifically required to implement the purposes of this Addendum, or to the extent inconsistent with a material term of this Addendum, all other terms of the Agreement shall remain in full force and effect.

7. Regulatory References. A reference in this Addendum to a section in the Privacy Rule or Security Rule means the section as in effect or as amended, and for which compliance is required.

The SUD Provider attests that a risk analysis has been completed as part of their security management process and is in accordance with 45 CFR 164.306 and 164.308 (a)(1)(ii)(A). The SUD Provider agrees to provide a copy of the risk analysis to the PIHP, upon request.

**ATTACHMENT D: REPORTING REQUIREMENTS FOR MSHN SUD PROVIDERS
FY2027
(SENT AS SEPARATE PDF ATTACHMENT)**

**ATTACHMENT E: MSHN TRAINING GRID
(SENT AS SEPARATE PDF ATTACHMENT)**

BOARD AGENDA ITEM

Email completed form and supporting documents to the Superintendent and the Superintendent's Executive Assistant by 12:00 noon, the Tuesday prior to the Board Meeting. *(Submit one form per agenda item and provide attachments as separate documents.)*

I. **DATE OF BOARD MEETING:** 10-14-2026

II. **AGENDA ITEM TITLE:** Approval of Contract of Employment for the Superintendent

III. **TYPE OF AGENDA ITEM:** *(Place an X in the box you select)*

☐ Presentation

☐ Consent Agenda *(replacement of/transfer to/resignation from existing positions are consent agenda)*

☒ Action/Approval *(new positions/FTE increases for existing positions are action items)*

☐ Information

IV. **AGENDA ITEM DESCRIPTION:**

a) **Purpose and background:** *(Provide 1-3 sentences describing the type of service/good, who will be providing it, as well as the background on the need)*

The Board of Education is presenting an employment contract for Dr. Nate Leale to serve as the next Superintendent of Eaton RESA. Following the Board's selection and subsequent contract negotiations, the contract is presented for discussion and approval with an effective date of January 1, 2027.

b) **Cost:** NA

c) **Timeframe/term of agreement:** NA to _____

d) **List Supporting materials/attachments, if any:**

Superintendent Contract of Employment (Nate will provide to include in board packet when finalized)

V. **RECOMMENDATION:** *(Place an X in the box you select)*

☐ Approve

☒ Authorize

☐ Award a bid

☐ Other: _____

VI. **RECOMMENDED BY:** Sean Williams, Superintendent

EATON REGIONAL EDUCATION SERVICE AGENCY

CONTRACT OF EMPLOYMENT

School Administrator - Superintendent

It is hereby agreed by and between the Board of Education of the Eaton Regional Education Service Agency (hereinafter "Board") and Dr. Nathan Leale (hereinafter "Administrator") that pursuant to Section 1229 (l) of the Revised School Code, the Board in accordance with its action found in the minutes of its meeting held on the **18th day of November 2026** has and does hereby continue to employ the said Administrator from January 1, 2027 through June 30, **2029** according to the terms and conditions as described and set forth herein as follows:

1. The Administrator shall perform the duties of Superintendent as prescribed by the Board and as may be established, modified and/or amended from time to time by the Board. The Administrator acknowledges the ultimate authority of the Board with respect to his/her responsibilities and directions related thereto. The Administrator is subject to assignment and transfer to another administrative position of employment in the School District at the discretion of the Board, provided that the Administrator's annual compensation remains as stated in Paragraph 4.

2. The Administrator represents that he/she possesses, holds and will maintain all certificates, credentials and qualifications required by law, including the provisions of Sections 1246 and 1536 of the Revised School Code, the regulations of the Michigan Department of Education, and those required by the Board to serve in the position assigned. The Administrator agrees, as a condition of his/her continued employment, to meet and maintain all certification and continuing education requirements for the position assigned, as are and may be required by law and/or by the State Board of Education. If at any time the Administrator fails to maintain all certificates, credentials, continuing education requirements and/or qualifications for the position assigned as required herein, this Contract shall automatically terminate, and the Board shall have no further obligation hereunder.

3. The Administrator agrees to devote his/her talents, skills, efforts and abilities toward competently and proficiently fulfilling all duties and responsibilities of the position assigned. The Administrator agrees to faithfully perform those duties assigned by the Board and to comply with the directives of the Board with respect thereto. Further, the Administrator agrees to comply with and fulfill all responsibilities and tasks required by state and federal law and regulations and by the Board to carry out the educational programs and policies of the School District during the entire term of this Contract. The Administrator agrees that he/she will diligently and competently discharge his/her duties on behalf of the School District to enhance the operation of the School District and will use his/her best efforts to maintain and improve the quality of the programs and services of the School District.

4. The Administrator shall be paid at an **annual salary rate of not less than One Hundred Eighty Thousand Dollars (\$180,000)** in consideration of his/her performance of the duties and responsibilities of the position assigned in conformance with the requirements and expectations of the Board. **A minimum of a three percent (3%) annual increase in salary for subsequent years (July 1st – June 30th) of this contract will be provided, subject to review by the Board and provided the Administrator is rated Effective in the year preceding the effective date of this increase.**

In addition to the annual salary, beginning July 1, 2027, the Board shall contribute **Nineteen Thousand Dollar (\$19,000)** as an employee non-elective contribution annually on the Administrator's behalf to a 403(b) as remuneration for services rendered. Contributions shall be made to a District-approved provider selected by the Administrator and the annuity shall be paid in equal installments in accordance with the District's payroll schedule. (July 1 - June 30th).

The Board hereby retains the right to increase the annual salary of the Administrator during the term of this Contract. The Administrator's job performance, overall effectiveness and job accomplishments will be significant factors in determining any adjustment to the Administrator's compensation. Any increase in salary made during the term of this Contract not otherwise specified herein, shall be in the form of a written amendment and when executed by the Administrator and the Board, shall become a part of this Contract.

5. The Administrator is employed on the basis of fifty-two (52) weeks of work per fiscal year (July 1 through June 30) as scheduled by the Board. **Beginning January 1, 2027,** the Administrator shall be granted vacation time of 25 days per fiscal year. Vacation days should be used within the fiscal year for which they are made available; however, beginning with the **2026-2027** fiscal year, the Administrator is allowed to carryover up to ten (10) vacation days at the end of the fiscal year as of June 30. The Administrator shall schedule use of vacation days in a manner to minimize interference with the orderly operation and conduct of business of the School District. All scheduling of vacation is subject to the approval of the Board President.

6. The Administrator's performance shall be evaluated at least annually using multiple rating categories that take into account data on student growth as required by Section 1249 of the Revised School Code (or its successor provision). **The Administrator's annual year-end evaluation shall be completed not later than March 15 of each school year.** The Board shall consider whether to award a one-year contract extension during the same meeting as the annual year-end evaluation. If the Board decides to award a one-year contract extension, the Board's designees shall review the Contract with the Administrator to address any necessary amendments pending Board approval. The Administrator shall notify the Board of Education Fifteen (15) days in advance of the evaluation's due date and of the need to consider an extension.

7. The Superintendent shall be evaluated in accordance with the Revised School Code, Act 451 of 1976, as amended. The Superintendent may appeal the evaluation process and rating received to the Board of Education. The appeal must be submitted in writing to the Board President within 30 calendar days after the Superintendent is informed of the rating. Within 15 days after the appeal is submitted, the Board of Education shall provide the Superintendent with written notice that a hearing shall be scheduled, in closed or open session at the election of the Superintendent, to consider the appeal and for the Superintendent to present witnesses, information and evidence. The hearing shall be scheduled for a date mutually acceptable to the Board and Superintendent within 45 days after the appeal is submitted, unless extended by mutual agreement. The Superintendent may be represented by counsel at the hearing at their own expense. If the hearing does not resolve the matter, the Superintendent may request binding arbitration by filing a demand for arbitration with the American Arbitration Association within 30 calendar days after the hearing, or within 45 days after the appeal if no hearing is held. The arbitration is subject to the Michigan Uniform Arbitration Act, MCL 691.1681, et seq., as amended. The arbitrator shall be selected through the procedures of the American Arbitration Association, Employment Arbitration Rules. The arbitrator shall have authority to issue any appropriate remedy, and the decision of the arbitrator shall be enforceable by any court of competent jurisdiction.

8. The Board shall be entitled to terminate the Administrator's employment at any time during the term of this Contract when it determines that the Administrator has engaged in acts of moral turpitude, misconduct, dishonesty, fraud, insubordination, incompetency, inefficiency, if the Administrator materially breaches the terms and conditions of this Contract, or for other causes that are not arbitrary or capricious. Issues involving competency shall incorporate by reference the requirements of Section 1249 of the Revised School Code, MCL 380.1249.

The foregoing standards for termination of this Contract during its term shall not be applicable to non-renewal of this Contract at the expiration of its term, which decision is subject to Section 1229 of the

In the event that the Board undertakes to dismiss the Administrator during the term of this Contract, he/she shall be entitled to prior written notice of charges and an opportunity for a hearing before the Board, which may be in closed session at the Administrator's option as allowed by the Open Meetings Act. In the event of termination of employment during the term of this Contract, this Contract shall automatically terminate, and the Board shall have no further obligation hereunder.

9. The Administrator may unilaterally terminate this Contract only upon three (3) months prior written notice to the Board, during which three months, the Administrator shall continue to perform his/her obligations to the district.

10. In the event of the Administrator's mental and/or physical incapacity to perform the duties of his/her office, they shall be granted an initial leave of ninety (90) work days for the purpose of recovery. The Administrator shall first exhaust any accrued leave time, including sick leave, personal business and vacation time. Once accrued leave time is exhausted, the Administrator will receive his/her daily rate of pay until eligible for long-term disability insurance benefits provided for in this Agreement. Upon utilizing leave under this provision, the Administrator shall furnish medical certification to the Board (or its designee) regarding the necessity for the leave in accordance with the Family Medical Leave Act, or other applicable law, or at the discretion of the Board if no law applies.

If the Board (or designee) has reason to doubt the validity of the medical certification supplied by the Administrator, it may require a second opinion, at Board expense, as stated within the Family Medical Leave Act, if applicable.

The Administrator may request a ninety (90) work day unpaid leave extension in the event of his/her physical and/or mental inability to return to work at the expiration of the initial leave interval, as described above, provided that there is a verified prognosis to a reasonable degree of medical certainty that Administrator will be able to resume his/her duties at the conclusion of the extended leave interval. Medical certification shall be supplied by the Administrator as a condition to any leave extension. Any extensions of leave for this purpose shall be at the discretion of the Board.

If the Administrator is unable to or does not resume work at the conclusion of a leave taken under this paragraph (or any extension thereof), her employment and this Contract may be terminated at the option of the Board. However, no such termination shall occur where restoration after leave is required by the Family and Medical Leave Act.

Prior to resumption of duty after an unpaid leave of absence for a serious health condition, the Administrator shall provide to the Board a fitness for duty certification from the Administrator's health care provider. A second opinion may be required by the Board, at its expense, unless the securing of the second opinion in this context is precluded by the Family and Medical Leave Act.

11. The Administrator agrees that he/she shall not be deemed to be granted continuing tenure in the position initially assigned or to which he/she may be assigned or transferred or in any capacity other than that of a classroom teacher, should the probationary period required for tenure as a teacher be fulfilled, by virtue of this Contract or any employment assignment (requiring certification) with the School District. Nor shall the decision of the Board not to continue or renew the employment of the Administrator for any subsequent period in any capacity, other than as a classroom teacher, as may be required by the Teachers' Tenure Act, be deemed a breach of this Agreement or a discharge or demotion within the provisions of the Michigan Teachers' Tenure Act.

12. The Administrator shall submit to such medical examinations, supply such information and execute such documents as may be required by any underwriter, policyholder or third-party administrator providing insurance programs specified under this Contract. Additionally, upon request of the Board, the Administrator shall authorize the release of medical

information necessary to determine if the Administrator is capable of performing the essential job functions required by his/her assignment, with or without reasonable job accommodation (s). Any physical or mental examination or disclosure of such information required of administrator by the Board shall be job related and consistent with business necessity. Any medical or psychological examination under this section shall be at Board expense. Any information obtained from medical or psychological examinations or inquiries shall be considered and treated as confidential.

13. Upon proper application and acceptance for enrollment by the appropriate insurance underwriter, policyholder and/or third-party administrator, the Board shall make benefit cost payments, as specified below, on behalf of the Administrator and his/her eligible dependents for enrollment in those insurance programs offered to administrators within the Eaton RESA, including, but not limited to:

- WMHIP Versatile 3 or HSA Flexible Blue 2, at Administrator's option
- \$300,000 Life Insurance
- Long-Term Disability Insurance (90-Day)
- AON
- EyeMed

If the Administrator elects to not enroll in the offered health and hospitalization insurance program, the Administrator shall instead receive a cash option of \$300 per month in lieu of insurance.

The Administrator agrees that the Board has the right to allocate to the Administrator responsibility for a portion of the benefit plan costs for the insurance coverages specified above, as may be determined by the Board, in its discretion. However, this contribution shall not be less than the amount determined by the Board to be necessary to comply with the Publicly Funded Health Insurance Contribution Act, 2011 PA 152. The Board will notify the Administrator of the amount for which he/she is responsible in excess of the Board paid benefit plan costs contributions. The Administrator agrees that the amount of benefit plan costs contributions designated by the Board as the Administrator's responsibility shall be payroll deducted from the Administrator's compensation.

14. The Board reserves the right to change the identity of the insurance carrier, policyholder or third-party administrator for any of the above coverages, provided that comparable coverage, as determined by the Board, is maintained during the term of this Agreement. The Board shall not be required to remit premiums for any insurance coverages for the Administrator and her eligible dependents if enrollment or coverage is denied by the insurance underwriter, policyholder or third-party administrator. The terms of any contract or policy issued by any insurance company or third-party administrator shall be controlling as to all matters concerning benefits, eligibility, coverage, termination of coverage, and other related matters. The Administrator is responsible for assuring completion of all forms and documents needed to receive the above-described insurance coverage. The Board, by remitting the premium payments required to provide the above-described insurance coverage(s), shall be relieved from all liability with respect to insurance benefits.

15. The Board shall, on behalf of Administrator, contribute to the Michigan Public School Employees' Retirement System (MPERS), pursuant to the Public School Employees' Retirement Act, such amounts (exclusive of MIP contributions) as are required of it by law. The Administrator and Board agree that all items under the Compensation section of this contract are direct compensation for duties of the role as superintendent and the Board will pay all applicable MPERS cost on these items. If at any time there is a reimbursement from the ORS for contributions made from wages in this contract, or reimbursements from the ORS not yet paid from previous contracts entered into between Eaton Regional Education Service Agency and Administrator, they will all be paid back (employer and employee) to Administrator through a 403(b)/401(a) plan with no cash option given. If, in any year, the contributions in this section, when added to the contributions in section 4 would cause an excess of the IRC 415(c) limit the contributions will be made in subsequent years.

16. The Administrator is entitled to holidays for which no service to the School District is required consistent with the District's calendar.

17. If the Administrator is absent from duty on account of personal illness or disability, he shall be allowed full pay for a total of 12 days per contract year. Unused paid leave days hereunder shall be cumulative to a maximum of 90 days for absence due to personal illness or disability of the Administrator.

18. The Administrator shall be eligible to be reimbursed for travel, meals and lodging in accordance with per diem expense and reimbursement standards and procedures established by the Board. Any expense to be incurred by the Administrator for all reasonable and necessary out-of-district travel (including mileage at the IRS rate) shall be submitted in advance for review and approval by the Board President. In District travel shall not require pre-approval and shall be paid at the IRS rate. The Administrator shall be required to present an itemized account of his/her reasonable and necessary expenses in accordance with direction of the Board president. The District shall reimburse the Administrator for the reasonable cost of a cellular telephone and monthly cellular/data plan for use in performing his/her District duties.

19. Subject to express approval by the Board President, the fees or dues for membership in appropriate professional organizations for the Administrator shall be paid by the Board. Subject to prior approval by the Board President, the Administrator may attend appropriate professional meetings and development activities at the local, state and national levels and shall be reimbursed for any registration fees, tuition, travel, lodging and/or reasonable meal expenses for himself/herself in relation thereto not prepaid by the Board.

20. The Board agrees to pay the premium amount for errors and omissions insurance coverage for Administrator while engaged in the performance of a governmental function and while the Administrator is acting within the scope of his/her authority. The policy limits for this coverage shall be not less than \$2,000,000. The terms of the errors and omissions insurance policy shall be controlling respecting defense and indemnity of the Administrator. The sole obligation undertaken by the Board shall be limited to the payment of premium amounts for the above errors and omissions coverage. In the event that such insurance coverage cannot be purchased in the above amounts and/or at a reasonable premium rate, the Board shall have the right to discontinue said coverage and shall so notify Administrator. In that event, the Board agrees on a case-by-case basis to consider providing legal defense and/or indemnification to the Administrator as is authorized under MCL 691.1408 and MCL 380.11a (3) (d).

21. This Contract contains the entire agreement and understanding by and between the Board and the Administrator with respect to the employment of the Administrator and no prior or concurrent representations, promises, contracts or understandings, written or oral, not contained herein, shall be of any force or effect. All prior contracts or other agreements (written or oral) pertaining to the terms of this Contract are cancelled and are superseded by the terms of this contract. Provided, that this contract is voidable pursuant to the provisions of the Revised School Code pertaining to criminal records and criminal history checks.

No amendment to or modification of this Contract shall be valid or binding unless it is in writing, approved by official action of the Board reflected in its minutes, and signed by the Administrator and the President and Treasurer of the Board. No valid waiver of any provision of this Contract, at any time, shall be deemed a waiver of any other provision of this Contract at such time or at any other time.

22. In the event of any dispute between the parties relating to discharge of the Administrator during the term of this Contract, the parties hereby agree to submit such to binding arbitration. Selection of the arbitrator and the arbitration proceedings shall be conducted under the National Rules for the Resolution of Employment Disputes of, and administered by, the American Arbitration Association. Arbitration under this provision shall be conducted pursuant to the terms of the Michigan Arbitration Act, MCL 600.5001 *et seq.* and MCR 3.602.

The parties intend that this process of dispute resolution shall be inclusive of all contract and statutory claims advanced by the Administrator arising from the Administrator's discharge

during the term of this Contract, including (but not limited to) claims of unlawful discrimination and all claims for damages or other relief. However, this agreement to arbitrate does not restrict the Administrator from filing a claim or charge with any state or federal agency (such as the Equal Employment Opportunity Commission or the Michigan Department of Civil Rights) and does not apply to any claims for unemployment compensation or workers' compensation which may be brought by the Administrator. Instead, this agreement to arbitrate claims applies to those matters which would otherwise be subject to state or federal court proceedings.

This agreement to arbitrate means that the Administrator is waiving his/her right to adjudicate discrimination claims in a judicial forum and is instead opting to arbitrate those claims. In any such arbitration proceeding, the Administrator shall have the right to representation by counsel of his/her choice, the right to appointment of a neutral arbitrator, the right to reasonable discovery and the right to a fair hearing. However, the Administrator, through this agreement to arbitrate such claims, does not waive any statutory rights or remedies in the context of such arbitration proceedings.

The arbitrator's fee and the costs imposed by the American Arbitration Association shall be shared equally by the Board and the Administrator, subject to the right of the Administrator to seek to tax such fees as costs against the Board. Any claim for arbitration under this provision must be filed with the American Arbitration Association, in writing, and served on the Board within one hundred eighty (180) days of the effective date of the Administrator's discharge during the term of this Contract. The Decision and Award of the arbitrator shall be final and binding, and judgment thereon may be entered in the Circuit Court for the 56th Judicial Circuit of Michigan (Eaton County), pursuant to MCL 600.5001.

23. If any provision of this Agreement becomes or is declared by a Court of competent jurisdiction to be illegal, unenforceable or void, this Contract shall continue in full force and effect without said provision(s).

24. The Administrator agrees that any claim or suit arising out of the Administrator's employment with the Board must be filed no more than six (6) months after the date of the employment action that is the subject of the claim or suit. The Administrator understands that the statute of limitations for claims arising out of an employment action may be longer than six (6) months but agrees to be bound by the six (6) month period of limitation set forth herein and waives any statute of limitations to the contrary. Should a court of competent jurisdiction determine that this provision allows an unreasonably short period of time to commence a law suit, it is the intent of the parties that the court enforce this provision to the extent possible and declare the lawsuit barred unless it was brought within the minimum reasonable time within which the suit should have been commenced.

25. This Agreement is executed on behalf of the Eaton Regional Educational Service Agency pursuant to the authority granted as contained in the resolution of the Board adopted on November 18, 2026, the same being incorporated herein by reference

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed on the day and year first above written.

**Eaton Regional Education Service Agency
Administrator**

Date:

Nathan Leale, Superintendent

**Eaton Regional Education Service Agency
On Behalf of the Board of Education**

President

Date:

Secretary

BOARD AGENDA ITEM

Email completed form and supporting documents to the Superintendent and the Superintendent's Executive Assistant by 12:00 noon, the Tuesday prior to the Board Meeting. *(Submit one form per agenda item and provide attachments as separate documents.)*

I. DATE OF BOARD MEETING: October 14, 2026

II. AGENDA ITEM TITLE:

III. TYPE OF AGENDA ITEM: *(Place an X in the box you select)*

☐

Presentation

☐

Consent Agenda *(replacement of/transfer to/resignation from existing positions are consent agenda)*

☒

Action/Approval *(new positions/FTE increases for existing positions are action items)*

☐

Information

IV. AGENDA ITEM DESCRIPTION:

- a) **Purpose and background:** *(Provide 1-3 sentences describing the type of service/good, who will be providing it, as well as the background on the need)*

Dr. Sean Williams, Superintendent of Eaton RESA, is requesting Board approval to enter into a contract with the law firm of Collins & Blaha, P.C. for the purpose of developing an Scholarship Granting Organization (SGO) Consortium to support school districts within the Eaton RESA service area. The consortium will provide participating districts with coordinated legal guidance, resources, and support related to SGO requirements and implementation.

V. RECOMMENDATION: *(Place an X in the box you select)*

☒

Approve

☐

Authorize the Superintendent to execute agreement

☐

Approve the increase of FTE: Position _____ FTE Increase _____

☐

Award a bid

☐

Other: _____

VI. RECOMMENDED BY: Sean Williams



MEMORANDUM OF UNDERSTANDING (MOU)

ISD: Eaton RESA and the Michigan Association of Intermediate School Administrators, hereafter referred to as MAISA. MAISA is requesting work to be completed by: Doug Greer who is an employee of your ISD.

Deliverable and Description

1. Preliminary High-Impact School Identification & Regional Analysis Use existing 2019–2025 RNN analyses and statewide data to develop and refine a candidate pool of schools demonstrating meaningful literacy improvement and/or performance above expected values. Organize candidates around the five GELN hubs; layer at-risk characteristics, school context, geography, and maintain primary and reserve candidates.

2. 2026 RNN Data Update & Validation Acquire, clean, organize, and analyze newly released 2026 statewide assessment data and integrate the results into the Reading Now Network analytic process. Revise and troubleshoot R-based data-processing and multiple-regression procedures as necessary to accommodate changes in statewide data files; conduct quality-control and validation checks; extend longitudinal analyses through 2026; update applicable RNN/Tableau data visualizations; and use the 2026 results to validate, add, remove, or reprioritize candidate high-impact schools. Document major analytic decisions and procedures to support accuracy, transparency, and future replication of the analysis.

3. Appreciative Inquiry of a larger set of schools Conduct a deeper appreciative inquiry with a broader set of schools identified through the quantitative analysis to better understand the practices, systems, and conditions associated with their improvement. Develop and use interview and inquiry protocols; conduct interviews with school and district leaders and other appropriate participants; review relevant artifacts and contextual information; and participate in exploratory site visits when useful and feasible. Synthesize findings to identify promising practices, enabling conditions, implementation factors, and contextual differences across schools. Findings will help MAISA determine which schools may be appropriate for subsequent learning opportunities or instructional rounds facilitated by MAISA. Findings will be shared with MENLOedu as part of the MAISA Literacy Systems evaluation.

4. Develop a survey in collaboration with MDE and others Collaborate with MAISA, MDE, and other identified partners to develop a survey or related data-collection instrument that can extend the qualitative inquiry across a broader group of schools. Develop and refine questions examining areas such as Language Essentials, professional learning, instructional resources, MTSS, organizational practices, enabling conditions, leadership, implementation, and other factors that may help explain sustained improvement. Produce a survey instrument suitable for subsequent administration by MAISA, MDE, or project partners.

5. Synthesis, Learning Products & Statewide Dissemination

Analyze quantitative and qualitative findings across sites; identify common themes and enabling conditions; support development of RNN/MAISA learning products, briefs, presentations, visualizations, or other resources; assist schools in sharing their stories; and provide recommendations for future professional learning, instructional rounds, organizational-practice work, RNN research, and possible expansion into secondary settings. Findings will be shared with MENLOedu as part of the MAISA Literacy Systems evaluation.

MAISA will coordinate with Doug to display the Michigan's Literacy Bright Spots Data Visualization and supporting resources.



MAISA

SUPPORTING REGIONAL EDUCATION SERVICE AGENCIES

MICHIGAN ASSOCIATION
OF INTERMEDIATE SCHOOL
ADMINISTRATORS

1001 Centennial Way, Ste 300
Lansing, MI 48917-9279
Telephone (517) 327-5910
Fax (517) 327-0079
www.gomaisa.org

MEMORANDUM OF UNDERSTANDING (MOU)

Agreements for the time your employee is spending on the scope of work reflected above:

- Yes, we will permit this work to be completed by our employee for MAISA.
 - We understand that if on-site work is required, MAISA will cover hotel costs, but we will plan to process our employee's mileage and dinners internally and invoice MAISA the total sum for our organization's reimbursement.
 - Yes, we will pay our employee directly pursuant to the employment agreement established by Eaton RESA for the performance of the scope of work and invoice MAISA for the associated salary, taxes, retirement contributions, required fringe/benefit costs, and approved travel expenses. ***Not to exceed \$44,700 plus any travel compensation to your organization***
 - Eaton RESA will determine the employee's FTE, work schedule, compensation schedule, and applicable Michigan Office of Retirement Services requirements.
 - We understand that our ISD will need to submit an invoice to MAISA for no more than designated cost associated with the scope of work.
- No, **we are asking that our employee not complete this work for MAISA under any arrangement.**

ISD Superintendent: _____

Date: _____

MAISA Executive Director: *John Severson*

Date: 9/10/26



CONTRACTED SERVICES AGREEMENT - ISD/LEA

The following is an agreement between the Organization (ISD/LEA):

Name: Eaton RESA

Write name as it should appear on checks

Address: 1790 Packard Hwy.

City: Charlotte State: Mi Zip: 48813

Email: tmonroe@eatonresa.org Phone: 517-543-5500

and the Michigan Association of Intermediate School Administrators, hereafter referred to as MAISA.

This agreement is dated October 1, 2026 and shall expire on September 30, 2027

This agreement pertains to the following Employee of the Organization:

Org Employee: Doug Greer Title: _____

Wherein it is expressly understood that:

- Organization shall permit the Organization's Employee to provide duties and services as outlined in "Exhibit A".
- Organization shall compensate their Employee at their usual rate, and shall invoice MAISA for reimbursement. Total reimbursement to the Organization will not exceed \$ 44,700.00. MAISA requests that all invoices include the Organization's contact information, Employee name, service dates, service descriptions, fees, and total.
- The Organization's Employee is responsible for developing and implementing the Scope of Work, as outlined in "Exhibit A". MAISA shall retain intellectual property over the work completed under this contract.
- The Organization's Employee is not required to follow or establish a regular work schedule with MAISA, but is separately responsible for planning, preparation, or any other project related activity. The Employee shall not be required to attend MAISA meetings or trainings, or provide oral or written reports. The Employee, however, shall be strictly accountable to MAISA to ensure all services and duties pursuant to the Scope of Work are properly completed.

- The Organization's Employee is responsible for supplying project materials and equipment. Any materials and equipment fees not included in the Scope of Work must be itemized and approved by MAISA before fees are incurred to MAISA. Documentation of fees (such as original sales receipts or online payment confirmations) must be provided.
- The Organization is providing services to MAISA as a subcontractor. The Organization is responsible for providing Workers Compensation benefits and unemployment benefits to their Employee.
- Liability insurance, licenses, project permits, and any other mandated documentation for the scope and duration of this agreement should be obtained and paid for by the Organization. The Organization shall name "The Michigan Association of Intermediate School Administrators" as an additional insured on all related insurance policies, including Workers Compensation, and General Liability.
- Either party may terminate this agreement with thirty (30) days written notice.
- The Organization agrees to indemnify, hold harmless and defend MAISA against all claims, actions, causes of action and losses, including reasonable attorney fees and court costs, arising out of or in any way related to any endeavor pursuant to the terms of this agreement, so long as such claims, actions, causes of action and losses are not resulted by MAISA's willful or criminal wrongdoing.
- This agreement shall be binding on the parties signed below. The captions in this agreement are for convenience only and shall not be considered a part of this agreement or in any way amplifying or modifying the terms and provisions. All exhibits attached to this agreement are hereby incorporated into this agreement by reference as though fully stated herein.
- No changes may be made to this agreement without the prior written consent of MAISA and the Organization.

IN WITNESS WHEREOF, MAISA and Organization have entered into the agreement as signed below:

MAISA

Signature: _____ Date: 9/9/26
Dr. John Severson

Superintendent

Signature: _____ Date: _____

Name (printed): _____

Exhibit A

Services Schedule

Detailed Description of Services to be Provided

The scope of work includes the following:

1. Preliminary High-Impact School Identification & Regional Analysis Use existing 2019–2025 RNN analyses and statewide data to develop and refine a candidate pool of schools demonstrating meaningful literacy improvement and/or performance above expected values. Organize candidates around the five GELN hubs; layer at-risk characteristics, school context, geography, and maintain primary and reserve candidates.

2. 2026 RNN Data Update & Validation Acquire, clean, organize, and analyze newly released 2026 statewide assessment data and integrate the results into the Reading Now Network analytic process. Revise and troubleshoot R-based data-processing and multiple-regression procedures as necessary to accommodate changes in statewide data files; conduct quality-control and validation checks; extend longitudinal analyses through 2026; update applicable RNN/Tableau data visualizations; and use the 2026 results to validate, add, remove, or reprioritize candidate high-impact schools. Document major analytic decisions and procedures to support accuracy, transparency, and future replication of the analysis.

3. Appreciative Inquiry of a larger set of schools Conduct a deeper appreciative inquiry with a broader set of schools identified through the quantitative analysis to better understand the practices, systems, and conditions associated with their improvement. Develop and use interview and inquiry protocols; conduct interviews with school and district leaders and other appropriate participants; review relevant artifacts and contextual information; and participate in exploratory site visits when useful and feasible. Synthesize findings to identify promising practices, enabling conditions, implementation factors, and contextual differences across schools. Findings will help MAISA determine which schools may be appropriate for subsequent learning opportunities or instructional rounds facilitated by MAISA. Findings will be shared with MENLOedu as part of the MAISA Literacy Systems evaluation.

4. Develop a survey in collaboration with MDE and others Collaborate with MAISA, MDE, and other identified partners to develop a survey or related data-collection instrument that can extend the qualitative inquiry across a broader group of schools. Develop and refine questions examining areas such as Language Essentials, professional learning, instructional resources, MTSS, organizational practices, enabling conditions, leadership, implementation, and other factors that may help explain sustained improvement. Produce a survey instrument suitable for subsequent administration by MAISA, MDE, or project partners.

5. Synthesis, Learning Products & Statewide Dissemination

Analyze quantitative and qualitative findings across sites; identify common themes and enabling conditions; support development of RNN/MAISA learning products, briefs, presentations, visualizations, or other resources; assist schools in sharing their stories; and provide recommendations for future professional learning, instructional rounds, organizational-practice work, RNN research, and possible expansion into secondary settings. Findings will be shared with MENLOedu as part of the MAISA Literacy Systems evaluation.

MAISA will coordinate with Doug to display the Michigan's Literacy Bright Spots Data Visualization and supporting resources.

Exhibit B

Compensation Schedule

Compensation Description

For the services detailed in Exhibit A, the Contractor will be compensated:

- Compensation is based on billable hours submitted by Contractor.
- Invoicing shall occur on a bi-weekly basis after the work has been completed.
- Invoices to MAISA must be submitted no later than 30 days after the services rendered.
- MAISA's fiscal year is July 1 - June 30. When submitting invoices to MAISA, please separate services and dates by the MAISA fiscal year.
- Payments shall be issued to Contractor listed on the agreement.

Total contract reimbursement will not exceed \$44,700.00

Billing & Payment Process:

Contractor must initiate payment and invoice MAISA for services provided (no paper invoice is required). Invoices should include Organization's contact information, employee name, service dates, service descriptions, fees, and total. Checks will be sent to the Contractor contact information on the agreement, unless otherwise agreed upon as stated below.

Invoices should be directed to:

Angie Kinney (akinney@gomaisa.org) & CC Liberty Fets (lfets@gomaisa.org)



MAISA

MICHIGAN ASSOCIATION
OF INTERMEDIATE SCHOOL
ADMINISTRATORS

SUPPORTING REGIONAL EDUCATION SERVICE AGENCIES

Contractor Invoice/Reimbursement Guidelines

INVOICES

- Invoices must be from the person/organization to whom the check will be made out and who was listed on the MAISA contract
- Invoices cannot have "MAISA" or the MAISA logo on them
- If needed, MAISA will provide the contractor with an invoice template for use or direct you to Google search "invoice templates"
- Expenses must be billed within the grant/project year - no payments will be made in subsequent years for prior year services unless agreed upon in advance
- MAISA's fiscal year is July 1 - June 30. Please separate invoices by service dates following MAISA's fiscal year
- Services must be rendered before payments will be made - unless otherwise agreed upon in advance
- Invoices must be submitted to MAISA within 30 days of the services rendered
- Expenses not listed in the agreement **must be pre-authorized by an MAISA Director** for reimbursement (this includes meals and mileage charges)
- Invoices can be emailed to akinney@gomaisa.org

MILEAGE (If listed in your contract)

- MAISA reimburses at the IRS Mileage rate as of January 1 of the current calendar year.
- Mileage charges must list
 - Starting address
 - Ending address
 - Event
 - Total miles

Example: My home-123 Main Street, Lansing TO Great Wolf Lodge-3575 US-31, Traverse City-Early Math Learning Lab event-177.4 miles

RECEIPTS (If listed in your contract)

Itemized Receipts are REQUIRED for:

- Meals (tips capped at 20%, no alcohol charges)
- Hotels (Government Rate must be used when available)
- Bridge tolls
- Parking fees
- Supplies & Materials

Please note: MAISA is a 501c3 and does not reimburse for state sales tax. A sales tax exemption form is available upon request. Please email Angie Kinney at akinney@gomaisa.org

BOARD AGENDA ITEM

Email completed form and supporting documents to the Superintendent and the Superintendent's Executive Assistant by 12:00 noon, the Tuesday prior to the Board Meeting. *(Submit one form per agenda item and provide attachments as separate documents.)*

I. DATE OF BOARD MEETING: October 14, 2026

II. AGENDA ITEM TITLE: 2026-27 MOU Michigan Association of Intermediate School Administrators (MAISA)

III. TYPE OF AGENDA ITEM: *(Place an X in the box you select)*

☐

Presentation

☐

Consent Agenda *(replacement of/transfer to/resignation from existing positions are consent agenda)*

☒

Action/Approval *(new positions/FTE increases for existing positions are action items)*

☐

Information

IV. AGENDA ITEM DESCRIPTION:

- a) **Purpose and background:** *(Provide 1-3 sentences describing the type of service/good, who will be providing it, as well as the background on the need)*

In collaboration with MAISA, MDE, and other partners, this agreement supports the continued analysis and expansion of the Reading Now Network (RNN) work to identify Michigan schools demonstrating significant literacy improvement and understand the practices and conditions contributing to their success. Eaton RESA will employ the position and all costs will be reimbursed by MAISA.

- b) **Cost:** \$44,700 salary and benefits plus travel.

- c) **Timeframe/term of agreement:** October 1, 2026 to June 30, 2027

- d) **List Supporting materials/attachments, if any:**

MOU & Contract

V. RECOMMENDATION: *(Place an X in the box you select)*

☒

Approve

☐

Authorize the Superintendent to execute agreement

☐

Approve the increase of FTE: Position _____ FTE Increase _____

☐

Award a bid

☐

Other: _____

VI. RECOMMENDED BY: Tina Monroe, Executive Director of Finance & Operations



Memo of Understanding Between Eaton RESA and Michigan Association of Intermediate School Administrators

This Memo of Understanding (MOU) will serve as an agreement between Eaton RESA and Michigan Association of Intermediate School Administrators (MAISA) and KaiLonnie Dunsmore (Educator on Loan) to establish the Educator on Loan relationship. MAISA will utilize the Eaton RESA employee, KaiLonnie Dunsmore, for work associated with the Literacy Learning Network (LLN).

Term of the Agreement:

October 1, 2026, through September 30, 2027

Educator on Loan, KaiLonnie Dunsmore will:

- Perform the duties and responsibilities associated with this Educator on Loan agreement competently and professionally, which will reflect positively on both Eaton RESA and MAISA.
- Follow [MAISA policies](#) and comply with applicable state and federal law.
- Maintain any certification or licensure required by MAISA.
- Follow MAISA's work calendar, provided it does not conflict with the Eaton RESA contractual provisions
- Agrees that MAISA will own any work product developed by the employee during this agreement, including any products related to the MAISA project or resulting from the services or use of MAISA resources
- Allow MAISA and its affiliated LEAs, partners, consultants, and coaches within Michigan to use materials and training resources created or modified under the LLN in perpetuity
- MAISA is able to retain the use of the resources created under this contract in support of professional learning around the Essential Practices. *This may include access to videos and content via website, YouTube, etc.*
- Hold Eaton RESA and MAISA harmless for any impact executing this Agreement may have on her retirement benefits.

General Description of Position:

The LLN Project Director will support short-term and long-term goals for the Literacy Learning Network (LLN). The Educator-on-Loan will lead.



Specific Responsibilities:

The LLN Project Director will work with the Early Literacy Professional Learning (ELPL) team and project staff to lead and coordinate the Literacy Learning Network (LLN) work to support the outcomes of LLN, ELPL, and 35a(7) legislative requirements. Specifically, the LLN Project Director will focus attention on the following:

Key Responsibilities Include:

- Coordinate the work of LLN with the ELPL team to support the outcomes of the 35a project
- Design, implement, and facilitate online and face-to-face professional learning for school administrators
- Develop LLN Professional Learning training and resources that are aligned with MAISA Literacy Essentials and MAISA Coaching Essentials
- Work with MAISA staff to develop and maintain a credentialing program for LLN coaches
- Work with MAISA staff on contracts and the approval process for LLN project staff
- Provide data from all LLN participants at the beginning and end of each coaching cycle
- Maintaining a shared calendar of project meetings, deadlines, goals, etc.
- Integrate MAISA Assets into the project deliverables
- Support project reporting and evaluation activities
- Work to advance the goals of MAISA and the work of Michigan's ISDs
- Other duties as assigned.

Agreed Upon Fee for Service:

- The agreed-upon rate for service is not to exceed \$208,950 (salary, benefits costs).
- The total fees will reflect 210 days of work.
- MAISA will also reimburse Eaton RESA for associated employment expenses related to this Educator on Loan agreement, such as travel, meals, cell phone reimbursement, etc.
- Eaton RESA will invoice at least quarterly. Invoices can be sent to the MAISA Operations Office, attention Angie Kinney, akinney@gomaisa.org.
- Eaton RESA will notify MAISA of any changes in the employment status of the Educator on Loan, KaiLonnies Dunsmore.
- Upon request, MAISA will provide feedback on the job performance that the Eaton RESA may use as part of the employee evaluation

Termination:

Any party may terminate this agreement with or without cause after giving 30 days prior written notice to the other of intent to terminate. The parties shall act in good faith during the 30-day period after any notice of intent to terminate. Any funds due under this agreement will be prorated. Any such amounts owed by either party to the other shall be paid within 30 days of the date set for early termination of this contract.



Eaton RESA Signature: _____ Date: _____

KaiLonnie Dunsmore Signature: _____ Date: _____

MAISA Signature: _____ Date: _____

BOARD AGENDA ITEM

Email completed form and supporting documents to the Superintendent and the Superintendent's Executive Assistant by 12:00 noon, the Tuesday prior to the Board Meeting. *(Submit one form per agenda item and provide attachments as separate documents.)*

I. DATE OF BOARD MEETING: October 14, 2026

II. AGENDA ITEM TITLE: 2026-27 MOU Michigan Association of Intermediate School Administrators (MAISA)

III. TYPE OF AGENDA ITEM: *(Place an X in the box you select)*

☐

Presentation

☐

Consent Agenda *(replacement of/transfer to/resignation from existing positions are consent agenda)*

☒

Action/Approval *(new positions/FTE increases for existing positions are action items)*

☐

Information

IV. AGENDA ITEM DESCRIPTION:

a) **Purpose and background:** *(Provide 1-3 sentences describing the type of service/good, who will be providing it, as well as the background on the need)*

The Literacy Leader Network collaboration with MAISA has been expanded through September 30, 2027. The program is a statewide education initiative to build systemwide capacity for lasting literacy improvements. Eaton RESA will continue to employ the Educator on Loan and all costs will be reimbursed by MAISA.

b) **Cost:** \$208,950 salary and benefits plus travel.

c) **Timeframe/term of agreement:** October 1, 2026 to September 30, 2027

d) **List Supporting materials/attachments, if any:**

MOU

V. RECOMMENDATION: *(Place an X in the box you select)*

☒

Approve

☐

Authorize the Superintendent to execute agreement

☐

Approve the increase of FTE: Position _____ FTE Increase _____

☐

Award a bid

☐

Other: _____

VI. RECOMMENDED BY: Tina Monroe, Executive Director of Finance & Operations

BOARD AGENDA ITEM

Email completed form and supporting documents to the Superintendent and the Superintendent's Executive Assistant by 12:00 noon, the Tuesday prior to the Board Meeting. *(Submit one form per agenda item and provide attachments as separate documents.)*

- I. DATE OF BOARD MEETING: October 14, 2026**
II. AGENDA ITEM TITLE: 2027 Summer Tax Levy Resolution

III. TYPE OF AGENDA ITEM: *(Place an X in the box you select)*

- ☐ Presentation
- ☐ Consent Agenda *(replacement of/transfer to/resignation from existing positions are consent agenda)*
- ☒ Action/Approval *(new positions/FTE increases for existing positions are action items)*
- ☐ Information

IV. AGENDA ITEM DESCRIPTION:

- a) **Purpose and background:** *(Provide 1-3 sentences describing the type of service/good, who will be providing it, as well as the background on the need)*

Eaton RESA collects summer taxes from 7 of its 32 taxing units. In order to continue collecting summer taxes for 2027, the Board must approve a resolution by December 31, 2026. Fifty percent of the taxes will be collected in the summer and fifty percent in the winter from the 7 taxing units.

- b) **Cost:** N/A

- c) **Timeframe/term of agreement:** N/A to _____

- d) **List Supporting materials/attachments, if any:**

Resolution and list of taxing units/collections schedule.

V. RECOMMENDATION: *(Place an X in the box you select)*

- ☒ Approve
- ☐ Authorize the Superintendent to execute agreement
- ☐ Approve the increase of FTE: Position _____ FTE Increase _____
- ☐ Award a bid
- ☐ Other: _____

VI. RECOMMENDED BY: Tina Monroe, Executive Director of Finance & Operations

Annual Summer Tax Resolution

_____ (the "District")

A _____ meeting of the board of education of the District (the "Board") was held in the _____, within the boundaries of the District, on the ____ day of _____, 2026, at ____ o'clock in the ____ m. (the "Meeting").

The Meeting was called to order by _____, President.

Present: Members

Absent: Members

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

WHEREAS, this Board previously adopted a resolution to impose a summer tax levy to collect **50%** of annual school property taxes, including debt service, upon property located within the District and continuing from year-to-year until specifically revoked by the Board.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Pursuant to the Revised School Code, MCL 380.1 et seq., the Board invokes for 2027 its previously-adopted ongoing resolution imposing a summer tax levy of **50%** of annual school property taxes, including debt service, upon property located within the District and continuing from year-to-year until specifically revoked by the Board and requests that each city and/or township in which the District is located collect those summer taxes.

2. The Superintendent or designee is authorized and directed to forward to the governing body of each city and/or township in which the District is located a copy of this Board's resolution imposing a summer property tax levy on an ongoing basis and a copy of this resolution requesting that each such city and/or township agree to collect the summer tax levy for 2027 in the amount specified in this resolution. Such forwarding of the resolutions and the request to collect the summer tax levy shall be performed so that they are received by the appropriate governing bodies on or before December 31, 2026.

3. Pursuant to and in accordance with Revised School Code Section 1613(1), the Superintendent or designee is authorized and directed to negotiate on behalf of the District with the governing body of each city and/or township in which the District is located for the reasonable expenses for collection of the District's summer tax levy that the city and/or township may bill under Revised School Code Sections 1611 or 1612. Any such proposed agreement shall be brought before this Board for its approval or disapproval.

4. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same are hereby rescinded.

Ayes: Members

Nays: Members

Resolution declared adopted.

Secretary, Board of Education

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

163 Secretary, Board of Education

Eaton RESA		
Tax Collection Schedule		
Taxing Unit	Summer Taxes	Winter Taxes
Assyria Twp		100%
Aurelius Twp		100%
Baltimore Twp		100%
Benton Twp	50%	50%
Brookfield Twp		100%
Carmel Twp		100%
Castleton Twp		100%
Chester Twp		100%
City of Charlotte	50%	50%
City of Eaton Rapids	50%	50%
City of Grand Ledge	50%	50%
City of Lansing		100%
City of Potterville	50%	50%
Danby Twp		100%
Delhi Twp		100%
Delta Twp	50%	50%
Eagle Twp		100%
Eaton Rapids Twp		100%
Eaton Twp		100%
Hamlin Twp		100%
Hastings Charter Twp		100%
Kalamo Twp		100%
Maple Grove Twp		100%
Oneida Twp		100%
Onondaga Twp		100%
Riley Twp		100%
Roxand Twp		100%
Sunfield Twp		100%
Vermontville Twp		100%
Watertown Twp		100%
Westphalia Twp		100%
Windsor Twp	50%	50%

BOARD AGENDA ITEM

Email completed form and supporting documents to the Superintendent and the Superintendent's Executive Assistant by 12:00 noon, the Tuesday prior to the Board Meeting. *(Submit one form per agenda item and provide attachments as separate documents.)*

I. **DATE OF BOARD MEETING:** 10/14/2026

II. **AGENDA ITEM TITLE:** Increase in FTE for Occupational Therapist & Speech and Language Pathologist

III. **TYPE OF AGENDA ITEM:** *(Place an X in the box you select)*

☐ Presentation

☐ Consent Agenda *(replacement of/transfer to/resignation from existing positions are consent agenda)*

☒ Action/Approval *(new positions/FTE increases for existing positions are action items)*

☐ Information

IV. **AGENDA ITEM DESCRIPTION:**

a) **Purpose and background:** *(Provide 1-3 sentences describing the type of service/good, who will be providing it, as well as the background on the need)*

Due to an increase in needs, Grand Ledge Public Schools has requested a 0.5 FTE increase for Occupational Therapy Services and a 1.0 Speech and Language Pathologist.

a) **Total Cost:** \$148,955

b) **Timeframe/term of agreement:** 2026-27

c) **Supporting materials/attachments, if any:** Grand Ledge Public Schools Related Service Revised Staff Agreement.

V. **RECOMMENDATION:** *(Place an X in the box you select)*

☐ Approve

☐ Authorize the Superintendent to execute agreement

☒ Approve the increase of FTE: 0.5 OT and 1.0 SLP

☐ Award a bid

☐ Other: _____

VI. **RECOMMENDED BY:** Kelly Hager, Assistant Superintendent for Special Education



Eaton RESA

1790 E. Packard Hwy., Charlotte, Michigan 48813
517-543-5500 * Fax - 517-543-6633

RELATED SERVICES CASELOAD AGREEMENT

Below is the projected Related Services caseload for the 2026-27 school year between Grand Ledge Public Schools and Eaton Regional Education Service Agency. The term of this agreement commences August 17, 2026 and continues through June 11, 2027**, at which time this Agreement shall need to be renewed. (See Attachment A for terms of the Agreement)

ERESA Services Rendered (projected as of April 2026)

Service	Staff FTE Assigned	Projected Cost*
Occupational Therapist	4.00	391,825
Psychologist	4.00	434,150
Testing TC	3.00	350,961
Physical Therapist	1.00	91,500
Speech	13.00	1,299,701
School Social Worker	9.00	777,375
Totals	34.00	3,345,512

*Costs are estimates

On Behalf of the

Date: 10/8/2026

Date: 10/8/26

On Behalf of the

Date: 10/8/26

Date: 10-8-26

Eaton Regional Education Service Agency

Kelly Hager
Kelly Hager
Assistant Superintendent for Special Education

Tina Monroe
Tina Monroe
Executive Director of Finance and Operations

School

Wendy Seida
Special Education Administrator

Adrienne Barner
Business Official

**School year start and end dates still to be determined

BOARD AGENDA ITEM

Email completed form and supporting documents to the Superintendent and the Superintendent's Executive Assistant by 12:00 noon, the Tuesday prior to the Board Meeting. *(Submit one form per agenda item and provide attachments as separate documents.)*

I. DATE OF BOARD MEETING: 10-14-2026

II. AGENDA ITEM TITLE: AMN Healthcare, Inc. for the 2026-27 School Year.

III. TYPE OF AGENDA ITEM: *(Place an X in the box you select)*

	Presentation
	Consent Agenda <i>(replacement of/transfer to/resignation from existing positions are consent agenda)</i>
X	Action/Approval <i>(new positions/FTE increases for existing positions are action items)</i>
	Information

IV. AGENDA ITEM DESCRIPTION:

a) **Purpose and background:** *(Provide 1-3 sentences describing the type of service/good, who will be providing it, as well as the background on the need)*

Contract with AMN Healthcare, Inc for 1.0 FTE School Social Worker to fill a vacancy.

b) **Cost:** Not to exceed 1,128 hours for a maximum amount of \$101,250 for the 2026-2027 school year.

c) **Timeframe/term of agreement:** October 15, 2026 through June 4, 2027.

d) **Supporting materials/attachments, if any:** Contract between AMN Healthcare and Eaton RESA for School Psychologist Services.

V. RECOMMENDATION: *(Place an X in the box you select)*

	Approve
X	Authorize the Superintendent to execute the agreement
	Approve the increase of FTE:
	Award a bid
	Other:

VI. RECOMMENDED BY: Kelly Hager, Assistant Superintendent for Special Education



Contractor Agreement

It is agreed between Eaton Regional Education Service Agency, hereafter 'ERESA', and AMN Healthcare, Inc. hereinafter 'Contractor', that the following services will be provided based upon the expectations and conditions as follows:

Section 1: Description of Services The work to be performed by Contractor includes all services generally performed by Contractor in Contractor's usual line of business as follows:

School Social Worker

Contractor is not authorized to act as an agent of ERESA for any purpose not addressed herein, and Contractor shall hold ERESA harmless for any liabilities that may occur in the execution of the work described in this Agreement in accordance with Section 11 of this Agreement.

ERESA will make space available for the Contractor to conduct business related to the services provided under this Agreement. ERESA will make every effort to ensure that the work environment is free of safety hazards and is barrier free.

Section 2: Compensation and Billings: ERESA shall pay Contractor the total sum of \$90 per hour, not to exceed 1,128 hours or a maximum of \$101,250 for the work to be performed under this Agreement. Contractor shall work with ERESA to establish a schedule for the delivery of the prescribed services.

At the inception of this Agreement, Contractor must complete a W-9 form and provide a social security or company tax identification number and other pertinent information to establish a current and valid vendor file.

Contractor shall submit invoices for services to ERESA on a monthly basis. Invoices must include the contractor's name, address, service dates and times as well as the location where services were provided. A service log may also be required. Payment is due within fifteen (15) days of receipt of invoice. Information appearing on the invoices shall be deemed accurate and affirmed with ERESA unless ERESA notifies Consultant in writing, specifying the particular error(s), omission(s) or objection(s) within 45 days of the invoice date. Failure to notify Consultant within the time shall constitute a waiver by ERESA of any objections thereto.

Section 3: Conversion Fee Schedule: The ERESA agrees not to allow the Clinician to work at the ERESA part-time, full-time, temporary or as a contracted employee, for a one-year period following the completion of an assignment except through the Consultant. If at any time ERESA, ERESA's affiliates and/or any of its subsidiaries or any other organization to which ERESA supplies information, hires the Clinician received from the Consultant, and Clinician has worked on behalf of ERESA through Consultant less than 4500 consecutive hours, ERESA agrees to pay Consultant a hire fee based on a percentage of the Clinician's annualized Consultant base salary determined by the total consecutive hours worked on assignment by Clinician in accordance with the fee schedule below. The invoice is due upon receipt. It is understood that Consultant is solely responsible for the introduction of a Clinician to ERESA, unless ERESA notifies Consultant within forty-eight (48) hours of such introduction of ERESA's prior knowledge of said Clinician's availability. Should ERESA directly refer Clinician to an affiliated organization for either permanent employment or temporary allied coverage, ERESA will be billed for services rendered pursuant to this section. An affiliate of the ERESA includes, but is not limited to, an organization or person that has any form of direct or indirect business relationship with ERESA or any successor to ERESA's business. No fee applies where payment of such fee is prohibited by law.

Contractor Agreement

Page 2

ERESA shall provide Consultant 30 days prior written notice of its intent to directly hire a Clinician, including the date of anticipated hire.

Hours Worked by Clinical Provider	Fee Based on Percentage of Expected Annualized Base Salary
Less than 1500 Hours	30%
1501-3000 Hours	20%
3001-4499 Hours	10%
4500+ Hours	No Fee

Section 4: Timekeeping; Compensation of Clinicians: Clinicians will enter time worked into an electronic timecard system designated by Consultant. ERESA shall designate a representative to review and approve all time no later than each Monday by 2 p.m. PST. ERESA's approval of Clinicians' time certifies that the hours submitted are correct, the work was performed to ERESA's satisfaction and authorizes Consultant to bill ERESA for the hours worked by Clinicians. If ERESA's designated representative fails to timely report time worked to Consultant, all time submitted by Clinicians will be considered accurate and ERESA shall be responsible for payment. If a Clinician does not report to work for a scheduled shift due to illness or some other reason outside of ERESA's control, ERESA will not be billed for those hours. Make-up of lost time will be at the mutual agreement of ERESA and Clinician. Consultant has responsibility for all compensation of Clinicians working at ERESA's facility(ies) under this Agreement. Consultant will obtain and keep on file all documentation required by the U.S. Citizenship and Immigration Services to prove legal status to work and reside in the USA.

Section 5: Insurance and Taxes: Contractor is responsible for his/her own professional liability, general liability and worker's compensation insurance. A valid certificate of insurance must be submitted to ERESA prior to the inception of this Agreement and ERESA shall be included as an additional insured party with respect to the Services performed under this Agreement, including defense costs but excluding the proportionate share of negligence of such additional insured(s) for services performed in conjunction with this Agreement. If Contractor is a sole proprietor or is not required by law to carry workers compensation insurance, Contractor will complete a Contractor Statement' in the form prescribed by ERESA.

Contractor shall be responsible for unemployment and any other local, state and/or federal taxes that pertain to services provided.

The parties acknowledge that they have a reimbursement arrangement with respect to housing and meals. The reimbursement amount is included in the fee ERESA pays for services, except as otherwise

specifically stated herein. Consultant will provide substantiation of the reimbursement amount. Amounts reimbursed by ERESA may be subject to tax deduction limitations.

Section 6: Agreement Timeline/Duration: This Agreement shall be in effect on October 15, 2026 and continue through June 4, 2027 or until such time as the services outlined in Section 2 are complete. Any extension of this Agreement must be in writing and signed by both parties. Either party may cancel this Agreement by providing the other party with a thirty (30) day written notice.

Section 7: Relationship of the Parties: The parties intend that a Contractor-Owner relationship will be created by this Agreement. ERESA is interested only in the results to be achieved and the conduct and control of the work will lie solely with the Contractor. Contractor is not an employee of ERESA and, as such, is not entitled to any of the benefits or privileges extended to its employees. It is understood that ERESA does not agree to use Contractor exclusively, nor does the Contractor agree to exclusively provide services to ERESA.

Section 8: Confidentiality: Each party shall keep confidential all Confidential Information (as defined below) of the other party ("owning party"), and shall not use or disclose such Confidential Information either during or at any time after the term of this Agreement, without owning party's express written consent, unless required to do so by law, court order or subpoena in which case a party shall not disclose such information until it has provided advance notice to owning party such that owning party may timely act to protect such disclosure. For purposes of this provision, "Confidential Information" means non-public information that is disclosed or becomes known to the other party as a consequence of or through its activities under this Agreement, including, but not limited to, matters of a business nature, such as Clinicians' and prospective Clinicians' names and personal information, bill rates and the terms of this Agreement, compensation and benefits packages and structure, hiring decision-making process, hiring needs and/or requests for placement, costs, profits, margins, markets, sales, business processes, information systems, quarterly and annual review documents, reports generated, and any other information of a similar nature. ERESA shall not: (i) sell, rent, release, disclose, disseminate, make available, transfer, or otherwise communicate orally, in writing, or by electronic or other means, Clinician Confidential Information to another business or a third party for monetary or other valuable consideration; (ii) retain, use, or disclose such Clinician Confidential Information for any purpose other than for the specific purpose of confirming the suitability of the Clinician to perform temporary professional services, and ERESA processes necessary to enable Clinician to perform the services, including but not limited to time keeping, billing, and access to ERESA systems; or (iii) retain, use, or disclose such Clinician Confidential Information outside of the direct business relationship between Consultant and ERESA. In addition, ERESA agrees to use appropriate privacy and security measures to protect all Clinician Confidential Information from unauthorized access, destruction, use, modification, or disclosures in accordance with all federal and state privacy laws, including but not limited to, limiting access to only those employees necessary for performance under this Agreement, implementing suitable measures to prevent unauthorized persons from gaining access to Clinician Confidential Information and to prevent unauthorized reading, copying, alteration, use, or removal of Clinician Confidential Information. ERESA will report to Consultant in writing, no more than one business day after discovery, any breach of security or privacy unauthorized use, or unauthorized disclosure of Clinician Confidential Information. ERESA shall be responsible for notifying affected Clinician of the occurrence (as required by applicable law) and for payment of all costs of notification and any costs associated with mitigation, including but not limited to credit monitoring. ERESA shall also be responsible for all expenses, costs, and any damages incurred by Consultant, resulting from such occurrence. ERESA must obtain Consultant's approval of the time and content of any notifications under this Section before contacting affected Clinicians. Upon termination or expiration of this Agreement, both parties will, without notice or request, either (i) return, within two (2) weeks, all Confidential Information of the other, including copies thereof; or (ii) destroy all Confidential Information in accordance with their respective policies and procedures, and with the same level of care that each party would destroy their own Confidential Information. This Section will survive any termination or expiration of this Agreement.

Section 9: Use of Student Data, Data Breach, FERPA, and HIPAA: The Contractor and School District acknowledge and understand that the collaborative efforts required under this Agreement may, at times, require the Contractor and its necessary personnel to have access to data, or other information of the School District and/or a School District program, including pupils' educational records and/or personally identifying information (collectively the "Data"). The School District shall at all times remain the owner of its Data. In accordance with the Family Educational Rights and Privacy Act ("FERPA") and the regulations promulgated thereunder, School District and the Contractor shall use and maintain the Data (including any education records and personally identifiable information of pupils (PII)) in accordance with FERPA, and shall not disclose any Data (including any education records or PII) of the pupils to any other party without the prior written consent of the applicable Party (and the pupil's (or pupil's parent(s) if required by law) unless otherwise permitted by law. Moreover, the Parties acknowledge that the Contractor may access such Data to perform the obligations agreed to by the Parties, and the Contractor agrees to: (i) not disclose or disseminate to others any Data without written authorization from the School District, unless permitted or required by law or compelled by court order; (ii) use and access the Data only when necessary to perform the services under this Agreement; (iii) not copy or mine the Data or otherwise use any Data for advertising or marketing to students or parents; (iv) not alter or modify any Data; and (v) keep confidential all non-public, proprietary, or information (including Data) disclosed by or through the School District in any form, whether written, oral, electronic, or otherwise. store and possess any Data in accordance with industry standards including appropriate technical and organizational measures and safeguards (including access controls, encryption, secure storage and transmission of Data, and employee training on data privacy and security) to ensure a level of security appropriate to protect Data against unauthorized access, disclosure, alteration, or destruction. The Contractor shall not use Artificial Intelligence (AI) tools or systems (including generative AI models) to process, analyze, or otherwise interact with any Data unless explicitly authorized in writing by the School District. In the event of a security breach, violation of the privacy laws and/or security language, or a use or disclosure of Data in violation of this Agreement or applicable law, Contractor shall notify the School District as soon as possible, not to exceed 72 hours from the time Contractor learns of or reasonably believes of a security breach, violation, use or disclosure. The Contractor shall cooperate with the School District regarding any data breach, which shall include, but not be limited to: (i) sharing full and accurate details about the breach (e.g. timeline, affected systems/data, cause) with the School District; (ii) disclosing relevant logs, audit trails, and investigative findings to the School District; (iii) allowing access to relevant systems and personnel for investigation by the School District and its agents and cooperating with internal or third-party investigators; (iv) responding quickly and consistently to questions or requests for information; (v) working jointly on containment and mitigation efforts and to implement corrective actions; (vi) assisting in meeting regulatory obligations or law enforcement inquiries and providing documentation as needed promptly. Upon termination or expiration of this Agreement, or upon written request of the School District, the Contractor shall promptly return or securely destroy all Data and other confidential information of School District in its possession, and provide written certification of such destruction.

The Parties acknowledge and agree that the relationship among the Parties and the services rendered hereunder are not currently subject to the rules and regulations pertaining to the administrative simplification and privacy provisions of the Health Insurance Portability and Accountability Act of 1996, Pub. L. No. 104-191, 110 Stat. 1936 ("HIPAA"), and the final regulations promulgated thereunder, as amended from time to time. Should either Party to this Agreement be notified by any governmental agency or its counsel that a change in HIPAA, FERPA or the regulations promulgated thereunder causes the Parties' performance under this Agreement to be in violation of these laws or creates a moderate to substantial risk of violation of these laws, such Party shall notify the other, and the Parties shall mutually attempt to amend this Agreement in all respects necessary to comply with such laws cited herein. If such amendment is not in compliance with applicable legal requirements in the written opinion of legal counsel for either Party, or if the Parties cannot agree on an alternative acceptable arrangement within forty-five (45) days, then this Agreement may be terminated by the School District upon delivery of sixty (60) days' prior written notice to the Contractor and all of the rights and obligations of the Parties hereunder shall cease unless expressly stated otherwise. The Contractor's employees will comply with HIPAA when performing the services to the extent applicable.

Section 10: Consultant Responsibilities: To perform the stated services as agreed in a competent, professional and timely manner in accordance to the time period specified in Section 6. Contractor agrees to provide all required materials and personnel needed to perform the services.

ERESA reserves the right to approve the personnel and/or representatives of the Contractor. Contractor shall provide such documentation as may be required by ERESA or other authorities to verify credentials/licensure and/or satisfy pertinent legal requirements. Consultant shall submit and/or facilitate completion of required criminal history and unprofessional conduct checks as defined in the requirements table. No services shall be provided prior to execution of this agreement and verification/acceptance of personnel assigned to perform services.

Consultant is responsible for any and all claims that arise from an error or acts of omission by the Consultant. Except with the prior written consent of the other party, neither ERESA Consultant may assign or transfer any right, remedy or obligation under this Agreement, including by merger, consolidation, or dissolution, or operation of law.

Section 11: Requirements Table: For each Clinician who has been confirmed for an assignment Consultant will obtain and maintain ERESA documentation of the requirements set forth below. The costs associated with these requirements are included in the bill rates set forth above. Any changes to these requirements will require mutual agreement of the parties. ERESA shall pay for all costs associated with additional ERESA requirements and shall provide sufficient time to adopt such new requirements.

I-9	I-9 for employment eligibility, supporting documents, and E-Verify completed in compliance with federal regulation. Documentation to be retained by staffing Consultant.
OIG, SAM/GSA	OIG and SAM/GSA verifications completed within 30 days prior to first assignment and monthly thereafter. Documentation to be retained by staffing Consultant.
Licensed Providers	Current license and primary source verification prior to start of assignment for all licensed Providers.
Non-Licensed Providers	National certification, if applicable, and primary source verification prior to start of assignment for all non-licensed Providers.
Other State Requirement	Human Resources, Employee Health, Education/Training as required by state regulations for applicable practice settings.
Background Check	Attestation for completion of 7-year search for-SSN Trace, County Resided and Employed search, National Criminal, OFAC, and VSOP completed prior to first assignment. Updated every 3 years thereafter. If break in service > 90 days, must run counties listed during break in service.
Facility Specific Documents	Collection and/or DocuSign for business-critical facility documents include the following: facility confidentiality agreement, IT security facility access, and related policies and procedures
Drug Screening	Attestation for completion of: Standard 10 panel prior to start of first assignment, updated annually thereafter. If break in service > 90 days, retesting required.
State Background Check/Fingerprinting	Completion of Michigan CHRI fingerprint background check and Client provided consent and disclosure forms.

Contractor Agreement
Page 6

Section 12: Indemnity Covenant To the fullest extent by law, excluding any and all claims arising from the negligent acts, errors, or omissions of ERESA, Contractor hereby agrees to indemnify ERESA for all third party claims, demands, liability and causes of action to the extent resulting from or arising from or related to the services provided while in the performance of its obligations under this Contract by Contractor, including, but not limited to, any negligent act, error or omission occurring on or about ERESA's premises or the premises where the services are provided, acts of omissions including the Contractor's use of data and/or equipment. Indemnification shall include, but is not limited to, any act of negligence of the Contractor and/or also includes, but is not limited to, claims, demands, liability and causes of action involving bodily injury or damages to any person(s) or entity or the data or property belonging to such person(s) or entity. Contractor's agreement to indemnify ERESA covers all costs, expenses, liabilities and fees, including reasonable attorney fees, incurred by ERESA in the event an action, litigation or proceeding is initiated against ERESA due to Contractor's negligent actions or omissions. Contractor shall upon written notice from the ERESA, defend such litigation, action or proceeding. Contractor also agrees to indemnify ERESA for fines and/or penalties assessed by a State or Federal authority for failure to withhold or remit funds related to this Agreement.

Section 13: Modification: Any amendment or waiver of the terms of this Agreement is not valid unless such amendment or waiver is in writing and executed by both parties to this Agreement.

Section 14: Non-Discrimination: Each party stipulate that it does not discriminate on the basis of race, color, national origin, sex (including sexual orientation and transgender identify), disability, age, religion, height, weight, marital or family status, military status, genetic information, or any other legally protected category (collectively "Protected Classes"), in its programs and activities, including employment opportunities.

Section 15: Governing Law and Venue: This Agreement shall be governed by and construed in accordance with the laws of the State of Michigan.

Section 16: Entire Agreement: With respect to the services contemplated in this Agreement, this Agreement supersedes all previous understandings and agreements, written or oral between ERESA and Contractor.

Contractor Agreement
Page 7

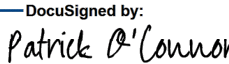
THIS SECTION TO BE COMPLETED BY THE CONTRACTOR

Testimonial

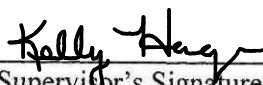
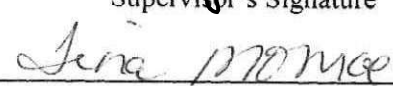
Do you perform similar services for other clients and/or schools outside of ERESA? ☒ Yes ☐ No

Have any personnel assigned to this work under this Agreement worked in, or retired from, a Michigan public school? ☐ Yes ☒ No

If so, when and from which school district? _____

Contractor: AMN Healthcare, Inc.	
SS# or Federal ID#	88-0208006
Telephone #	1-469-706-1802
Cell Phone # (required for School Messenger notification)	1-281-725-1808
Email:	jeff.klott@amnhealthcare.com
Street Address:	2999 Olympus Blvd., Suite 500
City, State, Zip:	Dallas, TX 75019
DocuSigned by:  07670D932745424... Contractor's Signature	10/6/2026 Date

THIS SECTION TO BE COMPLETED PRIOR TO APPROVAL BY SUPERINTENDENT

Type of Agreement:	☒ New ☐ Continuing
Funding Source:	Special Ed Fund
Account #:	21-216-3130-000-041-0000
Duration of Agreement:	10/15/2026 – 6/4/2027
ERESA Contact:	Kelly Hager
 Supervisor's Signature	10/5/2026 Date
 Executive Director of Finance & Operations Signature	10/2/26 Date

Contractor Agreement
Page 8

IN WITNESS WHEREOF, the authorized representatives of the parties hereto have fully executed this Contractor Agreement effective as of the agreed upon date noted in Section 6.

On behalf of Contractor:

Patrick O'Connor - President, Schools Staffing Solutions

Printed Name and Title of Authorized Signer

DocuSigned by:
Patrick O'Connor
07070D932745424...

Contractor Signature

10/5/2026

Date

On behalf of Eaton Regional Education Service Agency:

Dr. Sean Williams, Superintendent

Date

Eaton Regional Education Service Agency does not discriminate on the basis of race, color, national origin, sex (including sexual orientation and transgender identify), disability, age, religion, height, weight, marital or family status, military status, genetic information, or any other legally protected category (collectively "Protected Classes"), in its programs and activities, including employment opportunities. In addition, arrangements can be made to ensure that the lack of English language proficiency is not a barrier to admission or participation. Civil Rights Coordinators are located at 1790 E. Packard Hwy, Charlotte, Michigan to handle inquiries regarding the nondiscrimination policies and grievance procedures. Telephone (517) 543-5500.