

# **C.O.O.R. Intermediate School District Board of Education Meeting**

Wednesday, April 13, 2022 6:00 PM

Houghton Lake High School Board Room, 4433 W Houghton Lake Dr, Houghton Lake,  
MI 48629

1. Call to order & Roll Call

2. Opening Ceremonies

- Pledge of Allegiance

- Mission Statement

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

3. Adopt the Agenda

4. Department Updates

-Career & Technical Education Department

-Early Childhood Department

-ETA update

-Instructional Services Department

-Special Education Department

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



**BOARD OF EDUCATION**

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Superintendent

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Director of  
Instructional Services

Natalie Davis,  
Director of Career &  
Technical Education

Jill Radosta,  
Director of  
Special Education

Somer Quinlan,  
Executive Director  
of R.O.O.C., Inc.

Jared Socia,  
Director of Operations

Katie Keith,  
Early Childhood  
Supervisor

To: Shawn Petri, Superintendent

From: Natalie Davis, CTE Director

Date: April 7, 2022

Subject: CTE Update

**CTE Steering Committee:**

Shawn is working with Cathy Erickson and the Thrun attorney to finalize a long-term lease agreement. We should have construction plans for the board to review for the May board meeting. The next steering committee meeting will be Thursday, April 21st via Zoom from 6:00-7:30 p.m.

We've set the date for a groundbreaking on June 3rd at 10:00 a.m. That way we still have students in the building and legislators can see what we are doing right now. We may or may not actually be breaking ground yet, but we definitely want to get working on the construction so that we are able to utilize the space in the fall of 2023. We are working on invitations to invite legislators, local dignitaries, and local district officials, along with our COOR team.

I will be presenting to the Houghton Lake School board Monday night, 4/11 and the Houghton Lake Rotary Club on Wednesday, 4/13.

Remember that I'm available if you have another local group you would like me to present to and share the great things happening at COOR.

**Grants:**

We did receive the MCAN (Michigan College Access Network) grant, which will offset the salary for Alexis Ferguson in our CTE office. She is doing a great job and has worked with the MCAN staff already to get an orientation as to what is expected and how we can support our local districts in making students aware of opportunities beyond high school.

I applied for the "Grow your own" grant to reimburse our teachers for their continuing education. This will help support all of our staff, and I'm optimistic that we will receive the funds. Up to \$10,000/per employee is available, but must be utilized between now and August 30, 2022. It is anticipated that there will be additional funds available, so I will stay informed to see how we can continue to support our staff and local district CTE staff to become fully certified.

**Recruitment and Other:**

Dean VanWormer wrapped up all scheduling presentations, and we have Roscommon 10th grade students visiting our programs on Thursday and Friday, April 21st and 22nd. We are starting to get our enrollment numbers in and we are optimistic for the fall enrollment.

Our law enforcement, autos, and recreational engines CTE students will be visiting Ferris on Friday, April 8th. All CTE students will visit Kirtland on April 20th to visit their programs and see what opportunities are available to them. Thanks to Dean for putting this together.

I visited Charlton Heston Academy on Wednesday, 4/6. I have to admit I was impressed with what I saw, and I am working with their staff to ensure they will be operating state approved CTE quality programs.

I spent some time in Grayling with their construction advisory committee Wednesday, 4/6. The meeting was well attended and there seems to be a lot of enthusiasm for what we are doing at COOR and in that particular program.

There will be another regional Perkins meeting Monday, 4/11 in West Branch at MI Works to approve our regional plan. We did receive a modest increase in funding for the 2022-23 school year.

I will be attending the CTE Spring Update and the ACTE regional conference in Grand Rapids on May 4th and 5th.



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To: Shawn Petri, Superintendent

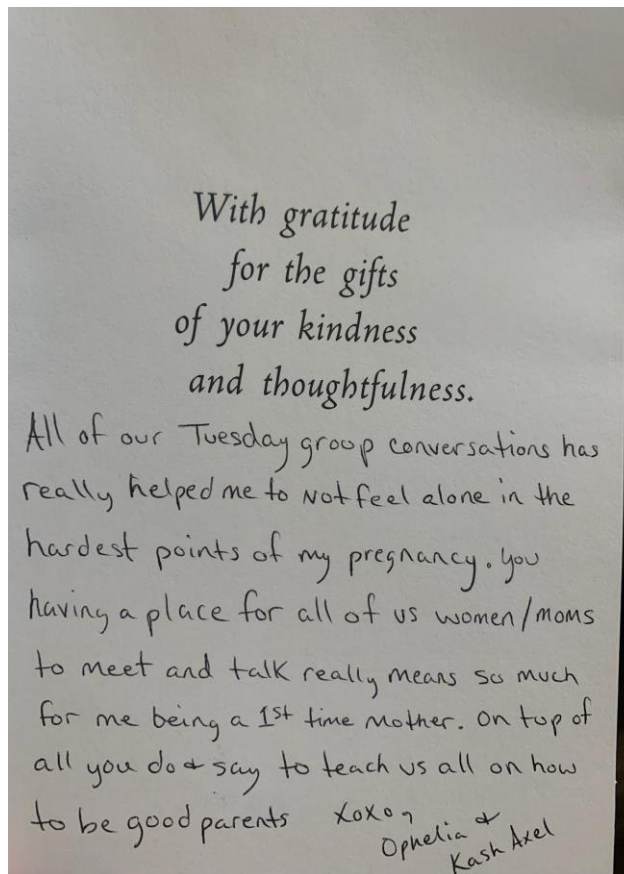
From: Katie Keith

Date: April 2022

Subject: Early Childhood Update

**Great Start Collaborative:**

We wanted to share with you a card from one of our parents that we do weekly parenting classes with so that you can see how we impact our families.





11051 N. Cut Road  
Post Office Box 827  
Roscommon, MI 48653  
989-275-5881 fax  
989-275-9555 phone

### **Great Start Readiness Program:**

Classroom Coach season has begun! Classroom Coach is a measurement tool to support improving preschool classroom quality. In the past, all classrooms were “assessed” annually and this year MDE is requiring one-third of total classrooms be assessed. Rebekah and Katie are completing 7 Classroom Coaches this year and continuing to utilize goal planning including action plans with the remaining classrooms to continue growth.

### **Great Start to Quality:**

The spring grant cycle opened up to all licensed child care providers who do not receive other funding from the state or federal government. GSRP and Head Start classrooms are not eligible for it. This grant cycle closes May 26, 2022. Please encourage any licensed child care provider you know to apply for these funds.

GROWING QUALITY continues in Northeast MI! You may remember in 2020 we had a group of family child care providers who joined a learning community to increase their knowledge in curriculum, assessments and screenings. The results are now showing the success of this group. Monica Hutchinson from Gaylord MI completed a Program Quality Assessment this past month and is only .05% away from being a 5 STAR program. In the next couple of months, we should see three more family child care providers complete their program quality assessment. This is a huge accomplishment for our family child care providers!



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To: Shawn Petri, Superintendent

From: Katie Fuelling

Date: April 7, 2022

Subject: Instructional Services Update



**31n Team:**

The team continued their work with the Trust-Based Relational Intervention (TBRI) Micro-Professional Development Series with a virtual session on zones of regulation and the engine plate. The team also shared their third installment with an asynchronous session on self-regulation. Both sessions are available on [COOR ISD website under Instructional Services](#). Kristen Lubs-Eagle, MTSS and Behavioral Health Coordinator, is also continuing her work with local district teams conducting whole child assessments in partnership with Dr. Mark Sloane. The assessment helps to identify tools and strategies to put in place to best support the student in his/her learning environment.

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

**Early Literacy:**

The Early Literacy coaches, Grace Brown and Michelle Ewald, are hosting the last session of their Essential Literacy Practices professional learning series this month. The coaches will focus the learning on the last two essentials. Essential #9 takes a look at ongoing observation and assessment of a student's language and literacy development. Essential #10 promotes literacy in collaboration with families. The coaches are also continuing their work in the districts by conducting coaching cycles with grade level teams and/or individual teachers.

**ASCENT New Teacher Training:**

The last session of ASCENT is Monday, April 11. We have at least 14 members of Cohort 1 who have expressed their interest in continuing. Survey feedback provided great information on what the participants value in the sessions. Excited about- starting Cohort 2 in the fall! Brent along with the Instructional Services Team is developing their professional development offerings for next school year based on the COOR Professional Development Needs Assessment.



# Educational Technology Association

Technology for Learning

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## April 2022 ETA Report

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

### Tickets (ETA Wide):

- Current Open: 233
- Created this month: 1059

### Trainings Provided

- Virtual Reality
- 3D Printer
- Interactive TV
- Dash Robots
- Ed Tech Support Days
- PowerSchool Usergroup
- Pupil Accounting

### Updates:

- On March 2nd, we lost a hardware controller on one of our critical servers housed at WSESD. This caused multiple virtual servers to go down. We had a backup controller in a box and swapped it as quickly as possible to restore services.
- All ETA staff were busy over Spring Break preparing all Chromebooks, iPads, and testing servers for M-STEP testing that starts the week of April 11th.
- On March 23rd all of the ETA staff met for the first time. Being so spread out makes it hard for us all to get together for a PD day. Everyone loved the day and actually being able to meet each other in person.
- On March 29th the same server that crashed on the 2nd failed again, this time for good. We were able to restore all servers to some spares until the new hard drives come in. To almost all users there was no disruption of services.

- Through a MiSTEM grant, the K12ETA team was able to support 18 area educators attending MACUL 2022. It was a fantastic opportunity to collect new teaching tools and strategies, learn about emerging ed tech trends, and collaborate across local districts and even regions.



# R.O.O.C. Inc.

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

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

## MEMORANDUM

To: Shawn Petri  
From: Somer Quinlan  
Re: ROOC Update  
Date: April 7, 2022

ROOC recently became a member of the Grayling Chamber of Commerce and will be participating in the Business Expo at Kirtland Community College later this month.

Our next CARF Accreditation survey is scheduled for the fall and we have begun preparing this month. As part of CARF requirements, we will be distributing our satisfaction surveys throughout the month of April. The survey is sent to all ROOC employees, COOR employees, COOR Board Members, NLCMH employees as well community members and on social media. We greatly appreciate the feedback and the results of our survey will be listed on our Annual Report.

With the arrival of spring, we are able to bring back some warmer weather programming options with MSU Extension including our Nature Walks Series and beginning our joint garden project.



**SUPPORTING PEOPLE WITH DISABILITIES TO LEAD INDEPENDENT LIVES IN THEIR COMMUNITY**



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To: Shawn Petri, Superintendent

From: Jill Radosta

Date: April, 2022

Subject: Special Education Update

**March**

March is a short month. The CEC and ATC were on their spring break March 17th through March 29th. All of the school districts were also on their spring break. With everyone being away, there is not a lot to report for the month. For those of us who did work, there was a lot of catching up going on. Some good things did happen so read below

**Grant Award from Energy!**

Exciting news!!! Last night Melisa Akers found out that the CEC is the recipient of another grant from TC Energy! Thanks to the hard work of Hannah Koehler and Kristin Eagle, the severe cognitive impairment classroom was awarded a grant for \$7,700.

TC Energy is the company that was so generous last year and awarded us \$14,000 to upgrade our technology in the school. With the money from this grant, Hannah will be getting all kinds of amazing tools that will be used to work with our students who have the most significant disabilities. They are looking at purchasing musical instruments, technology, sensory tools, rugs, floor mats and activity tables. The biggest purchase will be equipment to create an active learning space that will be used for life skills development.

**State Performance Plan - B13 - Secondary Transition**

Brenda Vaughah-Ide, the Special Education Compliance Monitor, completed her review of individualized education plans (IEPs) for students who are high school aged. The state issues a check list and a list of IEPs for Brenda to review in order to determine compliance for secondary transition IEPs. Brenda completed her B-13 review and has submitted the results to the Office of Special Education (OSE).

**Summer Program for High School Students**

The Summer Work Program in coordination with Michigan Rehabilitation Services (MRS) and the Department of Natural Resources (DNR - State Parks) is in the planning process. This is the first year back for working with the state parks since COVID in 2020 so we are all excited.

**Summer Program for the CEC**

Melisa Ackers, CEC Principal, has approximately 17 students who will be attending our summer program. This number includes the students from the Severe Cognitive Impaired (SCI) classroom.

That number includes the students from our SCI/SXI classroom. Extended School Year (ESY) will take place July 11th through August 4th.

Respectfully submitted by  
Jill Radosta, Director of Special Education

5. Public Participation

-The public may submit comments by 3:00

PM: <https://forms.gle/LoHQRUpns9MKTvef6>

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

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

-Individuals may speak for a maximum of 5 minutes.

-Groups may speak for a maximum of 15 minutes.

6. Consent Agenda

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

A. Approve minutes of previous meeting, March 9, 2022



## Meeting Minutes

A regular meeting of the Board of Education (the “Board”) was held on Wednesday, February 9, 2022. President Mangutz called the meeting to order at 6:01 P.M.

### 1. Call to order & Roll Call

Attendance Taken at 6:02 PM. **Present:** Ian Faulkner, Jim Gendernalik, Dr. Jim Mangutz DDS, Brie Molaison, Lyn Sperry. **Absent:** Kara Mularz, Nancy Persing.

### 2. Opening Ceremonies

- Pledge of Allegiance
- Mission Statement read by President Mangutz.

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

### 3. Adopt the Agenda

Adopt the agenda including consent agenda item 7C and action item 8B. This motion, made by Jim Gendernalik and seconded by Brie Molaison, Carried (5-0, 2 absent.) Kara Mularz: Absent, Nancy Persing: Absent, Ian Faulkner: Yes, Jim Gendernalik: Yes, Dr. Jim Mangutz DDS: Yes, Brie Molaison: Yes, Lyn Sperry: Yes

### 4. Early Childhood Presentation:

- Katie Keith, Early Childhood Supervisor presented her team of Early Childhood staff. She discussed the “No Wrong Door” system to connect all stakeholders to the right person, the right program, or the right department to make sure all incoming questions get directed to the appropriate resource and get answered. She also emphasized and shared how all of the projects, initiatives, and work being done by the Early Childhood Department directly aligns to COOR’s Strategic Plan. An audit of early childhood initiatives and project that are in place or being started were given to each board member to view.

- Christina Tappan, COOR/Iosco Great Start Collaborative Coordinator, spoke about the goals of the GSC, which include working to understand the communities’ strengths and challenges within the early childhood system and create a plan. They focus on achieving better outcomes for young children and their families, helping the local communities make progress in identified areas tracked across the state. They have utilized the national Talking is Teaching awareness and action campaign in their Newborn Literacy bags, Social Emotional bags, Math in the Mail

program, and Summer Reading in the Mail program. Funding comes through 32p funds, Trusted Advisors grants, and Community Foundation grants.

- Tammy Tyler, GSC Parent Liaison, spoke about the exciting movement on developing "talking playgrounds" at Markey Township park in Roscommon, in downtown Grayling, and in Oscoda. Several models that are used in the Safe Journey educational program were on display and shown to the board. There were dolls showing typical size and weight of a healthy baby, a baby suffering from Fetal Alcohol Syndrome, and a drug-exposed infant. Other models show the effects of smoking and chewing tobacco. The team also shares facts about drug use and its effects on the body and families during their presentations. Tammy and Chris are certified to check infant/child car seats for safe installation and provide free car seats for families in need.

The GSC holds playgroups in several locations on a weekly basis to assist and connect parents and other guardians with support and resources. Tammy also facilitates a group of incarcerated parents at local jails on a regular basis. She stated that being trained in Adverse Childhood Experiences (ACEs) years ago has been very helpful and she feels COOR was a pioneer in this area. They have been sharing the information with many groups on the implications and lifelong effects from parents to children. They are able to help families stop the cycle of abuse by teaching them about generational epigenetic changes.

- Desiree Lipski, Great Start to Quality Northeast Resource Center Coordinator, gave an overview of the Northeast Resource Center. Along with her Quality Improvement Specialists, she provides support and training for child care providers in a total of 11 counties in Northeast Michigan, including the COOR ISD area. They have consistently met the metrics set by the state. They worked with 200 childcare providers. Over 2,500 children were affected by their work through the childcare providers who work with the resource center.

The resource center has a full list of items in their lending library. Within the past 12 months, they have delivered over 5,100 items to 148 families and daycare providers. They offered 111 training opportunities and trained 1,326 participants. They provided 22 community outreach opportunities (down from a typical year due to the pandemic). They led 442 coaching opportunities and 1,131 technical assistant opportunities. They developed several virtual professional development correspondence courses on topics such as STEAM, curriculum, and assessment and are happy that more providers are participating than in the past.

- The resource center partners with Child & Family Service and GSC to host a Regional Early Childhood Conference. This year it was held virtually in February with 67 attendees. Participants have requested that it remain in a virtual format for future years. The website remains open for two weeks after the event for review

- Rebekah Seelow, Early Childhood Specialist, presented next. Of the twenty Great Start Readiness Program Classrooms (with 326 students), Rebekah coaches 14 classes and Katie Keith coaches 6. They utilize Practice-Based Coaching and Program Monitoring to verify that all the state and federal rules and expectations are met in each classroom (all year long). They also reflect with the teachers on what went well during the year and what the teacher wants to see done differently. Katie and Rebekah facilitate Professional Learning for GSRP classrooms.

- COOR ISD uses a Pregnancy to Preschool online database. All local preschools utilize this purchased service for their enrollment. Even unborn children are registered and tracked through age 5. This process helps families get the services they need, including Early On services for those worried about meeting developmental milestones. Between 750 and 905 intakes are processed per year in COOR ISD.

- Early Childhood PBIS - Positive Behavior Supports & Intervention with Surline Elementary GSRP in West Branch  
COOR ISD, in partnership with Surline Elementary GSRPs, applied and were awarded the Early Childhood PBIS Model Demonstration Project (NCPMI grant) with the Michigan Department of Education and the MiMTSS TA Center. COOR and Surline are 1 of 4 awardees in the state. COOR and Surline agree to maintain a high-quality inclusive early childhood program with stable staff and strong leadership committed to the long-term implementation of EC PBIS. COOR will utilize a Google website and video the teachers to support being a demo site for the state. They agree to scale up each year: next year they will add one classroom in Rose City. It will be maintained and expanded into the future. It is a collaboration with Special Education and General Education as well.

- The COOR Early Childhood Department is represented on at least 14 Community committees/councils and 13 statewide organizations& committees.

5. Department Updates – The Board expressed gratitude for the detailed department reports.

- Career & Technical Education Department

- Early Childhood Department

- Instructional Services Department

- Special Education Department

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

6. Public Participation – None.

- The public may submit comments by 3:00 PM: <https://forms.gle/LoHQRUpns9MKTvef6>

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

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

- Individuals may speak for a max of 5 minutes. Groups may speak for a max of 15 minutes.

7. Consent Agenda

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

Approve all items on the Consent Agenda. This motion, made by Ian Faulkner and seconded by Lyn Sperry, Carried (5-0, 2 absent). Kara Mularz: Absent, Nancy Persing: Absent, Ian Faulkner: Yes, Jim Gendernalik: Yes, Dr. Jim Mangutz DDS: Yes, Brie Molaison: Yes, Lyn Sperry: Yes

7.A. Approve minutes of previous meeting, February 9, 2022

7.B. Approval of Bills for February 2022 totaling \$1,121,700.53

7.C. Approve payment to CDW-G for renewal of Microsoft Server and Microsoft 365 licenses for the ISD from March 1, 2022 to Feb 28, 2023. This utilizes REMC pricing for 2021-2024.

7.D. Approve Revenue & Expenditure Reports for February 2022  
General Fund, Special Education, Career Tech, & ROOC, Inc.

## 8. Action Items

8.A. Approve Amended Policy 5407 from Thrun Law Firm

- Instructional Program and Curriculum Development

Approve Policy 5407. This motion, made by Lyn Sperry and seconded by Brie Molaison, Carried (5-0, 2 absent.) Kara Mularz: Absent, Nancy Persing: Absent, Ian Faulkner: Yes, Jim Gendernalik: Yes, Dr. Jim Mangutz DDS: Yes, Brie Molaison: Yes, Lyn Sperry: Yes

The Policy Committee recommends that the ISD keeps option A but not B or C. Parents may review curriculum, textbooks, and instructional materials upon request to the building principal. Dr. Mangutz, Nancy Persing, and Lyn Sperry are on the Policy committee.

8.B. Approve out-of-state travel for Katie Fuelling, Director of Instructional Services, and Kristin Eagle, MTSS/Behavioral Health Coordinator, to attend (Trust-Based Relational Intervention) TBRI Practitioner Training in Biloxi, Mississippi on July 18-22, 2022. Total costs are estimated around \$9,500 to be covered by grant funds through 31n.

Approve out-of-state travel. This motion, made by Jim Gendernalik and seconded by Ian Faulkner, Carried (5-0, 2 absent.) Kara Mularz: Absent, Nancy Persing: Absent, Ian Faulkner: Yes, Jim Gendernalik: Yes, Dr. Jim Mangutz DDS: Yes, Brie Molaison: Yes, Lyn Sperry: Yes

Trust-Based Relational Intervention was initiated out of Texas. There is a training to re-energize an initiative coming out of COVID to help children exhibiting challenging behaviors in school. Educators are trained to respond in a way that honors the child as well as de-escalates the behaviors. Katie Fuelling, Instructional Services Director, is working to build capacity within the ISD and local districts to continue with trauma assessments in classrooms. She set a goal of one trained TBRI practitioner in each district to assist in these multi-tiered systems of support. These grant funds have to be spent by Sept or be given back to the state.

## 9. Information Items

1. Board members were invited to the CTE Open House on Tuesday, March 8th at 5:00 P.M. Natalie Davis, Career Tech Director, gave a summary of the open house activities as well as recent presentations to students at each of the local districts to spread the news and encourage students to consider enrolling in the CTE programs next year. Algebra II will likely be embedded into the CTE programs next year to directly relate the mathematical application to real-world situations. Michigan Merit Curriculum allows for

this flexibility of scheduling.

2. Save the date: Board members are invited to the CEC Graduation Ceremony on June 16th at RHS from 1:30 to 3:00 PM.

## 10. Superintendent's Report

### 1. Mask Mandate changes

Mask mandates have been removed. It is recommended on buses, but not required at this time. There has not been an increase in COVID cases lately among the ISD students or staff.

### 2. Policy Guidelines

The Policy Committee will be meeting virtually on March 11th to review Administrative Guidelines 1000-5000.

### 3. MSP Grant

Carrie Macko, Jill Radosta, Melisa Akers, Somer Quinlan, and Jared Socia are working on an application for the Michigan State Policy Safety Grant. They are looking at door locking devices, upgrading doorway handles, and a building-wide PA system for the COOR Educational Center and ROOC, Inc. The application will be completed May 18<sup>th</sup>.

### 4. Joint Board meeting May 18th at Roscommon Area Public Schools

The COOR ISD Joint Board Meeting (including local district boards of education) is scheduled for May 18th at Roscommon Schools from 6:00 to 8:00 PM. Scott Morell, MASB consultant, is going to give a presentation. A meal will be provided as part of the event. Dr. Mangutz will give welcome and closing messages.

Superintendent Petri will be presenting the COOR General Fund budget to local district boards. The deadline for local districts to indicate their approval is May 30<sup>th</sup>.

### 5. Awarding COVID days

Superintendent Petri may potentially award five sick days back to any staff working directly with students or consumers during the COVID pandemic. Many staff had to use their sick days during this period.

## 11. Communications

-2026-27 ISD Common Calendar to review- approval in April

-Social Media Report Card - Rebecca Socia stated that the COOR ISD Facebook page had a reach of over 12,800 for the month of February with 62 posts, mostly focusing on Career & Technical Education. Many posts were shared by the local districts, which greatly increased the exposure and increased the reach.

## 12. Public Participation (continued) – None.

## 13. Adjournment

Adjourn the meeting. This motion, made by Lyn Sperry and seconded by Brie Molaison, Carried (5-0, 2 absent) at 7:41. Kara Mularz: Absent, Nancy Persing: Absent, Ian Faulkner: Yes, Jim Gendernalik: Yes, Dr. Jim Mangutz DDS: Yes, Brie Molaison: Yes, Lyn Sperry: Yes

Respectfully submitted,

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

Rebecca Socia,  
Recording Secretary

B. Approval of Bills for March 2022  
totaling \$945,441.30

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# A/P Check Register

Printed: 04/05/2022 8:09:49AM  
 COOR ISD  
 Check Date: 3/1/2022 to 3/31/2022

Vendor #	Vendor Name	Batch #	Check Date	Check #	Checks	Direct Deposit	Total
14545	NEMCSA	9073	03/14/2022	98716	(24,423.66)	0.00	(24,423.66)
<b>Void by KLM on 3/14/2022</b>							
13220	MICHIGAN STATE DISBURSEMENT UNIT	93	03/04/2022	99061	116.09	0.00	116.09
141729	THOMAS MCDONALD	93	03/04/2022	99062	264.00	0.00	264.00
20310	UNITED WAY OF ROSCOMMON COUNTY	93	03/04/2022	99063	2.00	0.00	2.00
141441	VELO LAW OFFICE	93	03/04/2022	99064	85.71	0.00	85.71
8420	EAST HIGGINS LAKE TRUE VALUE	299	03/03/2022	99065	1,768.04	0.00	1,768.04
225	AFLAC	99	03/04/2022	99066	1,119.00	0.00	1,119.00
141726	BLUE CROSS BLUE SHIELD OF MI	99	03/11/2022	99067	352.76	0.00	352.76
2045	BLUE CROSS BLUE SHIELD OF MI	99	03/11/2022	99068	383.20	0.00	383.20
141825	ALEXANDRA WEILER	300	03/11/2022	99069	50.00	0.00	50.00
141797	AMANDA KUCHAREK	300	03/11/2022	99070	50.00	0.00	50.00
141200	AMAZON CAPITAL SERVICES INC	300	03/11/2022	99071	1,155.91	0.00	1,155.91
141731	AMBER AKIN	300	03/11/2022	99072	265.01	0.00	265.01
612	AMERICAN WELDING SOCIETY	300	03/11/2022	99073	88.00	0.00	88.00
3734	AMY CLOUSE	300	03/11/2022	99074	50.00	0.00	50.00
141799	ANDREA RODRIGUEZ	300	03/11/2022	99075	50.00	0.00	50.00
141654	ANGIE GRIFFIS	300	03/11/2022	99076	70.20	0.00	70.20
10605	AUDREY MCGEE	300	03/11/2022	99077	93.02	0.00	93.02
2554	BECKY BUNN	300	03/11/2022	99078	52.65	0.00	52.65
141726	BLUE CROSS BLUE SHIELD OF MI	300	03/11/2022	99079	2,803.42	0.00	2,803.42
141726	BLUE CROSS BLUE SHIELD OF MI	300	03/11/2022	99080	3,028.35	0.00	3,028.35
2045	BLUE CROSS BLUE SHIELD OF MI	300	03/11/2022	99081	6,190.79	0.00	6,190.79
2045	BLUE CROSS BLUE SHIELD OF MI	300	03/11/2022	99082	69,282.07	0.00	69,282.07
13830	BRIE MOLAISSON	300	03/11/2022	99083	46.97	0.00	46.97
8392	CHARLTON HESTON ACADEMY	300	03/11/2022	99084	29,925.24	0.00	29,925.24
19631	CHRISTINA TAPPAN	300	03/11/2022	99085	108.92	0.00	108.92
3710	CLEMENT TOWNSHIP	300	03/11/2022	99086	4,382.50	0.00	4,382.50
141698	COMPHEALTH MEDICAL STAFFING	300	03/11/2022	99087	5,684.21	0.00	5,684.21
4100	CONSUMERS ENERGY PAYMENT CENTER	300	03/11/2022	99088	2,781.88	0.00	2,781.88
4495	CRAWFORD AUSABLE DAY CARE	300	03/11/2022	99089	286.00	0.00	286.00
11005	CROWNE PLAZA LANSING WEST	300	03/11/2022	99090	157.41	0.00	157.41
4470	CRWFD CNTY TRANSP AUTH	300	03/11/2022	99091	716.00	0.00	716.00
141235	DEAN VANWORMER	300	03/11/2022	99092	79.14	0.00	79.14
141789	DENISE AUNGST	300	03/11/2022	99093	50.00	0.00	50.00
11056	DESIREE LIPSKI	300	03/11/2022	99094	199.65	0.00	199.65
141222	DUANE BILLS	300	03/11/2022	99095	2,515.50	0.00	2,515.50
141703	ELENA ROTHNEY	300	03/11/2022	99096	53.40	0.00	53.40
141793	EMILY R GORNO	300	03/11/2022	99097	50.00	0.00	50.00
6115	FAIRVIEW EAGLE'S NEST PRESCHOOL	300	03/11/2022	99098	2,000.00	0.00	2,000.00
6598	FOXBRIGHT SOLUTIONS LLC	300	03/11/2022	99099	1,200.00	0.00	1,200.00
6781	FRONTIER	300	03/11/2022	99100	504.50	0.00	504.50
141697	FUN FIRST THERAPY	300	03/11/2022	99101	19,773.45	0.00	19,773.45
6907	GAGGLE.NET INC	300	03/11/2022	99102	2,015.00	0.00	2,015.00
141783	GRACE BROWN	300	03/11/2022	99103	133.44	0.00	133.44
7552	GRAYLING COOPERATIVE PRESCHOOL, INC.	300	03/11/2022	99104	63,988.31	0.00	63,988.31
8520	HOEKSTRA TRANSPORTATION INC	300	03/11/2022	99105	930.55	0.00	930.55
8800	HOUGHTON LK UNITED METHODIST CHURCH PRESCHOOL	300	03/11/2022	99106	35,674.62	0.00	35,674.62
141807	JENNIFER D' AIGLE	300	03/11/2022	99107	50.00	0.00	50.00
9025	JIM GENDERNALIK	300	03/11/2022	99108	59.25	0.00	59.25
71225	JOSEPH MOORE	300	03/11/2022	99109	160.00	0.00	160.00
141120	KAREN L POPE	300	03/11/2022	99110	55.24	0.00	55.24

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Vendor #	Vendor Name	Batch #	Check Date	Check #	Checks	Direct Deposit	Total
141667	KAREN WALTON EBNIT	300	03/11/2022	99111	1,732.50	0.00	1,732.50
10020	KEENAN THERAPEUTICS PC	300	03/11/2022	99112	17,227.64	0.00	17,227.64
141492	KERRI SMITZ	300	03/11/2022	99113	43.88	0.00	43.88
10250	KIRTLAND COMMUNITY COLLEGE	300	03/11/2022	99114	13,325.00	0.00	13,325.00
141798	KRISTEN HAMP	300	03/11/2022	99115	50.00	0.00	50.00
141794	KRISTI STACHURSKI	300	03/11/2022	99116	50.00	0.00	50.00
141214	KRISTIN LUBS-EAGLE	300	03/11/2022	99117	190.00	0.00	190.00
141846	KRISTIN MORR	300	03/11/2022	99118	14.04	0.00	14.04
141796	LACEY LEHMAN	300	03/11/2022	99119	50.00	0.00	50.00
141791	LEAH ALLEN	300	03/11/2022	99120	50.00	0.00	50.00
141321	LET'S TALK LITERACY LLC	300	03/11/2022	99121	5,000.00	0.00	5,000.00
5155	LI'L WILLIES	300	03/11/2022	99122	115.00	0.00	115.00
141642	LORI BOWLER	300	03/11/2022	99123	28.36	0.00	28.36
141719	LYN SPERRY	300	03/11/2022	99124	67.44	0.00	67.44
141790	MARCI GALLOWAY	300	03/11/2022	99125	50.00	0.00	50.00
8099	MARIE HARRIS	300	03/11/2022	99126	80.00	0.00	80.00
141656	MARK A SLOANE DO PC	300	03/11/2022	99127	5,875.00	0.00	5,875.00
12340	MASB	300	03/11/2022	99128	540.00	0.00	540.00
141795	MEGAN NICHOLS	300	03/11/2022	99129	50.00	0.00	50.00
141422	MELISA AKERS	300	03/11/2022	99130	141.23	0.00	141.23
15351	MICHELLE PATTERSON	300	03/11/2022	99131	50.00	0.00	50.00
12985	MICHIGAN NEGOTIATORS ASSOCIATION	300	03/11/2022	99132	225.00	0.00	225.00
13160	MSBO	300	03/11/2022	99133	1,400.00	0.00	1,400.00
141772	NATALIE DAVIS	300	03/11/2022	99134	137.74	0.00	137.74
19836	NICOL TIMO	300	03/11/2022	99135	50.00	0.00	50.00
15100	OSCODA COUNTY TREAS	300	03/11/2022	99136	20.56	0.00	20.56
141845	PAIGE PATTERSON	300	03/11/2022	99137	1,739.72	0.00	1,739.72
141838	PC Parts Plus LLC	300	03/11/2022	99138	47.99	0.00	47.99
141229	PITNEY BOWES GLOBAL FINANCIAL SVS LLC	300	03/11/2022	99139	500.46	0.00	500.46
141263	PRESENCE LEARNING, INC.	300	03/11/2022	99140	6,512.00	0.00	6,512.00
15860	PURCHASE POWER	300	03/11/2022	99141	551.00	0.00	551.00
141711	PURITY CYLINDER GASES INC	300	03/11/2022	99142	1,352.36	0.00	1,352.36
16250	QUILL CORP	300	03/11/2022	99143	4.24	0.00	4.24
18430	REBECCA SOCIA	300	03/11/2022	99144	15.00	0.00	15.00
19081	ROBERT J GORDON DOFAA-INS PLLC	300	03/11/2022	99145	54.00	0.00	54.00
7160	ROSCOMMON AREA PUBLIC SCHOOLS BUSINESS OFFICE	300	03/11/2022	99146	1,100.00	0.00	1,100.00
7161	ROSCOMMON FOOD SERVICE	300	03/11/2022	99147	3,705.12	0.00	3,705.12
17240	S & J EXCAVATING	300	03/11/2022	99148	2,700.00	0.00	2,700.00
141583	SALONCENTRIC	300	03/11/2022	99149	661.12	0.00	661.12
17690	SCHOOL HEALTH CORP	300	03/11/2022	99150	300.90	0.00	300.90
17880	SEHI COMPUTER PRODUCTS INC	300	03/11/2022	99151	5,033.00	0.00	5,033.00
141133	SHANNON REA	300	03/11/2022	99152	431.31	0.00	431.31
141208	SOMER QUINLAN	300	03/11/2022	99153	32.56	0.00	32.56
18555	SPARTAN STORES LLC	300	03/11/2022	99154	33.22	0.00	33.22
141649	STAPLES	300	03/11/2022	99155	206.64	0.00	206.64
141774	STEPHANIE BATES	300	03/11/2022	99156	70.20	0.00	70.20
8960	SUSANNA MIER	300	03/11/2022	99157	50.00	0.00	50.00
1415	TAMMY BAUDOUX	300	03/11/2022	99158	120.51	0.00	120.51
20152	TAMMY TYLER	300	03/11/2022	99159	145.25	0.00	145.25
141834	TEXAS CHRISTIAN UNIVERSITY	300	03/11/2022	99160	7,000.00	0.00	7,000.00
19800	THRUN LAW FIRM P.C.	300	03/11/2022	99161	55.00	0.00	55.00
141835	VICTORIA JENSEN	300	03/11/2022	99162	21.06	0.00	21.06
141582	VISION CONSULTING LLC	300	03/11/2022	99163	1,215.63	0.00	1,215.63
20970	WASTE MANAGEMENT OF MI	300	03/11/2022	99164	117.02	0.00	117.02

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21181	WEST BRANCH ROSE CITY SCHOOL DISTRICT	300	03/11/2022	99165	141,462.60	0.00	141,462.60
21770	XEROX CORP	300	03/11/2022	99166	1,572.65	0.00	1,572.65
14545	NEMCSA	301	03/14/2022	99167	24,423.66	0.00	24,423.66
13220	MICHIGAN STATE DISBURSEMENT UNIT	93	03/18/2022	99168	116.09	0.00	116.09
141729	THOMAS MCDONALD	93	03/18/2022	99169	483.69	0.00	483.69
19978	TSA CONSULTING GROUP INC	93	03/18/2022	99170	1,360.00	0.00	1,360.00
20310	UNITED WAY OF ROSCOMMON COUNTY	93	03/18/2022	99171	2.00	0.00	2.00
141441	VELO LAW OFFICE	93	03/18/2022	99172	60.85	0.00	60.85
141200	AMAZON CAPITAL SERVICES INC	302	03/28/2022	99173	164.65	0.00	164.65
551	AMERICAN RED CROSS TRAINING SERVICES	302	03/28/2022	99174	351.00	0.00	351.00
141145	AUSABLE MEDIA GROUP LLC	302	03/28/2022	99175	390.62	0.00	390.62
141840	BRAIN INSIGHTS	302	03/28/2022	99176	314.29	0.00	314.29
8392	CHARLTON HESTON ACADEMY	302	03/28/2022	99177	35,565.77	0.00	35,565.77
3182	CMDHD	302	03/28/2022	99178	778.00	0.00	778.00
141698	COMPHEALTH MEDICAL STAFFING	302	03/28/2022	99179	9,846.55	0.00	9,846.55
4400	CRAF CENTER	302	03/28/2022	99180	2,000.00	0.00	2,000.00
4900	DEAN TRANSPORTATION	302	03/28/2022	99181	51,185.47	0.00	51,185.47
141732	DM BURR GROUP	302	03/28/2022	99182	13,763.70	0.00	13,763.70
5385	DTE ENERGY	302	03/28/2022	99183	3,191.58	0.00	3,191.58
5812	EMERGENCY SERVICES OF HOUGHTON LAKE	302	03/28/2022	99184	4,078.66	0.00	4,078.66
8700	HOME DEPOT CREDIT SERVICES	302	03/28/2022	99185	194.95	0.00	194.95
141488	KATIE FUELLING	302	03/28/2022	99186	358.78	0.00	358.78
10020	KEENAN THERAPEUTICS PC	302	03/28/2022	99187	5,687.50	0.00	5,687.50
141214	KRISTIN LUBS-EAGLE	302	03/28/2022	99188	291.33	0.00	291.33
141844	LANGUAGE LINE SERVICES INC	302	03/28/2022	99189	99.00	0.00	99.00
12280	MAASE	302	03/28/2022	99190	285.00	0.00	285.00
141288	MELANIE GREEN	302	03/28/2022	99191	491.40	0.00	491.40
141775	MICHELLE EWALD	302	03/28/2022	99192	235.34	0.00	235.34
141847	NORTHWEST EDUCATION SERVICES	302	03/28/2022	99193	75.00	0.00	75.00
14169	NWEA	302	03/28/2022	99194	1,500.00	0.00	1,500.00
15149	OTSEGO COUNTY TREASURER	302	03/28/2022	99195	101.16	0.00	101.16
141838	PC Parts Plus LLC	302	03/28/2022	99196	109.99	0.00	109.99
16020	PRECISION DATA PRODUCTS	302	03/28/2022	99197	218.18	0.00	218.18
16105	PRO-TECH CABLING SYSTEMS, INC	302	03/28/2022	99198	2,348.00	0.00	2,348.00
16250	QUILL CORP	302	03/28/2022	99199	901.41	0.00	901.41
16390	RAY'S PARTS CENTER	302	03/28/2022	99200	163.78	0.00	163.78
7160	ROSCOMMON AREA PUBLIC SCHOOLS BUSINESS OFFICE	302	03/28/2022	99201	15,300.00	0.00	15,300.00
17030	ROSCOMMON COUNTY TRANSPORTATION AU	302	03/28/2022	99202	1,476.00	0.00	1,476.00
17870	SEG WORKERS COMPENSATION FUND	302	03/28/2022	99203	1,324.00	0.00	1,324.00
18000	SET-SEG INC	302	03/28/2022	99204	4,740.00	0.00	4,740.00
18782	STATE OF MICHIGAN	302	03/28/2022	99205	833.77	0.00	833.77
18834	STATE OF MICHIGAN - MI DEPT. OF AGRICULTURE	302	03/28/2022	99206	471.00	0.00	471.00
141848	TAMMY MENTEL	302	03/28/2022	99207	68.00	0.00	68.00
7180	TERESA GERTISER	302	03/28/2022	99208	163.80	0.00	163.80
141511	THALMA HIBBARD	302	03/28/2022	99209	84.24	0.00	84.24
141839	THINK SOCIAL PUBLISHING INC	302	03/28/2022	99210	199.19	0.00	199.19
20571	VERIZON WIRELESS	302	03/28/2022	99211	1,161.56	0.00	1,161.56
141582	VISION CONSULTING LLC	302	03/28/2022	99212	1,137.50	0.00	1,137.50
20900	WALMART BUSINESS CARD	302	03/28/2022	99213	87.15	0.00	87.15

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COOR ISD  
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Vendor #	Vendor Name	Batch #	Check Date	Check #	Checks	Direct Deposit	Total
141105	HEALTH EQUITY	94	03/04/2022	201705048	0.00	4,816.46	4,816.46
20245	US TREASURY	94	03/04/2022	201705049	0.00	32,508.04	32,508.04
141103	ORS	94	03/11/2022	201705050	0.00	57,347.92	57,347.92
141785	ORS UAAL	94	03/02/2022	201705051	0.00	45,881.83	45,881.83
141105	HEALTH EQUITY	94	03/18/2022	201705052	0.00	3,261.46	3,261.46
20245	US TREASURY	94	03/18/2022	201705053	0.00	34,280.02	34,280.02
141103	ORS	94	03/25/2022	201705054	0.00	62,593.06	62,593.06
20245	US TREASURY	96	03/31/2022	201705055	0.00	236.36	236.36
141106	MICHIGAN DEPT OF TREASURY	94	03/28/2022	201705056	0.00	10,943.65	10,943.65
141785	ORS UAAL	94	03/29/2022	201705056	0.00	45,537.20	45,537.20
<b>Report Totals</b>					<b>\$648,035.30</b>	<b>\$297,406.00</b>	<b>\$945,441.30</b>

C. Approve Revenue & Expenditure  
Reports for March 2022

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COOR Intermediate School District				
Career Tech				
Statement of Revenue & Expenditures				
March 31, 2022				
Revenues	Current Budget	Year to Date 3/31/2022	Encumbered Amount	Year to Date 3/31/2021
Local Sources	7,170	16,170	-	4,702
State Sources	1,441,149	620,644	-	340,498
Federal Sources	145,856	44,755	-	34,669
Incoming Transfers	220,705	208,000	-	89,250
Total Revenues	1,814,880	889,569	-	469,119
Basic Program	317,336	170,611	32,242	68,541
Added Needs	-	-		29,615
Skilled Trades Initiative	535,714	11,584		-
Support Services - Pupil	153,305	89,477	4,261	58,706
Technology	1,033	2,806	7,967	-
General Administration	313,183	254,165	42,326	108,401
Business	1,850	1,850	-	3,344
Repairs & Maintenance	30,888	28,843	-	18,719
Building Improvements	303,529	28,175	-	-
Outgoing Transfers	275,393	-	-	27,958
Total Expenditures	1,932,231	587,511	86,796	315,284
Current Change in Fund Balance		302,058		153,835

COOR Intermediate School District				
General Fund				
Statement of Revenue & Expenditures				
March 31, 2022				
Revenues	Current Budget	Year to Date 3/31/2022	Encumbered Amount	Year to Date 3/31/2021
Local Sources	1,030,694	950,435	-	977,157
State Sources	4,025,962	2,100,110	3,190	2,278,357
Federal Sources	652,951	309,539	-	362,072
Incoming Transfers	441,321	101,003	-	89,953
<b>Total Revenues</b>	<b>6,150,928</b>	<b>3,461,087</b>	<b>3,190</b>	<b>3,707,539</b>
Added Needs	31,257	-	-	-
School Administrative	1,055,547	712,297	37,131	755,578
Support Services - Instruction	611,866	381,072	34,893	239,116
General Administration	597,155	540,881	24,110	517,881
Business	8,948	8,622	-	10,029
Operations & Maintenance	95,117	44,653	3,050	38,022
Central	267,743	198,912	12,454	195,255
31N Services	405,558	275,608	6,113	3,750
Pupil Accounting	88,509	65,067	2,767	40,689
Outgoing Transfers	2,841,636	1,362,702	134,137	1,240,728
<b>Total Expenditures</b>	<b>6,003,336</b>	<b>3,589,814</b>	<b>254,655</b>	<b>3,041,048</b>
Current Change in Fund Balance		(128,727)		666,491

COOR Intermediate School District				
ROOC Inc				
Statement of Revenue & Expenditures				
March 31, 2022				
Revenues	Current Budget	Year to Date 3/31/2022	Encumbered Amount	Year to Date 3/31/2021
Northern Lakes	750,000	512,694	-	339,004
DHHS	45,000	38,360	-	36,039
Production	40,000	17,642	-	40,159
State Aid	56,404		-	19,119
Private	10,000		-	-
Donations	35,000	26,709	-	10,478
Interest	170	280	-	98
Snack Shack	-		-	11,000
Miscellaneous	500	2,590	-	655
Transfer from ROOC Unemployment	-	-	-	-
<b>Total Revenues</b>	<b>937,074</b>	<b>598,274</b>	<b>-</b>	<b>456,552</b>
General Administration	231,344	153,198	8,124	129,852
Operations & Maintenance	52,506	41,673	2,280	39,894
Activity Services	380,322	240,043	9,943	208,664
Support Employment Service	52,670	44,394	2,211	65,771
Production	47,397	28,648	2,400	44,971
Spencers	37,420	17,947	655	12,304
Respite	27,474	13,568	416	19,010
Transportation	53,402	32,935	1,273	11,346
Communications/Technology	5,822	300	-	9,493
Public Relations	998	1,996	-	-
Business	1,589	1,589	-	4,095
<b>Total Expenditures</b>	<b>890,944</b>	<b>576,289</b>	<b>27,302</b>	<b>545,400</b>
Current Change in Fund Balance		21,985		(88,848)

COOR Intermediate School District				
Special Education				
Statement of Revenue & Expenditures				
March 31, 2022				
Revenues	Current Budget	Year to Date 3/31/2022	Encumbered Amount	Year to Date 3/31/2021
Local Sources	3,127,772	2,822,162	-	2,698,968
State Sources	2,145,875	888,090	-	1,092,453
Federal Sources	2,515,080	208,747	-	575,248
Incoming Transfers	666,612	-	-	20,771
<b>Total Revenues</b>	<b>8,455,339</b>	<b>3,918,999</b>	<b>-</b>	<b>4,387,440</b>
Instruction - Added Needs	1,807,255	1,233,281	36,695	1,192,808
Support Services - Pupil	1,947,390	1,246,592	56,227	1,270,291
Support Services - Instructional Staff	437,814	319,970	15,055	394,715
Support Services - General Administration	152,197	45,360	1,796	54,106
Support Services - School Administration	254,857	167,000	8,853	-
Support Services - Business	23,286	21,064	-	24,553
Operations & Maintenance	189,005	144,378	5,515	115,775
Pupil Transportation Services	627,101	540,158	7,282	298,861
Support Services - Central	159,987	98,890	9,847	33,356
Support Services - Other	1,589	1,589	-	-
Outgoing Transfers	2,412,249	478,545	-	667,695
<b>Total Expenditures</b>	<b>8,012,730</b>	<b>4,296,827</b>	<b>141,270</b>	<b>4,052,160</b>
<b>Current Change in Fund Balance</b>		<b>(377,828)</b>		<b>335,280</b>

**7. Action Items**

A. Approve ISD Common Calendar for 2026-27 as presented.

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**July 2026**

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

**August 2026**

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

**September 2026**

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

**October 2026**

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

**November 2026**

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

**December 2026**

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		



**C.O.O.R. ISD**  
 11051 N. Cut Road, PO Box 827  
 Roscommon, MI 48653  
 989.275.9555

**2026-2027  
 C.O.O.R. ISD -Wide  
 Common Calendar**

Dec 23-Jan 1 Winter Break  
 January 4 School Resumes  
 Mar 29– Apr 5 Spring Break  
 Apr 6 School resumes

○ Holiday/No School

Board Approved April 13, 2022

**January 2027**

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

**February 2027**

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

**March 2027**

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

**April 2027**

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

**May 2027**

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

**June 2027**

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

B. Approve Gail Hughey as the new Board Trustee for the Alternative Educational Academy of Ogemaw County, to replace Phil Mikulski, through June 30, 2022.

C. Approve awarding an additional five sick days to staff members who were considered at the medium level or higher of COVID exposure based on the C.O.O.R. ISD Preparedness Plan. This is only to be awarded for the 2021-2022 school year.

D. Approve a summer schedule for the administration/central office to be closed on Fridays and for office staff who may choose to work four 10-hour days beginning June 27, 2022 and ending September 2, 2022.

E. Approve Preliminary 2022-23 General Fund Budget as presented

GENERAL FUND  
FISCAL YEAR ENDING JUNE 30, 2023  
Preliminary April 2022

Revenues & Expenditures	Audited FY 20/21	Preliminary #1 FY 21/22	Preliminary #2 FY 21/22	Amended FY 21/22	Preliminary FY 22/23
<b>Revenues</b>					
Local Sources	1,021,659	986,903	988,930	996,080	1,022,900
State Sources	2,920,201	3,945,494	4,302,594	4,060,576	4,013,090
Federal Sources	611,346	601,899	600,490	652,951	604,726
<b>Total Revenues</b>	<b>4,553,207</b>	<b>5,534,296</b>	<b>5,892,014</b>	<b>5,709,608</b>	<b>5,640,716</b>
<b>Incoming Transfers &amp; Other Transactions</b>	199,814	260,542	260,542	441,321	442,044
<b>Total Revenues, Incoming Transfers, Other Transactions</b>	<b>4,753,021</b>	<b>5,794,837</b>	<b>6,152,556</b>	<b>6,150,929</b>	<b>6,082,760</b>
<b>Expenditures</b>					
<b>Instruction Expense</b>					
Instruction - Added Needs	42,540	42,540	42,540	31,257	31,257
School Administrative	1,019,450	1,003,200	981,710	1,055,547	1,039,312
Support Services - Instructional Staff	317,444	583,076	584,445	611,866	796,366
Support Services - General Administration	601,278	577,021	577,941	597,155	607,772
Support Services - Business	11,172	11,290	11,290	8,948	8,948
Support Services - Operation & Maintenance	54,168	107,827	107,927	95,117	70,480
Support Services - Central	274,335	294,447	294,122	356,252	335,756
Support Services - Pupil	4,750	568,347	925,447	405,558	372,579
<b>Total Expenditures</b>	<b>2,325,138</b>	<b>3,187,748</b>	<b>3,525,422</b>	<b>3,161,699</b>	<b>3,262,470</b>
<b>Outgoing Transfers &amp; Other Transactions</b>	2,086,637	2,266,450	2,426,450	2,841,636	2,709,863
<b>TOTAL APPROPRIATED</b>	<b>4,411,775</b>	<b>5,454,198</b>	<b>5,951,872</b>	<b>6,003,335</b>	<b>5,972,333</b>
<b>EXCESS REVENUE (APPROPRIATED)</b>	341,244	340,640	200,684	147,594	110,427
<b>FUND BALANCE JULY 1</b>	<b>1,395,765</b>	<b>1,658,973</b>	<b>1,658,973</b>	<b>1,737,009</b>	<b>1,884,603</b>
<b>TOTAL FUND BALANCE JUNE 30</b>	<b>1,737,009</b>	<b>1,999,613</b>	<b>1,859,657</b>	<b>1,884,603</b>	<b>1,995,030</b>

F. Authorize the Superintendent's designee to request bids for snow removal and sanding of parking lots, potential parking lot sealing, and potential grounds/maintenance equipment.

G. Authorize the Superintendent's designee to submit a statewide RFP for the COOR Educational Center & vocational center workshop roof repair/replacement

H. Approve registration and other expenses for interested board members to attend the 2022 MASB Spring Institute taking place at Livingston ESA in Howell from Friday, April 22nd through Sunday, April 24th.

**8. Information Items**

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**Save the date: May 18th ISD-Wide Board  
Dinner with presenter Scott Morrell,  
Senior Facilitator with MASB.  
Networking begins at 5:30 PM at  
Roscommon High School.**

**Save the date: June 3rd - CTE  
groundbreaking ceremony**

**Procedures have been updated for  
conference requests, using the COOR  
car, and mileage reimbursement.**

**Social Media Report Card**

## Memorandum



To: COOR ISD STAFF

Fr: Shawn Petri, Superintendent

A handwritten signature in black ink, appearing to be 'SP', is written over the name 'Shawn Petri'.

Re: Conference/Meeting Request Procedure

Date: March 14, 2022

- 
1. When a staff member signs up for a conference or overnight event the following procedures are to be followed. **No registration or room reservation are to be made until fully approved.** In order to properly process payment, **at least three weeks is the preferred timeline for processing checks to vendors and facilities.**
  2. Staff member is to fill out a Request for Approval Conference/Workshop/Meeting form. **Pay close attention to the items you need to attach listed in grey box at the top of the form.** Forms are in Accounting office or Public Drive in the Forms folder.
  3. Once the Request form is filled out the form is to go to the supervisor of that staff member to be approved.
  4. Once approved, the form then must be given to the Superintendent's office for their approval.
  5. Department designees may then make the reservations as approved. Give registration receipts to accounting.
  6. Follow the same process for post-conference expenses.

**Note: If there are special circumstances to this process, the supervisor must ask approval of the superintendent prior to approval.**

SP/rs

# Memorandum



To: C.O.O.R. ISD STAFF

From: Shawn Petri, Superintendent 

Regarding: Travel / COOR Car Usage Procedure

Date: March 15, 2022

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## Encouraging Use of the C.O.O.R. Car

1. The C.O.O.R. car can be checked out for travel through the receptionist at the front desk. Priority use is given to individuals needing the car to work with students or traveling outside the C.O.O.R. service area. All trips must be logged on the trip sheet to reflect reason for use and pre/post mileage (located in car).
2. If two or more individuals need the C.O.O.R. car on the same day, the individual traveling the furthest will be given the car.
3. **Please reserve the C.O.O.R. car with the receptionist in advance.** If you are leaving before the C.O.O.R. office is open in the morning, you should pick up the keys the day before by 3:00 p.m. If you are returning the car after office hours, you may return them to the C.O.O.R. office the next morning. You must return the car the day of the conference in expectation of others needing the vehicle the next business day. (Any exceptions to this policy must be preapproved by your department director.)
4. The C.O.O.R. car is to be kept clean. It is the responsibility of the user to clean the car out.
5. If there is less than half a tank of gas left in the car, you are to refuel the car before you return it. You will be given a fuel card and instructions on how to refuel the car when you check the car out from the receptionist.
6. The C.O.O.R. car is to be used for travel to and from the conference site only.
7. There will be no smoking at any time in the C.O.O.R. Vehicle.
8. Passengers who are not employees of the district must be preapproved by a district administrator prior to traveling in the COOR vehicle. Individuals who are not employed by the district cannot drive the C.O.O.R. vehicle.

SP/rs

## Memorandum



To: C.O.O.R. ISD STAFF

From: Shawn Petri, Superintendent

Regarding: Travel Reimbursement- Mileage

Date: March 31, 2022

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1. We have updated a chart of standard mileage between each school in our local districts as well as Kirtland's new campus. Please refer to this chart when filling out your mileage reimbursement request form.
2. Mileage reimbursement request forms are due at the end of each month for those who travel for district purposes. We encourage you to utilize a COOR vehicle when it is available – then no mileage is turned in.
3. Your first trip of your normal work day and your mileage back home should not be counted, similar to a drive to the office.

SP/rs





9. Superintendent's Report
  - Maintenance of Effort
  - COOR Busses
  - ISD Technology
  - Joint Board Meeting
  - Spalding Award selection & presentation
  - Staff appreciation ideas
  - CTE
  - MSP Grant
  - ARP money
  - RAPS quiz bowl team
10. Communications - None
11. Public Participation- continued
12. **Adjournment**