

DOLLAR BAY-TAMARACK CITY AREA SCHOOLS BOARD OF EDUCATION
REGULAR MEETING - DB-TC ACTIVITY ROOM - AUGUST 21, 2023 - 5:30 P.M.

- I. Opening of Meeting
 - A. Pledge of Allegiance
 - B. Call to Order
 - C. Roll Call

- II. Recommendation to adopt Agenda

- III. Presentations/Recognition

- IV. Public Comment

- V. Consent Agenda - Recommendation to approve the following:
 - A. Regular Board Meeting Minutes (previous month)
 - B. Financial Statements through the previous month
 - C. Checks written in the previous month

- VI. Reports
 - A. Superintendent
 - B. Business Manager

- VII. Action and Discussion Items
 - A. Recommendation to approve 2023-2024 courses, all available Edmentum and Elevate K-12 online and hybrid courses, and any/all additional courses deemed appropriate by administration and approved by the state, including but not limited to Peer-to-Peer, AutoCAD, Independent Studies, and other/additional online courses.
 - B. Recommendation to approve 2023-24 Parent-Student Handbook (with no significant changes from last year).
 - C. Recommendation to approve the mission, philosophy, and complete Dollar Bay Preschool handbook including Cultural Compliance Plan.
 - D. Personnel:
 1. Recommendation to accept the resignations of Emily Viola, Alex Pionk, Glenn Wenberg, and Brian Nordmark.
 2. Recommendation to approve the hire of Noah Healey as MS/HS Social Studies teacher, Devin Schmitz as elementary paraprofessional and Renee Erkkila as one-on-one preschool aide for 2023-24, Diane "Sissy" Wareham as food service assistant, and Morgan Gast as JV Girls' Basketball coach.
 - E. Recommendation to approve the updated Emergency Operations Plan.
 - F. Recommendation to approve the CCISD-DBTC Business Services Agreement for 2023-24.
 - G. Recommendation to designate Lamers Bus Lines as the primary transportation provider for the district, with any other agency designated by the Board or approved by the Superintendent, to serve as alternate carriers to transport students.
 - H. Recommendation to approve 2023 NEOLA policy updates: 7540.02, 7540.03, 7540.04, 8300, 8305, 8315, 9700.01, 2623, 6325, 8390, 8400, 5512
 - I. Recommendation to approve 2023-24 home athletic game ticket rates.

-This meeting is a meeting of the Board of Education in public for the purpose of conducting the school district's business and is not to be considered a public community meeting. There is a time for public comment during the meeting as indicated in the agenda.
-Upon request to the superintendent, DB-TC Area Schools shall make reasonable accommodation for a person with disabilities to be able to participate in the meeting.

VIII. **Old and/or New Business: Recommendation to discuss moving the September Regular Meeting to a date without a sports conflict.**

IX. **Adjournment**

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-Upon request to the superintendent, DB-TC Area Schools shall make reasonable accommodation for a person with disabilities to be able to participate in the meeting.

DOLLAR BAY-TAMARACK CITY AREA SCHOOLS BOARD OF EDUCATION
REGULAR MEETING - DB-TC ACTIVITY ROOM - JULY 17, 2023 - 5:30 P.M.

- I. Opening of Meeting
 - A. Pledge of Allegiance
 - B. Call to Order - 5:33 pm
 - C. Roll Call
 - Board Members: Steve LeClaire, Dallas Bond, David Maki, Christine Halkola, Jen Stout, Absent: Donna Engman, Angela Keranen
 - Administration: Christina Norland (S.I./K-5 Principal), Jesse Kentala (MS/HS Principal)

- II. Recommendation to adopt Agenda
 - Motion by Dallas Bond, support by Jen Stout. Motion carried unanimously.

- III. Public Comment
 - The Board heard public comment.

- IV. Consent Agenda - Recommendation to approve the following:
 - A. Regular Board Meeting Minutes and Budget Hearing Minutes (previous month)
 - B. Financial Statements through the previous month
 - C. Checks written in the previous month
 - Motion by Christine Halkola, support by Dallas Bond. Motion carried unanimously.

- V. Reports
 - A. Superintendent
 - B. MS/HS Principal
 - The Board heard the reports.

- VI. Action and Discussion Items
 - A. Recommendation to discuss raising entry fees for home athletic events.
 - Discussion to table this recommendation for another month.
 - B. Recommendation to discuss posting for an additional para-professional to primarily assist in the Kindergarten classroom (currently at 25 students).
 - Motion by Dallas Bond, support by David Maki. Motion carried unanimously.
 - C. Recommendation to approve the hire of Devin Schmitz as Varsity Girls Basketball Coach.
 - Motion by David Maki, support by Dallas Bond. Motion carried unanimously.
 - D. Recommendation to approve Dollar Bay Linoleum and Tile replacing the elementary classroom carpeting that is in need (2nd through 5th and half-room), for \$24,251.
 - Motion by Jen Stout to add Library and fix steps, support by Christine Halkola. Motion carried unanimously.

- VII. Old and/or New Business
 - None

- VIII. Adjournment - 6:23 pm
 - Motion by Christine Halkola, support by Steve LeClaire. Motion carried unanimously.

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-Upon request to the superintendent, DB-TC Area Schools shall make reasonable accommodation for a person with disabilities to be able to participate in the meeting.

Respectfully submitted,



David Maki (Secretary)
Typed by Danielle Bausano

DRAFT

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-Upon request to the superintendent, DB-TC Area Schools shall make reasonable accommodation for a person with disabilities to be able to participate in the meeting.

Dollar Bay - Tamarack City Area Schools
Statement of Revenue and Expenditures
FY: 2023-2024

REVENUE

Major Class-Description	Budget	07/01/23 - 7/31/2023	Balance	Avail. Bal. %
100-Local Sources	493,181	103	493,078	99.98%
300-State Sources	3,186,203	-	3,186,203	100.00%
400-Federal Sources	227,882	-	227,882	100.00%
500/600-Other Financing Sources	-	-	-	#DIV/0!
Total Revenue	<u>3,907,266</u>	<u>103</u>	<u>3,907,163</u>	<u>100.00%</u>

EXPENDITURES

Major Function - Description	Budget	07/01/23 - 7/31/2023	Balance	Avail. Bal. %
100-Instruction				
111-Elementary	940,083	10,477	929,606	98.89%
113-High School	1,118,592	16,203	1,102,389	98.55%
118-Pre Kindergarten	144,546	1,109	143,437	99.23%
122- Special Education	155,966	3,481	152,485	97.77%
125-Compensatory Education	288,934	3,377	285,557	98.83%
200-Supporting Services		-		
210-Guidance/Truancy	-	-	-	#DIV/0!
219-Other Pupil Support	-	-	-	#DIV/0!
220-Library	29,371	1,700	27,671	94.21%
230-Board of Education	25,950	1,295	24,655	95.01%
230-Executive Admin.	241,386	14,101	227,285	94.16%
240-Principals Office	239,579	13,547	226,032	94.35%
250-Fiscal Services	77,200	5,852	71,348	92.42%
260-Operation & Maintenance	368,115	31,645	336,470	91.40%
270-Pupil Transportation	163,850	-	163,850	100.00%
280-Central Support Services - Technology	60,600	-	60,600	100.00%
290-Athletics	130,958	-	130,958	100.00%
400-Payment to Other Gov. Agency, Facility Acq. And Prior Period Adj.				
450-Facility Acquisition/Improvements	-	-	-	
500/600-Other Financing Sources				
510-Debt Service	-	-	-	
6xx - Outgoing Transfer & Modifications	-	-	-	
Total Expenses	<u>3,985,130</u>	<u>102,787</u>	<u>3,882,343</u>	<u>97.42%</u>
Net Income	<u>(77,864)</u>	<u>(102,684)</u>		

DOLLAR BAY - TAMARACK CITY AREA SCHOOLS

(SUMMARY-ONLY)

Check No.	Check Type	Status	Vendor	Vendor Name	Amount	Description	Date
2489	PAPER	Printed	730	CCISSD	\$1,024.19	VoIP July 2023, Acadience Test Booklets	07/14/2023
2490	PAPER	Printed	1364	NASSP	\$385.00	2023-24 National Honor Society Affiliation	07/14/2023
2491	PAPER	Printed	165	NEOLA, Inc.	\$1,295.00	Policy Updates	07/14/2023
2492	PAPER	Printed	1069	SEG WORKERS COMPENSATION FUND	\$1,951.00	2023-24 Workers Comp Q1	07/14/2023
2493	PAPER	Printed	14	SET SEG, ATTN: FINANCE	\$164.85	July 2023	07/14/2023
2494	PAPER	Printed	507	MASB-SEG PROPERTY CASUALTY POOL	\$25,710.00	Property/Casualty Pool 2023-24	07/14/2023
2504	EFT	Printed	3	EFTPS - Electronic Federal Tax Payment S	\$12,680.03	Payroll - FICA Tax Payable	07/07/2023
2505	EFT	Printed	961	Valic C/O Chase Bank	\$1,137.74	VALIC 403(b) Annuity	07/07/2023
2506	EFT	Printed	1268	Health Equity	\$1,701.12	Health Savings Account	07/07/2023
2507	EFT	Printed	9	MPERS	\$22,269.69	MIP VOYA DC Record	07/13/2023
2508	EFT	Printed	3	EFTPS - Electronic Federal Tax Payment S	\$12,399.20	Payroll - FICA Tax Payable	07/21/2023
2509	EFT	Printed	961	Valic C/O Chase Bank	\$1,271.97	VALIC 403(b) Annuity	07/21/2023
2510	EFT	Printed	1268	Health Equity	\$1,201.12	Health Savings Account	07/21/2023
2511	EFT	Printed	9	MPERS	\$22,878.94	MIP VOYA DC Record	07/21/2023
2512	EFT	Printed	9	MPERS	\$45,020.46	UAAL	07/21/2023
2516	EFT	Printed	739	Semco Energy, Inc.	\$385.21	June 2023	07/18/2023
2518	EFT	Printed	6	MESSA	\$34,503.77	July 2023 Insurance, MESSA Health I	07/21/2023
2520	EFT	Printed	229	Upper Peninsula Power Company	\$3,281.04	June 2023	07/11/2023
2525	EFT	Printed	24	State Of Michigan W/H	\$2,165.41	Payroll - State Tax Payable	07/07/2023
2526	EFT	Printed	24	State Of Michigan W/H	\$2,077.24	Payroll - State Tax Payable	07/21/2023

GRAND TOTAL: 20 checks \$193,502.98

FUND SUMMARY

Fund	Amount
11	193,344.29
25	158.69
	\$193,502.98

Dollar Bay High School
27.5 credits required to graduate

	8th/ Other	9th Grade	10th Grade	11th Grade	12th Grade
English-4		-English 9 A -English 9 B	-English 10 A -English 10 B	-English 11 A -English 11 B	-English 12 A -English 12 B
Math-4	Alg. I A Alg. I B	-Algebra II A -Algebra II B	-Geometry A -Geometry B	-FST 11 A -FST 11 B <i>or</i> -Pers. Fin. I A -Pers. Fin. I B <i>or</i> -CTE A -CTE B	-Pers.Fin. A -Pers.Fin. B <i>or</i> -Calculus A -Calculus B <i>or</i> -CTE A -CTE B
Science-3		-Earth Science -Physical Science -Biology	-Biology 10 -Physical Science 10	-Chemistry 11 A -Chemistry 11 B <i>or</i> Physics 11	-Physics 12
Social Studies-3		-World History A -World History B	-US History A -US History B	-Government -Economics	
World Language-1			-Spanish I A -Spanish I B		
Alt. World Language (Arts/CTE)-1					
P.E./Health-1		-P.E./Health			
Computers-1		-Computers 9 A -Computers 9 B			
Electives				-SAT Prep	-Money Matters
Credits Earned					
Credits Remaining					

Other Courses: Anatomy, Zoology, Advanced Biology, Advanced Chemistry, 3D Printing/Lego Robotics, Marine Robotics, Band, General Woodworking, Art, Painting and Drawing, Fiber Arts, Social Justice Arts, Guided Academics, Cultural Studies, Money Matters, HS/MS Physical Education, Weights and Cardio, Psychology, Media Technology, Programming, Computers/Technology, Speech, Good Books/American Literature, Creative Writing, SAT Prep, Local History, Sociology, Current Events, PE/Organization, American Poetry by Literary Movements, Advanced US History, Data Science, College Writing and Military History. Additional courses may be offered, based on teacher expertise and availability, and student need.

Dollar Bay Middle School Classes

	6th Grade	7th Grade	8th Grade
English	-English 6 A -English 6 B -English 6 C	-English 7 A -English 7 B -English 7 C	-English 8 A -English 8 B
Math	-Math 6 A -Math 6 B -Math 6 C	-Math 7 A -Math 7 B -Math 7 C	-Alg I A -Alg I B -Alg I C
Science	-Science 6 A -Science 6 B	-Science 7 A -Science 7 B	-Science 8 A -Science 8 B -Science 8 C
Social Studies	-SS 6 A -SS 6 B	-SS 7 A -SS 7 B	-SS 8 A -SS 8 B
Computers	-Computers 6	-Computers 7	-Computers 8
Electives			

Dollar Bay Elementary School Curriculum

These are the content areas that are taught and assessed to determine each child's progress each year:

<u>Subject:</u>	<u>Grade:</u>
Writing/Language	1-5
Reading/Language Arts	K-5
Spelling	1-3
Handwriting	K-3
Mathematics	K-5
Social Studies	K-5
Science	K-5
Computers/Technology	K-5
Art	K-5
Music	K-5
Physical Education	K-5

Noah Healey

m

Objective

Looking to utilize my Social Studies Secondary Education Degree with a minor in History by helping develop and inspire creativity and higher thinking abilities in students and help them achieve their best outcomes.

Qualifications

- Strong written and verbal communication skills
- Active listening and organizational skills
- Professional attitude in all aspects
- Strong Interpersonal skills
- Self motivation and discipline
- Flexibility

Education

B.S. in Social Studies Secondary Education
Northern Michigan University, Marquette, MI

- Minor in History

Relevant Experience

Direct Care Worker

June 2021 - December 2022

Teaching Family Homes of Upper Michigan

- Provided support to at risk youth
- Helped at risk youth with coping skills to help cope with trauma and behavioral problems
- Helped youth with diverse disabilities and special needs complete and understand their homework assignments, classes and other school related work.
- Annually Handle With Care Training and CPR training
- Sorted and dispensed meds to youth
- Created activities to enhance youth entertainment and help youth learn new skills
- Critical Thinking Skills in High Stress environment
- Ability to work and stay calm in High Stress situations
- Deescalate youth who are experiencing strong emotions
- Able to be alert at all times when working with multiple children
- Keeping a clean environment for the health of youth
- Keeping consistent teaching and discipline with youth

Devin Schmitz

du

Objective: Passionate about utilizing my skills in a public education setting to help students develop both academically and socially. I am eager to utilize an undergraduate degree in Sports Management and Psychology to acquire new knowledge and experience in the classroom.

Education:

Michigan Technological University

B.A in Sports Management, Minor in Psychology

Employment:

Applebees

June 2023 - Present

- Server & Customer Service Representative

Walmart

May 2019- June 2020 Sales Associate

- Promoted to Team Lead after three months of employment.
- Acknowledge and greet customers with a smile, also helping them with any complaints.

Summer Internship- Copper Country Summer Training Program

- Worked with boys and girls ages 7-15
- Helped with developing their skill and IQ in the sport of basketball.

Activities & Extracurricular:

MTU Men's Basketball Team, 2018-Present

Being the point guard on a collegiate basketball team means you must control the offense, be patient, communicate clearly, and most of all stay disciplined. It is also a significant time commitment, having to wake up at 6:00am and sometimes having two practices throughout the day which means you could be done for the day at 9:00pm.

Renee Erkkila

OBJECTIVE

To pursue a career that makes me happy

EDUCATION

High School Diploma 1993
Houghton High School Houghton, MI

EMPLOYMENT HISTORY

Daycare Provider October 2014-March 2020
CLK Schools Calumet, MI

Classroom Aide - 35+ 45 September 2013-October 2014
BHK Child Development, Centennial Center Calumet, MI

File Clerk September 1992-October 1995
Northern Mutual Insurance Co. Hancock, MI

CERTIFICATIONS

11 Great Start to Quality certificates
Seclusion & Restraint Awareness certificate
Child Abuse: identification & intervention certificate
Playground Supervision certificate
Choking & Heimlich Maneuver certificate
Managing Difficult Behaviors certificate
Infants in Child Care (2CEUs)
Children's Challenging Behaviors (1CEU)

REFERENCES

Mrs. Jessica Nicely
Family Support Specialist, BHK

Mrs. Linda Pelli
Retired CNA Teacher, CCISD

Mrs. Angela Kaura
Medical Assistant, Upper Great Lakes Family Health

Diane M. Wareham

Education

1964-1976
Graduated Dollar Bay High School
Dollar Bay, MI 49922

Employment

2018-present

Retired

1998-2018

Specialized Clerk, Admissions Office
Michigan Technological University

- Process student applications for admissions
- Communicate with students and parents regarding admissions policies & procedures
- Greet and assist office visitors in a friendly, courteous manner

1987-1998

Secretary II, Student Publications
Michigan Technological University

- Daily supervision of office and 30+ students
- General office procedures

1984-2000

Waitress/Bartender, Al's Supper Club
Hubbell, MI

- Wait on customers in a courteous friendly manner
- Prepare and serve drinks; serve dinners
- General cleaning of restaurant and lounge area
- Run cash register

References

- Bruce/Karen Destrampe
Owner, Al's Supper Club
- Debra Strieter
Office Manager, MTU Admissions Office
- Donna Fountaine, DB/TC School Foodservice
Dollar Bay, MI

**AGREEMENT BETWEEN
COPPER COUNTRY INTERMEDIATE SCHOOL DISTRICT
AND
DOLLAR BAY-TAMARACK CITY AREA SCHOOLS**

This agreement is made and entered July 25, 2023, by and between the Copper Country Intermediate School District (CCISD) and Dollar Bay-Tamarack City Area Schools (DBTC). The representatives below have been authorized by their respective Boards of Education to sign on behalf of each Board.

It is agreed between the two parties that:

The following services would be performed by the CCISD:

1. Online payments
2. Journal entries
3. End of month procedures
4. Cash requests
5. Record Receipts
6. Bank reconciliation
7. Budget preparation (content would be determined by the Superintendent)
8. Payroll
 - Upload payroll file to bank for direct deposit
 - Key in data and process (provided by DBTC)
 - End of month payroll reconciliation
 - Quarterly reporting
 - Initial and Annual HR setup (pay, REP, and account code structure)
 - Office of Retirement Services (ORS) reporting
 - Payroll forms (W-2, 1099, etc.)
9. Fixed assets
10. All state and federal reporting, except the SRSD, REP, and SID; responsibility for meeting all deadlines
11. Billing of other organizations
12. Accounts Payable
 - Key in requested data
 - Process invoices and checks
13. Qualifying and Annual Disclosure statements
14. Unemployment
15. Workers Compensation
16. USF (Universal Service Fund)
17. Assist Superintendent, Principal and department heads with financial issues

Dollar Bay-Tamarack City Area Schools will provide the following:

1. Accounting Services
 - Provide envelopes and necessary supplies
 - Provide assistance to Copper Country ISD employees

Dollar Bay-Tamarack City Area Schools will perform the following:

1. Accounts Payable
 - Check in shipments received
 - Provide supporting documentation for invoices
 - Superintendent will approve invoices for payment
2. Receipts
 - Record money received in the receipt book and make the deposits.

Agreement Provisions:

1. CCISD staff will be on-site when needed. DBTC will provide office space for ISD personnel to work in when they are on-site.
2. The CCISD will be responsible for DBTC meeting all reporting deadlines. Input from the local district that is necessary to complete reports shall be requested as far in advance as practical.
3. Budget updating by the CCISD will take place as directed and in the format supplied by the local Superintendent. Budget adjustments may not be made without prior authorization by the local Superintendent.
4. Cost analysis for negotiations will be provided upon request by local Superintendent.
5. This contract is valid July 1, 2023 – June 30, 2024. Either party may terminate the contract with 90 days notice.
6. The cost for the contract is \$64,000.

For Copper Country Intermediate School District:

James Rautiola., Superintendent

Date

For Dollar Bay-Tamarack City Area Schools:

Christina Norland, Superintendent

Date

APPENDIX A

Dollar Bay – Tamarack City Area Schools

Contracted Student Transportation System Cost Form

LAMERS BUS LINES, INC.

***** ALL RATES DO NOT INCLUDE FUEL, WHICH THE DISTRICT SHALL SUPPLY. *****

The rates listed below will be invoiced MONTHLY over a 9-month period starting September 1, 2023 for all contracted school years. All future year rate increases will be based on the month of December Consumer Price Index for the Midwest Region all items category with no less than a 3.0% annual increase, and not greater than 6.0% annual increase. Increases of over 6.0% will be split evenly between the CONTRACTOR and DISTRICT.

A. BASE RATE – ANNUAL OPERATION FEE

Annual base of operation rate fee: \$ 60,000.00

(Invoiced at \$6,666.66 per month over a 9-month period starting on September 1st)

B. DAILY ROUTE BUS RATES

1. AM & PM BUS ROUTES - with Contractor employed drivers:

Up to 72 Passenger Capacity: \$155.00/bus or \$2.25 per mile/bus whichever is greater.
*73-78 Passenger Capacity: \$160.00/bus or \$2.40 per mile/bus whichever is greater.
*79-84 Passenger Capacity: \$165.00/bus or \$2.55 per mile/bus whichever is greater.
(*if required by DISTRICT due to capacity needs)

2. AM or PM ONLY BUS ROUTES - with Contractor employed drivers:

Up to 72 Passenger Capacity: \$120.00/bus or \$2.25 per mile/bus whichever is greater.
*73-78 Passenger Capacity: \$125.00/bus or \$2.40 per mile/bus whichever is greater.
*79-84 Passenger Capacity: \$130.00/bus or \$2.55 per mile/bus whichever is greater.
(*if required by DISTRICT due to capacity needs)

**3. AM & PM SPECIAL NEEDS WHEELCHAIR LIFT BUS ROUTES
- with Contractor employed drivers:**

Up to 72 Passenger Capacity: \$175.00/bus or \$2.75 per mile/bus whichever is greater.

APPENDIX A, Continued

B. ATHLETICS, CURRICULAR, CO-CURRICULAR, FIELD-TRIPS

Up to 78 Passenger Bus:

Cost for the bus: \$40.00/BUS or \$2.00 per mile/bus whichever is greater.

Plus, cost per hour with

Contractor employed driver: \$20.00/HOUR

Cost per day, overnight trip: \$220.0/DAY, Contractor employed driver.
(Includes meal allowance)

Overnight Trips: Overnight trips that require the bus and driver to stay will be charged: Actual miles used plus driver's hotel room, and driver's DAY charges for full days, and driver HOUR charges for partial days, as determined by CONTRACTOR.

Miscellaneous Charges: Rates listed above do not include any tolls, bus parking, gate fees, airport fees, relief drivers, etc. and will be add-on charges based on actual costs for these types of trips.

C. TECHNOLOGY:

3-Camera Interior Security/Video System \$3.00 per day per bus

GPS Routing/Tracking with Ride 360 Parent Interface \$7.00 per day per bus

Submitted by:

COMPANY: Lamers Bus Lines, Inc.

MAILING ADDRESS: 2407 South Point Road, Green Bay, WI 54313

NAME: David VonDoloski

TITLE: Regional Manager

DATE: August 1, 2023

APPENDIX B

Dollar Bay – Tamarack City Area Schools

Contractor Use of District Owned Facilities

LAMERS BUS LINES, INC.

A. DISTRICT OWNED PROPERTIES

During each school year, The DISTRICT has agreed that the CONTRACTOR can utilize space from the DISTRICT to park/store school buses at DISTRICT owned garage facilities, at the monthly cost of \$150.00 per parking stall, up to the cost of \$600.00 per month, applicable for the nine months of September through May, for the duration of the contract term. The location of these DISTRICT owned garage facilities is adjacent to the DISTRICT school facility. For the period after each school year's completion, and before the start of the next school year, the Contractor shall remove buses from District-owned facilities, unless those buses are required for summer program transportation services. Payment by the CONTRACTOR will be provided in the form of a monthly credit, applied to the monthly regular routes invoice sent to the DISTRICT by the CONTRACTOR.

Book	Policy Manual
Section	Vol. 37, No. 2 - Technology - February 2023
Title	Vol. 37, No. 2 - Technology - February 2023 - OVERVIEW
Code	01 - OVERVIEW
Status	From Neola



POLICY UPDATE SERVICE
PROVIDED BY NEOLA, INC.

MI LOCAL UPDATE OVERVIEW AND COMMENTS

VOLUME 37 NUMBER 2 - SPECIAL UPDATE - TECHNOLOGY

February 2023

MASB Policy Services Provided by Neola

Effective policies are at the core of successful school district governance. Maintaining policies that reflect both local oversight and ever-changing state and federal laws is an enormous task. School board members can rely on the MASB-Neola Partnership to keep their policy manuals up-to-date. Under this partnership, Neola provides comprehensive policy services for MASB members on behalf of MASB. Working together, MASB and Neola produce uniform school policies and guidelines to better serve all Michigan school districts.

Policy Development and Updating

Neola, with assistance from MASB if and when needed, will work with the board, administrators and committee(s) to develop a comprehensive policy manual that suits your district's needs. Each manual is based on templates that have been thoughtfully prepared, then vetted by Neola's outside counsel and MASB's legal counsel. These templates are customized to the district's unique circumstances through choices made by the board and administrative team. The bylaws, policies and administrative rules/regulations are a unique collection assembled by educators and attorneys. The end result will be a policy manual that's in line with law and court decisions containing legal citations, footnoted reference material, and will be searchable by keyword or phrase.

OVERVIEW AND COMMENTS

Revised documents included in this Special Update provide updated terminology, reference to multifactor authentication (MFA), added cyber security procedures, and information related to content and functionality specifications prescribed by the Office for Civil Rights (OCR) for accessibility purposes.

This Special Release includes:

POLICIES

These policies and corresponding administrative guidelines have been updated to reflect changes that have occurred in the area since many of the documents were last updated in 2017 and 2018, including the recent release of ChatGPT (see Policies and AGs 7540.03 and 7540.04, which now include a fairly extensive discussion of artificial intelligence and natural language processing tools).

These revised documents are recommended but not required.

Policy 7540.02 – Web Accessibility, Content, Apps, and Services (Revised)

This policy has been updated to reflect best practices and the evolving state of the law related to website accessibility based on the Americans with Disabilities Action (ADA). While the Department of Justice and the U.S. Department of Education Office for Civil Rights (OCR) have not formally adopted regulations pertaining to website accessibility for public entities, including public schools, they continue to publicize the need for public entities' websites to be accessible to individuals with disabilities in order to comply with the ADA and/or Section 504 of the Rehabilitation Act of 1973. Additionally, the OCR continues to find districts out of compliance with the law and to enter into resolution agreements to bring the offending district's websites into an acceptable state of accessibility.

The proposed revised document is recommended but not required.

Policy 7540.03 - Student Technology Acceptable Use and Safety (Revised)

Policy 7540.04 - Staff Technology Acceptable Use and Safety (Revised)

Policy 8300 - Continuity of Organizational Operations Plan (Revised)

Policy 8305 - Information Security (Revised)

Policy 8315 - Information Management (Revised)

Policy 9700.01 - Advertising and Commercial Activities (Revised)

This policy has been updated to incorporate optional language pertaining to advertising that is posted/published on the district's website. The policy now offers guidance concerning the appropriate content of advertising when it is not feasible for the advertisement to be reviewed and approved by the Superintendent prior to it running on the district's website. The optional language is offered to address the situation posed by website advertising associated with vendors such as VNN (i.e., "The Home of High School Sports Communities"). Such advertising represents a form of "media-based electronic advertising" under the category of "Direct Advertising/Appropriation of Space." While the legal issues presented by such arrangements represent more of a contracting issue for boards of education as opposed to a policy one (e.g., boards of education should verify that their contracts with such vendors expressly address the type of advertising that will be permitted to run on such sites, which a user can link to from the district's website – in particular, the contracts should require compliance with the General Advertising Guidelines outlined in Policy 9700.01, including Paragraphs D, E, F, G, H, and K), the optional language offered in Paragraphs I and N affirms that it is not feasible to expect the district to review each advertisement in advance for age-appropriateness or for the superintendent to screen all advertising.

These revisions are recommended but not required.

ADMINISTRATIVE GUIDELINES

AG 7540.02 - Web Content and Functionality Specifications (Revised)

AG 7540.03 - Student Technology Acceptable Use and Safety (Revised)

AG 7540.04 - Staff Technology Acceptable Use and Safety (Revised)

AG 8300 - Continuity of Organizational Operations Plan (Revised)

AG 8305 - Collection, Classification, Retention, Access, and Security of District Data/Information (Revised)

AG 8305A - Information Security Responsibilities (Revised)

AG 8305B - Information Security Incident Management (Revised)

AG 8305C - Notification Information Security Incident (Revised)

AG 8315 - Litigation Hold Procedure (Revised)

See notes on Policies above.

FORMS

Form 7540.03 F1 – Student Technology Acceptable Use and Safety Agreement (Replacement)

Form 7540.04 F1 – Staff Technology Acceptable Use and Safety Agreement (Replacement)

District-Specific Material

If the District chooses to adopt a new policy or guideline or incorporate District-specific material into an existing policy or guideline other than what has been proposed by Neola, then the District agrees to hold Neola harmless for those District-specific edits and acknowledges that Neola's warranty for legal challenges to that District-specific language in that policy or guideline will not be in effect. In addition, Neola retains ownership of the text from the original policy template that remains in a policy to which District-specific material has been added. District-specific materials include the following:

- A. Materials from the District's existing materials that the District requests be incorporated during the drafting process;
- B. New materials that the District develops in their entirety and exclusive of Neola; and
- C. Revisions or deletions that substantively depart from Neola's templates.

Further, NEOLA does not recommend the use or incorporation of District-specific materials. NEOLA will, at the request of the District, incorporate District-specific materials into the licensed materials, with the implicit understanding that the District bears all risks associated with the District's decision to request that such District-specific materials be incorporated. NEOLA reserves the right to, but is not obligated to, advise the District to seek its own legal review of District-specific materials.

All production-related materials and questions should be directed to the Coshocton Office at 632 Main Street, Coshocton, Ohio 43812 (phone 800-407-5815, fax 740-622-2557). Billing and other questions should be directed to the Stow Office at 3914 Clock Pointe Trail, Suite 103, Stow, Ohio 44224 (phone 330-926-0514, fax 330-926-0525).

**Proposed ticket prices for 2023-2024
August Board Meeting 8/23**

JH Games/Events

adults 3

Student/Seniors (60+)/Veterans 2

DB Students 1

Family rate \$12

JV/V Games/Events

adults 5

Student/Seniors (60+)/Veterans 3

Family rate \$15

Pass Options

Family Pass : \$175

Adult Couple Pass: \$125

Individual Adult Pass: \$75

Student Pass: \$20

Senior Citizen (60+) Pass: \$20

Veterans Pass: \$20

As of 8/14/23

Ticket Prices 23-24

School	JH	JV/V	Raised from previous year
Houghton	Student \$3 Adult \$5	Student \$5 Adult \$7	Yes May be going back down
Calumet			No
Lake Linden		Student \$5 Adult \$7	Yes Will let his board know that everyone else isnt
Hancock			no
Jeffers		Student \$3 Adult \$5	no
Chassell		Possibly - not official yet Still in the discussion phase Student \$5 Adult \$7	no
Baraga			
L'Anse		Student \$3 Adult \$5	Not increasing prices
Ironwood		Student \$5 Adult \$7	Yes, Have not finalized plans yet, may be charging more for doubleheaders Students - 7 Adults - 10
Bessemer		Student \$3 Adult \$5	Not increasing prices
E-TC		Student \$3 Adult \$5	Not increasing prices
Ontonagon		Student \$3 Adult \$5	Not increasing prices