

**DOLLAR BAY-TAMARACK CITY AREA SCHOOLS BOARD OF EDUCATION  
REGULAR MEETING - DB-TC ACTIVITY ROOM -SEPTEMBER 19, 2022 - 6 P.M.**

- I. **Opening of Meeting**
  - A. Pledge of Allegiance
  - B. Call to Order
  - C. Roll Call
  
- II. **Introduction of new employees: Lauren Salo, Chelsea Lurn, Morgan Gast, Adam Lucca, Laura Shilling, Fiona Kallman.**
  
- III. **Recommendation to adopt Agenda**
  
- IV. **Public Comment**
  
- V. **Consent Agenda**
  - A. **Recommendation to approve the following:**
    - 1. **Regular Board Meeting Minutes (previous month)**
    - 2. **Special Board Meeting Minutes (previous month)**
    - 3. **Financial Statements through the previous month**
    - 4. **Checks written in the previous month**
  
- VI. **Reports**
  - A. **Superintendent**
  - B. **MS/HS Principal**
  - C. **Business Manager**
  
- VII. **Action and Discussion Items**
  - A. **Recommendation to approve the hire of Lauren Salo as Grade 5 teacher.**
  - B. **Recommendation to approve the hire of Chelsea Lurn as MS/HS math and science teacher.**
  - C. **Recommendation to approve Kylie Sever as food service assistant substitute.**
  - D. **Recommendation to approve Fiona Kallman as food service assistant.**
  - E. **Recommendation to approve renewal of the delegation of school plan review and inspection authority to a local unit of government enforcing agency.**
  
- VIII. **Old and/or New Business**
  
- IX. **Adjournment**

-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.

DOLLAR BAY-TAMARACK CITY AREA SCHOOLS BOARD OF EDUCATION  
REGULAR MEETING - DB-TC ACTIVITY ROOM - AUGUST 15, 2022 - 6 P.M.

- I. Opening of Meeting - 6:00 pm
  - A. Pledge of Allegiance
  - B. Call to Order
  - C. Roll Call
    - Board members: Steve LeClaire, Tera Janke, Jeff Stevens, Dallas Bond, Jen Stout, David Maki,
    - Absent: Donna Engman
    - Administration: Christina Norland (S.I./K-5 Principal), Jesse Kentala (MS/HS Principal), Tom Sturos (Business Manager)
  
- II. Recommendation to adopt Agenda
  - Motion by Dallas Bond, support by Tera Janke. Motion carried unanimously.
  
- III. Public Comment
  - The Board heard public comment.
  
- IV. Consent Agenda
  - A. Recommendation to approve the following:
    1. Regular Board Meeting Minutes (previous month)
    2. Financial Statements through the previous month
    3. Checks written in the previous month
      - Motion by Jeff Stevens, support by David Maki. Motion carried unanimously.
  
- V. Reports
  - A. Superintendent
  - B. MS/HS Principal
  - C. Business Manager
    - The Board heard the reports.
  
- VI. Action and Discussion Items
  - A. Curriculum - Recommendation to approve 2022-2023 courses, all available Edmentum online 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.
    - Motion by David Maki, support by Dallas Bond. Motion carried unanimously.
  - B. Recommendation to approve 2022-23 Parent-Student Handbook.
    - Motion by Dallas Bond, support by Jen Stout. Motion carried unanimously.
  - C. Recommendation to approve the mission, philosophy, and complete Dollar Bay Preschool handbook.
    - Motion by David Maki, support by Jeff Stevens. Motion carried unanimously.
  - D. Personnel
    1. Recommendation to accept the resignations of teachers Jamie Mack and Cindy Lysne.
      - Motion by Dallas Bond, with regret, support by Jeff Stevens. Motion carried unanimously.
    2. Recommendation to approve altering the office staff structure to include 2.5 administrative assistants: 11-month (avg.) middle/high school secretary, 9-month elementary secretary, and part-time district secretary.

- Motion by Dallas Bond, support by Jeff Stevens. Motion carried unanimously.*
3. If D-2 is approved: Recommendation to approve the hire of Laura Shilling as elementary administrative assistant.
  4. Recommendation to approve the hire of Morgan Gast as middle/high school administrative assistant.  
*-Motion by David Maki, support by Jen Stout to approve number 2 and 3 simultaneously. Motion carried unanimously. Motion by David Maki, support by Jeff Stevens to hire both secretaries. Motion carried unanimously.*
  5. Recommendation to increase hourly wage of district administrative assistant/executive secretary.  
*-Motion by Dallas Bond, support by Tera Janke. Discussion to increase pay to \$20/hour. Motion carried unanimously.*
  6. Recommendation to approve the hire of Lauren Salo as JV Girls' Volleyball coach.  
*-Motion by Jen Stout, support by David Maki. Motion carried unanimously.*

- E. Recommendation to authorize Thomas Sturos with check signing and other privileges at Superior National Bank for the General Fund, Activity Fund, Debt Retirement Fund, and Payroll, and to grant Mr. Sturos authority to do ACH files and electronically transfer district funds.  
*-Motion by Dallas Bond, support by Jen Stout. Motion carried unanimously.*
- F. Recommendation to decide on school lunch pricing for the 2022-23 school year based on MDE's recommendation to increase rate by ten or fifteen cents (current rate being \$3.15/lunch).  
*-Motion by Dallas Bond to increase rate to \$3.25, with a re-evaluation if needed, support by Steve LeClaire. Motion carried unanimously.*
- G. Recommendation to enter into Closed Session to discuss negotiations related to the current teacher contract.  
*-Motion by Jeff Stevens, support by Dallas Bond. Motion carried unanimously at 6:54 pm. Came out of closed session at 8:09 pm.*

VII. Old and/or New Business  
*-None*

VIII. Adjournment - 8:10 pm  
*-Motion by David Maki, support by Dallas Bond. Motion carried unanimously.*

Respectfully submitted,

Tera Janke (secretary)  
Typed by Danielle Bausano

DOLLAR BAY-TAMARACK CITY AREA SCHOOLS BOARD OF EDUCATION  
SPECIAL MEETING - DB-TC ACTIVITY ROOM - AUGUST 30, 2022 - 7:30 P.M.

- I. Opening of Meeting
  - A. Pledge of Allegiance
  - B. Call to Order- 7:31 pm
  - C. Roll Call
    - Board Members: Steve LeClaire, Jen Stout, Jeff Stevens, David Maki, Dallas Bond, Absent: Tera Janke, Donna Engman
    - Administration: Christina Norland (K-5 Principal/Superintendent)
  
- II. Recommendation to adopt Agenda
  - Motion by Jeff Stevens, support by David Maki. Motion carried unanimously.
  
- III. Public Comment
  - None
  
- IV. Recommendation to approve the Letter of Agreement between the DB-TC Board of Education and the Dollar Bay Education Association which 1-increases each cell of the salary schedule by \$1,500, 2-provides for a signing bonus for new hires, and 3-offers credit reimbursement to those requested to obtain additional endorsements which would come at a personal cost, and to update the master agreement accordingly.
  - Motion by Dallas Bond, support by Jen Stout. Motion carried unanimously.
  
- V. Recommendation to approve the DB-TC Credit Reimbursement Agreement.
  - Motion by David Maki, support by Steve LeClaire. Motion carried unanimously.
  
- VI. Old and/or New Business
  - None
  
- VII. Adjournment- 7:33 pm
  - Motion by Jen Stout, support by David Maki. Motion carried unanimously.

Respectfully submitted,

Tera Janke (Secretary) and Christina Norland (K-5 Principal/Superintendent)  
(Typed by Danielle Bausano)

**Dollar Bay - Tamarack City Area Schools**  
**Statement of Revenue and Expenditures**  
**FY: 2022-2023**

**REVENUE**

Major Class-Description	Budget	07/01/22 -		Avail. Bal. %
		08/31/2022	Balance	
100-Local Sources	489,308	45,135	444,173	90.78%
300-State Sources	3,092,528	-	3,092,528	100.00%
400-Federal Sources	367,021	-	367,021	100.00%
500/600-Other Financing Sources	10,800	-	10,800	100.00%
<b>Total Revenue</b>	<b>3,959,657</b>	<b>45,135</b>	<b>3,914,522</b>	<b>98.86%</b>

**EXPENDITURES**

Major Function - Description	Budget	07/01/22 -		Avail. Bal. %
		08/31/2022	Balance	
100-Instruction				
111-Elementary	1,077,929	31,830	1,046,099	97.05%
113-High School	1,188,523	30,274	1,158,249	97.45%
118-Pre Kindergarten	106,788	2,591	104,197	97.57%
122- Special Education	165,215	5,170	160,045	96.87%
125-Compensatory Education	159,265	5,134	154,131	96.78%
200-Supporting Services				
210-Guidance/Truancy	2,088	-	2,088	100.00%
219-Other Pupil Support	-	342	(342)	#DIV/0!
220-Library	18,166	4,643	13,523	74.44%
230-Board of Education	31,700	5,897	25,803	81.40%
230-Executive Admin.	233,259	28,114	205,145	87.95%
240-Principals Office	189,048	27,864	161,184	85.26%
250-Fiscal Services	93,209	7,124	86,085	92.36%
260-Operation & Maintenance	328,293	65,106	263,187	80.17%
270-Pupil Transportation	163,850	-	163,850	100.00%
280-Central Support Services - Technology	52,550	3,959	48,591	92.47%
290-Athletics	105,684	1,411	104,273	98.66%
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	173	-	173	
<b>Total Expenses</b>	<b>3,915,740</b>	<b>219,459</b>	<b>3,696,281</b>	<b>94.40%</b>
<b>Net Income</b>	<b>43,917</b>	<b>(174,324)</b>		

**DOLLAR BAY - TAMARACK CITY AREA SCHOOLS**  
 (SUMMARY-ONLY)

Check No.	Check Type	Status	Vendor	Vendor Name	Amount	Description	Date
1868	PAPER	Printed	1080	AT&T Mobility	\$237.97	7/12/22-8/11/22	08/09/2022
1869	PAPER	Printed	1388	Capital One	\$206.70	July 2022	08/09/2022
1870	PAPER	Printed	1223	Lamers Bus Lines, Inc.	\$15,410.27	May 2022 Student Transportation; June 2022 Student Transport	08/09/2022
1871	PAPER	Printed	1077	Pro-Tuff Decals	\$42.98	Label Board Replacements	08/09/2022
1872	PAPER	Printed	1557	AMAZON CAPITAL SERVICES	\$81.57	Classroom Supplies	08/18/2022
1873	PAPER	Printed	730	CCISD	\$175.50	August 2022 VoIP	08/18/2022
1874	PAPER	Printed	1702	COPPER COUNTRY VETERINARY CLINIC	\$229.38	7/21/22 Wellness Check	08/18/2022
1875	PAPER	Printed	94	CAMPIONI ENTERPRISES, INC.	\$224.07	July 2022	08/18/2022
1876	PAPER	Printed	1393	Learning Without Tears	\$1,073.22	2022-23 Subscription	08/18/2022
1877	PAPER	Printed	137	McGraw-Hill Education	\$5,091.80	Math Books	08/18/2022
1878	PAPER	Printed	1255	Monte Consulting	\$71.44	July 2022 Marketing Support	08/18/2022
1879	PAPER	Printed	165	NEOLA, Inc.	\$750.00	8/1/22-7/31/23 Digital Maintenance Fee	08/18/2022
1880	PAPER	Printed	1297	NORLAND, CHRISTINA	\$265.82	8/1/22-8/2/22 Admin Academy; Lunch Reimb For Prepare Grant	08/18/2022
1881	PAPER	Printed	1636	STEVE WEISS MUSIC	\$379.90	Music Stand	08/18/2022
1882	PAPER	Printed	459	Waste Management, Inc	\$1,163.76	July 2022	08/18/2022
1883	PAPER	Printed	1634	XEROX CORPORATION	\$67.67	Meter Usage 6/21/22-7/21/22	08/18/2022
1884	PAPER	Printed	1116	MG Trust Company	\$500.00	TPA #00210 403(b) Agreement	08/19/2022
1885	PAPER	Printed	1557	AMAZON CAPITAL SERVICES	\$1,291.45	Volleyballs; Classroom Supplies; Supplies For Athletics; Con	08/30/2022
1886	PAPER	Printed	1080	AT&T Mobility	\$196.98	8/12/22-9/11/22	08/30/2022
1887	PAPER	Printed	1469	COPPER COUNTRY SUPERINTENDENTS'	\$150.00	Membership Dues 2022-23	08/30/2022
1888	PAPER	Printed	128	COUNTRY FRESH GR, DEAN DAIRY	\$188.10	6/2/22, 6/6/22 Invoices	08/30/2022
1889	PAPER	Printed	135	Lake Linden-Hubbell Schools	\$350.00	Copper Mountain Conference Dues 2022-23	08/30/2022
1890	PAPER	Printed	1644	LAMINATOR.COM	\$144.24	Laminating Film	08/30/2022
1891	PAPER	Printed	137	McGraw-Hill Education	\$12.18	Shipping Workbooks	08/30/2022
1892	PAPER	Printed	453	NORDMARK, BRIAN	\$55.93	Reimb PREPARE Work Session Lunch	08/30/2022
1893	PAPER	Printed	464	Osceola Township-Water Fund	\$726.00	June/July 2022	08/30/2022
1894	PAPER	Printed	1294	POWERSCHOOL GROUP LLC	\$3,504.36	SIS Maintenance & Support 8/3/22-8/2/23	08/30/2022
1895	PAPER	Printed	186	Quill Corporation	\$139.13	Art Supplies	08/30/2022
1896	PAPER	Printed	1683	RENAISSANCE	\$2,830.00	Math/Reading Subscriptions	08/30/2022
1897	PAPER	Printed	1052	SCHOOL SPECIALTY	\$3,445.23	Office/Classroom Supplies; Supplies For Offices/classrooms	08/30/2022
1898	PAPER	Printed	1347	Taylor Brothers Door Lock, LLC	\$564.33	Nightlock Lockdown	08/30/2022
1899	PAPER	Printed	744	Petty Cash	\$500.00	22-23 Petty Cash Reimb; 22-23 Petty Cash Reimb Athletics	08/31/2022
2273	EFT	Printed	3	EFTPS - Electronic Federal Tax Payment S	\$11,626.91	Payroll - FICA Tax Payable	08/05/2022
2274	EFT	Printed	9	MPSERS	\$20,793.38	MIP VOYA DC Record	08/05/2022
2275	EFT	Printed	961	Valic C/O Chase Bank	\$900.00	VALIC 403(b) Annuity	08/05/2022
2276	EFT	Printed	1116	MG Trust Company	\$500.00	TPA #00210 403(b) Agreement	08/05/2022
2277	EFT	Printed	1268	Health Equity	\$1,540.57	Health Savings Account	08/05/2022
2278	EFT	Printed	6	MESSA	\$34,510.90	July 2022; MESSA Insurance Options; MESSA Health Insurance	08/05/2022
2279	EFT	Printed	229	Upper Peninsula Power Company	\$1,467.34	July 2022	08/09/2022
2280	EFT	Printed	739	Semco Energy, Inc.	\$165.43	July 2022	08/16/2022
2281	EFT	Printed	3	EFTPS - Electronic Federal Tax Payment S	\$10,366.04	Payroll - FICA Tax Payable	08/19/2022
2282	EFT	Printed	961	Valic C/O Chase Bank	\$900.00	VALIC 403(b) Annuity	08/19/2022

**DOLLAR BAY - TAMARACK CITY AREA SCHOOLS**

ACCOUNTS PAYABLE CHECK REGISTER  
 As of August 2022  
 Fund Code : ALL FUNDS

(SUMMARY-ONLY)

Check No.	Check Type	Status	Vendor	Vendor Name	Amount	Description	Date
2283	EFT	Printed	1268	Health Equity	\$1,540.57	Health Savings Account	08/19/2022
2284	EFT	Printed	24	State Of Michigan W/H	\$2,048.34	Payroll - State Tax Payable	08/05/2022
2285	EFT	Printed	24	State Of Michigan W/H	\$1,805.44	Payroll - State Tax Payable	08/19/2022
2286	EFT	Printed	9	MPERS	\$22,623.82	UAAL	08/26/2022
2287	EFT	Printed	9	MPERS	\$20,197.33	MIP VOYA DC Record	08/19/2022
2288	EFT	Printed	6	MESSA	\$34,510.90	August 2022, MESSA Health Insurance	08/19/2022

**GRAND TOTAL: 48 checks \$205,566.95**

FUND SUMMARY	
Fund	Amount
11	205,378.85
25	188.10
	<b>\$205,566.95</b>

# Lauren Salo

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Lauren Salo

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## Qualities

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Working with children, flexibility, punctuality, responsibility, reliability, ready to learn, working with others, hardworking, outgoing

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## Experience

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### Gitche Gumee Bible Camp-Support Staff & Cook

July 2018, June-July 2019, July-August 2020, May 2022- present

Counselor, Support Staff, Cook

### Zach & Cristina Thomas-Nanny

September 2019-May 2022

Child care for five children; cooking, bathing, activities & crafts

### Jon & Julia Rocha-Nanny

January 2020-May 2022

All day child care for son; cooking, bathing, activities

### TBK Bank Sports Complex-Sport Staff

October 2020-July 2021

Front Desk, Incoming Calls, Event Coordinator

### Subway-Team Member

February 2018-November 2019

Cashier, Ordering, Inventory, Food Prep, Cleaner

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## Education

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Northern Michigan University / Associate of Arts Degree

Completed May 2022

### Black Hawk College

2019-2021



# Chelsea Lurn

## OBJECTIVE :

Obtain a full time high school math and science teaching position in the Dollar Bay - Tamarack City Area Schools District.

## PROFILE :

As an educator, I have most recently worked within Hancock Public Schools as a high school and middle school science teacher. This has allotted me the opportunity to interact with a variety of students and engage myself in different teaching and learning styles.

While teaching, I have gained experience in presenting lessons through multiple media in order to reach students of all learning styles and situations, along with modifying my teaching style to generate deeper thinking and better connections to the material. Information learned should be meaningful and relevant to students, but also applicable. Thus, students should be made aware of the importance of the knowledge gained as well as its real-world implications.

I enjoy being in the classroom and personally have a passion for learning, science, and knowledge, and I hope to pass this on to students. Learning should be fun and engaging, and I plan to strive beyond that benchmark.

## EXPERIENCE :

### Hancock Public Schools

2016 - Present

#### Middle School Science Teacher

- Design daily lesson plans coordinated with content standards
- Engage students in meaningful lessons
- Reinforce previous lessons
- Incorporate real-world situations into learning
- Collect student data through warm-ups, quizzes, and tests
- Align courses to standards throughout science department
- Coordinate as a member of (2016 - 2018) and lead (2018 - current) our middle school LSSI team
- Utilize Mi-STAR curriculum
- Coordinate with middle school and high school science teachers

- Member of Interview committee (2017 - current)
- Member of technology committee (2016 - current)
- Member of schedule planning committee (2020 - current) - determine schedule and courses offered for upcoming school year
- Member of PBIS team (2020 - current) and acting data coach - attend PBIS data coach meetings and PBIS team meetings; communicate data with middle school staff at staff meetings
- Create middle school newsletter (Spring 2022) - design layout and input information collected from staff; share with staff and administration, which then shared it with the community
- Taught LEGO Robotics to 7<sup>th</sup> & 8<sup>th</sup> grade students (Sept. 2021 - June 2022)
- Attended a Physics Modeling Workshop (June - July 2022)
- Completed the VEX IQ Certification (online) for 1st and 2nd generation VEX Robots - 16 credit hours of online training (May - August 2022)

2016 - 2018

**High School Science Teacher**

- Design daily lesson plans coordinated with content standards
- Engage students in meaningful lessons
- Reinforce previous lessons
- Incorporate real-world situations into learning
- Collect student data through warm-ups, quizzes, and tests
- Align courses to standards throughout science department
- Coordinate as a member of (2016 - 2018) and lead (2018 - current) our middle school LSSI team
- Utilize modeling curriculum (Chemistry)
- Coordinate with middle school and high school science teachers
- Member of technology committee (2016 - current)

2016 - 2018

**FRC High School Robotics Coach**

- Coordinated student team
- Monitored deadlines and task completion
- Provided leadership and mentorship
- Assisted student team in all aspects of the life cycle of the project (financial, design, modifications, wiring, coding, focus, etc.)
- Learned a great deal and had a lot of fun!

**Mi-STAR - Michigan Science Teaching and Assessment Reform**

Summer 2019

**Mi-STAR Summer Institute - Curriculum Development Team**

- Assist in the development of Mi-STAR curriculum (Unit 7.2B)

- Work as a team with other teachers and experts

2016 - Present

**Mi-STAR Professional Learning Development**

- Attend and participate in ongoing professional development
- Regularly scheduled meetings with other teachers and professionals from Michigan (as well as other states), Michigan Tech, Mi-STAR, etc.

**Other Experience:**

Michigan Technological University - Summer Youth Programs

June – July, 2010

Teaching Assistant

- Topic: Solar and Wind Energy

Dollar Bay – Tamarack City Area Schools

2004 – 2011

BHK Great Explorations Tutor/Mentor

Various years & time spans

Long-term Substitute Teacher - Kim Peltier, Sara Moilanen, Kim Rogan

Fall 2015 (1 trimester)

Part-Time Chemistry & Math Teacher

Michigan Technological University

2007 – 2009

Biology Lab Undergraduate Teaching Assistant

**QUALIFICATIONS / EDUCATION :**

- Michigan Professional Teaching Certificate: Secondary Biology (DA) 6-12 and Integrated Science (DI) 6-12
- Bachelor of Science in Biological Sciences and Secondary Education, Concentration Integrated Science Michigan Technological University (2010)

# Kylie Sever

As a customer service specialist with 10 years experience in the food service industry, I have developed effective supervisory skills with a team focus of ensuring 100% customer satisfaction. As a direct supervisor of food prep teams and counter servers I have learned and applied strong interpersonal skills, effective employee mediation and communication, and implemented teambuilding strategies through innovative problem solving. I am seeking a position in a new industry where I am able to utilize my excellent customer service and communication skills in supporting the success of the company.

## Work Experience

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### **VOLUNTEER**

Forgotten Eagles (Michigan Veterans)

April 2017 to Present

Take meeting minutes and communicate with regional office

- Help coordinate various activities and events for Veterans
- Respond to telephone calls received from veterans in need of services
- Seek out resources to help meet the needs of the veterans who call

### **Food Service Team Member**

Arby's Restaurant - Houghton, MI

March 2018 to April 2020

49931

- Worked on food preparation line preparing food to specifications
- Cashier for both front counter service and drive through
- Ensured restaurant was always clean and up to code

### **Food Service Team Member**

Taco Bell Restaurant - Houghton, MI

March 2014 to September 2017

49931

- Open and balance starting bank for lunch and dinner shifts
- Coach and support team members to ensure food is prepared and served correctly
- Manage Inventory ensuring proper quantities available for shifts
- Ensure customer satisfaction by delivering orders in under 2.5 minutes
- Ensure food safety temperatures are maintained, at specific time intervals
- Prepare and set-up restaurant for next shift manager
- Inspect all areas inside and outside to ensure restaurant is kept pest free

## Education

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### **High-school**

## Skills

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- Proactive (Less than 1 year)
- problem solver (Less than 1 year)
- SELF MOTIVATED (Less than 1 year)
- Team player (Less than 1 year)
- Cash handling
- Communication skills
- Basic math
- Restaurant Management
- Shift Management

## Additional Information

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### **CORE COMPETENCIES**

Focused, organized, strategic planner Provides excellent service to team and clients

Effective communication skills, verbal & written Efficient time manager / Multitasker

Team player, positive environment enhancer Proactive problem solver

# Fiona Kallman

## Work Experience

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### **Server**

Sky Sushi - Houghton, MI  
May 2022 to Present

I take orders over the phone, at the take out window, package orders, and identify sushi rolls in each order.

### **Deli kitchen**

Keweenaw Cooperative Inc - Hancock, MI  
June 2020 to Present

My daily responsibilities at the Keweenaw Co-op include, making daily production schedules for the ready to eat deli salads, baking UP famous Pasties, managing staff in the kitchen and keeping everyone on task, dishes, carrying heavy trays, assisting customers with finding things in the store, and providing assistance with open communication between departments.

## Education

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### **High school diploma**

Homeschooled - Hancock, MI  
September 2007 to June 2020

## Skills

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- Serving Experience
- POS
- Kitchen Experience
- Cooking
- Restaurant Experience
- Management
- Food Safety
- Cash Handling
- Catering

Certifications and Licenses

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**Food Handler Certification**

**Request for Annual Delegation of School Plan Review and Inspection Authority to a Local Unit of Government Enforcing Agency**  
 Michigan Department of Licensing and Regulatory Affairs  
 Bureau of Construction Codes  
 P.O. Box 30254, Lansing, MI 48909  
 Phone: 517-241-9303 / E-Mail: lara-bcc-asd@michigan.gov  
 www.michigan.gov/bcc

Authority: 2016 PA 407 Penalty: Failure to provide information may result in the denial of your request.	LARA is an equal opportunity employer/program. Auxiliary aids, services and other reasonable accommodations are available upon request to individuals with disabilities.
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<b>SCHOOL DISTRICT</b>				
NAME OF SCHOOL DISTRICT <b>Dollar Bay-Tamarack City Area Schools</b>				COUNTY <b>Houghton</b>
ADDRESS <b>48475 Maple Drive</b>				
CITY <b>Dollar Bay</b>	STATE <b>MI</b>	ZIP CODE <b>49922</b>	TELEPHONE NUMBER (Include Area Code) <b>(906) 482-5800</b>	FAX NUMBER (Include Area Code)
PRIMARY CONTACT PERSON <b>Christina Norland</b>		TITLE <b>Superintendent</b>	E-MAIL ADDRESS <b>norlandc@dbschools.us</b>	

Each local government enforcing agency in which facilities of the school district are located must complete this application attesting to the agreement with the information contained in this application. (Attach additional sheets if necessary)

<b>LOCAL UNIT OF GOVERNMENT / CODE ENFORCING AGENCY</b>				
NAME OF LOCAL UNIT OF GOVERNMENT <b>Houghton County Building Department</b>				COUNTY <b>Houghton</b>
ADDRESS <b>401 E. Houghton Avenue</b>				
CITY <b>Houghton</b>	STATE <b>MI</b>	ZIP CODE <b>49931</b>	TELEPHONE NUMBER (Include Area Code) <b>(906) 482-2260</b>	FAX NUMBER (Include Area Code)
PRIMARY CONTACT PERSON <b>Todd LaRoux</b>		TITLE <b>Building Official</b>	E-MAIL ADDRESS <b>inspector@houghtoncounty.net</b>	

By checking the boxes below you are certifying the following:

- The governmental subdivision and the enforcing agency are qualified by experience or training to administer and enforce this act and the code and all related acts and rules
- Pursuant to MCL 338.851(b)(5) this form is to certify that full-time code officials, inspectors and plan reviewers registered under the skilled trades regulation act, 2016 PA 407, MCL339.5101 to 339.6133, will conduct plan reviews and inspections of school buildings.
- Agency personnel are provided as necessary
- Administrative services are provided
- Timely field inspection services will be provided
- Plan review services are provided

**Certification by School District and Local Government Enforcing Agency** - In the sections below, provide the signature of the school board and the local government authorized to enforce construction codes in which school facilities are located. **Note:** A local government not authorized to enforce the state construction codes does not qualify for delegation of school plan review and inspection authority.

<b>SIGNATURE AND CERTIFICATION OF SCHOOL BOARD PRESIDENT</b>	
I hereby certify the information contained in this application is accurate and that I am duly authorized to sign on behalf of the parties listed in this application. I further certify adherence to all applicable laws and rules under the delegation of authority.	
NAME OF SCHOOL BOARD OFFICIAL (Please Print)	NAME OF LOCAL SCHOOL DISTRICT
	<b>Dollar Bay-Tamarack City Area Schools</b>
SIGNATURE OF SCHOOL BOARD OFFICIAL	DATE

<b>SIGNATURE AND CERTIFICATION OF LOCAL UNIT OF GOVERNMENT</b>	
I hereby certify the information contained in this application is accurate and that I am duly authorized to sign on behalf of the parties listed in this application. I further certify adherence to all applicable laws and rules under the delegation of authority.	
NAME AND TITLE OF LOCAL UNIT OF GOVERNMENT OFFICIAL (Please Print)	NAME OF LOCAL UNIT OF GOVERNMENT (enforcing agency)
SIGNATURE OF LOCAL UNIT OF GOVERNMENT OFFICIAL	DATE