



Board of Education, Regular Meeting  
 Monday, August 11, 2025  
 7:00PM Regular Meeting  
 Administrative Offices Building/Board Room  
 125 S. Church Street  
 Brighton, MI 48116

<b>I. Call to Order</b>		
<b>II. Roll Call</b>		
<b>III. Pledge of Allegiance</b>		
<b>IV. Approval of Agenda</b>		
<b>V. Superintendent Report</b> A. Strategic Plan update		
<b>VI. Call to the public</b>		
<b>VII. For Action</b>		
A. Regular Meeting minutes of July 14, 2025 .....	Report 25-81	Page 2
B. Special Meeting minutes of August 4, 2025 .....	Report 25-82	Page 6
C. Human Resources Report .....	Report 25-83	Page 9
D. Student handbook .....	Report 25-84	Page 10
E. Policy package .....	Report 25-85	Page 23
<b>VIII. For Future Action</b>		
A. MASB Delegates .....	Report 25-86	Page 59
<b>IX. Board Committee Chair Reports Community Recognition</b>		
<b>X. Regular Meeting, Monday, August 25, 2025 at 7PM</b>		
<b>XI. Closed Session</b>		Page 84
A. Negotiations BASAA, BEA and BESP		
B. Superintendent mid-year progress report		
<b>XII. Adjournment</b>		

**BRIGHTON AREA SCHOOLS**  
**Board of Education**  
**August 11, 2025**

**Report #25-81**

**For Action**

Subject:

Board of Education Meeting Minutes

Recommendation:

That the Board of Education approve the regular meeting minutes as presented.

Rationale:

Facts/Statistics:

Per Board policy meeting minutes require board approval.

District Goal Addressed:

- Communication
- Fiscal Integrity
- Student Achievement

**Motion**

Moved by:

Supported by:

To approve the meeting minutes of July 14, 2025 as presented.

Voice Vote:

Ayes

Nays



**Board of Education**

Regular Meeting  
Administrative Offices Building/Board Room  
125 S. Church Street, Brighton, Michigan 48116  
Monday, July 14, 2025  
7:00PM meeting

**Minutes**

I. **Call to Order**

President Myers called the meeting to order at 7:00 PM.

II. **Roll Call**

Members present: Roger Myers, President, Jennifer Marks, Vice President, Dr. Angela Krebs, Secretary, Ken Stahl, Treasurer, Andy Storm, Trustee, Alicia Urbain, Trustee and Katie Tierney, Trustee. Also present: Dr. Matthew Outlaw, Superintendent of Schools, Dr. Liz Mosher, Assistant Superintendent of Curriculum, Jacob Anastasoff, Assistant Superintendent of Human Resources, Dave Jones, Assistant Superintendent of Finance, Starr Acromite, Recording Secretary, staff, press and visitors.

III. **Pledge of Allegiance**

President Myers led the board in the pledge of allegiance.

IV. **Approval of Agenda**

Motion: To approve the agenda as presented.

Moved by: Stahl

Supported by: Tierney

Voice vote: 7 ayes.

Motion carried.

President Myers provided instruction for public participation.

V. **Call to the Public**

Public comments were received by the board.

VI. **For Action**

A. Motion: To approve the June 9, 2025 regular meeting minutes as presented.

Moved by: Urbain

July 14, 2025

Supported by: Stahl  
 Voice vote: 7 ayes.  
 Motion carried.

- B. To approve the revised Human Resources report as presented.  
 Moved by: Krebs  
 Supported by: Urbain  
 Voice vote: 7 ayes.  
 Motion carried.

<b><u>RETIREMENTS / RESIGNATIONS / TERMINATIONS</u></b>					
<b><u>NAME</u></b>	<b><u>BLDG./DEPT.</u></b>	<b><u>ASSIGNMENT</u></b>	<b><u>STATUS</u></b>	<b><u>REASON</u></b>	<b><u>EFFECTIVE</u></b>
Kathrine Shelton	Scranton Middle School	History/Social Studies Teacher	Retirement	Retirement	6/30/25
Ali Monette	Hornung Elementary School	Grade 1 Teacher	Resignation	Personal	6/30/25

<b><u>TRANSITIONS / NEW HIRES</u></b>					
<i>* Pending completion of district hiring process and successful completion of criminal history screening process</i>					
<b><u>NAME</u></b>	<b><u>BLDG./DEPT.</u></b>	<b><u>ASSIGNMENT</u></b>	<b><u>STATUS</u></b>	<b><u>EFFECTIVE</u></b>	
Alaina Sharkey	Scranton Middle School	Math/STEAM Teacher	New Hire	8/27/2025	
Louella Chyo	Maltby Intermediate Schools	STEAM Teacher	New Hire	8/27/2025	
Holly Ramage	Hornung Elementary School	Kindergarten Teacher	New Hire	8/27/2025	

- C. Motion: To approve the MHSAA as presented.  
 Moved by: Storm  
 Supported by: Stahl  
 Voice vote: 7 ayes.  
 Motion carried.

July 14, 2025

- D. Motion: To accept with appreciation the Pavilion donation (Option 2) as presented.  
Moved by: Storm  
Supported by: Marks  
Voice vote: 6 ayes, 1 abstention – Urbain.  
Motion carried.
  
- E. Motion: To adopt the Reading Resolution as presented with the amendment to include science of reading.  
Moved by: Stahl  
Supported by: Tierney  
Voice vote: 6 ayes, 1 nay - Krebs.  
Motion carried.

VIII. **For Future Action**

- A. Bond application – Board discussion took place on items for the district.
- B. Student handbook – This item was presented for board review and will be placed on the August 11 agenda.
- C. Policy package – This item was presented for board review and will also be placed on the August 11 agenda.

IX. **Board Committee Chair Reports|Community Recognition**

Board members provided updates and reports from the Facilities and Academic committees.

X. **Next Special Meeting, Monday, August 4, 2025 at 7PM.**

XI. **Closed Session**

Motion: To enter closed session for the purpose of discussing negotiation strategies connected with BEA, BESPAA and BASAA bargaining units inasmuch as the administration has requested a closed session.

Moved by: Stahl

Supported by: Tierney

Roll call vote: 7 ayes.

Motion carried.

Board entered closed session at 8:24 p.m.

Board entered open session at 9:10 p.m.

XII. **Adjournment**

President Myers adjourned the meeting at 9:10 p.m.

Respectfully submitted,

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Dr. Angela Krebs, Secretary

**BRIGHTON AREA SCHOOLS**  
**Board of Education**  
**August 11, 2025**

**Report #25-82**

**For Action**

Subject:

Board of Education Special Meeting Minutes

Recommendation:

That the Board of Education approve the special meeting minutes as presented.

Rationale:

Facts/Statistics:

Per Board policy meeting minutes require board approval.

District Goal Addressed:

- Communication
- Fiscal Integrity
- Student Achievement

**Motion**

Moved by:

Supported by:

To approve the meeting minutes of August 4, 2025 as presented.

Voice Vote:

Ayes

Nays

August 4, 2025



Special Meeting  
Administrative Offices Building/Board Room  
125 S. Church Street, Brighton, Michigan 48116  
Monday, August 4, 2025  
7:00PM

### Minutes

I. **Call to Order**

President Myers called the meeting to order at 7:02 PM.

II. **Pledge of Allegiance**

President Myers led the board in the pledge of allegiance.

III. **Roll Call**

Members present: Roger Myers, President, Jennifer Marks, Vice President, Dr. Angela Krebs, Secretary, Andy Storm, Trustee, Alicia Urbain, Trustee and Katie Tierney, Trustee, 1 absent - Ken Stahl, Treasurer. Also present: Dr. Matthew Outlaw, Superintendent of Schools, Jacob Anastasoff, Assistant Superintendent of Human Resources, Dave Jones, Assistant Superintendent of Finance, and Starr Acromite, Recording Secretary staff, press and visitors, 1 absent - Dr. Liz Mosher, Assistant Superintendent of Curriculum.

IV. **Approval of Agenda**

Motion: To approve the agenda as presented.

Moved by: Krebs

Supported by: Storm

Voice vote: 6 ayes, 1 absent – Stahl.

Motion carried.

President Myers provided instruction for public participation.

V. **Call to the Public**

Public comments were received by the board.

VI. **Board Work Session**

A. Bond projects and scope – Board discussion and comments took place. While no formal action was taken, the Board reached consensus not to place a bond issue on the November 2025 general election ballot. The Board noted that work on the bond will continue, with a focus on gathering community feedback and

August 4, 2025

assessing district needs. A possible target for a future bond election may be in May.

VII. **Next Regular Meeting Monday, August 11, 2025 at 7PM.**

VIII. **Adjournment**

President Myers adjourned the meeting at 7:45 p.m.



## Human Resource Report (08/11/2025)

Human Resources presents for your consideration the following human resources changes including resignations, new hires, and changes in tenure status

<b><u>RETIREMENTS / RESIGNATIONS / TERMINATIONS</u></b>					
<b><u>NAME</u></b>	<b><u>BLDG./DEPT.</u></b>	<b><u>ASSIGNMENT</u></b>	<b><u>STATUS</u></b>	<b><u>REASON</u></b>	<b><u>EFFECTIVE</u></b>
Kathryn Tobias	Hornung Elementary School	Grade 4 Teacher	Resignation	Personal	8/5/25
Kurt Mastrantonio	Brighton High School	FCS Teacher	Resignation	Personal	8/6/25

<b><u>TRANSITIONS / NEW HIRES</u></b>					
<i>* Pending completion of district hiring process and successful completion of criminal history screening process</i>					
<b><u>NAME</u></b>	<b><u>BLDG./DEPT.</u></b>	<b><u>ASSIGNMENT</u></b>	<b><u>STATUS</u></b>	<b><u>EFFECTIVE</u></b>	
Abigail Martin	Hornung Elementary School	Kindegarden Teacher	New Hire	8/27/2025	
Kathryn Raby	Scranton Middle School	ELA Teacher	New Hire	8/27/2025	

**BRIGHTON AREA SCHOOLS**  
**Board of Education**  
**August 11, 2025**

**Report #24-84**

**For Action**

Subject:

Student Handbook

Recommendation:

Rationale:

Facts/Statistics:

District Goal Addressed:

- Communication
- Fiscal Integrity
- Student Achievement

**Motion**

Moved by:

Supported by:

To approve the student handbooks as presented.

Voice Vote:

Ayes

Nays

## Elementary Schools 25/26 Handbook changes

Changes and/or additions are in red.

Current Language	Updated Language
<p>Pg. 13 <b>School Buses– Transportation Safety Rules and Consequences</b></p>	<p><b>Addition (in initial paragraph) ...</b></p> <p>The Brighton Area Schools wish to provide safe and efficient transportation to and from school and to co-curricular activities when needed. This requires cooperation and open communication between students, staff, parents and administration. The policies and procedures adopted by the Board include direct communication between the driver and the home that are explained below. Levels of disciplinary consequences may be skipped in situations where behavior has been severe. Transportation and school rules, along with their consequences, apply to co- curricular trips taken by students as well. Students must remember that transportation is a privilege for all to enjoy if they observe proper behavior.</p> <p>During after school bus drop off, a Parent or a <b>Parent designee, with written permission from the Parent, MUST be present at the drop off location and greet their student(s) at the bus doors</b> for all students in Junior-Kindergarten (JK), Kindergarten, and 1st Grade. It is recommended for Grades 2-4.</p>
<p>Pg. 14 <b>Intervention</b> (Transportation/Bus)</p> <p>Remove all mention of ticket colors - no longer used.</p>	<p><b>Level 1</b> A <del>green</del> ticket will be issued to the student and sent home to the parent/ guardian, with a copy to the principal. The ticket will contain a description of the misconduct. The student will not be allowed to board the bus again until the ticket is signed by the parent and returned to the bus driver by the student.</p> <p><b>Level 2</b> A <del>yellow</del> ticket will be issued to the student and sent home to the parent/ guardian, with a copy to the principal. The ticket will contain a description of the</p>

	<p>misconduct. The student will lose his/her bus privileges for up to three (3) days. The ticket must also be signed by the parent and returned to the driver.</p> <p><b>Level 3</b> Additional offenses shall result in the issuance of pink tickets, with bus suspensions of greater duration, up to and including suspension for the balance of the school year. Whenever a bus driver issues a Bus Violation Ticket, or a Notice of Suspension, the driver will make (one documented attempt) to contact the parent or guardian. It is also the responsibility of the student to notify his/her parent or guardian of the ticket and/or suspension. Suspensions greater than three (3) days will be handled by building administration.</p>
<p><b>Not currently listed</b>  Addition to Code of Conduct</p> <p>Rationale: Align with current law and the 7 factors. Also, the language allows Admin to better account for the severity of the offense.</p>	<p><b>Student Code of Conduct</b>  This Student Code of Conduct is meant to be a guide and is subject to the discretion of administration and the Board.</p> <p>Administration will, as required or permitted by state law, always consider the use of restorative practices as an alternative to, or in addition to suspension or expulsion. Nothing in the following table limits the District's ability to impose more or less severe disciplinary consequences depending on the situation's unique circumstances and the following factors:</p> <ol style="list-style-type: none"> <li>1. the student's age;</li> <li>2. the student's disciplinary history;</li> <li>3. whether the student has a disability;</li> <li>4. the seriousness of the behavior;</li> <li>5. whether the behavior posed a safety risk;</li> <li>6. whether restorative practices will be used to address the behavior; and</li> <li>7. whether a lesser intervention would properly address the behavior.</li> </ol> <p>The District will also comply with Policy 5206 for victims of an alleged sexual assault.</p>

## Maltby Intermediate School 25/26 Handbook changes

Changes and/or additions are in red.

Current Language	Updated Language
<p>Matters Pertaining to Controlled Substances - <a href="#">pg. 26</a> A. Tobacco – all types</p>	<p><b>Replace with:</b> Tobacco/<b>Nicotine</b> – all types <b>and paraphernalia (including smokeless chew, e-cigarettes and vaporizers – including any substances used in vaporizer)</b></p> <ol style="list-style-type: none"> <li>1. Possession or use – including all paraphernalia, products, e-juice, cartridges, empty or otherwise, etc.</li> <li>2. Use, sale, and/or distribution on school property and/or at school activities</li> </ol>
<p>Excessive Absenteeism and Truancy - <a href="#">pg. 8-9</a></p>	<p><b>Addition:</b>  Maltby follows the Livingston County Chronic Student Absenteeism Protocols.</p>
<p>Student Appeal Process - <a href="#">Pg. 28</a></p>	<p><b>Revision &amp; Addition:</b>  <b>Student Discipline Appeal Process</b> <del>Both student and p</del>Parents have the right to appeal teaching and administrative <del>decisions and</del>disciplinary actions. The proper sequence to be followed in appealing a decision within the school system is:</p> <ol style="list-style-type: none"> <li>1. Teacher</li> <li>2. <del>Building administrator</del> <b>Grade-Level Principal</b></li> <li>3. <b>Lead Principal</b></li> <li>4. <del>Appropriate Assistant Superintendent</del></li> <li>5. <del>Superintendent</del></li> </ol> <p>Discipline appeals, <b>for suspensions only</b>, <del>beyond the building level</del> should be made to:</p> <ul style="list-style-type: none"> <li>• <b>the Lead Principal, if a Grade-Level Principal assigned the suspension.</b></li> <li>• <b>the Assistant Superintendent of Human Resources, if the Lead Principal assigned the suspension.</b></li> </ul> <p><del>the Assistant Superintendent for Human</del></p>

	<p><del>Resources and</del></p> <p><b>Note: Requests for appeal at any level</b> must be made by the end of the following school day. <del>Detentions may not be appealed past the building level.</del></p> <p>Every effort will be made to <b>ensure</b> <del>insure</del> that students and parents are guaranteed rights of due process whenever decisions affecting their education are made. The proper channels of communication and authority should be followed when appealing a decision. For more information regarding procedures to be followed in making a formal appeal, please contact your building principal.</p>
<p><b>Pg. 14</b> <b>Intervention</b> (Transportation/Bus)</p> <p>Remove all mention of ticket colors - no longer used.</p>	<p><b>Level 1</b> A <del>green</del> ticket will be issued to the student and sent home to the parent/guardian, with a copy to the principal. The ticket will contain a description of the misconduct. The student will not be allowed to board the bus again until the ticket is signed by the parent and returned to the bus driver by the student.</p> <p><b>Level 2</b> A <del>yellow</del> ticket will be issued to the student and sent home to the parent/guardian, with a copy to the principal. The ticket will contain a description of the misconduct. The student will lose his/her bus privileges for up to three (3) days. The ticket must also be signed by the parent and returned to the driver.</p> <p><b>Level 3</b> Additional offenses shall result in the issuance of <del>pink</del> tickets, with bus suspensions of greater duration, up to and including suspension for the balance of the school year. Whenever a bus driver issues a Bus Violation Ticket, or a Notice of Suspension, the driver will make (one documented attempt) to contact the parent or guardian. It is also the responsibility of the student to notify his/her parent or guardian of the ticket and/or suspension. Suspensions greater than three (3) days will be handled by building administration.</p>

<p><b>Not currently listed</b>  Addition to Code of Conduct</p> <p>Rationale: Align with current law and the 7 factors. Also, the language allows Admin to better account for the severity of the offense.</p>	<p><b>Student Code of Conduct</b>  This Student Code of Conduct is meant to be a guide and is subject to the discretion of administration and the Board.</p> <p>Administration will, as required or permitted by state law, always consider the use of restorative practices as an alternative to, or in addition to suspension or expulsion. Nothing in the following table limits the District’s ability to impose more or less severe disciplinary consequences depending on the situation’s unique circumstances and the following factors:</p> <ol style="list-style-type: none"> <li>1. the student’s age;</li> <li>2. the student’s disciplinary history;</li> <li>3. whether the student has a disability;</li> <li>4. the seriousness of the behavior;</li> <li>5. whether the behavior posed a safety risk;</li> <li>6. whether restorative practices will be used to address the behavior; and</li> <li>7. whether a lesser intervention would properly address the behavior.</li> </ol> <p>The District will also comply with Policy 5206 for victims of an alleged sexual assault.</p>
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**SMS Handbook Changes**  
**Revisions for the 2025-2026 School Year**

**Current Language:**

**Recommended Change**

<p><u>Mission Statement - Pg 4</u>  currently none</p>	<p><b>New Language/Section ...</b> <i>To empower students to learn, grow, and lead with confidence.</i></p>
<p><u>Background checks.</u>  No wording  - Pg 4, under “Volunteers”</p>	<p><b>New Language/Section ...</b> To ensure the safety of all students, Brighton Area Schools requires all parents, guardians, and other adults who wish to volunteer in any capacity within the school—including classroom assistance or school-sponsored activities—to complete a background check prior to participation. The background check must be approved annually. Brighton Area Schools reserves the right to "approve" or "deny" any volunteer service upon review of the background check returned. The determination will be based upon individual fitness to have responsibility for the safety and wellbeing of children. Providing false information is grounds for immediate volunteer denial. Volunteer forms and additional information are available on the district’s website.</p>
<p>Money and Valuables and Band Instruments - Pg 7</p>	<p><b>Revision &amp; Addition:</b>  <del>Money and Valuables and Band Instruments</del>  It is advised that students do not carry more money to school than necessary. Items such as rings and watches should be carefully guarded when worn. It is advised that valuable rings and watches not be worn to school, especially when classes (physical education, etc.) necessitate <b>removal</b> <del>leaving them behind</del>. <del>Storage for musical instruments is provided as a convenience for students. The security of instruments cannot be guaranteed.</del> Parents are free to drop off items on the cart located in the vestibule. Items are collected by office staff, and students are called down to pick items up in between classes.  Brighton Area Schools is not responsible for lost, stolen, or damaged personal items. Students are encouraged to keep valuable belongings at home and to secure their items at all times while at school.</p>

<p><u>Cell phones:- Pg 13</u></p> <p>Students are prohibited from carrying cell phones. Cell phones should be kept in their lockers during the school day with the exception of lunch. Students may use their cell phones before and after school.</p>	<p><b>Addition:</b>  Unauthorized cell phone use may result in the phone being confiscated and held in the office for parent pickup.</p>
<p><u>Absences:- Pgs 19-20</u></p> <p>School attendance is the responsibility of the student and his/her parents. Punctual and regular attendance is very important. If an absence is necessary for any reason, please call the school attendance line (810-299-3706) during the morning of the absence, preferably before 9:00 a.m.</p>	<p><b>Replace language with ...</b>  Regular and punctual attendance is essential for student success. Responsibility for attendance lies with both the student and their parent(s).</p> <p>If a student will be absent for the entire school day, we ask that families notify the school using one of the following methods:</p> <p><b>Preferred Method:</b>  Report full-day absences online via Parent Connect. This is the fastest and most convenient way to inform the school of your child’s absence.</p> <p><b>Alternate Method:</b>  If online reporting is not available, please call the school’s attendance line at 810-299-3706, preferably before 9:00 a.m.</p> <p><b>Note:</b> For early dismissals or partial-day absences, please refer to the “Leaving Early” section of this manual.</p>
<p><u>Make-Up Work (Excused absences) - Pg. 20</u></p> <p><i>Excused Absences</i>—Students completing work missed during an excused absence may receive credit. To get credit, you will be given the number of school days absent, plus one, to finish work. Make-up work must be within the time limits.</p>	<p><b>Addition:</b>  See the above section labeled “Excused Absences” for approved excused absences.</p>
<p><u>Leaving Early: - Pg. 21</u></p> <p>If you need to leave school during regular school hours, you must bring a note to the office before school hours. You must also sign out in the office before leaving. If you are ill, report to the office.</p>	<p><b>Replace language with ...</b>  <b>Planned Early Dismissal:</b>  To ensure a smooth and minimally disruptive process, please follow these procedures when a student needs to leave school early during regular school hours:</p>

	<p>A parent or guardian must call the Early Dismissal Line at 810-299-3700 (Option 2) to report the early dismissal. Calls should be made at least one day in advance, or no later than three hours before the requested dismissal time.</p> <p>Students must bring a written note to the main office before the start of the school day.</p> <p>All students must sign out at the main office before leaving the building.</p> <p>Illness During the School Day: If a student becomes ill, they must report to the office to be evaluated. If early dismissal is necessary, they will be signed out following proper procedures.</p> <p>Unplanned Early Dismissal: If a parent or guardian arrives without prior notice, the student may not be called out of class until the next passing time to reduce classroom disruptions and maintain a productive learning environment.</p>
<p><b>Matters Pertaining to Controlled Substances:</b> Tobacco—All types and paraphernalia, Imitation chewing tobacco, and electronic cigarettes (E-cigarettes/Nicotine Vapes). - Pg. 58</p> <p>a. Possession</p> <p>b. Use, sale, and/or order of school property and/or at school activities.</p>	<p><b>Replace language with (match BHS) ...</b> Tobacco/Nicotine – all types and paraphernalia (including smokeless chew, e-cigarettes and vaporizers – including any substances used in vaporizer)</p> <ol style="list-style-type: none"> <li>1. Possession or use – including all paraphernalia, products, e-juice, cartridges, empty or otherwise, etc.</li> <li>2. Use, sale, and/or distribution on school property and/or at school activities</li> </ol>
<p>Detention section- Pgs 43-44</p>	<p><b>Addition:</b> Saturday Detentions: Saturday detention may be assigned as an alternative to suspension when appropriate. It can also be used as a consequence for excessive tardiness or other disciplinary issues. Detentions begin promptly at 8:00 a.m. Time is assigned in 30-minute increments, up to a maximum of 2 hours.</p>

<p><b>Matters Pertaining to the Safety of Others - Pg. 29</b>  Verbal and/or written assault (Student) (threats—no bodily contact). Including but not limited to threats of emotional or physical violence, planned exclusion, shunning or social platforms</p>	<p><b>Revision:</b>  <del>First Offense—Level 2 or 3</del>  <del>Subsequent Offense—Level 3, 4, or 5</del>  <b>Any Offense – Level 1, 2, 3, 4, 5, or 6</b>  <b>Possible Police Referral</b></p>
<p><b>Not currently listed</b>  Addition to Code of Conduct</p> <p>Rationale: Align with current law and the 7 factors. Also, the language allows Admin to better account for the severity of the offense.</p>	<p><b>Student Code of Conduct</b>  This Student Code of Conduct is meant to be a guide and is subject to the discretion of administration and the Board.</p> <p>Administration will, as required or permitted by state law, always consider the use of restorative practices as an alternative to, or in addition to suspension or expulsion. Nothing in the following table limits the District’s ability to impose more or less severe disciplinary consequences depending on the situation’s unique circumstances and the following factors:</p> <ol style="list-style-type: none"> <li>1. the student’s age;</li> <li>2. the student’s disciplinary history;</li> <li>3. whether the student has a disability;</li> <li>4. the seriousness of the behavior;</li> <li>5. whether the behavior posed a safety risk;</li> <li>6. whether restorative practices will be used to address the behavior; and</li> <li>7. whether a lesser intervention would properly address the behavior.</li> </ol> <p>The District will also comply with Policy 5206 for victims of an alleged sexual assault.</p>

## Brighton High School Student Handbook Changes

### Revisions for the 2025-2026 School Year

**Current Language:**

**Recommended Change:**

<p><b>The credit will be included on their transcript, but not count toward the 22 credits required for graduation</b>                  Addition to p. 15                  Rationale: new state curriculum requirement</p>	<p>Graduation Requirements:                  Financial Literacy (beginning with the Class of 2028) 0.5 credit</p> <p>This credit will be included on their transcript and count toward the 22 credits required for graduation, but will not be calculated into their high school grade point average.</p>
<p><b>Not currently listed</b>                  Addition to p. 41</p> <p>Rationale: Align with current law and the 7 factors. Also, the language allows Admin to better account for the severity of the offense.</p>	<p><b><i>Student Code of Conduct</i></b>  <i>This Student Code of Conduct is meant to be a guide and is subject to the discretion of administration and the Board.</i></p> <p><i>Administration will, as required or permitted by state law, always consider the use of restorative practices as an alternative to, or in addition to suspension or expulsion. Nothing in the following table limits the District's ability to impose more or less severe disciplinary consequences depending on the situation's unique circumstances and the following factors:</i></p> <ol style="list-style-type: none"> <li><i>1. the student's age;</i></li> <li><i>2. the student's disciplinary history;</i></li> <li><i>3. whether the student has a disability;</i></li> <li><i>4. the seriousness of the behavior;</i></li> <li><i>5. whether the behavior posed a safety risk;</i></li> <li><i>6. whether restorative practices will be used to address the behavior; and</i></li> <li><i>7. whether a lesser intervention would properly address the behavior.</i></li> </ol> <p><i>The District will also comply with Policy 5206 for victims of an alleged sexual assault.</i></p>
<p><b>Bullying - First Offense...</b>                  Addition to p. 43                  Rationale: to be consistent with other harassment discipline.</p>	<p>Any Offense - Level 1, 2, 3, 4 or 5; Police referral when necessary.</p>
<p><b>Verbal and/or written assault (student)...</b>                  Addition to p. 47                  Rationale: to be consistent with other student discipline.</p>	<p>Any Offense - Level 1, 2, 3, 4 or 5; Police referral when necessary.</p>
<p><b>Gambling</b>                  Revision to p. 52                  Rationale: to be consistent with other student discipline.</p>	<p>Any Offense - Level 1, 2, 3, 4 or 5; Police referral when necessary.</p>
<p><b>Attendance Policy Overview</b>                  Revision to p. 56                  Rationale: to align with truancy regulations and common practices</p>	<p>10 or more absences per semester, student enters a loss of credit status (NC). Every 5 tardies = 1 absence.                  Appeal process goes to the Grade Level Principal for potential credit reinstatement.</p>

<p><b>Attendance Policy Guidelines</b> Revision to p. 59</p> <p>Rationale: to align with truancy regulations and common practices</p>	<p>Remove box and replace with this text: <b>10 or more absences per semester, student enters a loss of credit status (NC). Every 5 tardies = 1 absence.</b></p> <p>Appeal process goes to the Grade Level Principal for potential credit reinstatement.</p>
<p><b>Truancy</b> Revision to p. 60</p> <p>Rationale: Include the law to explain attendance policies</p>	<p><u>Attendance and Grades:</u> In a matter related to school attendance and grades, the Michigan Attorney General issued an opinion cited as 1978 OAG 5414 that states that the compulsory school attendance law recognizes an educational value in regular attendance at school. The opinion states that classroom attendance instills a concept of self-discipline, exposes a student to group interactions with teachers and fellow students, and enables a student to hear and participate in class discussion and other related learning experiences. Based on these considerations, the Attorney General concluded that a school district may consider attendance in determining a student’s grade in a course.</p> <p>The Brighton Area Schools</p>
<p><b>Discipline Appeals ...</b></p> <ol style="list-style-type: none"> <li>1. RIGHTS AND RESPONSIBILITIES - G, Pg. 22</li> <li>2. Appeal Procedure - Pg. 36</li> </ol>	<ol style="list-style-type: none"> <li>1. Be familiar with school rules (see Code of Conduct). Be accepting of fair and reasonable discipline. <del>Follow prescribed procedures for appealing the discipline imposed.</del></li> <li>2. <b>Stage 1:</b> If a student or parent/guardian requests an appeal of a suspension issued by a <b>Grade-Level Principal or the Lead Principal</b>, a conference will be held with the student, his/her parent or guardian, and the <b>Grade-Level Principal or the Lead Principal</b> who issues the suspension.  <b>Stage 2:</b> Upon disagreement with the results of the Stage 1 appeal, <del>a</del> student or parent/guardian may submit an appeal to: <ul style="list-style-type: none"> <li>• the Lead Principal, if a Grade-Level Principal assigned the suspension.</li> <li>• the Assistant Superintendent of Human Resources, if the Lead Principal assigned the suspension.</li> </ul> <del>the Principal upon disagreement with the results of the Level 1 appeal. A conference will be held with the student, his/her parent or guardian and the Lead Principal or Assistant Superintendent of Human Resources as determined above.</del>  <b>Stage 3:</b> <del>A student or parent/guardian disagreeing with the decision of the building Principal may appeal to the Superintendent or designee. A conference will be held with the student, his/her parent or guardian and the Superintendent or designee.</del>  <b>Note:</b> <del>If the Principal issues the suspension, the Level 1 appeal is held with him/her; the Level 2 appeal is directed to the Superintendent or designee.</del>  <b>Note:</b> Requests for appeal at any level must be made by the end of the following school day.  <b>Note:</b> <del>Any imposed discipline may be held in abeyance during the appeal process. If the disciplinary appeal is denied at the last stage of appeals, the imposed discipline is to commence immediately upon completion of the last stage of the appeal process.</del> </li> </ol>

## The BRIDGE Student Handbook Changes

### Revisions for the 2025-2026 School Year

#### Current Language:

#### Recommended Change:

<p><b>Not currently listed</b> Addition to p. 24</p> <p>Rationale: Align with current law and the 7 factors. Also, the language allows Admin to better account for the severity of the offense.</p>	<p><b><i>Student Code of Conduct</i></b> <i>This Student Code of Conduct is meant to be a guide and is subject to the discretion of administration and the Board.</i></p> <p><i>Administration will, as required or permitted by state law, always consider the use of restorative practices as an alternative to, or in addition to suspension or expulsion. Nothing in the following table limits the District's ability to impose more or less severe disciplinary consequences depending on the situation's unique circumstances and the following factors:</i></p> <ol style="list-style-type: none"><li><i>1. the student's age;</i></li><li><i>2. the student's disciplinary history;</i></li><li><i>3. whether the student has a disability;</i></li><li><i>4. the seriousness of the behavior;</i></li><li><i>5. whether the behavior posed a safety risk;</i></li><li><i>6. whether restorative practices will be used to address the behavior; and</i></li><li><i>7. whether a lesser intervention would properly address the behavior.</i></li></ol> <p><i>The District will also comply with Policy 5206 for victims of an alleged sexual assault.</i></p>
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**BRIGHTON AREA SCHOOLS**  
**Board of Education**  
**August 11, 2025**

**Report #24-85**

**For Action**

Subject:

Policy package

Recommendation:

Rationale:

Facts/Statistics:

District Goal Addressed:

- Communication
- Fiscal Integrity
- Student Achievement

**Motion**

Moved by:

Supported by:

To approve the student handbooks as presented.

Voice Vote:

Ayes

Nays

## Series 3000: Operations, Finance, and Property

### 3200 Finance and Borrowing

#### 3201A Financial Management for Federal Awards

This Policy applies to the District's use of federal awards, subject to the Uniform Grant Guidance, 2 CFR Part 200. Policy 3301A governs procurement with federal funds.

A. The District shall implement and maintain a system of internal cash management controls that comply with the requirements of 2 CFR 200.302(b) ("Financial Management System") and provide for the following:

1. Identification in its accounts of all federal awards received and expended and the programs under which they were received;
2. Accurate, current, and complete disclosure of the financial results of each federal award or program in accordance with applicable reporting requirements;
3. Records that adequately identify the source and application of awards for federally-funded activities;
4. Effective control over, and accountability for, all funds, property, and other assets that must be safeguarded and only used for authorized purposes;
5. A comparison of expenditures with budget amounts for each federal award;
6. Written procedures governing federal payments, in accordance with subsection B below; and
7. Written procedures for determining the allowability of costs, in accordance with subsection C below.

B. Cash Management and Federal Payments

In addition to any other written procedures the District may implement, the District shall comply with the requirements of 2 CFR 200.305 for federal payments, including:

1. The District's payment methods shall minimize the time elapsing between the receipt and disbursement of funds. The District shall request payment using forms and procedures designated by the awarding agency.
2. The Superintendent or designee may submit requests for advance payments and reimbursement (i) at least monthly when electronic fund transfers are not used, and (ii) as often as deemed appropriate when electronic fund transfers are used in accordance with applicable laws.
3. Advance payments shall be limited to the minimum amounts needed and timed with the District's actual, immediate cash requirements in carrying out

the program or project. The amount and timing of advance payments must be as close as is administratively feasible to the District's actual disbursements.

4. The District must make timely payment to contractors in accordance with applicable contract provisions.
5. To the extent possible, the District must disburse funds available from program income (including repayments to a revolving fund), rebates, refunds, contract settlements, audit recoveries, and interest earned on such funds before requesting additional cash payments.
6. Advance payments of federal awards must be deposited and maintained in insured accounts whenever possible.
7. The District must maintain advance payments of federal awards in interest-bearing accounts, unless:
  - a. The District receives less than \$250,000 in federal awards per year;
  - b. The best reasonably available interest-bearing account would not be expected to earn interest in excess of \$500 per year on federal cash balances;
  - c. The depository would require an average or minimum balance so high that it would not be feasible; or
  - d. A foreign government or banking system prohibits or precludes interest-bearing accounts.
8. The District may retain interest earned up to \$500 per year for administrative expenses. Additional interest earned on federal advance payments deposited in interest-bearing accounts must be remitted to the Department of Health and Human Services Payment Management System through an electronic medium, either the Automated Clearing House network or a Fedwire Funds Service payment.

#### C. Allowability of Costs

The District shall comply with the cost principles of 2 CFR Part 200, Subpart E, as applicable, including the following general criteria for allowable costs under 2 CFR 200.403:

1. Be necessary and reasonable for the performance of the award and be allocable under the cost principles;
2. Conform to any limitations or exclusions set forth in the cost principles or in the federal award as to types or amount of cost items;
3. Be consistent with policies and procedures that apply uniformly to both federally-financed and other activities of the District;

4. Be accorded consistent treatment. For example, a cost may not be assigned to a federal award as a direct cost if any other cost incurred for the same purpose in like circumstances has been allocated to the federal award as an indirect cost;
5. Be determined in accordance with generally accepted accounting principles;
6. Not be included as a cost or used to meet cost sharing or matching requirements of any other federally-financed program in either the current or a prior period;
7. Be adequately documented; and
8. Be incurred during the approved budget period unless the awarding agency waives such requirement.

Legal authority: 15 USC 1693, et seq.; 2 CFR Part 200, et seq.

Date adopted:

Date revised:

## Series 4000: District Employment

### 4100 Employee Rights and Responsibilities

#### 4113 Michigan Earned Sick Time Act (ESTA)

##### A. General

Eligible employees will accrue paid leave as provided by the ESTA. Applicable provisions of a collective bargaining agreement, individual employment contract, or handbook remain in place and may provide additional paid leave time that is not provided by the ESTA.

Unless otherwise agreed with union representation, the ESTA does not apply to employees subject to a conflicting collective bargaining agreement in effect on February 21, 2025, until the collective bargaining agreement expires.

The ESTA does not apply to an employee subject to a conflicting individual employment contract in effect on February 21, 2025, until that contract expires, if all of the following are satisfied:

- the District and the employee signed the contract on or before December 31, 2024;
- the contract is effective for not longer than 3 years; and
- the District notified the Michigan Department of Labor and Economic Opportunity (LEO) of the contract.

##### B. Definitions

1. "ESTA benefit year" means the 12-month period from July 1 to June 30.
2. "Eligible employee" means an employee engaged in service to the District. The following, however, are not eligible employees:
  - a. an unpaid trainee or unpaid intern;
  - b. a person employed in accordance with the Michigan Youth Employment Standards Act, MCL 409.101, *et seq*; or
  - c. positions when the employee may schedule their own working hours as approved by the Superintendent or designee. For those approved positions, the District will not take adverse personnel action for failure to schedule a minimum amount of working hours.

If a collective bargaining agreement or contract meets the requirements in Section A above, then an employee covered by that contract is not an eligible employee until the contract expires.

3. "Family member" is defined as:

- a. biological, adopted, or foster child, stepchild or legal ward, a child of a domestic partner, or a child to whom the eligible employee stands *in loco parentis*;
  - b. biological parent, foster parent, stepparent, or adoptive parent or legal guardian of an eligible employee or an eligible employee's spouse (under the laws of any state) or domestic partner or a person who stood *in loco parentis* when the eligible employee was a minor child;
  - c. an individual to whom the eligible employee is legally married under the laws of any state or a domestic partner;
  - d. grandparent, grandchild, and biological, foster, or adopted sibling;
  - e. an individual related by blood; or
  - f. an individual whose close association with the eligible employee is the equivalent of a family relationship.
4. "Earned sick time" means paid leave as allowed by the ESTA.
  5. All other ESTA-defined terms apply to this Policy.

#### C. Wait Period and Leave Reinstatement Upon Re-Employment

A newly hired eligible employee may not use accrued earned sick time until 120 calendar days after the employee's start date, unless otherwise provided in a collective bargaining agreement, individual employment contract, employee handbook, or the ESTA.

Upon discharge or other separation from employment, an employee automatically loses accrued earned sick time unless the employee is rehired by the District within 2 months of the separation.

Accrued earned sick time that is not used before an employee's separation from employment will have no monetary value. If an employee separates from employment and is rehired by the District not more than two (2) months after separation, the District will reinstate previously accrued and unused earned sick time and allow the employee to use that earned sick time and accrue additional earned sick time upon reinstatement. This paragraph does not apply if the District paid the employee the value of the employee's unused accrued earned sick time at the time of separation.

#### D. ESTA Leave Accrual and Frontloading

##### 1. Leave Accrual

Unless the District frontloads earned sick time under Section D(2), an eligible employee begins accruing earned sick time on February 21, 2025 or the employee's start date, whichever is later.

An eligible employee will accrue 1 hour of earned sick time for every 30 hours worked, but the eligible employee may only use up to 72 hours of earned sick time in a single ESTA benefit year. An FLSA-exempt eligible employee is assumed to work 40 hours per workweek unless the employee's normal workweek is less than 40 hours.

Up to 72 hours of unused accrued earned sick time will carry over from ESTA benefit year to ESTA benefit year.

## 2. Frontloading Leave

For each ESTA benefit year, the District may frontload earned sick time consistent with this policy, a collective bargaining agreement, or individual employment contract.

If frontloading, the District will grant a full-time eligible employee 72 hours of earned sick time at the beginning of an ESTA benefit year. For a part-time eligible employee, the District will provide the employee with:

- a written notice of how many hours the employee is expected to work during the ESTA benefit year at the time of hire;
- an amount of earned sick time at the beginning of the ESTA benefit year that is proportional to the earned sick time the employee would accrue if the employee worked all the hours in that written notice; and
- 1 hour of earned sick time for every 30 hours worked after the employee exceeds the work hours in that written notice.

Frontloaded earned sick time will not carry over from one ESTA benefit year to the next unless authorized in the applicable collective bargaining agreement, individual employment contract, or handbook.

## 3. Compliance Presumption

The District is in compliance with this Section D if it:

- provides an eligible employee with paid time off in at least the same amounts of time off described in the ESTA that may be used for ESTA purposes or any other approved purpose, with the time used for an ESTA purpose being subject to the ESTA; or
- is a signatory to a collective bargaining agreement that requires contributions to a multiemployer plan under the Employee Retirement Income Security Act, subject to certain conditions.

## E. Additional Absences

Additional absences, above and beyond earned sick time under the ESTA, are governed by an applicable collective bargaining agreement, individual employment contract, or Board Policy.

## F. Permissible Uses

An eligible employee may use earned sick time for the following reasons:

1. the employee's mental or physical illness, injury, or health condition; medical diagnosis, care, or treatment of the employee's mental or physical illness, injury, or health condition; or preventative medical care for the employee;
2. for the employee's family member's mental or physical illness, injury, or health condition, medical diagnosis, care, or treatment of the employee's family member's mental or physical illness, injury, or health condition or preventative medical care for a family member of the employee;
3. if the employee or the employee's family member is a victim of domestic violence or sexual assault, for medical care or psychological or other counseling for physical or psychological injury or disability, to obtain services from a victim services organization, to relocate due to domestic violence or sexual assault, to obtain legal services, or to participate in any civil or criminal proceedings related to or resulting from the domestic violence or sexual assault;
4. for meetings at a child's school or place of care related to the child's health or disability, or the effects of domestic violence or sexual assault on the child; or
5. for closure of the employee's place of business by order of a public official due to a public health emergency, for an employee's need to care for a child whose school or place of care has been closed by order of a public official due to a public health emergency, or when it has been determined by the health authorities having jurisdiction or by a health care provider that the employee's or employee's family member's presence in the community would jeopardize the health of others because of the employee's or family member's exposure to a communicable disease, whether or not the employee or family member has actually contracted the communicable disease.

## G. Use of Earned Sick Time

If the eligible employee's need to use leave is foreseeable, the employee must provide notice to the District of the employee's intent to use earned sick time at least 7 days prior to the date leave is to begin. If the eligible employee's need to use leave is not foreseeable, the employee must provide notice to the District of the employee's intent to use earned sick time as soon as practicable. For leave of more than 3 consecutive days, upon District request, the eligible employee must provide the District – within 15 days after the request – reasonable

documentation that earned sick time was used for an ESTA purpose. The District will be responsible for paying the eligible employee's costs in obtaining the requested documentation.

In cases of domestic violence or sexual assault, reasonable documentation includes any of the following:

- a police report indicating that the employee or the employee's family member was a victim of domestic violence or sexual assault;
- a signed statement from a victim and witness advocate affirming that the employee or the employee's family member is receiving services from a victim services organization; or
- a court document indicating that the employee or the employee's family member is involved in legal action related to domestic violence or sexual assault.

All health, sexual assault, and domestic violence information and documentation received from an employee about earned sick time remains confidential and will not be disclosed, except to the employee, with the employee's written permission, or as and to the extent required by law.

Failure to comply with notice procedures or document requests to support the use of earned sick time, or using earned sick time for a non-permissible use, may result in discipline, including discharge.

Unless otherwise provided in an employee's collective bargaining agreement, individual employment contract, or handbook:

- earned sick time must be used in **half-day** increments; and
- an employee using earned sick time will not receive overtime pay, holiday pay, or bonuses for the earned sick time.

#### H. Notice and Recordkeeping

The District will:

1. provide an ESTA notice created by LEO to each eligible employee at hire or by March 23, 2025, whichever is later (see 4113-F);
2. display in a conspicuous location in each of its buildings the ESTA poster created by LEO; and
3. retain for not less than 3 years records documenting hours worked and earned sick time taken by eligible employees.

Legal authority: MCL 408.934b, 408.961 et seq., *Mothering Justice v Attorney General*, 2024 Mich LEXIS 1454 (July 31, 2024)

Date adopted:

Date revised:

## Complaint Filing

An employee affected by an alleged violation, at any time within 3 years after the alleged violation may do any of the following:

(a) File a claim with the department, which shall investigate the claim.

Visit [www.michigan.gov/wageclaim](http://www.michigan.gov/wageclaim) to file a claim with the Wage and Hour Division.

If a violation is found and the claim cannot be informally resolved, the Wage and Hour Division will issue a written determination that the employee or employer may appeal. If appealed, a hearing before an administrative law judge (ALJ) will be scheduled. The employer and employee are expected to attend the administrative hearing to provide evidence and give testimony regarding the claim. The ALJ may affirm, modify or reverse the department's determination.

## Employee

An employee is an individual engaged in service to an employer in the business of the employer, except that employee does not include an individual employed by the United States government, Unpaid trainees or unpaid interns, Individuals employed in accordance with the Youth Employee Standards Act 1978 PA 90, and an individual who works in accordance with a policy of an employer if both of the following conditions are met:

- The policy allows the individual to schedule the individual's own working hours and;
- The policy prohibits the employer from taking adverse personnel action against the individual if the individual does not schedule a minimum number of working hours.

## Employer

Employer means any person, firm, business, educational institution, corporation, limited liability company, government entity, or other entity that employs one or more individuals, except that employer does not include the United States government.

## Contact Information

This brochure is intended for general information only. It does not include all of the provisions of Public Act 338 of 2018, as amended.

For information on the laws administered by the Wage and Hour Division contact:

### Department of Labor & Economic Opportunity

#### Wage and Hour Division

Stevens T. Mason Building  
530 W. Allegan St. Lansing, MI 48933  
517-284-7800

#### Southeast Michigan

3026 W. Grand Blvd., Suite 9-450  
Detroit, MI 48202

#### Mailing Address:

PO Box 30476  
Lansing, MI 48909-7976

#### Overnight Mailing Address:

2407 N. Grand River  
Lansing, MI 48906

**Toll Free:** 1-855-4MI-WAGE  
(1-855-464-9243)

**Website:** [www.michigan.gov/wagehour](http://www.michigan.gov/wagehour)

# An Overview of the Earned Sick Time Act Public Act 338 of 2018 (ESTA)



MICHIGAN DEPARTMENT OF  
**LABOR & ECONOMIC  
OPPORTUNITY**

Department of Labor & Economic  
Opportunity  
Wage and Hour Division  
1-855-4MI-WAGE (1-855-464-9243)

[www.michigan.gov/wagehour](http://www.michigan.gov/wagehour)

## Earned Sick Time Accrual Amount

Earned Sick Time accrual:

- Using the accrual method employees shall accrue a minimum of 1 hour of earned sick time for every 30 hours worked. Or employers may frontload 72 hours, or 40 hours for small businesses.
- An employer with 10 or less employees; an employee shall not be entitled to use more than 40 hours of paid earned sick time in a year unless the employer selects a higher limit.
- An employer with 11 or more employees; an employee shall not be entitled to use more than 72 hours paid earned sick time per year unless the employer selects a higher limit.
- When using the accrual method 1 hour per 30 hours worked, up to 72 hours or 40 hours for small employers shall be allowed to carry over from year to year.
- An employer is in compliance with this act if the employer provides any paid leave in at least the same amounts as that provided under this act that may be used for the same purposes and under the same conditions provided in this act and that is accrued at a rate equal to or greater than the rate described in this act. Paid leave includes but is not limited to paid vacation days, personal days, and paid time off.

## Earned Sick Time Hours

- Earned sick time must be used in 1-hour increments unless the employer has a different increment policy and the policy is in writing in an employee handbook or other employee benefits document.
- Employers using the accrual method of calculating ESTA may choose to create a policy that allows employees to be paid out or carry over up to 40 hours, for small business, and 72 hours for other employers. Employers frontloading are not required to allow carryover or payout of unused earned sick time.
- The employer may pay out at termination or separation in lieu of reinstating previously accrued earned sick time if reemployed within 2 months of separation or other separation from employment.
- An employer shall pay each employee using paid earned sick time at a pay rate equal to the greater of either the normal hourly or base wage for that employee or the minimum wage established under the Improved Workforce Opportunity Wage Act, 2018 PA 337, as amended. ESTA does not require an employer to include overtime pay, holiday pay, bonuses, commissions, supplemental pay, piece-rate pay, tips, or gratuities in the calculation of an employee's normal hourly wage or base wage.
- An employer shall not require an employee to search for or secure a replacement worker as a condition for using earned sick time.

## Earned Sick Time May Be Used For

- The employee's or the employee's family member's mental or physical illness, injury, or health condition; medical diagnosis, care, or treatment of the eligible employee's mental or physical illness, injury, or health condition; or preventative medical care for the eligible employee.
- For meetings at a child's school or place of care related to the child's health or disability, or the effects of domestic violence or sexual assault on the child.
- For closure of the employee's place of business by order of a public official due to a public health emergency; for an employee's need to care for a child whose school or place of care has been closed by order of a public official due to a public health emergency; or when it has been determined by the health authorities having jurisdiction or by a health care provider that the employee's or employee's family member's presence in the community would jeopardize the health of others because of the employee's or family member's exposure to a communicable disease.

## Exercise of Rights

- An employer or any other person shall not interfere with, restrain, or deny the exercise of, or the attempt to exercise, any right protected under this act.
- An employer shall not take retaliatory personnel action or discriminate against an employee because the employee has exercised a right protected under this act. "Retaliatory personnel action" means any of the following:
  - Denial of any right guaranteed under this act.
  - A threat, discharge, suspension, demotion, reduction of hours, or other adverse action against an employee or former employee for exercise of a right guaranteed under this act.
  - Sanctions against an employee who is a recipient of public benefits for exercise of a right guaranteed under this act.
  - Interference with, or punishment for, an individual's participation in any manner in an investigation, proceeding, or hearing under this act.
- An employer's absence control policy shall not treat earned sick time taken under this act as an absence that may lead to or result in retaliatory personnel action.

**EARNED SICK TIME ACT**  
**Act 338 of 2018**

AN ACT to require certain employers to provide certain employees with earned sick time that may be used for certain purposes; to specify the conditions for accruing and using earned sick time; to prohibit an employer from taking retaliatory personnel action against certain employees for certain acts; to provide for the powers and duties of certain state officers and entities; to provide for promulgation of rules; and to provide remedies and sanctions.

**History:** 2018, Act 338, Eff. Mar. 29, 2019;—Am. 2018, Act 369, Eff. Mar. 29, 2019;—2018, Act 338, Eff. Feb. 21, 2025;—Am. 2025, Act 2, Imd. Eff. Feb. 21, 2025.

**Compiler's note:** See *Mothering Justice v Attorney General*, case no. 165325, July 31, 2024. The Michigan Supreme Court held that 2018 PA 369 was unconstitutional and, therefore void and revived the original initiative as enacted by the Legislature on September 5, 2018, effective February 21, 2025.

*The People of the State of Michigan enact:*

**408.961 Short title.**

Sec. 1. This act shall be known and may be cited as the "earned sick time act".

**History:** 2018, Act 338, Eff. Mar. 29, 2019;—Am. 2018, Act 369, Eff. Mar. 29, 2019;—2018, Act 338, Eff. Feb. 21, 2025.

**Compiler's note:** Public Act 338 was proposed by initiative petition pursuant to Const. 1963, art 2, section 9. On September 5, 2018, the initiative petition was approved by an affirmative vote of the majority of the members of the Senate and an affirmative vote of the majority of the members of the House of Representatives, and filed with the Secretary of State on September 5, 2018.

For the transfer of powers and duties of the department of licensing and regulatory affairs to the department of labor and economic opportunity, see E.R.O. No. 2019-3, compiled at MCL 125.1998.

See *Mothering Justice v Attorney General*, case no. 165325, July 31, 2024. The Michigan Supreme Court held that 2018 PA 369 was unconstitutional and, therefore void and revived the original initiative as enacted by the Legislature on September 5, 2018, effective February 21, 2025. Therefore, the section above is as it was enacted before being amended by 2018 PA 369.

**408.962 Definitions.**

Sec. 2. As used in this act:

(a) "Department" means the department of labor and economic opportunity.

(b) "Director" means the director of the department or the director's designee.

(c) "Domestic partner" means an adult in a committed relationship with another adult, including both same-sex and different-sex relationships. As used in this subdivision, "committed relationship" means a relationship in which the employee and another individual share responsibility for a significant measure of each other's common welfare, such as any relationship between individuals of the same or different sex that is granted legal recognition by a state, political subdivision, or the District of Columbia as a marriage or analogous relationship, including, but not limited to, a civil union.

(d) "Domestic violence" means that term as defined in section 1 of 1978 PA 389, MCL 400.1501.

(e) "Earned sick time" means time off from work that is provided by an employer to an employee, whether paid or unpaid, that can be used for the purposes described in section 4.

(f) "Employee" means an individual engaged in service to an employer in the business of the employer. Employee does not include any of the following:

(i) An individual employed by the United States government.

(ii) An individual who works in accordance with a policy of an employer if both of the following conditions are met:

(A) The policy allows the individual to schedule the individual's own working hours.

(B) The policy prohibits the employer from taking adverse personnel action against the individual if the individual does not schedule a minimum number of working hours.

(iii) An unpaid trainee or unpaid intern.

(iv) An individual who is employed in accordance with the youth employment standards act, 1978 PA 90, MCL 409.101 to 409.124.

(g) "Employer" means any person, firm, business, educational institution, corporation, limited liability company, government entity, or other entity that employs 1 or more individuals. Employer does not include the United States government.

(h) "Family member" includes all of the following:

(i) A biological, adopted or foster child, stepchild or legal ward, a child of a domestic partner, or a child to whom the employee stands in loco parentis.

(ii) A biological parent, foster parent, stepparent, or adoptive parent or a legal guardian of an employee or

an employee's spouse or domestic partner or an individual who stood in loco parentis when the employee was a minor child.

(iii) An individual to whom the employee is legally married under the laws of any state or a domestic partner.

(iv) A grandparent.

(v) A grandchild.

(vi) A biological, foster, or adopted sibling.

(vii) An individual related by blood to the employee.

(viii) An individual whose close association with the employee is the equivalent of a family relationship.

(i) "Health care professional" means any of the following:

(i) A person licensed under federal law or the law of this state to provide health care services, including, but not limited to, nurses, doctors, and emergency room personnel.

(ii) A certified midwife.

(j) "Retaliatory personnel action" means any of the following:

(i) Denial of any right guaranteed under this act.

(ii) A threat, discharge, suspension, demotion, reduction of hours, or other adverse personnel action against an employee or former employee for exercise of a right guaranteed under this act.

(iii) Sanctions against an employee who is a recipient of public benefits for exercise of a right guaranteed under this act.

(iv) Interference with, or punishment for, an individual's participation in any manner in an investigation, proceeding, or hearing under this act.

(k) "Sexual assault" means any act that constitutes a violation of section 520b, 520c, 520d, 520e, or 520g of the Michigan penal code, 1931 PA 328, MCL 750.520b, 750.520c, 750.520d, 750.520e, and 750.520g.

(l) "Small business" means an employer for which 10 or fewer individuals work for compensation during a given week. In determining the number of individuals performing work for compensation during a given week, all individuals performing work for compensation on a full-time, part-time, or temporary basis must be counted, including individuals made available to work through the services of a temporary services or staffing agency or similar entity. An employer is not a small business if it maintained more than 10 employees on its payroll during any 20 or more calendar workweeks in either the current or immediately preceding calendar year.

(m) "Unpaid trainee or unpaid intern" means an individual who receives training from an employer in accordance with all of the following:

(i) The training the individual receives is similar to the experience provided in a vocational school.

(ii) The training is for the benefit of the individual.

(iii) The individual does not displace the employer's employees, but works under close supervision.

(iv) The employer receives no immediate advantage from the activities of the individual and, on occasion, the employer's operations may be impeded by the individual.

(v) The individual is not entitled to a job at the conclusion of the training.

(vi) The employer and the individual understand that the individual is not entitled to wages for time spent in training.

**History:** 2018, Act 338, Eff. Mar. 29, 2019;—Am. 2018, Act 369, Eff. Mar. 29, 2019;—2018, Act 338, Eff. Feb. 21, 2025;—Am. 2025, Act 2, Imd. Eff. Feb. 21, 2025.

**Compiler's note:** Public Act 338 was proposed by initiative petition pursuant to Const. 1963, art 2, section 9. On September 5, 2018, the initiative petition was approved by an affirmative vote of the majority of the members of the Senate and an affirmative vote of the majority of the members of the House of Representatives, and filed with the Secretary of State on September 5, 2018.

For the transfer of powers and duties of the department of licensing and regulatory affairs to the department of labor and economic opportunity, see E.R.O. No. 2019-3, compiled at MCL 125.1998.

See *Mothering Justice v Attorney General*, case no. 165325, July 31, 2024. The Michigan Supreme Court held that 2018 PA 369 was unconstitutional and, therefore void and revived the original initiative as enacted by the Legislature on September 5, 2018, effective February 21, 2025. Therefore, the section above is as it was enacted before being amended by 2018 PA 369.

#### **408.963 Earned sick time to be provided by employer; alternatives; accrual; use; carry over; "year" defined; workweek; compliance; pay rate; replacement worker not required.**

Sec. 3. (1) An employer shall provide earned sick time to each of the employer's employees in this state.

(2) Except as otherwise provided in section 12, this subsection, and subsection (4), an employee of a small business must accrue a minimum of 1 hour of paid earned sick time for every 30 hours worked, not including hours used as paid time off, but may not use more than 40 hours of paid earned sick time in a year unless the employer selects a higher limit. As an alternative to the accrual of paid earned sick time, a small business may provide an employee not less than 40 hours of paid earned sick time at the beginning of a year for immediate

use. Notwithstanding the requirements of subsection (6), this act does not require a small business to do any of the following until October 1, 2025:

- (a) Allow an employee to accrue paid earned sick time in accordance with this subsection.
- (b) Provide paid earned sick time to an employee as an alternative to the accrual of paid earned sick time.
- (c) Calculate and track an employee's accrual of paid earned sick time.

(3) Except as otherwise provided in this subsection and subsection (4), all other employees must accrue a minimum of 1 hour of paid earned sick time for every 30 hours worked, not including hours used as paid time off, but may not use more than 72 hours of paid earned sick time in a year, unless the employer selects a higher limit. As an alternative to the accrual of paid earned sick time, an employer may provide an employee not less than 72 hours of paid earned sick time at the beginning of a year for immediate use.

(4) As an alternative to the accrual of paid earned sick time, an employer that employs a part-time employee may provide paid earned sick time to the part-time employee at the beginning of a year for immediate use in accordance with all of the following requirements:

(a) The employer provides the part-time employee with a written notice of how many hours the part-time employee is expected to work for a year at the time of hire.

(b) The amount of earned sick time provided to the part-time employee at the beginning of the year is, at a minimum, proportional to the earned sick time that the part-time employee would accrue if the part-time employee worked all of the hours expected as provided in the written notice.

(c) If the part-time employee works more hours than what is expected as provided in the written notice, the employer must provide the part-time employee with additional earned sick time in accordance with the accrual requirements under this section.

(5) Subject to the requirements of this subsection, earned sick time carries over from year to year, but a small business is not required to allow an employee to use more than 40 hours of paid earned sick time in a single year, and all other employers are not required to allow an employee to use more than 72 hours of paid earned sick time in a single year. An employer shall allow an employee to carry over all of the employee's unused accrued paid earned sick time not to exceed 72 hours or, if the employer is a small business, not to exceed 40 hours from 1 year to the next year, unless the employer selects a higher limit. This act does not require an employer that provides paid earned sick time at the beginning of a year as described in subsections (2) to (4) to do any of the following:

- (a) Allow an employee to carry over any unused earned sick time from 1 year to the next year.
- (b) Calculate and track an employee's accrual of paid earned sick time.

(c) Pay the employee the value of the employee's unused accrued paid earned sick time at the end of the year in which the earned sick time was accrued.

(6) Earned sick time as provided in this section begins to accrue on the effective date of this act, or upon commencement of the employee's employment, whichever is later. An employee may use accrued earned sick time as it is accrued, except that an employer may require an employee hired after the effective date of the 2025 amendatory act that amended this section to wait until 120 calendar days after commencing employment before using accrued earned sick time.

(7) An employer is in compliance with this section if the employer meets either of the following conditions:

(a) Provides the employer's employees with paid time off in not less than the same amounts of time off as provided under this act that may be used for the purposes described in section 4 or any other purpose. If an employee uses paid time off as described in this subdivision for the purposes described in section 4, this act applies to the use of that paid time off. This act does not require an employer that provides paid time off as described in this subdivision to allow an employee to use paid time off for the purposes described in section 4 in an amount that exceeds the amounts of time off provided under this act.

(b) The employer is a signatory to a collective bargaining agreement that requires contributions to a multiemployer plan as that term is defined in section 3 of subtitle A of title I of the employee retirement income security act of 1974, 29 USC 1002, that may be used under the same conditions as provided for under this act, in an amount equal to or greater than what is required to be provided under this act, and that accrues at a rate equal to or greater than the rate described in subsections (2) and (3). This act does not require a multiemployer plan that provides benefits in accordance with this act to pay accrued paid sick leave benefits if an employer does not remit required contributions to the plan. If an employer does not make required contributions to the multiemployer plan as provided in this subdivision, the employer is not considered to be in compliance with the employer's obligations under this act.

(8) An employer shall pay each employee using paid earned sick time at a pay rate equal to the greater of either the normal hourly wage or base wage for that employee or the minimum wage established under the improved workforce opportunity wage act, 2018 PA 337, MCL 408.931 to 408.945, but not less than the

minimum wage rate established in section 4 of the improved workforce opportunity wage act, 2018 PA 337, MCL 408.934. This act does not require an employer to include overtime pay, holiday pay, bonuses, commissions, supplemental pay, piece-rate pay, tips, or gratuities in the calculation of an employee's normal hourly wage or base wage.

(9) An employer shall not require an employee to search for or secure a replacement worker as a condition for using earned sick time.

(10) For purposes of subsections (2) to (5), "year" means a regular and consecutive 12-month period, as determined by an employer.

(11) For purposes of earned sick time accrual under this act, all of the following apply:

(a) An employee who is exempt from overtime requirements under section 13(a)(1) of the fair labor standards act, 29 USC 213, is assumed to work 40 hours in each workweek unless the employee's normal workweek is less than 40 hours, in which case earned sick time accrues based on that normal workweek.

(b) An employee who is covered under 29 CFR 825.801 is assumed to have worked not less than 40 hours in each workweek or is assumed to have worked not less than 30 hours if employed by a small business.

**History:** 2018, Act 338, Eff. Mar. 29, 2019;—Am. 2018, Act 369, Eff. Mar. 29, 2019;—2018, Act 338, Eff. Feb. 21, 2025;—Am. 2025, Act 2, Imd. Eff. Feb. 21, 2025.

**Compiler's note:** Public Act 338 was proposed by initiative petition pursuant to Const. 1963, art 2, section 9. On September 5, 2018, the initiative petition was approved by an affirmative vote of the majority of the members of the Senate and an affirmative vote of the majority of the members of the House of Representatives, and filed with the Secretary of State on September 5, 2018.

For the transfer of powers and duties of the department of licensing and regulatory affairs to the department of labor and economic opportunity, see E.R.O. No. 2019-3, compiled at MCL 125.1998.

See *Mothering Justice v Attorney General*, case no. 165325, July 31, 2024. The Michigan Supreme Court held that 2018 PA 369 was unconstitutional and, therefore void and revived the original initiative as enacted by the Legislature on September 5, 2018, effective February 21, 2025. Therefore, the section above is as it was enacted before being amended by 2018 PA 369.

#### **408.963a Waiting period; exception; contributions to multiemployer plan.**

Sec. 3a. An employer that makes contributions to a multiemployer plan as described in section 3(7)(b) shall not require an employee to wait until 120 calendar days after commencing employment with that employer before using unused accrued earned sick time and nonforfeited paid sick leave benefits that were earned as a result of past service for a different employer that also made contributions to the same multiemployer plan or any paid sick leave benefits earned by working under the collective bargaining agreement for that employer. Contributions required under the collective bargaining agreement or other employment agreement for the paid sick leave plan are due on the same schedule as the other fringe benefit funds or plans to which the signatory employer must contribute.

**History:** Add. 2025, Act 2, Imd. Eff. Feb. 21, 2025.

#### **408.964 Earned sick time; permissible uses; advance notice; incremental use; documentation; disclosure of details relating to domestic violence or sexual assault or family member's medical condition; other purposes.**

Sec. 4. (1) An employer shall allow an employee to use the earned sick time accrued or provided under section 3 for any of the following purposes:

(a) The employee's mental or physical illness, injury, or health condition; medical diagnosis, care, or treatment of the employee's mental or physical illness, injury, or health condition; or preventative medical care for the employee.

(b) For the employee's family member's mental or physical illness, injury, or health condition, medical diagnosis, care, or treatment of the employee's family member's mental or physical illness, injury, or health condition or preventative medical care for a family member of the employee.

(c) If the employee or the employee's family member is a victim of domestic violence or sexual assault, for medical care or psychological or other counseling for physical or psychological injury or disability, to obtain services from a victim services organization, to relocate due to domestic violence or sexual assault, to obtain legal services, or to participate in any civil or criminal proceedings related to or resulting from the domestic violence or sexual assault.

(d) For meetings at a child's school or place of care related to the child's health or disability, or the effects of domestic violence or sexual assault on the child.

(e) For closure of the employee's place of business by order of a public official due to a public health emergency, for an employee's need to care for a child whose school or place of care has been closed by order of a public official due to a public health emergency, or when it has been determined by the health authorities having jurisdiction or by a health care provider that the employee's or employee's family member's presence in the community would jeopardize the health of others because of the employee's or family member's

exposure to a communicable disease, whether or not the employee or family member has actually contracted the communicable disease.

(2) If the employee's need to use earned sick time is foreseeable, an employer may require advance notice, not to exceed 7 days before the date the earned sick time is to begin, of the intention to use the earned sick time.

(3) If the employee's need for the earned sick time is not foreseeable, an employer, may require the employee to give notice of the intention in either of the following manners:

(a) As soon as practicable.

(b) In accordance with the employer's policy related to requesting or using sick time or leave if both of the following are met:

(i) On the date of the employee's hire, on the effective date of the 2025 amendatory act that added this subparagraph, or on the date that the employer's policy takes effect, whichever is latest, the employer provides the employee with a written copy of the policy that includes procedures for how the employee must provide notice.

(ii) The employer's notice requirement allows the employee to provide notice after the employee is aware of the need for the earned sick time.

(4) An employer that requires notice for sick time that is not foreseeable under subsection (3)(b) shall not deny an employee's use of earned sick time that is not foreseeable if either of the following conditions applies:

(a) The employer did not provide a written policy to the employee as required under subsection (3)(b)(i).

(b) The employer made a change to the written policy and did not provide notice of the change to the employee within 5 days after the change.

(5) Earned sick time may be used in 1-hour increments or the smallest increment that the employer uses to account for absences of use of other time.

(6) For earned sick time of more than 3 consecutive days, an employer may require reasonable documentation that the earned sick time has been used for a purpose described in subsection (1). Upon the employer's request, the employee must provide the documentation to the employer not more than 15 days after the employer's request. The employer shall not delay the commencement of earned sick time on the basis that the employer has not yet received documentation. Documentation signed by a health care professional indicating that earned sick time is necessary is reasonable documentation for purposes of this subsection. In cases of domestic violence or sexual assault, any of the following types of documentation selected by the employee are considered reasonable documentation:

(a) A police report indicating that the employee or the employee's family member was a victim of domestic violence or sexual assault.

(b) A signed statement from a victim and witness advocate affirming that the employee or employee's family member is receiving services from a victim services organization.

(c) A court document indicating that the employee or employee's family member is involved in legal action related to domestic violence or sexual assault.

(7) An employer shall not require that the documentation explain the nature of the illness or the details of the violence. If an employer chooses to require documentation for earned sick time, the employer is responsible for paying all out-of-pocket expenses the employee incurs in obtaining the documentation. If the employee does have health insurance, the employer is responsible for paying any costs charged to the employee by the health care provider for providing the specific documentation required by the employer.

(8) An employer shall not require disclosure of details relating to domestic violence or sexual assault or the details of an employee's or an employee's family member's medical condition as a condition of providing earned sick time under this act. If an employer possesses health information or information pertaining to domestic violence or sexual assault about an employee or employee's family member, the employer shall treat that information as confidential and shall not disclose that information except to the affected employee or with the permission of the affected employee.

(9) This act does not require an employer to provide earned sick time for any purposes other than as described in this section.

**History:** 2018, Act 338, Eff. Mar. 29, 2019;—Am. 2018, Act 369, Eff. Mar. 29, 2019;—2018, Act 338, Eff. Feb. 21, 2025;—Am. 2025, Act 2, Imd. Eff. Feb. 21, 2025.

**Compiler's note:** Public Act 338 was proposed by initiative petition pursuant to Const. 1963, art 2, section 9. On September 5, 2018, the initiative petition was approved by an affirmative vote of the majority of the members of the Senate and an affirmative vote of the majority of the members of the House of Representatives, and filed with the Secretary of State on September 5, 2018.

For the transfer of powers and duties of the department of licensing and regulatory affairs to the department of labor and economic opportunity, see E.R.O. No. 2019-3, compiled at MCL 125.1998.

See *Mothering Justice v Attorney General*, case no. 165325, July 31, 2024. The Michigan Supreme Court held that 2018 PA 369 was unconstitutional and, therefore void and revived the original initiative as enacted by the Legislature on September 5, 2018, effective Rendered Wednesday, February 26, 2025

February 21, 2025. Therefore, the section above is as it was enacted before being amended by 2018 PA 369.

**408.965 Transfer of employee to separate division, entity, or location; retention of earned sick time; reinstatement; successor employer; unused earned sick time.**

Sec. 5. (1) If an employee is transferred to a separate division, entity, or location, but remains employed by the same employer, the employee retains all earned sick time that was accrued at the prior division, entity, or location and may use all accrued earned sick time as provided in section 4. If an employee separates from employment and is rehired by the same employer not more than 2 months after the separation, the employer shall reinstate previously accrued, unused earned sick time and shall allow the reinstated employee to use that earned sick time and accrue additional earned sick time upon reinstatement. This subsection does not apply if an employer pays an employee the value of the employee's unused accrued earned sick time at the time of a transfer or separation.

(2) If a different employer succeeds or takes the place of an existing employer, the successor employer assumes the responsibility for the earned sick time rights that employees who remain employed by the successor employer accrued under the original employer. Those employees are entitled to use earned sick time previously accrued on the terms provided in this act. This subsection does not apply if an employer pays an employee the value of the employee's unused accrued earned sick time at the time of a succession.

(3) This act does not require an employer to provide financial or other reimbursement to an employee for accrued earned sick time that was not used upon the employee's termination, resignation, retirement, or other separation from employment.

**History:** 2018, Act 338, Eff. Mar. 29, 2019;—Am. 2018, Act 369, Eff. Mar. 29, 2019;—2018, Act 338, Eff. Feb. 21, 2025;—Am. 2025, Act 2, Imd. Eff. Feb. 21, 2025.

**Compiler's note:** Public Act 338 was proposed by initiative petition pursuant to Const. 1963, art 2, section 9. On September 5, 2018, the initiative petition was approved by an affirmative vote of the majority of the members of the Senate and an affirmative vote of the majority of the members of the House of Representatives, and filed with the Secretary of State on September 5, 2018.

For the transfer of powers and duties of the department of licensing and regulatory affairs to the department of labor and economic opportunity, see E.R.O. No. 2019-3, compiled at MCL 125.1998.

See *Mothering Justice v Attorney General*, case no. 165325, July 31, 2024. The Michigan Supreme Court held that 2018 PA 369 was unconstitutional and, therefore void and revived the original initiative as enacted by the Legislature on September 5, 2018, effective February 21, 2025. Therefore, the section above is as it was enacted before being amended by 2018 PA 369.

**408.966 Exercise of rights under act; interference, restraint, or denial prohibited; retaliatory personnel action or discrimination prohibited; absence control policy leading to or resulting in retaliatory personnel action prohibited; person mistakenly alleging violation.**

Sec. 6. (1) An employer or any other person shall not interfere with, restrain, or deny the exercise of, or the attempt to exercise, any right protected under this act.

(2) An employer shall not take retaliatory personnel action or discriminate against an employee because the employee has exercised a right protected under this act. Rights protected by this act include, but are not limited to, the right to use earned sick time under this act, the right to file a complaint or inform any person about any employer's alleged violation of this act, the right to cooperate with the department in the department's investigations of alleged violations of this act, and the right to inform any person of the person's rights under this act.

(3) An employer's absence control policy must not treat earned sick time taken under this act as an absence that may lead to or result in retaliatory personnel action.

(4) The protections in this section apply to any person that mistakenly but in good faith alleges a violation of this section.

(5) An employer may take adverse personnel action against an employee if the employee uses earned sick time for a purpose other than a purpose described in section 4, or violates the notice requirements under this act.

**History:** 2018, Act 338, Eff. Mar. 29, 2019;—Repealed 2018, Act 369, Eff. Mar. 29, 2019;—2018, Act 338, Eff. Feb. 21, 2025;—Am. 2025, Act 2, Imd. Eff. Feb. 21, 2025.

**Compiler's note:** The repealed section pertained to the exercise of rights and the prohibition of retaliatory personnel action or discrimination.

See *Mothering Justice v Attorney General*, case no. 165325, July 31, 2024. The Michigan Supreme Court held that 2018 PA 369 was unconstitutional and, therefore void and revived the original initiative as enacted by the Legislature on September 5, 2018, effective February 21, 2025. Therefore, the section above is as it was enacted before being repealed by 2018 PA 369.

**408.967 Violation of act; enforcement by director; civil remedies; civil fine.**

Sec. 7. (1) If an employer violates this act, the employee affected by the violation, at any time not later than 3 years after the violation, may file a claim with the department. The department shall investigate the

claim.

(2) The director shall enforce the provisions of this act. In enforcing this act, the director shall do both of the following:

(a) Establish a system that uses multiple means of communication to receive complaints that are related to noncompliance with this act.

(b) Investigate complaints received by the department in a timely manner.

(3) Any person that alleges a violation of this act has the right to file a complaint with the department. The department shall encourage reporting pursuant to this subsection by keeping confidential, to the maximum extent permitted by applicable laws, the name and other identifying information of the employee or person reporting the violation. However, if the person provides authorization to the department, the department may disclose the person's name and identifying information as necessary to enforce this act or for other appropriate purposes.

(4) Upon receiving a complaint alleging a violation of this act, the department shall investigate the complaint and attempt to resolve it through mediation between the complainant and the subject of the complaint, or other means. The department shall keep a complainant notified regarding the status of the complainant's complaint and any resultant investigation. If the department believes that a violation has occurred, it shall issue to the offending person or entity a notice of violation and the relief required of the offending person or entity. The department shall prescribe the form and wording of such notices of violation including any method of appealing the decision of the department.

(5) The department may impose penalties and grant an employee or former employee all appropriate relief, including but not limited to, payment of all earned sick time improperly withheld, any and all damages incurred by the complaint as the result of violation of this act, back pay, and reinstatement in the case of job loss.

(6) If the director determines that there is reasonable cause to believe that an employer violated this act and the department is subsequently unable to obtain voluntary compliance by the employer within a reasonable time, the department shall bring a civil action on behalf of the employee. The department may investigate and file a civil action on behalf of all employees of that employer who are similarly situated at the same worksite. Except as otherwise provided under section 12, a contract or agreement between the employer and the employee or any acceptance by the employee of a paid or unpaid leave policy that provides fewer rights or benefits than provided by this act is void and unenforceable.

(7) In addition to liability for civil remedies described in this section, an employer that takes retaliatory personnel action against an employee or former employee is subject to a civil fine of not more than \$1,000.00 for each violation.

(8) In addition to liability for civil remedies described in this section, an employer that fails to provide earned sick time to an employee in violation of this act is subject to a civil fine of not more than 8 times the employee's normal hourly wage.

(9) An employer that willfully violates a notice or posting requirement of section 8 is subject to a civil fine of not more than \$100.00 for each violation.

**History:** 2018, Act 338, Eff. Mar. 29, 2019;—Am. 2018, Act 369, Eff. Mar. 29, 2019;—2018, Act 338, Eff. Feb. 21, 2025;—Am. 2025, Act 2, Imd. Eff. Feb. 21, 2025.

**Compiler's note:** Public Act 338 was proposed by initiative petition pursuant to Const. 1963, art 2, section 9. On September 5, 2018, the initiative petition was approved by an affirmative vote of the majority of the members of the Senate and an affirmative vote of the majority of the members of the House of Representatives, and filed with the Secretary of State on September 5, 2018.

For the transfer of powers and duties of the department of licensing and regulatory affairs to the department of labor and economic opportunity, see E.R.O. No. 2019-3, compiled at MCL 125.1998.

See *Mothering Justice v Attorney General*, case no. 165325, July 31, 2024. The Michigan Supreme Court held that 2018 PA 369 was unconstitutional and, therefore void and revived the original initiative as enacted by the Legislature on September 5, 2018, effective February 21, 2025. Therefore, the section above is as it was enacted before being amended by 2018 PA 369.

#### **408.968 Written notice to employee; contents; language; display of poster; creation by department; availability.**

Sec. 8. (1) An employer subject to this act shall provide written notice to each employee at the time of hiring or not later than 30 days the effective date of the 2025 amendatory act that amended this section, whichever is later, including, but not limited to, all of the following:

(a) The amount of earned sick time required to be provided to an employee under this act.

(b) The employer's choice of how to calculate a year as that term is defined under section 3.

(c) The terms under which earned sick time may be used.

(d) That retaliatory personnel action taken by the employer against an employee for requesting or using earned sick time for which the employee is eligible is prohibited.

(e) The employee's right to file a complaint with the department for any violation of this act.

(2) The notice required under subsection (1) shall be in English, Spanish, and any language that is the first language spoken by at least 10% of the employer's workforce, if the department has translated the notice into that language.

(3) An employer shall display a poster at the employer's place of business, in a conspicuous place that is accessible to employees, that contains the information in subsection (1). The poster displayed must be in English, Spanish, and any language that is the first language spoken by not less than 10% of the employer's workforce, if the department has translated the poster into that language.

(4) The department shall create and make available to employers notices and posters that contain the information required under subsection (1) for the employers' use in complying with this section. The department shall provide the notices and posters in English, Spanish, and any other language deemed appropriate by the department.

**History:** 2018, Act 338, Eff. Mar. 29, 2019;—Am. 2018, Act 369, Eff. Mar. 29, 2019;—2018, Act 338, Eff. Feb. 21, 2025;—Am. 2025, Act 2, Imd. Eff. Feb. 21, 2025.

**Compiler's note:** Public Act 338 was proposed by initiative petition pursuant to Const. 1963, art 2, section 9. On September 5, 2018, the initiative petition was approved by an affirmative vote of the majority of the members of the Senate and an affirmative vote of the majority of the members of the House of Representatives, and filed with the Secretary of State on September 5, 2018.

For the transfer of powers and duties of the department of licensing and regulatory affairs to the department of labor and economic opportunity, see E.R.O. No. 2019-3, compiled at MCL 125.1998.

See *Mothering Justice v Attorney General*, case no. 165325, July 31, 2024. The Michigan Supreme Court held that 2018 PA 369 was unconstitutional and, therefore void and revived the original initiative as enacted by the Legislature on September 5, 2018, effective February 21, 2025. Therefore, the section above is as it was enacted before being amended by 2018 PA 369.

#### **408.969 Multilingual outreach program.**

Sec. 9. The department shall develop and implement a multilingual outreach program to inform employees, parents, and persons who are under the care of a health care provider about the availability of earned sick time under this act. This program must include distribution of notices and other written material in English and in other languages to child care and elder care providers, domestic violence shelters, schools, hospitals, community health centers, and other health care providers.

**History:** 2018, Act 338, Eff. Mar. 29, 2019;—Repealed 2018, Act 369, Eff. Mar. 29, 2019;—2018, Act 338, Eff. Feb. 21, 2025.

**Compiler's note:** The repealed section pertained to a multilingual outreach program.

See *Mothering Justice v Attorney General*, case no. 165325, July 31, 2024. The Michigan Supreme Court held that 2018 PA 369 was unconstitutional and, therefore void and revived the original initiative as enacted by the Legislature on September 5, 2018, effective February 21, 2025. Therefore, the section above is as it was enacted before being repealed by 2018 PA 369.

#### **408.970 Retention of records.**

Sec. 10. An employer shall retain for not less than 3 years records documenting the hours worked and earned sick time taken by employees. To monitor compliance with the requirements of this act, an employer shall allow the department access to those records, with appropriate notice and at a mutually agreeable time. If a question arises as to whether an employer has violated an employee's right to earned sick time under this act and the employer does not maintain or retain adequate records documenting the hours worked and earned sick time taken by the employee or does not allow the department reasonable access to those records, there is a presumption that the employer has violated the act, which can be rebutted only by clear and convincing evidence.

**History:** 2018, Act 338, Eff. Mar. 29, 2019;—Am. 2018, Act 369, Eff. Mar. 29, 2019;—2018, Act 338, Eff. Feb. 21, 2025.

**Compiler's note:** Public Act 338 was proposed by initiative petition pursuant to Const. 1963, art 2, section 9. On September 5, 2018, the initiative petition was approved by an affirmative vote of the majority of the members of the Senate and an affirmative vote of the majority of the members of the House of Representatives, and filed with the Secretary of State on September 5, 2018.

For the transfer of powers and duties of the department of licensing and regulatory affairs to the department of labor and economic opportunity, see E.R.O. No. 2019-3, compiled at MCL 125.1998.

See *Mothering Justice v Attorney General*, case no. 165325, July 31, 2024. The Michigan Supreme Court held that 2018 PA 369 was unconstitutional and, therefore void and revived the original initiative as enacted by the Legislature on September 5, 2018, effective February 21, 2025. Therefore, the section above is as it was enacted before being amended by 2018 PA 369.

#### **408.971 Other law, regulation, requirement, policy, or standard, including collective bargaining agreement; scope and limitation of act.**

Sec. 11. (1) This act provides minimum requirements pertaining to earned sick time and shall not be construed to preempt, limit, or otherwise affect the applicability of any other law, regulation, requirement, policy, or standard, including a collective bargaining agreement, that provides for greater accrual or use of time off, whether paid or unpaid, or that extends other protections to employees.

(2) This act does not do any of the following:

- (a) Prohibit an employer from providing more earned sick time than is required under this act.
- (b) Diminish any rights provided to any employee under a collective bargaining agreement.
- (c) Subject section 12, preempt or override the terms of any collective bargaining agreement in effect prior to the effective date of this act.
- (d) Prohibit an employer from establishing a policy that permits an employee to donate unused accrued earned sick time to another employee.

**History:** 2018, Act 338, Eff. Mar. 29, 2019;—Am. 2018, Act 369, Eff. Mar. 29, 2019;—2018, Act 338, Eff. Feb. 21, 2025.

**Compiler's note:** Public Act 338 was proposed by initiative petition pursuant to Const. 1963, art 2, section 9. On September 5, 2018, the initiative petition was approved by an affirmative vote of the majority of the members of the Senate and an affirmative vote of the majority of the members of the House of Representatives, and filed with the Secretary of State on September 5, 2018.

For the transfer of powers and duties of the department of licensing and regulatory affairs to the department of labor and economic opportunity, see E.R.O. No. 2019-3, compiled at MCL 125.1998.

See *Mothering Justice v Attorney General*, case no. 165325, July 31, 2024. The Michigan Supreme Court held that 2018 PA 369 was unconstitutional and, therefore void and revived the original initiative as enacted by the Legislature on September 5, 2018, effective February 21, 2025. Therefore, the section above is as it was enacted before being amended by 2018 PA 369.

#### **408.972 Collective bargaining agreement.**

Sec. 12. (1) If an employer's employees are covered by a collective bargaining agreement in effect on the effective date of this act and the collective bargaining agreement conflicts with this act, this act applies beginning on the stated expiration date in the collective bargaining agreement, notwithstanding any statement in the agreement that it continues in force until a future date or event or the execution of a new collective bargaining agreement.

(2) If an employer's employee is covered by a contract, not including an employer policy signed by the employee, and all of the following requirements are satisfied, this act applies beginning on the stated expiration date in the contract, notwithstanding any statement in the contract that the contract continues in force until a future date or event or the execution of a new contract:

- (a) The employer and employee signed the contract on or before December 31, 2024.
- (b) The contract is effective for not longer than 3 years.
- (c) The contract conflicts with this act.
- (d) The employer notifies the department of the contract.

(3) If a small business did not employ an employee on or before February 21, 2022, the small employer is not required to comply with this act until 3 years after the date that the employer first employs an employee.

**History:** 2018, Act 338, Eff. Mar. 29, 2019;—Am. 2025, Act 2, Imd. Eff. Feb. 21, 2025.

**Compiler's note:** Public Act 338 was proposed by initiative petition pursuant to Const. 1963, art 2, section 9. On September 5, 2018, the initiative petition was approved by an affirmative vote of the majority of the members of the Senate and an affirmative vote of the majority of the members of the House of Representatives, and filed with the Secretary of State on September 5, 2018.

For the transfer of powers and duties of the department of licensing and regulatory affairs to the department of labor and economic opportunity, see E.R.O. No. 2019-3, compiled at MCL 125.1998.

#### **408.973 Rules.**

Sec. 13. The director may promulgate rules in accordance with the administrative procedures act of 1969, 1969 PA 306, MCL 24.201 to 24.328, as necessary to administer this act.

**History:** 2018, Act 338, Eff. Mar. 29, 2019;—Repealed 2018, Act 369, Eff. Mar. 29, 2019;—2018, Act 338, Eff. Feb. 21, 2025.

**Compiler's note:** The repealed section pertained to the authority to promulgate rules.

See *Mothering Justice v Attorney General*, case no. 165325, July 31, 2024. The Michigan Supreme Court held that 2018 PA 369 was unconstitutional and, therefore void and revived the original initiative as enacted by the Legislature on September 5, 2018, effective February 21, 2025. Therefore, the section above is as it was enacted before being repealed by 2018 PA 369.

#### **408.974 Severability.**

Sec. 14. If any portion of this act or the application thereof to any person or circumstances shall be found to be invalid by a court, such invalidity shall not affect, impair, or invalidate the other portions or applications of the act that can be given effect without the invalid portion or application, and to this end the provisions of this act are declared to be severable.

**History:** 2018, Act 338, Eff. Mar. 29, 2019;—Am. 2018, Act 369, Eff. Mar. 29, 2019;—2018, Act 338, Eff. Feb. 21, 2025.

**Compiler's note:** Public Act 338 was proposed by initiative petition pursuant to Const. 1963, art 2, section 9. On September 5, 2018, the initiative petition was approved by an affirmative vote of the majority of the members of the Senate and an affirmative vote of the majority of the members of the House of Representatives, and filed with the Secretary of State on September 5, 2018.

For the transfer of powers and duties of the department of licensing and regulatory affairs to the department of labor and economic opportunity, see E.R.O. No. 2019-3, compiled at MCL 125.1998.

See *Mothering Justice v Attorney General*, case no. 165325, July 31, 2024. The Michigan Supreme Court held that 2018 PA 369 was unconstitutional and, therefore void and revived the original initiative as enacted by the Legislature on September 5, 2018, effective February 21, 2025.

February 21, 2025. Therefore, the section above is as it was enacted before being amended by 2018 PA 369.

## Series 4000: District Employment

### 4100 Employee Rights and Responsibilities

#### 4113-F Michigan Earned Sick Time Act (ESTA) Form

##### ESTA Hire Notice

Pursuant to the Michigan Earned Sick Time Act (ESTA), an eligible employee generally (1) earns 1 hour of earned sick time for every 30 hours worked, but the District may cap use of earned sick time to 72 hours per ESTA benefit year, or (2) receives at least 72 hours of earned sick time at the beginning of the District's ESTA benefit year (prorated for a part-time employee under certain circumstances). The District's ESTA benefit year is the 12-month period from July 1 to June 30.

[Optional (if frontloading for a part-time employee, complete the following for that employee): As a part-time employee, the District estimates that you will work approximately \_\_\_\_\_ hours during the District's ESTA benefit year, subject to the District's discretion and Board Policy].

Retaliatory personnel action by the employer against an employee for requesting or using earned sick time for which the employee is eligible is prohibited. An eligible employee may file a complaint with the Michigan Department of Labor and Economic Opportunity (LEO) for any ESTA violation.

Terms under which earned sick time may be used are identified in the ESTA and in District Policy 4113, which terms are incorporated by reference into this Notice. An eligible employee may use earned sick time for the following reasons:

1. the employee's mental or physical illness, injury, or health condition; medical diagnosis, care, or treatment of the employee's mental or physical illness, injury, or health condition; or preventative medical care for the employee;
2. for the employee's family member's mental or physical illness, injury, or health condition, medical diagnosis, care, or treatment of the employee's family member's mental or physical illness, injury, or health condition or preventative medical care for a family member of the employee;
3. if the employee or the employee's family member is a victim of domestic violence or sexual assault, for medical care or psychological or other counseling for physical or psychological injury or disability, to obtain services from a victim services organization, to relocate due to domestic violence or sexual assault, to obtain legal services, or to participate in any civil or criminal proceedings related to or resulting from the domestic violence or sexual assault;
4. for meetings at a child's school or place of care related to the child's health or disability, or the effects of domestic violence or sexual assault on the child; or

5. for closure of the employee's place of business by order of a public official due to a public health emergency, for an employee's need to care for a child whose school or place of care has been closed by order of a public official due to a public health emergency, or when it has been determined by the health authorities having jurisdiction or by a health care provider that the employee's or employee's family member's presence in the community would jeopardize the health of others because of the employee's or family member's exposure to a communicable disease, whether or not the employee or family member has actually contracted the communicable disease.

A LEO ESTA brochure is attached to this notice, along with a copy of the ESTA.

**[Attach LEO Hire Notice When Published by LEO]**

## Series 4000: District Employment

### 4200 Employee Conduct and Ethics

#### 4209 ~~Prohibition Against Abortion Referrals and Assistance~~ **Abortion Referrals and Assistance**

A District official, Board member, or District employee shall not refer a student for an abortion or assist a student with obtaining an abortion. This prohibition does not apply to a person who is the Parent of that student.

~~If a parent/guardian of a student enrolled in the District believes that a District official, Board member, or District employee has violated this Policy, the parent/guardian may file a complaint with the Superintendent, who will investigate the complaint and, within 30 calendar days after the date of the complaint, provide a written report of his/her finding to the complainant and to the Superintendent of Public Instruction in accordance with state law. If a violation is substantiated, the Board or designee will discipline that person in accordance with the law, Board Policy, and any applicable collective bargaining agreement or individual employment contract. See Policy 2303. The Superintendent or designee will take corrective action to ensure that there is no further violation.~~

**Notes (Legal feedback):** Refers to a law that has been repealed. The District can discipline an employee who violates the policy (just not under state law). We do not need the 2nd paragraph to proceed with disciplinary procedures according to 4400 (Professional Staff), 4506 (Admin), and 4600 (Supt).

Legal Authority: MCL 380.11as

Date Adopted:

Date Revised:

## Series 4000: District Employment

### 4300 Non-Exempt Staff

~~4305 Intentionally Left Blank Michigan Paid Medical Leave Act (MPMLA) [Optional for Districts with Less Than 50 Employees / Required for Districts with 50 or More Employees] [Note: If the Board elects not to adopt this Policy, delete the body of the policy and replace the title with "Intentionally Left Blank" after the policy number and in the Table of Contents to ensure accurate numbering of subsequent policies in the Policy Manual.]¶¶~~

#### ~~A. General¶¶~~

~~Eligible Non-Exempt Staff may accrue and use paid leave as provided by the MPMLA. Applicable provisions of a collective bargaining agreement, individual employment contract, or handbook, which exceed the rights provided to Non-Exempt Staff under the MPMLA, remain in place.¶¶~~

~~This Policy does not apply to employees exempt from the overtime requirements of the Fair Labor Standards Act (e.g., employees meeting the FLSA's definition for the professional, administrative, or executive exemptions).¶¶~~

~~[Optional: If a collective bargaining agreement with an effective date before March 29, 2019 is in effect, the MPMLA does not apply to Non-Exempt Staff subject to that collective bargaining agreement until either: (a) the collective bargaining agreement's expiration date, or (b) the execution of a successor agreement, whichever is earlier. The MPMLA does not preempt or override the terms of a collective bargaining agreement in effect before March 29, 2019.]¶¶~~

#### ~~B. Definitions¶¶~~

~~1. Benefit year: the 12-month period from July 1 to June 30. [Optional: may adjust 12-month period]¶¶~~

~~2. Family member:¶¶~~

~~a. biological, adopted, or foster child, stepchild or legal ward, or a child to whom the eligible employee stands *in loco parentis*.¶¶~~

~~b. biological parent, foster parent, stepparent, or adoptive parent or legal guardian of an eligible employee or an eligible employee's spouse, under the laws of any state, or a person who stood *in loco parentis* when the eligible employee was a minor child.¶¶~~

~~c. grandparent, grandchild, and biological, foster, or adopted sibling.¶¶~~

~~3. All other MPMLA-defined terms apply to this Policy.¶¶~~

#### ~~C. Eligibility¶¶~~

~~A newly hired Non-Exempt Staff member may not use accrued MPMLA leave until 90 calendar days after the staff member's start date, unless otherwise provided in a collective bargaining agreement, individual employment contract, or employee handbook.~~

~~A staff member is not eligible under the MPMLA if the member:~~

- ~~1. is "exempt" from the FLSA's overtime compensation requirements;~~
- ~~2. is employed by the District for fewer than 25 weeks in a calendar year for a job scheduled for 25 weeks or fewer;~~
- ~~3. worked, on average, fewer than 25 hours per week during the immediately preceding calendar year;~~
- ~~4. is subject to Improved Workforce Opportunity Wage Act Section 4b (i.e., an employee who is under age 20 and working as a trainee or is less than age 18);~~
- ~~5. is a variable hour employee as defined in 26 CFR 54.4980H-1;~~
- ~~6. is employed by a "temporary help firm" as described in Michigan Employment Security Act Section 29(1)(l); or~~
- ~~7. meets any other exclusion in MPMLA Section 2(e).~~

#### ~~D. Accrual of MPMLA Leave~~

~~[Choose Option 1 or 2:]~~

~~[Option 1 (earn as you go): An eligible Non-Exempt Staff member will accrue MPMLA leave at a rate of 1 hour for every 35 hours worked. An eligible Non-Exempt Staff member begins accruing MPMLA leave on March 31, 2019 or the member's start date, whichever is later.]~~

- ~~• [Option: An eligible Non-Exempt Staff member may not accrue more than 1 hour of MPMLA leave in a calendar week.]~~
- ~~• [Option: An eligible Non-Exempt Staff member may only accrue and use up to 40 hours of MPMLA leave in a single benefit year.]~~
- ~~• [Option: An eligible Non-Exempt Staff member will not carry over more than 40 hours of accrued MPMLA leave to a new benefit year.]~~

~~(select any or all sub-options above)]~~

~~[Option 2 (front loading): An eligible Non-Exempt Staff member will receive at least 40 hours of paid medical leave at the beginning of a benefit year or a pro-rated amount based on the Non-Exempt Staff member's start date. This paid medical leave consists of all paid leave time (e.g., vacation days, personal days,~~

~~sick days, and other paid time off) that can be used for the purposes described below. Paid medical leave will not carry over from one benefit year to the next unless authorized in the relevant collective bargaining agreement, individual employment contract, or handbook.~~¶¶

#### ~~E. Qualifying Circumstances~~¶¶

~~An eligible Non-Exempt Staff member may use accrued MPMLA leave for the staff member or the staff member's family member(s) for the following reasons:~~¶¶

- ~~1. mental or physical illness, injury, or health condition; medical diagnosis, care, or treatment of a mental or physical illness, injury, or health condition; or preventative medical care;~~¶¶
- ~~2. for a victim of domestic violence or sexual assault, any related medical care or counseling for physical or psychological injury or disability, victim services or legal services, judicial proceedings, or relocation related to or resulting from the domestic violence or sexual assault; or~~¶¶
- ~~3. for closure of an eligible Non-Exempt Staff member's primary workplace by order of a public official due to a public health emergency; for a Non-Exempt Staff member's need to care for a child whose school or place of care has been closed by order of a public official; or due to a determination by health authorities that the presence of an eligible Non-Exempt Staff member or family member in the community would jeopardize the health of others due to exposure to a communicable disease whether or not the eligible Non-Exempt Staff member or family member has actually contracted the communicable disease.~~¶¶

#### ~~F. Use of MPMLA Leave~~¶¶

~~When requesting MPMLA leave, an eligible Non-Exempt Staff member must comply with the notice, procedure, and documentation requirements in an applicable collective bargaining agreement, individual employment contract, handbook, or as customarily required by the District. Upon District request, the Non-Exempt Staff member has 3 days to provide sufficient documentation substantiating eligibility for MPMLA leave.~~¶¶

~~In cases of domestic violence or sexual assault, sufficient documentation includes any of the following:~~ ¶¶

- ~~• a police report indicating that the eligible Non-Exempt Staff member or family member was a victim of domestic violence or sexual assault;~~¶¶
- ~~• a signed statement from a victim and witness advocate affirming that the eligible Non-Exempt Staff member or family member is receiving services from a victim services organization; or~~¶¶

- ~~a court document indicating that the eligible Non-Exempt Staff member or a family member is involved in legal action related to domestic violence or sexual assault.~~¶

~~All health, sexual assault, and domestic violence information and documentation received from a Non-Exempt Staff member about MPMLA leave remains confidential and will not be disclosed, except to the staff member, with the staff member's written permission, or as and to the extent required by law.~~¶

~~Failure to comply with notice procedures for document requests to support the MPMLA leave may result in discipline, including discharge, or ineligibility for MPMLA leave.~~¶

~~Unless otherwise provided in an eligible Non-Exempt Staff member's collective bargaining agreement, individual employment contract, or handbook.~~¶

- ~~MPMLA leave must be used in [ ] [Choose one: hour / day] increments;~~¶
- ~~a Non-Exempt Staff member using MPMLA leave will not receive overtime pay, holiday pay, or bonuses for MPMLA leave time;~~¶
- ~~upon discharge or other separation from employment, an eligible Non-Exempt Staff member automatically loses accrued MPMLA leave; and~~¶
- ~~accrued MPMLA leave that is not used before a Non-Exempt Staff member's discharge or any other separation from employment will have no monetary value.~~¶

#### ~~G. Notice and Recordkeeping~~¶

~~The District will provide notice of the MPMLA by displaying in a conspicuous location in each of its buildings the MPMLA poster created by the Michigan Department of Licensing and Regulatory Affairs.~~¶

~~The District will retain records of each Non-Exempt Staff member's accrual and use of MPMLA leave for not less than 1 year.~~¶

~~Legal authority: MCL 408.934b, 408.961 et seq.~~¶

~~Date adopted:~~¶

~~Date revised:~~

## Series 5000: Students, Curriculum, and Academic Matters

### 5400 Curriculum, Instruction, and Parent/Guardian Involvement

#### 5407 Instructional Program and Curriculum Development

The District will provide students with at least the minimum number of instructional hours and days each school year required by the state for full state aid funding. The District may deviate from this requirement only as permitted by state law.

The Board, advised by the Superintendent, will adopt a curriculum and procure textbooks and materials to support the curriculum.

The Superintendent or designee is responsible for providing and directing District-wide planning for curriculum, instruction, assessment, and staff development in accordance with Policy 2203. Committees consisting of educational professionals, including administrators, and community members, may be established to design instructional strategies and assessments to implement the curriculum.

*District media specialists, instructional staff, and other staff that may select materials presented to or made available to BAS students must comply with Administrative Guideline 5407.*

#### A. Parent/Guardian Rights

As described in Policy 5401, the District will provide a parent/guardian the opportunity to review ~~District-approved~~ *any* curriculum, textbooks, and instructional materials *presented to or made available to BAS students* upon request to the building principal. See Policy 5401 for appropriate procedures.

#### B. Complaints about Instructional Materials

If a parent/guardian objects to their student's instructional materials, the following procedures will apply:

1. First Level – Objection to Teacher. The parent/guardian must submit an objection and explanation in writing to the relevant classroom teacher. The teacher will review the parent's/guardian's objection and either discontinue using the material or advise the parent/guardian of the educational and pedagogical reasons for the material.
2. Second Level - Appeal to Building Principal. If the parent/guardian disagrees with the teacher's response, the parent/guardian may submit a written appeal to the building principal stating the reasons why the parent/guardian objects to the materials. The building principal will confer with the relevant classroom teacher within 5 school days. The building principal will review the written objection and the materials in question to determine whether:
  - a. the stated objection outweighs the educational and pedagogical reasons;

- b. the materials require the student to engage in conduct or practice that violates the student's sincerely held religious belief;
- c. the materials lack serious educational, literary, artistic, political, or scientific value for the age range of the students in question; or
- d. the materials are inappropriate or harmful for the age range of the students in question. The building principal will provide all parties with a written response granting or denying the appeal within 10 school days after conferring with the teacher.

3. Third Level – Committee Review. If the parent/guardian disagrees with the building principal's response, the parent/guardian may submit a written appeal to the Superintendent within 5 school days after receiving the building principal's response. The Superintendent will create a committee to review the appeal. Members of the committee will be as follows: Superintendent, Assistant Superintendent of Curriculum/Instruction, 2 Principals, 2 teachers, and others at the discretion of the Superintendent. The committee will review the parent's/guardian's written objection, the building principal's written response, the parent's/guardian's written appeal, the materials being challenged, and any other information the committee deems relevant. The committee will issue a written decision within 30 calendar days of receiving the appeal based on the factors described in Section 2 above. The committee's decision is final.

### C. Complaints about Library Materials

If a parent/guardian objects to materials in the school library, the parent/guardian must submit an objection and explanation in writing to the Superintendent identifying:

- 1. the basis for the objection;
- 2. any recent known use of the library materials in the school; and
- 3. any other relevant information.

The Superintendent will review the written objection and the materials in question in their totality to determine whether:

- 1. the materials lack serious educational, literary, artistic, political, or scientific value for the age range of the students in question; or
- 2. the materials are inappropriate or harmful for the age range of the students in question.

The Superintendent may, in his or her sole discretion, designate review to another administrator or employee. The Superintendent or designee will endeavor to provide a written response to the parent/guardian within 30 calendar days after receiving the objection. The Superintendent or designee's decision is final.

The District will not restrict access to the challenged material during the review process. Legal Authority: MCL 380.1137, 388.1706 Date adopted: Nov. 1, 2022 Date revised:

## Series 5000: Curriculum Instruction and Parent Involvement

### 5407 Instructional Program and Curriculum Development

#### 5407-AG Selection of Library and Other Instructional Materials

To assist support our district media specialists, instructional personnel, and other staff that may be selecting involved in the selection of materials in during the review process, the following are key guidelines must be considered when making as you make decisions regarding about new or existing materials available resources accessible to students:

#### School and Classroom Libraries

1. Books and other instructional materials that will be made available for student selection in school or classroom libraries must first be vetted by the school's media specialist. They District media specialists will utilize their training and expertise to evaluate these materials utilizing the following criteria:
  - a. Support and enrich the curriculum and/or students' personal interests and learning
  - b. Meet high standards in literary, artistic, and aesthetic quality; technical aspects; and physical format
  - c. Selected materials must be suitable for the subject area and align with the students' age, ability level, learning styles, and their social, emotional, and intellectual development. Be appropriate for the subject area and for the age, emotional development, ability level, learning styles, and social, emotional, and intellectual development of the students for whom the materials are selected.
  - d. Incorporate accurate and authentic factual content from authoritative sources
  - e. Earn two or more favorable reviews from the selection aid resources listed in this section (k)
  - f. Exhibit a high degree of potential user appeal and interest
  - g. Provide materials by authors and illustrators of varying cultures and viewpoints
  - h. Include a variety of resources in physical and virtual formats including print and non-print such as electronic and multimedia (including subscription databases and other online products, e-books, educational games, and other forms of emerging technologies)
  - i. Demonstrate physical format, appearance, and durability suitable to their intended use
  - j. Balance cost with need
  - k. The following lists selection aids used by BAS library media specialists: Follett, Booklist, Bulletin for the Center of Children's Books, School Library Journal, Hornbook, or YALSA
2. What to do when "the materials are inappropriate or harmful for the age range of the students in question"
  - a. Age-appropriate - Books that have been deemed to be appropriate for schools, yet have age-level restrictions, should not be made available to students below the prescribed age-level without parental consent.
    - Media specialists or appropriate staff will utilize the selection aids listed above in section (k) to determine whether the content of materials are age-appropriate. When the guidance for age restrictions vary between selection aids, staff will utilize the rating that recommends the oldest age-level minimum for determining age-appropriate content.

b. Screening of Mature Content - Books which contain mature content as determined by any of the selection aids listed above in section (k) shall follow the screening process explained below. Additionally, any materials that include vulgar or explicit content including rape, molestation, suicide, child/domestic abuse, sexual abuse or sexual acts shall follow the same process.

- If a media specialist or appropriate staff member wishes to add material to the school's media center/classroom library that meets age-appropriate standards yet contains mature or reviewable content as identified in 2b, they will formally request the material's addition to their school's principal.
- The school's principal will conduct a review following the standards set forth in policy 5407.
- **After review,** ~~The principal will have three options: based upon the review as~~

follows:-

1. Approve - The principal can approve the request and formally assume responsibility for the addition of ~~the~~ **is** material to the school's media collection **or classroom instruction.**
2. Deny - If the principal determines ~~that~~ the content could be "inappropriate or harmful for the age range of the students in question", the principal will deny the addition of ~~the~~ **is** material to the school's media collection **or classroom instruction.**
3. Refer - If the principal is uncertain, they may choose to refer ~~the~~ **is** request to an Instructional Review Committee, as prescribed below. ~~In this case, t~~ **The** instructional review team will ~~either~~ recommend that the superintendent or designee approve or deny the request.

\*Media specialists and appropriate staff ~~are will be~~ expected to audit existing media content/classroom library content that is currently available to students and apply the standards above to any materials that may not be age-appropriate ~~and/or~~ that would require additional review as explained in section 2b.

3. Instructional Review Committee - As prescribed in policy 5407, an instructional review committee will ~~be formed to~~ address parent/guardian complaints.
  - a. Addressing complaints **or concerns** about instructional materials - Parent/guardian objections will ~~be raised~~ following the process outlined in policy 5407 beginning with the teacher/media specialist, then the principal, and finally the ~~i~~Instructional ~~r~~Review ~~e~~Committee if necessary.
  - b. Composition of the Instructional Review Committee - As directed in policy 5407, the instructional review committee will be comprised as follows:
    - "Superintendent, Assistant Superintendent for Curriculum/Instruction, 2 principals, 2 teachers and others at the discretion of the Superintendent."
    - The principals, teachers and others utilized for ~~the an i~~Instructional ~~r~~Review ~~e~~Committee may vary based on the grade level where the request originated.
    - Per policy 5407, "The Superintendent or designee's decision is final."

### **Supplemental Classroom Instructional Materials**

*4. Any supplemental instructional materials that have not been approved through the district's textbook adoption or the school and library review process above must be age-appropriate, screened for mature content by the instructor, and must provide instructional enrichment under the board-approved curriculum. Staff members are responsible for appropriately reviewing any materials that are presented or made available to students on their class roster.*

## Series 5000: Students, Curriculum, and Academic Matters

### 5700 Student Health and Safety

#### ***5714 Threat Assessment and Response***

The Board is committed to providing a safe environment for all members of the school community. Our commitment to security includes creating and maintaining a safe school climate and supportive culture as a foundation for preventing violence and mitigating risk. To further that commitment, the Board directs the Superintendent to develop and implement threat assessment protocols. Those threat assessment protocols must include training for individuals who administer threat assessments and framework for determining when a threat assessment should be used.

Date adopted:

Date revised:

**BRIGHTON AREA SCHOOLS  
Board of Education  
August 11, 2025**

**Report #25-86**

**For Future Action**

Subject:

MASB's 2025 Delegate Assembly Certify Your Delegates

Recommendation:

Certify Your Delegates

Rationale:

Facts/Statistics:

All delegates and alternates must be school board members. Only delegates and alternates named by your board may offer motions and vote on issues. However, all school board members may speak on the issues and participate in the debate.

All delegates must be certified by Friday, October 2, 2024.

District Goal Addressed:

- Communication
- Fiscal Integrity
- Student Achievement

**Motion**

Moved by:

Supported by:

To appoint Trustee \_\_\_\_\_ as the delegate and Trustee \_\_\_\_\_ as the alternate to represent the Brighton Board of Education at the 2025 MASB Delegate Assembly on Thursday, October 23, 2025 at 7PM at the Traverse Resort and Spa in Acme.

Voice Vote:

- Ayes
- Nays

**BRIGHTON AREA SCHOOLS**  
**Board of Education**  
**August 11, 2025**

**For Information**

Finance:

1. Bills for payment of July 3 – August 6, 2025.

**Check Register**  
Run Date: 07/09/2025

Brighton Public Schools

CheckNo	CkDate	Vendor	Name	PO #	Account	Description	Amount	CheckAmt
<b>REGULAR CHECKS</b>								
032699	07/09/25	13675	RYAN BANDY		21-321-7410-000-008-0000	YOUTH CAMP COACH	150.00	150.00
032700	07/09/25	13886	BRANNON WOODWARD		21-321-7410-000-008-0000	YOUTH CAMP COACH	150.00	150.00
032701	07/09/25	13896	CARDEN DUFFANY		21-321-7410-000-008-0000	7V7 FBALL LEAGUE	250.00	250.00
032702	07/09/25	13890	CARSON DINKELMANN		21-321-5990-000-029-0000	JUNE TOURNEY UMPIRE	495.00	495.00
032703	07/09/25	09080	CHAMPION FORCE ATHLETICS		21-137-3110-000-000-0000	SPRING CLASSES	13,760.50	13,760.50
032704	07/09/25	09670	CITY OF BRIGHTON		11-231-4910-000-000-0000	GRAD SECURITY	926.42	
					11-231-4910-000-000-0000	MEETING/PROM SECURIT	631.65	1,558.07
032705	07/09/25	09964	CLARK HILL P.L.C.		11-231-3170-000-000-0000	LEGAL SERVICE SE	292.50	
					11-231-3170-000-000-0000	SE LEGAL SERV	260.00	552.50
032706	07/09/25	10290	COHNS COMMERCIAL FLOOR COV	41927 C	11-261-6410-000-000-0000	CAFE FLOORING	126,225.00	126,225.00
032707	07/09/25	11871	DTE ENERGY		11-261-5520-000-000-0000	750 MAIN LITE 5/22-6	286.81	
					11-261-5520-000-000-0000	BECC ELECT 5/22-6/20	657.00	
					11-261-5520-001-000-0000	HAWK STREETLITE JUNE	338.98	
					11-261-5520-001-000-0000	HAWK ELECT 5/23-6/23	2,759.60	
					11-261-5520-021-000-0000	SCRN ELECT 5/23-6/23	5,164.80	
					11-261-5520-031-000-0000	BHS SIGN 5/28-6/26	60.87	
					11-261-5520-041-000-0000	BRIDGE ELECT 5/22-6/	1,970.98	
					11-261-5521-000-000-0000	TRNS ELECT 5/22-6/20	526.19	
					21-261-5520-002-000-0000	MILLER ELECT 5/22-6/	2,238.93	14,004.16
032708	07/09/25	13898	ERIN WENDRICK		21-321-7410-000-056-0000	MAY TOURNEYS	420.00	420.00
032709	07/09/25	27990	HICKEY LEADERSHIP GROUP	42567 C	11-221-3120-000-000-0000	6/23 COACHING	125.00	125.00
032710	07/09/25	13889	HOLDEN FISCHER		21-321-7410-000-008-0000	YOUTH BBALL COACH	150.00	150.00
032711	07/09/25	31580	IAN KINDER LLC		21-137-3110-000-000-0000	SELF DEFENSE CAMPS	2,664.00	
					21-137-3110-000-000-0000	SITTER SAFETY CLASSE	1,863.00	4,527.00
032712	07/09/25	13394	IKI INC		21-137-3110-000-000-0000	GUITAR LESSONS	49.00	49.00
032713	07/09/25	13893	JASON EISINGER		21-321-7410-000-008-0000	7V7 FBALL LEAGUE	250.00	250.00
032714	07/09/25	13445	JUSTICE FENCE ACQUISITION	42587 C	11-261-5992-000-000-0000	GATE REMOTES	280.00	280.00
032715	07/09/25	13899	LCR PRINTING		11-283-5990-000-000-7640	ESSENTIALS BOOKLETS	584.30	584.30
032716	07/09/25	13056	LEONARDS FOUNTAIN SPECIALTIE	42595 C	11-261-5991-000-000-0000	BULK CO2	100.00	100.00
032717	07/09/25	13891	LOGAN BERNER		21-321-5990-000-029-0000	JUNE TOURNEY UMPIRE	375.00	375.00
032718	07/09/25	13729	KELLI MCMULLEN		21-321-7410-000-008-0000	BEGINNER YOGA	768.00	768.00
032719	07/09/25	13729	KELLI MCMULLEN		21-321-7410-000-008-0000	BABY/TODDLER YOGA	1,150.20	1,150.20
032720	07/09/25	13777	MIDWEST CONTRACTING CO LLC		11-113-6410-031-000-0000	SCIENCE ROOM	46,696.19	46,696.19
032721	07/09/25	13657	SABRINA NAUSS		21-321-7410-000-008-0000	7V7 FBALL SCOREKEEPE	250.00	250.00
032722	07/09/25	13887	NICHOLAS BAYLERIAN		21-321-7410-000-008-0000	YOUTH CAMP COACH	75.00	75.00
032723	07/09/25	13263	PREMIER SECURITY SOLUTIONS		11-266-3190-001-000-2491	JUNE SECURITY	2,279.64	
					11-266-3190-004-000-2491	JUNE SECURITY	2,190.21	
					11-266-3190-005-000-2491	JUNE SECURITY	2,277.00	
					11-266-3190-006-000-2491	JUNE SECURITY	2,274.36	
					11-266-3190-031-000-2491	JUNE SECURITY	2,177.01	

**Check Register**

**Brighton Public Schools**

**Run Date: 07/09/2025**

CheckNo	CkDate	Vendor	Name	PO #	Account	Description	Amount	CheckAmt
					11-266-3190-041-000-2491	JUNE SECURITY	5,041.41	16,239.63
032724	07/09/25	13897	REED BLAKE-THOMAS		21-321-7410-000-008-0000	7V7 FBALL LEAGUE	250.00	250.00
032725	07/09/25	13895	RYAN JEDRUSIK		21-321-7410-000-008-0000	7V7 FBALL LEAGUE	250.00	250.00
032726	07/09/25	13427	LOGAN SANTANA		21-321-7410-000-008-0000	YOUTH CAMP COACH	225.00	225.00
032727	07/09/25	13630	SCHENA ROOFING AND SHEET MET	42604 C	11-261-4110-000-000-0000	ROOF REPAIR	1,147.05	
				42603 C	11-261-4110-000-000-0000	ROOF REPAIR	872.00	2,019.05
032728	07/09/25	59890	SCHOOL OUTFITTERS	42210 P	11-111-6420-005-000-0000	CHAIRS	881.94	881.94
032729	07/09/25	63575	SOUTH LYON COMMUNITY SCHOO		11-271-8220-000-000-0000	JUNE TRANSPORT	1,835.30	1,835.30
032730	07/09/25	13100	DIANE STEEH		21-391-4913-000-000-0000	SENIOR YOGA	1,207.50	1,207.50
032731	07/09/25	13359	TFSC		11-232-3190-000-000-0000	PUBLIC RELATIONS	100.00	100.00
032732	07/09/25	75885	TELOCIN GROUP	42590 C	11-261-4120-000-000-0000	GENERATOR INSPECT	550.00	
				42592 C	11-261-4120-000-000-0000	GENERATOR INSPECT	550.00	
				42593 C	11-261-4120-000-000-0000	GENERATOR INSPECT	500.00	
				42591 C	11-261-4120-000-000-0000	GENERATOR INSPECT	500.00	2,100.00
032733	07/09/25	76054	TRIPLE R CONSULTANTS	42589 C	11-284-4120-000-000-0000	E-RATE CONSULT	900.00	900.00
032734	07/09/25	13855	TRIST CREEK FLOORING	42307 P	11-261-6410-200-000-0000	BECC FLOORING	14,400.00	14,400.00
032735	07/09/25	84519	WASTE MANAGEMENT	42600 C	11-261-4125-000-000-0000	HAWK DUMPSTER	907.98	
				42601 C	11-261-4125-000-000-0000	BHS DUMPSTER	943.98	1,851.96
032736	07/09/25	84544	WATER TECH		11-261-4122-000-000-0000	WATER TESTING	144.00	144.00
032737	07/09/25	86245	WENGER CORP	42372 C	11-113-6410-031-000-0000	CHAIR CARTS	5,068.56	5,068.56
032738	07/09/25	13894	ZACHARY WATKINS		21-321-7410-000-008-0000	7V7 FBALL LEAGUE	250.00	250.00
032739	07/09/25	MSC55	KATIE DUNCAN		21-321-7410-000-012-0000	KATIE DUNCAN	175.00	175.00
032740	07/09/25	MSC55	SAM POTTS		21-321-7410-000-015-0000	SAM POTTS	240.00	240.00

**Sub Total: \$261,082.86**

**ACH CHECKS**

A09269	07/09/25	13825	ANDREW STOECKLE		21-137-3110-000-000-0000	TAE KWON DO	327.50	327.50
A09270	07/09/25	04178	ARCH ENVIRONMENTAL GROUP		11-261-4110-000-000-0000	MILLER AIR TESTING	1,265.00	1,265.00
A09271	07/09/25	06932	BLUE LAKES CHARTERS & TOURS		21-391-4910-000-000-0000	TRIP FINAL PAYMENT	1,356.00	1,356.00
A09272	07/09/25	05235	BSN SPORTS INC	42585 C	11-293-5990-000-008-0000	DRAWSTRING PACKS	503.50	
				42584 C	21-296-5991-000-004-0000	HOODIES & TEES	1,774.40	2,277.90
A09273	07/09/25	13624	CATHLEEN BURTON		21-137-3110-000-000-0000	WATERCOLOR CLASS	975.00	975.00
A09274	07/09/25	10760	CONSTELLATION NEW ENERGY LL		11-261-5510-000-000-0000	BECC GAS JUNE	95.32	
					11-261-5510-000-000-0000	LAUNDRY GAS JUNE	28.25	
					11-261-5510-001-000-0000	HAWK GAS JUNE	187.09	
					11-261-5510-004-000-0000	SPEN GAS JUNE	162.41	
					11-261-5510-005-000-0000	HRNG GAS JUNE	137.66	
					11-261-5510-006-000-0000	HILT GAS JUNE	183.58	
					11-261-5510-021-000-0000	SCRN GAS JUNE	74.12	
					11-261-5510-031-000-0000	CONCESS GAS JUNE	10.59	
					11-261-5510-031-000-0000	BHS GAS JUNE	790.72	

**Check Register**  
Run Date: 07/09/2025

CheckNo	CkDate	Vendor	Name	PO #	Account	Description	Amount	CheckAmt
					11-261-5510-041-000-0000	BRIDGE GAS JUNE	285.95	
					11-261-5510-121-000-0000	IPF GAS JUNE	74.12	
					11-261-5510-121-000-0000	MALT GAS JUNE	187.09	
					11-261-5511-000-000-0000	TRNS GAS JUNE	120.05	
					21-261-5510-002-000-0000	MILLER GAS JUNE	123.56	2,460.51
A09275	07/09/25	11808	D M BURR SECURITY		11-261-3150-000-000-0000	BANKCOURIER 6/26	80.77	80.77
A09276	07/09/25	34315	JOHN'S SANITATION	42606 C	11-261-4220-000-000-0000	PORTAJOHNS RENTAL	105.00	
				42596 C	11-261-4220-000-000-0000	PORTAJOHNS RENTAL	105.00	
				42597 C	11-261-4220-000-000-0000	PORTAJOHNS RENTAL	420.00	
				42608 C	11-261-4220-000-000-0000	PORTAJOHNS RENTAL	105.00	
				42607 C	11-261-4220-000-000-0000	PORTAJOHNS RENTAL	105.00	
				42605 C	11-261-4220-000-000-0000	PORTAJOHNS RENTAL	210.00	1,050.00
A09277	07/09/25	61925	JOHNSON CONTROLS FIRE PROTE	42598 C	11-261-4129-000-000-0000	SERVICE CALL	1,296.49	1,296.49
A09278	07/09/25	34750	KAUKAB LLC		21-137-3110-000-000-0000	LUNCH AND DOODLE	40.00	
					21-137-3110-000-000-0000	DYE AND SLIME CAMP	924.00	
					21-137-3110-000-000-0000	LEGO BRICK CAMP	1,419.00	2,383.00
A09279	07/09/25	37640	LIVINGSTON COUNTY MECHANICA	42588 C	11-261-4123-000-000-0000	HVAC 6/23-6/26	2,040.00	2,040.00
A09280	07/09/25	37672	LIVINGSTON EDUCATIONAL		11-113-5110-031-000-0000	MAY TRIP	212.25	
					11-113-5110-031-026-0000	JAN TRIP	1,383.60	
					11-127-5110-031-573-3440	APR TRIP	261.25	
					21-296-7920-031-000-0000	APR TRIP	268.95	2,126.05
A09281	07/09/25	13796	MAUREEN KIMMEL		21-137-3110-000-000-0000	CHARCUTERIE	408.00	408.00
A09282	07/09/25	44930	MICHIGAN VIRTUAL		11-111-3220-000-006-0000	SHARED TIME CONF	4,424.00	4,424.00
A09283	07/09/25	45710	MILLCRAFT PAPER COMPANY		11-127-5110-031-562-3440	COLOR PAPER	1,967.80	1,967.80
A09284	07/09/25	51360	NORTHLAND SERVICES LLC	42599 C	11-261-4124-000-000-0000	SCRN REPAIR	8,075.00	8,075.00
A09285	07/09/25	13638	LINDA POLO		21-137-3110-000-000-0000	STAINED GLASS CLASS	80.00	80.00
A09286	07/09/25	59742	DUKE SERVICES LLC	42586 C	11-261-4122-000-000-0000	PLUM 6/23-6/27	2,400.00	2,400.00
A09287	07/09/25	75670	THRUN, MAATSCH, AND NORDBER		11-231-3170-000-000-0000	NEGOTIATIONS SERVICE	4,592.00	
					11-231-3170-000-000-0000	LEGAL SERVE GENERAL	4,046.00	
					11-231-3170-000-000-0000	POLICY MANUAL SERVIC	2,750.00	11,388.00
A09288	07/09/25	76028	ARMOREX	42602 C	11-261-5992-000-000-0000	MAINT SUP	451.55	451.55
A09289	07/09/25	13423	WOODEN BRIDGE		21-137-3110-000-000-0000	COMEDY CLASSES	160.00	160.00
<b>Sub Total:</b>							<b>\$46,992.57</b>	
<b>Register Total:</b>							<b>\$308,075.43</b>	

Check Register

Run Date: 07/09/2025

CheckNo	CkDate	Vendor	Name	PO #	Account	Description	Amount	CheckAmt
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**Posting By Fund**

Fund Name	Amount
GENERAL FUND	\$272,562.89
SPEC REV - STUDENT ACTIVITY	\$2,043.35
COMMUNITY EDUCATION	\$33,469.19
<b>Total:</b>	<b>\$308,075.43</b>

**Posting To Detail Control Accounts**

Account	Description	Fund	Account Class	Acct. Charge
12-101-1000-000-000-0000	GENERAL FUND CHECKING	G	O	(308,075.43)
12-131-0000-000-000-0000	INTERFUND REC AP	G	K	35,512.54
12-402-0000-000-000-0000	A/P CONTROL - GF	G	D	272,562.89
22-402-0000-000-299-0000	A/P CONTROL STUDENT ACT	K	D	2,043.35
22-402-0000-000-300-0000	A/P CONTROL - CE	M	D	33,469.19
22-411-0000-000-000-0000	STUD ACTIVIT I/F	K	N	(2,043.35)
22-411-0000-000-300-0000	COMM ED I/F	M	N	(33,469.19)

Check Register  
 Run Date: 07/17/2025

CheckNo	CkDate	Vendor	Name	PO #	Account	Description	Amount	CheckAmt
<b>REGULAR CHECKS</b>								
032741	07/17/25	13903	ABIGAIL THOMAS		21-296-5991-000-014-0000	CAMP COACH	170.00	170.00
032742	07/17/25	13904	ANDREW WOO		21-296-5991-000-014-0000	CAMP COACH	60.00	60.00
032743	07/17/25	00393	AT&T		11-261-3412-000-000-0000	INTERNET JUNE	600.00	600.00
032744	07/17/25	13902	BRANDON LOWE		21-296-5991-000-015-0000	CAMP DIRECTOR	500.00	500.00
032745	07/17/25	13905	U S DEPARTMENT OF TREASURY		12-421-0000-000-000-0000	ARBITRAGE COMPLIANCE	40,932.37	40,932.37
032746	07/17/25	11871	DTE ENERGY		11-261-5520-121-000-0000	IPF ELECT 6/3-7/2	3,551.10	
					11-261-5521-000-000-0000	POLEBARN ELECT 6/4-7	37.15	3,588.25
032747	07/17/25	13735	DEANNE FERRELL		21-296-5991-000-014-0000	CAMP COACH	180.00	180.00
032748	07/17/25	32515	INDUSTRIAL COMMERCIAL STRIPIN	41950 C	11-261-4124-000-000-0000	PARKING LOT REPAIRS	41,731.00	41,731.00
032749	07/17/25	34795	KEIDER PAINTING CO	42520	11-261-6410-200-000-0000	HALL AND ROOM PAINTI	25,252.00	25,252.00
032750	07/17/25	13733	SABRINA MERTES		21-296-5991-000-014-0000	CAMP COACH	430.00	430.00
032751	07/17/25	13670	COLE ROONEY		21-296-5991-000-015-0000	CAMP DIRECTOR	500.00	500.00
032752	07/17/25	13767	STEALTH LACROSSE CLUB		21-321-7410-000-008-0000	LAX SKILLS CAMP	3,060.00	3,060.00
032753	07/17/25	80430	UNIVERSITY TRANSLATORS		11-122-3190-121-160-0000	TRANSLATOR	275.32	275.32
Sub Total:							\$117,278.94	
<b>ACH CHECKS</b>								
A09290	07/17/25	06932	BLUE LAKES CHARTERS & TOURS		21-296-5991-000-004-0000	7/11 FBALL TRIP	5,420.00	5,420.00
A09291	07/17/25	05235	BSN SPORTS INC		11-293-5990-000-013-0000	GRAPPLERS	1,600.00	
					21-296-5991-000-013-0000	GRAPPLERS	875.00	2,475.00
A09292	07/17/25	37127	LINDHOUT ASSOCIATES		11-113-6410-031-000-0000	BHS SCIENCE LABS	541.70	
					11-261-6410-200-000-0000	BECC CONSTR	10,968.50	
					11-271-8221-000-000-0000	TRNS CONSTR	2,723.50	14,233.70
A09293	07/17/25	37672	LIVINGSTON EDUCATIONAL		11-122-8220-121-140-0000	HOMEBOUND 4TH QTR	2,796.46	
					11-127-8210-031-000-0000	COSMET 4TH QTR	825.00	
					11-219-8290-000-000-0000	CASH MATCH 24/25	6,983.00	
					11-232-3190-000-000-0000	CPR TRAINING 24/25	100.00	
					11-261-5710-000-000-0000	OPS FUEL 4TH QTR	7,843.21	
					11-284-4120-000-000-0000	AMCOMM INVOICES	4,058.50	
					11-284-8220-000-000-0000	DATA PROC 24/25	219,141.10	
					21-271-5710-000-000-0000	SC FUEL 4TH QTR	529.22	
					21-297-4130-000-000-0000	FS FUEL 4TH QTR	537.29	242,813.78
A09294	07/17/25	13246	SPENCE BROTHERS		11-111-6420-005-000-0000	HRNG PARTITION	10,890.00	10,890.00
A09295	07/17/25	81465	VERIZON WIRELESS		11-261-3410-000-000-0000	BECC CELLPHONES 6/23	317.68	
					11-261-3410-000-000-0000	OPS CELLPHONE 6/23	89.60	
					11-261-3410-004-000-0000	SPEN CELLPHONE 6/23	48.58	
					11-261-3410-005-000-0000	HRNG CELLPHONE 6/23	48.58	
					11-261-3410-021-000-0000	SCRN CELLPHONE 6/23	48.58	
					11-261-3410-031-000-0000	BHS CELLPHONE 6/23	48.58	
					11-261-3410-121-000-0000	MALT CELLPHONE 6/23	48.58	

Check Register  
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CheckNo	CkDate	Vendor	Name	PO #	Account	Description	Amount	CheckAmt
					11-261-3412-000-000-0000	TECH CELLPHONES 6/23	95.26	
					11-293-3410-000-000-0000	ATHL CELLPHONE 6/23	46.68	
					21-261-3410-002-000-0000	CE CELLPHONE 6/23	18.12	
					21-297-3410-000-000-0000	FS CELLPHONE 6/23	54.54	864.78
Sub Total:							\$276,697.26	
Register Total:							\$393,976.20	

CheckNo	CkDate	Vendor	Name	PO #	Account	Description	Amount	CheckAmt
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Posting By Fund

Fund Name	Amount
CAFETERIA FUND	\$591.83
GENERAL FUND	\$381,642.03
SPEC REV - STUDENT ACTIVITY	\$8,135.00
COMMUNITY EDUCATION	\$3,607.34
<b>Total:</b>	<b>\$393,976.20</b>

Posting To Detail Control Accounts

Account	Description	Fund	Account Class	Acct. Charge
12-101-1000-000-000-0000	GENERAL FUND CHECKING	G	O	(393,976.20)
12-131-0000-000-000-0000	INTERFUND REC AP	G	K	12,334.17
12-402-0000-000-000-0000	A/P CONTROL - GF	G	D	381,642.03
22-402-0000-000-297-0000	A/P CONTROL - FS	C	D	591.83
22-402-0000-000-299-0000	A/P CONTROL STUDENT ACT	K	D	8,135.00
22-402-0000-000-300-0000	A/P CONTROL - CE	M	D	3,607.34
22-411-0000-000-000-0000	STUD ACTIVIT I/F	K	N	(8,135.00)
22-411-0000-000-297-0000	FOOD SERVICE I/F	C	N	(591.83)
22-411-0000-000-300-0000	COMM ED I/F	M	N	(3,607.34)

Check Register  
 Run Date: 07/22/2025

CheckNo	CkDate	Vendor	Name	PO #	Account	Description	Amount	CheckAmt
<b>REGULAR CHECKS</b>								
032754	07/22/25	01630	AMERICAN AWARDS &	42615 C	21-296-7920-031-000-0000	STUDENT AWARDS	66.00	66.00
032755	07/22/25	09076	CHAMPION CHEERLEADING	42630 C	21-296-5991-000-011-0000	ALMA CAMPS	20,195.00	20,195.00
032756	07/22/25	09076	CHAMPION CHEERLEADING	42639 C	21-296-5991-000-001-0000	ELITE CAMP	13,820.00	13,820.00
032757	07/22/25	11871	DTE ENERGY		11-261-5520-005-000-0000	HRNG ELECT 6/10-7/10	1,097.04	
					11-261-5520-031-000-0000	BHS ELECT 6/10-7/10	8,319.85	
					11-261-5520-121-000-0000	MALT ELECT 6/10-7/10	3,291.10	12,707.99
032758	07/22/25	25563	LYNN W GREGG	42616 C	21-296-7920-031-000-0000	SENIOR PICTURES	925.00	925.00
032759	07/22/25	13906	JOSHUA METZ		21-321-7410-000-014-0000	JUNE CAMP COACH	150.00	150.00
032760	07/22/25	13039	KBE USA INVESTMENTS	42637 C	21-296-5991-000-024-0000	BANNERS	200.00	200.00
032761	07/22/25	13900	KRISTIN HATEM	42636 C	21-296-5991-000-004-0000	ATHL TRAINING	500.00	500.00
032762	07/22/25	13137	LINDE GAS & EQUIPMENT	42625 C	11-127-5110-031-550-3440	SHOP GAS	176.35	176.35
032763	07/22/25	37663	LIVINGSTON CTY SHERIFF		11-266-1660-021-000-2440	JUNE SRO	7,500.00	7,500.00
032764	07/22/25	46200	MITCHELL REPAIR INFORMATION C	42624 C	11-127-5110-031-550-3440	JULY BILLING	112.42	112.42
032765	07/22/25	65710	STATE OF MICHIGAN	42635 C	11-252-7410-000-000-0000	RENEW 027977	293.55	293.55
032766	07/22/25	13776	THE CERAMIC SHOP		11-111-5110-000-006-0000	CCHS SUPPLIES	386.34	
					11-111-5110-000-006-0000	GCHS SUPPLIES	970.00	1,356.34
032767	07/22/25	75800	ALISON TINSLEY	42631 C	21-296-5991-000-011-0000	WIXOM CAMP	3,375.00	3,375.00
032768	07/22/25	MSC35	ALICIA MOBLEY		20-161-0000-000-000-0000	ALICIA MOBLEY	20.00	20.00
032769	07/22/25	MSC35	AMBER HOLLIS		20-161-0000-000-000-0000	AMBER HOLLIS	52.90	52.90
032770	07/22/25	MSC35	ANN ESPINOZA		20-161-0000-000-000-0000	ANN ESPINOZA	12.75	12.75
032771	07/22/25	MSC35	ANTHONY SANTANA		20-161-0000-000-000-0000	ANTHONY SANTANA	23.00	23.00
032772	07/22/25	MSC35	CARLY GRONOW		20-161-0000-000-000-0000	CARLY GRONOW	64.00	64.00
032773	07/22/25	MSC35	CAROL HUDECEK		20-161-0000-000-000-0000	CAROL HUDECEK	30.29	30.29
032774	07/22/25	MSC35	CYNDI KLUCHARICH		20-161-0000-000-000-0000	CYNDI KLUCHARICH	18.75	18.75
032775	07/22/25	MSC35	DANA CASTEEL		20-161-0000-000-000-0000	DANA CASTEEL	22.25	22.25
032776	07/22/25	MSC35	DANIELLE KELLER		20-161-0000-000-000-0000	DANIELLE KELLER	25.00	25.00
032777	07/22/25	MSC35	DENISE MEIER		20-161-0000-000-000-0000	DENISE MEIER	12.25	12.25
032778	07/22/25	MSC35	ERIKA WITTE		20-161-0000-000-000-0000	ERIKA WITTE	10.25	10.25
032779	07/22/25	MSC35	HELEN NGUYEN		20-161-0000-000-000-0000	HELEN NGUYEN	129.85	129.85
032780	07/22/25	MSC35	JAMES STASZAK		20-161-0000-000-000-0000	JAMES STASZAK	35.25	35.25
032781	07/22/25	MSC35	JAMIE LANTIS		20-161-0000-000-000-0000	JAMIE LANTIS	11.10	11.10
032782	07/22/25	MSC35	JANELLE KELLER		20-161-0000-000-000-0000	JANELLE KELLER	23.15	23.15
032783	07/22/25	MSC35	JENNAFAR PRAIN		20-161-0000-000-000-0000	JENNAFAR PRAIN	45.25	45.25
032784	07/22/25	MSC35	JERI WILEY		20-161-0000-000-000-0000	JERI WILEY	89.50	89.50
032785	07/22/25	MSC35	JEROME DORLACK		20-161-0000-000-000-0000	JEROME DORLACK	13.25	13.25
032786	07/22/25	MSC35	KELLY LAMBERJACK		20-161-0000-000-000-0000	KELLY LAMBERJACK	32.55	32.55
032787	07/22/25	MSC35	KEVIN STORCH		20-161-0000-000-000-0000	KEVIN STORCH	35.00	35.00
032788	07/22/25	MSC35	KIMBERLY LEWANDOWSKI		20-161-0000-000-000-0000	KIMBERLY LEWANDOWSKI	16.50	16.50
032789	07/22/25	MSC35	KOSAI SHAMOON		20-161-0000-000-000-0000	KOSAI SHAMOON	11.00	11.00
032790	07/22/25	MSC35	KRISTIN WILSON		20-161-0000-000-000-0000	KRISTIN WILSON	20.00	20.00

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CheckNo	CkDate	Vendor	Name	PO #	Account	Description	Amount	CheckAmt
032791	07/22/25	MSC35	LAURA HUTTON		20-161-0000-000-000-0000	LAURA HUTTON	249.25	249.25
032792	07/22/25	MSC35	LAUREN RACEY		20-161-0000-000-000-0000	LAUREN RACEY	85.50	85.50
032793	07/22/25	MSC35	LISA GARCIA		20-161-0000-000-000-0000	LISA GARCIA	15.75	15.75
032794	07/22/25	MSC35	LISA JESME		20-161-0000-000-000-0000	LISA JESME	55.50	55.50
032795	07/22/25	MSC35	LISA LLOYD		20-161-0000-000-000-0000	LISA LLOYD	23.75	23.75
032796	07/22/25	MSC35	MEGAN MARTTILA		20-161-0000-000-000-0000	MEGAN MARTTILA	20.75	20.75
032797	07/22/25	MSC35	MELANIE DOUBLE		20-161-0000-000-000-0000	MELANIE DOUBLE	10.75	10.75
032798	07/22/25	MSC35	MELISSA SANGER		20-161-0000-000-000-0000	MELISSA SANGER	11.00	11.00
032799	07/22/25	MSC35	MICHELLE HAYOSH		20-161-0000-000-000-0000	MICHELLE HAYOSH	63.50	63.50
032800	07/22/25	MSC35	NICALAS MORRIS		20-161-0000-000-000-0000	NICALAS MORRIS	30.75	30.75
032801	07/22/25	MSC35	NIKKI HARPER		20-161-0000-000-000-0000	NIKKI HARPER	18.75	18.75
032802	07/22/25	MSC35	PAULINE WRIGHT		20-161-0000-000-000-0000	PAULINE WRIGHT	31.25	31.25
032803	07/22/25	MSC35	SARA MERIWEATHER		20-161-0000-000-000-0000	SARA MERIWEATHER	10.50	10.50
032804	07/22/25	MSC35	SHERRI OSTERMAN		20-161-0000-000-000-0000	SHERRI OSTERMAN	19.50	19.50
032805	07/22/25	MSC35	SUZANNE OKEEFE		20-161-0000-000-000-0000	SUZANNE OKEEFE	52.50	52.50
032806	07/22/25	MSC35	TODD SOLGAT		20-161-0000-000-000-0000	TODD SOLGAT	13.75	13.75
032807	07/22/25	MSC35	ZSOMBOR NEMETH		20-161-0000-000-000-0000	ZSOMBOR NEMETH	36.25	36.25

Sub Total: \$62,880.49

ACH CHECKS

A09296	07/22/25	13650	DIRECT ENERGY BUSINESS LLC		11-261-5510-005-000-0000	HRNG ELECT JUNE	2,265.08	
					11-261-5510-121-000-0000	MALT ELECT JUNE	6,795.25	
					11-261-5520-000-000-0000	BECC ELECT JUNE	620.60	
					11-261-5520-001-000-0000	HAWK ELECT JUNE	2,614.50	
					11-261-5520-004-000-0000	SPEN ELECT JUNE	2,640.23	
					11-261-5520-006-000-0000	HILT ELECT JUNE	2,720.70	
					11-261-5520-021-000-0000	SCRN ELECT JUNE	5,026.85	
					11-261-5520-031-000-0000	BHS ELECT JUNE	29,217.10	
					11-261-5520-041-000-0000	BRIDGE ELECT JUNE	1,861.79	
					11-261-5521-000-000-0000	TRNS ELECT JUNE	374.21	
					21-261-5520-002-000-0000	MILLER ELECT JUNE	2,092.09	56,228.40
A09297	07/22/25	22710	GATEWAY EDUCATION HOLDINGS L	42581 C	11-221-5990-000-000-2820	MVLIT25	21,200.00	21,200.00
A09298	07/22/25	37640	LIVINGSTON COUNTY MECHANICA	42632 C	11-261-4123-000-000-0000	HVAC 7/7-7/10	2,160.00	
				42629 C	11-261-4123-000-000-0000	HVAC 6/30-7/3	1,920.00	
					11-261-4123-000-000-0000	HVAC 7/14-7/19	2,340.00	6,420.00
A09299	07/22/25	37672	LIVINGSTON EDUCATIONAL		11-113-5110-031-038-0000	MARCH TRIP	490.60	
					11-113-5110-031-039-0000	MARCH TRIP	241.90	
					11-113-5110-031-040-0000	MARCH TRIP	393.50	
					11-113-5990-031-000-3490	MARCH TRIP	188.40	
					11-113-5990-031-000-3490	MARCH TRIP	641.70	
					11-127-5110-031-550-3440	MARCH TRIP	170.45	

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CheckNo	CkDate	Vendor	Name	PO #	Account	Description	Amount	CheckAmt
					11-127-5110-031-573-3440	MARCH TRIP	209.45	
					11-127-5110-031-573-3440	MARCH TRIP	185.90	
					11-271-8221-000-000-0000	DIST SHUTTLES	316.12	
					11-271-8221-000-000-0000	DIST SHUTTLES	737.80	
					11-271-8221-000-000-0000	DIST SHUTTLES	1,096.45	
					11-293-4920-000-000-0000	MAY TRIPS	2,479.87	
					11-293-4920-000-000-0000	APR TRIPS	3,078.35	
					11-293-4920-000-000-0000	SEPT TRIPS	1,239.90	
					11-293-4920-000-000-0000	MARCH TRIPS	281.15	
					21-296-7920-001-000-0000	MARCH TRIPS	456.80	
					21-296-7920-001-000-0000	OCT TRIPS	384.40	
					21-296-7920-001-000-0000	NOV TRIPS	233.85	
					21-296-7920-001-000-0000	FEB TRIP	343.10	
					21-296-7920-001-000-0000	MAY TRIPS	669.10	
					21-296-7920-004-000-0000	NOV TRIPS	943.55	
					21-296-7920-004-000-0000	OCT TRIPS	555.75	
					21-296-7920-004-000-0000	MAY TRIPS	762.65	
					21-296-7920-004-000-0000	FEB TRIPS	354.15	
					21-296-7920-005-000-0000	OCT TRIPS	255.25	
					21-296-7920-005-000-0000	JAN TRIPS	167.90	
					21-296-7920-005-000-0000	FEB SHUTTLE	56.00	
					21-296-7920-005-000-0000	APR TRIPS	163.15	
					21-296-7920-005-000-0000	FEB TRIPS	362.15	
					21-296-7920-005-000-0000	MAY TRIPS	1,926.15	
					21-296-7920-006-000-0000	MARCH TRIPS	345.65	
					21-296-7920-006-000-0000	APR TRIPS	373.15	
					21-296-7920-006-000-0000	FEB TRIP	361.90	
					21-296-7920-006-000-0000	MAY TRIPS	1,464.45	
					21-296-7920-031-000-0000	CREDIT	(1,383.60)	
					21-296-7920-041-000-0000	APR TRIPS	627.95	
					21-296-7920-121-000-0000	APR TRIPS	99.70	
					21-296-7920-121-000-0000	MAY TRIPS	643.20	
					21-296-7920-121-000-0000	MARCH TRIPS	598.10	
					21-296-7920-121-300-0000	CAMP TRIPS	4,826.50	
					21-351-4910-000-000-0000	MARCH FS TRIP	206.95	27,549.44
A09300	07/22/25	38604	MANER COSTERISAN PC	42627 C	11-231-3180-000-000-0000	FY 25 PRE-AUDIT WORK	11,000.00	11,000.00
A09301	07/22/25	51360	NORTHLAND SERVICES LLC		11-261-4124-000-000-0000	MONTHLY MAINT	27,000.00	27,000.00
A09302	07/22/25	59924	SCHOOL SPECIALTY LLC		11-111-5110-000-006-0000	SHEP LAKES SUPPLIES	493.19	
					11-111-5110-000-006-0000	SHEP LAKES SUPPLIES	143.21	636.40
A09303	07/22/25	59742	DUKE SERVICES LLC	42628 C	11-261-4122-000-000-0000	PLUM 6/30-7/3	1,800.00	
				42634 C	11-261-4122-000-000-0000	PLUM 7/14-7/18	2,520.00	

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CheckNo	CkDate	Vendor	Name	PO #	Account	Description	Amount	CheckAmt
					11-261-4122-000-000-0000	PLUM 7/9-7/13	2,220.00	6,540.00
A09304	07/22/25	84583	WAYNE COUNTY REGIONAL	42609 C	11-222-4120-001-000-0000	LIB MANAGER	1,372.60	
				42609 C	11-222-4120-004-000-0000	LIB MANAGER	1,372.60	
				42609 C	11-222-4120-005-000-0000	LIB MANAGER	1,372.60	
				42609 C	11-222-4120-006-000-0000	LIB MANAGER	1,372.60	
				42609 C	11-222-4120-021-000-0000	LIB MANAGER	1,372.60	
				42609 C	11-222-4120-031-000-0000	LIB MANAGER	676.53	
				42609 C	11-222-4120-121-000-0000	LIB MANAGER	1,372.60	8,912.13
Sub Total:							\$165,486.37	
Register Total:							\$228,366.86	

CheckNo	CkDate	Vendor	Name	PO #	Account	Description	Amount	CheckAmt
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Posting By Fund

Fund Name	Amount
CAFETERIA FUND	\$1,502.84
GENERAL FUND	\$169,743.03
SPEC REV - STUDENT ACTIVITY	\$54,671.95
COMMUNITY EDUCATION	\$2,449.04
<b>Total:</b>	<b>\$228,366.86</b>

Posting To Detail Control Accounts

Account	Description	Fund	Account Class	Acct. Charge
12-101-1000-000-000-0000	GENERAL FUND CHECKING	G	O	(228,366.86)
12-131-0000-000-000-0000	INTERFUND REC AP	G	K	58,623.83
12-402-0000-000-000-0000	A/P CONTROL - GF	G	D	169,743.03
22-402-0000-000-297-0000	A/P CONTROL - FS	C	D	1,502.84
22-402-0000-000-299-0000	A/P CONTROL STUDENT ACT	K	D	54,671.95
22-402-0000-000-300-0000	A/P CONTROL - CE	M	D	2,449.04
22-411-0000-000-000-0000	STUD ACTIVIT I/F	K	N	(54,671.95)
22-411-0000-000-297-0000	FOOD SERVICE I/F	C	N	(1,502.84)
22-411-0000-000-300-0000	COMM ED I/F	M	N	(2,449.04)

Check Register  
 Run Date: 07/24/2025

CheckNo	CkDate	Vendor	Name	PO #	Account	Description	Amount	CheckAmt
<b>REGULAR CHECKS</b>								
032808	07/24/25	13658	CORRIGAN CONSTRUCTION LLC		11-261-6410-200-000-0000	BECC RENOVATION	134,527.50	134,527.50
032809	07/24/25	13677	GEORGIA GILL		21-321-3115-000-008-0000	LAX INSTRUCTOR	690.00	690.00
032810	07/24/25	13678	CECELIA MAINHARDT		21-321-3115-000-008-0000	LAX INSTRUCTOR	690.00	690.00
032811	07/24/25	55308	QUICK SILVER MARKETING		21-321-5990-000-013-0000	TEAM SOCKS	1,680.90	
					21-321-5990-000-026-0000	TRAVEL TEAM SOCKS	2,360.00	4,040.90
032812	07/24/25	83550	MARK WARREN		21-321-3115-000-008-0000	SOCCER INSTRUCTOR	9,450.00	9,450.00
Sub Total:							\$149,398.40	
<b>ACH CHECKS</b>								
A09305	07/24/25	13547	CAPITAL CONSULTANTS INC		11-112-6420-021-000-0000	CAFE FLOOR	194.36	
					11-113-6410-031-000-0000	BHS SCIENCE ROOM	304.26	498.62
A09306	07/24/25	18952	EXECUTIVE ENERGY		11-261-4128-000-000-0000	ENERGY MNGT JUNE	500.00	500.00
A09307	07/24/25	37672	LIVINGSTON EDUCATIONAL		11-271-8221-000-000-0000	DIST SHUTTLES	520.00	
					11-271-8221-000-000-0000	SE TRANSPORT 2ND HAL	47,792.29	
					11-271-8221-000-000-0000	RTC FINAL BIL	14,523.30	
					11-284-8221-000-000-0000	TECH CONSORT APR-JUN	81,194.09	
					21-296-7920-001-000-0000	JUNE TRIPS	1,031.35	
					21-296-7920-004-000-0000	JUNE TRIPS	399.65	
					21-296-7920-021-000-0000	JUNE TRIPS	2,381.70	
					21-296-7920-121-000-0000	JUNE TRIPS	1,164.80	
					21-351-4910-000-000-0000	JUNE TRIPS	3,056.45	152,063.63
A09308	07/24/25	75928	TOWN CENTER INC		21-297-4120-000-000-0000	REP MALTBY HOTSIDE	920.00	920.00
Sub Total:							\$153,982.25	
Register Total:							\$303,380.65	

CheckNo	CkDate	Vendor	Name	PO #	Account	Description	Amount	CheckAmt
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Posting By Fund

Fund Name	Amount
CAFETERIA FUND	\$920.00
GENERAL FUND	\$279,555.80
SPEC REV - STUDENT ACTIVITY	\$4,977.50
COMMUNITY EDUCATION	\$17,927.35
<b>Total:</b>	<b>\$303,380.65</b>

Posting To Detail Control Accounts

Account	Description	Fund	Account Class	Acct. Charge
12-101-1000-000-000-0000	GENERAL FUND CHECKING	G	O	(303,380.65)
12-131-0000-000-000-0000	INTERFUND REC AP	G	K	23,824.85
12-402-0000-000-000-0000	A/P CONTROL - GF	G	D	279,555.80
22-402-0000-000-297-0000	A/P CONTROL - FS	C	D	920.00
22-402-0000-000-299-0000	A/P CONTROL STUDENT ACT	K	D	4,977.50
22-402-0000-000-300-0000	A/P CONTROL - CE	M	D	17,927.35
22-411-0000-000-000-0000	STUD ACTIVIT I/F	K	N	(4,977.50)
22-411-0000-000-297-0000	FOOD SERVICE I/F	C	N	(920.00)
22-411-0000-000-300-0000	COMM ED I/F	M	N	(17,927.35)

Check Register  
 Run Date: 07/28/2025

CheckNo	CkDate	Vendor	Name	PO #	Account	Description	Amount	CheckAmt	
<b>REGULAR CHECKS</b>									
032813	07/28/25	13908	KATELYN DARKANGELO		21-321-3220-000-007-0000	COACH COURSE TRAININ	499.00	499.00	
032814	07/28/25	66424	STENGER & STENGER PC		12-451-0500-000-000-0000	GARNISH W/H 07/11/25	245.23		
					12-451-0500-000-000-0000	GARNISH W/H 07/25/25	255.61	500.84	
Sub Total:							<b>\$999.84</b>		
<b>ACH CHECKS</b>									
A09309	07/28/25	13748	ABIGAIL KISSEL		21-321-3110-000-007-0000	IPF SUPERVISOR	150.00		
					21-321-3110-000-007-0000	IPF SUPERVISOR	75.00	225.00	
A09310	07/28/25	10069	CLEAR RATE COMMUNICATIONS IN		11-261-3410-001-000-0000	HAWK PHONES 7/23	212.05		
					11-261-3410-004-000-0000	SPEN PHONES 7/23	212.05		
					11-261-3410-005-000-0000	HRNG PHONES 7/23	204.10		
					11-261-3410-006-000-0000	HILT PHONES 7/23	212.05		
					11-261-3410-021-000-0000	SCRN PHONES 7/23	294.23		
					11-261-3410-031-000-0000	BHS PHONES 7/23	927.74		
					11-261-3410-121-000-0000	MALT PHONES 7/23	296.88		
					11-261-3411-000-000-0000	TRNS PHONES 7/23	45.08		
					11-261-3412-000-000-0000	TECH PHONES 7/23	164.34		
					21-261-3410-002-000-0000	MILL PHONES 7/23	212.05	2,780.57	
Sub Total:							<b>\$3,005.57</b>		
Register Total:							<b>\$4,005.41</b>		

CheckNo	CkDate	Vendor	Name	PO #	Account	Description	Amount	CheckAmt
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Posting By Fund

Fund Name	Amount
GENERAL FUND	\$3,069.36
COMMUNITY EDUCATION	\$936.05
<b>Total:</b>	<b>\$4,005.41</b>

Posting To Detail Control Accounts

Account	Description	Fund	Account Class	Acct. Charge
12-101-1000-000-000-0000	GENERAL FUND CHECKING	G	O	(4,005.41)
12-131-0000-000-000-0000	INTERFUND REC AP	G	K	936.05
12-402-0000-000-000-0000	A/P CONTROL - GF	G	D	3,069.36
22-402-0000-000-300-0000	A/P CONTROL - CE	M	D	936.05
22-411-0000-000-300-0000	COMM ED I/F	M	N	(936.05)

CheckNo	CkDate	Vendor	Name	PO #	Account	Description	Amount	CheckAmt
<b>REGULAR CHECKS</b>								
032815	08/01/25	13909	ACRISURE MIDWEST PARTNERS		11-283-3190-000-000-0000	HR CONSULTING	1,000.00	1,000.00
032816	08/01/25	00396	AT&T/LEC SERVICES BILL		11-261-3412-000-000-0000	LEC ACCESS/RENT	21.12	21.12
032817	08/01/25	13675	RYAN BANDY		21-321-3115-000-008-0000	BBALL CAMP COACH	202.50	202.50
032818	08/01/25	06150	BEECHWOOD LLC	42677 C	11-261-4124-000-000-0000	TREE REMOVAL/CLEANUP	3,000.00	3,000.00
032819	08/01/25	13913	BEN HOLSTER		21-321-3115-000-008-0000	BBALL CAMP COACH	202.50	202.50
032820	08/01/25	07419	BRIGHTON TOWNSHIP		11-259-7911-000-000-0000	2025 SUMMER TAX COLL	2,853.00	2,853.00
032821	08/01/25	13438	BTUCK CHOREOGRAPHY LLC	42662 C	21-296-5991-000-012-0000	TEAM CHOREOGRAPHY	10,450.00	10,450.00
032822	08/01/25	13124	BULLSEYE PEST SOLUTIONS	42672 C	11-261-4125-000-000-0000	PEST CONTROL	650.00	650.00
032823	08/01/25	09670	CITY OF BRIGHTON		11-259-7911-000-000-0000	SUMMER TAX COLLECT 2	2,973.00	2,973.00
032824	08/01/25	10290	COHNS COMMERCIAL FLOOR COV		11-261-6410-000-000-0000	HORNUNG OFFICE UPGRA	8,375.00	8,375.00
032825	08/01/25	11060	CORRIGAN OIL COMPANY	42649 C	11-261-5992-000-000-0000	TANK FILTER	766.00	766.00
032826	08/01/25	13448	DATA DELIVERY SERVICE		21-297-4120-000-000-0000	REP HOOD	595.00	
					21-297-4120-000-000-0000	REP HOOD	595.00	1,190.00
032827	08/01/25	11871	DTE ENERGY		11-261-5520-000-000-0000	BECC ELECT 6/21-7/23	857.09	
					11-261-5520-000-000-0000	750 MAIN LITE 6/21-7	272.13	
					11-261-5520-004-000-0000	SPEN ELECT 6/19-7/18	3,170.06	
					11-261-5520-006-000-0000	HILT ELECT 6/18-7/17	2,922.30	
					11-261-5520-041-000-0000	BRIDGE ELECT 6/21-7/	2,571.28	
					11-261-5521-000-000-0000	TRNS ELECT 6/21-7/23	554.96	
					21-261-5520-002-000-0000	MILLER ELECT 6/21-7/	3,435.20	13,783.02
032828	08/01/25	11875	DTE ENERGY CO		11-261-3412-000-000-0000	POLERENTAL QTRLY	336.64	336.64
032829	08/01/25	13910	EDUCATION POTENTIAL LLC		21-351-4910-000-000-0000	SUMMER TRIP	1,143.00	1,143.00
032830	08/01/25	13308	ENERCO CORPORATION	42671 C	11-261-4122-000-000-0000	SERVICE CALL	150.00	150.00
032831	08/01/25	13170	FEDERAL IRRIGATION SUPPLY INC	42682 C	11-261-5994-000-000-0000	3 PHASE PUMP	2,400.00	2,400.00
032832	08/01/25	13287	GENEVA SCIENTIFIC	42676 C	11-261-5992-000-000-0000	STEEL 35 GALLON CANS	7,993.75	7,993.75
032833	08/01/25	22890	GENOA TOWNSHIP		11-259-7911-000-000-0000	TAX COLLECT FEE	1,185.00	1,185.00
032834	08/01/25	27112	HARTLAND SEPTIC	42417	11-261-4122-000-000-0000	2025 SUMMER CLEANING	24,990.00	24,990.00
032835	08/01/25	28680	HILTON ELEMENTARY PTO		21-331-3512-000-000-0000	HOUND SPONSOR	500.00	500.00
032836	08/01/25	13889	HOLDEN FISCHER		21-321-3115-000-008-0000	BBALL CAMP COACH	202.50	202.50
032837	08/01/25	31642	IDN-HARDWARE SALES INC	42675 C	11-261-5992-000-000-0000	LOCKS	81.50	81.50
032838	08/01/25	32515	INDUSTRIAL COMMERCIAL STRIPIN		11-261-4124-000-000-0000	PAINT HANDICAP SPOTS	2,215.00	2,215.00
032839	08/01/25	13747	JACOB WILLIAMS		21-321-3110-000-007-0000	IPF SUPERVISOR	75.00	75.00
032840	08/01/25	13911	JEREMY NAUSS		21-321-7410-000-008-0000	7V7 REFEREE	250.00	250.00
032841	08/01/25	13906	JOSHUA METZ		21-321-3115-000-008-0000	BBALL CAMP COACH	202.50	202.50
032842	08/01/25	13914	KENNETH WAY		21-321-7410-000-012-0000	TOURNEY UMPIRE	330.00	330.00
032843	08/01/25	13879	KIMBERLY HUBERT	42644 C	11-226-3190-000-000-0000	ONLINE LEARNING TUTO	703.13	703.13
032844	08/01/25	35832	KONE INC		11-261-4129-000-000-0000	FY 26 MAINT CONTRACT	33,759.93	33,759.93
032845	08/01/25	20144	LANG CO. LLC		11-261-4110-000-000-0000	WINDOWS TRANSP	70.00	
					11-261-4110-000-000-0000	WINDOWS SPENCER	350.00	420.00
032846	08/01/25	42705	MICH ASSN OF SCHOOL		11-231-7410-000-000-0000	FY 26 MEMBERSHIP	10,538.47	10,538.47

Check Register  
 Run Date: 08/01/2025

CheckNo	CkDate	Vendor	Name	PO #	Account	Description	Amount	CheckAmt
032847	08/01/25	43700	MICHIGAN INTERPRETING SERV	42663 C	11-249-5910-031-000-0000	GRAD INTERPRETING	772.90	772.90
032848	08/01/25	13887	NICHOLAS BAYLERIAN		21-321-3115-000-008-0000	BBALL CAMP COACH	202.50	202.50
032849	08/01/25	51363	NORTHVILLE PUBLIC	42656 C	11-113-7410-031-000-0000	KLAA DUES FY 26	1,500.00	1,500.00
032850	08/01/25	13162	PEOPLE DRIVEN TECHNOLOGY, IN	42580 C	11-284-6420-000-000-0000	DELL PRO COMPUTERS	3,721.65	3,721.65
032851	08/01/25	13591	PRO BILLIARDS POOL TABLE SERVI		21-391-7910-000-000-0000	MOVE POOL TABLE	1,000.00	1,000.00
032852	08/01/25	55308	QUICK SILVER MARKETING		21-321-5990-000-012-0000	SUMMER 2025 SHIRTS	536.00	
					21-321-5990-000-013-0000	SUMMER SHIRTS	823.62	
					21-321-5990-000-026-0000	FALL 2025 SHIRTS	220.52	1,580.14
032853	08/01/25	13912	SAMUEL INGE		21-321-3115-000-008-0000	BBALL CAMP COACH	202.50	202.50
032854	08/01/25	58728	SANI-VAC SERVICE INC	42653 C	11-261-4129-000-000-0000	KITCHEN DUCT CLEANIN	2,300.00	2,300.00
032855	08/01/25	13427	LOGAN SANTANA		21-321-3115-000-008-0000	BBALL CAMP COACH	202.50	202.50
032856	08/01/25	59890	SCHOOL OUTFITTERS	42210	11-111-6420-005-000-0000	STORAGE CABINETS	4,535.92	
				42427	11-111-6420-005-000-0000	TASK CHAIRS	1,489.86	
				42235	11-111-6420-005-000-0000	SCIENCE TABLES	5,558.86	
				42426 C	11-111-6420-006-000-0000	CHAIRS&DESKS	23,383.70	34,968.34
032857	08/01/25	75930	TOWN AND COUNTRY POOLS INC	42660 C	11-261-5991-000-000-0000	POOL CHEMICALS	1,069.05	1,069.05
032858	08/01/25	76885	U S POSTMASTER		12-192-1000-000-000-0000	PERMIT 10 BROCHURE	6,150.00	6,150.00
032859	08/01/25	83448	EMILY WALTER	42655 C	21-296-5991-000-009-0000	YOGA CLASS	360.00	360.00
032860	08/01/25	84519	WASTE MANAGEMENT		11-261-4125-000-000-0000	WASTE PICKUP JULY	6,171.85	6,171.85
032861	08/01/25	MSC55	CARL RISPOLI		21-321-5990-000-013-0000	CARL RISPOLI	234.98	234.98
032862	08/01/25	MSC55	ELIZABETH GLASPIE		10-131-1000-000-001-0000	ELIZABETH GLASPIE	50.00	50.00
032863	08/01/25	MSC55	ERIN FRINCKE		10-131-1000-000-001-0000	ERIN FRINCKE	50.00	50.00
032864	08/01/25	MSC55	HALEY EINFELDT		10-131-1000-000-001-0000	HALEY EINFELDT	50.00	50.00
032865	08/01/25	MSC60	NATE STEAD	42679 C	21-296-7920-031-012-0000	NATE STEAD	475.95	475.95
Sub Total:							\$194,004.92	
<b>ACH CHECKS</b>								
A09311	08/01/25	00930	ADVANCED WATER	42652 C	11-261-5994-000-000-0000	SOLAR SALT	1,820.70	
				42659 C	11-261-5994-000-000-0000	SOLAR SALT	520.20	2,340.90
A09312	08/01/25	04178	ARCH ENVIRONMENTAL GROUP		11-261-4110-000-000-0000	ASBESTOS ABATEMENT	2,521.13	2,521.13
A09313	08/01/25	13181	BC TECHNOLOGIES CO	42678 C	11-293-5990-000-000-0000	FINALFORMS WEBSITE	3,386.00	
				42678 C	11-293-7410-000-000-0000	FINALFORMS WEBSITE	2,500.00	5,886.00
A09314	08/01/25	11808	D M BURR SECURITY		11-261-3150-000-000-0000	BANKCOURIER 7/17	124.82	
					11-261-3150-000-000-0000	BANKCOURIER 7/10	73.43	
					11-261-3150-000-000-0000	BANKCOURIER 7/3	66.08	264.33
A09315	08/01/25	13593	DIGI SMARTSENSE		21-297-5640-000-000-0000	ANNUAL MONITORING	450.00	450.00
A09316	08/01/25	20084	FIRE SYSTEMS OF	42668 C	11-261-4129-000-000-0000	ALARM INSPECTION	460.00	
				42666 C	11-261-4129-000-000-0000	ALARM INSPECTION	460.00	
				42665 C	11-261-4129-000-000-0000	ALARM INSPECTION	810.00	
				42674 C	11-261-4129-000-000-0000	ALARM INSPECTION	3,864.50	
				42658 C	11-261-4129-000-000-0000	ALARM INSPECTION	550.00	

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CheckNo	CkDate	Vendor	Name	PO #	Account	Description	Amount	CheckAmt
				42664 C	11-261-4129-000-000-0000	ALARM INSPECTION	460.00	
				42670 C	11-261-4129-000-000-0000	ALARM INSPECTION	460.00	
				42667 C	11-261-4129-000-000-0000	ALARM INSPECTION	460.00	
				42669 C	11-261-4129-000-000-0000	ALARM INSPECTION	810.00	8,334.50
A09317	08/01/25	21402	FOSTER SPECIALTY FLOORS		11-261-4110-000-000-0000	GYM FLOOR MAINT	3,550.00	
					11-261-4110-000-000-0000	GYM FLOOR MAINT	2,450.00	
					11-261-4110-000-000-0000	GYM FLOOR MAINT	2,990.00	8,990.00
A09318	08/01/25	25959	HPS, LLC		21-297-7410-000-000-0000	25/26 MEMBERSHIP	3,440.00	3,440.00
A09319	08/01/25	01273	IMPERIAL DADE		11-261-5990-000-000-0000	OPERATION SUP	1,184.16	1,184.16
A09320	08/01/25	35929	KRUEGER INTERNATIONAL INC	42258	11-111-5110-004-005-0000	SEATING	500.00	
				42258	11-111-5110-004-046-0000	SEATING	483.00	
				42258	11-111-5110-004-047-0000	SEATING	500.00	
				42258	21-296-7920-004-000-0000	SEATING	2,671.43	4,154.43
A09321	08/01/25	37640	LIVINGSTON COUNTY MECHANICA	42673 C	11-261-4123-000-000-0000	HVAC 7/21-7/24	1,920.00	1,920.00
A09322	08/01/25	43530	MI EDUCATORS FINANCIAL		12-451-0805-000-000-0000	AUG GTL LIFE INS	152.05	152.05
A09323	08/01/25	44930	MICHIGAN VIRTUAL		11-111-3220-000-006-0000	SHAREDSERV CONF	185.00	
				42642 C	11-113-3710-031-000-0000	ONLINE LEARNING	18,525.00	
				42642 C	11-132-3710-041-000-0000	ONLINE LEARNING	9,925.00	28,635.00
A09324	08/01/25	45710	MILLCRAFT PAPER COMPANY	42657 C	11-282-5990-000-000-0000	ENVELOPES/PAPER	1,191.96	1,191.96
A09325	08/01/25	48318	NATL INSURANCE SERVICES		12-451-0610-000-000-0000	LIFE INS/AUG	418.50	418.50
A09326	08/01/25	51360	NORTHLAND SERVICES LLC		21-321-7410-000-012-0000	SBALL TOURNEY PREP	4,900.00	
					21-321-7410-000-015-0000	BBALL PREP FIELDS	2,850.00	7,750.00
A09327	08/01/25	13685	RHINO SPORTS CONST LLC		41-456-6220-021-000-0000	FIELD ASTROTURF	435,206.12	435,206.12
A09328	08/01/25	59742	DUKE SERVICES LLC	42661 C	11-261-4122-000-000-0000	PLUM 7/21-7/24	600.00	
					11-261-4122-000-000-0000	CORRECT OVERPAY	(300.00)	
				42661 C	11-261-4122-021-000-4470	FILTER FIRST SCR CS	1,200.00	
				42661 C	11-261-5992-031-000-4470	FILTER FIRST HS SUPP	120.00	1,620.00
A09329	08/01/25	76028	ARMOREX	42680 C	11-261-5990-000-000-0000	FLOOR CHEMICALS	825.80	
				42651 C	11-261-5992-000-000-0000	CARPET EXTRACTOR	4,377.60	
				42654 C	11-261-5992-000-000-0000	CARPET CLEANER	4,607.64	
				42650 C	11-261-5992-000-000-0000	BATTERY	845.93	
				42681 C	11-261-5992-000-000-0000	CHARGER	647.52	11,304.49
Sub Total:							\$525,763.57	
Register Total:							\$719,768.49	

CheckNo	CkDate	Vendor	Name	PO #	Account	Description	Amount	CheckAmt
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Posting By Fund

Fund Name	Amount
CAPITAL PROJECT FUNDS	\$435,206.12
CAFETERIA FUND	\$5,080.00
GENERAL FUND	\$247,809.17
SPEC REV - STUDENT ACTIVITY	\$13,957.38
COMMUNITY EDUCATION	\$17,715.82
<b>Total:</b>	<b>\$719,768.49</b>

Posting To Detail Control Accounts

Account	Description	Fund	Account Class	Acct. Charge
12-101-1000-000-000-0000	GENERAL FUND CHECKING	G	O	(719,768.49)
12-131-0000-000-000-0000	INTERFUND REC AP	G	K	471,959.32
12-402-0000-000-000-0000	A/P CONTROL - GF	G	D	247,809.17
22-402-0000-000-297-0000	A/P CONTROL - FS	C	D	5,080.00
22-402-0000-000-299-0000	A/P CONTROL STUDENT ACT	K	D	13,957.38
22-402-0000-000-300-0000	A/P CONTROL - CE	M	D	17,715.82
22-411-0000-000-000-0000	STUD ACTIVIT I/F	K	N	(13,957.38)
22-411-0000-000-297-0000	FOOD SERVICE I/F	C	N	(5,080.00)
22-411-0000-000-300-0000	COMM ED I/F	M	N	(17,715.82)
42-402-0000-000-000-0000	AP BOND	A	D	435,206.12
42-411-0000-000-000-0000	CAP PROJ I/F	A	N	(435,206.12)

Check Register  
 Run Date: 08/06/2025

CheckNo	CkDate	Vendor	Name	PO #	Account	Description	Amount	CheckAmt
<b>REGULAR CHECKS</b>								
032866	08/06/25	13524	SCOTT ACREE		21-321-7410-000-015-0000	UMPIRE SCHEDULING	595.00	595.00
032867	08/06/25	09670	CITY OF BRIGHTON		11-261-3830-000-000-0000	BECC WATER 6/1-7/31	260.44	
					11-261-3830-000-000-0000	SLOAN WATER 6/1-7/31	2,224.80	
					11-261-3830-031-000-0000	CONCESS WATER 6/1-7/	176.46	
					11-261-3830-031-000-0000	BHS WATER 6/1-7/31	12,702.50	
					11-261-3830-031-000-0000	620 7TH WATER 6/1-7/	3,140.79	
					11-261-3830-041-000-0000	BRIDGE WATER 6/1-7/3	781.30	
					11-261-3831-000-000-0000	TRNS WATER 6/1-7/31	801.01	
					21-261-3830-002-000-0000	MILLER WATER 6/1-7/3	2,242.59	22,329.89
032868	08/06/25	13853	CORRIGAN ENTERPRISES		41-456-6220-003-000-0000	FUEL TANK REPLACEMEN	109,350.00	109,350.00
032869	08/06/25	13176	DETROIT TECHNICAL	41732	11-261-6410-000-000-0000	SCIENCE ROOM FUME HO	10,272.22	10,272.22
032870	08/06/25	11871	DTE ENERGY		11-261-5520-001-000-0000	HAWK STREETLITE JULY	341.40	
					11-261-5520-001-000-0000	HAWK ELECT 6/24-7/24	3,141.91	
					11-261-5520-021-000-0000	SCRN ELECT 6/24-7/24	5,322.50	
					11-261-5520-031-000-0000	BHS SIGN 6/27-7/28	64.51	8,870.32
032871	08/06/25	34795	KEIDER PAINTING CO		11-261-6410-200-000-0000	HALLWAY PAINTING	8,765.00	8,765.00
032872	08/06/25	13884	LIMA MILLWORK INC	42562 C	11-261-6410-200-000-0000	KITCHEN COUNTERTOPS	13,500.00	13,500.00
032873	08/06/25	13162	PEOPLE DRIVEN TECHNOLOGY, IN	42517	11-284-5910-000-000-0000	DELL PRO 14	1,025.91	1,025.91
032874	08/06/25	13767	STEALTH LACROSSE CLUB		21-321-7410-000-008-0000	SUMMER LAX CAMP	1,530.00	1,530.00
032875	08/06/25	66424	STENGER & STENGER PC		12-451-0500-000-000-0000	GARNISH W/H 08/08/25	255.76	255.76
032876	08/06/25	84519	WASTE MANAGEMENT		11-261-4125-000-000-0000	WASTE PICKUP AUG	6,099.85	6,099.85
<b>Sub Total:</b>							<b>\$182,593.95</b>	
<b>ACH CHECKS</b>								
A09330	08/06/25	13748	ABIGAIL KISSEL		21-321-3110-000-007-0000	IPF SUPERVISOR	67.50	67.50
A09331	08/06/25	10760	CONSTELLATION NEW ENERGY LL		11-261-5510-000-000-0000	BECC GAS 8/4	24.25	
					11-261-5510-000-000-0000	LAUNDRY GAS 8/4	22.38	
					11-261-5510-001-000-0000	HAWK GAS 8/4	44.76	
					11-261-5510-004-000-0000	SPEN GAS 8/4	18.65	
					11-261-5510-005-000-0000	HRNG GAS 8/4	44.76	
					11-261-5510-006-000-0000	HILT GAS 8/4	41.03	
					11-261-5510-021-000-0000	SCRN GAS 8/4	29.84	
					11-261-5510-031-000-0000	CONCESS GAS 8/4	3.73	
					11-261-5510-031-000-0000	BHS GAS 8/4	511.01	
					11-261-5510-041-000-0000	BRIDGE GAS 8/4	72.73	
					11-261-5510-121-000-0000	IPF GAS 8/4	3.73	
					11-261-5510-121-000-0000	MALT GAS 8/4	134.28	
					11-261-5511-000-000-0000	TRNS GAS 8/4	55.95	
					21-261-5510-002-000-0000	MILLER GAS 8/4	55.95	1,063.05
A09332	08/06/25	51360	NORTHLAND SERVICES LLC		11-261-4124-000-000-0000	MONTHLY GROUNDS	27,000.00	

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CheckNo	CkDate	Vendor	Name	PO #	Account	Description	Amount	CheckAmt
				42643 C	11-261-4124-000-000-0000	BECC TREE CLEANUP	3,250.00	30,250.00
Sub Total:							\$31,380.55	
Register Total:							\$213,974.50	

CheckNo	CkDate	Vendor	Name	PO #	Account	Description	Amount	CheckAmt
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Posting By Fund

Fund Name	Amount
CAPITAL PROJECT FUNDS	\$109,350.00
GENERAL FUND	\$100,133.46
COMMUNITY EDUCATION	\$4,491.04
<b>Total:</b>	<b>\$213,974.50</b>

Posting To Detail Control Accounts

Account	Description	Fund	Account Class	Acct. Charge
12-101-1000-000-000-0000	GENERAL FUND CHECKING	G	O	(213,974.50)
12-131-0000-000-000-0000	INTERFUND REC AP	G	K	113,841.04
12-402-0000-000-000-0000	A/P CONTROL - GF	G	D	100,133.46
22-402-0000-000-300-0000	A/P CONTROL - CE	M	D	4,491.04
22-411-0000-000-300-0000	COMM ED I/F	M	N	(4,491.04)
42-402-0000-000-000-0000	AP BOND	A	D	109,350.00
42-411-0000-000-000-0000	CAP PROJ I/F	A	N	(109,350.00)

**BRIGHTON AREA SCHOOLS  
Board of Education  
August 11, 2025**

**Closed Session**

**Report #19-**

Subject:

A. Negotiations, BEA, BESPAA and BASAA

**Motion**

Moved by:

Supported by:

To enter closed session for the purpose of discussing negotiation strategies connected with BEA, BESPAA and BASAA bargaining units inasmuch as the administration has requested a closed session

Roll Call Vote:

\_\_\_ Stahl  
\_\_\_ Krebs  
\_\_\_ Marks  
\_\_\_ Myers  
\_\_\_ Urbain  
\_\_\_ Storm  
\_\_\_ Tierney

**Closed Session**

Subject:

B. Superintendent mid-year progress report

**Motion**

Moved by:

Supported by:

To enter closed session for the purpose of the Superintendent mid-year progress report inasmuch as Superintendent Outlaw has requested a closed session.

Roll Call Vote:

\_\_\_ Krebs  
\_\_\_ Myers  
\_\_\_ Marks  
\_\_\_ Stahl  
\_\_\_ Tierney  
\_\_\_ Urbain  
\_\_\_ Storm