



Board of Education, Regular Meeting  
 Monday, July 14, 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. Call to the public</b>		
<b>VI. For Action</b>		
A. Regular Meeting minutes of June 9, 2025 .....	Report 25-73	Page 2
B. Human Resources Report .....	Report 25-74	Page 9
C. MHSAA Resolution. ....	Report 25-75	Page 10
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E. Reading Resolution.....	Report 25-77	Page 25
<b>VII. For Future Action</b>		
A. Bond application .....	Report 25-78	Page 27
B. Student handbook .....	Report 25-79	Page 28
C. Policy package .....	Report 25-80	Page 41
<b>VIII. Board Committee Chair Reports Community Recognition</b>		
<b>IX. Special Meeting, Monday, August 4, 2025 at 7PM</b>		
<b>X. Closed Session, Negotiations BASAA, BEA and BESP</b>		
<b>XI. Adjournment</b>		

**BRIGHTON AREA SCHOOLS**  
**Board of Education**  
**July 14, 2025**

**Report #25-73**

**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 June 9, 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, June 9, 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.

**V. Superintendent Report**

A. Shining Stars – The following BHS teams received “Shining Star” recognition; Boy’s and Girl’s Track and Field, Boy’s Lacrosse and Golf.

B. Clark Construction Introduction – Becky Timberlake, Vice president and Chad Thelen, Senior Project Manager-Market Leader introduced themselves to the board.

C. Budget Hearing - The Public Hearing was held at 7:18 p.m. The hearing was held to give the public the opportunity to comment on the proposed 2024-25 and

June 9, 2025

2025- 26 budgets. The Public Hearing was closed at 7:45 p.m. Questions and comments were provided.

President Myers provided instruction for public participation.

VI. **Call to the Public**

Public comments were received by the board.

VII. **For Action**

- A. Motion: To approve the May 12, 2025 regular meeting minutes as presented.  
Moved by: Krebs  
Supported by: Storm  
Voice vote: 7 ayes.  
Motion carried.
  
- B. Motion: To approve the May 27, 2025 special meeting minutes as presented.  
Moved by: Storm  
Supported by: Stahl  
Voice vote: 7 ayes.  
Motion carried.
  
- C. To approve the revised Human Resources report as presented.  
Moved by: Stahl  
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>
<b>Michele Kraye</b>	Maltby Intermediate Schools	Grade 5 Teacher	Retirement	Retirement	6/30/25
<b>Heather Kuhlman</b>	The Bridge	Math Teacher	Retirement	Retirement	6/12/25

**TRANSITIONS / NEW HIRES**

*\* Pending completion of district hiring process and successful completion of criminal history screening process*

<u>NAME</u>	<u>BLDG./DEPT.</u>	<u>ASSIGNMENT</u>	<u>STATUS</u>	<u>EFFECTIVE</u>	
<b>Diane Castillo</b>	BECC	Communication Specialist (Part-Time)	Transition	07/01/2025	
<b>Catherine Wagner</b>	BECC	Instructional Coach	Transition	08/01/2025	
<b>Alexis Carter</b>	Brighton High School	Social Studies Teacher	New Hire	08/01/2025	
<b>Andrew Giordano</b>	Maltby Intermediate Schools	Grade 6 Teacher	New Hire	08/01/2025	
<b>Brendan Klaus</b>	Brighton High School	Special Education Teacher	New Hire	08/01/2025	

D. Motion: To approve the LESA Budget, 2025-26 as presented.  
 Moved by: Stahl  
 Supported by: Marks  
 Voice vote: 7 ayes.  
 Motion carried.

E. Motion: To approve Property tax, L-4029 as presented.  
 Moved by: Krebs  
 Supported by: Stahl  
 Voice vote: 7 ayes.  
 Motion carried.

F. Motion: To approve the final budget, 2024-25 as presented.  
 Moved by: Stahl  
 Supported by: Krebs  
 Voice vote: 7 ayes.  
 Motion carried.

Motion: To approve the projected budget, 2025-26 as presented.  
 Moved by: Krebs  
 Supported by: Stahl  
 Voice vote: 6 ayes, 1 nay - Urbain  
 Motion carried.

Motion: To amend the projected budget, 2025-26 to include the proposed resolution below.

Moved by: Urbain

Supported by: Storm

Roll call vote: 3 ayes, 4 nays – Myers, Marks, Krebs and Stahl.

Motion failed.

Science of Reading and Curriculum Standards Implementation.

**WHEREAS**, the Brighton Area Schools Board of Education recognizes the critical importance of implementing evidence-based reading instruction grounded in the Science of Reading across all schools and grade levels; and

**WHEREAS**, the Board supports continued efforts to pilot and adopt high-quality English Language Arts (ELA) curricula that meet the highest standards of reading research and instructional efficacy; and

**WHEREAS**, the Board further acknowledges the overwhelming research discrediting reading strategies based on whole word memorization, cueing, and picture recognition, which were core to the Teachers College Units of Study and associated materials developed by Lucy Calkins; and

**WHEREAS**, the Board affirms that such strategies have been demonstrated to be ineffective and inconsistent with the Science of Reading;

**NOW, THEREFORE, BE IT RESOLVED**, that no funds allocated under this budget shall be used in grades JK-6 to purchase curriculum, professional development, testing, teacher release time for training or administration, or any other services or materials provided by or affiliated with the Teachers College Reading and Writing Project, Lucy Calkins, or any successor entities or companies affiliated with said models.

**BE IT FURTHER RESOLVED**, that it is the intent of the Brighton Area Schools Board of Education to extend the implementation of evidence-based reading instruction aligned with the Science of Reading through grade 12 beginning in the 2026–2027 school year.

G. Motion: To approve the Resolution, Title III as presented.

Moved by: Krebs

Supported by: Marks

Voice vote: 7 ayes.

Motion carried.

H. Motion: To approve the Fuel tank removal and installation as presented.

Moved by: Stahl

Supported by: Tierney

Voice vote: 7 ayes.

Motion carried.

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- I. Motion: To approve the County Preschool Consortium as presented.  
Moved by: Krebs  
Supported by: Urbain  
Voice vote: 6 ayes, 1 nay – Storm.  
Motion carried.
- J. Motion: To approve Kingscott as the district’s Architect Firm as presented.  
Moved by: Storm  
Supported by: Tierney  
Voice vote: 7 ayes.  
Motion carried.

VIII. **For Future Action**

- A. MHSAA Resolution - The Michigan High School Athletic Association Membership Resolution will be presented on the next agenda for board consideration.
- B. Student Handbooks – Revisions were be presented at the policy committee meeting and for will be for board consideration at a future meeting.
- C. Pavilion Donation – This item was brought forward on behalf of the Brighton Youth Softball and Baseball foundation to donate a pavilion at Hawkins Elementary.

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

Board members provided updates and reports from the Facilities, Finance, Academic, Student Nutrition, Policy Committees and mentioned the BHS graduation ceremony and senior all-night party for the class of 2025.

X. **Next Meeting, Monday, July 14, 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: Krebs  
Roll call vote: 7 ayes.  
Motion carried.

Board entered closed session at 9:11 p.m.

Board entered open session at 9:52 p.m.

XII. **Adjournment**

President Myers adjourned the meeting at 9:52 p.m.

June 9, 2025

Respectfully submitted,

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Dr. Angela Krebs, Secretary



## Human Resource Report 07/14/2025

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>
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	

**BRIGHTON AREA SCHOOLS  
Board of Education  
July 14, 2025**

**Report #24-75**

**For Action**

Subject:

Annual Michigan High School Athletic Association Membership Resolution

Recommendation:

Rationale:

Facts/Statistics:

The resolution must be approved by the Board of Education and returned to the MHSAA by August 1.

District Goal Addressed:

- Communication
- Fiscal Integrity
- Student Achievement

**Motion**

Moved by:

Supported by:

To adopt the resolution as presented.

Voice Vote:

- Ayes
- Nays



# 2025-26

1661 Ramblewood Drive  
East Lansing, MI 48823  
(517) 332-5046

The Michigan High School Athletic Association is a voluntary, nonprofit corporation comprised of public, private and parochial junior high/ middle and senior high schools whose Boards of Education/Governing Bodies have voluntarily applied for and received membership for and on behalf of their secondary schools. The association sponsors statewide tournaments and makes eligibility rules with respect to participation in such Michigan High School Athletic Association sponsored tournaments in the various sports. Each Board of Education/Governing Body that wishes to host or participate in such meets and tournaments must join the MHSAA and agree to abide by and enforce the MHSAA rules, regulations and qualifications concerning eligibility, game rules and tournament policies, procedures and schedules. **It is a condition for participation in any MHSAA postseason tournaments that high schools adhere to at least the minimum standards of Regulation I and the maximum limitations of Regulation II in ALL MHSAA Tournament sports.**

Michigan High School Athletic Association tournaments are the collective property of the MHSAA and not of any individual member school. The MHSAA reserves the right to promote and advance the membership's interests with publication information; exclusive arrangements to create recognition and exposure for school-sponsored activities; restrictive policies prohibiting exploitation and commercialization of MHSAA-sponsored tournaments; appropriate proprietary interests, and the use of images or transmissions identifying contest officials, spectators and member schools' students, personnel and marks.

To obtain membership, it is necessary for the Board of Education/Governing Body to adopt the following resolution for its junior high/middle and senior high schools. This resolution must be formally ratified by your Board of Education/Governing Body and properly signed. Please return one signed copy for our files and retain one copy for your files. Resolutions that are modified in any way or are supplemented with letters placing additional conditions on MHSAA membership or tournament participation shall be rejected.

## MEMBERSHIP RESOLUTION

For the year August 1, 2025 — through July 31, 2026

### LIST ON BACK

\_\_\_\_\_ the School(s) which are under the direction of this Board of Education/Governing Body.

(Junior high/middle and senior high schools of your school system which are to be listed as MHSAA members and receive MHSAA mailings during 2025-26 must be listed on the back of this form)

\_\_\_\_\_ City/Township of \_\_\_\_\_

County of \_\_\_\_\_, of State of Michigan, are hereby:

- (A) enrolled as members of the Michigan High School Athletic Association, Inc., a nonprofit association, and
- (B) are further enrolled to participate in the approved interschool athletic activities sponsored by said association.

The Board of Education/Governing Body hereby delegates to the Superintendent or his/her designee(s) the responsibility for the supervision and control of said activities, and hereby accepts the Constitution and By-Laws of said association and adopts as its own the rules, regulations and interpretations (as minimum standards), as published in the current HANDBOOK as the governing code under which the said school(s) shall conduct its program of interscholastic athletics and agrees to primary enforcement of said rules, regulations, interpretations and qualifications. In addition, it is hereby agreed that schools which host or participate in the association's meets and tournaments shall follow and enforce all tournament policies, procedures and schedules.

This authorization shall be effective from August 1, 2025 and shall remain effective until July 31, 2026, during which the authorization may not be revoked.

### RECORD OF ADOPTION

The above resolution was adopted by the Board of Education/Governing Body of the

\_\_\_\_\_ School(s), on the \_\_\_\_\_ day of \_\_\_\_\_, 2025, and is so recorded in the minutes of the meeting of the said Board/Governing Body.

\_\_\_\_\_  
(Governing Body Name)

\_\_\_\_\_  
(Address)

\_\_\_\_\_  
(City & Zip Code)

\_\_\_\_\_  
(Contact E-mail)

\_\_\_\_\_  
Board Secretary Signature  
or Designee  
 Check if Designee

-OVER-

# Schools Which Are To Be MHSAA Members During 2025-26

**NOTE:** Pursuant to the MHSAA Constitution, all high schools, junior high/middle schools, or other schools of Michigan doing a grade of work corresponding to such schools, may become members of this organization provided (a) the school building has enrollment and onsite attendance of at least 15 students, whether for grades **6 through 8 or 9, grades 7 through 8 or 9, or grades 9 or 10 through 12**; and (b) if a nonpublic school, the school qualifies for federal income tax exemption as a not-for-profit organization. To reach the 15-student minimum for middle school membership, schools may join the MHSAA at the 6th-grade level whether or not 6th-grade students participate in athletics.

- A. This Section does not require school districts to become member schools at the junior high/middle school level and does not require school districts to sponsor any interscholastic athletics for 6th-grade students.
- B. If a school district's MHSAA Membership Resolution lists a junior high/middle school as an MHSAA member school, and if the school sponsors a 6th-grade team in any sport or permits a 6th-grade student to participate with 7th- and/or 8th-grade students in any sport, then all of Regulations III and IV apply to all 6th-graders in all sports involving 6th-graders on teams sponsored by that school. If the school does not allow any 6th-graders to participate in a sport, MHSAA rules do not apply in that sport.

## Name the Member High School(s)

List separately from JH/MS even if all grades are housed in the same building.

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_
7. \_\_\_\_\_
8. \_\_\_\_\_
9. \_\_\_\_\_
10. \_\_\_\_\_
11. \_\_\_\_\_
12. \_\_\_\_\_
13. \_\_\_\_\_
14. \_\_\_\_\_
15. \_\_\_\_\_

If necessary, list additional schools  
for either column on a separate sheet.

## Name the Member Junior High /Middle School(s)

(member 6th, 7th and 8th-grade buildings)

List separately from HS even if all grades are housed in the same building.

1. \_\_\_\_\_  

Name of Member School

 Configuration of grades in building (e.g. K-6, 6-8, 7-8, 7-9): \_\_\_\_\_  
 Provide anticipated 2025-26 7th and 8th-grade enrollment \_\_\_\_\_  
 Provide anticipated 2025-26 6th-grade enrollment \_\_\_\_\_  
 Grade levels for membership: 6 7 8  
  
 1. Yes No 6th-graders will be participating in at least one sport with 7th and 8th graders. If yes, and not housed in the same building, add the name of the building that houses 6th-graders on the line below.  
  
 \_\_\_\_\_
2. \_\_\_\_\_  

Name of Member School

 Configuration of grades in building (e.g. K-6, 6-8, 7-8, 7-9): \_\_\_\_\_  
 Provide anticipated 2025-26 7th and 8th-grade enrollment \_\_\_\_\_  
 Provide anticipated 2025-26 6th-grade enrollment \_\_\_\_\_  
 Grade levels for membership: 6 7 8  
  
 1. Yes No 6th-graders will be participating in at least one sport with 7th and 8th graders. If yes, and not housed in the same building, add the name of the building that houses 6th-graders on the line below.  
  
 \_\_\_\_\_
3. \_\_\_\_\_  

Name of Member School

 Configuration of grades in building (e.g. K-6, 6-8, 7-8, 7-9): \_\_\_\_\_  
 Provide anticipated 2025-26 7th and 8th-grade enrollment \_\_\_\_\_  
 Provide anticipated 2025-26 6th-grade enrollment \_\_\_\_\_  
 Grade levels for membership: 6 7 8  
  
 1. Yes No 6th-graders will be participating in at least one sport with 7th and 8th graders. If yes, and not housed in the same building, add the name of the building that houses 6th-graders on the line below.  
  
 \_\_\_\_\_

**BRIGHTON AREA SCHOOLS**  
**Board of Education**  
**July 14, 2025**

**Report #25-76**

**For Action**

Subject:

Pavilion Donation

Recommendation:

On behalf of Brighton Youth Softball and Baseball Foundation, we would like submit for your consideration a donation for a pavilion at Hawkins. Over the years, BYBSP has operated the youth baseball and softball travel teams, raising funds through player fees and tournaments. Through a cooperative agreement with BARC a few years ago, the program has now fully transitioned to BARC. The BYBSP Foundation would like to wind down. The Board considered several options to reward the community for their support over the years and spend down our fund balance. They have decided they would like to donate funds to erect a pavilion at Hawkins.

**There are 2 options:**

1. 14x20 pavilion that could fit about 18 students. This can be fully covered by BYBSPS remaining funds.

2. 24x28 pavilion that could fit about 30 students. This option came up as we were talking with others about the possibility of a pavilion. Hawkins has long wanted a space they could use as an outdoor classroom. The Hawkins PTO has \$10,000 to donate to the project. This is still, however, over the \$70,000 that BYBSP and Hawkins can contribute. Given the usefulness of having a space large enough for a classroom, we wanted to present this option for BAS to cost share the remaining funds, approximately \$12,000.

We are comfortable with either option that makes sense. We did get a 3rd quote for a wood based pavilion, but the cost was higher than the steel and would require more maintenance.

District Goal Addressed:

Communication  
 Fiscal Integrity  
 Student Achievement

**Motion**

Moved by:

Supported by:

To approve the donation with appreciation for the pavilion at Hawkins Elementary.

Voice Vote:

Ayes

Nays

**Series 3000: Operations, Finance, and Property**

**3300 Facilities, Real, and Personal Property**

**3303-F Gifts and Donations Form**

The Board of Education recognizes and appreciates the generosity and support it receives from individuals, companies, parent/guardian support groups, the community, and other donors (“Donors”).

The District is a tax-exempt organization that may receive charitable contributions under Internal Revenue Service (IRS) Code Section 170(c)(1). The District is not a tax-exempt organization under Section 501(c)(3). For additional information on deductions related to a donation (“Donation”) or charitable contribution, Donors are encouraged to consult with a tax professional. Donations to the District shall be treated as public funds to be used for a public and educational purpose in accordance with state and federal law.

**Donor Information**

Name of Donor: Brighton Youth Baseball & Softball Program & Hawkins PTO

Contact Person: Alicia Urbain, Kahilee Armijo, & Al Lear

Address: 1076 Long Leaf Ct. Brighton, MI 48116

Phone: 517-575-7080 (Alicia) 810-623-3672 (Al), 7342198990 (Kahilee) Email: aliciaurbain@hotmail.com ajlear@comcast.net

If the Donor is an internal support group operating within the District as described under Policy 3106, please provide the following information, if applicable:

Describe student group or club, activity, or event:

Hawkins PTO

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## 3303-F Gifts and Donations Form

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\* For specific information related to valuation, see IRS Publication 561, *Determining the Value of Donated Property*.

**Donation Purpose**

Is the gift or donation for a specific purpose?  Yes  No

If yes, please describe the specific purpose (e.g., the District building, event or student club) as well as any other related details:

To build a pavilion at Hawkins to give back to the community for all the years of support for youth baseball and softball

Is the Donation for the purchase of a gift or an award for recognition (e.g., volunteer services, student achievement, staff appreciation)?  Yes  No

If yes, please describe the purpose: The Pavilion would be dedicated to Sharon Tuller for her dedication and long time service to Brighton youth baseball and softball (THIS IS A SECRET!!!)

Do any other terms, conditions, or restrictions apply to the Donation?  Yes  No

If yes, please describe: The Pavilion would be dedicated to Sharon Tuller for her dedication and long time service to Brighton youth baseball and softball (THIS IS A SECRET!!!)

**By signing this form, I understand and agree that:**

The information provided is complete and accurate to the best of my knowledge and belief. I acknowledge that I have read and understand Board Policy 3303, Gifts and Donations, and understand that accepted Donations become public funds of the District unless a specific exception applies under law. Donor acknowledges that the District shall not be accountable to replace Donations that are lost, destroyed, or become obsolete. I further represent that I am an authorized representative of the Donor.

Signature: Alicia M. Urbain Date: 5-14-25

Printed Name: Alicia Urbain

Title or Position (if Donor is other than an individual): BYBSP Foundation Board Member

For Internal Use	
<input type="checkbox"/> Accepted	<input type="checkbox"/> Not Accepted
Date: _____	
Signature of Superintendent or Designee: _____	
<input type="checkbox"/> Donor Contacted by: _____	
<i>staff member name</i>	
Date: _____	
If approved by Board, date of Board meeting: _____	

**3303-F Gifts and Donations Form**

[Optional: Provide a link to PDF version of Form on District letterhead]



## QUOTATION

<b>Sold To</b>	Brighton Area Schools 125 S Church Street Brighton, MI, 48116 United States	<b>Ship To</b>	Hawkins Elementary 8900 Lee Rd Brighton, MI, 48116 United States
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Date	Quote #	Terms	Rep	Project	Ship Contact
2025-05-08	QTN-18027 <b>Valid Until</b> 06-08-2025	Net 10	Brion Kilpela	2025 05 Hawkins Pavilion - Mi Brighton Area Schools	

Item Code	Description	Qty	Rate	Amount
Coverworx	Coverworx GA-2428-SW Steelworx Gable 24'x28' , w/ 8' Eave Height, w/ 4:12 Roof Pitch, 4 post Polyester Powder Coated frame, 24 ga MultiRib Precut Metal Roofing. Includes sealed drawings.	1.0 Unit	\$ 30,892.00	\$ 30,892.00
Freight	Shipping Charges are estimated and are subject to actual shipping charges incurred at time of shipment.	1.0 Unit	\$ 1,350.00	\$ 1,350.00
Installation Charges	Installation Charges Include: <ul style="list-style-type: none"> <li>• Building permit</li> <li>• Take delivery of shelter.</li> <li>• Private location services for project</li> <li>• Excavation of area and prep for concrete</li> <li>• Provide 30" x60" reinforced footings. (size is estimated and may change upon engineering)</li> <li>• Install pavilion</li> <li>• Provide stone base and 28'x30'x 4" concrete pad under pavilion</li> <li>• Grade around pad and restore area with topsoil, seed and mulch.</li> </ul>	1.0 Unit	\$ 50,850.00	\$ 50,850.00
Sourcewell Member ID	Sourcewell Customer Discount - Member ID # 15507	1.0 Unit	\$ -1,544.00	\$ -1,544.00

<b>Subtotal</b>	\$ 81,548.00
<b>Michigan Sales Tax</b>	\$ 0.00
<b>Total</b>	\$ 81,548.00

### Acceptance of Proposal

(Please be sure you have read, signed, and initialed and understand the terms and conditions) The items, prices, and conditions listed herein are satisfactory and are hereby accepted.



## QUOTATION

Signature (Approval) \_\_\_\_\_

Printed Name \_\_\_\_\_

Title \_\_\_\_\_

Date \_\_\_\_\_

### TERMS AND CONDITIONS

#### QUOTE CONDITIONS AND ACCEPTANCE:

**This quote is only valid for 30 days.**

\*\*\* \_\_\_\_\_ (Pls Initial) It is the Buyer's responsibility to verify quantities and description of items quoted. Once your order has been placed, any changes including additions, deletions, or color changes, could result in price increases, additional fees and could cause delays.

#### **EXCLUSIONS : Unless specified, this quote excludes all of the following but not limited to:**

- Required Permits/Inspections, Background Checks, Davis Bacon, Prevailing Wage or Certified Payroll
- Performance/Payment Bonds
- Site Restoration
- Site work, saw cutting/core drilling, and landscaping.
- Removal of existing equipment
- Unloading; Receiving of inventory or equipment; Storage of equipment.
- Equipment assembly and/or installation
- Safety surfacing; Borders or drainage requirements
- Landscaping Repairs DUE to poor access or in climatic weather

#### **FREIGHT AND DELIVERY: (if applicable)**

Shipping is FOB Origin (means the buyer accepts the title of the goods at the shipment point and assumes all risk once the seller ships the product). All equipment will arrive unassembled.

\*\*\* \_\_\_\_\_ (Pls Initial) Buyer is responsible to meet and provide adequate personnel/equipment to unload truck  
A Check List, detailing all items shipped, will be included with the shipment. Unless taking delivery is specifically included in quote.

Buyer is responsible for ensuring the Sales Order Breakdown and Item Numbers on all boxes and pieces match the Check List.

\*\*\* \_\_\_\_\_ (Pls Initial) Shortages or damages must be noted on the driver's delivery receipt. Shortages or damages not noted become the buyers financial responsibility.

Please notify Midstates Recreation immediately of any damages.

Shortages and Concealed Damage must be reported to Midstates Recreation within 10 days of delivery.

A reconsignment fee will be charged for any changes made to delivery address after order has been placed.

#### **TAXES:**

All orders are subject to applicable sales tax unless a tax exemption form is on file at the time the order is placed.

#### **PAYMENT TERMS:**

An approved Credit Application is required for new customers or customers that haven't been active in the last 18 months. Terms are check with order, or 50% down payment with approved credit (terms do vary based on references). Balance of product & freight will be invoiced upon shipment, due Net 10 days. 100 % prepayment required on



## QUOTATION

Replacement Parts. A 3% charge will be added to all credit card orders over \$ 3,000.

**For all non-taxpayer-funded entities: A 1.5% monthly service charge will be assessed on all balances over 30 days.**

**RESTOCKING:** Items canceled, returned or refused will be subject to a minimum 25% restocking fee. All return freight charges are the responsibility of the Buyer.

**MAINTENANCE/WARRANTY:**

Manufacturer's standard product warranties apply and cover equipment replacement and freight costs only; labor is not included.

Midstates Recreation offers no additional warranties.

Maintenance of the equipment and safety surfacing is the responsibility of the customer.

Any unauthorized alterations or modifications to the equipment (including layout) will void your warranty.

**Site Preparation & Third-Party Work Disclaimer:**

If excavation, grading, or material placement is performed by a party other than Midstates Recreation, **all work must be coordinated with Midstates Recreation** to ensure alignment with project requirements. We are not responsible for any delays, performance issues, or additional costs resulting from improper compaction, grading, or site preparation by others. Any deficiencies in third-party work that impact our ability to install as specified may require correction at the owner's expense.

**INSTALLATION: (if applicable)**

**Spoils are to remain onsite.**

**Permits/inspections are the owner's responsibility and associated costs.**

Customer must locate all underground private utilities before your scheduled installation a third-party private utility service can be provided at an additional cost if necessary. Additional charges may apply if obstruction(s) are encountered beneath the surface. Not responsible for damaged/broken parts on existing playground equipment. Not responsible for crossing sidewalks.

### Acceptance of Terms & Conditions

Acceptance of this proposal, made by an authorized agent of your company, indicates agreement to the above terms and conditions.

Customer Signature Updated:	Printed Name and Title	Date



## QUOTATION

<b>Sold To</b>	Brighton Area Schools 125 S Church Street Brighton, MI, 48116 United States	<b>Ship To</b>	Hawkins Elementary 8900 Lee Rd Brighton, MI, 48116 United States
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Date	Quote #	Terms	Rep	Project	Ship Contact
2025-05-08	QTN-18028 <b>Valid Until</b> 06-08-2025	Net 10	Brion Kilpela	2025 05 Hawkins Pavilion - Mi Brighton Area Schools	

Item Code	Description	Qty	Rate	Amount
Coverworx	Coverworx GA-1420-SW Steelworx Gable 14'x20' our specs, w/ 8' Eave Height, w/ 4:12 Roof Pitch, 4 post Polyester PowderCoated frame, 24 ga MultiRib Precut Metal Roofing. Includes sealed drawings	1.0 Unit	\$ 17,270.00	\$ 17,270.00
Freight	Shipping Charges are estimated and are subject to actual shipping charges incurred at time of shipment.	1.0 Unit	\$ 1,250.00	\$ 1,250.00
Installation Charges	Installation Charges Include: <ul style="list-style-type: none"> <li>• Building permit</li> <li>• Take delivery of shelter.</li> <li>• Private location services for project</li> <li>• Excavation of area and prep for concrete</li> <li>• Provide 24" x60" reinforced footings. (size is estimated and may change upon engineering)</li> <li>• Install pavilion</li> <li>• Provide stone base and 17'x22'x 4" concrete pad under pavilion</li> <li>• Grade around pad and restore area with topsoil, seed and mulch.</li> </ul>	1.0 Unit	\$ 27,950.00	\$ 27,950.00
Sourcewell Member ID	Sourcewell Customer Discount - Member ID # 15507	1.0 Unit	\$ -1,050.00	\$ -1,050.00

<b>Subtotal</b>	\$ 45,420.00
<b>Michigan Sales Tax</b>	\$ 0.00
<b>Total</b>	\$ 45,420.00

### Acceptance of Proposal

(Please be sure you have read, signed, and initialed and understand the terms and conditions) The items, prices, and conditions listed herein are satisfactory and are hereby accepted.



## QUOTATION

Signature (Approval) \_\_\_\_\_

Printed Name \_\_\_\_\_

Title \_\_\_\_\_

Date \_\_\_\_\_

### TERMS AND CONDITIONS

#### QUOTE CONDITIONS AND ACCEPTANCE:

**This quote is only valid for 30 days.**

\*\*\* \_\_\_\_\_ (Pls Initial) It is the Buyer's responsibility to verify quantities and description of items quoted. Once your order has been placed, any changes including additions, deletions, or color changes, could result in price increases, additional fees and could cause delays.

#### **EXCLUSIONS : Unless specified, this quote excludes all of the following but not limited to:**

- Required Permits/Inspections, Background Checks, Davis Bacon, Prevailing Wage or Certified Payroll
- Performance/Payment Bonds
- Site Restoration
- Site work, saw cutting/core drilling, and landscaping.
- Removal of existing equipment
- Unloading; Receiving of inventory or equipment; Storage of equipment.
- Equipment assembly and/or installation
- Safety surfacing; Borders or drainage requirements
- Landscaping Repairs DUE to poor access or in climatic weather

#### **FREIGHT AND DELIVERY: (if applicable)**

Shipping is FOB Origin (means the buyer accepts the title of the goods at the shipment point and assumes all risk once the seller ships the product). All equipment will arrive unassembled.

\*\*\* \_\_\_\_\_ (Pls Initial) Buyer is responsible to meet and provide adequate personnel/equipment to unload truck  
A Check List, detailing all items shipped, will be included with the shipment. Unless taking delivery is specifically included in quote.

Buyer is responsible for ensuring the Sales Order Breakdown and Item Numbers on all boxes and pieces match the Check List.

\*\*\* \_\_\_\_\_ (Pls Initial) Shortages or damages must be noted on the driver's delivery receipt. Shortages or damages not noted become the buyers financial responsibility.

Please notify Midstates Recreation immediately of any damages.

Shortages and Concealed Damage must be reported to Midstates Recreation within 10 days of delivery.

A reconsignment fee will be charged for any changes made to delivery address after order has been placed.

#### **TAXES:**

All orders are subject to applicable sales tax unless a tax exemption form is on file at the time the order is placed.

#### **PAYMENT TERMS:**

An approved Credit Application is required for new customers or customers that haven't been active in the last 18 months. Terms are check with order, or 50% down payment with approved credit (terms do vary based on references). Balance of product & freight will be invoiced upon shipment, due Net 10 days. 100 % prepayment required on



## QUOTATION

Replacement Parts. A 3% charge will be added to all credit card orders over \$ 3,000.

**For all non-taxpayer-funded entities: A 1.5% monthly service charge will be assessed on all balances over 30 days.**

**RESTOCKING:** Items canceled, returned or refused will be subject to a minimum 25% restocking fee. All return freight charges are the responsibility of the Buyer.

**MAINTENANCE/WARRANTY:**

Manufacturer's standard product warranties apply and cover equipment replacement and freight costs only; labor is not included.

Midstates Recreation offers no additional warranties.

Maintenance of the equipment and safety surfacing is the responsibility of the customer.

Any unauthorized alterations or modifications to the equipment (including layout) will void your warranty.

**Site Preparation & Third-Party Work Disclaimer:**

If excavation, grading, or material placement is performed by a party other than Midstates Recreation, **all work must be coordinated with Midstates Recreation** to ensure alignment with project requirements. We are not responsible for any delays, performance issues, or additional costs resulting from improper compaction, grading, or site preparation by others. Any deficiencies in third-party work that impact our ability to install as specified may require correction at the owner's expense.

**INSTALLATION: (if applicable)**

**Spoils are to remain onsite.**

**Permits/inspections are the owner's responsibility and associated costs.**

Customer must locate all underground private utilities before your scheduled installation a third-party private utility service can be provided at an additional cost if necessary. Additional charges may apply if obstruction(s) are encountered beneath the surface. Not responsible for damaged/broken parts on existing playground equipment. Not responsible for crossing sidewalks.

### Acceptance of Terms & Conditions

Acceptance of this proposal, made by an authorized agent of your company, indicates agreement to the above terms and conditions.

Customer Signature	Printed Name and Title	Date
Updated:		

**BRIGHTON AREA SCHOOLS**  
**Board of Education**  
**July 14, 2025**

**Report #24-77**

**For Action**

Subject:

Reading Resolution

Recommendation:

Rationale:

Facts/Statistics:

District Goal Addressed:

- Communication
- Fiscal Integrity
- Student Achievement

**Motion**

Moved by:

Supported by:

To adopt the resolution as presented.

Voice Vote:

Ayes

Nays

## **Science of Reading and Curriculum Standards Implementation**

**WHEREAS**, the Brighton Area Schools Board of Education recognizes the critical importance of implementing evidence-based reading instruction grounded in the Science of Reading across all schools and grade levels; and

**WHEREAS**, the Board supports continued efforts to pilot and adopt high-quality English Language Arts (ELA) curricula that meet the highest standards of reading research and instructional efficacy; and

**WHEREAS**, the Board further acknowledges the overwhelming research discrediting reading strategies based on whole word memorization, cueing, and picture recognition, which were core to the Teachers College Units of Study and associated materials developed by Lucy Calkins; and

**WHEREAS**, the Board affirms that such strategies have been demonstrated to be ineffective and inconsistent with the Science of Reading;

**NOW, THEREFORE, BE IT RESOLVED**, that no funds, local, state, or federal, shall be used in grades JK-6 to purchase curriculum, professional development, testing, teacher release time, or any other services or materials provided by or affiliated with the Teachers College Reading and Writing Project, Lucy Calkins, or any successor entities or companies affiliated with said models.

**BE IT FURTHER RESOLVED**, that it is the intent of the Brighton Area Schools Board of Education to extend the implementation of evidence-based reading instruction aligned with the Science of Reading through grade 12 beginning in the 2026–2027 school year.

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**BRIGHTON AREA SCHOOLS**  
**Board of Education**  
**July 14, 2025**

**Report #24-78**

**For Future Action**

Subject:

Bond Application

Recommendation:

Rationale:

Facts/Statistics:

District Goal Addressed:

- Communication
- Fiscal Integrity
- Student Achievement

**Motion**

Moved by:

Supported by:

Voice Vote:

Ayes

Nays

BRIGHTON AREA SCHOOLS  
Board of Education  
July 14, 2025

Report #24-79

**For Future 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</b> <del>and greet their student(s) at the bus doors</del> 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>  <b>Maltby follows the Livingston County Chronic Student Absenteeism Protocols.</b></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><b>Parents</b> have the right to appeal teaching and administrative <del>decisions and disciplinary actions.</del> <b>decisions and disciplinary actions.</b> 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**

<b><u>Current Language:</u></b>	<b><u>Recommended Change</u></b>
<p><u>Mission Statement</u> - Pg 4</p> <p>currently none</p>	<p><b>New Language/Section ...</b></p> <p><i>To empower students to learn, grow, and lead with confidence.</i></p>
<p><u>Background checks.</u></p> <p>No wording</p> <p>- Pg 4, under “Volunteers”</p>	<p><b>New Language/Section ...</b></p> <p>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></p> <p><del>Money and Valuables and Band Instruments</del></p> <p>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.</p> <p>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><b>Appeal process goes to the Grade Level Principal for potential credit reinstatement.</b></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**  
**July 14, 2025**

**Report #24-80**

**For Future 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

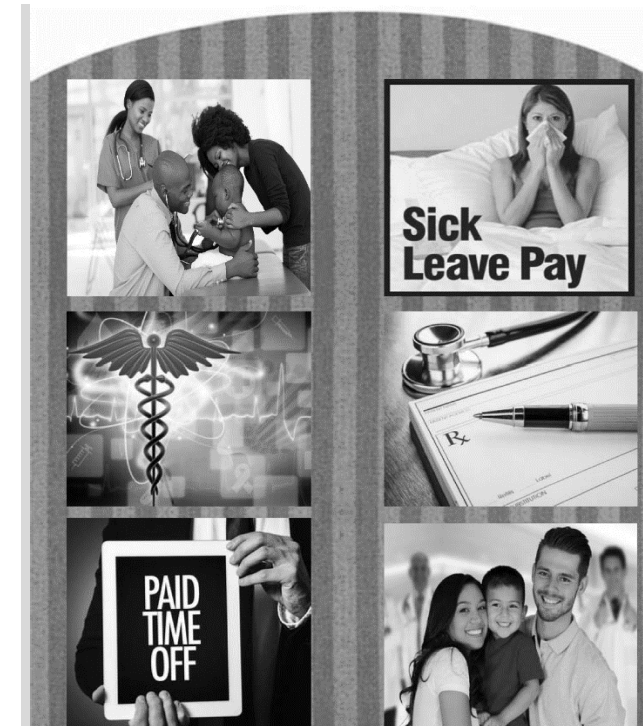
#### Overnight Mailing Address:

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**nstructional ~~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**  
**July 14, 2025**

**For Information**

Finance:

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

**Check Register**

Brighton Public Schools

Run Date: 06/06/2025

CheckNo	CkDate	Vendor	Name	PO #	Account	Description	Amount	CheckAmt
<b>REGULAR CHECKS</b>								
032537	06/06/25	04410	ART CRAFT DISPLAY INC	42438 C	11-113-5110-031-000-2830	TABLES/CHAIRS RENT	2,050.00	2,050.00
032538	06/06/25	09670	CITY OF BRIGHTON		11-261-3830-000-000-0000	SLOAN WATER 4/1-5/31	1,941.50	
					11-261-3830-000-000-0000	BECC WATER 4/1-5/31	262.77	
					11-261-3830-031-000-0000	BHS WATER 4/1-5/31	7,583.31	
					11-261-3830-031-000-0000	CONCESS WATER 4/1-5/	188.89	
					11-261-3830-031-000-0000	620 7TH WATER 4/1-5/	4,536.09	
					11-261-3830-041-000-0000	BRIDGE WATER 4/1-5/3	788.29	
					11-261-3831-000-000-0000	TRNS WATER 4/1-5/31	977.72	
					21-261-3830-002-000-0000	MILLER WATER 4/1-5/3	1,789.32	18,067.89
032539	06/06/25	10160	THOMAS COATOAM		21-321-7410-000-026-0000	SOCCER ASSIGNER	420.00	420.00
032540	06/06/25	10338	COLLEGE BOARD	42442 C	21-296-7920-031-001-0000	AP TESTS	112,850.00	112,850.00
032541	06/06/25	10808	CONTI CORP	42457 C	11-261-4910-000-000-0000	CARD PRINTER REPAIR	115.00	115.00
032542	06/06/25	13090	DELTACOM INC	42455 C	11-266-5990-021-000-2491	WALKIES	1,545.28	1,545.28
032543	06/06/25	11871	DTE ENERGY		11-261-5520-001-000-0000	HAWK ELECT 4/24-5/22	2,393.64	
					11-261-5520-001-000-0000	HAWK STREETLITE MAY	342.74	
					11-261-5520-021-000-0000	SCRN ELECT 4/24-5/22	4,751.16	
					11-261-5520-031-000-0000	BHS SIGN 4/26-5/27	65.39	7,552.93
032544	06/06/25	13608	ROBERT EVANS	42431 C	21-296-7920-021-600-0000	CONCERT RECORDING	150.00	
				42440 C	21-296-7920-031-015-0000	CONCERT RECORDING	300.00	450.00
032545	06/06/25	13222	IMPACT SPORTS PERFORMANCE	42443 C	11-293-3131-000-000-0000	STR PROGRAM	4,708.33	4,708.33
032546	06/06/25	13056	LEONARDS FOUNTAIN SPECIALTIE	42458 C	11-261-5991-000-000-0000	BULK CO2	100.00	100.00
032547	06/06/25	38690	MARSHALL MUSIC CO		11-112-4120-121-000-0000	REP CLARINET	75.00	
					11-112-4120-121-000-0000	REP OBOE	103.00	
				42429 C	11-112-5110-021-038-0000	MALLETS	180.21	358.21
032548	06/06/25	46200	MITCHELL REPAIR INFORMATION C	42441 C	11-127-5110-031-550-3440	JUNE BILLING	112.42	112.42
032549	06/06/25	52450	PANERA BREAD CO		21-297-5610-000-000-0000	BAGELS MAY 2025	6,134.91	6,134.91
032550	06/06/25	13400	PENCHURA LLC	42459 C	11-261-6410-000-000-0000	MALTBY PLAYGROUND	2,409.80	2,409.80
032551	06/06/25	13053	SHANNAN PEREIRA	42453 C	11-112-3220-021-000-3390	MILEAGE	315.69	
				42453 C	11-112-5990-021-000-3390	REIMB	92.99	
				42453 C	11-113-3220-031-000-3390	MILEAGE	241.67	
				42453 C	11-113-5990-031-000-3390	REIMB	74.41	
				42453 C	21-296-7920-021-475-0000	REIMB	25.00	749.76
032552	06/06/25	54800	PRAIRIE FARMS DAIRY		21-297-5611-000-000-0000	MILK MAY 2025	16,919.61	16,919.61
032553	06/06/25	55308	QUICK SILVER MARKETING		21-321-7410-000-015-0000	UNIFORMS	2,933.24	2,933.24
032554	06/06/25	59890	SCHOOL OUTFITTERS	42210 P	11-111-6420-005-000-0000	LAB TABLES	1,797.65	
				42210 P	11-111-6420-005-000-0000	SOFA/CHAIRS	9,292.17	11,089.82
032555	06/06/25	61690	SIGNATURE FUNDRAISING	42432 C	21-296-7920-021-100-0000	FUNDRAISING CHOCOLAT	1,823.00	1,823.00
032556	06/06/25	64400	STANTON'S SHEET MUSIC	42433 C	21-296-7920-021-100-0000	MUSIC	551.54	
				42433 C	21-296-7920-021-600-0000	,USIC	285.00	836.54
032557	06/06/25	66550	WILLIAM STIFF		21-321-7410-000-026-0000	REFEREE ASSIGNER	153.36	153.36

**Check Register**  
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**Brighton Public Schools**

CheckNo	CkDate	Vendor	Name	PO #	Account	Description	Amount	CheckAmt
032558	06/06/25	69057	SWEETWATER SOUND INC	42411 C	11-113-6410-031-000-0000	CART/KEYBOARD/STANDS	2,662.97	2,662.97
032559	06/06/25	75680	360 FIRE & FLOOD	42430 C	11-261-4129-000-000-0000	EXT CLEANUP	2,147.05	2,147.05
032560	06/06/25	13855	TRIST CREEK FLOORING		11-261-6410-200-000-0000	BECC CARPETS/TILES	20,000.00	20,000.00
032561	06/06/25	76885	U S POSTMASTER		21-391-3430-000-000-0000	SC MARKETING POSTAGE	7,470.86	7,470.86
032562	06/06/25	13771	UNITED CUSTOM DISTRIBUTION	42439 C	21-296-7920-031-750-0000	STORE CANDY	986.14	986.14
032563	06/06/25	84519	WASTE MANAGEMENT		11-261-4125-000-000-0000	WASTE PICKUPS JUNE	6,267.85	6,267.85
032564	06/06/25	MSC35	DONNA ZAWISA		20-162-0000-000-000-0000	DONNA ZAWISA	8.40	8.40
032565	06/06/25	MSC55	ABIGAIL STORCH	42435 C	21-296-7920-031-025-0000	ABIGAIL STORCH	1,000.00	1,000.00
032566	06/06/25	MSC55	ANDREA CAMPBELL		21-296-5991-000-030-0000	ANDREA CAMPBELL	72.00	72.00
032567	06/06/25	MSC55	BOB WELLMAN		21-296-5991-000-005-0000	BOB WELLMAN	700.00	700.00
032568	06/06/25	MSC55	BRENNA WAID	42437 C	21-296-7920-031-025-0000	BRENNA WAID	1,000.00	1,000.00
032569	06/06/25	MSC55	KEVIN MANNING		21-321-5990-000-009-0000	KEVIN MANNING	99.99	99.99
032570	06/06/25	MSC55	MARIE SCHULTZ	42449 C	21-296-7920-031-000-0000	MARIE SCHULTZ	25.00	25.00
032571	06/06/25	MSC55	RUBY PORTER	42436 C	21-296-7920-031-025-0000	RUBY PORTER	1,000.00	1,000.00
032572	06/06/25	MSC55	SARAH WHITE		21-296-7920-121-150-0000	SARAH WHITE	125.00	125.00
032573	06/06/25	MSC55	YSABELL GRIEVE	42450 C	21-296-7920-031-000-0000	YSABELL GRIEVE	25.00	25.00
032574	06/06/25	MSC60	GREG GILES	42447 C	61-296-5990-031-002-0000	GREG GILES	97.00	97.00
032575	06/06/25	MSC60	JACK MILTON	42434 C	21-296-7920-031-400-0000	JACK MILTON	86.45	86.45
032576	06/06/25	MSC60	JENNIFER AURANDT	42451 C	21-296-7920-031-001-0000	JENNIFER AURANDT	120.00	120.00
032577	06/06/25	MSC60	RACHEL GRIMES	42448 C	21-296-7920-031-400-0000	RACHEL GRIMES	76.90	76.90

**Sub Total: \$235,350.71**

**ACH CHECKS**

A09192	06/06/25	13121	AJD PIZZA MANAGEMENT		21-297-5610-000-000-0000	PIZZA MAY	11,954.25	11,954.25
A09193	06/06/25	06932	BLUE LAKES CHARTERS & TOURS		11-293-4920-000-000-0000	4/29 TRIP	940.00	
					11-293-4920-000-000-0000	5/5 BBALL	800.00	
					11-293-4920-000-000-0000	5/5 TENNIS	940.00	
					11-293-4920-000-000-0000	5/2 BBALL	800.00	
					11-293-4920-000-000-0000	5/2 LAX	1,350.00	
					11-293-4920-000-000-0000	5/2 TRACK	1,950.00	
					11-293-4920-000-000-0000	5/9 TENNIS	1,050.00	
					11-293-4920-000-000-0000	5/13 BBALL	800.00	
					11-293-4920-000-000-0000	4/1 TENNIS	250.00	
					11-293-4920-000-000-0000	5/6 RUGBY	1,050.00	
					11-293-4920-000-000-0000	5/6 TENNIS	250.00	
					11-293-4920-000-000-0000	5/7 BBALL	875.00	
					11-293-4920-000-000-0000	5/7 TENNIS	1,050.00	
					11-293-4920-000-000-0000	5/20 SBALL	800.00	
					11-293-4920-000-000-0000	5/9 SBALL	800.00	
					11-293-4920-000-000-0000	5/12 BBALL	800.00	
					11-293-4920-000-000-0000	5/12 LAX	1,200.00	

**Check Register**

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CheckNo	CkDate	Vendor	Name	PO #	Account	Description	Amount	CheckAmt
					11-293-4920-000-000-0000	5/9 BBALL	875.00	
					11-293-4920-000-000-0000	5/8 TRACK	2,800.00	
					11-293-4920-000-000-0000	5/22 TRACK	1,050.00	
					11-293-4920-000-000-0000	5/14 SBALL	800.00	
					11-293-4920-000-000-0000	5/15 BBALL	1,050.00	
					11-293-4920-000-000-0000	5/15 BBALL	875.00	
					11-293-4920-000-000-0000	5/16 BBALL	800.00	
					11-293-4920-000-000-0000	5/20 RUGBY	1,265.00	
					11-293-4920-000-000-0000	5/30 SOCCER	1,050.00	
					11-293-4920-000-000-0000	5/19 BBALL	800.00	
					11-293-4920-000-000-0000	5/27 SOCCER	1,050.00	
					11-293-4920-000-000-0000	5/27 BBALL	800.00	
					11-293-4920-000-000-0000	5/23 BBALL	800.00	
					11-293-4920-000-000-0000	5/22 SBALL	800.00	
					21-296-5991-000-017-0000	5/2 TRIP	4,400.00	34,920.00
A09194	06/06/25	05235	BSN SPORTS INC	42454 C	11-293-5990-000-007-0000	BAGS	473.01	
				42454 C	21-296-5991-000-009-0000	BAGS	666.49	1,139.50
A09195	06/06/25	10760	CONSTELLATION NEW ENERGY LL		11-261-5510-000-000-0000	BECC GAS 6/3	261.08	
					11-261-5510-000-000-0000	LAUNDRY GAS 6/3	39.21	
					11-261-5510-001-000-0000	HAWK GAS 6/3	980.16	
					11-261-5510-004-000-0000	SPEN GAS 6/3	135.46	
					11-261-5510-005-000-0000	HRNG GAS 6/3	516.82	
					11-261-5510-006-000-0000	HILT GAS 6/3	841.17	
					11-261-5510-021-000-0000	SCRN GAS 6/3	124.74	
					11-261-5510-031-000-0000	CONCESS GAS 6/3	99.78	
					11-261-5510-031-000-0000	BHS GAS 6/3	3,649.67	
					11-261-5510-041-000-0000	BRIDGE GAS 6/3	783.25	
					11-261-5510-121-000-0000	IPF GAS 6/3	285.14	
					11-261-5510-121-000-0000	MALT GAS 6/3	1,133.43	
					11-261-5511-000-000-0000	TRNS GAS 6/3	278.00	
					21-261-5510-002-000-0000	MILLER GAS 6/3	880.34	10,008.25
A09196	06/06/25	11808	D M BURR SECURITY		11-261-3150-000-000-0000	BANKCOURIER 5/30	102.80	102.80
A09197	06/06/25	01273	IMPERIAL DADE		11-261-5990-000-000-0000	OPERATION SUP	67.14	
					11-261-5990-000-000-0000	OPERATION SUP	16,685.63	16,752.77
A09198	06/06/25	37640	LIVINGSTON COUNTY MECHANICA	42445 C	11-261-4123-000-000-0000	HVAC 5/27-5/30	1,680.00	1,680.00
A09199	06/06/25	44930	MICHIGAN VIRTUAL		11-111-3220-000-006-0000	SHAREDSERV CONF	2,421.00	2,421.00
A09200	06/06/25	51360	NORTHLAND SERVICES LLC	42460 C	11-261-4124-000-000-0000	HILT TREATMENT	775.00	775.00
A09201	06/06/25	53375	J W PEPPER & SON INC	42207 P	11-113-5110-031-038-0000	MUSIC	102.79	102.79
A09202	06/06/25	25392	REYES HOLDINGS LLC		21-297-5610-000-000-0000	DRINKS 5/29	1,139.63	1,139.63
A09203	06/06/25	59742	DUKE SERVICES LLC	42444 C	11-261-4122-000-000-0000	PLUM 5/27-5/30	1,800.00	1,800.00
A09204	06/06/25	76028	ARMOREX	42446 C	11-261-5990-000-000-0000	OPERATION SUP	6.26	

### Check Register

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CheckNo	CkDate	Vendor	Name	PO #	Account	Description	Amount	CheckAmt
				42456 C	11-261-5990-000-000-0000	OPERATION SUP	273.60	279.86
A09205	06/06/25	83444	MELANIE MARIE WALLS		21-296-7920-031-001-0000	TESTING PROCTOR	1,360.00	1,360.00
<b>Sub Total:</b>							<b>\$84,435.85</b>	
<b>Register Total:</b>							<b>\$319,786.56</b>	

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

Fund Name	Amount
CAFETERIA FUND	\$36,156.80
GENERAL FUND	\$142,158.13
SPEC REV - STUDENT ACTIVITY	\$127,627.52
COMMUNITY EDUCATION	\$13,747.11
STUDENT ACTIVITIES	\$97.00
<b>Total:</b>	<b>\$319,786.56</b>

**Posting To Detail Control Accounts**

Account	Description	Fund	Account Class	Acct. Charge
12-101-1000-000-000-0000	GENERAL FUND CHECKING	G	O	(319,786.56)
12-131-0000-000-000-0000	INTERFUND REC AP	G	K	177,628.43
12-402-0000-000-000-0000	A/P CONTROL - GF	G	D	142,158.13
22-402-0000-000-297-0000	A/P CONTROL - FS	C	D	36,156.80
22-402-0000-000-299-0000	A/P CONTROL STUDENT ACT	K	D	127,627.52
22-402-0000-000-300-0000	A/P CONTROL - CE	M	D	13,747.11
22-411-0000-000-000-0000	STUD ACTIVIT I/F	K	N	(127,627.52)
22-411-0000-000-297-0000	FOOD SERVICE I/F	C	N	(36,156.80)
22-411-0000-000-300-0000	COMM ED I/F	M	N	(13,747.11)
62-402-0000-000-000-0000	A/P CONTROL - AGENCY	S	D	97.00
62-411-0000-000-000-0000	STUDENT ACT I/F	S	N	(97.00)

Check Register  
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CheckNo	CkDate	Vendor	Name	PO #	Account	Description	Amount	CheckAmt
<b>REGULAR CHECKS</b>								
032578	06/16/25	13714	AAA NORTH AMERICAN		12-451-0500-000-000-0000	GARNISH W/H 06/13/25	308.01	308.01
032579	06/16/25	00393	AT&T		11-261-3412-000-000-0000	INTERNET MAY	600.00	600.00
032580	06/16/25	06550	BEST PLUMBING SPECIALTIES INC	42487 C	11-261-5994-000-000-0000	SILLCOCK KEY	46.34	
				42486 C	11-261-5994-000-000-0000	SILLCOCK KEYS	86.66	133.00
032581	06/16/25	13878	CAVANAUGHS LAWN CARE	42469 C	21-296-7920-031-026-0000	FLOWERS LESS TAX	488.33	488.33
032582	06/16/25	09964	CLARK HILL P.L.C.		11-231-3170-000-000-0000	SE LEGAL SERV	260.00	260.00
032583	06/16/25	13869	DRIVERGENT, INC	42463 C	11-293-4920-000-000-0000	APR TRIPS	970.00	970.00
032584	06/16/25	11871	DTE ENERGY		11-261-5520-121-000-0000	IPF ELECT 5/2-6/2	4,149.56	
					11-261-5521-000-000-0000	TRNS POLEBARN 5/5-6/	40.23	4,189.79
032585	06/16/25	13308	ENERCO CORPORATION	42472 C	11-261-4122-000-000-0000	SITE TESTING	150.00	150.00
032586	06/16/25	13608	ROBERT EVANS	42492 C	11-249-5910-031-000-0000	GRADUATION VIDEO	1,000.00	1,000.00
032587	06/16/25	22665	GANNETT MI LOCALIQ		11-231-3510-000-000-0000	BID&BUDGET ADS	199.75	199.75
032588	06/16/25	13127	GOURMET COFFEE SERVICES	42470 C	21-296-7920-031-750-0000	COFFEE REPAIR	390.00	390.00
032589	06/16/25	35832	KONE INC	42480 C	11-261-4129-000-000-0000	ELEVATOR REPAIR	2,272.35	2,272.35
032590	06/16/25	13877	LACASA	42494 C	21-296-7920-021-000-0000	COFFEE FUNDRAISER	207.00	207.00
032591	06/16/25	13877	LACASA	42466 C	21-296-7920-031-400-0000	FUNDRAISER DONATION	27,205.00	27,205.00
032592	06/16/25	37777	LOGISOFT COMPUTER PRODUCTS	42171	12-192-0000-000-000-0000	FY 26 ADOBE LICENSE	2,350.00	2,350.00
032593	06/16/25	13706	MENTALITY TRAINING LLC		21-321-7410-000-008-0000	CHEER CLINIC	6,396.00	6,396.00
032594	06/16/25	46200	MITCHELL REPAIR INFORMATION C	42493 C	11-127-5110-031-550-3440	MARCH BILLING	112.42	112.42
032595	06/16/25	13881	PLYMOUTH CANTON CRUISERS		21-321-7410-000-004-0000	PCC SWIM REG FEES	122.00	122.00
032596	06/16/25	55308	QUICK SILVER MARKETING		21-321-5990-000-021-0000	SUMMER TEES	693.60	693.60
032597	06/16/25	13635	SPRING LAKE PUBLIC SCHOOLS		11-226-3190-000-006-0000	COOP AGREEMENT	49,546.46	49,546.46
032598	06/16/25	65710	STATE OF MICHIGAN	42495 C	11-252-7410-000-000-0000	ELEVATOR RENEWAL	293.55	293.55
032599	06/16/25	66424	STENGER & STENGER PC		12-451-0500-000-000-0000	GARNISH W/H 6/13/25	185.82	185.82
032600	06/16/25	13876	THE CARL NAGY FOUNDATION	42465 C	21-296-7920-031-400-0000	FUNDRAISER DONATION	27,205.00	27,205.00
032601	06/16/25	84519	WASTE MANAGEMENT	42479 C	11-261-4125-000-000-0000	DUMPSTER PICKUP	416.50	416.50
032602	06/16/25	13880	WATER LANDSCAPES LLC		11-261-4124-000-000-0000	POND CLEANING	850.00	850.00
032603	06/16/25	84544	WATER TECH	42476 C	11-261-4122-000-000-0000	WATER TESTING	312.00	
				42478 C	11-261-4122-000-000-0000	WATER TESTING	138.00	450.00
032604	06/16/25	13874	WE WALK THE LINE	42464 C	21-296-7920-031-400-0000	FUNDRAISER DONATION	27,205.00	27,205.00
032605	06/16/25	86100	WELTMAN, WEINBERG & REIS		12-451-0500-000-000-0000	GARNISH W/H 06/13/25	254.12	254.12
032606	06/16/25	MSC55	BRIDGET MARCOLA		21-321-7410-000-012-0000	BRIDGET MARCOLA	150.00	150.00
032607	06/16/25	MSC55	LISA NELSON		20-181-6000-000-019-0000	LISA NELSON	425.00	425.00
032608	06/16/25	MSC55	SARAH CZARNOWSKI		21-296-7920-021-000-0000	SARAH CZARNOWSKI	70.00	70.00
032609	06/16/25	MSC60	ADAM GNIEWEK	42452 C	21-296-7920-031-400-0000	ADAM GNIEWEK	637.25	637.25
032610	06/16/25	MSC60	JANICE EISINGER	42468 C	21-296-7920-031-000-0000	JANICE EISINGER	30.00	30.00
Sub Total:							<b>\$155,765.95</b>	

**ACH CHECKS**

A09206	06/16/25	05235	BSN SPORTS INC	42471 C	21-296-5991-000-015-0000	BBALLS	576.38	
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Check Register  
 Run Date: 06/16/2025

CheckNo	CkDate	Vendor	Name	PO #	Account	Description	Amount	CheckAmt
				42475 C	21-296-5991-000-015-0000	T-SHIRTS	765.85	1,342.23
A09207	06/16/25	08316	CDW GOVERNMENT INC	42306 C	11-113-4120-031-000-0000	SAMSUNG 55IN	479.00	479.00
A09208	06/16/25	10069	CLEAR RATE COMMUNICATIONS IN		11-261-3410-001-000-0000	HAWK PHONES JUNE	211.89	
					11-261-3410-004-000-0000	SPEN PHONES JUNE	211.89	
					11-261-3410-005-000-0000	HRNG PHONES JUNE	203.95	
					11-261-3410-006-000-0000	HILT PHONES JUNE	211.89	
					11-261-3410-021-000-0000	SCRN PHONES JUNE	294.00	
					11-261-3410-031-000-0000	BHS PHONES JUNE	927.03	
					11-261-3410-121-000-0000	MALT PHONES JUNE	296.65	
					11-261-3411-000-000-0000	TRNS PHONES JUNE	45.03	
					11-261-3412-000-000-0000	TECH PHONES JUNE	164.22	
					21-261-3410-002-000-0000	MILLER PHONES JUNE	211.89	2,778.44
A09209	06/16/25	11440	CURRICULUM ASSOCIATES LLC	42413 C	11-119-5990-121-000-2900	PHONICS SUPPLIES	4,224.00	4,224.00
A09210	06/16/25	11808	D M BURR SECURITY		11-261-3150-000-000-0000	BANKCOURIER 6/6	102.80	102.80
A09211	06/16/25	22765	GELARDI PRODUCE CO		21-297-5610-000-000-0000	PRODUCE MAY	576.43	
					21-297-5610-000-000-0000	PRODUCE MAY	762.32	
					21-297-5610-000-000-0000	PRODUCE MAY	145.25	
					21-297-5610-000-000-0000	PRODUCE MAY	715.44	
					21-297-5610-000-000-0000	PRODUCE MAY	1,065.04	
					21-297-5610-000-000-0000	PRODUCE MAY	650.89	
					21-297-5610-000-000-0000	PRODUCE MAY	134.00	
					21-297-5610-000-000-0000	PRODUCE MAY	341.65	
					21-297-5610-000-000-0000	PRODUCE MAY	1,443.48	
					21-297-5610-000-000-0000	PRODUCE MAY	520.75	6,355.25
A09212	06/16/25	01273	IMPERIAL DADE		11-261-5990-000-000-0000	OPERATION SUP	434.28	
					11-261-5990-000-000-0000	OPERATION SUP	736.58	
					11-261-5990-000-000-0000	OPERATION SUP	480.00	
					11-261-5990-000-000-0000	OPERATION SUP	73.85	
					11-261-5990-000-000-0000	OPERATION SUP	2,165.13	3,889.84
A09213	06/16/25	34315	JOHN'S SANITATION	42474 C	11-261-4220-000-000-0000	PORTAJOHNS RENTAL	105.00	
				42473 C	11-261-4220-000-000-0000	PORTAJOHNS RENTAL	420.00	525.00
A09214	06/16/25	34867	KENSINGTON VALLEY VARSITY	42498 C	11-261-5990-000-000-0000	OPS UNIFORMS	756.30	
				42490 C	21-296-7920-031-100-0000	PATCHES	620.00	
				42491 C	21-296-7920-031-100-0000	PATCHES	320.00	1,696.30
A09215	06/16/25	37127	LINDHOUT ASSOCIATES		11-113-6410-031-000-0000	BHS SCIENCE LABS	135.42	
					11-261-6410-200-000-0000	BECC BATHROOMS	2,445.50	
					11-271-8221-000-000-0000	TRNS FUEL TANKS	5,919.00	8,499.92
A09216	06/16/25	37640	LIVINGSTON COUNTY MECHANICA	42497 C	11-261-4123-000-000-0000	HVAC 6/9-6/14	2,160.00	2,160.00
A09217	06/16/25	37665	LIVINGSTON CTY TREASURER		10-111-0000-000-000-6000	PROPERTY TAX ADJUST	17,256.96	
					30-111-1000-000-015-6000	PROP TAX ADJUST 2015	3.16	
					30-111-1000-000-019-6000	PROPERTY TAX ADJUST	1,819.46	

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CheckNo	CkDate	Vendor	Name	PO #	Account	Description	Amount	CheckAmt
					30-111-1000-000-500-6000	PROP TAX ADJUST 2012	396.14	
					30-111-1000-000-600-6000	PROP TAX ADJUST 2013	180.76	
					30-119-0000-000-019-0000	INTEREST & PENALTIES	1.78	
					30-119-0000-000-500-0000	INT & PENALTIES 2012	0.39	
					30-119-0000-000-600-0000	INT & PENALTIES 2013	0.18	19,658.83
A09218	06/16/25	13399	MARCO TECHNOLOGIES	42485 C	11-284-4120-000-000-0000	DISTRICT PRINTERS	5,700.34	
				42488 C	11-284-4120-000-000-0000	DISTRICT PRINTERS	6,530.00	12,230.34
A09219	06/16/25	45710	MILLCRAFT PAPER COMPANY	42483 C	11-127-5110-031-562-3440	ASTROBRIGHTS	496.89	
				42482 C	11-127-5110-031-562-3440	WHITE PAPER	406.80	
				42481 C	11-127-5110-031-562-3440	ASTROBRIGHTS	339.86	
				42484 C	11-127-5110-031-562-3440	WHITE POLY	440.56	1,684.11
A09220	06/16/25	53375	J W PEPPER & SON INC	42207 P	11-113-5110-031-038-0000	MUSIC	74.80	74.80
A09221	06/16/25	25392	REYES HOLDINGS LLC		21-297-5610-000-000-0000	DRINKS OCT	749.29	749.29
A09222	06/16/25	59742	DUKE SERVICES LLC	42467 C	11-261-4122-000-000-0000	PLUM 6/2-6/6	2,520.00	
				42496 C	11-261-4122-000-000-0000	PLUM 6/9-6/13	2,220.00	4,740.00
A09223	06/16/25	61701	THE SIGN GUYS	42477 C	11-261-5992-000-000-0000	NYLON FLAGS	1,269.58	1,269.58
A09224	06/16/25	62467	FRANK C SMITH	42489 C	21-296-7920-031-100-0000	MUSICAL USBS	175.00	175.00
A09225	06/16/25	75670	THRUN, MAATSCH, AND NORDBER		11-231-3170-000-000-0000	LEGAL SERV GENERAL	5,921.00	
					11-231-3170-000-000-0000	LEGAL SERV NEGOTIATI	2,247.15	8,168.15
A09226	06/16/25	76028	ARMOREX	42499 C	11-261-5990-000-000-0000	OPERATION SUP	336.93	336.93
A09227	06/16/25	81465	VERIZON WIRELESS		11-261-3410-000-000-0000	BECC CELLPHONES 5/23	319.58	
					11-261-3410-000-000-0000	OPS CELLPHONES 5/23	87.66	
					11-261-3410-004-000-0000	SPEN CELLPHONES 5/23	48.58	
					11-261-3410-005-000-0000	HRNG CELLPHONES 5/23	48.58	
					11-261-3410-021-000-0000	SCRN CELLPHONES 5/23	48.58	
					11-261-3410-031-000-0000	BHS CELLPHONES 5/23	48.58	
					11-261-3410-121-000-0000	MALT CELLPHONES 5/23	48.58	
					11-261-3412-000-000-0000	TECH CELLPHONES 5/23	95.26	
					11-293-3410-000-000-0000	ATHL CELLPHONES 5/23	46.68	
					21-261-3410-002-000-0000	CE CELLPHONES 5/23	18.12	
					21-297-3410-000-000-0000	FS CELLPHONES 5/23	54.54	864.74
Sub Total:							\$82,004.55	
Register Total:							\$237,770.50	

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

Fund Name	Amount
CAFETERIA FUND	\$7,159.08
DEBT FUND 2019	\$1,821.24
GENERAL FUND	\$134,298.13
SPEC REV - STUDENT ACTIVITY	\$85,894.81
DEBT FUND 2013 REF	\$180.94
COMMUNITY EDUCATION	\$8,016.61
DEBT FUND 2012 REFUND	\$396.53
DEBT FUND 2015	\$3.16
<b>Total:</b>	<b>\$237,770.50</b>

Posting To Detail Control Accounts

Account	Description	Fund	Account Class	Acct. Charge
12-101-1000-000-000-0000	GENERAL FUND CHECKING	G	O	(237,770.50)
12-131-0000-000-000-0000	INTERFUND REC AP	G	K	103,472.37
12-402-0000-000-000-0000	A/P CONTROL - GF	G	D	134,298.13
22-402-0000-000-297-0000	A/P CONTROL - FS	C	D	7,159.08
22-402-0000-000-299-0000	A/P CONTROL STUDENT ACT	K	D	85,894.81
22-402-0000-000-300-0000	A/P CONTROL - CE	M	D	8,016.61
22-411-0000-000-000-0000	STUD ACTIVIT I/F	K	N	(85,894.81)
22-411-0000-000-297-0000	FOOD SERVICE I/F	C	N	(7,159.08)
22-411-0000-000-300-0000	COMM ED I/F	M	N	(8,016.61)
32-402-0000-000-000-0000	A/P CONTROL - DEBT	D	D	1,821.24
32-402-0000-000-015-0000	A/P CONTROL ACCT 2015	T	D	3.16
32-402-0000-000-500-0000	AP CONTROL	P	D	396.53
32-402-0000-000-601-0000	AP CONTROL	L	D	180.94
32-411-0000-000-015-0000	2015 DEBT I/F	T	N	(3.16)
32-411-0000-000-019-0000	2019 DEBT I/F	D	N	(1,821.24)
32-411-0000-000-500-0000	2012 REF DEBT I/F	P	N	(396.53)
32-411-0000-000-601-0000	2013 REF DEBT I/F	L	N	(180.94)

CheckNo	CkDate	Vendor	Name	PO #	Account	Description	Amount	CheckAmt
<b>REGULAR CHECKS</b>								
032611	06/20/25	05105	AWARDS & SPECIALTIES	42511 C	11-293-5990-000-000-0000	BULLDOG MEDALS/PLAQU	4,117.74	4,117.74
032612	06/20/25	13207	BRE CHOREOGRAPHY LLC	42512 C	21-296-5991-000-012-0000	MASTER CHOREOGRAPHY	3,077.00	3,077.00
032613	06/20/25	07308	BRIGHTON FORD	42515 C	11-127-5110-031-550-3440	SHOP MODULE	441.64	441.64
032614	06/20/25	09800	CJC CRUISES	42513 C	21-296-7920-021-000-0000	7TH GRADE CRUISE	18,065.00	18,065.00
032615	06/20/25	09964	CLARK HILL P.L.C.		12-192-0000-000-000-0000	FY 25/26 RETAINER EA	799.00	799.00
032616	06/20/25	12167	DATA IMAGE SYSTEMS INC		11-111-5110-000-006-0000	HOLY SPIRIT SUPPLIES	872.00	872.00
032617	06/20/25	11871	DTE ENERGY		11-261-5510-121-000-0000	MALT ELECT 5/9-6/9	3,277.84	
					11-261-5520-005-000-0000	HRNG ELECT 5/9-6/9	1,092.62	
					11-261-5520-031-000-0000	BHS ELECT 5/8-6/9	8,344.83	12,715.29
032618	06/20/25	25085	GRAND RAPIDS PUBLIC SCHOOLS		21-137-3110-000-000-0000	GRASP SUMMER	2,868.00	2,868.00
032619	06/20/25	31215	HURON VALLEY SCHOOLS	42124 P	11-271-8220-000-000-0000	MAY TRANSPORT	5,022.00	
				42124 C	11-271-8220-000-000-0000	JUNE TRANSPORT	2,144.50	7,166.50
032620	06/20/25	31580	IAN KINDER LLC		21-137-3110-000-000-0000	SELF DEFENSE CLASS	288.00	288.00
032621	06/20/25	13394	IKI INC		21-137-3110-000-000-0000	ONLINE PIANO	98.00	98.00
032622	06/20/25	13879	KIMBERLY HUBERT		11-226-3190-000-000-0000	TUTORING CONSULT	812.50	812.50
032623	06/20/25	41340	MERIDIAN WINDS LLC	42510 C	11-113-6410-031-000-0000	SOUSAPHONE CASES	2,750.00	2,750.00
032624	06/20/25	51460	OAK POINTE COUNTRY	42502 C	21-296-5991-000-007-0000	6/11 BANQUET	5,596.06	5,596.06
032625	06/20/25	52450	PANERA BREAD CO		21-297-5610-000-000-0000	BAGELS JUNE	1,721.78	1,721.78
032626	06/20/25	54800	PRAIRIE FARMS DAIRY		21-297-5611-000-000-0000	MILK JUNE	4,159.76	4,159.76
032627	06/20/25	63575	SOUTH LYON COMMUNITY SCHOO	41744 C	11-271-8220-000-000-0000	JUNE TRANSPORT	917.65	917.65
032628	06/20/25	65749	STATE OF MICHIGAN		11-252-7410-000-000-0000	MOTION FEE	20.00	20.00
032629	06/20/25	13100	DIANE STEEH		21-391-4913-000-000-0000	SPRING YOGA	1,095.50	1,095.50
032630	06/20/25	MSC35	ABBY COOPER		20-161-0000-000-000-0000	ABBY COOPER	22.50	22.50
032631	06/20/25	MSC35	ANA ALIMEDA		20-161-0000-000-000-0000	ANA ALIMEDA	109.50	109.50
032632	06/20/25	MSC35	BAILAN BUKOWIECKI		20-161-0000-000-000-0000	BAILAN BUKOWIECKI	15.00	15.00
032633	06/20/25	MSC35	CARLA DUFORD		20-161-0000-000-000-0000	CARLA DUFORD	58.50	58.50
032634	06/20/25	MSC35	CHRISTINE EHMAN		20-161-0000-000-000-0000	CHRISTINE EHMAN	40.75	40.75
032635	06/20/25	MSC35	JOANNE FAIRALL		20-161-0000-000-000-0000	JOANNE FAIRALL	48.50	48.50
032636	06/20/25	MSC35	JODY FRITTS		20-161-0000-000-000-0000	JODY FRITTS	15.00	15.00
032637	06/20/25	MSC35	KATHY DERKOWSKI		20-161-0000-000-000-0000	KATHY DERKOWSKI	12.50	12.50
032638	06/20/25	MSC35	KATRINA FRELICH		20-161-0000-000-000-0000	KATRINA FRELICH	70.15	70.15
032639	06/20/25	MSC35	KELLIE CASSIDY		20-161-0000-000-000-0000	KELLIE CASSIDY	29.50	29.50
032640	06/20/25	MSC35	KIMBERLY ANDERSON		20-161-0000-000-000-0000	KIMBERLY ANDERSON	15.25	15.25
032641	06/20/25	MSC35	LAURA FORTSON		20-161-0000-000-000-0000	LAURA FORTSON	10.75	10.75
032642	06/20/25	MSC35	LINDSAY CORTIS		20-161-0000-000-000-0000	LINDSAY CORTIS	14.75	14.75
032643	06/20/25	MSC35	LISA DAAVETILA		20-161-0000-000-000-0000	LISA DAAVETILA	13.18	13.18
032644	06/20/25	MSC35	MARISA ALEXANDER		20-161-0000-000-000-0000	MARISA ALEXANDER	10.50	10.50
032645	06/20/25	MSC35	MARY BAKER		20-161-0000-000-000-0000	MARY BAKER	100.75	100.75
032646	06/20/25	MSC35	MELISSA BISSETT		20-161-0000-000-000-0000	MELISSA BISSETT	79.50	79.50
032647	06/20/25	MSC35	TANYA GATTI		20-161-0000-000-000-0000	TANYA GATTI	13.50	13.50

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032648	06/20/25	MSC55	LISA ANDRUS		20-179-0000-021-000-0000	LISA ANDRUS	70.00	70.00
Sub Total:							\$68,331.50	
<b>ACH CHECKS</b>								
A09228	06/20/25	00930	ADVANCED WATER	42504 C	11-261-5994-000-000-0000	SOLAR SALT	86.70	
				42503 C	11-261-5994-000-000-0000	SOLAR SALT	173.40	
				42505 C	11-261-5994-000-000-0000	SOLAR SALT	173.40	433.50
A09229	06/20/25	13121	AJD PIZZA MANAGEMENT		21-297-5610-000-000-0000	PIZZA JUNE	5,816.25	5,816.25
A09230	06/20/25	02055	AMERICAN INTERIORS INC	42184 C	11-111-5110-004-000-0000	OFFICE PANELS	1,495.28	1,495.28
A09231	06/20/25	11808	D M BURR SECURITY		11-261-3150-000-000-0000	BANKCOURIER 6/13	102.80	102.80
A09232	06/20/25	13650	DIRECT ENERGY BUSINESS LLC		11-261-5520-000-000-0000	BECC ELECT 6/17	542.77	
					11-261-5520-001-000-0000	HAWK ELECT 6/17	2,247.25	
					11-261-5520-004-000-0000	SPEN ELECT 6/17	2,586.85	
					11-261-5520-005-000-0000	HRNG ELECT 6/17	2,004.34	
					11-261-5520-006-000-0000	HILT ELECT 6/17	2,760.35	
					11-261-5520-021-000-0000	SCRN ELECT 6/17	4,612.02	
					11-261-5520-031-000-0000	BHS ELECT 6/17	30,788.12	
					11-261-5520-041-000-0000	BRIDGE ELECT 6/17	1,628.31	
					11-261-5520-121-000-0000	MALT ELECT 6/17	6,013.02	
					11-261-5521-000-000-0000	TRNS ELECT 6/17	387.17	
					21-261-5520-002-000-0000	MILLER ELECT 6/17	1,868.60	55,438.80
A09233	06/20/25	22765	GELARDI PRODUCE CO		21-297-5610-000-000-0000	PRODUCE JUNE	1,163.50	
					21-297-5610-000-000-0000	PRODUCE JUNE	481.79	
					21-297-5610-000-000-0000	PRODUCE JUNE	332.55	
					21-297-5610-000-000-0000	PRODUCE JUNE	788.09	2,765.93
A09234	06/20/25	27670	HERFF JONES INC	42514 C	11-249-5910-031-000-0000	DIPLOMA COVERS	2,870.94	2,870.94
A09235	06/20/25	34315	JOHN'S SANITATION	42507 C	11-261-4220-000-000-0000	PORTAJOHNS RENTAL	210.00	
				42506 C	11-261-4220-000-000-0000	PORTAJOHNS RENTAL	105.00	
				42508 C	11-261-4220-000-000-0000	PORTAJOHNS RENTAL	105.00	
				42509 C	11-261-4220-000-000-0000	PORTAJOHNS RENTAL	105.00	525.00
A09236	06/20/25	34750	KAUKAB LLC		21-137-3110-000-000-0000	MESSIEST SCIENCE	518.00	
					21-137-3110-000-000-0000	TEENS DIY CLASS	370.00	
					21-137-3110-000-000-0000	FLUORESCENT FUN	518.00	1,406.00
A09237	06/20/25	13638	LINDA POLO		21-137-3110-000-000-0000	FLOWER PAINTING	100.00	100.00
A09238	06/20/25	13028	JAMES WESLEY		21-137-3110-000-000-0000	PHOTO 101	126.00	126.00
Sub Total:							\$71,080.50	
Register Total:							\$139,412.00	

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

Fund Name	Amount
CAFETERIA FUND	\$15,143.80
GENERAL FUND	\$89,610.04
SPEC REV - STUDENT ACTIVITY	\$26,808.06
COMMUNITY EDUCATION	\$7,850.10
<b>Total:</b>	<b>\$139,412.00</b>

Posting To Detail Control Accounts

Account	Description	Fund	Account Class	Acct. Charge
12-101-1000-000-000-0000	GENERAL FUND CHECKING	G	O	(139,412.00)
12-131-0000-000-000-0000	INTERFUND REC AP	G	K	49,801.96
12-402-0000-000-000-0000	A/P CONTROL - GF	G	D	89,610.04
22-402-0000-000-297-0000	A/P CONTROL - FS	C	D	15,143.80
22-402-0000-000-299-0000	A/P CONTROL STUDENT ACT	K	D	26,808.06
22-402-0000-000-300-0000	A/P CONTROL - CE	M	D	7,850.10
22-411-0000-000-000-0000	STUD ACTIVIT I/F	K	N	(26,808.06)
22-411-0000-000-297-0000	FOOD SERVICE I/F	C	N	(15,143.80)
22-411-0000-000-300-0000	COMM ED I/F	M	N	(7,850.10)

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CheckNo	CkDate	Vendor	Name	PO #	Account	Description	Amount	CheckAmt
<b>REGULAR CHECKS</b>								
032649	06/27/25	00160	ADR CONSTRUCTION CO.	42518 C	11-261-4124-002-000-3430	WALKWAY WOOD	6,580.00	6,580.00
032650	06/27/25	00948	AERO FILTER INC	42552 C	11-261-5996-000-000-0000	MILLER FILTERS	122.20	
				42550 C	11-261-5996-000-000-0000	BHS FILTERS	4,384.64	
				42553 C	11-261-5996-000-000-0000	HILTON FILTERS	508.96	
				42554 C	11-261-5996-000-000-0000	MALTBY FILTERS	6,540.02	
				42551 C	11-261-5996-000-000-0000	SPENCER FILTERS	352.03	
				42549 C	11-261-5996-000-000-0000	BECC FILTERS	682.86	12,590.71
032651	06/27/25	05105	AWARDS & SPECIALTIES		21-321-5990-000-029-0000	YOUTH BALL TROPHYS	8,384.42	8,384.42
032652	06/27/25	06188	BEHIND YOUR DESIGN	42527 C	11-232-3190-000-000-0000	MONTHLY MARKETING	2,000.00	2,000.00
032653	06/27/25	06550	BEST PLUMBING SPECIALTIES INC	42558 C	11-261-5994-000-000-0000	SHOWERPAC	1,116.09	1,116.09
032654	06/27/25	13173	CATCH TRANSPORT	42561 C	11-293-4920-000-000-0000	SOCCER TEAM TRIP	1,395.00	1,395.00
032655	06/27/25	09670	CITY OF BRIGHTON	42525 C	11-231-4910-000-000-0000	APR MEETING SECURITY	499.98	
				42524 C	11-266-3190-031-000-2491	BHS SRO	8,451.30	8,951.28
032656	06/27/25	10808	CONTI CORP	42556 C	11-261-4910-000-000-0000	DOOR TROUBLESHOOTING	115.00	115.00
032657	06/27/25	13658	CORRIGAN CONSTRUCTION LLC		11-261-6410-200-000-0000	BECC PROJECT CONSTR	68,010.32	68,010.32
032658	06/27/25	12000	DAKTRONICS	42540 C	11-293-4120-000-000-0000	RETROFIT DIGITAL	465.00	465.00
032659	06/27/25	35030	DANCE TEAM UNION	42539 C	21-296-5991-000-012-0000	TEAM CAMP	4,333.10	4,333.10
032660	06/27/25	13020	FORESITE DESIGN		41-456-6220-021-000-0000	TURF REPLACE PROJ	28,800.00	28,800.00
032661	06/27/25	22845	GENESEE INTERMEDIATE		11-226-3190-000-006-0000	TECH SERV CONTRACT	770.70	770.70
032662	06/27/25	13056	LEONARDS FOUNTAIN SPECIALTIE	42555 C	11-261-5991-000-000-0000	BULK CO2	200.07	200.07
032663	06/27/25	37663	LIVINGSTON CTY SHERIFF	42526 C	11-266-3190-021-000-2491	MAY SRO	7,500.00	7,500.00
032664	06/27/25	13803	MARTY GILMAN INC	42541 C	11-293-6000-000-000-0000	NEW GOALS	2,530.32	
				42541 C	21-296-5991-000-017-0000	NEW GOALS	700.00	3,230.32
032665	06/27/25	41336	MERCY HIGH SCHOOL	42559 C	11-293-7410-000-014-0000	MOTOR CITY REG	1,850.00	1,850.00
032666	06/27/25	41340	MERIDIAN WINDS LLC	42530 C	11-113-4120-031-021-0000	PICCOLO REPLACE	900.00	
				42528 C	11-113-4120-031-021-0000	HORN REPAIR	250.00	
				42533 C	11-113-4120-031-021-0000	TROMBONE MUTE	38.00	
				42531 C	11-113-4120-031-021-0000	PICCOLO REPAIR	175.00	
				42535 C	11-113-4120-031-021-0000	SAX REPAIR	280.00	
				42536 C	11-113-4120-031-021-0000	TRUMPET REPAIR	133.00	
				42532 C	11-113-4120-031-021-0000	TUBA REPAIR	90.00	
				42537 C	11-113-4120-031-021-0000	SAX REPAIR	280.00	
				42529 C	11-113-4120-031-021-0000	PICCOLO REPAIR	135.00	
				42538 C	11-113-4120-031-021-0000	SAX REPAIR	260.00	
				42534 C	11-113-4120-031-021-0000	SAX REPAIR	100.00	2,641.00
032667	06/27/25	13777	MIDWEST CONTRACTING CO LLC		11-113-6410-031-000-0000	SCIENCE ROOM	4,498.38	4,498.38
032668	06/27/25	13263	PREMIER SECURITY SOLUTIONS	42523 C	11-266-3190-001-000-2491	APR SECURITY	6,455.46	
				42523 C	11-266-3190-004-000-2491	APR SECURITY	6,259.77	
				42523 C	11-266-3190-005-000-2491	APR SECURITY	6,362.73	
				42523 C	11-266-3190-006-000-2491	APR SECURITY	6,217.20	

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CheckNo	CkDate	Vendor	Name	PO #	Account	Description	Amount	CheckAmt
				42523 C	11-266-3190-031-000-2491	APR SECURITY	6,093.45	
				42523 C	11-266-3190-041-000-2491	APR SECURITY	5,083.65	36,472.26
032669	06/27/25	55308	QUICK SILVER MARKETING		21-321-5990-000-029-0000	POSTER PRINTS	64.00	
					21-321-7410-000-015-0000	SHIPPING	60.96	124.96
032670	06/27/25	66424	STENGER & STENGER PC		12-451-0500-000-000-0000	GARNISH W/H 06/26/20	88.34	88.34
032671	06/27/25	80430	UNIVERSITY TRANSLATORS		11-122-3190-004-160-0000	INTERPRETER	301.80	301.80
032672	06/27/25	84519	WASTE MANAGEMENT	42546 C	11-261-4125-000-000-0000	BARC DUMPSTER	826.10	
				42548 C	11-261-4125-000-000-0000	BCPA DUMPSTER	517.12	1,343.22
032673	06/27/25	88670	THE WINMATT GROUP	42522 C	11-231-3190-000-000-0000	JUNE LOBBYING	800.00	800.00
032674	06/27/25	MSC55	CARSON DINKELMANN		21-351-7411-000-000-0000	CARSON DINKELMANN	107.00	107.00
032675	06/27/25	MSC55	CRYSTAL EBERLY		11-212-5990-021-000-0000	CRYSTAL EBERLY	1,042.32	1,042.32

Sub Total: \$203,711.29

ACH CHECKS

A09239	06/27/25	13748	ABIGAIL KISSEL		21-321-3110-000-007-0000	IPF SUPERVISOR	75.00	75.00
A09240	06/27/25	00930	ADVANCED WATER	42557 C	11-261-5994-000-000-0000	SOLAR SALT	910.35	910.35
A09241	06/27/25	01812	AMERICAN DATA SECURITY	42560 C	11-111-5110-004-000-0000	SHREDDING	44.50	
				42560 C	11-111-5110-005-000-0000	SHREDDING	48.00	
				42560 C	11-111-5110-006-000-0000	SHREDDING	48.00	
				42560 C	11-112-5110-021-000-0000	SHREDDING	60.00	
				42560 C	11-112-5110-121-000-0000	SHREDDING	52.00	
				42560 C	11-241-4120-031-000-0000	SHREDDING	436.50	
				42560 C	11-249-5910-041-000-0000	SHREDDING	28.00	
				42560 C	11-252-4910-000-000-0000	SHREDDING	176.50	
				42560 C	21-351-7910-000-000-0000	SHREDDING	48.00	941.50
A09242	06/27/25	04178	ARCH ENVIRONMENTAL GROUP		11-261-4110-000-000-0000	ASBESTOS PROJECT	839.80	
					11-261-4110-000-000-0000	ASBESTOS MONITORING	772.35	
					11-261-6410-200-000-0000	ASBESTOS ABATEMENT	526.96	2,139.11
A09243	06/27/25	05235	BSN SPORTS INC	42544 C	21-296-5991-000-015-0000	T-SHIRTS	290.95	
				42543 C	21-296-5991-000-024-0000	PANTS	149.20	
				42542 C	21-296-5991-000-024-0000	PANTS	149.20	589.35
A09244	06/27/25	08341	C & M ASSOCIATES LLC	42226 C	11-261-4110-000-000-0000	GARED/PSS ADJUSTER	3,950.00	3,950.00
A09245	06/27/25	18952	EXECUTIVE ENERGY		11-261-4128-000-000-0000	ENERGY MNGT MARCH	500.00	
					11-261-4128-000-000-0000	ENERGY MNGT MAY	500.00	1,000.00
A09246	06/27/25	13883	JAMF HOLDINGS		11-284-3450-000-000-2860	JAMF CONNECT BASIC	512.15	512.15
A09247	06/27/25	34315	JOHN'S SANITATION		21-321-7410-000-015-0000	TOURNEY PORTAJOHNS	985.00	985.00
A09248	06/27/25	37640	LIVINGSTON COUNTY MECHANICA	42547 C	11-261-4123-000-000-0000	HVAC 6/16-6/20	2,280.00	2,280.00
A09249	06/27/25	37672	LIVINGSTON EDUCATIONAL		11-113-5110-031-000-2830	NOV TRIPS	104.00	
					11-113-5110-031-039-0000	FEB TRIP	127.00	
					11-113-5110-031-039-0000	FEB TRIP	159.25	
					11-113-5110-031-039-0000	DEC TRIP	818.65	

Check Register  
 Run Date: 06/27/2025

CheckNo	CkDate	Vendor	Name	PO #	Account	Description	Amount	CheckAmt
					11-113-5110-031-040-0000	FEB TRIP	111.00	
					11-127-5110-031-550-3440	FEB TRIP	266.25	
					11-127-5110-031-573-3440	OCT TRIPS	226.25	
					11-271-8221-000-000-0000	DISTRICT SHUTTLES	868.00	
					11-293-4920-000-000-0000	FEB TRIPS	937.05	
					21-296-7920-001-000-0000	FEB TRIP	323.80	
					21-296-7920-031-000-0000	FEB TRIP	155.00	
					21-296-7920-031-000-0000	DEC TRIP	1,345.75	
					21-296-7920-031-000-0000	JAN TRIP	1,383.60	
					21-296-7920-031-000-0000	OCT TRIP	258.25	
					21-296-7920-041-000-0000	FEB TRIPS	655.10	
					21-351-4910-000-000-0000	FEB TRIPS	153.70	
					21-351-4910-000-000-0000	NOV TRIPS	184.70	8,077.35
A09250	06/27/25	51360	NORTHLAND SERVICES LLC	42519 C	11-261-4124-002-000-3430	COURTYARD	2,500.00	
					21-321-7410-000-015-0000	BBALL TOURNEY FIELD	4,900.00	
					21-321-7410-000-015-0000	FIELD MAINT/TOURNEY	7,225.00	
					21-321-7410-000-026-0000	FIELD RE-LINE	2,700.00	17,325.00
A09251	06/27/25	59742	DUKE SERVICES LLC	42545 C	11-261-4122-000-000-0000	PLUM 6/16-6/20	2,400.00	2,400.00
Sub Total:							\$41,184.81	
Register Total:							\$244,896.10	

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

Fund Name	Amount
CAPITAL PROJECT FUNDS	\$28,800.00
GENERAL FUND	\$181,464.37
SPEC REV - STUDENT ACTIVITY	\$9,743.95
COMMUNITY EDUCATION	\$24,887.78
<b>Total:</b>	<b>\$244,896.10</b>

Posting To Detail Control Accounts

Account	Description	Fund	Account Class	Acct. Charge
12-101-1000-000-000-0000	GENERAL FUND CHECKING	G	O	(244,896.10)
12-131-0000-000-000-0000	INTERFUND REC AP	G	K	63,431.73
12-402-0000-000-000-0000	A/P CONTROL - GF	G	D	181,464.37
22-402-0000-000-299-0000	A/P CONTROL STUDENT ACT	K	D	9,743.95
22-402-0000-000-300-0000	A/P CONTROL - CE	M	D	24,887.78
22-411-0000-000-000-0000	STUD ACTIVIT I/F	K	N	(9,743.95)
22-411-0000-000-300-0000	COMM ED I/F	M	N	(24,887.78)
42-402-0000-000-000-0000	AP BOND	A	D	28,800.00
42-411-0000-000-000-0000	CAP PROJ I/F	A	N	(28,800.00)

Check Register  
 Run Date: 06/30/2025

CheckNo	CkDate	Vendor	Name	PO #	Account	Description	Amount	CheckAmt
<b>REGULAR CHECKS</b>								
032676	06/30/25	06190	BEHLER-YOUNG CO	42564 C	11-261-5996-000-000-0000	COMPRESSOR	1,734.16	1,734.16
032677	06/30/25	13882	CRYSTAL CLEAN INC	42563 C	11-261-4125-000-000-0000	USED OIL PICKUP	40.50	40.50
032678	06/30/25	13599	DIGITAL AGE TECHNOLOGIES INC	42222 C	11-111-4120-005-000-0000	BOXLIGHT	2,500.00	
				41801 C	11-231-4910-000-000-0000	REP BD ROOM	8,575.00	
				41743 C	11-284-5910-000-000-0000	BOXLIGHTS	1,410.00	
				41045 C	11-284-6420-000-000-0000	FLAT PANEL	5,486.00	17,971.00
032679	06/30/25	11871	DTE ENERGY		11-261-5520-004-000-0000	SPEN ELECT 5/20-6/18	2,785.43	
					11-261-5520-006-000-0000	HILT ELECT 5/17-6/17	2,865.64	5,651.07
032680	06/30/25	MSC55	AMANDA JOHNSON		10-131-1000-000-001-0000	AMANDA JOHNSON	50.00	50.00
032681	06/30/25	MSC55	AMANDA SAFA		10-131-1000-000-001-0000	AMANDA SAFA	50.00	50.00
032682	06/30/25	MSC55	ANNE ADAMS		10-131-1000-000-001-0000	ANNE ADAMS	50.00	50.00
032683	06/30/25	MSC55	ASHLEY KINASCHUK		10-131-1000-000-001-0000	ASHLEY KINASCHUK	50.00	50.00
032684	06/30/25	MSC55	BREON MORIARTY		10-131-1000-000-001-0000	BREON MORIARTY	50.00	50.00
032685	06/30/25	MSC55	DEBORAH PERRY		10-131-1000-000-001-0000	DEBORAH PERRY	100.00	100.00
032686	06/30/25	MSC55	JESSICA YAKSIC		10-131-1000-000-001-0000	JESSICA YAKSIC	50.00	50.00
Sub Total:							\$25,796.73	
<b>ACH CHECKS</b>								
A09252	06/30/25	01459	AMAZON CAPITAL SERVICES		11-111-5110-000-006-0000	B RICE SUPPLIES	460.27	460.27
A09253	06/30/25	01273	IMPERIAL DADE		11-261-5990-000-000-0000	OPERATION SUP	4,416.74	
					11-261-5990-000-000-0000	OPERATION SUP	130.82	4,547.56
A09254	06/30/25	49235	TRANE US INC	42566 C	11-261-4123-000-000-0000	CONTROLLER REPAIR	2,109.00	
				42565 C	11-261-5996-000-000-0000	PRESSURE SENSOR	229.99	2,338.99
Sub Total:							\$7,346.82	
Register Total:							\$33,143.55	

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

Fund Name	Amount
GENERAL FUND	\$33,143.55
Total:	\$33,143.55

Posting To Detail Control Accounts

Account	Description	Fund	Account Class	Acct. Charge
12-101-1000-000-000-0000	GENERAL FUND CHECKING	G	O	(33,143.55)
12-402-0000-000-000-0000	A/P CONTROL - GF	G	D	33,143.55

Check Register  
 Run Date: 07/03/2025

CheckNo	CkDate	Vendor	Name	PO #	Account	Description	Amount	CheckAmt
<b>REGULAR CHECKS</b>								
032687	07/03/25	10270	COGNIA	42577 C	11-241-7410-031-000-0000	US MEMBERSHIP	1,400.00	1,400.00
032688	07/03/25	13616	DRI-STICK DECAL CORP		11-113-5110-031-001-0000	25/26 PARKING PASSES	3,825.45	3,825.45
032689	07/03/25	25485	GREEN OAK TOWNSHIP		11-259-7911-000-000-0000	2025 SUMMER TAX FEE	3,948.00	3,948.00
032690	07/03/25	13456	NEWCOM WIRELESS SVC	42571 C	11-284-3450-000-000-0000	TRITON SUBSCRIPTION	16,600.00	16,600.00
032691	07/03/25	51409	NUTRISLICE		21-297-5640-000-000-0000	DIGITAL MENUS 25/26	8,005.56	8,005.56
032692	07/03/25	13153	RUBICON WEST, LLC		11-284-3450-000-000-0000	ATLAS SUBSCRIPTION 2	16,065.28	16,065.28
032693	07/03/25	58310	SEG WORKERS COMPENSATION F		12-192-0000-000-000-0000	25/26 WORKERS COMP	24,467.00	24,467.00
032694	07/03/25	58323	SET SEG		11-261-3910-000-000-0000	BUILDERS RISK	500.00	
					11-261-3910-000-000-0000	PROPERTY/CASUALTY PO	375,094.00	375,594.00
032695	07/03/25	64030	STANDARD FOOD SERV SYS		21-297-5640-000-000-0000	25/26 SMART SYSTEM B	25,525.17	25,525.17
032696	07/03/25	81675	VISIONARY SOUND PRODUCTIONS	42576 C	21-296-7920-031-027-0000	PROM DEPOSIT	1,000.00	
				42573 C	21-296-7920-031-875-0000	HOCO DEPOSIT	1,500.00	2,500.00
032697	07/03/25	84500	WASHTENAW INTERMEDIATE		11-252-7410-000-000-0000	D JONES WLSBO DUES	20.00	20.00
032698	07/03/25	88670	THE WINMATT GROUP		11-231-3190-000-000-0000	JULY LOBBYING	800.00	800.00
Sub Total:							\$478,750.46	
<b>ACH CHECKS</b>								
A09255	07/03/25	13432	ACTIVE INTERNET TECH		11-284-4120-000-000-0000	DIST CORE COMMUNICAT	19,871.00	19,871.00
A09256	07/03/25	06932	BLUE LAKES CHARTERS & TOURS	42572 C	11-113-5110-031-040-0000	TRIP DEPOSIT	342.00	342.00
A09257	07/03/25	05235	BSN SPORTS INC	42575 C	21-296-5991-000-004-0000	NIKE HATS	413.30	
				42574 C	21-296-5991-000-004-0000	HATS/VISORS	677.40	1,090.70
A09258	07/03/25	21402	FOSTER SPECIALTY FLOORS	42322 P	11-261-6410-000-000-0000	BECC GYM FLOOR	2,200.00	2,200.00
A09259	07/03/25	21800	FRONTLINE TECHNOLOGIES GRO		11-283-3190-000-000-0000	EMPLOYEE ONLINE SOLU	30,612.95	30,612.95
A09260	07/03/25	04487	GALLAGHER AFFINITY INSURANCE		11-293-3990-000-000-0000	RENEWAL PREMIUM	1,709.00	1,709.00
A09261	07/03/25	13399	MARCO TECHNOLOGIES	42578 C	11-284-4120-000-000-0000	JULY DISTRICT PRINTE	7,360.00	7,360.00
A09262	07/03/25	43530	MI EDUCATORS FINANCIAL		12-451-0805-000-000-0000	JULY GTL LIFE INS	152.05	152.05
A09263	07/03/25	47000	MT LIBRARY SERVICES		11-222-5410-121-000-0000	LIBRARY SUBSCRIPTION	510.83	510.83
A09264	07/03/25	48318	NATL INSURANCE SERVICES		12-451-0610-000-000-0000	LIFE INS/JUL	418.50	418.50
A09265	07/03/25	13770	PERRY WEATHER		11-293-5990-000-000-0000	WEATHER WARNING STAT	3,750.00	3,750.00
A09266	07/03/25	55110	PROJECT LEAD THE WAY		11-221-7410-021-000-3460	GATEWAY PARTICIPATIO	950.00	950.00
A09267	07/03/25	59761	SCHOOL FINANCIAL SOLUTIONS		11-226-3190-000-006-0000	25/26 SHARED TIME DR	639,166.50	639,166.50
A09268	07/03/25	49235	TRANE US INC		11-261-4123-000-000-0000	MAINT CONTRACT	3,967.00	3,967.00
Sub Total:							\$712,100.53	
Register Total:							\$1,190,850.99	

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

Fund Name	Amount
CAFETERIA FUND	\$33,530.73
GENERAL FUND	\$1,153,729.56
SPEC REV - STUDENT ACTIVITY	\$3,590.70
<b>Total:</b>	<b>\$1,190,850.99</b>

Posting To Detail Control Accounts

Account	Description	Fund	Account Class	Acct. Charge
12-101-1000-000-000-0000	GENERAL FUND CHECKING	G	O	(1,190,850.99)
12-131-0000-000-000-0000	INTERFUND REC AP	G	K	37,121.43
12-402-0000-000-000-0000	A/P CONTROL - GF	G	D	1,153,729.56
22-402-0000-000-297-0000	A/P CONTROL - FS	C	D	33,530.73
22-402-0000-000-299-0000	A/P CONTROL STUDENT ACT	K	D	3,590.70
22-411-0000-000-000-0000	STUD ACTIVIT I/F	K	N	(3,590.70)
22-411-0000-000-297-0000	FOOD SERVICE I/F	C	N	(33,530.73)

**BRIGHTON AREA SCHOOLS  
Board of Education  
July 14, 2025**

**Closed Session**

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