



March 28, 2023 Regular Board Meeting

A Regular meeting of the Board of Education of Washtenaw Intermediate School District will be held beginning at 5:00 PM at the WISD Teaching and Learning Center, 1819 S. Wagner Rd. Ann Arbor, MI (734) 994-8100.

3/28/2023 05:00 PM

1. Call to Order - President Steve Olsen

2. Roll Call - Kim Woods, Administrative Assistant to the Deputy Superintendent

3. Approval of the Agenda

[March 28, 2023 Board Meeting Memo \(p. 4\)](#)

4. Communications

5. Public Participation

6. Financial Reports

A. Financial Report - February 2023

[WISD Graphic Financial Report Feb 2023 \(p. 10\)](#)

[Treasurers Report - Feb 2023 \(p. 19\)](#)

B. Head Start and Early Head Start Financial Report

[February 2023 Head Start Financial Report \(p. 77\)](#)

7. Equity, Inclusion, and Social Justice Dialogue

8. Consent Agenda

A. Approval: Minutes

[March 14, 2023 Board Meeting Minutes \(p. 105\)](#)

B. Approval: Superintendent's Recommendations

091-22-23 Employment Recommendations

[New Hire_W. Dottery \(p. 109\)](#)

[New Hire_C. Jobe \(p. 114\)](#)

[New Hire_M. Mullaly \(p. 118\)](#)

[New Hire_K. Warren \(p. 120\)](#)

[New Hire_J. Wurm \(p. 123\)](#)

[New Hire_S. Zeichner \(p. 129\)](#)

092-22-23 Reclassification Requests

[Reclassification_N. Davis \(p. 132\)](#)

[Reclassification_W. Liskiewicz \(p. 138\)](#)

[Reclassification_Grants Manager to Spec Ed Funding Specialist \(p. 144\)](#)

[Reclassification_Respiratory Therapist to RN \(p. 150\)](#)

093-22-23 Staff Resignation

[Resignation_L. Sheldon \(p. 156\)](#)

094-22-23 Staff Retirement

[Retirement_M. DeVos \(p. 158\)](#)

095-22-23 Contract Amendment for Dr. Terry Flenbaugh

[Dr. Terry Flenbaugh Board Memo \(p. 160\)](#)

[Dr. Terry Flenbaugh Contract \(p. 161\)](#)

096-22-23 Contract Amendment for Linguistic Inspirations, LLC

[Linguistic Inspirations, LLC Board Memo \(p. 162\)](#)

[Linguistic Inspiration LLC_Amendment \(p. 163\)](#)

097-22-23 SEMIS Coalition – Additional Contract

[SEMIS Coalition Board Memo \(p. 164\)](#)

[SEMIS Coalition - Additional Contract \(p. 165\)](#)

098-22-23 Washtenaw County Contract Amendment for Court Involved Youth Services

[Washtenaw County Contract for CIY Services Memo \(p. 169\)](#)

[WISD - CIY Contract Amendment 2023 \(p. 170\)](#)

099-22-23 Site-to-Site Routers

[Site-to-Site Routers Memo \(p. 171\)](#)

[Edge Router Evaluation \(p. 172\)](#)

[RFP Response from People Driven Technology - Palo Alto 440 \(p. 173\)](#)

100-22-23 Network Electronics for District

[Network Electronics Board Memo \(p. 174\)](#)

[Category 2 Switches Evaluation \(p. 175\)](#)

[RFP Response from Inacomp TSG - Switches \(p. 176\)](#)

101-22-23 Board Policy – Second Read

[Memo re Policies to Board - 2nd read \(p. 177\)](#)

[PO 9150 - School Visitors \(p. 178\)](#)

9. Unfinished Business

10. New Business

A. Annual Fiber Maintenance for Fiber Consortium

[Annual Fiber Maintenance for Fiber Consortium Memo \(p. 180\)](#)

[Fiber Maintenance Bid Evaluation \(p. 181\)](#)

[Fiber Link Inc - RFP Response - Washtenaw ISD Fiber Maintenance \(p. 182\)](#)

B. Head Start Non-Competing Continuation Grant

[Head Start Non-Competing Continuation Grant Memo \(p. 189\)](#)

[Washtenaw County Non Competing Continuation Grant \(p. 190\)](#)

[Head Start Letter of Support 2023 \(p. 252\)](#)

C. Head Start Self-Assessment

[Head Start Self-Assessment Memo \(p. 253\)](#)

[2021-2022 WISD Self-Assessment Report \(p. 254\)](#)

D. Head Start Unobligated Funds

[Head Start Unobligated Funds Memo \(p. 269\)](#)

[Ford Playground Design Package \(p. 271\)](#)

[Perry Playground Design Package \(p. 277\)](#)

E. COVID-19 and American Rescue Plan Grant Funds

[COVID-19 and American Rescue Plan Grant Money Memo \(p. 284\)](#)

11. Other Items of Business

12. Board of Education Reports

13. Administrative Reports

A. Superintendent's Report

14. Adjournment



MEMORANDUM

To: Board of Education
From: Naomi Norman, Superintendent
Date: March 24, 2023
Re: Regular Meeting March 28, 2023

Agenda Item 3: **Approval of the Agenda**: President Steve Olsen will ask for approval of the agenda.

Agenda Item 4: **Communications**: There are no communications at this time.

Agenda Item 5: **Public Participation**: Members of the public who wish to address the board may do so at this time.

Agenda Item 6: **Financial Reports**: Associate Superintendent Brian Marcel will review the financial reports for February 2023 and will be available to answer questions or provide additional information. Early Childhood Grants Manager LaDawn White will review the February 2023 Head Start Financial Reports and be available to answer questions at Tuesday's meeting.

Recommendation: Motion that the Board of Education approve the February 2023 Head Start Financial Reports, as presented. (Roll Call Vote)

Agenda Item 7: **Equity, Inclusion, and Social Justice Dialogue**: Superintendent Norman will facilitate the equity, inclusion, and social justice dialogue.

Agenda Item 8: **Consent Agenda**

A. Approval: Minutes: Approval of the minutes of the March 14, 2023, regular session meeting.

B. Approval: Superintendent's Recommendations:

The Superintendent recommends the board accept the following employment recommendations:

091-22-23 Employment Recommendations: Please see the employment recommendations for: Waylen Dottery as a Teaching Assistant in Room 44 at High Point. If approved by the board, Waylen Dottery's salary would be \$32,563.00/Step 3. All other fringe benefits are set forth in the Unit I contract.

Candice Jobe as a School Social Worker. If approved by the board, Candice Jobe's salary would be \$62,279.00/Step 4. All other fringe benefits are set forth in the Unit II contract.

Maragaret Mullaly as a Behavior Specialist for the Academic Behavior Team. If approved by the board, Maragaret Mullaly's salary would be \$85,016/MA. Step 14. All other fringe benefits are set forth in the Unit II contract.

Kimberly Warren as a Parent Liaison for Success by 6, Great Start Collaborative. If approved by the board, Kimberly Warren's salary would be \$24,667.00, 0.5FTE of Grade 1/Step 1. All other fringe benefits are set forth in the Non-Affiliated contract.

Jessica Ann Wurm as a Teacher Assistant for Milan MS LBC. If approved by the board, Jessica Ann Wurm's salary would be \$29,386.00/Step 3. All other fringe benefits are set forth in the Unit I contract.

Shannon Zeichner as a Teacher Assistant in the Dexter High School Life Skills Classroom. If approved by the board, Shannon Zeichner's salary would be \$24,786.00. All other fringe benefits are set forth in the Unit I contract.

The Superintendent recommends the board accept the following reclassification requests:

092-22-23 Reclassification Requests: Please see the reclassification requests for:

Nancy Davis, current position: Self-Contained CI Teacher, 1.0 FTE, 185 Workdays, Unit II Bargaining. Recommended position: LRE Teacher Consultant, 1.0 FTE, 185 Workdays, Unit II Bargaining.

William Liskiewicz, current position: Technical Assistant, 1.0 FTE, 230 Workdays, Salary: \$49,334.00, Non-Affiliated. Recommended position: Technical Specialist II – Infrastructure Support, 1.0 FTE, 230 Workdays, Salary: \$65,664.00, Non-Affiliated.

Vacant, current position: Grants Compliance Manager, 1.0 FTE, 230 Workdays, Salary: Grade 6, Non-Affiliated. Recommended position: Special Education Funding Specialist, 1.0 FTE, 230 Workdays, Salary: Grade 6, Non-Affiliated.

Vacant, current position: Respiratory Therapist, 1.0 FTE, 185 Workdays, Unit II Bargaining. Recommended position: Registered Nurse, 1.0 FTE, 185 Workdays, Unit II Bargaining.

The Superintendent recommends the board accept the following staff resignation:

093-22-23 Staff Resignation: Please see the resignation for:

Libby Sheldon, effective April 7, 2023. Libby Sheldon has been employed with the WISD since July 2, 2018, as an Early Childhood Specialist.

The Superintendent recommends the board accept the following staff retirement:

094-22-23 Staff Retirement: Please see the retirement for:

Mary Ann DeVos, effective June 30, 2023. Mary Ann DeVos has been employed with the WISD since August 25, 2014, as a Teacher Consultant for our DHH Team.

The Superintendent recommends the board authorize the administration to approve the contract amendment with Dr. Terry Flenbaugh in the amount of \$12,000.00, to increase the overall contracted amount to \$86,000.00, as presented.

095-22-23 Contract Amendment for Dr. Terry Flennaugh: Please see the memo from Director of Instruction Jennifer Banks. The administration is requesting approval to amend the contract with Dr. Terry Flennaugh to facilitate three additional professional learning sessions on creating a culturally responsive learning environment with Lincoln Consolidated Schools (LCS). The original contract with Dr. Flennaugh was \$74,000.00. We are requesting a \$12,000.00 contract amendment to increase the total amount to \$86,000.00. The original contract with Dr. Flennaugh was approved at the September 13, 2022, board meeting.

The Superintendent recommends the board authorize the administration to approve the contract amendment with Linguistic Inspirations, LLC in the amount of \$16,000.00, to increase the overall contracted amount to \$41,000.00, as presented.

096-22-23 Contract Amendment for Linguistic Inspirations, LLC: Please see the memo from Preschool Supervisor Alicia Kruk. The administration is requesting approval to amend the contract with Linguistic Inspirations, LLC for translations services supporting direct home visiting services in two languages: Dari and Pashto. An increase in resettlement of Humanitarian Parolees from Afghanistan is resulting in a substantial need for translation services for the Early Head Start program. The original contract was for \$25,000.00. The total increase in cost for this contract is \$16,000.00. This amendment also extends the duration of the contract through March 31, 2023.

The Superintendent recommends the board authorize the administration to approve the additional contract with SEMIS Coalition in the amount of \$20,000.00, to increase the overall contracted amount to \$60,000.00, as presented.

097-22-23 SEMIS Coalition – Additional Contract: Please see the memo from Director of Instruction Jennifer Banks. The administration is requesting approval to add an additional contract with Southeast Michigan Stewardship Coalition (SEMIS) – Eastern Michigan University for facilitation with Wylie Elementary School (Dexter Community Schools) and Rudolf Steiner School of Ann Arbor. The first contract with SEMIS for \$40,000.00 was approved by the board in October 2022. We are currently requesting an additional contract of \$20,000.00 to increase the total contracted amount with SEMIS Coalition – EMU to \$60,000.00.

The Superintendent recommends the board approve the contract amendment with Washtenaw County Youth Center to extend the current contract between the two entities an additional two years, effectively changing the contract completion date from June 30, 2023, to June 30, 2025, as presented.

098-22-23 Washtenaw County Contract Amendment for Court Involved Youth Services: Please see the memo from Community & School Partnerships Executive Director Holly Heaviland. Working in partnership with the leadership of the Washtenaw County Youth Center, WISD has developed a proposed contract amendment which extends the current contract between the two entities an additional two years, effectively changing the contract completion date from June 30, 2023, to June 30, 2025. In amending the contract in this manner both partners can provide continuity of services to young people with no disruption to their educational routines.

The Superintendent recommends the board approve the purchase of network electronics from People Driven, after E-Rate discounts, for \$7,670.72, as presented.

099-22-23 Site-to-Site Routers: Please see the memo from Chief Information Officer Merri Lynn Colligan. The WISD supports all wireless network technology, access points, uninterruptable power supplies (UPSs), and switching/routing across all WISD buildings, Local Based Programs, and Young Adult Out-Centers. To securely connect our Young Adult Out-Center locations back to our WISD network and to improve Internet/Bandwidth speeds, the WISD would like to replace the current edge Cisco Routers at each Young Adult Out-Center location with new Palo Alto routers. The ISD received two bids. The recommended bid from People Driven was chosen. After our E-Rate discount rate, total WISD costs for Young Adult Out Centers will be \$7,670.72.

The Superintendent recommends the board approve the purchase of network electronics from Inacomp, after E-Rate discounts, for \$12,824.56, as presented.

100-22-23 Network Electronics for District: Please see the memo from Chief Information Officer Merri Lynn Colligan. Last funding year, the WISD replaced network switches in the TLC, Red Oak, Progress Park and Beatty while replacing wireless in all WISD locations. This year we would like to replace the remaining switches in our Young Adult Out-Centers and Local Based Programs. As part of the annual bid process for the Universal Service Fund (Erate), a bid for Network Electronics was circulated to vendors for 2022-2023 pricing. The ISD received one bid. The recommended bid from Inacomp was chosen. After our E-Rate discount rate, total WISD costs for Young Adult Out Centers will be \$7,555.56 and \$5,269.00 for Local Based Programs.

The Superintendent recommends the board approve the revision of policy #9150 – School Visitors, as presented.

101-22-23 Board Policy – Second Read: Please see the memo from Human Resources and Legal Services Supervisor Becky Mullins regarding the second reading of the following policy: #9150 – School Visitors (revised).

Recommendation: The Superintendent recommends that the Board of Education approve the minutes and Superintendent’s recommendations in the Consent Agenda, as presented. (Roll Call Vote)

Agenda Item 9: Unfinished Business:

Agenda Item 10: New Business:

A. Annual Fiber Maintenance for Fiber Consortium: Please see the memo from Chief Information Officer Merri Lynn Colligan. The ISD maintains one hundred miles of fiber optic cable through the county in support of the county-wide Wide Area Network. This requires a contract with a fiber maintenance vendor who is contracted to support the maintenance of our Fiber Plant. As part of the annual bid process for the Universal Service Fund (Erate), a bid for Fiber Maintenance and Annual Inspection was circulated to vendors for three-year pricing. At a 60% E-Rate Category 1 discount, the estimated annual costs for 100 hours, replacement parts, an annual fiber plant inspection, and Miss Digg Locating services will not exceed \$79,200.00.

Recommendation: Motion that the Board of Education approve the bid with Fiber Link, Inc. for three-year Fiber Maintenance services, in the annual amount not to exceed \$79,200.00, as presented. (Roll Call Vote)

B. Head Start Non-Competing Continuation Grant: Please see the memo from Early Childhood Programs Executive Director Edward Manuszak regarding the Head Start Non-Competing Continuation Grant. The grant application is due to the Region V Office of Head Start by April 1, 2023. Additionally, this grant application has been concurrently sent to the Washtenaw County Head Start Policy Council for approval.

Recommendation: Motion that the Board of Education approve the Head Start Non-Competing Continuation Grant Application and provide a letter of support, as presented. (Roll Call Vote)

C. Head Start Self-Assessment: Please see the memo from Head Start Quality Assurance Specialist Teresa Harrington. The 2021-2022 Annual Head Start Self-Assessment and the 2021-2022 Self-Assessment Corrective Action Plan Progress Review have been included in the packet for board review. The administration is requesting approval of both items.

Recommendation: Motion that the Board of Education approve the 2021-2022 Annual Head Start Self-Assessment and the 2021-2022 Self-Assessment Corrective Action Plan Progress Review, as presented. (Roll Call Vote)

D. Head Start Unobligated Funds: Please see the memo from Early Childhood Programs Executive Director Edward Manuszak. Washtenaw ISD, as a direct Federal Grantee of the Head Start Grant, has unobligated funds from 2021-2022 fiscal year that need to be applied for and used as carry-over money. We plan to use this money toward the installation of a security camera system, bullet resistant sheathing, new signage, and improvements to the playground area at Beatty Early Learning Center. The total amount we will be applying for this request is \$291,143.44. Additionally, we are applying to expend these funds that total an amount of \$338,246.19 to replace the preschool playgrounds located at Perry Elementary School and Ford Elementary School which are both sub-recipients that operate Head Start Programs.

Recommendation: Motion that the Board of Education approve the 2021-2022 Head Start Unobligated Funds to be used for the improvements at Beatty Early Learning Center, Perry Elementary, and Ford Elementary School, as presented. (Roll Call Vote)

E. COVID-19 and American Rescue Plan Grant Funds: Please see the memo from Early Childhood Programs Executive Director Edward Manuszak. Washtenaw ISD, as a direct Federal Grantee of the Head Start Grant received three phases of federal money to support our agencies fight against COVID-19. The final two funding streams, Coronavirus Response and Relief Supplemental Act (CRRSA) and the American Rescue Plan end March 31, 2023. We have approximately \$335,949.17 left to spend down. After consulting/collaborating with our department's Early Childhood Leadership, Staff, and our sub-recipients we have come up with a breakdown on how to spend these funds, which is included in the board packet.

Recommendation: Motion that the Board of Education approve the use of the Coronavirus Response and Relief Supplemental Act and the American Rescue Plan funds, in the amount of \$335,949.17, as presented. (Roll Call Vote)

Agenda Item 11: **Other Items Business:** There are no other items of business.

Agenda Item 12: **Board of Education Reports:**

Agenda Item 13: **Administrative Reports:**

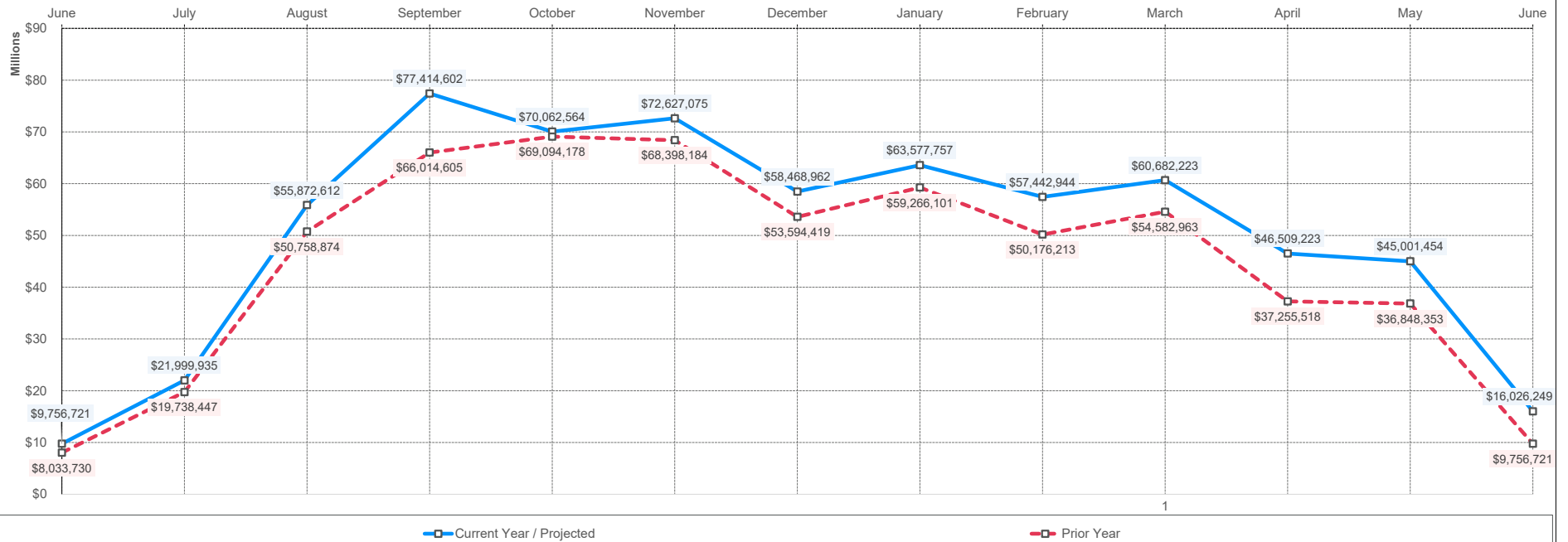
A. **Superintendent's Report:** Superintendent Norman will address the board.

Agenda Item 14: **Adjournment**

11 General Fund | 22 Special Education Fund

For the Period Ending February 28, 2023

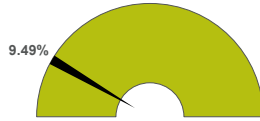
Month-End Balances



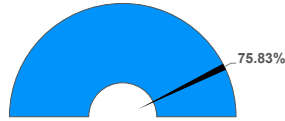
11 General Fund | 22 Special Education Fund

For the Period Ending February 28, 2023

Projected Year End Balance
as % of Budgeted Revenues



Actual YTD Revenues



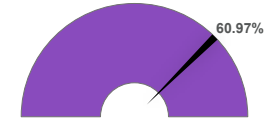
Projected YTD Revenues
72.18%

Actual YTD Local Source



Projected YTD Local Sources
90.22%

Actual YTD State Sources



Projected YTD State Sources
58.25%

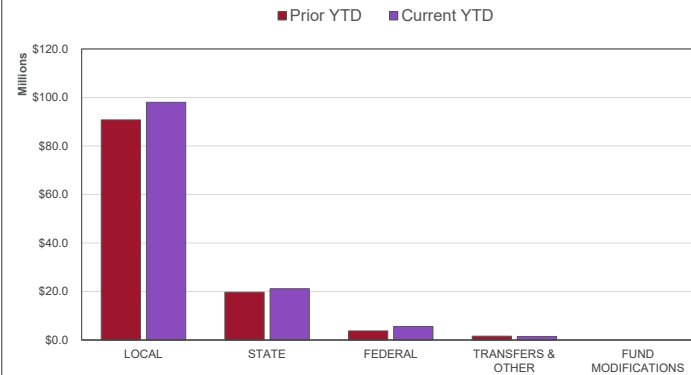
Revenue Analysis

General Fund | Top 10 Revenues by Source YTD

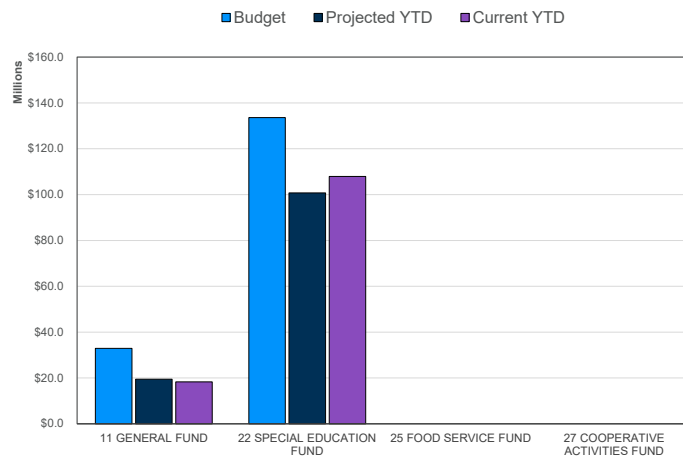
Early Childhood State Aid	\$4,727,172
Restricted State Revenues Received As Grants	\$3,672,527
Adult Education Participants	\$1,711,009
Property Tax Levy	\$1,696,818
Restricted Received Directly From Federal Government	\$1,210,759
Lawmasc State Aid	\$986,037
Compensation Rec'D In Pmt Of Svc Provided To Other Public School	\$826,976
State Aid	\$794,649
Restricted Received From Federal Government Through State	\$686,867
Private Sources (Contributions)	\$507,895

Percent of Total Revenues Year-to-Date 91.85%

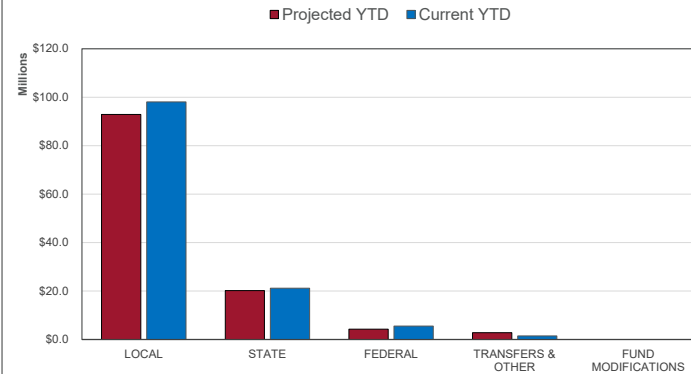
Revenue by Source | Prior YTD vs. Current YTD



Revenues by Fund | Budget / Projected YTD / Current YTD



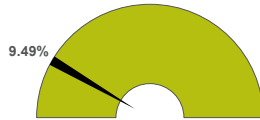
Revenue by Source | Projected YTD vs. Current YTD



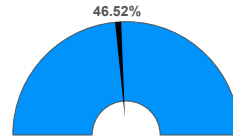
11 General Fund | 22 Special Education Fund

For the Period Ending February 28, 2023

Projected Year End Balances
as % of Budgeted Expenditures

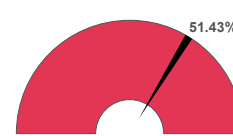


Actual YTD Expenditures



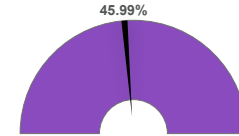
Projected YTD Revenues
48.06%

Actual YTD Salaries/Benefits



Projected YTD Salaries/Benefits
55.16%

Actual YTD Purchased Services



Projected YTD Purchased Services
55.97%

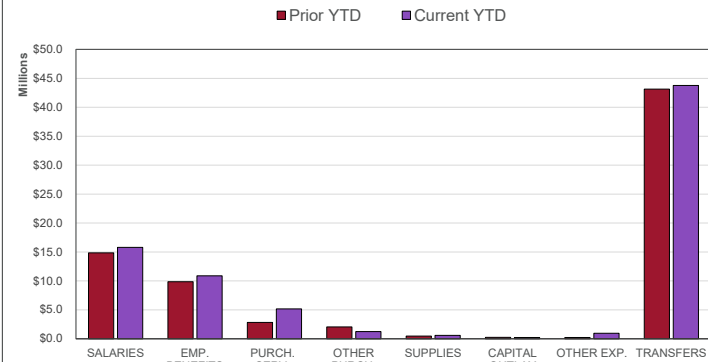
Expenditure Analysis

General Fund | Top 10 Expenditures by Program YTD

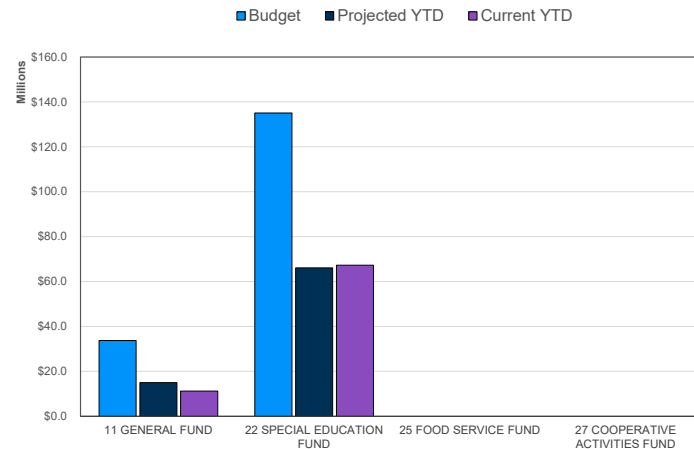
Improvement Of Instruction	\$1,995,914
Pmts To Other Mich Publ Schools	\$1,688,165
Non-Instr Technology Services	\$1,502,292
Supervision/direction Of Instr Staff	\$1,298,233
Custody And Care Of Children	\$606,521
Operating Buildings Services	\$464,804
Executive Administration	\$395,721
Pmts To Other Govt Entities	\$365,040
Health Services	\$323,770
Fund Modif To Ge Cap Proj	\$300,912

Percent of Total Expenditures Year-to-Date 79.59%

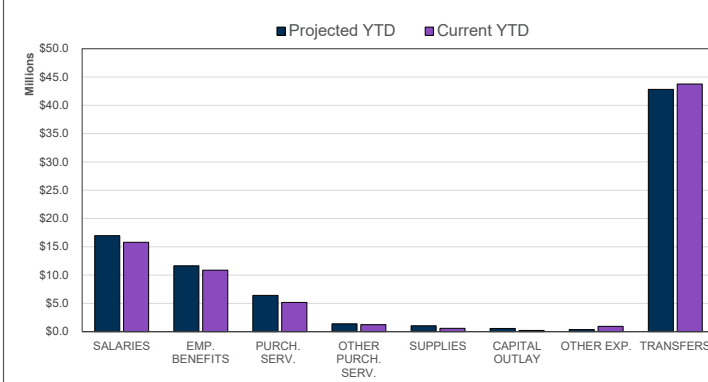
Expenditures by Object | Prior YTD vs. Current YTD



Expenditures by Fund | Budget / Projected YTD / Current YTD



Expenditures by Object | Projected YTD vs. Current YTD



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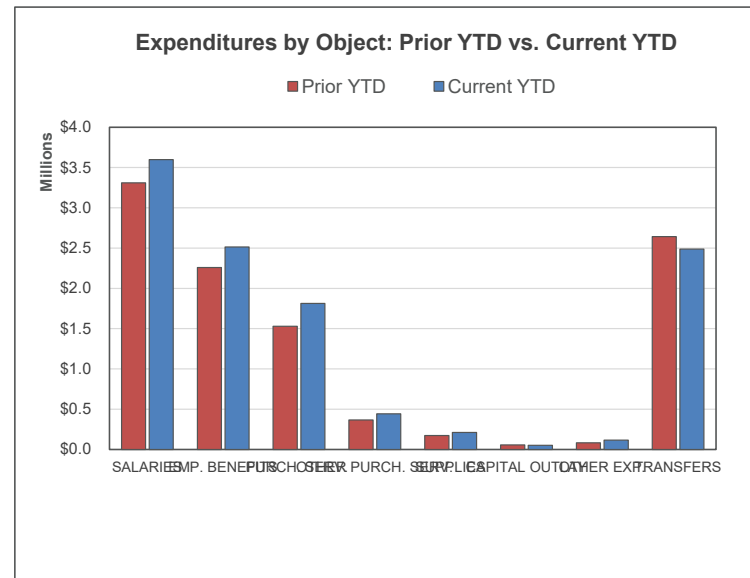
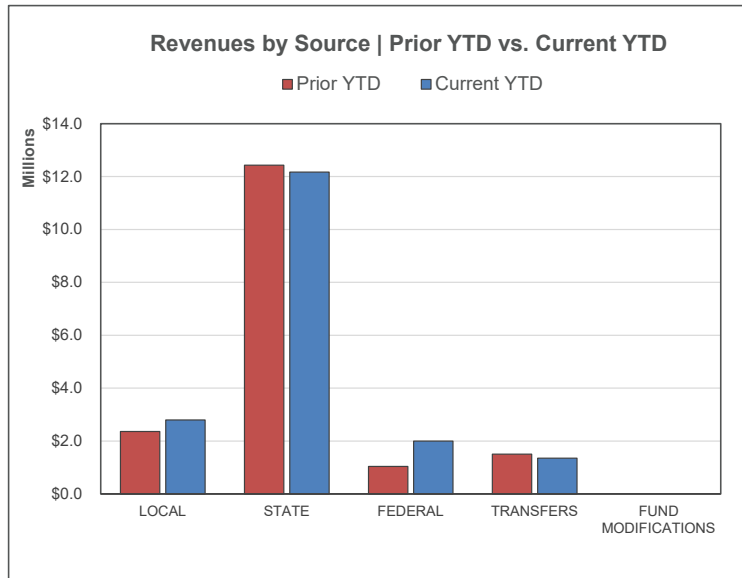
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ANALYTICS

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General Fund | Financial Summary

For the Period Ending February 28, 2023

	Prior YTD	Prior Year Total	YTD % of PY Total	Current YTD	Annual Budget	YTD % of Budget
REVENUES						
Local	\$2,361,752	\$2,555,028	92.44%	\$2,794,382	\$3,058,161	91.37%
State	12,430,186	14,341,927	86.67%	12,170,652	16,896,298	72.03%
Federal	1,037,392	7,638,824	13.58%	1,999,790	8,197,696	24.39%
Transfers & Other	1,507,556	2,518,307	59.86%	1,349,246	4,664,776	28.92%
Fund Modifications	0	46,372	0.00%	0	76,562	0.00%
TOTAL REVENUE	\$17,336,887	\$27,100,459	63.97%	\$18,314,071	\$32,893,493	55.68%
EXPENDITURES						
Salaries	\$3,310,036	\$5,460,960	60.61%	\$3,598,279	\$6,548,921	54.94%
Employee Benefits	2,258,756	3,712,182	60.85%	2,513,829	4,653,572	54.02%
Purchased Services	1,529,269	3,079,032	49.67%	1,812,349	5,140,940	35.25%
Other Purchased Services	365,591	303,968	120.27%	443,003	807,473	54.86%
Supplies & Materials	174,041	294,486	59.10%	211,229	741,520	28.49%
Capital Outlay	57,773	116,821	49.45%	51,978	294,009	17.68%
Other Expenditures	83,130	298,045	27.89%	115,858	198,565	58.35%
Transfers & Other	2,643,570	13,534,053	19.53%	2,488,012	15,398,191	16.16%
TOTAL EXPENDITURES	\$10,422,164	\$26,799,547	38.89%	\$11,234,536	\$33,783,191	33.25%
SURPLUS / (DEFICIT)	\$6,914,723	\$300,912		\$7,079,535	(\$889,698)	
ENDING FUND BALANCE		\$5,244,645			\$4,354,947	

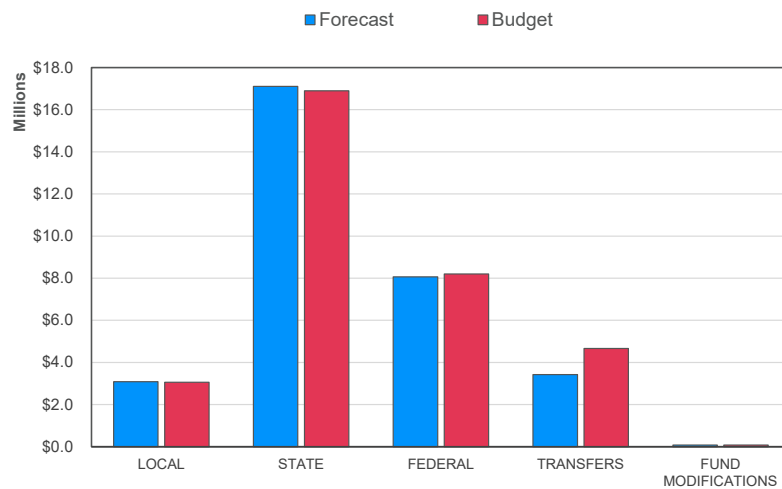


General Fund | Financial Forecast

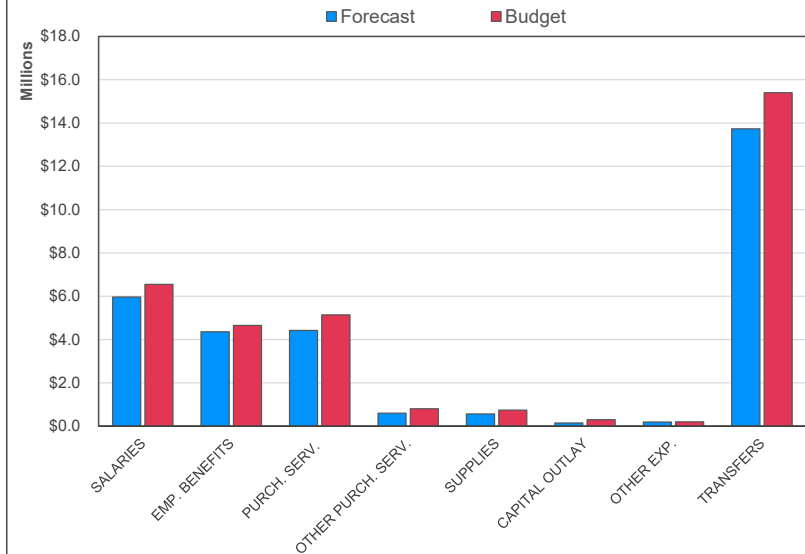
For the Period Ending February 28, 2023

	Prior YTD	Current YTD	Add: Projections	Annual Forecast	Annual Budget	Variance Over / (Under)
REVENUES						
Local	\$2,361,752	\$2,794,382	\$294,403	\$3,088,785	\$3,058,161	\$30,624
State	12,430,186	12,170,652	4,937,099	17,107,751	16,896,298	211,453
Federal	1,037,392	1,999,790	6,062,055	8,061,845	8,197,696	(135,851)
Transfers & Other	1,507,556	1,349,246	2,074,860	3,424,106	4,664,776	(1,240,670)
Fund Modifications	0	0	76,562	76,562	76,562	0
TOTAL REVENUE	\$17,336,887	\$18,314,071	\$13,444,978	\$31,759,049	\$32,893,493	(\$1,134,444)
EXPENDITURES						
Salaries	\$3,310,036	\$3,598,279	\$2,362,876	\$5,961,154	\$6,548,921	(\$587,767)
Employee Benefits	2,258,756	2,513,829	1,844,276	4,358,105	4,653,572	(295,467)
Purchased Services	1,529,269	1,812,349	2,610,330	4,422,679	5,140,940	(718,261)
Other Purchased Services	365,591	443,003	153,698	596,701	807,473	(210,772)
Supplies & Materials	174,041	211,229	352,530	563,759	741,520	(177,761)
Capital Outlay	57,773	51,978	97,163	149,140	294,009	(144,869)
Other Expenditures	83,130	115,858	74,114	189,972	198,565	(8,593)
Transfers & Other	2,643,570	2,488,012	11,242,363	13,730,375	15,398,191	(1,667,816)
TOTAL EXPENDITURES	\$10,422,164	\$11,234,536	\$18,737,350	\$29,971,886	\$33,783,191	(\$3,811,305)
SURPLUS / (DEFICIT)	\$6,914,723	\$7,079,535	(\$5,292,372)	\$1,787,163	(\$889,698)	
ENDING FUND BALANCE				\$7,031,808	\$4,354,947	\$2,676,861

Revenues by Source | Forecast vs. Budget



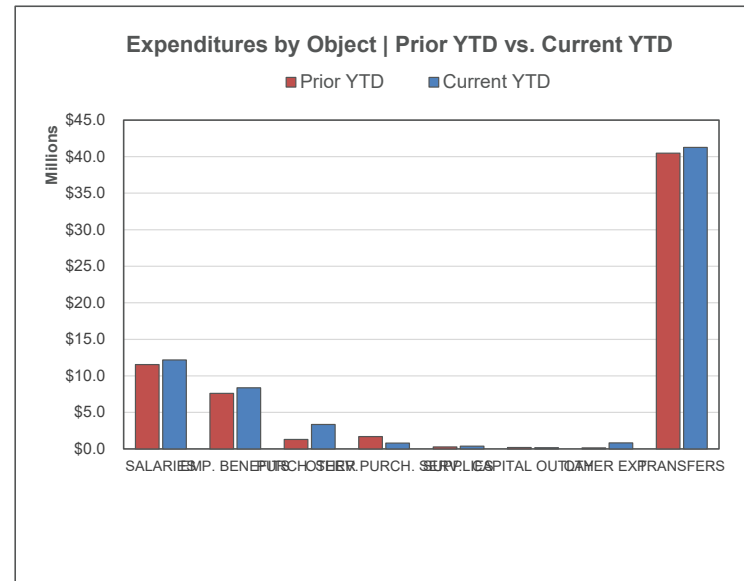
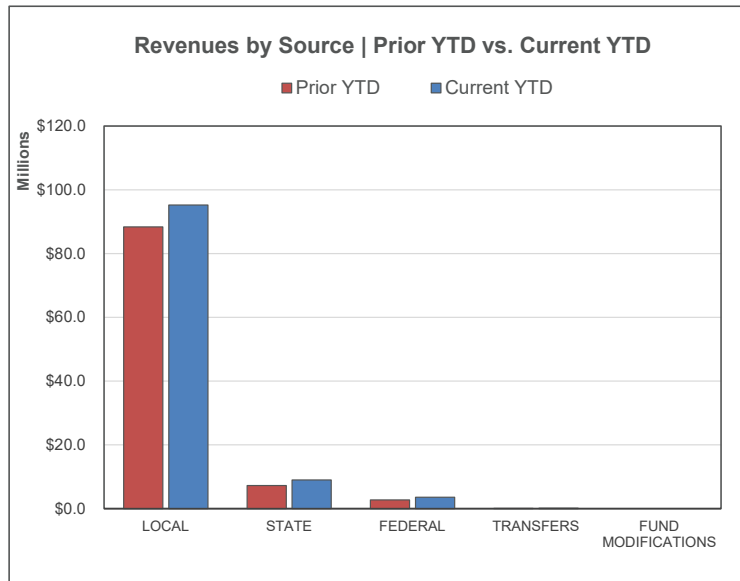
Expenditures by Object | Forecast vs. Budget



Special Education Fund | Financial Summary

For the Period Ending February 28, 2023

	Prior YTD	Prior Year Total	YTD % of PY Total	Current YTD	Annual Budget	YTD % of Budget
REVENUES						
Local	\$88,387,025	\$99,088,352	89.20%	\$95,239,925	\$99,900,860	95.33%
State	7,246,122	16,370,560	44.26%	8,984,789	17,804,640	50.46%
Federal	2,704,053	12,587,030	21.48%	3,572,296	15,283,313	23.37%
Transfers & Other	96,098	308,300	31.17%	138,020	467,231	29.54%
Fund Modifications	0	243,452	0.00%	0	136,766	0.00%
TOTAL REVENUE	\$98,433,298	\$128,597,695	76.54%	\$107,935,029	\$133,592,810	80.79%
EXPENDITURES						
Salaries	\$11,544,645	\$20,920,493	55.18%	\$12,183,121	\$23,396,127	52.07%
Employee Benefits	7,590,400	14,118,741	53.76%	8,360,083	17,231,861	48.52%
Purchased Services	1,292,954	2,422,687	53.37%	3,345,476	6,734,986	49.67%
Other Purchased Services	1,679,111	1,566,060	107.22%	797,557	1,230,620	64.81%
Supplies & Materials	284,434	571,046	49.81%	368,311	1,086,036	33.91%
Capital Outlay	183,193	406,072	45.11%	169,207	595,773	28.40%
Other Expenditures	141,788	1,139,936	12.44%	828,580	1,329,739	62.31%
Transfers & Other	40,489,012	86,030,580	47.06%	41,276,005	83,499,744	49.43%
TOTAL EXPENDITURES	\$63,205,538	\$127,175,616	49.70%	\$67,328,341	\$135,104,886	49.83%
SURPLUS / (DEFICIT)	\$35,227,760	\$1,422,079		\$40,606,689	(\$1,512,076)	
ENDING FUND BALANCE		\$4,512,076			\$3,000,000	

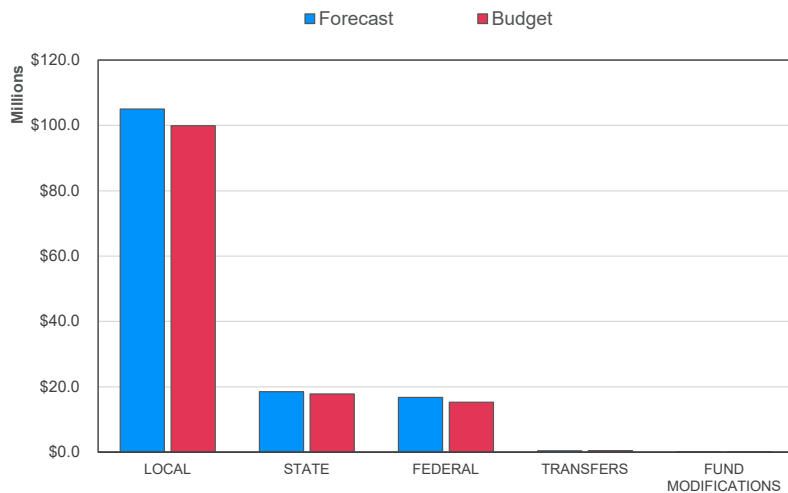


Special Education Fund | Financial Forecast

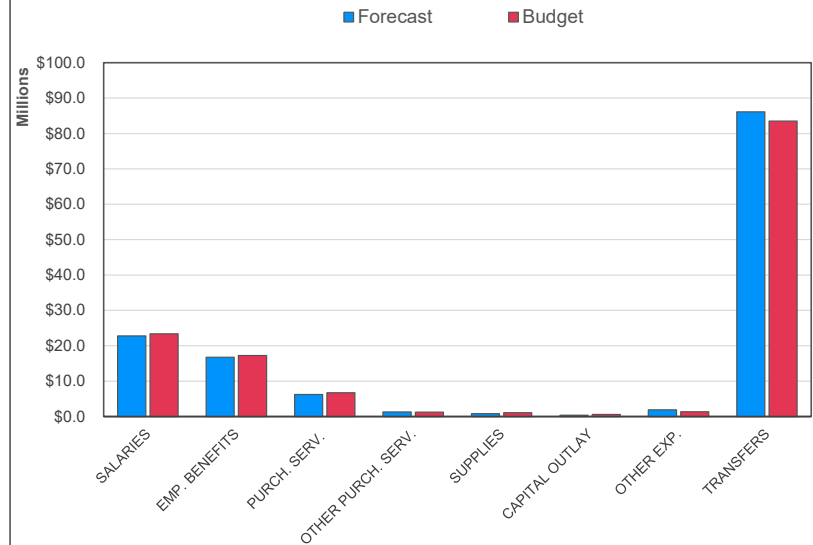
For the Period Ending February 28, 2023

	Prior YTD	Current YTD	Add: Projections	Annual Forecast	Annual Budget	Variance Over / (Under)
REVENUES						
Local	\$88,387,025	\$95,239,925	\$9,770,161	\$105,010,086	\$99,900,860	\$5,109,226
State	7,246,122	8,984,789	9,550,470	18,535,258	17,804,640	730,618
Federal	2,704,053	3,572,296	13,150,090	16,722,386	15,283,313	1,439,073
Transfers & Other	96,098	138,020	258,373	396,393	467,231	(70,838)
Fund Modifications	0	0	136,766	136,766	136,766	0
TOTAL REVENUE	\$98,433,298	\$107,935,029	\$32,865,860	\$140,800,889	\$133,592,810	\$7,208,079
EXPENDITURES						
Salaries	\$11,544,645	\$12,183,121	\$10,619,912	\$22,803,032	\$23,396,127	(\$593,095)
Employee Benefits	7,590,400	8,360,083	8,412,739	16,772,822	17,231,861	(459,039)
Purchased Services	1,292,954	3,345,476	2,868,668	6,214,144	6,734,986	(520,842)
Other Purchased Services	1,679,111	797,557	493,969	1,291,526	1,230,620	60,906
Supplies & Materials	284,434	368,311	437,861	806,172	1,086,036	(279,864)
Capital Outlay	183,193	169,207	233,084	402,291	595,773	(193,482)
Other Expenditures	141,788	828,580	1,080,456	1,909,037	1,329,739	579,298
Transfers & Other	40,489,012	41,276,005	44,843,494	86,119,499	83,499,744	2,619,755
TOTAL EXPENDITURES	\$63,205,538	\$67,328,341	\$68,990,183	\$136,318,524	\$135,104,886	\$1,213,638
SURPLUS / (DEFICIT)	\$35,227,760	\$40,606,689	(\$36,124,324)	\$4,482,365	(\$1,512,076)	
ENDING FUND BALANCE				\$8,994,441	\$3,000,000	\$5,994,441

Revenues by Source | Forecast vs. Budget



Expenditures by Object | Forecast vs. Budget

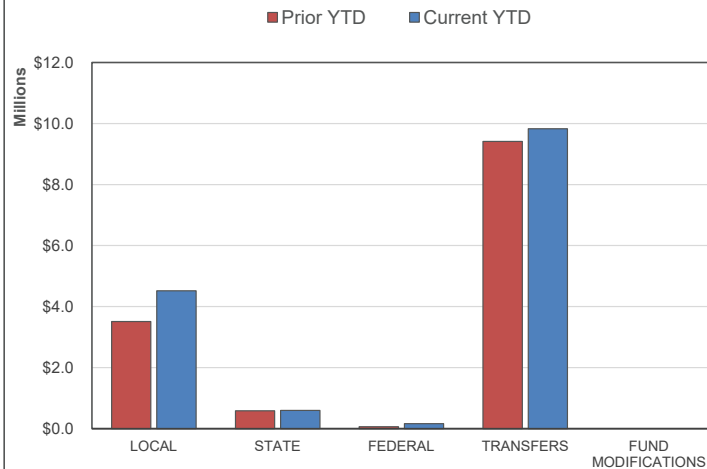


Cooperative Activities Fund | Financial Summary

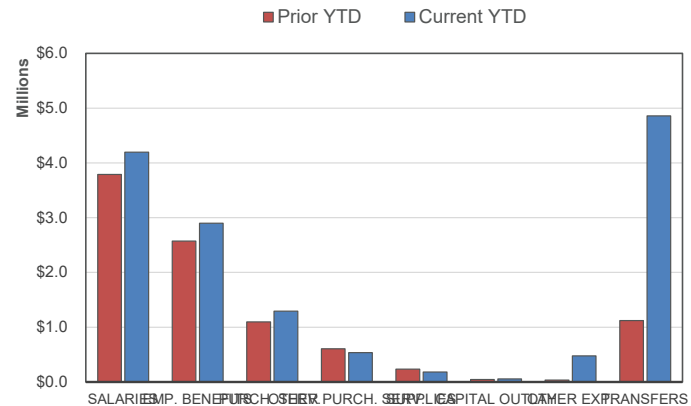
For the Period Ending February 28, 2023

	Prior YTD	Prior Year Total	YTD % of PY Total	Current YTD	Annual Budget	YTD % of Budget
REVENUES						
Local	\$3,508,013	\$5,596,393	62.68%	\$4,518,430	\$5,537,817	81.59%
State	584,704	1,163,835	50.24%	598,679	949,942	63.02%
Federal	65,131	152,305	42.76%	166,553	246,668	67.52%
Transfers & Other	9,415,827	14,957,748	62.95%	9,827,764	15,901,610	61.80%
Fund Modifications	0	0		0	0	
TOTAL REVENUE	\$13,573,674	\$21,870,282	62.06%	\$15,111,427	\$22,636,037	66.76%
EXPENDITURES						
Salaries	\$3,789,470	\$6,520,116	58.12%	\$4,197,316	\$6,704,014	62.61%
Employee Benefits	2,572,007	4,490,184	57.28%	2,899,741	4,488,432	64.60%
Purchased Services	1,098,107	1,786,645	61.46%	1,294,335	2,315,656	55.89%
Other Purchased Services	607,773	956,880	63.52%	534,982	698,376	76.60%
Supplies & Materials	233,400	299,747	77.87%	183,168	389,180	47.07%
Capital Outlay	46,926	54,969	85.37%	57,626	88,011	65.48%
Other Expenditures	33,370	515,773	6.47%	476,956	631,300	75.55%
Transfers & Other	1,120,946	3,932,182	28.51%	4,858,937	6,874,731	70.68%
TOTAL EXPENDITURES	\$9,501,998	\$18,556,497	51.21%	\$14,503,061	\$22,189,700	65.36%
SURPLUS / (DEFICIT)	\$4,071,677	\$3,313,785		\$608,366	\$446,337	
ENDING FUND BALANCE		\$21,818,387			\$22,264,724	

Revenues by Source | Prior YTD vs. Current YTD



Expenditures by Object | Prior YTD vs. Current YTD

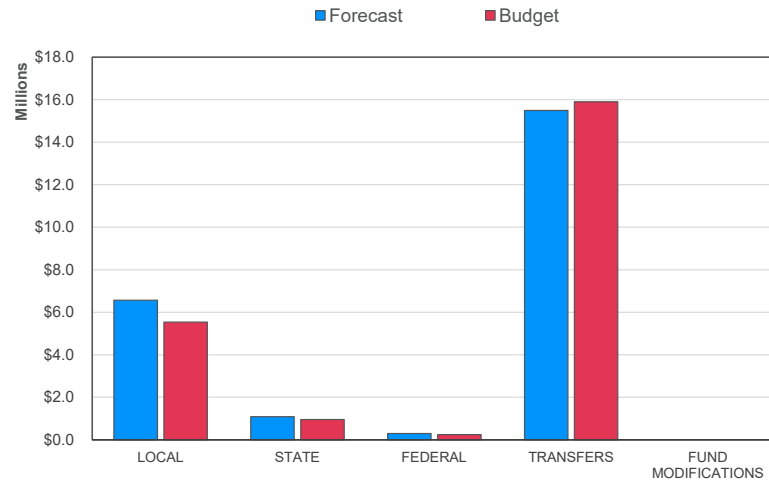


Cooperative Activities Fund | Financial Forecast

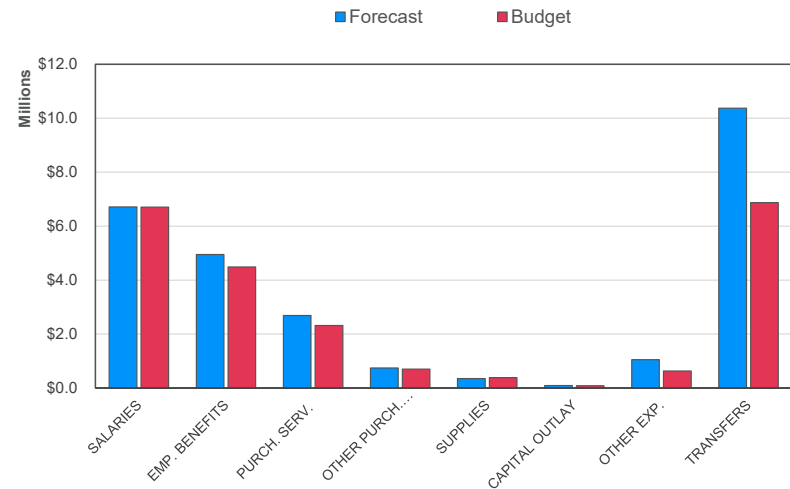
For the Period Ending February 28, 2023

	Prior YTD	Current YTD	Add: Projections	Annual Forecast	Annual Budget	Variance Over / (Under)
REVENUES						
Local	\$3,508,013	\$4,518,430	\$2,050,378	\$6,568,808	\$5,537,817	\$1,030,991
State	584,704	598,679	490,296	1,088,975	949,942	139,033
Federal	65,131	166,553	128,280	294,833	246,668	48,165
Transfers & Other	9,415,827	9,827,764	5,661,438	15,489,202	15,901,610	(412,408)
Fund Modifications	0	0	0	0	0	0
TOTAL REVENUE	\$13,573,674	\$15,111,427	\$8,330,392	\$23,441,819	\$22,636,037	\$805,782
EXPENDITURES						
Salaries	\$3,789,470	\$4,197,316	\$2,513,795	\$6,711,111	\$6,704,014	\$7,097
Employee Benefits	2,572,007	2,899,741	2,052,043	4,951,783	4,488,432	463,351
Purchased Services	1,098,107	1,294,335	1,396,147	2,690,482	2,315,656	374,826
Other Purchased Services	607,773	534,982	210,852	745,834	698,376	47,458
Supplies & Materials	233,400	183,168	168,742	351,910	389,180	(37,270)
Capital Outlay	46,926	57,626	34,817	92,443	88,011	4,432
Other Expenditures	33,370	476,956	576,545	1,053,501	631,300	422,201
Transfers & Other	1,120,946	4,858,937	5,510,736	10,369,673	6,874,731	3,494,942
TOTAL EXPENDITURES	\$9,501,998	\$14,503,061	\$12,463,677	\$26,966,737	\$22,189,700	\$4,777,037
SURPLUS / (DEFICIT)	\$4,071,677	\$608,366	(\$4,133,284)	(\$3,524,918)	\$446,337	
ENDING FUND BALANCE				\$18,293,469	\$22,264,724	(\$3,971,255)

Revenues by Source | Forecast vs. Budget



Expenditures by Object | Forecast vs. Budget



Budget Performance Report

**General Education
Summary Budget Report
As of 2/28/23**

		Amended Budget	Current Month Actual	Actual	Encumbrances	Actual & Encumbrances	Budget - Actual	% Used/Rec'd
Fund	11 - General Fund							
	110 - Taxes Levied	\$1,776,190.00	\$85,695.03	\$1,704,961.48	\$0.00	\$1,704,961.48	\$71,228.52	95.99%
	120 - Appropriations Received from Local Units of Gov't	\$1,150.00	\$0.00	\$192.01	\$0.00	\$192.01	\$957.99	16.70%
	150 - Earnings on Investments and Deposits	\$250,000.00	\$36,902.33	\$209,613.21	\$0.00	\$209,613.21	\$40,386.79	83.85%
	180 - Revenue from Community Service Activities	\$210,117.00	\$7,265.55	\$210,721.68	\$0.00	\$210,721.68	(\$604.68)	100.29%
	190 - Other Local Revenue	\$820,704.00	\$58,634.73	\$610,142.09	\$0.00	\$610,142.09	\$210,561.91	74.34%
	210 - Revenue from Non-Educational Activities	\$368,371.00	\$0.00	\$181,905.50	\$0.00	\$181,905.50	\$186,465.50	49.38%
	310 - Grants In Aid	\$16,863,295.00	\$1,511,098.35	\$12,120,913.10	\$0.00	\$12,120,913.10	\$4,742,381.90	71.88%
	320 - State Payments in Lieu of Taxes	\$33,003.00	\$218.23	\$17,071.39	\$0.00	\$17,071.39	\$15,931.61	51.73%
	410 - Grant-In-Aid	\$8,197,696.00	\$251,082.20	\$2,046,508.13	\$0.00	\$2,046,508.13	\$6,151,187.87	24.96%
	510 - Payments Received from Other Public Schools Within the State	\$4,296,405.00	\$487,862.08	\$1,169,400.60	\$0.00	\$1,169,400.60	\$3,127,004.40	27.22%
	620 - Fund Modification - Special Revenue Funds	\$76,562.00	\$0.00	\$0.00	\$0.00	\$0.00	\$76,562.00	0.00%
Fund	11 - General Fund Totals	\$32,893,493.00	\$2,438,758.50	\$18,271,429.19	\$0.00	\$18,271,429.19	\$14,622,063.81	55.55%
		Amended Budget	Current Month Actual	Actual	Encumbrances	Actual & Encumbrances	Budget - Actual	% Used/Rec'd
Fund	11 - General Fund							
	110 - Basic Functions	\$1,894,911.00	\$0.00	\$13,462.30	\$0.00	\$13,462.30	\$1,881,448.70	0.71%
	120 - Added Needs	\$61,177.00	\$435.24	\$12,727.82	\$30.00	\$12,757.82	\$48,419.18	20.85%
	130 - Adult/Continuing Education	\$279,348.00	\$34,009.94	\$157,147.08	\$0.00	\$157,147.08	\$122,200.92	56.25%
	210 - Support Services Pupil	\$3,223,588.00	\$104,172.09	\$869,940.16	\$359,795.49	\$1,229,735.65	\$1,993,852.35	38.15%
	220 - Support Services Instructional Staff	\$6,882,276.00	\$386,310.85	\$3,362,357.84	\$711,850.29	\$4,074,208.13	\$2,808,067.87	59.20%
	230 - Support Services General Administration	\$765,425.00	\$56,596.24	\$476,902.22	\$7,213.66	\$484,115.88	\$281,309.12	63.25%
	240 - Support Service School Administration	\$0.00	\$7,099.70	\$17,752.71	\$0.00	\$17,752.71	(\$17,752.71)	0.00%
	250 - Support Services Business	\$452,346.00	\$25,024.63	\$189,495.44	\$1,544.40	\$191,039.84	\$261,306.16	42.23%
	260 - Operations and Maintenance	\$790,526.00	\$51,287.92	\$473,606.40	\$102,241.80	\$575,848.20	\$214,677.80	72.84%
	270 - Pupil Transportation Services	\$110,463.00	\$8,452.40	\$43,070.31	\$630.00	\$43,700.31	\$66,762.69	39.56%
	280 - Support Services Central	\$4,227,376.00	\$276,817.20	\$2,257,712.84	\$78,178.78	\$2,335,891.62	\$1,891,484.38	55.26%
	290 - Support Services Other	\$119,894.00	\$10,021.11	\$80,620.53	\$0.00	\$80,620.53	\$39,273.47	67.24%
	310 - Community Services Direction	\$126,075.00	\$19,213.88	\$145,751.73	\$8,703.95	\$154,455.68	(\$28,380.68)	122.51%
	330 - Community Activities	\$198,668.00	\$25,801.46	\$163,599.10	\$2,142.50	\$165,741.60	\$32,926.40	83.43%
	350 - Custody and Care of Children	\$1,065,278.00	\$102,092.87	\$610,111.77	\$6,780.66	\$616,892.43	\$448,385.57	57.91%
	390 - Other Community Services	\$32,910.00	\$8.83	\$4,206.44	\$0.00	\$4,206.44	\$28,703.56	12.78%
	410 - Payments to Other Public Schools Within Michigan	\$11,599,757.00	\$673,420.92	\$1,699,586.76	\$5,785,042.41	\$7,484,629.17	\$4,115,127.83	64.52%
	420 - Payments to Other Public Schools OUTSIDE State of Michigan	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	440 - Payments to Other Governmental and Not-For-Profit Entities	\$1,624,311.00	\$344,831.97	\$487,917.33	\$838,682.67	\$1,326,600.00	\$297,711.00	81.67%
	450 - Facilities Acquisition, Construction, and Improvements	\$6,050.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,050.00	0.00%
	490 - Prior Period Adjustments	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	500 - Debt Service Long Term Only	\$21,900.00	\$0.00	\$0.00	\$0.00	\$0.00	\$21,900.00	0.00%
	600 - Fund Modifications	\$300,912.00	\$0.00	\$300,912.00	\$0.00	\$300,912.00	\$0.00	100.00%
Expense Totals		\$33,783,191.00	\$2,125,597.25	\$11,366,880.78	\$7,902,836.61	\$19,269,717.39	\$14,513,473.61	57.04%
Fund	11 - General Fund Totals	(\$889,698.00)	\$313,161.25	\$6,904,548.41	(\$7,902,836.61)	(\$998,288.20)	\$108,590.20	

Classification	Annual Budget Amount	MTD Actual Amount	YTD Actual Amount	YTD Encumbrances	Budget Less YTD Actual	% of Budget
Fund Category General Fund						
Fund Type						
Fund 11 - General Fund						
<i>Revenue from Local Sources</i>						
Taxes Levied	1,776,190.00	85,695.03	1,704,961.48	.00	71,228.52	96
Appropriations Received from Local Units of Gov't	1,150.00	.00	192.01	.00	957.99	17
Earnings on Investments and Deposits	250,000.00	36,902.33	209,613.21	.00	40,386.79	84
Revenue from Community Service Activities	210,117.00	7,265.55	210,721.68	.00	(604.68)	100
Other Local Revenue	820,704.00	58,634.73	610,142.09	.00	210,561.91	74
<i>Revenue from Local Sources Totals</i>	<i>\$3,058,161.00</i>	<i>\$188,497.64</i>	<i>\$2,735,630.47</i>	<i>\$0.00</i>	<i>\$322,530.53</i>	<i>89%</i>
Revenues from a Non-Educational Entity or Political Subdivision	368,371.00	.00	181,905.50	.00	186,465.50	49
<i>Revenue from State Sources</i>						
Grants In Aid	18,139,243.00	1,511,098.35	12,120,913.10	.00	6,018,329.90	67
State Payments in Lieu of Taxes	33,003.00	218.23	17,071.39	.00	15,931.61	52
<i>Revenue from State Sources Totals</i>	<i>\$18,172,246.00</i>	<i>\$1,511,316.58</i>	<i>\$12,137,984.49</i>	<i>\$0.00</i>	<i>\$6,034,261.51</i>	<i>67%</i>
<i>Revenues from Federal Sources</i>						
Grant-In-Aid	8,660,088.00	251,082.20	2,046,508.13	.00	6,613,579.87	24
<i>Revenues from Federal Sources Totals</i>	<i>\$8,660,088.00</i>	<i>\$251,082.20</i>	<i>\$2,046,508.13</i>	<i>\$0.00</i>	<i>\$6,613,579.87</i>	<i>24%</i>
<i>Incoming Transfers and Other Transactions</i>						
Payments Received from Other Public Schools Within the State	4,298,265.00	487,862.08	1,169,400.60	.00	3,128,864.40	27
<i>Incoming Transfers and Other Transactions Totals</i>	<i>\$4,298,265.00</i>	<i>\$487,862.08</i>	<i>\$1,169,400.60</i>	<i>\$0.00</i>	<i>\$3,128,864.40</i>	<i>27%</i>
<i>Fund Modifications</i>						
Fund Modification - Special Revenue Funds	76,562.00	.00	.00	.00	76,562.00	0
<i>Fund Modifications Totals</i>	<i>\$76,562.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$76,562.00</i>	<i>0%</i>
<i>Salaries</i>						
Administration	2,446,612.00	178,968.24	1,338,600.59	.00	1,108,011.41	55
Professional Educational	1,213,560.00	128,420.81	740,456.62	.00	473,103.38	61
Professional Business	192,846.00	16,304.86	118,634.03	.00	74,211.97	62
Professional Other	1,047,345.00	32,209.77	237,606.46	.00	809,738.54	23
Technical	1,327,145.00	113,512.14	891,967.90	.00	435,177.10	67
Operation and Service	480,505.00	43,764.21	259,312.72	.00	221,192.28	54
Special Salary Payments	35,565.00	984.88	5,445.80	.00	30,119.20	15
Temporary Salaries	24,000.00	.00	.00	.00	24,000.00	0
Overtime Salaries and Extension of Contract	.00	1,798.27	13,050.77	.00	(13,050.77)	+++
<i>Salaries Totals</i>	<i>\$6,767,578.00</i>	<i>\$515,963.18</i>	<i>\$3,605,074.89</i>	<i>\$0.00</i>	<i>\$3,162,503.11</i>	<i>53%</i>
<i>Employee Benefits</i>						
Employee Insurance	1,066,423.00	70,863.67	536,660.37	.00	529,762.63	50
Special Allowances	10,390.00	.00	10,000.00	.00	390.00	96
Mandatory Coverage	3,588,969.00	280,243.83	1,918,007.24	.00	1,670,961.76	53
Workers Compensation	31,500.00	.00	19,577.87	5,945.73	5,976.40	81

Classification	Annual Budget Amount	MTD Actual Amount	YTD Actual Amount	YTD Encumbrances	Budget Less YTD Actual	% of Budget
Fund Category General Fund						
Fund Type						
Fund 11 - General Fund						
Employee Benefits						
Other Employee Benefits	87,542.00	5,648.56	50,925.59	.00	36,616.41	58
<i>Employee Benefits Totals</i>	\$4,784,824.00	\$356,756.06	\$2,535,171.07	\$5,945.73	\$2,243,707.20	53%
<i>Purchased Services</i>						
Professional and Technical Services	4,453,815.00	96,438.09	1,503,158.51	1,084,806.30	1,865,850.19	58
Travel Workshops Staff	366,591.00	31,399.81	121,502.38	3,040.91	242,047.71	34
Client Pupil Transportation	76,089.00	520.00	6,342.91	630.00	69,116.09	9
Communication	349,036.00	11,268.33	156,566.61	6,674.28	185,795.11	47
Advertisement	8,895.00	1,022.46	1,631.12	.00	7,263.88	18
Printing and Binding	157,959.00	3,629.25	23,005.23	726.38	134,227.39	15
Utility Service	25,000.00	548.12	5,515.25	5,978.89	13,505.86	46
Insurance and Bond Premiums	37,282.00	.00	37,642.66	9,742.75	(10,103.41)	127
Repairs and Maintenance Services	572,710.00	50,755.66	263,636.31	53,416.04	255,657.65	55
Rentals	185,822.00	1,465.86	183,129.67	3,113.16	(420.83)	100
Other Purchased Services	56,353.00	.00	1,992.04	30.00	54,330.96	4
<i>Purchased Services Totals</i>	\$6,289,552.00	\$197,047.58	\$2,304,122.69	\$1,168,158.71	\$2,817,270.60	55%
<i>Supplies and Materials</i>						
Teaching Testing Supplies and Materials	24,255.00	.00	1,115.06	230.44	22,909.50	6
Periodicals	7,296.00	.00	935.77	.00	6,360.23	13
Energy Supplies	105,000.00	6,965.12	44,057.41	9,231.93	51,710.66	51
Transportation Supplies	1,000.00	.00	232.99	.00	767.01	23
Other Supplies	606,802.00	9,148.79	205,818.92	20,595.42	380,387.66	37
<i>Supplies and Materials Totals</i>	\$744,353.00	\$16,113.91	\$252,160.15	\$30,057.79	\$462,135.06	38%
<i>Capital Outlay</i>						
Building and Additions	2,750.00	.00	.00	.00	2,750.00	0
Improvements Other Than Buildings	3,300.00	.00	.00	.00	3,300.00	0
Equipment and Furniture	287,959.00	15,520.14	52,180.65	47,431.72	188,346.63	35
<i>Capital Outlay Totals</i>	\$294,009.00	\$15,520.14	\$52,180.65	\$47,431.72	\$194,396.63	34%
<i>Other Expenditures</i>						
Redemption of Long-term Bonds, Loans and Capital Leases	21,900.00	.00	.00	.00	21,900.00	0
Dues and Fees	145,753.00	5,873.52	101,037.52	275.00	44,440.48	70
Claims and Judgments	500.00	3.08	10.99	.00	489.01	2
Taxes Abated and Written Off	5,000.00	.00	1,629.95	.00	3,370.05	33
Miscellaneous Expenditures	25,412.00	66.89	16,059.36	.00	9,352.64	63
<i>Other Expenditures Totals</i>	\$198,565.00	\$5,943.49	\$118,737.82	\$275.00	\$79,552.18	60%

Classification	Annual Budget Amount	MTD Actual Amount	YTD Actual Amount	YTD Encumbrances	Budget Less YTD Actual	% of Budget
Fund Category General Fund						
Fund Type						
Fund 11 - General Fund						
Outgoing Transfers and Other Transactions						
Fund Modifications	300,912.00	.00	300,912.00	.00	.00	100
Payments to Other Public School Districts	1,878,661.00	.00	11,023.26	27,242.58	1,840,395.16	2
Sub-Grantee Disbursements	14,283,572.00	1,018,252.89	2,187,498.25	6,623,725.08	5,472,348.67	62
Indirect Cost Recovery and Program Changes	8,544.00	.00	.00	.00	8,544.00	0
Outgoing Transfers and Other Transactions Totals	\$16,471,689.00	\$1,018,252.89	\$2,499,433.51	\$6,650,967.66	\$7,321,287.83	56%
Fund 11 - General Fund Totals						
REVENUE TOTALS	34,633,693.00	2,438,758.50	18,271,429.19	.00	16,362,263.81	53%
EXPENSE TOTALS	35,550,570.00	2,125,597.25	11,366,880.78	7,902,836.61	16,280,852.61	54%
Fund 11 - General Fund Net Gain (Loss)	(\$916,877.00)	\$313,161.25	\$6,904,548.41	(\$7,902,836.61)	(\$81,411.20)	109%
Fund Type Totals						
REVENUE TOTALS	34,633,693.00	2,438,758.50	18,271,429.19	.00	16,362,263.81	53%
EXPENSE TOTALS	35,550,570.00	2,125,597.25	11,366,880.78	7,902,836.61	16,280,852.61	54%
Fund Type Net Gain (Loss)	(\$916,877.00)	\$313,161.25	\$6,904,548.41	(\$7,902,836.61)	(\$81,411.20)	109%
Fund Category General Fund Totals						
REVENUE TOTALS	34,633,693.00	2,438,758.50	18,271,429.19	.00	16,362,263.81	53%
EXPENSE TOTALS	35,550,570.00	2,125,597.25	11,366,880.78	7,902,836.61	16,280,852.61	54%
Fund Category General Fund Net Gain (Loss)	(\$916,877.00)	\$313,161.25	\$6,904,548.41	(\$7,902,836.61)	(\$81,411.20)	109%
Grand Totals						
REVENUE TOTALS	34,633,693.00	2,438,758.50	18,271,429.19	.00	16,362,263.81	53%
EXPENSE TOTALS	35,550,570.00	2,125,597.25	11,366,880.78	7,902,836.61	16,280,852.61	54%
Grand Total Net Gain (Loss)	(\$916,877.00)	\$313,161.25	\$6,904,548.41	(\$7,902,836.61)	(\$81,411.20)	109%

Budget Performance Report

**Special Education
Summary Budget Report
As of 2/28/23**

		Amended Budget	Current Month Actual	Actual	Encumbrances	Actual & Encumbrances	Budget - Actual	% Used/Rec'd
Fund	22 - Special Education							
	110 - Taxes Levied	\$97,101,058.00	\$4,665,043.16	\$93,390,047.21	\$0.00	\$93,390,047.21	\$3,711,010.79	96.18%
	120 - Appropriations Received from Local Units of Gov't	\$230,423.00	\$0.00	\$10,566.50	\$0.00	\$10,566.50	\$219,856.50	4.59%
	130 - Tuition	\$518,725.00	\$0.00	\$272,853.82	\$0.00	\$272,853.82	\$245,871.18	52.60%
	150 - Earnings on Investments and Deposits	\$1,700,000.00	\$194,471.53	\$1,326,048.67	\$0.00	\$1,326,048.67	\$373,951.33	78.00%
	180 - Revenue from Community Service Activities	\$5,452.00	\$36.45	\$1,752.90	\$0.00	\$1,752.90	\$3,699.10	32.15%
	190 - Other Local Revenue	\$345,202.00	\$51,124.00	\$239,403.64	\$0.00	\$239,403.64	\$105,798.36	69.35%
	310 - Grants In Aid	\$16,873,471.00	\$2,452,529.59	\$8,152,933.75	\$0.00	\$8,152,933.75	\$8,720,537.25	48.32%
	320 - State Payments in Lieu of Taxes	\$931,169.00	\$11,923.42	\$831,854.82	\$0.00	\$831,854.82	\$99,314.18	89.33%
	410 - Grant-In-Aid	\$15,283,313.00	\$3,562,718.95	\$3,572,295.97	\$0.00	\$3,572,295.97	\$11,711,017.03	23.37%
	510 - Payments Received from Other Public Schools Within the State	\$467,231.00	\$13,979.51	\$138,020.13	\$0.00	\$138,020.13	\$329,210.87	29.54%
	620 - Fund Modification - Special Revenue Funds	\$136,766.00	\$0.00	\$0.00	\$0.00	\$0.00	\$136,766.00	0.00%
Fund	22 - Special Education Totals	\$133,592,810.00	\$10,951,826.61	\$107,935,777.41	\$0.00	\$107,935,777.41	\$25,657,032.59	80.79%
		Amended Budget	Current Month Actual	Actual	Encumbrances	Actual & Encumbrances	Budget - Actual	% Used/Rec'd
Fund	22 - Special Education							
	110 - Basic Functions	\$179,100.00	\$2,449.46	\$65,706.27	\$14,588.40	\$80,294.67	\$98,805.33	44.83%
	120 - Added Needs	\$19,457,985.00	\$1,475,227.39	\$9,363,273.62	\$536,874.94	\$9,900,148.56	\$9,557,836.44	50.88%
	210 - Support Services Pupil	\$18,083,927.00	\$1,391,785.44	\$8,978,786.73	\$294,775.73	\$9,273,562.46	\$8,810,364.54	51.28%
	220 - Support Services Instructional Staff	\$4,703,526.00	\$418,997.13	\$2,397,631.59	\$65,503.82	\$2,463,135.41	\$2,240,390.59	52.37%
	230 - Support Services General Administration	\$319,739.00	\$15,708.68	\$193,265.99	\$17,310.49	\$210,576.48	\$109,162.52	65.86%
	240 - Support Service School Administration	\$304,413.00	\$23,256.75	\$179,783.56	\$232.58	\$180,016.14	\$124,396.86	59.14%
	250 - Support Services Business	\$1,535,617.00	\$93,004.76	\$904,746.20	\$4,395.60	\$909,141.80	\$626,475.20	59.20%
	260 - Operations and Maintenance	\$2,393,908.00	\$162,693.65	\$1,277,303.80	\$515,040.37	\$1,792,344.17	\$601,563.83	74.87%
	270 - Pupil Transportation Services	\$70,890.00	\$2,082.96	\$18,055.84	\$2,362.97	\$20,418.81	\$50,471.19	28.80%
	280 - Support Services Central	\$3,589,602.00	\$195,965.92	\$1,957,691.09	\$112,415.48	\$2,070,106.57	\$1,519,495.43	57.67%
	290 - Support Services Other	\$19,676.00	\$1,631.36	\$13,124.44	\$0.00	\$13,124.44	\$6,551.56	66.70%
	330 - Community Activities	\$10,000.00	\$0.00	\$9,503.97	\$0.00	\$9,503.97	\$496.03	95.04%
	370 - Non Public School Pupils	\$214,229.00	\$19,735.53	\$102,001.73	\$112,227.27	\$214,229.00	\$0.00	100.00%
	390 - Other Community Services	\$0.00	\$1.77	\$536.30	\$0.00	\$536.30	(\$536.30)	0.00%
	410 - Payments to Other Public Schools Within Michigan	\$80,877,577.00	\$13,484,699.49	\$40,649,003.30	\$10,201,631.57	\$50,850,634.87	\$30,026,942.13	62.87%
	440 - Payments to Other Governmental and Not-For-Profit Entities	\$1,780,700.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,780,700.00	0.00%
	450 - Facilities Acquisition, Construction, and Improvements	\$17,950.00	\$0.00	\$0.00	\$0.00	\$0.00	\$17,950.00	0.00%
	500 - Debt Service Long Term Only	\$918,809.00	\$91,443.28	\$786,147.95	\$263,496.84	\$1,049,644.79	(\$130,835.79)	114.24%
	600 - Fund Modifications	\$627,238.00	\$0.00	\$525,000.00	\$0.00	\$525,000.00	\$102,238.00	83.70%
Expense Totals		\$135,104,886.00	\$17,378,683.57	\$67,421,562.38	\$12,140,856.06	\$79,562,418.44	\$55,542,467.56	58.89%
Fund	22 - Special Education Totals	(\$1,512,076.00)	(\$6,426,856.96)	\$40,514,215.03	(\$12,140,856.06)	\$28,373,358.97	(\$29,885,434.97)	

Classification	Annual Budget Amount	MTD Actual Amount	YTD Actual Amount	YTD Encumbrances	Budget Less YTD Actual	% of Budget
Fund Category Special Revenue						
Fund Type						
Fund 22 - Special Education						
Revenue from Local Sources						
Taxes Levied	97,101,058.00	4,665,043.16	93,390,047.21	.00	3,711,010.79	96
Appropriations Received from Local Units of Gov't	230,423.00	.00	10,566.50	.00	219,856.50	5
Tuition	518,725.00	.00	272,853.82	.00	245,871.18	53
Earnings on Investments and Deposits	1,700,000.00	194,471.53	1,326,048.67	.00	373,951.33	78
Revenue from Community Service Activities	5,452.00	36.45	1,752.90	.00	3,699.10	32
Other Local Revenue	345,202.00	51,124.00	239,403.64	.00	105,798.36	69
<i>Revenue from Local Sources Totals</i>	\$99,900,860.00	\$4,910,675.14	\$95,240,672.74	\$0.00	\$4,660,187.26	95%
Revenue from State Sources						
Grants In Aid	16,873,471.00	2,452,529.59	8,152,933.75	.00	8,720,537.25	48
State Payments in Lieu of Taxes	931,169.00	11,923.42	831,854.82	.00	99,314.18	89
<i>Revenue from State Sources Totals</i>	\$17,804,640.00	\$2,464,453.01	\$8,984,788.57	\$0.00	\$8,819,851.43	50%
Revenues from Federal Sources						
Grant-In-Aid	15,283,313.00	3,562,718.95	3,572,295.97	.00	11,711,017.03	23
<i>Revenues from Federal Sources Totals</i>	\$15,283,313.00	\$3,562,718.95	\$3,572,295.97	\$0.00	\$11,711,017.03	23%
Incoming Transfers and Other Transactions						
Payments Received from Other Public Schools Within the State	467,231.00	13,979.51	138,020.13	.00	329,210.87	30
<i>Incoming Transfers and Other Transactions Totals</i>	\$467,231.00	\$13,979.51	\$138,020.13	\$0.00	\$329,210.87	30%
Fund Modifications						
Fund Modification - Special Revenue Funds	136,766.00	.00	.00	.00	136,766.00	0
<i>Fund Modifications Totals</i>	\$136,766.00	\$0.00	\$0.00	\$0.00	\$136,766.00	0%
Salaries						
Administration	1,921,935.00	144,432.45	1,287,532.94	.00	634,402.06	67
Professional Educational	10,594,659.00	797,504.89	5,349,856.78	.00	5,244,802.22	50
Professional Business	570,831.00	44,177.55	383,364.61	.00	187,466.39	67
Professional Other	3,501,902.00	266,380.03	1,679,014.56	.00	1,822,887.44	48
Technical	719,578.00	64,638.40	518,148.06	.00	201,429.94	72
Operation and Service	5,414,657.00	379,049.15	2,624,173.25	.00	2,790,483.75	48
Special Salary Payments	242,827.00	9,370.16	126,099.49	.00	116,727.51	52
Temporary Salaries	424,700.00	29,100.76	180,460.75	.00	244,239.25	42
Overtime Salaries and Extension of Contract	5,038.00	15,603.94	28,739.56	.00	(23,701.56)	570
<i>Salaries Totals</i>	\$23,396,127.00	\$1,750,257.33	\$12,177,390.00	\$0.00	\$11,218,737.00	52%
Employee Benefits						
Employee Insurance	4,586,971.00	288,719.04	1,961,985.83	.00	2,624,985.17	43
Mandatory Coverage	12,355,203.00	925,654.73	6,227,657.50	.00	6,127,545.50	50
Workers Compensation	81,678.00	.00	54,114.13	16,434.27	11,129.60	86

Classification	Annual Budget Amount	MTD Actual Amount	YTD Actual Amount	YTD Encumbrances	Budget Less YTD Actual	% of Budget
Fund Category Special Revenue						
Fund Type						
Fund 22 - Special Education						
<i>Employee Benefits</i>						
Other Employee Benefits	208,009.00	17,229.50	119,938.39	.00	88,070.61	58
<i>Employee Benefits Totals</i>	\$17,231,861.00	\$1,231,603.27	\$8,363,695.85	\$16,434.27	\$8,851,730.88	49%
<i>Purchased Services</i>						
Professional and Technical Services	4,986,897.00	458,725.06	2,520,173.10	925,886.42	1,540,837.48	69
Travel Workshops Staff	598,520.00	30,940.90	189,289.34	10,934.50	398,296.16	33
Client Pupil Transportation	73,890.00	2,082.96	18,055.84	2,362.97	53,471.19	28
Communication	457,331.00	12,556.99	221,178.81	8,948.59	227,203.60	50
Advertisement	38,285.00	.00	1,628.63	.00	36,656.37	4
Printing and Binding	110,112.00	8,346.72	49,699.72	1,863.03	58,549.25	47
Tuition	296,700.00	147,000.00	251,700.00	.00	45,000.00	85
Utility Service	78,550.00	2,707.99	48,878.85	14,361.37	15,309.78	81
Insurance and Bond Premiums	94,201.00	.00	94,374.79	25,886.25	(26,060.04)	128
Repairs and Maintenance Services	1,229,020.00	66,694.17	716,337.49	290,733.06	221,949.45	82
Rentals	1,100.00	608.93	12,225.12	3,735.84	(14,860.96)	1,451
<i>Purchased Services Totals</i>	\$7,964,606.00	\$729,663.72	\$4,123,541.69	\$1,284,712.03	\$2,556,352.28	68%
<i>Supplies and Materials</i>						
Teaching Testing Supplies and Materials	332,346.00	10,168.52	109,541.24	10,869.67	211,935.09	36
Periodicals	1,913.00	.00	459.07	.00	1,453.93	24
Energy Supplies	314,100.00	31,169.54	156,696.33	126,578.12	30,825.55	90
Transportation Supplies	2,000.00	328.52	2,136.57	.00	(136.57)	107
Other Supplies	430,427.00	18,427.72	130,118.76	46,477.12	253,831.12	41
<i>Supplies and Materials Totals</i>	\$1,080,786.00	\$60,094.30	\$398,951.97	\$183,924.91	\$497,909.12	54%
<i>Capital Outlay</i>						
Building and Additions	15,250.00	.00	.00	.00	15,250.00	0
Improvements Other Than Buildings	2,700.00	.00	.00	.00	2,700.00	0
Equipment and Furniture	584,073.00	9,448.74	173,102.30	77,730.42	333,240.28	43
<i>Capital Outlay Totals</i>	\$602,023.00	\$9,448.74	\$173,102.30	\$77,730.42	\$351,190.28	42%
<i>Other Expenditures</i>						
Redemption of Long-term Bonds, Loans and Capital Leases	918,809.00	91,443.28	786,147.95	263,496.84	(130,835.79)	114
Dues and Fees	49,971.00	1,549.96	30,606.79	323.75	19,040.46	62
Claims and Judgments	1,500.00	168.96	602.32	.00	897.68	40
Taxes Abated and Written Off	350,000.00	.00	89,426.62	.00	260,573.38	26
Miscellaneous Expenditures	9,459.00	18.99	2,091.86	375.00	6,992.14	26
<i>Other Expenditures Totals</i>	\$1,329,739.00	\$93,181.19	\$908,875.54	\$264,195.59	\$156,667.87	88%

Classification	Annual Budget Amount	MTD Actual Amount	YTD Actual Amount	YTD Encumbrances	Budget Less YTD Actual	% of Budget
Fund Category Special Revenue						
Fund Type						
Fund 22 - Special Education						
<i>Outgoing Transfers and Other Transactions</i>						
Fund Modifications	627,238.00	.00	525,000.00	.00	102,238.00	84
Payments to Other Public School Districts	214,229.00	19,735.53	102,001.73	112,227.27	.00	100
Sub-Grantee Disbursements	82,658,277.00	13,484,699.49	40,649,003.30	10,201,631.57	31,807,642.13	62
<i>Outgoing Transfers and Other Transactions Totals</i>	<u>\$83,499,744.00</u>	<u>\$13,504,435.02</u>	<u>\$41,276,005.03</u>	<u>\$10,313,858.84</u>	<u>\$31,909,880.13</u>	<u>62%</u>
Fund 22 - Special Education Totals						
REVENUE TOTALS	133,592,810.00	10,951,826.61	107,935,777.41	.00	25,657,032.59	81%
EXPENSE TOTALS	135,104,886.00	17,378,683.57	67,421,562.38	12,140,856.06	55,542,467.56	59%
Fund 22 - Special Education Net Gain (Loss)	<u>(\$1,512,076.00)</u>	<u>(\$6,426,856.96)</u>	<u>\$40,514,215.03</u>	<u>(\$12,140,856.06)</u>	<u>\$29,885,434.97</u>	<u>(1,876%)</u>
Fund Type Totals						
REVENUE TOTALS	133,592,810.00	10,951,826.61	107,935,777.41	.00	25,657,032.59	81%
EXPENSE TOTALS	135,104,886.00	17,378,683.57	67,421,562.38	12,140,856.06	55,542,467.56	59%
Fund Type Net Gain (Loss)	<u>(\$1,512,076.00)</u>	<u>(\$6,426,856.96)</u>	<u>\$40,514,215.03</u>	<u>(\$12,140,856.06)</u>	<u>\$29,885,434.97</u>	<u>(1,876%)</u>
Fund Category Special Revenue Totals						
REVENUE TOTALS	133,592,810.00	10,951,826.61	107,935,777.41	.00	25,657,032.59	81%
EXPENSE TOTALS	135,104,886.00	17,378,683.57	67,421,562.38	12,140,856.06	55,542,467.56	59%
Fund Category Special Revenue Net Gain (Loss)	<u>(\$1,512,076.00)</u>	<u>(\$6,426,856.96)</u>	<u>\$40,514,215.03</u>	<u>(\$12,140,856.06)</u>	<u>\$29,885,434.97</u>	<u>(1,876%)</u>
Grand Totals						
REVENUE TOTALS	133,592,810.00	10,951,826.61	107,935,777.41	.00	25,657,032.59	81%
EXPENSE TOTALS	135,104,886.00	17,378,683.57	67,421,562.38	12,140,856.06	55,542,467.56	59%
Grand Total Net Gain (Loss)	<u>(\$1,512,076.00)</u>	<u>(\$6,426,856.96)</u>	<u>\$40,514,215.03</u>	<u>(\$12,140,856.06)</u>	<u>\$29,885,434.97</u>	<u>(1,876%)</u>

G/L Account Number	Account Description	Location Description	Amended Budget	Current Month Actual	Encumbrances	Actual	Budget - Actual	% Used/Rec'd
Fund 25 - Food Service Fund								
Account Type Revenue								
Function 0000 - Revenue								
25.0151.0000.000.0000.06147.0000	Earnings on Investments and Deposits	High Point	2,000.00	383.95	.00	2,570.62	(570.62)	129
25.0161.0000.000.0000.06147.0000	Food Sales to Pupils	High Point	45,000.00	2,801.60	.00	21,006.85	23,993.15	47
25.0161.0000.913.0000.00000.0000	Food Sales to Pupils	District-Wide	600.00	199.30	.00	1,270.70	(670.70)	212
25.0162.0000.000.0000.06147.0000	Food Sales to Patrons	High Point	3,000.00	542.50	.00	4,302.91	(1,302.91)	143
25.0164.0000.000.0000.06147.0000	A-La-Carte Sales	High Point	4,300.00	28.25	.00	262.25	4,037.75	6
25.0199.0000.000.0000.06147.0000	Miscellaneous Local Revenues	High Point	.00	.00	.00	.00	.00	+++
25.0312.0110.000.3100.06147.0000	Restricted State Aid - Food Service	High Point	5,606.00	.00	.00	.00	5,606.00	0
25.0312.0110.000.3733.06147.0000	Restricted State Aid - Food Service	High Point	23,356.00	.00	.00	23,356.84	(.84)	100
25.0414.0110.000.8500.06147.0000	Federal Lunch Reimbursement	High Point	38,000.00	.00	.00	67,696.84	(29,696.84)	178
25.0414.0110.000.8510.06147.0000	Federal Lunch Reimbursement	High Point	72,000.00	.00	.00	6,389.88	65,610.12	9
25.0481.0110.000.7810.00000.0000	USDA Entitlement Commodities	District-Wide	16,242.00	.00	.00	.00	16,242.00	0
25.0622.0000.000.0000.06147.0000	Fund Modification - Special Education Fund	High Point	127,238.00	.00	.00	25,000.00	102,238.00	20
Function 0000 - Revenue Totals			\$337,342.00	\$3,955.60	\$0.00	\$151,856.89	\$185,485.11	45 %
Account Type Revenue Totals			\$337,342.00	\$3,955.60	\$0.00	\$151,856.89	\$185,485.11	45 %
Account Type Expense								
Function 1297 - Food Services								
25.1297.1650.000.0000.00000.0000	Food service	District-Wide	.00	.00	.00	.00	.00	+++
25.1297.2110.000.0000.00000.0000	Group Life	District-Wide	.00	.00	.00	.00	.00	+++
25.1297.2120.000.0000.00000.0000	Group Disability	District-Wide	.00	.00	.00	.00	.00	+++
25.1297.2130.000.0000.00000.0000	Group Health and Accident	District-Wide	.00	.00	.00	.00	.00	+++
25.1297.2140.000.0000.00000.0000	Dental Health Care	District-Wide	.00	.00	.00	.00	.00	+++
25.1297.2150.000.0000.00000.0000	Vision Care	District-Wide	.00	.00	.00	.00	.00	+++
25.1297.2820.000.0000.00000.0000	Contribution to State and Local Retirement Funds	District-Wide	.00	.00	.00	.00	.00	+++
25.1297.2830.000.0000.00000.0000	Employer Social Security	District-Wide	.00	.00	.00	.00	.00	+++
25.1297.3190.000.8510.06147.0000	Other Prof & Technical Services	High Point	7,500.00	.00	.00	1,810.45	5,689.55	24
25.1297.3210.000.0000.06147.0000	Regular Duty Travel	High Point	.00	.00	.00	.00	.00	+++
25.1297.3450.000.0000.06147.0000	Software Lic/Agmts Serv	High Point	3,000.00	.00	.00	2,895.00	105.00	97
25.1297.3510.000.0000.06147.0000	Advertisement Serv	High Point	400.00	.00	.00	.00	400.00	0
25.1297.4120.000.0000.06147.0000	Equip Repair Serv	High Point	1,000.00	.00	.00	.00	1,000.00	0
25.1297.5610.000.0000.06147.0000	Food Supplies	High Point	100,000.00	7,608.04	30,316.79	60,261.21	9,422.00	91
25.1297.5650.000.7810.06147.0000	USDA Commod Supp Usage	High Point	16,242.00	.00	.00	.00	16,242.00	0
25.1297.5990.000.0000.06147.0000	Misc. Supp & Mats	High Point	11,500.00	946.49	1,860.22	7,211.53	2,428.25	79
25.1297.6460.000.0000.06147.0000	Capital-Repl Equip <\$5000	High Point	.00	.00	.00	.00	.00	+++
25.1297.7410.000.0000.06147.0000	Dues and Fees	High Point	1,600.00	5.43	.00	20.09	1,579.91	1
25.1297.8221.000.0000.06147.0000	Payments to LEA's - Food Service Wages	High Point	110,000.00	.00	.00	48,775.70	61,224.30	44
25.1297.8222.000.0000.06147.0000	Payments to LEA's - Food Service Benefits	High Point	55,000.00	.00	.00	23,796.99	31,203.01	43
25.1297.8223.000.0000.06147.0000	Payments to LEA's - Food Service Supplies	High Point	3,000.00	.00	.00	756.55	2,243.45	25
25.1297.8226.000.0000.06147.0000	Payments to LEA's - Food Service Indirect	High Point	18,000.00	.00	.00	7,786.27	10,213.73	43
25.1297.8227.000.0000.06147.0000	Payments to LEA's - Food Service Mileage	High Point	10,100.00	.00	.00	4,533.63	5,566.37	45
Function 1297 - Food Services Totals			\$337,342.00	\$8,559.96	\$32,177.01	\$157,847.42	\$147,317.57	56 %
Account Type Expense Totals			\$337,342.00	\$8,559.96	\$32,177.01	\$157,847.42	\$147,317.57	56 %
Revenue Totals			\$337,342.00	\$3,955.60	\$0.00	\$151,856.89	\$185,485.11	45 %
Expense Totals			\$337,342.00	\$8,559.96	\$32,177.01	\$157,847.42	\$147,317.57	56 %
Fund 25 - Food Service Fund Totals			\$0.00	(\$4,604.36)	(\$32,177.01)	(\$5,990.53)	\$38,167.54	
Revenue Totals			\$337,342.00	\$3,955.60	\$0.00	\$151,856.89	\$185,485.11	45 %
Expense Totals			\$337,342.00	\$8,559.96	\$32,177.01	\$157,847.42	\$147,317.57	56 %
Grand Totals			\$0.00	(\$4,604.36)	(\$32,177.01)	(\$5,990.53)	\$38,167.54	

Account	Account Description	Current YTD Balance	Prior Year Total Actual	Net Change	Change %
Fund Category	Capital Projects Fund				
Fund Type					
Fund	41 - Capital Projects - General Educ				
	ASSETS				
2131					
2131.0000	Due From Other Funds	170,464.97	(130,757.47)	301,222.44	230.37
	2131 - Totals	\$170,464.97	(\$130,757.47)	\$301,222.44	230.37%
2181					
2181.0000	MILAF Short-Term Fund	563,342.51	.00	563,342.51	+++
2181.0003	MILAF - Accounts Payable	.00	558,316.04	(558,316.04)	(100.00)
	2181 - Totals	\$563,342.51	\$558,316.04	\$5,026.47	0.90%
	ASSETS TOTALS	\$733,807.48	\$427,558.57	\$306,248.91	71.63%
	LIABILITIES AND FUND EQUITY				
	LIABILITIES				
2406					
2406.0000	Construction Contracts Payable Retained Percentage	3,003.94	3,003.94	.00	.00
	2406 - Totals	\$3,003.94	\$3,003.94	\$0.00	0.00%
	LIABILITIES TOTALS	\$3,003.94	\$3,003.94	\$0.00	0.00%
	FUND EQUITY				
2721					
2721.0000	Restricted Fund Balance	424,554.63	424,554.63	.00	.00
	2721 - Totals	\$424,554.63	\$424,554.63	\$0.00	0.00%
	FUND EQUITY TOTALS Prior to Current Year Changes	\$424,554.63	\$424,554.63	\$0.00	0.00%
	Prior Year Fund Equity Adjustment	.00			
	Fund Revenues	(306,248.91)			
	Fund Expenses	.00			
	FUND EQUITY TOTALS	\$730,803.54	\$424,554.63	\$306,248.91	72.13%
	LIABILITIES AND FUND EQUITY TOTALS	\$733,807.48	\$427,558.57	\$306,248.91	71.63%
Fund	41 - Capital Projects - General Educ Totals	\$0.00	\$0.00	\$0.00	+++
Fund Type	Totals	\$0.00	\$0.00	\$0.00	+++
Fund Category	Capital Projects Fund Totals	\$0.00	\$0.00	\$0.00	+++
	Grand Totals	\$0.00	\$0.00	\$0.00	+++

Classification	Annual Budget Amount	MTD Actual Amount	YTD Actual Amount	YTD Encumbrances	Budget Less YTD Actual	% of Budget
Fund Category Capital Projects Fund						
Fund Type						
Fund 41 - Capital Projects - General Educ						
Revenue from Local Sources						
Earnings on Investments and Deposits	.00	1,172.02	5,336.91	.00	(5,336.91)	+++
Revenue from Local Sources Totals	\$0.00	\$1,172.02	\$5,336.91	\$0.00	(\$5,336.91)	+++
Fund Modifications						
Fund Modification - General Fund	.00	.00	300,912.00	.00	(300,912.00)	+++
Fund Modifications Totals	\$0.00	\$0.00	\$300,912.00	\$0.00	(\$300,912.00)	+++
Capital Outlay						
Building and Additions	307,110.00	.00	.00	279,610.10	27,499.90	91
Capital Outlay Totals	\$307,110.00	\$0.00	\$0.00	\$279,610.10	\$27,499.90	91%
Fund 41 - Capital Projects - General Educ Totals						
REVENUE TOTALS	.00	1,172.02	306,248.91	.00	(306,248.91)	+++
EXPENSE TOTALS	307,110.00	.00	.00	279,610.10	27,499.90	91%
Fund 41 - Capital Projects - General Educ Net Gain (Loss)	(\$307,110.00)	\$1,172.02	\$306,248.91	(\$279,610.10)	\$333,748.81	(9%)
Fund Type Totals						
REVENUE TOTALS	.00	1,172.02	306,248.91	.00	(306,248.91)	+++
EXPENSE TOTALS	307,110.00	.00	.00	279,610.10	27,499.90	91%
Fund Type Net Gain (Loss)	(\$307,110.00)	\$1,172.02	\$306,248.91	(\$279,610.10)	\$333,748.81	(9%)
Fund Category Capital Projects Fund Totals						
REVENUE TOTALS	.00	1,172.02	306,248.91	.00	(306,248.91)	+++
EXPENSE TOTALS	307,110.00	.00	.00	279,610.10	27,499.90	91%
Fund Category Capital Projects Fund Net Gain (Loss)	(\$307,110.00)	\$1,172.02	\$306,248.91	(\$279,610.10)	\$333,748.81	(9%)
Grand Totals						
REVENUE TOTALS	.00	1,172.02	306,248.91	.00	(306,248.91)	+++
EXPENSE TOTALS	307,110.00	.00	.00	279,610.10	27,499.90	91%
Grand Total Net Gain (Loss)	(\$307,110.00)	\$1,172.02	\$306,248.91	(\$279,610.10)	\$333,748.81	(9%)

Account	Account Description	Current YTD Balance	Prior Year Total Actual	Net Change	Change %
Fund Category	Capital Projects Fund				
Fund Type					
Fund	42 - Capital Projects - Spec Educ				
	ASSETS				
2121					
2121.0000	Accounts Receivable	3,000.00	.00	3,000.00	+++
	2121 - Totals	\$3,000.00	\$0.00	\$3,000.00	+++
2131					
2131.0000	Due From Other Funds	(949,368.63)	(708,187.26)	(241,181.37)	(34.06)
	2131 - Totals	(\$949,368.63)	(\$708,187.26)	(\$241,181.37)	(34.06%)
2181					
2181.0000	MILAF Short-Term Fund	1,058,725.68	1,816,990.65	(758,264.97)	(41.73)
2181.0001	MILAF Max Fund	3,876,029.50	2,299,973.46	1,576,056.04	68.52
	2181 - Totals	\$4,934,755.18	\$4,116,964.11	\$817,791.07	19.86%
	ASSETS TOTALS	\$3,988,386.55	\$3,408,776.85	\$579,609.70	17.00%
	LIABILITIES AND FUND EQUITY				
	LIABILITIES				
2402					
2402.0000	Accounts Payable	.00	878.79	(878.79)	(100.00)
	2402 - Totals	\$0.00	\$878.79	(\$878.79)	(100.00%)
2406					
2406.0000	Construction Contracts Payable Retained Percentage	8,605.13	8,605.13	.00	.00
	2406 - Totals	\$8,605.13	\$8,605.13	\$0.00	0.00%
2461					
2461.0001	Accrued Employer MPSERS Exp	.00	519.93	(519.93)	(100.00)
2461.0002	Accrued Employer FICA Payable	.00	152.04	(152.04)	(100.00)
	2461 - Totals	\$0.00	\$671.97	(\$671.97)	(100.00%)
2462					
2462.0000	Accrued Wages Payable	.00	1,987.50	(1,987.50)	(100.00)
	2462 - Totals	\$0.00	\$1,987.50	(\$1,987.50)	(100.00%)
	LIABILITIES TOTALS	\$8,605.13	\$12,143.39	(\$3,538.26)	(29.14%)
	FUND EQUITY				
2721					
2721.0000	Restricted Fund Balance	3,396,633.46	3,396,633.46	.00	.00
	2721 - Totals	\$3,396,633.46	\$3,396,633.46	\$0.00	0.00%
	FUND EQUITY TOTALS Prior to Current Year Changes	\$3,396,633.46	\$3,396,633.46	\$0.00	0.00%
	Prior Year Fund Equity Adjustment	.00			
	Fund Revenues	(596,132.78)			
	Fund Expenses	12,984.82			
	FUND EQUITY TOTALS	\$3,979,781.42	\$3,396,633.46	\$583,147.96	17.17%

Account	Account Description	Current YTD Balance	Prior Year Total Actual	Net Change	Change %
Fund Category	Capital Projects Fund				
Fund Type					
	LIABILITIES AND FUND EQUITY TOTALS	\$3,988,386.55	\$3,408,776.85	\$579,609.70	17.00%
Fund	42 - Capital Projects - Spec Educ Totals	\$0.00	\$0.00	\$0.00	+++
	Fund Type Totals	\$0.00	\$0.00	\$0.00	+++
Fund Category	Capital Projects Fund Totals	\$0.00	\$0.00	\$0.00	+++
	Grand Totals	\$0.00	\$0.00	\$0.00	+++

Classification	Annual Budget Amount	MTD Actual Amount	YTD Actual Amount	YTD Encumbrances	Budget Less YTD Actual	% of Budget
Fund Category Capital Projects Fund						
Fund Type						
Fund 42 - Capital Projects - Spec Educ						
Revenue from Local Sources						
Earnings on Investments and Deposits	.00	18,233.81	96,132.78	.00	(96,132.78)	+++
Revenue from Local Sources Totals	\$0.00	\$18,233.81	\$96,132.78	\$0.00	(\$96,132.78)	+++
Fund Modifications						
Fund Modification - Special Revenue Funds	.00	.00	500,000.00	.00	(500,000.00)	+++
Fund Modifications Totals	\$0.00	\$0.00	\$500,000.00	\$0.00	(\$500,000.00)	+++
Salaries						
Operation and Service	.00	.00	3,882.38	.00	(3,882.38)	+++
Salaries Totals	\$0.00	\$0.00	\$3,882.38	\$0.00	(\$3,882.38)	+++
Employee Benefits						
Mandatory Coverage	.00	.00	2,383.35	.00	(2,383.35)	+++
Employee Benefits Totals	\$0.00	\$0.00	\$2,383.35	\$0.00	(\$2,383.35)	+++
Purchased Services						
Professional and Technical Services	.00	.00	(4.60)	.00	4.60	+++
Repairs and Maintenance Services	8,062.00	904.29	3,216.66	.00	4,845.34	40
Purchased Services Totals	\$8,062.00	\$904.29	\$3,212.06	\$0.00	\$4,849.94	40%
Capital Outlay						
Building and Additions	251,272.00	.00	.00	228,771.90	22,500.10	91
Equipment and Furniture	73,256.00	4,773.51	3,507.03	32,160.19	37,588.78	49
Capital Outlay Totals	\$324,528.00	\$4,773.51	\$3,507.03	\$260,932.09	\$60,088.88	81%
Fund 42 - Capital Projects - Spec Educ Totals						
REVENUE TOTALS	.00	18,233.81	596,132.78	.00	(596,132.78)	+++
EXPENSE TOTALS	332,590.00	5,677.80	12,984.82	260,932.09	58,673.09	82%
Fund 42 - Capital Projects - Spec Educ Net Gain (Loss)	(\$332,590.00)	\$12,556.01	\$583,147.96	(\$260,932.09)	\$654,805.87	(97%)
Fund Type Totals						
REVENUE TOTALS	.00	18,233.81	596,132.78	.00	(596,132.78)	+++
EXPENSE TOTALS	332,590.00	5,677.80	12,984.82	260,932.09	58,673.09	82%

Classification		Annual Budget Amount	MTD Actual Amount	YTD Actual Amount	YTD Encumbrances	Budget Less YTD Actual	% of Budget
Fund Category	Capital Projects Fund						
	Fund Type Net Gain (Loss)	(\$332,590.00)	\$12,556.01	\$583,147.96	(\$260,932.09)	\$654,805.87	(97%)
Fund Category	Capital Projects Fund Totals						
	REVENUE TOTALS	.00	18,233.81	596,132.78	.00	(596,132.78)	+++
	EXPENSE TOTALS	332,590.00	5,677.80	12,984.82	260,932.09	58,673.09	82%
Fund Category	Capital Projects Fund Net Gain (Loss)	(\$332,590.00)	\$12,556.01	\$583,147.96	(\$260,932.09)	\$654,805.87	(97%)
	Grand Totals						
	REVENUE TOTALS	.00	18,233.81	596,132.78	.00	(596,132.78)	+++
	EXPENSE TOTALS	332,590.00	5,677.80	12,984.82	260,932.09	58,673.09	82%
	Grand Total Net Gain (Loss)	(\$332,590.00)	\$12,556.01	\$583,147.96	(\$260,932.09)	\$654,805.87	(97%)

Account	Account Description		Current YTD Balance	Prior Year Total Actual	Net Change	Change %
Fund Category	Capital Projects Fund					
Fund Type						
Fund	43 - Capital Projects 2019 Bond Fund					
	ASSETS					
2131						
2131.0000	Due From Other Funds		841,181.46	841,782.00	(600.54)	(.07)
	2131 - Totals		\$841,181.46	\$841,782.00	(\$600.54)	(0.07%)
2161						
2161.0000	Interest Receivable on Investments and Deposits		3,912.33	3,912.33	.00	.00
	2161 - Totals		\$3,912.33	\$3,912.33	\$0.00	0.00%
2181						
2181.0000	MILAF Short-Term Fund		3,715,385.75	85,313.77	3,630,071.98	4,254.97
2181.0001	MILAF Max Fund		1,249,862.48	2,916,167.11	(1,666,304.63)	(57.14)
2181.0003	MILAF - Accounts Payable		1,860.57	3,861,199.14	(3,859,338.57)	(99.95)
	2181 - Totals		\$4,967,108.80	\$6,862,680.02	(\$1,895,571.22)	(27.62%)
2191						
2191.0000	Deposits		38,365.00	38,365.00	.00	.00
	2191 - Totals		\$38,365.00	\$38,365.00	\$0.00	0.00%
2192						
2192.0000	Prepaid/Deferred Expenditures		.00	4,152.00	(4,152.00)	(100.00)
	2192 - Totals		\$0.00	\$4,152.00	(\$4,152.00)	(100.00%)
	ASSETS TOTALS		\$5,850,567.59	\$7,750,891.35	(\$1,900,323.76)	(24.52%)
	LIABILITIES AND FUND EQUITY					
	LIABILITIES					
2402						
2402.0000	Accounts Payable		.00	655,672.25	(655,672.25)	(100.00)
	2402 - Totals		\$0.00	\$655,672.25	(\$655,672.25)	(100.00%)
2406						
2406.0000	Construction Contracts Payable Retained Percentage		177,573.95	892,732.95	(715,159.00)	(80.11)
	2406 - Totals		\$177,573.95	\$892,732.95	(\$715,159.00)	(80.11%)
	LIABILITIES TOTALS		\$177,573.95	\$1,548,405.20	(\$1,370,831.25)	(88.53%)
	FUND EQUITY					
2721						
2721.0000	Restricted Fund Balance		6,202,486.15	6,202,486.15	.00	.00
	2721 - Totals		\$6,202,486.15	\$6,202,486.15	\$0.00	0.00%
	FUND EQUITY TOTALS Prior to Current Year Changes		\$6,202,486.15	\$6,202,486.15	\$0.00	0.00%
	Prior Year Fund Equity Adjustment		.00			
	Fund Revenues		(80,972.12)			
	Fund Expenses		610,464.63			
	FUND EQUITY TOTALS		\$5,672,993.64	\$6,202,486.15	(\$529,492.51)	(8.54%)

Account	Account Description	Current YTD Balance	Prior Year Total Actual	Net Change	Change %
Fund Category	Capital Projects Fund				
Fund Type					
	LIABILITIES AND FUND EQUITY TOTALS	\$5,850,567.59	\$7,750,891.35	(\$1,900,323.76)	(24.52%)
Fund	43 - Capital Projects 2019 Bond Fund Totals	\$0.00	\$0.00	\$0.00	+++
	Fund Type Totals	\$0.00	\$0.00	\$0.00	+++
Fund Category	Capital Projects Fund Totals	\$0.00	\$0.00	\$0.00	+++
	Grand Totals	\$0.00	\$0.00	\$0.00	+++

Classification	Annual Budget Amount	MTD Actual Amount	YTD Actual Amount	Budget Less YTD Actual	% of Budget
Fund Category Capital Projects Fund					
Fund Type					
Fund 43 - Capital Projects 2019 Bond Fund					
Revenue from Local Sources					
Earnings on Investments and Deposits	.00	17,259.15	80,972.12	(80,972.12)	+++
Revenue from Local Sources Totals	\$0.00	\$17,259.15	\$80,972.12	(\$80,972.12)	+++
Purchased Services					
Professional and Technical Services	379,000.00	.00	44,449.18	334,550.82	12
Purchased Services Totals	\$379,000.00	\$0.00	\$44,449.18	\$334,550.82	12%
Capital Outlay					
Building and Additions	300,000.00	.00	206,369.48	93,630.52	69
Improvements Other Than Buildings	174,000.00	.00	185,084.70	(11,084.70)	106
Equipment and Furniture	1,020,000.00	(8,944.54)	174,446.28	845,553.72	17
Capital Outlay Totals	\$1,494,000.00	(\$8,944.54)	\$565,900.46	\$928,099.54	38%
Other Expenditures					
Dues and Fees	2,000.00	.00	114.99	1,885.01	6
Other Expenditures Totals	\$2,000.00	\$0.00	\$114.99	\$1,885.01	6%
Fund 43 - Capital Projects 2019 Bond Fund Totals					
REVENUE TOTALS	.00	17,259.15	80,972.12	(80,972.12)	+++
EXPENSE TOTALS	1,875,000.00	(8,944.54)	610,464.63	1,264,535.37	33%
Fund 43 - Capital Projects 2019 Bond Fund Net Gain (Loss)	(\$1,875,000.00)	\$26,203.69	(\$529,492.51)	\$1,345,507.49	28%
Fund Type Totals					
REVENUE TOTALS	.00	17,259.15	80,972.12	(80,972.12)	+++
EXPENSE TOTALS	1,875,000.00	(8,944.54)	610,464.63	1,264,535.37	33%
Fund Type Net Gain (Loss)	(\$1,875,000.00)	\$26,203.69	(\$529,492.51)	\$1,345,507.49	28%
Fund Category Capital Projects Fund Totals					
REVENUE TOTALS	.00	17,259.15	80,972.12	(80,972.12)	+++
EXPENSE TOTALS	1,875,000.00	(8,944.54)	610,464.63	1,264,535.37	33%
Fund Category Capital Projects Fund Net Gain (Loss)	(\$1,875,000.00)	\$26,203.69	(\$529,492.51)	\$1,345,507.49	28%
Grand Totals					
REVENUE TOTALS	.00	17,259.15	80,972.12	(80,972.12)	+++
EXPENSE TOTALS	1,875,000.00	(8,944.54)	610,464.63	1,264,535.37	33%
Grand Total Net Gain (Loss)	(\$1,875,000.00)	\$26,203.69	(\$529,492.51)	\$1,345,507.49	28%

Classification	Annual Budget Amount	MTD Actual Amount	YTD Actual Amount	Budget Less YTD Actual	% of Budget
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G/L Account Number	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Actual	Encumbrances	Actual	Budget - Actual	% Used/Rec'd
Fund 43 - Capital Projects 2019 Bond Fund									
Account Type Revenue									
Function 0000 - Revenue									
43.0151.0000.000.0000.00000.0000	Earnings on Investments and Deposits	.00	.00	.00	17,259.15	.00	80,972.12	(80,972.12)	+++
43.0153.0000.000.0000.00000.0000	Gain or Loss on Sale of Investment	.00	.00	.00	.00	.00	.00	.00	+++
43.0591.0000.000.0000.00000.0000	Proceeds from issuance of bonds	.00	.00	.00	.00	.00	.00	.00	+++
Function 0000 - Revenue Totals		\$0.00	\$0.00	\$0.00	\$17,259.15	\$0.00	\$80,972.12	(\$80,972.12)	+++
Account Type Revenue Totals									
		\$0.00	\$0.00	\$0.00	\$17,259.15	\$0.00	\$80,972.12	(\$80,972.12)	+++
Account Type Expense									
Function 1122 - Special Education									
43.1122.6410.000.0000.06147.0000	Capital-New Equip >\$5000	.00	.00	.00	.00	.00	811.12	(811.12)	+++
43.1122.6420.000.0000.06147.0000	Capital-New Equip <\$5000	.00	20,000.00	20,000.00	.00	.00	456.64	19,543.36	2
Function 1122 - Special Education Totals		\$0.00	\$20,000.00	\$20,000.00	\$0.00	\$0.00	\$1,267.76	\$18,732.24	6 %
Function 1231 - Board of Education									
43.1231.3180.000.0000.06147.0000	Audit Services	.00	3,000.00	3,000.00	.00	.00	8,000.00	(5,000.00)	267
Function 1231 - Board of Education Totals		\$0.00	\$3,000.00	\$3,000.00	\$0.00	\$0.00	\$8,000.00	(\$5,000.00)	267 %
Function 1252 - Fiscal Services									
43.1252.7410.000.0000.06147.0000	Dues and Fees	.00	2,000.00	2,000.00	.00	.00	114.99	1,885.01	6
Function 1252 - Fiscal Services Totals		\$0.00	\$2,000.00	\$2,000.00	\$0.00	\$0.00	\$114.99	\$1,885.01	6 %
Function 1261 - Operating Buildings Services									
43.1261.6410.000.0000.06147.0000	Capital-New Equip >\$5000	.00	20,000.00	20,000.00	(13,545.40)	.00	2,881.80	17,118.20	14
43.1261.6420.000.0000.06147.0000	Capital-New Equip <\$5000	.00	80,000.00	80,000.00	.00	10,360.08	39,548.32	30,091.60	62
Function 1261 - Operating Buildings Services Totals		\$0.00	\$100,000.00	\$100,000.00	(\$13,545.40)	\$10,360.08	\$42,430.12	\$47,209.80	53 %
Function 1266 - Security Services									
43.1266.6410.000.0000.06147.0000	Capital-New Equip >\$5000	.00	.00	.00	.00	.00	.00	.00	+++
Function 1266 - Security Services Totals		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++
Function 1284 - Non-Instr Technology Services									
43.1284.3190.000.0000.06147.0000	Other Prof & Technical Services	.00	50,000.00	50,000.00	.00	20,647.28	3,262.20	26,090.52	48
43.1284.6410.000.0000.06147.0000	Capital-New Equip >\$5000	.00	200,000.00	200,000.00	4,600.86	50,186.46	95,794.84	54,018.70	73
43.1284.6720.000.0000.06147.0000	Capital-Educ Media - Initial - Depreciable	.00	.00	.00	.00	.00	.00	.00	+++
Function 1284 - Non-Instr Technology Services Totals		\$0.00	\$250,000.00	\$250,000.00	\$4,600.86	\$70,833.74	\$99,057.04	\$80,109.22	68 %
Function 1452 - Site Improvement Services									
43.1452.6310.000.0000.06147.0000	Capital-Improv Other Than Bldgs - Depreciable	.00	174,000.00	174,000.00	.00	.00	185,084.70	(11,084.70)	106
Function 1452 - Site Improvement Services Totals		\$0.00	\$174,000.00	\$174,000.00	\$0.00	\$0.00	\$185,084.70	(\$11,084.70)	106 %
Function 1453 - Architect & Engineering Serv									
43.1453.3190.000.0000.06147.0000	Other Prof & Technical Services	.00	126,000.00	126,000.00	.00	.00	1,055.98	124,944.02	1
Function 1453 - Architect & Engineering Serv Totals		\$0.00	\$126,000.00	\$126,000.00	\$0.00	\$0.00	\$1,055.98	\$124,944.02	1 %
Function 1456 - Building Improvement Services									
43.1456.3190.000.0000.06147.0000	Other Prof & Technical Services	.00	200,000.00	200,000.00	.00	.00	32,131.00	167,869.00	16
43.1456.6220.000.0000.06147.0000	Capital-Non-Prop Exp for Bldgs. and Alter by Contractors	.00	300,000.00	300,000.00	.00	20,205.72	206,369.48	73,424.80	76
43.1456.6410.000.0000.06147.0000	Capital-New Equip >\$5000	.00	700,000.00	700,000.00	.00	12,804.00	34,953.56	652,242.44	7
Function 1456 - Building Improvement Services Totals		\$0.00	\$1,200,000.00	\$1,200,000.00	\$0.00	\$33,009.72	\$273,454.04	\$893,536.24	26 %
Function 1459 - Other Facil Acquis and Construction Serv									
43.1459.3170.000.0000.06147.0000	Legal Services	.00	.00	.00	.00	.00	.00	.00	+++
43.1459.3190.000.0000.06147.0000	Other Prof & Technical Services	.00	.00	.00	.00	.00	.00	.00	+++
43.1459.7310.000.0000.06147.0000	Other Bond Issuance Costs	.00	.00	.00	.00	.00	.00	.00	+++
Function 1459 - Other Facil Acquis and Construction Serv Totals		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++

G/L Account Number	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Actual	Encumbrances	Actual	Budget - Actual	% Used/Rec'd
Function 1622 - Fund Modif to Special Ed Fund									
43.1622.8110.000.0000.06147.0000	Fund Modifications	.00	.00	.00	.00	.00	.00	.00	+++
	Function 1622 - Fund Modif to Special Ed Fund Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++
Function 1642 - Fund Modif to SE Cap Proj									
43.1642.8110.000.0000.06147.0000	Fund Modifications	.00	.00	.00	.00	.00	.00	.00	+++
	Function 1642 - Fund Modif to SE Cap Proj Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++
	Account Type Expense Totals	\$0.00	\$1,875,000.00	\$1,875,000.00	(\$8,944.54)	\$114,203.54	\$610,464.63	\$1,150,331.83	39 %
	Revenue Totals	\$0.00	\$0.00	\$0.00	\$17,259.15	\$0.00	\$80,972.12	(\$80,972.12)	+++
	Expense Totals	\$0.00	\$1,875,000.00	\$1,875,000.00	(\$8,944.54)	\$114,203.54	\$610,464.63	\$1,150,331.83	39 %
	Fund 43 - Capital Projects 2019 Bond Fund Totals	\$0.00	(\$1,875,000.00)	(\$1,875,000.00)	\$26,203.69	(\$114,203.54)	(\$529,492.51)	(\$1,231,303.95)	
	Revenue Totals	\$0.00	\$0.00	\$0.00	\$17,259.15	\$0.00	\$80,972.12	(\$80,972.12)	+++
	Expense Totals	\$0.00	\$1,875,000.00	\$1,875,000.00	(\$8,944.54)	\$114,203.54	\$610,464.63	\$1,150,331.83	39 %
	Grand Totals	\$0.00	(\$1,875,000.00)	(\$1,875,000.00)	\$26,203.69	(\$114,203.54)	(\$529,492.51)	(\$1,231,303.95)	

Account	Account Description		Current YTD Balance	Prior Year Total Actual	Net Change	Change %
Fund Category	Capital Projects Fund					
Fund Type						
Fund	47 - Capital Projects - WEOC					
	ASSETS					
2131						
2131.0000	Due From Other Funds		(76,588.88)	(2,660.27)	(73,928.61)	(2,778.99)
	2131 - Totals		(\$76,588.88)	(\$2,660.27)	(\$73,928.61)	(2,778.99%)
2181						
2181.0000	MILAF Short-Term Fund		(4,013.28)	.00	(4,013.28)	+++
2181.0003	MILAF - Accounts Payable		.00	850.00	(850.00)	(100.00)
	2181 - Totals		(\$4,013.28)	\$850.00	(\$4,863.28)	(572.15%)
	ASSETS TOTALS		(\$80,602.16)	(\$1,810.27)	(\$78,791.89)	(4,352.49%)
	LIABILITIES AND FUND EQUITY					
	LIABILITIES					
2461						
2461.0002	Accrued Employer FICA Payable		.00	9.95	(9.95)	(100.00)
	2461 - Totals		\$0.00	\$9.95	(\$9.95)	(100.00%)
2462						
2462.0000	Accrued Wages Payable		.00	130.00	(130.00)	(100.00)
	2462 - Totals		\$0.00	\$130.00	(\$130.00)	(100.00%)
	LIABILITIES TOTALS		\$0.00	\$139.95	(\$139.95)	(100.00%)
	FUND EQUITY					
2721						
2721.0000	Restricted Fund Balance		(1,950.22)	(1,950.22)	.00	.00
	2721 - Totals		(\$1,950.22)	(\$1,950.22)	\$0.00	0.00%
	FUND EQUITY TOTALS Prior to Current Year Changes		(\$1,950.22)	(\$1,950.22)	\$0.00	0.00%
	Prior Year Fund Equity Adjustment		.00			
	Fund Revenues		.00			
	Fund Expenses		78,651.94			
	FUND EQUITY TOTALS		(\$80,602.16)	(\$1,950.22)	(\$78,651.94)	(4,032.98%)
	LIABILITIES AND FUND EQUITY TOTALS		(\$80,602.16)	(\$1,810.27)	(\$78,791.89)	(4,352.49%)
Fund	47 - Capital Projects - WEOC Totals		\$0.00	\$0.00	\$0.00	+++
Fund Type	Totals		\$0.00	\$0.00	\$0.00	+++
Fund Category	Capital Projects Fund Totals		\$0.00	\$0.00	\$0.00	+++
	Grand Totals		\$0.00	\$0.00	\$0.00	+++

Classification	Annual Budget Amount	MTD Actual Amount	YTD Actual Amount	YTD Encumbrances	Budget Less YTD Actual	% of Budget
Fund Category Capital Projects Fund						
Fund Type						
Fund 47 - Capital Projects - WEOC						
Fund Modifications						
Fund Modification - Special Revenue Funds						
	125,000.00	.00	.00	.00	125,000.00	0
<i>Fund Modifications Totals</i>	<i>\$125,000.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$125,000.00</i>	<i>0%</i>
<i>Salaries</i>						
Professional Business	4,000.00	390.00	4,160.00	.00	(160.00)	104
<i>Salaries Totals</i>	<i>\$4,000.00</i>	<i>\$390.00</i>	<i>\$4,160.00</i>	<i>\$0.00</i>	<i>(\$160.00)</i>	<i>104%</i>
<i>Employee Benefits</i>						
Mandatory Coverage	.00	29.84	318.25	.00	(318.25)	+++
<i>Employee Benefits Totals</i>	<i>\$0.00</i>	<i>\$29.84</i>	<i>\$318.25</i>	<i>\$0.00</i>	<i>(\$318.25)</i>	<i>+++</i>
<i>Purchased Services</i>						
Professional and Technical Services	.00	7,350.00	7,350.00	.00	(7,350.00)	+++
<i>Purchased Services Totals</i>	<i>\$0.00</i>	<i>\$7,350.00</i>	<i>\$7,350.00</i>	<i>\$0.00</i>	<i>(\$7,350.00)</i>	<i>+++</i>
<i>Capital Outlay</i>						
Building and Additions	45,000.00	1,825.00	38,594.27	5,000.00	1,405.73	97
Equipment and Furniture	76,000.00	6,332.09	28,229.42	4,458.00	43,312.58	43
<i>Capital Outlay Totals</i>	<i>\$121,000.00</i>	<i>\$8,157.09</i>	<i>\$66,823.69</i>	<i>\$9,458.00</i>	<i>\$44,718.31</i>	<i>63%</i>
Fund 47 - Capital Projects - WEOC Totals						
REVENUE TOTALS	125,000.00	.00	.00	.00	125,000.00	0%
EXPENSE TOTALS	125,000.00	15,926.93	78,651.94	9,458.00	36,890.06	70%
Fund 47 - Capital Projects - WEOC Net Gain (Loss)	\$0.00	(\$15,926.93)	(\$78,651.94)	(\$9,458.00)	(\$88,109.94)	+++
Fund Type Totals						
REVENUE TOTALS	125,000.00	.00	.00	.00	125,000.00	0%
EXPENSE TOTALS	125,000.00	15,926.93	78,651.94	9,458.00	36,890.06	70%
Fund Type Net Gain (Loss)	\$0.00	(\$15,926.93)	(\$78,651.94)	(\$9,458.00)	(\$88,109.94)	+++
Fund Category Capital Projects Fund Totals						
REVENUE TOTALS	125,000.00	.00	.00	.00	125,000.00	0%
EXPENSE TOTALS	125,000.00	15,926.93	78,651.94	9,458.00	36,890.06	70%
Fund Category Capital Projects Fund Net Gain (Loss)	\$0.00	(\$15,926.93)	(\$78,651.94)	(\$9,458.00)	(\$88,109.94)	+++
Grand Totals						
REVENUE TOTALS	125,000.00	.00	.00	.00	125,000.00	0%
EXPENSE TOTALS	125,000.00	15,926.93	78,651.94	9,458.00	36,890.06	70%
Grand Total Net Gain (Loss)	\$0.00	(\$15,926.93)	(\$78,651.94)	(\$9,458.00)	(\$88,109.94)	+++

Classification	Annual Budget Amount	MTD Actual Amount	YTD Actual Amount	YTD Encumbrances	Budget Less YTD Actual	% of Budget
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Account	Account Description	Current YTD Balance	Prior Year Total Actual	Net Change	Change %
Fund Category	Internal Service				
Fund Type					
Fund	81 - Internal Service Fund				
	ASSETS				
2101					
2101.0005	CASH- SELF INSURED	1,606,413.32	2,072,562.42	(466,149.10)	(22.49)
	2101 - Totals	\$1,606,413.32	\$2,072,562.42	(\$466,149.10)	(22.49%)
2121					
2121.0000	Accounts Receivable	98,100.00	98,100.00	.00	.00
	2121 - Totals	\$98,100.00	\$98,100.00	\$0.00	0.00%
2131					
2131.0000	Due From Other Funds	(455,050.34)	(1,502.28)	(453,548.06)	(30,190.65)
	2131 - Totals	(\$455,050.34)	(\$1,502.28)	(\$453,548.06)	(30,190.65%)
	ASSETS TOTALS	\$1,249,462.98	\$2,169,160.14	(\$919,697.16)	(42.40%)
	LIABILITIES AND FUND EQUITY				
	LIABILITIES				
2402					
2402.0000	Accounts Payable	294,161.01	741,972.37	(447,811.36)	(60.35)
	2402 - Totals	\$294,161.01	\$741,972.37	(\$447,811.36)	(60.35%)
	LIABILITIES TOTALS	\$294,161.01	\$741,972.37	(\$447,811.36)	(60.35%)
	FUND EQUITY				
2771					
2771.0000	Unreserved Retained Earnings-MED	1,423,088.69	1,423,088.69	.00	.00
2771.0001	Unreserved Retained Earnings-DEN	165,121.32	165,121.32	.00	.00
2771.0002	Unreserved Retained Earnings-VIS	29,627.79	29,627.79	.00	.00
	2771 - Totals	\$1,617,837.80	\$1,617,837.80	\$0.00	0.00%
	FUND EQUITY TOTALS Prior to Current Year Changes	\$1,617,837.80	\$1,617,837.80	\$0.00	0.00%
	Prior Year Fund Equity Adjustment	.00			
	Fund Revenues	(3,390,634.69)			
	Fund Expenses	3,862,520.49			
	FUND EQUITY TOTALS	\$1,145,952.00	\$1,617,837.80	(\$471,885.80)	(29.17%)
	LIABILITIES AND FUND EQUITY TOTALS	\$1,440,113.01	\$2,359,810.17	(\$919,697.16)	(38.97%)
Fund	81 - Internal Service Fund Totals	(\$190,650.03)	(\$190,650.03)	\$0.00	0.00%
Fund Type	Totals	(\$190,650.03)	(\$190,650.03)	\$0.00	0.00%
Fund Category	Internal Service Totals	(\$190,650.03)	(\$190,650.03)	\$0.00	0.00%
	Grand Totals	(\$190,650.03)	(\$190,650.03)	\$0.00	0.00%

Classification	Annual Budget Amount	MTD Actual Amount	YTD Actual Amount	YTD Encumbrances	Budget Less YTD Actual	% of Budget
Fund Category Internal Service						
Fund Type						
Fund 81 - Internal Service Fund						
Revenue from Local Sources						
Other Local Revenue	.00	494,489.89	3,362,441.92	.00	(3,362,441.92)	+++
Revenue from Local Sources Totals	\$0.00	\$494,489.89	\$3,362,441.92	\$0.00	(\$3,362,441.92)	+++
Incoming Transfers and Other Transactions						
Other Financing Sources	.00	4,092.38	28,192.77	.00	(28,192.77)	+++
Incoming Transfers and Other Transactions Totals	\$0.00	\$4,092.38	\$28,192.77	\$0.00	(\$28,192.77)	+++
Employee Benefits						
Employee Insurance	.00	448,735.59	3,862,520.49	.00	(3,862,520.49)	+++
Employee Benefits Totals	\$0.00	\$448,735.59	\$3,862,520.49	\$0.00	(\$3,862,520.49)	+++
Fund 81 - Internal Service Fund Totals						
REVENUE TOTALS	.00	498,582.27	3,390,634.69	.00	(3,390,634.69)	+++
EXPENSE TOTALS	.00	448,735.59	3,862,520.49	.00	(3,862,520.49)	+++
Fund 81 - Internal Service Fund Net Gain (Loss)	\$0.00	\$49,846.68	(\$471,885.80)	\$0.00	(\$471,885.80)	+++
Fund Type Totals						
REVENUE TOTALS	.00	498,582.27	3,390,634.69	.00	(3,390,634.69)	+++
EXPENSE TOTALS	.00	448,735.59	3,862,520.49	.00	(3,862,520.49)	+++
Fund Type Net Gain (Loss)	\$0.00	\$49,846.68	(\$471,885.80)	\$0.00	(\$471,885.80)	+++
Fund Category Internal Service Totals						
REVENUE TOTALS	.00	498,582.27	3,390,634.69	.00	(3,390,634.69)	+++
EXPENSE TOTALS	.00	448,735.59	3,862,520.49	.00	(3,862,520.49)	+++
Fund Category Internal Service Net Gain (Loss)	\$0.00	\$49,846.68	(\$471,885.80)	\$0.00	(\$471,885.80)	+++
Grand Totals						
REVENUE TOTALS	.00	498,582.27	3,390,634.69	.00	(3,390,634.69)	+++
EXPENSE TOTALS	.00	448,735.59	3,862,520.49	.00	(3,862,520.49)	+++
Grand Total Net Gain (Loss)	\$0.00	\$49,846.68	(\$471,885.80)	\$0.00	(\$471,885.80)	+++

Function Code	Amended Budget	Current Month Actual	Encumbrances	Actual	Budget - Actual	% Used/Rec'd
Fund 27 - Cooperative Activities Fund						
Program 000 - Unassigned						
Account Type Revenue						
Function 0000 - Revenue	1,359,807.00	61,852.46	.00	687,958.50	671,848.50	51
Function 0312 - Restricted State Rev Grant FPME	.00	.00	.00	.00	.00	0
Account Type Revenue Totals	\$1,359,807.00	\$61,852.46	\$0.00	\$687,958.50	\$671,848.50	51 %
Account Type Expense						
Function 1112 - Middle/Junior High	850.00	.00	.00	.00	850.00	0
Function 1113 - High School	32,952.00	3,024.60	.00	15,611.38	17,340.62	47
Function 1216 - Social Work Services	74,970.00	.00	.00	.00	74,970.00	0
Function 1219 - Other Pupil Support Serv	.00	.00	.00	.00	.00	0
Function 1226 - SupervisionDirection of Instr Staff	686,082.00	71,823.29	20,780.00	435,187.15	230,114.85	66
Function 1229 - Other Instructional Staff Services	.00	.00	.00	.00	.00	0
Function 1249 - Other School Administration	19,000.00	1,000.00	.00	18,988.99	11.01	100
Function 1252 - Fiscal Services	119,992.00	6,790.57	.00	54,608.52	65,383.48	46
Function 1261 - Operating Buildings Services	20,800.00	.00	.00	3,466.66	17,333.34	17
Function 1281 - Planning, Research and Evaluation	.00	.00	.00	.00	.00	0
Function 1283 - Staff/Personnel Services	112,000.00	.00	.00	105,698.83	6,301.17	94
Function 1284 - Non-Instr Technology Services	292,780.00	7,660.41	.00	74,359.05	218,420.95	25
Function 1391 - Other Community Services	2,000.00	.00	.00	2,000.00	.00	100
Function 1511 - Debt Service - Long Term Only - Principal	7,500.00	1,820.00	.00	9,293.33	(1,793.33)	124
Account Type Expense Totals	\$1,368,926.00	\$92,118.87	\$20,780.00	\$719,213.91	\$628,932.09	54 %
Program 000 - Unassigned Totals	(\$9,119.00)	(\$30,266.41)	(\$20,780.00)	(\$31,255.41)	\$42,916.41	-3 %

Function Code	Amended Budget	Current Month Actual	Encumbrances	Actual	Budget - Actual	% Used/Rec'd
Program 910 - WIHI - IB Program						
Account Type Revenue						
Function 0000 - Revenue	7,137,030.00	724,317.22	.00	4,922,217.97	2,214,812.03	69
Account Type Revenue Totals	\$7,137,030.00	\$724,317.22	\$0.00	\$4,922,217.97	\$2,214,812.03	69 %
Account Type Expense						
Function 1112 - Middle/Junior High	816,919.00	67,402.49	.00	442,336.35	374,582.65	54
Function 1113 - High School	3,301,457.00	334,303.06	38,763.49	2,210,071.80	1,052,621.71	68
Function 1212 - Guidance Services	191,144.00	19,211.69	.00	128,058.11	63,085.89	67
Function 1216 - Social Work Services	386,526.00	27,693.20	.00	167,999.29	218,526.71	43
Function 1218 - Teacher Consultant	11,030.00	.00	.00	.00	11,030.00	0
Function 1219 - Other Pupil Support Serv	985.00	.00	.00	.00	985.00	0
Function 1221 - Improvement of Instruction	844.00	.00	.00	.00	844.00	0
Function 1226 - SupervisionDirection of Instr Staff	488,139.00	44,514.81	.00	370,470.43	117,668.57	76
Function 1241 - Office of the Principal	415,242.00	31,222.50	.00	254,568.84	160,673.16	61
Function 1249 - Other School Administration	13,000.00	1,530.60	7,469.40	1,935.20	3,595.40	72
Function 1261 - Operating Buildings Services	240,400.00	37,102.87	62,070.50	132,276.89	46,052.61	81
Function 1266 - Security Services	250.00	.00	.00	.00	250.00	0
Function 1271 - Pupil Transportation Services	250.00	267.24	.00	267.24	(17.24)	107
Function 1284 - Non-Instr Technology Services	76,538.00	7,497.70	.00	46,946.87	29,591.13	61
Function 1411 - Pmts to Other Mich Publ Schools	538,400.00	.00	.00	73,333.34	465,066.66	14
Function 1511 - Debt Service - Long Term Only - Principal	.00	.00	.00	350,000.00	(350,000.00)	0
Function 1599 - Miscellaneous Other Financing So	380,000.00	.00	.00	.00	380,000.00	0
Function 1611 - Fund Modif to General Ed Fund	20,370.00	.00	.00	.00	20,370.00	0
Function 1622 - Fund Modif to Special Ed Fund	120,002.00	.00	.00	.00	120,002.00	0
Function 1647 - Fund Mod to WEOC	40,000.00	.00	.00	.00	40,000.00	0
Account Type Expense Totals	\$7,041,496.00	\$570,746.16	\$108,303.39	\$4,178,264.36	\$2,754,928.25	61 %
Program 910 - WIHI - IB Program Totals	\$95,534.00	\$153,571.06	(\$108,303.39)	\$743,953.61	(\$540,116.22)	8 %

Function Code	Amended Budget	Current Month Actual	Encumbrances	Actual	Budget - Actual	% Used/Rec'd
Program 913 - ECA Program						
Account Type Revenue						
Function 0000 - Revenue	5,111,496.00	721,906.16	.00	3,108,150.71	2,003,345.29	61
Account Type Revenue Totals	\$5,111,496.00	\$721,906.16	\$0.00	\$3,108,150.71	\$2,003,345.29	61 %
Account Type Expense						
Function 1113 - High School	3,138,841.00	211,803.04	.00	1,893,644.18	1,245,196.82	60
Function 1212 - Guidance Services	279,163.00	22,768.81	.00	183,611.59	95,551.41	66
Function 1216 - Social Work Services	11,239.00	2,795.34	.00	9,783.34	1,455.66	87
Function 1218 - Teacher Consultant	10,500.00	.00	.00	.00	10,500.00	0
Function 1226 - SupervisionDirection of Instr Staff	407,653.00	36,745.47	.00	308,758.47	98,894.53	76
Function 1241 - Office of the Principal	270,614.00	17,335.50	.00	143,806.25	126,807.75	53
Function 1249 - Other School Administration	23,750.00	1,048.70	.00	11,836.86	11,913.14	50
Function 1271 - Pupil Transportation Services	2,500.00	1,454.10	.00	1,454.10	1,045.90	58
Function 1281 - Planning, Research and Evaluation	10.00	.00	.00	.00	10.00	0
Function 1284 - Non-Instr Technology Services	54,404.00	6,763.51	.00	37,045.01	17,358.99	68
Function 1411 - Pmts to Other Mich Publ Schools	373,891.00	.00	.00	73,333.34	300,557.66	20
Function 1611 - Fund Modif to General Ed Fund	17,741.00	.00	.00	.00	17,741.00	0
Function 1622 - Fund Modif to Special Ed Fund	74,917.00	.00	.00	.00	74,917.00	0
Function 1647 - Fund Mod to WEOC	45,000.00	.00	.00	.00	45,000.00	0
Account Type Expense Totals	\$4,710,223.00	\$300,714.47	\$0.00	\$2,663,273.14	\$2,046,949.86	57 %
Program 913 - ECA Program Totals	\$401,273.00	\$421,191.69	\$0.00	\$444,877.57	(\$43,604.57)	4 %

Function Code	Amended Budget	Current Month Actual	Encumbrances	Actual	Budget - Actual	% Used/Rec'd
Program 915 - WAVE Program						
Account Type Revenue						
Function 0000 - Revenue	2,645,805.00	232,317.94	.00	1,754,888.01	890,916.99	66
Function 0192 - MI Ctr Youth Justice Wave Grant	10,000.00	.00	.00	10,000.00	.00	100
Account Type Revenue Totals	\$2,655,805.00	\$232,317.94	\$0.00	\$1,764,888.01	\$890,916.99	66 %
Account Type Expense						
Function 1113 - High School	1,492,088.00	129,583.31	2,240.00	1,002,505.89	487,342.11	67
Function 1212 - Guidance Services	250,350.00	20,251.15	.00	164,078.00	86,272.00	66
Function 1216 - Social Work Services	48,023.00	4,087.37	.00	34,414.74	13,608.26	72
Function 1218 - Teacher Consultant	38,000.00	.00	.00	.00	38,000.00	0
Function 1221 - Improvement of Instruction	2,750.00	.00	.00	2,730.33	19.67	99
Function 1222 - Educational Media Services	101,190.00	8,161.36	.00	64,852.54	36,337.46	64
Function 1225 - Instructional Technology	82,850.00	5,805.54	.00	57,319.33	25,530.67	69
Function 1226 - SupervisionDirection of Instr Staff	344,015.00	31,915.46	.00	258,650.68	85,364.32	75
Function 1249 - Other School Administration	5,500.00	.00	.00	318.60	5,181.40	6
Function 1261 - Operating Buildings Services	43,704.00	160.00	.00	32,006.75	11,697.25	73
Function 1271 - Pupil Transportation Services	6,142.00	.00	.00	1,791.71	4,350.29	29
Function 1283 - Staff/Personnel Services	20,000.00	.00	.00	4,967.16	15,032.84	25
Function 1284 - Non-Instr Technology Services	93,830.00	7,754.17	.00	61,849.06	31,980.94	66
Function 1411 - Pmts to Other Mich Publ Schools	250,868.00	.00	.00	73,333.34	177,534.66	29
Function 1511 - Debt Service - Long Term Only - Principal	.00	15,750.00	.00	96,370.00	(96,370.00)	0
Function 1599 - Miscellaneous Other Financing So	180,000.00	.00	.00	.00	180,000.00	0
Function 1611 - Fund Modif to General Ed Fund	12,815.00	.00	.00	.00	12,815.00	0
Function 1622 - Fund Modif to Special Ed Fund	45,270.00	.00	.00	.00	45,270.00	0
Function 1647 - Fund Mod to WEOC	40,000.00	.00	.00	.00	40,000.00	0
Account Type Expense Totals	\$3,057,395.00	\$223,468.36	\$2,240.00	\$1,855,188.13	\$1,199,966.87	61 %
Program 915 - WAVE Program Totals	(\$401,590.00)	\$8,849.58	(\$2,240.00)	(\$90,300.12)	(\$309,049.88)	6 %

Cooperative Activities (Summary)

Fiscal Year to Date 02/28/23

Function Code	Amended Budget	Current Month Actual	Encumbrances	Actual	Budget - Actual	% Used/Rec'd
Program 917 - Washtenaw County Tech Consortium						
Account Type Revenue						
Function 0000 - Revenue	725,406.00	.00	.00	725,964.00	(558.00)	100
Account Type Revenue Totals	\$725,406.00	\$0.00	\$0.00	\$725,964.00	(\$558.00)	100 %
Account Type Expense						
Function 1284 - Non-Instr Technology Services	632,069.00	66,808.26	77,731.18	199,819.16	354,518.66	44
Account Type Expense Totals	\$632,069.00	\$66,808.26	\$77,731.18	\$199,819.16	\$354,518.66	44 %
Program 917 - Washtenaw County Tech Consortium Totals	\$93,337.00	(\$66,808.26)	(\$77,731.18)	\$526,144.84	(\$355,076.66)	56 %

Cooperative Activities (Summary)

Fiscal Year to Date 02/28/23

Function Code	Amended Budget	Current Month Actual	Encumbrances	Actual	Budget - Actual	% Used/Rec'd
Program 918 - New World Software						
Account Type Revenue						
Function 0000 - Revenue	268,454.00	.00	.00	.00	268,454.00	0
Account Type Revenue Totals	\$268,454.00	\$0.00	\$0.00	\$0.00	\$268,454.00	0 %
Account Type Expense						
Function 1284 - Non-Instr Technology Services	268,454.00	.00	.00	173,930.46	94,523.54	65
Function 1411 - Pmts to Other Mich Publ Schools	.00	.00	.00	.00	.00	0
Function 1611 - Fund Modif to General Ed Fund	30,474.00	.00	.00	.00	30,474.00	0
Account Type Expense Totals	\$298,928.00	\$0.00	\$0.00	\$173,930.46	\$124,997.54	58 %
Program 918 - New World Software Totals	(\$30,474.00)	\$0.00	\$0.00	(\$173,930.46)	\$143,456.46	-58 %

Function Code	Amended Budget	Current Month Actual	Encumbrances	Actual	Budget - Actual	% Used/Rec'd
Program 919 - Medicaid Programs						
Account Type Revenue						
Function 0000 - Revenue	5,539,812.00	468,562.47	.00	3,950,560.96	1,589,251.04	71
Account Type Revenue Totals	\$5,539,812.00	\$468,562.47	\$0.00	\$3,950,560.96	\$1,589,251.04	71 %
Account Type Expense						
Function 1213 - Health Services	19,590.00	1,720.00	6,395.00	10,105.00	3,090.00	84
Function 1226 - SupervisionDirection of Instr Staff	228,799.00	13,040.92	.00	156,164.41	72,634.59	68
Function 1231 - Board of Education	4,000.00	.00	.00	4,000.00	.00	100
Function 1283 - Staff/Personnel Services	1,295.00	.00	.00	875.61	419.39	68
Function 1284 - Non-Instr Technology Services	20,500.00	5,162.55	.00	10,308.05	10,191.95	50
Function 1411 - Pmts to Other Mich Publ Schools	5,330,453.00	3,000,000.00	.00	4,638,937.00	691,516.00	87
Account Type Expense Totals	\$5,604,637.00	\$3,019,923.47	\$6,395.00	\$4,820,390.07	\$777,851.93	86 %
Program 919 - Medicaid Programs Totals	(\$64,825.00)	(\$2,551,361.00)	(\$6,395.00)	(\$869,829.11)	\$811,399.11	-15 %
Revenue Totals	\$22,797,810.00	\$2,208,956.25	\$0.00	\$15,159,740.15	\$7,638,069.85	66 %
Expense Totals	\$22,713,674.00	\$4,273,779.59	\$215,449.57	\$14,610,079.23	\$7,888,145.20	65 %
Fund 27 - Cooperative Activities Fund Totals	\$84,136.00	(\$2,064,823.34)	(\$215,449.57)	\$549,660.92	(\$250,075.35)	
Revenue Totals	\$22,797,810.00	\$2,208,956.25	\$0.00	\$15,159,740.15	\$7,638,069.85	66 %
Expense Totals	\$22,713,674.00	\$4,273,779.59	\$215,449.57	\$14,610,079.23	\$7,888,145.20	65 %
Grand Totals	\$84,136.00	(\$2,064,823.34)	(\$215,449.57)	\$549,660.92	(\$250,075.35)	

G/L Account Number	Account Description	Amended Budget	Current Month Actual	Encumbrances	Actual	Budget - Actual	% Used/Rec'd
Program 000 - Unassigned							
Account Type Revenue							
Function 0000 - Revenue							
27.0151.0000.000.0000.0000.0000	Earnings on Investments and Deposits	309,000.00	54,125.71	.00	420,104.95	(111,104.95)	136
27.0192.0000.000.9864.00000.0000	Private Sources (Contributions)	4,071.00	.00	.00	4,070.56	.44	100
27.0312.0000.000.2083.00000.0000	Restricted State Revenues Received as Grants	70,720.00	7,726.75	.00	32,851.77	37,868.23	46
27.0312.0070.000.3490.00000.0000	LAWMASC State aid	.00	.00	.00	.00	.00	+++
27.0312.0070.000.3491.00000.0000	LAWMASC State aid	10,931.00	.00	.00	10,931.20	(.20)	100
27.0518.0000.000.0000.00000.0000	Compensation Rec'd in Pmt of Srvc Prvided to Other Public School	965,085.00	.00	.00	220,000.02	745,084.98	23
Function 0000 - Revenue Totals		\$1,359,807.00	\$61,852.46	\$0.00	\$687,958.50	\$671,848.50	51 %
Function 0312 - Restricted State Rev Grant FPME							
27.0312.0000.000.4842.00000.0000	Restricted State Revenues Received as Grants	.00	.00	.00	.00	.00	+++
Function 0312 - Restricted State Rev Grant FPME Totals		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++
Account Type Revenue Totals		\$1,359,807.00	\$61,852.46	\$0.00	\$687,958.50	\$671,848.50	51 %
Account Type Expense							
Function 1112 - Middle/Junior High							
27.1112.1790.000.4842.00000.0000	Other Special Payments	.00	.00	.00	.00	.00	+++
27.1112.2820.000.4842.00000.0000	Contribution to State and Local Retirement Funds	.00	.00	.00	.00	.00	+++
27.1112.2830.000.4842.00000.0000	Employer Social Security	.00	.00	.00	.00	.00	+++
27.1112.5990.000.3490.00000.0000	Misc. Supp & Matls	550.00	.00	.00	.00	550.00	0
27.1112.7410.000.3490.00000.0000	Dues and Fees	300.00	.00	.00	.00	300.00	0
Function 1112 - Middle/Junior High Totals		\$850.00	\$0.00	\$0.00	\$0.00	\$850.00	0 %
Function 1113 - High School							
27.1113.1240.000.0000.00000.0000	Teaching	8,800.00	.00	.00	.00	8,800.00	0
27.1113.1790.000.4842.00000.0000	Other Special Payments	.00	.00	.00	.00	.00	+++
27.1113.2310.000.0000.00000.0000	Tuition	10,000.00	750.00	.00	3,805.30	6,194.70	38
27.1113.3220.000.9864.00000.0000	Workshops and Conf Travel	1,500.00	.00	.00	1,034.48	465.52	69
27.1113.5110.000.9864.00000.0000	Teaching/Testing Supplies	2,571.00	.00	.00	.00	2,571.00	0
27.1113.5990.000.3490.00000.0000	Misc. Supp & Matls	1,581.00	282.00	.00	282.00	1,299.00	18
27.1113.5990.000.4842.00000.0000	Misc. Supp & Matls	.00	.00	.00	.00	.00	+++
27.1113.7410.000.3490.00000.0000	Dues and Fees	8,500.00	1,992.60	.00	10,489.60	(1,989.60)	123
Function 1113 - High School Totals		\$32,952.00	\$3,024.60	\$0.00	\$15,611.38	\$17,340.62	47 %
Function 1216 - Social Work Services							
27.1216.1440.000.0000.00000.0000	Social Work	45,000.00	.00	.00	.00	45,000.00	0
27.1216.2110.000.0000.00000.0000	Group Life	45.00	.00	.00	.00	45.00	0
27.1216.2120.000.0000.00000.0000	Group Disability	180.00	.00	.00	.00	180.00	0
27.1216.2130.000.0000.00000.0000	Group Health and Accident	5,580.00	.00	.00	.00	5,580.00	0
27.1216.2140.000.0000.00000.0000	Dental Health Care	495.00	.00	.00	.00	495.00	0
27.1216.2150.000.0000.00000.0000	Vision Care	135.00	.00	.00	.00	135.00	0
27.1216.2820.000.0000.00000.0000	Contribution to State and Local Retirement Funds	20,070.00	.00	.00	.00	20,070.00	0
27.1216.2830.000.0000.00000.0000	Employer Social Security	3,465.00	.00	.00	.00	3,465.00	0
Function 1216 - Social Work Services Totals		\$74,970.00	\$0.00	\$0.00	\$0.00	\$74,970.00	0 %
Function 1219 - Other Pupil Support Serv							
27.1219.1790.000.4842.00000.0000	Other Special Payments	.00	.00	.00	.00	.00	+++
27.1219.2830.000.4842.00000.0000	Employer Social Security	.00	.00	.00	.00	.00	+++
27.1219.3140.000.4842.00000.0000	Staff Services	.00	.00	.00	.00	.00	+++
Function 1219 - Other Pupil Support Serv Totals		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++
Function 1226 - SupervisionDirection of Instr Staff							
27.1226.1160.000.0000.00000.0000	Supervision/Direction-Staff	151,290.00	11,083.33	.00	88,666.68	62,623.32	59
27.1226.1620.000.0000.00000.0000	Secretary-Clerical-Bookkeeper	10,128.00	833.34	.00	6,666.72	3,461.28	66
27.1226.2110.000.0000.00000.0000	Group Life	137.00	5.02	.00	40.16	96.84	29
27.1226.2120.000.0000.00000.0000	Group Disability	399.00	29.50	.00	235.40	163.60	59

G/L Account Number	Account Description	Amended Budget	Current Month Actual	Encumbrances	Actual	Budget - Actual	% Used/Rec'd
27.1226.2130.000.0000.00000.0000	Group Health and Accident	2,826.00	255.02	.00	2,021.44	804.56	72
27.1226.2140.000.0000.00000.0000	Dental Health Care	283.00	22.56	.00	202.18	80.82	71
27.1226.2150.000.0000.00000.0000	Vision Care	89.00	6.06	.00	52.90	36.10	59
27.1226.2820.000.0000.00000.0000	Contribution to State and Local Retirement Funds	59,725.00	5,485.26	.00	43,131.21	16,593.79	72
27.1226.2830.000.0000.00000.0000	Employer Social Security	9,795.00	875.44	.00	7,008.73	2,786.27	72
27.1226.3150.000.0000.00000.0000	Management Services	376,200.00	40,265.41	.00	245,089.50	131,110.50	65
27.1226.3170.000.0000.00000.0000	Legal Services	30,000.00	3,800.00	.00	9,517.00	20,483.00	32
27.1226.3190.000.0000.00000.0000	Other Prof & Technical Services	25,000.00	8,797.50	20,780.00	12,966.50	(8,746.50)	135
27.1226.3210.000.0000.00000.0000	Regular Duty Travel	460.00	.00	.00	.00	460.00	0
27.1226.3220.000.0000.00000.0000	Workshops and Conf Travel	9,250.00	.00	.00	9,220.75	29.25	100
27.1226.3610.000.0000.00000.0000	Printing Serv	500.00	.00	.00	.00	500.00	0
27.1226.5910.000.0000.00000.0000	Office Supplies	800.00	.00	.00	773.72	26.28	97
27.1226.6420.000.0000.00000.0000	Capital-New Equip <\$5000	5,700.00	.00	.00	5,608.00	92.00	98
27.1226.7410.000.0000.00000.0000	Dues and Fees	500.00	.00	.00	.00	500.00	0
27.1226.7910.000.0000.00000.0000	Misc Expenditures	3,000.00	364.85	.00	3,986.26	(986.26)	133
Function 1226 - SupervisionDirection of Instr Staff Totals		\$686,082.00	\$71,823.29	\$20,780.00	\$435,187.15	\$230,114.85	66 %
Function 1229 - Other Instructional Staff Services							
27.1229.1790.000.4842.00000.0000	Other Special Payments	.00	.00	.00	.00	.00	+++
27.1229.2820.000.4842.00000.0000	Contribution to State and Local Retirement Funds	.00	.00	.00	.00	.00	+++
27.1229.2830.000.4842.00000.0000	Employer Social Security	.00	.00	.00	.00	.00	+++
Function 1229 - Other Instructional Staff Services Totals		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++
Function 1249 - Other School Administration							
27.1249.5990.000.0000.00000.0000	Misc. Supp & Mats	19,000.00	1,000.00	.00	18,988.99	11.01	100
Function 1249 - Other School Administration Totals		\$19,000.00	\$1,000.00	\$0.00	\$18,988.99	\$11.01	100 %
Function 1252 - Fiscal Services							
27.1252.1310.000.0000.00000.0000	Accounting	63,300.00	3,798.17	.00	30,385.40	32,914.60	48
27.1252.1790.000.0000.00000.0000	Other Special Payments	400.00	.00	.00	359.72	40.28	90
27.1252.2110.000.0000.00000.0000	Group Life	145.00	12.72	.00	97.92	47.08	68
27.1252.2120.000.0000.00000.0000	Group Disability	143.00	11.38	.00	87.92	55.08	61
27.1252.2130.000.0000.00000.0000	Group Health and Accident	10,772.00	849.80	.00	6,728.86	4,043.14	62
27.1252.2140.000.0000.00000.0000	Dental Health Care	844.00	56.38	.00	505.58	338.42	60
27.1252.2150.000.0000.00000.0000	Vision Care	317.00	15.14	.00	132.34	184.66	42
27.1252.2820.000.0000.00000.0000	Contribution to State and Local Retirement Funds	38,772.00	1,748.30	.00	13,809.31	24,962.69	36
27.1252.2830.000.0000.00000.0000	Employer Social Security	4,484.00	273.70	.00	2,226.63	2,257.37	50
27.1252.2990.000.0000.00000.0000	Other Benefits	500.00	.00	.00	.00	500.00	0
27.1252.3220.000.0000.00000.0000	Workshops and Conf Travel	75.00	.00	.00	75.00	.00	100
27.1252.3410.000.0000.00000.0000	Telephone Serv	240.00	24.98	.00	199.84	40.16	83
Function 1252 - Fiscal Services Totals		\$119,992.00	\$6,790.57	\$0.00	\$54,608.52	\$65,383.48	46 %
Function 1261 - Operating Buildings Services							
27.1261.4210.000.0000.00000.0000	Land/Building Rental Serv	20,800.00	.00	.00	3,466.66	17,333.34	17
Function 1261 - Operating Buildings Services Totals		\$20,800.00	\$0.00	\$0.00	\$3,466.66	\$17,333.34	17 %
Function 1281 - Planning, Research and Evaluation							
27.1281.3510.000.0000.00000.3000	Advertisement Serv	.00	.00	.00	.00	.00	+++
Function 1281 - Planning, Research and Evaluation Totals		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++
Function 1283 - Staff/Personnel Services							
27.1283.3120.000.0000.00000.0000	Employee Training & Devel Serv	4,000.00	.00	.00	.00	4,000.00	0
27.1283.3190.000.0000.00000.0000	Other Prof & Technical Services	3,000.00	.00	.00	2,958.00	42.00	99
27.1283.3510.000.0000.00000.0000	Advertisement Serv	105,000.00	.00	.00	102,740.83	2,259.17	98
Function 1283 - Staff/Personnel Services Totals		\$112,000.00	\$0.00	\$0.00	\$105,698.83	\$6,301.17	94 %
Function 1284 - Non-Instr Technology Services							
27.1284.1510.000.0000.00000.0000	Information Management	173,100.00	4,916.67	.00	39,333.32	133,766.68	23
27.1284.1920.000.0000.00000.0000	Professional-Education	700.00	.00	.00	675.00	25.00	96

G/L Account Number	Account Description	Amended Budget	Current Month Actual	Encumbrances	Actual	Budget - Actual	% Used/Rec'd
27.1284.2110.000.0000.00000.0000	Group Life	59.00	4.18	.00	33.44	25.56	57
27.1284.2120.000.0000.00000.0000	Group Disability	193.00	15.24	.00	118.92	74.08	62
27.1284.2130.000.0000.00000.0000	Group Health and Accident	11,302.00	.00	.00	.00	11,302.00	0
27.1284.2140.000.0000.00000.0000	Dental Health Care	905.00	.00	.00	.00	905.00	0
27.1284.2150.000.0000.00000.0000	Vision Care	226.00	.00	.00	.00	226.00	0
27.1284.2820.000.0000.00000.0000	Contribution to State and Local Retirement Funds	65,433.00	2,348.20	.00	18,798.29	46,634.71	29
27.1284.2830.000.0000.00000.0000	Employer Social Security	13,612.00	376.12	.00	3,060.65	10,551.35	22
27.1284.3190.000.0000.00000.0000	Other Prof & Technical Services	13,000.00	.00	.00	.00	13,000.00	0
27.1284.3220.000.0000.00000.0000	Workshops and Conf Travel	500.00	.00	.00	.00	500.00	0
27.1284.3450.000.0000.00000.0000	Software Lic/Agmts Serv	13,750.00	.00	.00	12,339.43	1,410.57	90
Function 1284 - Non-Instr Technology Services Totals		\$292,780.00	\$7,660.41	\$0.00	\$74,359.05	\$218,420.95	25 %
Function 1391 - Other Community Services							
27.1391.5990.000.0000.00000.0000	Misc. Supp & Matls	2,000.00	.00	.00	2,000.00	.00	100
Function 1391 - Other Community Services Totals		\$2,000.00	\$0.00	\$0.00	\$2,000.00	\$0.00	100 %
Function 1511 - Debt Service - Long Term Only - Principal							
27.1511.7190.000.0000.00000.0000	Other LT Debt Principal	7,500.00	1,820.00	.00	9,293.33	(1,793.33)	124
Function 1511 - Debt Service - Long Term Only - Principal Totals		\$7,500.00	\$1,820.00	\$0.00	\$9,293.33	(\$1,793.33)	124 %
Account Type Expense Totals		\$1,368,926.00	\$92,118.87	\$20,780.00	\$719,213.91	\$628,932.09	54 %
Program 000 - Unassigned Totals		(\$9,119.00)	(\$30,266.41)	(\$20,780.00)	(\$31,255.41)	\$42,916.41	-3 %

G/L Account Number	Account Description	Amended Budget	Current Month Actual	Encumbrances	Actual	Budget - Actual	% Used/Rec'd
Program 910 - WIHI - IB Program							
Account Type Revenue							
Function 0000 - Revenue							
27.0151.0000.910.0000.00000.0000	Earnings on Investments and Deposits	33,500.00	17,520.07	.00	68,607.07	(35,107.07)	205
27.0312.0000.910.2083.00000.0000	Restricted State Revenues Received as Grants	446,908.00	64,132.03	.00	272,669.62	174,238.38	61
27.0511.0000.910.0000.81010.0000	Tuition Payments Received from Other Public Schools	1,173,822.00	90,995.71	.00	727,965.68	445,856.32	62
27.0511.0000.910.0000.81020.0000	Tuition Payments Received from Other Public Schools	4,671,900.00	421,070.51	.00	3,368,564.08	1,303,335.92	72
27.0511.0000.910.0000.81040.0000	Tuition Payments Received from Other Public Schools	43,500.00	445.57	.00	3,564.56	39,935.44	8
27.0511.0000.910.0000.81050.0000	Tuition Payments Received from Other Public Schools	.00	65,193.74	.00	65,193.74	(65,193.74)	+++
27.0511.0000.910.0000.81070.0000	Tuition Payments Received from Other Public Schools	495,900.00	29,719.96	.00	237,759.68	258,140.32	48
27.0511.0000.910.0000.81080.0000	Tuition Payments Received from Other Public Schools	88,800.00	12,039.75	.00	24,079.50	64,720.50	27
27.0511.0000.910.0000.81100.0000	Tuition Payments Received from Other Public Schools	69,600.00	7,155.94	.00	57,247.52	12,352.48	82
27.0511.0000.910.0000.81120.0000	Tuition Payments Received from Other Public Schools	95,700.00	10,746.44	.00	85,971.52	9,728.48	90
27.0511.0000.910.0000.81140.0000	Tuition Payments Received from Other Public Schools	17,400.00	5,297.50	.00	10,595.00	6,805.00	61
Function 0000 - Revenue Totals		\$7,137,030.00	\$724,317.22	\$0.00	\$4,922,217.97	\$2,214,812.03	69 %
Account Type Revenue Totals		\$7,137,030.00	\$724,317.22	\$0.00	\$4,922,217.97	\$2,214,812.03	69 %
Account Type Expense							
Function 1112 - Middle/Junior High							
27.1112.1240.910.0000.00000.0000	Teaching	491,021.00	39,439.49	.00	257,163.64	233,857.36	52
27.1112.1920.910.0000.00000.0000	Professional-Education	.00	580.00	.00	6,055.00	(6,055.00)	+++
27.1112.2110.910.0000.00000.0000	Group Life	347.00	27.84	.00	178.18	168.82	51
27.1112.2120.910.0000.00000.0000	Group Disability	1,225.00	118.12	.00	735.71	489.29	60
27.1112.2130.910.0000.00000.0000	Group Health and Accident	69,219.00	5,073.66	.00	33,923.84	35,295.16	49
27.1112.2140.910.0000.00000.0000	Dental Health Care	7,718.00	523.24	.00	3,851.07	3,866.93	50
27.1112.2150.910.0000.00000.0000	Vision Care	1,907.00	141.54	.00	1,016.78	890.22	53
27.1112.2820.910.0000.00000.0000	Contribution to State and Local Retirement Funds	209,878.00	18,550.45	.00	120,301.72	89,576.28	57
27.1112.2830.910.0000.00000.0000	Employer Social Security	35,604.00	2,948.15	.00	19,110.41	16,493.59	54
Function 1112 - Middle/Junior High Totals		\$816,919.00	\$67,402.49	\$0.00	\$442,336.35	\$374,582.65	54 %
Function 1113 - High School							
27.1113.1240.910.0000.00000.0000	Teaching	1,915,558.00	182,101.02	.00	1,174,294.27	741,263.73	61
27.1113.1790.910.0000.00000.0000	Other Special Payments	750.00	.00	.00	.00	750.00	0
27.1113.1920.910.0000.00000.0000	Professional-Education	.00	8,965.00	.00	35,595.00	(35,595.00)	+++
27.1113.2110.910.0000.00000.0000	Group Life	1,680.00	155.58	.00	992.19	687.81	59
27.1113.2120.910.0000.00000.0000	Group Disability	10,413.00	589.07	.00	3,702.13	6,710.87	36
27.1113.2130.910.0000.00000.0000	Group Health and Accident	273,900.00	27,395.01	.00	175,003.90	98,896.10	64
27.1113.2140.910.0000.00000.0000	Dental Health Care	25,172.00	2,049.14	.00	14,372.01	10,799.99	57
27.1113.2150.910.0000.00000.0000	Vision Care	7,020.00	548.19	.00	3,850.87	3,169.13	55
27.1113.2820.910.0000.00000.0000	Contribution to State and Local Retirement Funds	700,317.00	89,097.30	.00	546,573.78	153,743.22	78
27.1113.2830.910.0000.00000.0000	Employer Social Security	126,397.00	14,182.42	.00	88,467.36	37,929.64	70
27.1113.3190.910.0000.00000.0000	Other Prof & Technical Services	500.00	.00	.00	.00	500.00	0
27.1113.3210.910.0000.00000.0000	Regular Duty Travel	250.00	.00	.00	.00	250.00	0
27.1113.3220.910.0000.00000.0000	Workshops and Conf Travel	20,000.00	809.00	1,950.00	11,473.11	6,576.89	67
27.1113.3450.910.0000.00000.0000	Software Lic/Agmts Serv	29,000.00	79.00	15,300.00	19,806.86	(6,106.86)	121
27.1113.3610.910.0000.00000.0000	Printing Serv	10,000.00	1,628.35	1,721.03	8,186.15	92.82	99
27.1113.4120.910.0000.00000.0000	Equip Repair Serv	500.00	.00	.00	.00	500.00	0
27.1113.4140.910.0000.00000.0000	Software Maint Agmts Serv	7,000.00	.00	.00	.00	7,000.00	0
27.1113.5110.910.0000.00000.0000	Teaching/Testing Supplies	65,000.00	6,032.97	10,135.46	54,454.87	409.67	99
27.1113.5210.910.0000.00000.0000	Textbook Supp	5,000.00	107.51	.00	1,626.56	3,373.44	33
27.1113.6420.910.0000.00000.0000	Capital-New Equip <\$5000	53,000.00	.00	7,595.00	45,014.97	390.03	99
27.1113.7410.910.0000.00000.0000	Dues and Fees	50,000.00	563.50	2,062.00	26,657.77	21,280.23	57
Function 1113 - High School Totals		\$3,301,457.00	\$334,303.06	\$38,763.49	\$2,210,071.80	\$1,052,621.71	68 %
Function 1212 - Guidance Services							
27.1212.1220.910.0000.00000.0000	Counseling	115,735.00	11,423.33	.00	74,251.69	41,483.31	64
27.1212.1790.910.0000.00000.0000	Other Special Payments	400.00	.00	.00	393.75	6.25	98
27.1212.1920.910.0000.00000.0000	Professional-Education	.00	.00	.00	2,000.00	(2,000.00)	+++
27.1212.2110.910.0000.00000.0000	Group Life	103.00	8.36	.00	54.34	48.66	53

G/L Account Number	Account Description	Amended Budget	Current Month Actual	Encumbrances	Actual	Budget - Actual	% Used/Rec'd
27.1212.2120.910.0000.00000.0000	Group Disability	338.00	34.26	.00	215.67	122.33	64
27.1212.2130.910.0000.00000.0000	Group Health and Accident	16,636.00	1,578.76	.00	10,176.53	6,459.47	61
27.1212.2140.910.0000.00000.0000	Dental Health Care	1,464.00	112.76	.00	814.63	649.37	56
27.1212.2150.910.0000.00000.0000	Vision Care	379.00	30.28	.00	213.62	165.38	56
27.1212.2820.910.0000.00000.0000	Contribution to State and Local Retirement Funds	46,760.00	5,169.06	.00	34,207.41	12,552.59	73
27.1212.2830.910.0000.00000.0000	Employer Social Security	8,829.00	854.88	.00	5,730.47	3,098.53	65
27.1212.3210.910.0000.00000.0000	Regular Duty Travel	250.00	.00	.00	.00	250.00	0
27.1212.3220.910.0000.00000.0000	Workshops and Conf Travel	250.00	.00	.00	.00	250.00	0
Function 1212 - Guidance Services Totals		\$191,144.00	\$19,211.69	\$0.00	\$128,058.11	\$63,085.89	67 %
Function 1216 - Social Work Services							
27.1216.1440.910.0000.00000.0000	Social Work	143,028.00	15,285.21	.00	94,896.61	48,131.39	66
27.1216.1920.910.0000.00000.0000	Professional-Education	.00	500.00	.00	1,500.00	(1,500.00)	+++
27.1216.2110.910.0000.00000.0000	Group Life	113.00	15.04	.00	86.08	26.92	76
27.1216.2120.910.0000.00000.0000	Group Disability	406.00	46.62	.00	260.04	145.96	64
27.1216.2130.910.0000.00000.0000	Group Health and Accident	57,944.00	2,844.14	.00	16,617.42	41,326.58	29
27.1216.2140.910.0000.00000.0000	Dental Health Care	2,202.00	187.90	.00	1,353.49	848.51	61
27.1216.2150.910.0000.00000.0000	Vision Care	601.00	51.46	.00	360.46	240.54	60
27.1216.2820.910.0000.00000.0000	Contribution to State and Local Retirement Funds	170,918.00	7,570.59	.00	45,652.26	125,265.74	27
27.1216.2830.910.0000.00000.0000	Employer Social Security	10,814.00	1,192.24	.00	7,272.93	3,541.07	67
27.1216.3210.910.0000.00000.0000	Regular Duty Travel	250.00	.00	.00	.00	250.00	0
27.1216.3220.910.0000.00000.0000	Workshops and Conf Travel	250.00	.00	.00	.00	250.00	0
Function 1216 - Social Work Services Totals		\$386,526.00	\$27,693.20	\$0.00	\$167,999.29	\$218,526.71	43 %
Function 1218 - Teacher Consultant							
27.1218.8220.910.0000.00000.0000	Pmt to Another Public School District for Serv	11,030.00	.00	.00	.00	11,030.00	0
Function 1218 - Teacher Consultant Totals		\$11,030.00	\$0.00	\$0.00	\$0.00	\$11,030.00	0 %
Function 1219 - Other Pupil Support Serv							
27.1219.2820.910.0000.00000.0000	Contribution to State and Local Retirement Funds	850.00	.00	.00	.00	850.00	0
27.1219.2830.910.0000.00000.0000	Employer Social Security	135.00	.00	.00	.00	135.00	0
Function 1219 - Other Pupil Support Serv Totals		\$985.00	\$0.00	\$0.00	\$0.00	\$985.00	0 %
Function 1221 - Improvement of Instruction							
27.1221.3110.910.0000.00000.0000	Instructional Services	844.00	.00	.00	.00	844.00	0
Function 1221 - Improvement of Instruction Totals		\$844.00	\$0.00	\$0.00	\$0.00	\$844.00	0 %
Function 1226 - SupervisionDirection of Instr Staff							
27.1226.1620.910.0000.00000.0000	Secretary-Clerical-Bookkeeper	262,143.00	22,742.72	.00	181,223.81	80,919.19	69
27.1226.1920.910.0000.00000.0000	Professional-Education	.00	.00	.00	3,500.00	(3,500.00)	+++
27.1226.2110.910.0000.00000.0000	Group Life	280.00	24.24	.00	196.01	83.99	70
27.1226.2120.910.0000.00000.0000	Group Disability	675.00	68.38	.00	532.53	142.47	79
27.1226.2130.910.0000.00000.0000	Group Health and Accident	71,205.00	8,366.08	.00	59,931.56	11,273.44	84
27.1226.2140.910.0000.00000.0000	Dental Health Care	4,929.00	496.12	.00	4,440.02	488.98	90
27.1226.2150.910.0000.00000.0000	Vision Care	1,308.00	133.42	.00	1,164.57	143.43	89
27.1226.2820.910.0000.00000.0000	Contribution to State and Local Retirement Funds	104,814.00	10,601.84	.00	85,281.06	19,532.94	81
27.1226.2830.910.0000.00000.0000	Employer Social Security	17,935.00	1,643.97	.00	13,519.60	4,415.40	75
27.1226.3190.910.0000.00000.0000	Other Prof & Technical Services	2,100.00	.00	.00	2,072.55	27.45	99
27.1226.3210.910.0000.00000.0000	Regular Duty Travel	250.00	.00	.00	.00	250.00	0
27.1226.3220.910.0000.00000.0000	Workshops and Conf Travel	250.00	.00	.00	.00	250.00	0
27.1226.3430.910.0000.00000.0000	Mail/Postage Serv	500.00	.00	.00	176.40	323.60	35
27.1226.3450.910.0000.00000.0000	Software Lic/Agmts Serv	1,000.00	.00	.00	360.00	640.00	36
27.1226.3610.910.0000.00000.0000	Printing Serv	15,500.00	.00	.00	14,981.56	518.44	97
27.1226.4120.910.0000.00000.0000	Equip Repair Serv	1,000.00	.00	.00	.00	1,000.00	0
27.1226.5910.910.0000.00000.0000	Office Supplies	3,500.00	438.04	.00	3,090.76	409.24	88
27.1226.7910.910.0000.00000.0000	Misc Expenditures	750.00	.00	.00	.00	750.00	0
Function 1226 - SupervisionDirection of Instr Staff Totals		\$488,139.00	\$44,514.81	\$0.00	\$370,470.43	\$117,668.57	76 %
Function 1241 - Office of the Principal							

G/L Account Number	Account Description	Amended Budget	Current Month Actual	Encumbrances	Actual	Budget - Actual	% Used/Rec'd
27.1241.1160.910.0000.00000.0000	Supervision/Direction-Staff	268,498.00	19,083.33	.00	156,666.68	111,831.32	58
27.1241.2110.910.0000.00000.0000	Group Life	120.00	8.36	.00	66.88	53.12	56
27.1241.2120.910.0000.00000.0000	Group Disability	636.00	52.88	.00	416.32	219.68	65
27.1241.2130.910.0000.00000.0000	Group Health and Accident	20,721.00	1,599.66	.00	12,463.80	8,257.20	60
27.1241.2140.910.0000.00000.0000	Dental Health Care	3,354.00	225.52	.00	2,022.08	1,331.92	60
27.1241.2150.910.0000.00000.0000	Vision Care	821.00	60.56	.00	529.36	291.64	64
27.1241.2820.910.0000.00000.0000	Contribution to State and Local Retirement Funds	99,345.00	8,784.06	.00	70,855.37	28,489.63	71
27.1241.2830.910.0000.00000.0000	Employer Social Security	20,997.00	1,405.93	.00	11,546.15	9,450.85	55
27.1241.3210.910.0000.00000.0000	Regular Duty Travel	250.00	2.20	.00	2.20	247.80	1
27.1241.3220.910.0000.00000.0000	Workshops and Conf Travel	250.00	.00	.00	.00	250.00	0
27.1241.7410.910.0000.00000.0000	Dues and Fees	250.00	.00	.00	.00	250.00	0
Function 1241 - Office of the Principal Totals		\$415,242.00	\$31,222.50	\$0.00	\$254,568.84	\$160,673.16	61 %
Function 1249 - Other School Administration							
27.1249.5990.910.0000.00000.0000	Misc. Supp & Matls	13,000.00	1,530.60	7,469.40	1,935.20	3,595.40	72
Function 1249 - Other School Administration Totals		\$13,000.00	\$1,530.60	\$7,469.40	\$1,935.20	\$3,595.40	72 %
Function 1261 - Operating Buildings Services							
27.1261.3410.910.0000.00000.0000	Telephone Serv	2,400.00	.00	.00	.00	2,400.00	0
27.1261.3830.910.0000.00000.0000	Water Sewage Serv	4,000.00	.00	.00	.00	4,000.00	0
27.1261.3840.910.0000.00000.0000	Waste/Trash Serv	3,000.00	.00	.00	.00	3,000.00	0
27.1261.4110.910.0000.00000.0000	Building Repair Serv	155,000.00	31,126.37	48,198.00	116,149.39	(9,347.39)	106
27.1261.4210.910.0000.00000.0000	Land/Building Rental Serv	6,500.00	5,976.50	13,872.50	16,127.50	(23,500.00)	462
27.1261.5510.910.0000.00000.0000	Natural Gas Supp	24,000.00	.00	.00	.00	24,000.00	0
27.1261.5520.910.0000.00000.0000	Electricity Supp	45,000.00	.00	.00	.00	45,000.00	0
27.1261.5990.910.0000.00000.0000	Misc. Supp & Matls	500.00	.00	.00	.00	500.00	0
Function 1261 - Operating Buildings Services Totals		\$240,400.00	\$37,102.87	\$62,070.50	\$132,276.89	\$46,052.61	81 %
Function 1266 - Security Services							
27.1266.4110.910.0000.00000.0000	Building Repair Serv	.00	.00	.00	.00	.00	+++
27.1266.5990.910.0000.00000.0000	Misc. Supp & Matls	250.00	.00	.00	.00	250.00	0
Function 1266 - Security Services Totals		\$250.00	\$0.00	\$0.00	\$0.00	\$250.00	0 %
Function 1271 - Pupil Transportation Services							
27.1271.3310.910.0000.00000.0000	Transportation Serv-Cont Carrier	250.00	267.24	.00	267.24	(17.24)	107
Function 1271 - Pupil Transportation Services Totals		\$250.00	\$267.24	\$0.00	\$267.24	(\$17.24)	107 %
Function 1284 - Non-Instr Technology Services							
27.1284.1510.910.0000.00000.0000	Information Management	44,732.00	4,416.67	.00	28,708.32	16,023.68	64
27.1284.2110.910.0000.00000.0000	Group Life	46.00	4.18	.00	27.17	18.83	59
27.1284.2120.910.0000.00000.0000	Group Disability	127.00	13.74	.00	84.81	42.19	67
27.1284.2130.910.0000.00000.0000	Group Health and Accident	5,500.00	567.82	.00	3,602.00	1,898.00	65
27.1284.2140.910.0000.00000.0000	Dental Health Care	430.00	37.58	.00	271.51	158.49	63
27.1284.2150.910.0000.00000.0000	Vision Care	117.00	10.44	.00	73.71	43.29	63
27.1284.2820.910.0000.00000.0000	Contribution to State and Local Retirement Funds	18,579.00	2,109.40	.00	11,793.17	6,785.83	63
27.1284.2830.910.0000.00000.0000	Employer Social Security	3,007.00	337.87	.00	2,196.20	810.80	73
27.1284.3450.910.0000.00000.0000	Software Lic/Agmts Serv	4,000.00	.00	.00	189.98	3,810.02	5
Function 1284 - Non-Instr Technology Services Totals		\$76,538.00	\$7,497.70	\$0.00	\$46,946.87	\$29,591.13	61 %
Function 1411 - Pmts to Other Mich Publ Schools							
27.1411.8220.910.0000.00000.0000	Pmt to Another Public School District for Serv	.00	.00	.00	.00	.00	+++
27.1411.8510.910.0000.00000.0000	Sub-Grantee / Flow through Disbursements	538,400.00	.00	.00	73,333.34	465,066.66	14
Function 1411 - Pmts to Other Mich Publ Schools Totals		\$538,400.00	\$0.00	\$0.00	\$73,333.34	\$465,066.66	14 %
Function 1511 - Debt Service - Long Term Only - Principal							
27.1511.7190.910.0000.00000.0000	Other LT Debt Principal	.00	.00	.00	350,000.00	(350,000.00)	+++
Function 1511 - Debt Service - Long Term Only - Principal Totals		\$0.00	\$0.00	\$0.00	\$350,000.00	(\$350,000.00)	+++
Function 1599 - Miscellaneous Other Financing So							

G/L Account Number	Account Description	Amended Budget	Current Month Actual	Encumbrances	Actual	Budget - Actual	% Used/Rec'd
27.1599.7190.910.0000.00000.0000	Other LT Debt Principal	380,000.00	.00	.00	.00	380,000.00	0
	Function 1599 - Miscellaneous Other Financing So Totals	\$380,000.00	\$0.00	\$0.00	\$0.00	\$380,000.00	0 %
	Function 1611 - Fund Modif to General Ed Fund						
27.1611.9990.910.0000.00000.0000	Indirect Cost Recovery	20,370.00	.00	.00	.00	20,370.00	0
	Function 1611 - Fund Modif to General Ed Fund Totals	\$20,370.00	\$0.00	\$0.00	\$0.00	\$20,370.00	0 %
	Function 1622 - Fund Modif to Special Ed Fund						
27.1622.9990.910.0000.00000.0000	Indirect Cost Recovery	120,002.00	.00	.00	.00	120,002.00	0
	Function 1622 - Fund Modif to Special Ed Fund Totals	\$120,002.00	\$0.00	\$0.00	\$0.00	\$120,002.00	0 %
	Function 1647 - Fund Mod to WEOC						
27.1647.8110.910.0000.00000.0000	Fund Modifications	40,000.00	.00	.00	.00	40,000.00	0
	Function 1647 - Fund Mod to WEOC Totals	\$40,000.00	\$0.00	\$0.00	\$0.00	\$40,000.00	0 %
	Account Type Expense Totals	\$7,041,496.00	\$570,746.16	\$108,303.39	\$4,178,264.36	\$2,754,928.25	61 %
	Program 910 - WIHI - IB Program Totals	\$95,534.00	\$153,571.06	(\$108,303.39)	\$743,953.61	(\$540,116.22)	8 %

G/L Account Number	Account Description	Amended Budget	Current Month Actual	Encumbrances	Actual	Budget - Actual	% Used/Rec'd
Program 913 - ECA Program							
Account Type Revenue							
Function 0000 - Revenue							
27.0151.0000.913.0000.00000.0000	Earnings on Investments and Deposits	16,600.00	8,681.59	.00	34,189.40	(17,589.40)	206
27.0192.0000.913.9865.00000.0000	Private Sources (Contributions)	1,000.00	.00	.00	1,000.00	.00	100
27.0192.0000.913.9867.00000.0000	Private Sources (Contributions)	.00	.00	.00	.00	.00	+++
27.0312.0000.913.2083.00000.0000	Restricted State Revenues Received as Grants	222,735.00	33,365.51	.00	141,859.88	80,875.12	64
27.0511.0000.913.0000.81010.0000	Tuition Payments Received from Other Public Schools	990,670.00	75,316.11	.00	602,528.88	388,141.12	61
27.0511.0000.913.0000.81020.0000	Tuition Payments Received from Other Public Schools	878,700.00	78,465.59	.00	627,724.72	250,975.28	71
27.0511.0000.913.0000.81040.0000	Tuition Payments Received from Other Public Schools	73,864.00	3,648.89	.00	29,191.12	44,672.88	40
27.0511.0000.913.0000.81050.0000	Tuition Payments Received from Other Public Schools	69,600.00	15,211.88	.00	15,211.88	54,388.12	22
27.0511.0000.913.0000.81070.0000	Tuition Payments Received from Other Public Schools	1,280,032.00	86,747.40	.00	693,979.20	586,052.80	54
27.0511.0000.913.0000.81080.0000	Tuition Payments Received from Other Public Schools	171,738.00	(8,952.17)	.00	30,234.57	141,503.43	18
27.0511.0000.913.0000.81100.0000	Tuition Payments Received from Other Public Schools	647,803.00	54,673.61	.00	437,388.88	210,414.12	68
27.0511.0000.913.0000.81120.0000	Tuition Payments Received from Other Public Schools	285,012.00	(6,057.93)	.00	92,592.72	192,419.28	32
27.0511.0000.913.0000.81140.0000	Tuition Payments Received from Other Public Schools	145,726.00	(1,664.32)	.00	19,779.46	125,946.54	14
27.0511.0000.913.0000.82430.0000	Tuition Payments Received from Other Public Schools	328,016.00	382,470.00	.00	382,470.00	(54,454.00)	117
Function 0000 - Revenue Totals		\$5,111,496.00	\$721,906.16	\$0.00	\$3,108,150.71	\$2,003,345.29	61 %
Account Type Revenue Totals		\$5,111,496.00	\$721,906.16	\$0.00	\$3,108,150.71	\$2,003,345.29	61 %
Account Type Expense							
Function 1113 - High School							
27.1113.1240.913.0000.00000.0000	Teaching	887,676.00	91,718.73	.00	559,520.72	328,155.28	63
27.1113.1630.913.0000.00000.0000	Aides	31,650.00	3,666.67	.00	22,499.98	9,150.02	71
27.1113.1920.913.0000.00000.0000	Professional-Education	19,200.00	.00	.00	19,200.00	.00	100
27.1113.2110.913.0000.00000.0000	Group Life	658.00	76.28	.00	458.20	199.80	70
27.1113.2120.913.0000.00000.0000	Group Disability	3,053.00	331.49	.00	1,956.55	1,096.45	64
27.1113.2130.913.0000.00000.0000	Group Health and Accident	163,163.00	18,835.62	.00	105,852.15	57,310.85	65
27.1113.2140.913.0000.00000.0000	Dental Health Care	12,824.00	1,315.46	.00	8,213.34	4,610.66	64
27.1113.2150.913.0000.00000.0000	Vision Care	3,207.00	355.48	.00	2,124.78	1,082.22	66
27.1113.2820.913.0000.00000.0000	Contribution to State and Local Retirement Funds	363,777.00	44,169.50	.00	268,291.06	95,485.94	74
27.1113.2830.913.0000.00000.0000	Employer Social Security	63,345.00	6,814.63	.00	42,767.03	20,577.97	68
27.1113.3190.913.0000.00000.0000	Other Prof & Technical Services	1,400,000.00	800.00	.00	701,100.00	698,900.00	50
27.1113.3210.913.0000.00000.0000	Regular Duty Travel	250.00	.00	.00	.00	250.00	0
27.1113.3220.913.0000.00000.0000	Workshops and Conf Travel	5,700.00	100.00	.00	5,782.26	(82.26)	101
27.1113.3450.913.0000.00000.0000	Software Lic/Agmts Serv	4,200.00	.00	.00	4,161.19	38.81	99
27.1113.3610.913.0000.00000.0000	Printing Serv	12,500.00	3,916.98	.00	15,720.00	(3,220.00)	126
27.1113.3710.913.0000.00000.0000	Tuition Services	5,000.00	.00	.00	2,524.00	2,476.00	50
27.1113.5110.913.0000.00000.0000	Teaching/Testing Supplies	135,000.00	32,977.20	.00	111,829.34	23,170.66	83
27.1113.5990.913.0000.00000.0000	Misc. Supp & Matls	15,638.00	1,275.00	.00	15,632.62	5.38	100
27.1113.5990.913.9865.00000.0000	Misc. Supp & Matls	1,000.00	.00	.00	.00	1,000.00	0
27.1113.6420.913.0000.00000.0000	Capital-New Equip <\$5000	6,000.00	5,450.00	.00	6,010.96	(10.96)	100
27.1113.6460.913.0000.00000.0000	Capital-Repl Equip <\$5000	5,000.00	.00	.00	.00	5,000.00	0
Function 1113 - High School Totals		\$3,138,841.00	\$211,803.04	\$0.00	\$1,893,644.18	\$1,245,196.82	60 %
Function 1212 - Guidance Services							
27.1212.1220.913.0000.00000.0000	Counseling	150,865.00	12,500.00	.00	100,000.00	50,865.00	66
27.1212.1920.913.0000.00000.0000	Professional-Education	650.00	.00	.00	650.00	.00	100
27.1212.2110.913.0000.00000.0000	Group Life	117.00	8.36	.00	66.88	50.12	57
27.1212.2120.913.0000.00000.0000	Group Disability	448.00	37.50	.00	289.56	158.44	65
27.1212.2130.913.0000.00000.0000	Group Health and Accident	42,975.00	3,292.70	.00	25,800.64	17,174.36	60
27.1212.2140.913.0000.00000.0000	Dental Health Care	3,513.00	225.52	.00	2,022.08	1,490.92	58
27.1212.2150.913.0000.00000.0000	Vision Care	860.00	60.56	.00	529.36	330.64	62
27.1212.2820.913.0000.00000.0000	Contribution to State and Local Retirement Funds	66,661.00	5,753.76	.00	45,541.69	21,119.31	68
27.1212.2830.913.0000.00000.0000	Employer Social Security	11,799.00	890.41	.00	7,113.84	4,685.16	60
27.1212.3190.913.9867.00000.0000	Other Prof & Technical Services	.00	.00	.00	.00	.00	+++
27.1212.3220.913.0000.00000.0000	Workshops and Conf Travel	500.00	.00	.00	1,597.54	(1,097.54)	320
27.1212.7410.913.0000.00000.0000	Dues and Fees	775.00	.00	.00	.00	775.00	0

G/L Account Number	Account Description	Amended Budget	Current Month Actual	Encumbrances	Actual	Budget - Actual	% Used/Rec'd
Function 1212 - Guidance Services Totals		\$279,163.00	\$22,768.81	\$0.00	\$183,611.59	\$95,551.41	66 %
Function 1216 - Social Work Services							
27.1216.1440.913.0000.00000.0000	Social Work	6,600.00	1,634.60	.00	5,721.10	878.90	87
27.1216.2110.913.0000.00000.0000	Group Life	7.00	1.68	.00	5.88	1.12	84
27.1216.2120.913.0000.00000.0000	Group Disability	22.00	5.40	.00	18.90	3.10	86
27.1216.2130.913.0000.00000.0000	Group Health and Accident	900.00	226.62	.00	788.52	111.48	88
27.1216.2140.913.0000.00000.0000	Dental Health Care	70.00	15.04	.00	56.27	13.73	80
27.1216.2150.913.0000.00000.0000	Vision Care	20.00	4.18	.00	15.41	4.59	77
27.1216.2820.913.0000.00000.0000	Contribution to State and Local Retirement Funds	3,130.00	783.94	.00	2,743.79	386.21	88
27.1216.2830.913.0000.00000.0000	Employer Social Security	490.00	123.88	.00	433.47	56.53	88
Function 1216 - Social Work Services Totals		\$11,239.00	\$2,795.34	\$0.00	\$9,783.34	\$1,455.66	87 %
Function 1218 - Teacher Consultant							
27.1218.8220.913.0000.00000.0000	Pmt to Another Public School District for Serv	10,500.00	.00	.00	.00	10,500.00	0
Function 1218 - Teacher Consultant Totals		\$10,500.00	\$0.00	\$0.00	\$0.00	\$10,500.00	0 %
Function 1226 - SupervisionDirection of Instr Staff							
27.1226.1170.913.0000.00000.0000	Program/Department Direction	79,517.00	6,447.58	.00	51,580.64	27,936.36	65
27.1226.1620.913.0000.00000.0000	Secretary-Clerical-Bookkeeper	157,934.00	16,537.50	.00	132,299.99	25,634.01	84
27.1226.2110.913.0000.00000.0000	Group Life	200.00	19.86	.00	154.17	45.83	77
27.1226.2120.913.0000.00000.0000	Group Disability	669.00	68.98	.00	518.21	150.79	77
27.1226.2130.913.0000.00000.0000	Group Health and Accident	6,805.00	571.32	.00	4,431.12	2,373.88	65
27.1226.2140.913.0000.00000.0000	Dental Health Care	1,889.00	127.78	.00	1,293.17	595.83	68
27.1226.2150.913.0000.00000.0000	Vision Care	601.00	34.76	.00	304.00	297.00	51
27.1226.2820.913.0000.00000.0000	Contribution to State and Local Retirement Funds	102,268.00	10,667.42	.00	83,844.19	18,423.81	82
27.1226.2830.913.0000.00000.0000	Employer Social Security	18,570.00	1,729.99	.00	13,840.48	4,729.52	75
27.1226.3150.913.0000.00000.0000	Management Services	2,500.00	.00	.00	.00	2,500.00	0
27.1226.3190.913.0000.00000.0000	Other Prof & Technical Services	9,200.00	37.10	.00	2,306.00	6,894.00	25
27.1226.3210.913.0000.00000.0000	Regular Duty Travel	250.00	.00	.00	.00	250.00	0
27.1226.3220.913.0000.00000.0000	Workshops and Conf Travel	9,000.00	.00	.00	8,727.56	272.44	97
27.1226.3610.913.0000.00000.0000	Printing Serv	2,000.00	.00	.00	.00	2,000.00	0
27.1226.4120.913.0000.00000.0000	Equip Repair Serv	600.00	.00	.00	.00	600.00	0
27.1226.5910.913.0000.00000.0000	Office Supplies	10,100.00	474.18	.00	5,453.44	4,646.56	54
27.1226.6420.913.0000.00000.0000	Capital-New Equip <\$5000	500.00	.00	.00	(644.93)	1,144.93	-129
27.1226.7410.913.0000.00000.0000	Dues and Fees	550.00	.00	.00	.00	550.00	0
27.1226.7910.913.0000.00000.0000	Misc Expenditures	4,500.00	29.00	.00	4,650.43	(150.43)	103
Function 1226 - SupervisionDirection of Instr Staff Totals		\$407,653.00	\$36,745.47	\$0.00	\$308,758.47	\$98,894.53	76 %
Function 1241 - Office of the Principal							
27.1241.1160.913.0000.00000.0000	Supervision/Direction-Staff	169,433.00	10,091.67	.00	80,733.32	88,699.68	48
27.1241.2110.913.0000.00000.0000	Group Life	64.00	4.18	.00	33.44	30.56	52
27.1241.2120.913.0000.00000.0000	Group Disability	368.00	27.00	.00	216.00	152.00	59
27.1241.2130.913.0000.00000.0000	Group Health and Accident	21,876.00	1,703.44	.00	13,272.32	8,603.68	61
27.1241.2140.913.0000.00000.0000	Dental Health Care	1,785.00	112.76	.00	1,011.04	773.96	57
27.1241.2150.913.0000.00000.0000	Vision Care	437.00	30.28	.00	264.68	172.32	61
27.1241.2820.913.0000.00000.0000	Contribution to State and Local Retirement Funds	59,526.00	4,645.20	.00	36,525.84	23,000.16	61
27.1241.2830.913.0000.00000.0000	Employer Social Security	10,950.00	720.97	.00	5,783.10	5,166.90	53
27.1241.3210.913.0000.00000.0000	Regular Duty Travel	900.00	.00	.00	880.00	20.00	98
27.1241.3220.913.0000.00000.0000	Workshops and Conf Travel	4,100.00	.00	.00	4,036.51	63.49	98
27.1241.7410.913.0000.00000.0000	Dues and Fees	1,175.00	.00	.00	1,050.00	125.00	89
Function 1241 - Office of the Principal Totals		\$270,614.00	\$17,335.50	\$0.00	\$143,806.25	\$126,807.75	53 %
Function 1249 - Other School Administration							
27.1249.5990.913.0000.00000.0000	Misc. Supp & Mats	23,750.00	1,048.70	.00	11,836.86	11,913.14	50
Function 1249 - Other School Administration Totals		\$23,750.00	\$1,048.70	\$0.00	\$11,836.86	\$11,913.14	50 %
Function 1271 - Pupil Transportation Services							
27.1271.3310.913.0000.00000.0000	Transportation Serv-Cont Carrier	2,500.00	1,454.10	.00	1,454.10	1,045.90	58

G/L Account Number	Account Description	Amended Budget	Current Month Actual	Encumbrances	Actual	Budget - Actual	% Used/Rec'd
Function 1271 - Pupil Transportation Services Totals		\$2,500.00	\$1,454.10	\$0.00	\$1,454.10	\$1,045.90	58 %
Function 1281 - Planning, Research and Evaluation							
27.1281.5910.913.0000.00000.0000	Office Supplies	10.00	.00	.00	.00	10.00	0
27.1281.5990.913.3550.00000.0000	Misc. Supp & Matls	.00	.00	.00	.00	.00	+++
Function 1281 - Planning, Research and Evaluation Totals		\$10.00	\$0.00	\$0.00	\$0.00	\$10.00	0 %
Function 1284 - Non-Instr Technology Services							
27.1284.1510.913.0000.00000.0000	Information Management	31,150.00	3,943.79	.00	21,690.84	9,459.16	70
27.1284.2110.913.0000.00000.0000	Group Life	34.00	4.18	.00	22.99	11.01	68
27.1284.2120.913.0000.00000.0000	Group Disability	90.00	11.26	.00	61.93	28.07	69
27.1284.2130.913.0000.00000.0000	Group Health and Accident	4,430.00	571.32	.00	3,072.75	1,357.25	69
27.1284.2140.913.0000.00000.0000	Dental Health Care	345.00	37.58	.00	227.97	117.03	66
27.1284.2150.913.0000.00000.0000	Vision Care	95.00	10.44	.00	61.97	33.03	65
27.1284.2820.913.0000.00000.0000	Contribution to State and Local Retirement Funds	14,850.00	1,883.56	.00	10,249.14	4,600.86	69
27.1284.2830.913.0000.00000.0000	Employer Social Security	2,410.00	301.38	.00	1,657.42	752.58	69
27.1284.3450.913.0000.00000.0000	Software Lic/Agmts Serv	1,000.00	.00	.00	.00	1,000.00	0
Function 1284 - Non-Instr Technology Services Totals		\$54,404.00	\$6,763.51	\$0.00	\$37,045.01	\$17,358.99	68 %
Function 1411 - Pmts to Other Mich Publ Schools							
27.1411.8220.913.0000.00000.0000	Pmt to Another Public School District for Serv	.00	.00	.00	.00	.00	+++
27.1411.8510.913.0000.00000.0000	Sub-Grantee / Flow through Disbursements	373,891.00	.00	.00	73,333.34	300,557.66	20
Function 1411 - Pmts to Other Mich Publ Schools Totals		\$373,891.00	\$0.00	\$0.00	\$73,333.34	\$300,557.66	20 %
Function 1611 - Fund Modif to General Ed Fund							
27.1611.9990.913.0000.00000.0000	Indirect Cost Recovery	17,741.00	.00	.00	.00	17,741.00	0
Function 1611 - Fund Modif to General Ed Fund Totals		\$17,741.00	\$0.00	\$0.00	\$0.00	\$17,741.00	0 %
Function 1622 - Fund Modif to Special Ed Fund							
27.1622.9990.913.0000.00000.0000	Indirect Cost Recovery	74,917.00	.00	.00	.00	74,917.00	0
Function 1622 - Fund Modif to Special Ed Fund Totals		\$74,917.00	\$0.00	\$0.00	\$0.00	\$74,917.00	0 %
Function 1647 - Fund Mod to WEOC							
27.1647.8110.913.0000.00000.0000	Fund Modifications	45,000.00	.00	.00	.00	45,000.00	0
Function 1647 - Fund Mod to WEOC Totals		\$45,000.00	\$0.00	\$0.00	\$0.00	\$45,000.00	0 %
Account Type Expense Totals		\$4,710,223.00	\$300,714.47	\$0.00	\$2,663,273.14	\$2,046,949.86	57 %
Program 913 - ECA Program Totals		\$401,273.00	\$421,191.69	\$0.00	\$444,877.57	(\$43,604.57)	4 %

G/L Account Number	Account Description	Amended Budget	Current Month Actual	Encumbrances	Actual	Budget - Actual	% Used/Rec'd
Program 915 - WAVE Program							
Account Type Revenue							
Function 0000 - Revenue							
27.0151.0000.915.0000.00000.0000	Earnings on Investments and Deposits	16,600.00	8,681.59	.00	34,189.40	(17,589.40)	206
27.0192.0000.915.9862.00000.0000	Private Sources (Contributions)	3,450.00	.00	.00	775.00	2,675.00	22
27.0192.0000.915.9868.00000.0000	Private Sources (Contributions)	5,447.00	.00	.00	5,446.81	.19	100
27.0192.0000.915.9899.00000.0000	Private Sources (Contributions)	1,000.00	.00	.00	1,000.00	.00	100
27.0192.0000.915.9915.00000.0000	Private Sources (Contributions)	215,000.00	.00	.00	215,000.00	.00	100
27.0312.0000.915.2083.00000.0000	Restricted State Revenues Received as Grants	187,500.00	30,274.81	.00	128,719.18	58,780.82	69
27.0511.0000.915.0000.81010.0000	Tuition Payments Received from Other Public Schools	67,908.00	3,660.21	.00	29,281.68	38,626.32	43
27.0511.0000.915.0000.81020.0000	Tuition Payments Received from Other Public Schools	887,400.00	85,013.40	.00	680,107.20	207,292.80	77
27.0511.0000.915.0000.81040.0000	Tuition Payments Received from Other Public Schools	34,800.00	.00	.00	.00	34,800.00	0
27.0511.0000.915.0000.81050.0000	Tuition Payments Received from Other Public Schools	26,100.00	6,519.38	.00	6,519.38	19,580.62	25
27.0511.0000.915.0000.81070.0000	Tuition Payments Received from Other Public Schools	635,100.00	36,165.94	.00	289,327.52	345,772.48	46
27.0511.0000.915.0000.81080.0000	Tuition Payments Received from Other Public Schools	69,600.00	.00	.00	14,889.75	54,710.25	21
27.0511.0000.915.0000.81100.0000	Tuition Payments Received from Other Public Schools	321,900.00	18,909.46	.00	151,275.68	170,624.32	47
27.0511.0000.915.0000.81120.0000	Tuition Payments Received from Other Public Schools	147,900.00	41,265.99	.00	189,071.76	(41,171.76)	128
27.0511.0000.915.0000.81140.0000	Tuition Payments Received from Other Public Schools	26,100.00	1,827.16	.00	9,284.65	16,815.35	36
Function 0000 - Revenue Totals		\$2,645,805.00	\$232,317.94	\$0.00	\$1,754,888.01	\$890,916.99	66 %
Function 0192 - MI Ctr Youth Justice Wave Grant							
27.0192.0000.915.9745.00405.0000	Private Sources (Contributions)	10,000.00	.00	.00	10,000.00	.00	100
Function 0192 - MI Ctr Youth Justice Wave Grant Totals		\$10,000.00	\$0.00	\$0.00	\$10,000.00	\$0.00	100 %
Account Type Revenue Totals		\$2,655,805.00	\$232,317.94	\$0.00	\$1,764,888.01	\$890,916.99	66 %
Account Type Expense							
Function 1113 - High School							
27.1113.1240.915.0000.00000.0000	Teaching	746,650.00	71,161.75	.00	571,140.35	175,509.65	76
27.1113.1290.915.9899.00000.0000	Other Professional Educational	1,000.00	.00	.00	.00	1,000.00	0
27.1113.1920.915.0000.00000.0000	Professional-Education	2,000.00	4,300.00	.00	13,551.00	(11,551.00)	678
27.1113.1920.915.9915.00000.0000	Professional-Education	142,818.00	.00	.00	.00	142,818.00	0
27.1113.2110.915.0000.00000.0000	Group Life	596.00	44.20	.00	351.56	244.44	59
27.1113.2120.915.0000.00000.0000	Group Disability	14,296.00	222.07	.00	1,633.58	12,662.42	11
27.1113.2130.915.0000.00000.0000	Group Health and Accident	100,472.00	11,445.25	.00	85,163.03	15,308.97	85
27.1113.2140.915.0000.00000.0000	Dental Health Care	8,474.00	771.10	.00	7,107.36	1,366.64	84
27.1113.2150.915.0000.00000.0000	Vision Care	2,110.00	208.21	.00	1,873.70	236.30	89
27.1113.2820.915.0000.00000.0000	Contribution to State and Local Retirement Funds	320,075.00	33,924.59	.00	262,235.26	57,839.74	82
27.1113.2820.915.9915.00000.0000	Contribution to State and Local Retirement Funds	41,418.00	.00	.00	.00	41,418.00	0
27.1113.2830.915.0000.00000.0000	Employer Social Security	67,648.00	5,487.55	.00	42,807.86	24,840.14	63
27.1113.2830.915.9915.00000.0000	Employer Social Security	10,926.00	.00	.00	.00	10,926.00	0
27.1113.3190.915.0000.00000.0000	Other Prof & Technical Services	250.00	.00	.00	.00	250.00	0
27.1113.3210.915.0000.00000.0000	Regular Duty Travel	250.00	.00	.00	137.94	112.06	55
27.1113.3220.915.0000.00000.0000	Workshops and Conf Travel	6,500.00	.00	.00	6,105.42	394.58	94
27.1113.3450.915.0000.00000.0000	Software Lic/Agmts Serv	.00	.00	.00	.00	.00	+++
27.1113.3450.915.9745.00405.0000	Software Lic/Agmts Serv	1,602.00	.00	.00	.00	1,602.00	0
27.1113.3610.915.0000.00000.0000	Printing Serv	250.00	.00	.00	.00	250.00	0
27.1113.3710.915.0000.00000.0000	Tuition Services	4,200.00	.00	.00	4,140.00	60.00	99
27.1113.4140.915.0000.00000.0000	Software Maint Agmts Serv	2,500.00	.00	.00	.00	2,500.00	0
27.1113.5110.915.0000.00000.0000	Teaching/Testing Supplies	1,500.00	184.68	.00	1,007.18	492.82	67
27.1113.5210.915.0000.00000.0000	Textbook Supp	750.00	.00	.00	.00	750.00	0
27.1113.5990.915.9745.00405.0000	Misc. Supp & Matls	430.00	.00	.00	.00	430.00	0
27.1113.5990.915.9868.00000.0000	Misc. Supp & Matls	605.00	.00	.00	.00	605.00	0
27.1113.6420.915.0000.00000.0000	Capital-New Equip <\$5000	5,300.00	.00	2,240.00	3,021.23	38.77	99
27.1113.6420.915.9745.00405.0000	Capital-New Equip <\$5000	7,968.00	1,833.91	.00	1,833.91	6,134.09	23
27.1113.6460.915.0000.00000.0000	Capital-Repl Equip <\$5000	1,000.00	.00	.00	.00	1,000.00	0
27.1113.7910.915.0000.00000.0000	Misc Expenditures	500.00	.00	.00	396.51	103.49	79
Function 1113 - High School Totals		\$1,492,088.00	\$129,583.31	\$2,240.00	\$1,002,505.89	\$487,342.11	67 %

Function 1212 - Guidance Services

G/L Account Number	Account Description	Amended Budget	Current Month Actual	Encumbrances	Actual	Budget - Actual	% Used/Rec'd
27.1212.1220.915.0000.00000.0000	Counseling	146,234.00	11,833.34	.00	94,666.64	51,567.36	65
27.1212.2110.915.0000.00000.0000	Group Life	128.00	8.36	.00	66.88	61.12	52
27.1212.2120.915.0000.00000.0000	Group Disability	513.00	35.52	.00	271.92	241.08	53
27.1212.2130.915.0000.00000.0000	Group Health and Accident	26,403.00	1,929.28	.00	15,103.76	11,299.24	57
27.1212.2140.915.0000.00000.0000	Dental Health Care	2,074.00	127.78	.00	1,145.96	928.04	55
27.1212.2150.915.0000.00000.0000	Vision Care	638.00	34.76	.00	304.00	334.00	48
27.1212.2820.915.0000.00000.0000	Contribution to State and Local Retirement Funds	61,915.00	5,446.88	.00	42,829.66	19,085.34	69
27.1212.2830.915.0000.00000.0000	Employer Social Security	9,495.00	835.23	.00	6,917.51	2,577.49	73
27.1212.3220.915.0000.00000.0000	Workshops and Conf Travel	1,500.00	.00	.00	1,372.87	127.13	92
27.1212.6420.915.9868.00000.0000	Capital-New Equip <\$5000	1,200.00	.00	.00	1,398.80	(198.80)	117
27.1212.7410.915.0000.00000.0000	Dues and Fees	250.00	.00	.00	.00	250.00	0
Function 1212 - Guidance Services Totals		\$250,350.00	\$20,251.15	\$0.00	\$164,078.00	\$86,272.00	66 %
Function 1216 - Social Work Services							
27.1216.1440.915.0000.00000.0000	Social Work	28,568.00	2,666.66	.00	21,333.28	7,234.72	75
27.1216.2110.915.0000.00000.0000	Group Life	28.00	2.08	.00	16.64	11.36	59
27.1216.2120.915.0000.00000.0000	Group Disability	89.00	8.00	.00	58.00	31.00	65
27.1216.2130.915.0000.00000.0000	Group Health and Accident	3,528.00	.00	.00	1,654.32	1,873.68	47
27.1216.2140.915.0000.00000.0000	Dental Health Care	286.00	.00	.00	130.86	155.14	46
27.1216.2150.915.0000.00000.0000	Vision Care	73.00	.00	.00	35.16	37.84	48
27.1216.2820.915.0000.00000.0000	Contribution to State and Local Retirement Funds	12,717.00	1,206.64	.00	9,485.09	3,231.91	75
27.1216.2830.915.0000.00000.0000	Employer Social Security	2,234.00	203.99	.00	1,631.39	602.61	73
27.1216.3210.915.0000.00000.0000	Regular Duty Travel	250.00	.00	.00	.00	250.00	0
27.1216.3220.915.0000.00000.0000	Workshops and Conf Travel	250.00	.00	.00	70.00	180.00	28
Function 1216 - Social Work Services Totals		\$48,023.00	\$4,087.37	\$0.00	\$34,414.74	\$13,608.26	72 %
Function 1218 - Teacher Consultant							
27.1218.8220.915.0000.00000.0000	Pmt to Another Public School District for Serv	38,000.00	.00	.00	.00	38,000.00	0
Function 1218 - Teacher Consultant Totals		\$38,000.00	\$0.00	\$0.00	\$0.00	\$38,000.00	0 %
Function 1221 - Improvement of Instruction							
27.1221.3120.915.0000.00000.0000	Employee Training & Devel Serv	2,750.00	.00	.00	2,730.33	19.67	99
Function 1221 - Improvement of Instruction Totals		\$2,750.00	\$0.00	\$0.00	\$2,730.33	\$19.67	99 %
Function 1222 - Educational Media Services							
27.1222.1260.915.0000.00000.0000	Instructional Media	55,371.00	4,373.67	.00	34,989.32	20,381.68	63
27.1222.2110.915.0000.00000.0000	Group Life	59.00	4.18	.00	33.44	25.56	57
27.1222.2120.915.0000.00000.0000	Group Disability	156.00	13.12	.00	101.96	54.04	65
27.1222.2130.915.0000.00000.0000	Group Health and Accident	16,218.00	1,362.74	.00	10,617.76	5,600.24	65
27.1222.2140.915.0000.00000.0000	Dental Health Care	1,371.00	90.20	.00	808.84	562.16	59
27.1222.2150.915.0000.00000.0000	Vision Care	338.00	24.32	.00	212.68	125.32	63
27.1222.2820.915.0000.00000.0000	Contribution to State and Local Retirement Funds	23,347.00	2,013.20	.00	15,830.02	7,516.98	68
27.1222.2830.915.0000.00000.0000	Employer Social Security	4,330.00	279.93	.00	2,258.52	2,071.48	52
Function 1222 - Educational Media Services Totals		\$101,190.00	\$8,161.36	\$0.00	\$64,852.54	\$36,337.46	64 %
Function 1225 - Instructional Technology							
27.1225.3190.915.0000.00000.0000	Other Prof & Technical Services	500.00	.00	.00	.00	500.00	0
27.1225.3450.915.0000.00000.0000	Software Lic/Agmts Serv	18,000.00	.00	.00	12,920.00	5,080.00	72
27.1225.3490.915.0000.00000.0000	Other Communic Serv	63,350.00	5,805.54	.00	44,399.33	18,950.67	70
27.1225.4120.915.0000.00000.0000	Equip Repair Serv	500.00	.00	.00	.00	500.00	0
27.1225.4140.915.0000.00000.0000	Software Maint Agmts Serv	500.00	.00	.00	.00	500.00	0
Function 1225 - Instructional Technology Totals		\$82,850.00	\$5,805.54	\$0.00	\$57,319.33	\$25,530.67	69 %
Function 1226 - SupervisionDirection of Instr Staff							
27.1226.1170.915.0000.00000.0000	Program/Department Direction	121,325.00	10,482.25	.00	86,240.60	35,084.40	71
27.1226.1620.915.0000.00000.0000	Secretary-Clerical-Bookkeeper	91,000.00	7,972.94	.00	62,108.21	28,891.79	68
27.1226.2110.915.0000.00000.0000	Group Life	142.00	12.54	.00	96.14	45.86	68
27.1226.2120.915.0000.00000.0000	Group Disability	611.00	50.52	.00	387.40	223.60	63
27.1226.2130.915.0000.00000.0000	Group Health and Accident	22,184.00	1,578.76	.00	12,516.20	9,667.80	56

G/L Account Number	Account Description	Amended Budget	Current Month Actual	Encumbrances	Actual	Budget - Actual	% Used/Rec'd
27.1226.2140.915.0000.00000.0000	Dental Health Care	3,000.00	225.52	.00	1,891.26	1,108.74	63
27.1226.2150.915.0000.00000.0000	Vision Care	800.00	60.56	.00	495.44	304.56	62
27.1226.2820.915.0000.00000.0000	Contribution to State and Local Retirement Funds	74,907.00	8,494.92	.00	67,121.22	7,785.78	90
27.1226.2830.915.0000.00000.0000	Employer Social Security	13,046.00	1,344.73	.00	10,859.91	2,186.09	83
27.1226.3190.915.0000.00000.0000	Other Prof & Technical Services	2,250.00	.00	.00	2,223.25	26.75	99
27.1226.3210.915.0000.00000.0000	Regular Duty Travel	250.00	.00	.00	.00	250.00	0
27.1226.3220.915.0000.00000.0000	Workshops and Conf Travel	3,700.00	.00	.00	3,646.91	53.09	99
27.1226.3430.915.0000.00000.0000	Mail/Postage Serv	250.00	.00	.00	108.51	141.49	43
27.1226.3610.915.0000.00000.0000	Printing Serv	300.00	12.80	.00	94.82	205.18	32
27.1226.5910.915.0000.00000.0000	Office Supplies	8,000.00	1,679.92	.00	9,946.19	(1,946.19)	124
27.1226.5990.915.0000.00000.0000	Misc. Supp & Matls	1,000.00	.00	.00	914.62	85.38	91
27.1226.6420.915.0000.00000.0000	Capital-New Equip <\$5000	1,000.00	.00	.00	.00	1,000.00	0
27.1226.7410.915.0000.00000.0000	Dues and Fees	250.00	.00	.00	.00	250.00	0
Function 1226 - SupervisionDirection of Instr Staff Totals		\$344,015.00	\$31,915.46	\$0.00	\$258,650.68	\$85,364.32	75 %
Function 1249 - Other School Administration							
27.1249.5990.915.0000.00000.0000	Misc. Supp & Matls	5,500.00	.00	.00	318.60	5,181.40	6
Function 1249 - Other School Administration Totals		\$5,500.00	\$0.00	\$0.00	\$318.60	\$5,181.40	6 %
Function 1261 - Operating Buildings Services							
27.1261.1690.915.0000.00000.0000	Other Operation and Service	5,275.00	.00	.00	160.23	5,114.77	3
27.1261.2820.915.0000.00000.0000	Contribution to State and Local Retirement Funds	2,954.00	.00	.00	74.27	2,879.73	3
27.1261.2830.915.0000.00000.0000	Employer Social Security	475.00	.00	.00	12.25	462.75	3
27.1261.4110.915.0000.00000.0000	Building Repair Serv	.00	160.00	.00	160.00	(160.00)	+++
27.1261.4210.915.0000.00000.0000	Land/Building Rental Serv	35,000.00	.00	.00	31,600.00	3,400.00	90
Function 1261 - Operating Buildings Services Totals		\$43,704.00	\$160.00	\$0.00	\$32,006.75	\$11,697.25	73 %
Function 1271 - Pupil Transportation Services							
27.1271.3310.915.0000.00000.0000	Transportation Serv-Cont Carrier	2,500.00	.00	.00	.00	2,500.00	0
27.1271.3310.915.9861.00000.0000	Transportation Serv-Cont Carrier	.00	.00	.00	.00	.00	+++
27.1271.5990.915.9868.00000.0000	Misc. Supp & Matls	3,642.00	.00	.00	1,791.71	1,850.29	49
Function 1271 - Pupil Transportation Services Totals		\$6,142.00	\$0.00	\$0.00	\$1,791.71	\$4,350.29	29 %
Function 1283 - Staff/Personnel Services							
27.1283.3220.915.0000.00000.0000	Workshops and Conf Travel	1,550.00	.00	.00	1,517.91	32.09	98
27.1283.3220.915.9862.00000.0000	Workshops and Conf Travel	3,450.00	.00	.00	3,449.25	.75	100
27.1283.3510.915.9915.00000.0000	Advertisement Serv	15,000.00	.00	.00	.00	15,000.00	0
Function 1283 - Staff/Personnel Services Totals		\$20,000.00	\$0.00	\$0.00	\$4,967.16	\$15,032.84	25 %
Function 1284 - Non-Instr Technology Services							
27.1284.1590.915.0000.00000.0000	Other Technical	56,634.00	4,640.08	.00	37,120.64	19,513.36	66
27.1284.2110.915.0000.00000.0000	Group Life	59.00	4.18	.00	33.44	25.56	57
27.1284.2120.915.0000.00000.0000	Group Disability	168.00	13.92	.00	108.36	59.64	65
27.1284.2130.915.0000.00000.0000	Group Health and Accident	6,807.00	567.82	.00	4,424.12	2,382.88	65
27.1284.2140.915.0000.00000.0000	Dental Health Care	512.00	37.58	.00	337.00	175.00	66
27.1284.2150.915.0000.00000.0000	Vision Care	150.00	10.44	.00	91.32	58.68	61
27.1284.2820.915.0000.00000.0000	Contribution to State and Local Retirement Funds	24,821.00	2,135.84	.00	16,794.40	8,026.60	68
27.1284.2830.915.0000.00000.0000	Employer Social Security	4,429.00	344.31	.00	2,749.80	1,679.20	62
27.1284.3450.915.0000.00000.0000	Software Lic/Agmts Serv	250.00	.00	.00	189.98	60.02	76
Function 1284 - Non-Instr Technology Services Totals		\$93,830.00	\$7,754.17	\$0.00	\$61,849.06	\$31,980.94	66 %
Function 1296 - Other Student/School Activity Ex							
27.1296.7920.915.9892.00000.0000	Other Student/School Activity Expenditures	.00	.00	.00	.00	.00	+++
Function 1296 - Other Student/School Activity Ex Totals		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++
Function 1411 - Pmts to Other Mich Publ Schools							
27.1411.8220.915.0000.00000.0000	Pmt to Another Public School District for Serv	.00	.00	.00	.00	.00	+++
27.1411.8510.915.0000.00000.0000	Sub-Grantee / Flow through Disbursements	250,868.00	.00	.00	73,333.34	177,534.66	29
Function 1411 - Pmts to Other Mich Publ Schools Totals		\$250,868.00	\$0.00	\$0.00	\$73,333.34	\$177,534.66	29 %

G/L Account Number	Account Description	Amended Budget	Current Month Actual	Encumbrances	Actual	Budget - Actual	% Used/Rec'd
Function 1511 - Debt Service - Long Term Only - Principal							
27.1511.7190.915.0000.00000.0000	Other LT Debt Principal	.00	15,750.00	.00	96,370.00	(96,370.00)	+++
Function 1511 - Debt Service - Long Term Only - Principal Totals		\$0.00	\$15,750.00	\$0.00	\$96,370.00	(\$96,370.00)	+++
Function 1599 - Miscellaneous Other Financing So							
27.1599.7190.915.0000.00000.0000	Other LT Debt Principal	180,000.00	.00	.00	.00	180,000.00	0
Function 1599 - Miscellaneous Other Financing So Totals		\$180,000.00	\$0.00	\$0.00	\$0.00	\$180,000.00	0 %
Function 1611 - Fund Modif to General Ed Fund							
27.1611.9990.915.0000.00000.0000	Indirect Cost Recovery	7,977.00	.00	.00	.00	7,977.00	0
27.1611.9990.915.9915.00000.0000	Indirect Cost Recovery	4,838.00	.00	.00	.00	4,838.00	0
Function 1611 - Fund Modif to General Ed Fund Totals		\$12,815.00	\$0.00	\$0.00	\$0.00	\$12,815.00	0 %
Function 1622 - Fund Modif to Special Ed Fund							
27.1622.9990.915.0000.00000.0000	Indirect Cost Recovery	45,270.00	.00	.00	.00	45,270.00	0
Function 1622 - Fund Modif to Special Ed Fund Totals		\$45,270.00	\$0.00	\$0.00	\$0.00	\$45,270.00	0 %
Function 1647 - Fund Mod to WEOC							
27.1647.8110.915.0000.00000.0000	Fund Modifications	40,000.00	.00	.00	.00	40,000.00	0
Function 1647 - Fund Mod to WEOC Totals		\$40,000.00	\$0.00	\$0.00	\$0.00	\$40,000.00	0 %
Account Type Expense Totals		\$3,057,395.00	\$223,468.36	\$2,240.00	\$1,855,188.13	\$1,199,966.87	61 %
Program 915 - WAVE Program Totals		(\$401,590.00)	\$8,849.58	(\$2,240.00)	(\$90,300.12)	(\$309,049.88)	6 %

G/L Account Number	Account Description	Amended Budget	Current Month Actual	Encumbrances	Actual	Budget - Actual	% Used/Rec'd
Program 917 - Washtenaw County Tech Consortium							
Account Type Revenue							
Function 0000 - Revenue							
27.0518.0000.917.0000.00000.0000	Compensation Rec'd in Pmt of Srvc Provided to Other Public School	18,031.00	.00	.00	18,589.00	(558.00)	103
27.0518.0000.917.0000.81010.0000	Compensation Rec'd in Pmt of Srvc Provided to Other Public School	292,808.00	.00	.00	292,808.00	.00	100
27.0518.0000.917.0000.81020.0000	Compensation Rec'd in Pmt of Srvc Provided to Other Public School	73,093.00	.00	.00	73,093.00	.00	100
27.0518.0000.917.0000.81040.0000	Compensation Rec'd in Pmt of Srvc Provided to Other Public School	44,991.00	.00	.00	44,991.00	.00	100
27.0518.0000.917.0000.81050.0000	Compensation Rec'd in Pmt of Srvc Provided to Other Public School	65,983.00	.00	.00	65,983.00	.00	100
27.0518.0000.917.0000.81070.0000	Compensation Rec'd in Pmt of Srvc Provided to Other Public School	70,167.00	.00	.00	70,167.00	.00	100
27.0518.0000.917.0000.81080.0000	Compensation Rec'd in Pmt of Srvc Provided to Other Public School	15,352.00	.00	.00	15,352.00	.00	100
27.0518.0000.917.0000.81100.0000	Compensation Rec'd in Pmt of Srvc Provided to Other Public School	37,297.00	.00	.00	37,297.00	.00	100
27.0518.0000.917.0000.81120.0000	Compensation Rec'd in Pmt of Srvc Provided to Other Public School	94,639.00	.00	.00	94,639.00	.00	100
27.0518.0000.917.0000.81140.0000	Compensation Rec'd in Pmt of Srvc Provided to Other Public School	13,045.00	.00	.00	13,045.00	.00	100
Function 0000 - Revenue Totals		\$725,406.00	\$0.00	\$0.00	\$725,964.00	(\$558.00)	100 %
Account Type Revenue Totals		\$725,406.00	\$0.00	\$0.00	\$725,964.00	(\$558.00)	100 %
Account Type Expense							
Function 1284 - Non-Instr Technology Services							
27.1284.1510.917.0000.00000.0000	Information Management	234,059.00	7,404.26	.00	36,947.31	197,111.69	16
27.1284.1760.917.0000.00000.0000	Termination Pay (Severance)	.00	.00	.00	47.25	(47.25)	+++
27.1284.1790.917.0000.00000.0000	Other Special Payments	234.00	.00	.00	233.70	.30	100
27.1284.2110.917.0000.00000.0000	Group Life	1,469.00	22.30	.00	116.66	1,352.34	8
27.1284.2120.917.0000.00000.0000	Group Disability	724.00	20.02	.00	104.15	619.85	14
27.1284.2130.917.0000.00000.0000	Group Health and Accident	23,381.00	794.92	.00	1,641.34	21,739.66	7
27.1284.2140.917.0000.00000.0000	Dental Health Care	2,659.00	114.00	.00	633.18	2,025.82	24
27.1284.2150.917.0000.00000.0000	Vision Care	707.00	30.60	.00	166.45	540.55	24
27.1284.2820.917.0000.00000.0000	Contribution to State and Local Retirement Funds	109,325.00	3,203.72	.00	16,361.75	92,963.25	15
27.1284.2830.917.0000.00000.0000	Employer Social Security	18,261.00	562.53	.00	2,856.65	15,404.35	16
27.1284.2920.917.0000.00000.0000	Cash in Lieu of Benefits	1,250.00	106.52	.00	852.16	397.84	68
27.1284.4190.917.0000.00000.0000	Other Repair & Maint Serv	240,000.00	54,549.39	77,731.18	139,858.56	22,410.26	91
Function 1284 - Non-Instr Technology Services Totals		\$632,069.00	\$66,808.26	\$77,731.18	\$199,819.16	\$354,518.66	44 %
Account Type Expense Totals		\$632,069.00	\$66,808.26	\$77,731.18	\$199,819.16	\$354,518.66	44 %
Program 917 - Washtenaw County Tech Consortium Totals		\$93,337.00	(\$66,808.26)	(\$77,731.18)	\$526,144.84	(\$355,076.66)	56 %

G/L Account Number	Account Description	Amended Budget	Current Month Actual	Encumbrances	Actual	Budget - Actual	% Used/Rec'd
Program 918 - New World Software							
Account Type Revenue							
Function 0000 - Revenue							
27.0519.0000.918.0000.00000.0000	Other Distributions Received from Other Public Schools	34,430.00	.00	.00	.00	34,430.00	0
27.0519.0000.918.0000.81010.0000	Other Distributions Received from Other Public Schools	102,570.00	.00	.00	.00	102,570.00	0
27.0519.0000.918.0000.81020.0000	Other Distributions Received from Other Public Schools	21,214.00	.00	.00	.00	21,214.00	0
27.0519.0000.918.0000.81040.0000	Other Distributions Received from Other Public Schools	13,643.00	.00	.00	.00	13,643.00	0
27.0519.0000.918.0000.81050.0000	Other Distributions Received from Other Public Schools	20,113.00	.00	.00	.00	20,113.00	0
27.0519.0000.918.0000.81070.0000	Other Distributions Received from Other Public Schools	21,098.00	.00	.00	.00	21,098.00	0
27.0519.0000.918.0000.81080.0000	Other Distributions Received from Other Public Schools	4,841.00	.00	.00	.00	4,841.00	0
27.0519.0000.918.0000.81100.0000	Other Distributions Received from Other Public Schools	11,911.00	.00	.00	.00	11,911.00	0
27.0519.0000.918.0000.81120.0000	Other Distributions Received from Other Public Schools	29,452.00	.00	.00	.00	29,452.00	0
27.0519.0000.918.0000.81140.0000	Other Distributions Received from Other Public Schools	4,066.00	.00	.00	.00	4,066.00	0
27.0519.0000.918.0000.81903.0000	Other Distributions Received from Other Public Schools	5,116.00	.00	.00	.00	5,116.00	0
Function 0000 - Revenue Totals		\$268,454.00	\$0.00	\$0.00	\$0.00	\$268,454.00	0 %
Account Type Revenue Totals		\$268,454.00	\$0.00	\$0.00	\$0.00	\$268,454.00	0 %
Account Type Expense							
Function 1284 - Non-Instr Technology Services							
27.1284.3190.918.0000.00000.0000	Other Prof & Technical Services	2,500.00	.00	.00	.00	2,500.00	0
27.1284.4140.918.0000.00000.0000	Software Maint Agmts Serv	265,954.00	.00	.00	173,930.46	92,023.54	65
Function 1284 - Non-Instr Technology Services Totals		\$268,454.00	\$0.00	\$0.00	\$173,930.46	\$94,523.54	65 %
Function 1411 - Pmts to Other Mich Publ Schools							
27.1411.8220.918.0000.00000.0000	Pmt to Another Public School District for Serv	.00	.00	.00	.00	.00	+++
Function 1411 - Pmts to Other Mich Publ Schools Totals		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++
Function 1611 - Fund Modif to General Ed Fund							
27.1611.8110.918.0000.00000.0000	Fund Modifications	30,474.00	.00	.00	.00	30,474.00	0
Function 1611 - Fund Modif to General Ed Fund Totals		\$30,474.00	\$0.00	\$0.00	\$0.00	\$30,474.00	0 %
Account Type Expense Totals		\$298,928.00	\$0.00	\$0.00	\$173,930.46	\$124,997.54	58 %
Program 918 - New World Software Totals		(\$30,474.00)	\$0.00	\$0.00	(\$173,930.46)	\$143,456.46	-58 %

G/L Account Number	Account Description	Amended Budget	Current Month Actual	Encumbrances	Actual	Budget - Actual	% Used/Rec'd
Program 919 - Medicaid Programs							
Account Type Revenue							
Function 0000 - Revenue							
27.0151.0000.919.0000.00000.0000	Earnings on Investments and Deposits	1,000.00	522.99	.00	1,724.00	(724.00)	172
27.0181.0000.919.0000.00000.0000	Revenue from Community Service Activities	5,270,065.00	465,300.00	.00	3,722,323.00	1,547,742.00	71
27.0312.0000.919.2083.00000.0000	Restricted State Revenues Received as Grants	22,079.00	2,739.48	.00	11,647.45	10,431.55	53
27.0412.0000.919.0000.00000.0000	Unrestricted Received from Federal Government Through State	.00	.00	.00	48,313.17	(48,313.17)	+++
27.0412.0000.919.0000.10919.0000	Unrestricted Received from Federal Government Through State	246,668.00	.00	.00	166,553.34	80,114.66	68
Function 0000 - Revenue Totals		\$5,539,812.00	\$468,562.47	\$0.00	\$3,950,560.96	\$1,589,251.04	71 %
Account Type Revenue Totals		\$5,539,812.00	\$468,562.47	\$0.00	\$3,950,560.96	\$1,589,251.04	71 %
Account Type Expense							
Function 1213 - Health Services							
27.1213.3130.919.0000.00000.0000	Pupil Services	19,590.00	1,720.00	6,395.00	10,105.00	3,090.00	84
Function 1213 - Health Services Totals		\$19,590.00	\$1,720.00	\$6,395.00	\$10,105.00	\$3,090.00	84 %
Function 1226 - SupervisionDirection of Instr Staff							
27.1226.1620.919.0000.00000.0000	Secretary-Clerical-Bookkeeper	100,041.00	7,726.41	.00	60,277.18	39,763.82	60
27.1226.1620.919.0000.10919.0000	Secretary-Clerical-Bookkeeper	5,563.00	333.71	.00	2,158.37	3,404.63	39
27.1226.1790.919.0000.00000.0000	Other Special Payments	100.00	.00	.00	93.48	6.52	93
27.1226.1790.919.0000.10919.0000	Other Special Payments	20.00	.00	.00	16.54	3.46	83
27.1226.2110.919.0000.00000.0000	Group Life	87.00	6.96	.00	55.68	31.32	64
27.1226.2110.919.0000.10919.0000	Group Life	.00	.00	.00	.00	.00	+++
27.1226.2120.919.0000.00000.0000	Group Disability	335.00	20.18	.00	159.64	175.36	48
27.1226.2120.919.0000.10919.0000	Group Disability	.00	.00	.00	.00	.00	+++
27.1226.2130.919.0000.00000.0000	Group Health and Accident	10,000.00	571.32	.00	4,451.40	5,548.60	45
27.1226.2130.919.0000.10919.0000	Group Health and Accident	.00	.00	.00	.00	.00	+++
27.1226.2140.919.0000.00000.0000	Dental Health Care	1,000.00	37.58	.00	337.00	663.00	34
27.1226.2140.919.0000.10919.0000	Dental Health Care	.00	.00	.00	.00	.00	+++
27.1226.2150.919.0000.00000.0000	Vision Care	200.00	10.44	.00	91.32	108.68	46
27.1226.2150.919.0000.10919.0000	Vision Care	.00	.00	.00	.00	.00	+++
27.1226.2820.919.0000.00000.0000	Contribution to State and Local Retirement Funds	44,000.00	3,573.79	.00	27,411.26	16,588.74	62
27.1226.2820.919.0000.10919.0000	Contribution to State and Local Retirement Funds	2,438.00	159.38	.00	1,025.77	1,412.23	42
27.1226.2830.919.0000.00000.0000	Employer Social Security	7,655.00	575.62	.00	4,488.79	3,166.21	59
27.1226.2830.919.0000.10919.0000	Employer Social Security	400.00	25.53	.00	166.39	233.61	42
27.1226.2990.919.0000.00000.0000	Other Benefits	.00	.00	.00	.00	.00	+++
27.1226.3190.919.0000.00000.0000	Other Prof & Technical Services	.00	.00	.00	.00	.00	+++
27.1226.3210.919.0000.00000.0000	Regular Duty Travel	100.00	.00	.00	47.26	52.74	47
27.1226.3430.919.0000.00000.0000	Mail/Postage Serv	100.00	.00	.00	54.78	45.22	55
27.1226.4140.919.0000.00000.0000	Software Maint Agmts Serv	55,272.00	.00	.00	55,272.00	.00	100
27.1226.5990.919.0000.00000.0000	Misc. Supp & Mats	145.00	.00	.00	57.55	87.45	40
27.1226.6420.919.0000.00000.0000	Capital-New Equip <\$5000	733.00	.00	.00	.00	733.00	0
27.1226.6460.919.0000.00000.0000	Capital-Repl Equip <\$5000	610.00	.00	.00	.00	610.00	0
Function 1226 - SupervisionDirection of Instr Staff Totals		\$228,799.00	\$13,040.92	\$0.00	\$156,164.41	\$72,634.59	68 %
Function 1231 - Board of Education							
27.1231.3180.919.0000.00000.0000	Audit Services	4,000.00	.00	.00	4,000.00	.00	100
Function 1231 - Board of Education Totals		\$4,000.00	\$0.00	\$0.00	\$4,000.00	\$0.00	100 %
Function 1283 - Staff/Personnel Services							
27.1283.3220.919.0000.00000.0000	Workshops and Conf Travel	295.00	.00	.00	.00	295.00	0
27.1283.3220.919.0000.10919.0000	Workshops and Conf Travel	1,000.00	.00	.00	875.61	124.39	88
Function 1283 - Staff/Personnel Services Totals		\$1,295.00	\$0.00	\$0.00	\$875.61	\$419.39	68 %
Function 1284 - Non-Instr Technology Services							
27.1284.3160.919.0000.10919.0000	Management Info Services	20,500.00	5,162.55	.00	10,308.05	10,191.95	50
Function 1284 - Non-Instr Technology Services Totals		\$20,500.00	\$5,162.55	\$0.00	\$10,308.05	\$10,191.95	50 %
Function 1411 - Pmts to Other Mich Publ Schools							

G/L Account Number	Account Description	Amended Budget	Current Month Actual	Encumbrances	Actual	Budget - Actual	% Used/Rec'd
27.1411.8510.919.0000.00000.0000	Sub-Grantee / Flow through Disbursements	5,028,361.00	3,000,000.00	.00	4,638,937.00	389,424.00	92
27.1411.8510.919.0000.10919.0000	Sub-Grantee / Flow through Disbursements	302,092.00	.00	.00	.00	302,092.00	0
Function 1411 - Pmts to Other Mich Publ Schools Totals		\$5,330,453.00	\$3,000,000.00	\$0.00	\$4,638,937.00	\$691,516.00	87 %
Account Type Expense Totals		\$5,604,637.00	\$3,019,923.47	\$6,395.00	\$4,820,390.07	\$777,851.93	86 %
Program 919 - Medicaid Programs Totals		(\$64,825.00)	(\$2,551,361.00)	(\$6,395.00)	(\$869,829.11)	\$811,399.11	-15 %
Grand Totals		\$84,136.00	(\$2,064,823.34)	(\$215,449.57)	\$549,660.92	(\$250,075.35)	1 %

Washtenaw Intermediate School District
Investments
Feb-23

General Education

Investment	Settlement Date	Maturity Date	Principal	Int. Rate
MILAF Investment				

Cash Movement	Beginning Balance	in/(out)	Ending Balance
MILAF GE Investment Max	2,995,870.04	10,723.76	3,006,593.80
MILAF GE Investment Term	-	-	-

Special Education

Investment	Settlement Date	Maturity Date	Principal	Int. Rate
5/3 Bank cert of dep	6/8/2022	12/8/2022	\$ -	0.05%
Old National Bank	10/26/2022	7/26/2023	\$ 265,644.55	0.10%
			\$ 265,644.55	

Cash Movement	Beginning Balance	in/(out)	Ending Balance
Investments	\$ 265,644.55	\$ -	\$ 265,644.55
Comerica	\$ 2,720.61	\$ 9.08	\$ 2,729.69
MBIA	\$ 2,254.33	\$ 8.16	\$ 2,262.49
MILAF SE Investment Max	36,524,352.26	(19,874,380.26)	16,649,972.00
MILAF SE Investment Term	-	-	-
MILAF SUB Investment Max	1,905,955.60	6,808.92	1,912,764.52
MILAF Lunch Investment Max	70,510.14	(39,885.85)	30,624.29
MILAF COOP Investment Max	15,120,959.07	54,125.71	15,175,084.78
MILAF COOP Investment Term	-	-	-
MILAF 2019 School Bond Debt Retirement Investment Max	6,596,552.88	23,612.47	6,620,165.35
MILAF Capital Projects Investment Max	3,862,204.68	13,824.82	3,876,029.50
MILAF 2019 Bond Capital Projects Fund	1,245,404.53	4,457.95	1,249,862.48
MILAF Agency Investment	131,010.08	468.95	131,479.03
MILAF AP Investment Max	1,110,615.57	3,975.47	1,114,591.04

Payment Register

From Payment Date: 2/1/2023 - To Payment Date: 2/28/2023

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
AP - Accounts Payable MILAF									
<u>Check</u>									
210092	02/10/2023	Reconciled		02/28/2023	Accounts Payable	ABSOPURE WATER COMPANY, LLC	\$109.00	\$109.00	\$0.00
210093	02/10/2023	Reconciled		02/28/2023	Accounts Payable	ADVANCE PRINT & GRAPHICS	\$168.44	\$168.44	\$0.00
210094	02/10/2023	Reconciled		02/28/2023	Accounts Payable	ADVANTAGE EDUCATIONAL CONSULTING, LLC	\$1,250.00	\$1,250.00	\$0.00
210095	02/10/2023	Reconciled		02/28/2023	Accounts Payable	AESCHLIMAN, TREVOR JAMES	\$75.00	\$75.00	\$0.00
210096	02/10/2023	Reconciled		02/28/2023	Accounts Payable	ANN ARBOR PUBLIC SCHOOLS FOOD	\$700.00	\$700.00	\$0.00
210097	02/10/2023	Reconciled		02/28/2023	Accounts Payable	ARBOR PREPARATORY HIGH SCHOOL	\$19,427.00	\$19,427.00	\$0.00
210098	02/10/2023	Reconciled		02/28/2023	Accounts Payable	AT&T	\$1,402.06	\$1,402.06	\$0.00
210099	02/10/2023	Reconciled		02/28/2023	Accounts Payable	AT&T MOBILITY	\$5,540.36	\$5,540.36	\$0.00
210100	02/10/2023	Reconciled		02/28/2023	Accounts Payable	BAIRD, LAUREN ANNE	\$225.00	\$225.00	\$0.00
210101	02/10/2023	Reconciled		02/28/2023	Accounts Payable	BAXTER, AMY	\$400.00	\$400.00	\$0.00
210102	02/10/2023	Reconciled		02/28/2023	Accounts Payable	BOONE & DARR, INC	\$6,790.46	\$6,790.46	\$0.00
210103	02/10/2023	Reconciled		02/28/2023	Accounts Payable	BRADLEY, BRIANA	\$150.00	\$150.00	\$0.00
210104	02/10/2023	Reconciled		02/28/2023	Accounts Payable	BROOKENS, BARBARA	\$525.00	\$525.00	\$0.00
210105	02/10/2023	Reconciled		02/28/2023	Accounts Payable	BROWNLEE, SENTRA	\$324.00	\$324.00	\$0.00
210106	02/10/2023	Reconciled		02/28/2023	Accounts Payable	CANON FINANCIAL SERVICES INC	\$2,395.28	\$2,395.28	\$0.00
210107	02/10/2023	Reconciled		02/28/2023	Accounts Payable	CARELINC MEDICAL EQUIP & SUPPLIES CO LLC	\$205.14	\$205.14	\$0.00
210108	02/10/2023	Open			Accounts Payable	COMPUTECH SERVICES INC	\$3,824.00		
210109	02/10/2023	Reconciled		02/28/2023	Accounts Payable	CONSTANT CONTACT INC	\$288.00	\$288.00	\$0.00
210110	02/10/2023	Reconciled		02/28/2023	Accounts Payable	CORREA, ALEXIS	\$1,250.00	\$1,250.00	\$0.00
210111	02/10/2023	Reconciled		02/28/2023	Accounts Payable	DIXON, KRISTA ANNE, ANNE	\$2,841.89	\$2,841.89	\$0.00
210112	02/10/2023	Reconciled		02/28/2023	Accounts Payable	DOLLAR BILL PRINTING	\$3,916.98	\$3,916.98	\$0.00
210113	02/10/2023	Reconciled		02/28/2023	Accounts Payable	DTE ENERGY	\$1,561.13	\$1,561.13	\$0.00
210114	02/10/2023	Open			Accounts Payable	FARHA, NIVEAN	\$693.00		
210115	02/10/2023	Reconciled		02/28/2023	Accounts Payable	FERGUSON ENTERPRISES, LLC	\$131.89	\$131.89	\$0.00
210116	02/10/2023	Reconciled		02/28/2023	Accounts Payable	FORTIS ACADEMY	\$94,734.00	\$94,734.00	\$0.00
210117	02/10/2023	Reconciled		02/28/2023	Accounts Payable	FOSTER, TERA JEAN	\$1,250.00	\$1,250.00	\$0.00
210118	02/10/2023	Reconciled		02/28/2023	Accounts Payable	GIFTED NURSES, LLC	\$71,991.02	\$71,991.02	\$0.00
210119	02/10/2023	Reconciled		02/28/2023	Accounts Payable	GREAT AMERICA FINANCIAL SERVICES COPR	\$104.61	\$104.61	\$0.00
210120	02/10/2023	Reconciled		02/28/2023	Accounts Payable	HANCOCK, DYLAN JAKOB	\$300.00	\$300.00	\$0.00
210121	02/10/2023	Reconciled		02/28/2023	Accounts Payable	HIGGINS, KELLY	\$86.19	\$86.19	\$0.00
210122	02/10/2023	Reconciled		02/28/2023	Accounts Payable	HULINGS AND ASSOCIATES LLC	\$1,225.00	\$1,225.00	\$0.00
210123	02/10/2023	Reconciled		02/28/2023	Accounts Payable	HUSSEIN, RAIYA	\$450.00	\$450.00	\$0.00
210124	02/10/2023	Reconciled		02/28/2023	Accounts Payable	INSECTECH INC	\$291.00	\$291.00	\$0.00
210125	02/10/2023	Reconciled		02/28/2023	Accounts Payable	JOSTENS	\$1,530.60	\$1,530.60	\$0.00
210126	02/10/2023	Reconciled		02/28/2023	Accounts Payable	KEEFER, GEORGIA ANN	\$1,125.00	\$1,125.00	\$0.00
210127	02/10/2023	Reconciled		02/28/2023	Accounts Payable	KEHOE, BARBARA	\$93.80	\$93.80	\$0.00
210128	02/10/2023	Reconciled		02/28/2023	Accounts Payable	KING, JASEN	\$148.00	\$148.00	\$0.00
210129	02/10/2023	Reconciled		02/28/2023	Accounts Payable	KONICA MINOLTA PREMIER FINANCE	\$861.73	\$861.73	\$0.00
210130	02/10/2023	Reconciled		02/28/2023	Accounts Payable	LAKESHORE LEARNING MATERIALS	\$137.98	\$137.98	\$0.00
210131	02/10/2023	Open			Accounts Payable	LAWSON, PATRICIA	\$177.08		
210132	02/10/2023	Reconciled		02/28/2023	Accounts Payable	LAZ PARKING MIDWEST LLC	\$225.00	\$225.00	\$0.00

Payment Register

From Payment Date: 2/1/2023 - To Payment Date: 2/28/2023

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
210133	02/10/2023	Reconciled		02/28/2023	Accounts Payable	LCK COACHING AND CONSULTING, LLC	\$3,858.33	\$3,858.33	\$0.00
210134	02/10/2023	Open			Accounts Payable	LEATHERWOOD, ICSHAI RENEE	\$468.00		
210135	02/10/2023	Reconciled		02/28/2023	Accounts Payable	LEONARD'S SYRUPS	\$176.40	\$176.40	\$0.00
210136	02/10/2023	Reconciled		02/28/2023	Accounts Payable	LINDSEY, LLC, JULIA B.	\$200.00	\$200.00	\$0.00
210137	02/10/2023	Reconciled		02/28/2023	Accounts Payable	LIVINGSTON COUNTY	\$172.04	\$172.04	\$0.00
210138	02/10/2023	Reconciled		02/28/2023	Accounts Payable	LOVETT, JILLIAN	\$300.00	\$300.00	\$0.00
210139	02/10/2023	Reconciled		02/28/2023	Accounts Payable	MARSHALL MUSIC CO.	\$26.79	\$26.79	\$0.00
210140	02/10/2023	Reconciled		02/28/2023	Accounts Payable	MASSEY, WILLIAM	\$171.64	\$171.64	\$0.00
210141	02/10/2023	Reconciled		02/28/2023	Accounts Payable	MAXIM HEALTHCARE STAFFING SRVC, INC	\$8,965.00	\$8,965.00	\$0.00
210142	02/10/2023	Reconciled		02/28/2023	Accounts Payable	MICHIGAN SCHOOLS ENERGY COOPERTA	\$17,834.82	\$17,834.82	\$0.00
210143	02/10/2023	Open			Accounts Payable	MILLER, JENNIFER KAYE	\$400.00		
210144	02/10/2023	Reconciled		02/28/2023	Accounts Payable	OFFICE DEPOT INC	\$803.86	\$803.86	\$0.00
210145	02/10/2023	Reconciled		02/28/2023	Accounts Payable	OSWELL, JENNIFER	\$300.00	\$300.00	\$0.00
210146	02/10/2023	Reconciled		02/28/2023	Accounts Payable	PAJAMA PROGRAM, INC	\$27,978.00	\$27,978.00	\$0.00
210147	02/10/2023	Reconciled		02/28/2023	Accounts Payable	PALMER, TASHA RACHELLE	\$409.50	\$409.50	\$0.00
210148	02/10/2023	Reconciled		02/28/2023	Accounts Payable	PEARSON ASSESSMENTS	\$368.35	\$368.35	\$0.00
210149	02/10/2023	Reconciled		02/28/2023	Accounts Payable	PENA, DEANNA	\$108.09	\$108.09	\$0.00
210150	02/10/2023	Reconciled		02/28/2023	Accounts Payable	POWERS, ISABELLA	\$150.00	\$150.00	\$0.00
210151	02/10/2023	Reconciled		02/28/2023	Accounts Payable	PRECISION DATA PRODUCTS	\$654.54	\$654.54	\$0.00
210152	02/10/2023	Reconciled		02/28/2023	Accounts Payable	PRESTON, NATHNIEL DEAN	\$300.00	\$300.00	\$0.00
210153	02/10/2023	Reconciled		02/28/2023	Accounts Payable	PROCARE THERAPY	\$20,273.17	\$20,273.17	\$0.00
210154	02/10/2023	Reconciled		02/28/2023	Accounts Payable	PSAT	\$696.60	\$696.60	\$0.00
210155	02/10/2023	Open			Accounts Payable	RAHMBERG, STOVER & ASSOCIATES, LLC	\$4,000.00		
210156	02/10/2023	Reconciled		02/28/2023	Accounts Payable	RICE, DANIELLE	\$125.00	\$125.00	\$0.00
210157	02/10/2023	Reconciled		02/28/2023	Accounts Payable	RNA FACILITIES MANAGEMENT	\$9,700.97	\$9,700.97	\$0.00
210158	02/10/2023	Open			Accounts Payable	SHOOTING STAR FEEDING AND SWALLOWING THERAPY	\$800.00		
210159	02/10/2023	Reconciled		02/28/2023	Accounts Payable	SIGN-ON CONNEC., PRACTICE. RETAIN. LLC	\$100.00	\$100.00	\$0.00
210160	02/10/2023	Reconciled		02/28/2023	Accounts Payable	SIGNS IN ONE DAY	\$159.00	\$159.00	\$0.00
210161	02/10/2023	Reconciled		02/28/2023	Accounts Payable	SOUTH ARBOR CHARTER ACADEMY	\$78,964.00	\$78,964.00	\$0.00
210162	02/10/2023	Reconciled		02/28/2023	Accounts Payable	SPAULDING, JAMIE	\$68.71	\$68.71	\$0.00
210163	02/10/2023	Reconciled		02/28/2023	Accounts Payable	SPENCER, ALISHA	\$792.00	\$792.00	\$0.00
210164	02/10/2023	Reconciled		02/28/2023	Accounts Payable	STADIUM HARDWARE	\$496.81	\$496.81	\$0.00
210165	02/10/2023	Reconciled		02/28/2023	Accounts Payable	STANCZAK, DEBORA-GRACE	\$3,363.42	\$3,363.42	\$0.00
210166	02/10/2023	Reconciled		02/28/2023	Accounts Payable	STARR COMMONWEALTH	\$9,659.35	\$9,659.35	\$0.00
210167	02/10/2023	Reconciled		02/28/2023	Accounts Payable	STATE OF MICHIGAN - POLICE	\$5,838.75	\$5,838.75	\$0.00
210168	02/10/2023	Reconciled		02/28/2023	Accounts Payable	SUMMIT PROFESSIONAL EDUCATION LLC	\$199.99	\$199.99	\$0.00
210169	02/10/2023	Reconciled		02/28/2023	Accounts Payable	TEACH TOWN	\$1,019.00	\$1,019.00	\$0.00
210170	02/10/2023	Reconciled		02/28/2023	Accounts Payable	THE D.M. BURR GROUP	\$19,520.08	\$19,520.08	\$0.00
210171	02/10/2023	Reconciled		02/28/2023	Accounts Payable	THE WAVE	\$500.00	\$500.00	\$0.00
210172	02/10/2023	Reconciled		02/28/2023	Accounts Payable	THEISE, HARRIET	\$150.00	\$150.00	\$0.00
210173	02/10/2023	Reconciled		02/28/2023	Accounts Payable	THERE AND BACK TRANSPORTATION	\$75.00	\$75.00	\$0.00
210174	02/10/2023	Open			Accounts Payable	TODD, FELICIA	\$1,250.00		

Payment Register

From Payment Date: 2/1/2023 - To Payment Date: 2/28/2023

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
210175	02/10/2023	Reconciled		02/28/2023	Accounts Payable	TOTAL ENERGY SYSTEMS, LLC	\$200.00	\$200.00	\$0.00
210176	02/10/2023	Open			Accounts Payable	TRAMONTIN, MARY JANE	\$4.36		
210177	02/10/2023	Reconciled		02/28/2023	Accounts Payable	TREADWELL, NAJMA	\$729.00	\$729.00	\$0.00
210178	02/10/2023	Reconciled		02/28/2023	Accounts Payable	TRINITY TRANSPORTATION INC	\$867.00	\$867.00	\$0.00
210179	02/10/2023	Reconciled		02/28/2023	Accounts Payable	VANCE, LEAH	\$45.55	\$45.55	\$0.00
210180	02/10/2023	Reconciled		02/28/2023	Accounts Payable	VERIZON WIRELESS	\$4,397.93	\$4,397.93	\$0.00
210181	02/10/2023	Reconciled		02/28/2023	Accounts Payable	WASTE MANAGEMENT OF MICHIGAN	\$3,032.29	\$3,032.29	\$0.00
210182	02/10/2023	Open			Accounts Payable	WEBSTER, FREDERICK	\$139.00		
210183	02/10/2023	Reconciled		02/28/2023	Accounts Payable	WISER, KELSEY	\$150.00	\$150.00	\$0.00
210184	02/10/2023	Reconciled		02/28/2023	Accounts Payable	ZINGERMAN'S TRAINING, INC.	\$11,500.00	\$11,500.00	\$0.00
210185	02/10/2023	Reconciled		02/28/2023	Accounts Payable	EAST ARBOR CHARTER ACADEMY	\$65,942.00	\$65,942.00	\$0.00
210186	02/15/2023	Reconciled		02/28/2023	Accounts Payable	CHAPTER 13 TRUSTEE	\$562.00	\$562.00	\$0.00
210187	02/15/2023	Open			Accounts Payable	NEXT LOAN	\$121.45		
210188	02/15/2023	Reconciled		02/28/2023	Accounts Payable	WASHTENAW UNITED WAY	\$609.20	\$609.20	\$0.00
210189	02/27/2023	Open			Accounts Payable	ADAMS STREET PUBLISHING COMPANY	\$750.00		
210190	02/27/2023	Open			Accounts Payable	ADAPTIVEMALL.COM, LLC	\$1,318.15		
210191	02/27/2023	Open			Accounts Payable	AEP CONNECTIONS, LLC	\$165.00		
210192	02/27/2023	Open			Accounts Payable	AESCHLIMAN, TREVOR JAMES	\$375.00		
210193	02/27/2023	Open			Accounts Payable	ALBOUM TRANSLATION SERVIES	\$272.46		
210194	02/27/2023	Open			Accounts Payable	AMWAY GRAND PLAZA HOTEL	\$539.55		
210195	02/27/2023	Open			Accounts Payable	ANN ARBOR SUMMER FESTIVAL	\$1,000.00		
210196	02/27/2023	Open			Accounts Payable	ARBOR PREPARATORY HIGH SCHOOL	\$34,566.00		
210197	02/27/2023	Open			Accounts Payable	AT&T	\$414.21		
210198	02/27/2023	Open			Accounts Payable	AT&T LONG DISTANCE	\$86.01		
210199	02/27/2023	Open			Accounts Payable	BAIRD, LAUREN ANNE	\$225.00		
210200	02/27/2023	Open			Accounts Payable	BEDFORD PUBLIC SCHOOLS	\$41,892.00		
210201	02/27/2023	Open			Accounts Payable	BELLE ARBOR COMMONS LLC	\$1,566.45		
210202	02/27/2023	Open			Accounts Payable	BERRIGAN, HAILEY	\$225.00		
210203	02/27/2023	Open			Accounts Payable	BFDI TRAINING INSTITUTE, L3C	\$11,370.48		
210204	02/27/2023	Open			Accounts Payable	BRADLEY, BRIANA	\$300.00		
210205	02/27/2023	Open			Accounts Payable	BROWNLEE, SENTRA	\$1,395.00		
210206	02/27/2023	Open			Accounts Payable	CANON FINANCIAL SERVICES INC	\$279.07		
210207	02/27/2023	Open			Accounts Payable	CARPENTRY CONCEPTS	\$1,825.00		
210208	02/27/2023	Open			Accounts Payable	CARTER, ANGELIQUE J.E	\$139.00		
210209	02/27/2023	Open			Accounts Payable	CENTRAL ACADEMY	\$30,336.00		
210210	02/27/2023	Open			Accounts Payable	CHARLES STEWART MOTT COMMUNITY COLLEGE	\$100.00		
210211	02/27/2023	Open			Accounts Payable	CHELSEA SCHOOL DISTRICT	\$605,936.00		
210212	02/27/2023	Open			Accounts Payable	COPPER COUNTY INTERMEDIATE SCHOOL DISTRICT	\$180.00		
210213	02/27/2023	Open			Accounts Payable	CRISIS PREVENTION INSTITUTE, INC	\$7,196.00		
210214	02/27/2023	Open			Accounts Payable	DOLLAR BILL PRINTING	\$462.42		
210215	02/27/2023	Open			Accounts Payable	DTE ENERGY	\$4,503.11		
210216	02/27/2023	Open			Accounts Payable	EASTERN MICHIGAN UNIVERSITY	\$800.00		
210217	02/27/2023	Open			Accounts Payable	EMS LINQ INC	\$10,224.89		
210218	02/27/2023	Open			Accounts Payable	FARHA, NIVEAN	\$864.00		

Payment Register

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Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
210219	02/27/2023	Open			Accounts Payable	FEDERAL EXPRESS CORPORATION	\$70.95		
210220	02/27/2023	Open			Accounts Payable	FRAZIER, KRISILYN	\$3,697.50		
210221	02/27/2023	Open			Accounts Payable	FUN AND FUNCTION LLC	\$181.85		
210222	02/27/2023	Open			Accounts Payable	GIFTED NURSES, LLC	\$107,038.91		
210223	02/27/2023	Open			Accounts Payable	GLOBAL TECH ACADEMY	\$21,334.00		
210224	02/27/2023	Open			Accounts Payable	GOPHER SPORT	\$578.00		
210225	02/27/2023	Open			Accounts Payable	GORDE, EILEEN PATRICIA	\$450.00		
210226	02/27/2023	Open			Accounts Payable	GORDON FOOD SERVICE	\$57.96		
210227	02/27/2023	Open			Accounts Payable	GREAT AMERICA FINANCIAL SERVICES COPR	\$27.56		
210228	02/27/2023	Open			Accounts Payable	GRETCHEN'S HOUSE, INC.	\$204,186.00		
210229	02/27/2023	Open			Accounts Payable	HILLSDALE COMMUNITY SCHOOLS	\$32,375.00		
210230	02/27/2023	Open			Accounts Payable	HUSSEIN, RAIYA	\$450.00		
210231	02/27/2023	Open			Accounts Payable	INSECTECH INC	\$165.00		
210232	02/27/2023	Open			Accounts Payable	INSTRUCTIONAL COACHING GROUP	\$5,250.00		
210233	02/27/2023	Open			Accounts Payable	JB MEDIA TECH	\$5,100.00		
210234	02/27/2023	Open			Accounts Payable	JUSTICE LEADERS COLLABORTIVE LLC	\$6,150.00		
210235	02/27/2023	Open			Accounts Payable	KEEFER, GEORGIA ANN	\$675.00		
210236	02/27/2023	Open			Accounts Payable	KINNEY, LAURA, JEAN	\$73.59		
210237	02/27/2023	Open			Accounts Payable	KONICA MINOLTA - ALBIN	\$20.03		
210238	02/27/2023	Open			Accounts Payable	KONICA MINOLTA PREMIER FINANCE	\$739.06		
210239	02/27/2023	Open			Accounts Payable	LAWSON, PATRICIA	\$146.87		
210240	02/27/2023	Open			Accounts Payable	LEATHERWOOD, ICSHAI RENEE	\$198.00		
210241	02/27/2023	Open			Accounts Payable	LONG-JOLLEY, JALISSA	\$1,250.00		
210242	02/27/2023	Open			Accounts Payable	LOWE'S HOME CENTERS INC	\$1,271.32		
210243	02/27/2023	Open			Accounts Payable	MARSHALL MUSIC CO.	\$525.24		
210244	02/27/2023	Open			Accounts Payable	MAXIM HEALTHCARE STAFFING SRVC, INC	\$9,000.00		
210245	02/27/2023	Open			Accounts Payable	MCMICHAEL, LAYLA	\$300.00		
210246	02/27/2023	Open			Accounts Payable	MICHIGAN COUNCIL FOR EXCEPTIONAL CHILDREN	\$1,120.00		
210247	02/27/2023	Open			Accounts Payable	MICHIGAN POWER RODDING, INC	\$1,360.00		
210248	02/27/2023	Open			Accounts Payable	MILAN AREA SCHOOLS	\$717,257.00		
210249	02/27/2023	Open			Accounts Payable	MILLER, JENNIFER KAYE	\$1,200.00		
210250	02/27/2023	Open			Accounts Payable	OFFICE DEPOT INC	\$425.95		
210251	02/27/2023	Open			Accounts Payable	OSWELL, JENNIFER	\$300.00		
210252	02/27/2023	Open			Accounts Payable	OTICON INC.	\$2,413.99		
210253	02/27/2023	Open			Accounts Payable	PALMER, TASHA RACHELLE	\$526.50		
210254	02/27/2023	Open			Accounts Payable	POWERS, ISABELLA	\$375.00		
210255	02/27/2023	Open			Accounts Payable	PRAIRIE FARMS DAIRY INC	\$1,220.60		
210256	02/27/2023	Open			Accounts Payable	PRESTON, NATHNIEL DEAN	\$450.00		
210257	02/27/2023	Open			Accounts Payable	PROCARE THERAPY	\$35,521.96		
210258	02/27/2023	Open			Accounts Payable	PSAT	\$1,992.60		
210259	02/27/2023	Open			Accounts Payable	RNA FACILITIES MANAGEMENT	\$19,552.40		
210260	02/27/2023	Open			Accounts Payable	ROSE PEST SOLUTIONS	\$375.00		
210261	02/27/2023	Open			Accounts Payable	ROWE, RYAN	\$8,607.00		
210262	02/27/2023	Open			Accounts Payable	RUSHLOW, LILY	\$60.00		

Payment Register

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Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
210263	02/27/2023	Open			Accounts Payable	SECOND BAPTIST CHURCH OF ANN ARBOR	\$27,061.00		
210264	02/27/2023	Open			Accounts Payable	SECURITY DESIGNS	\$170.00		
210265	02/27/2023	Open			Accounts Payable	SIGNGRAPHIX, INC	\$1,838.50		
210266	02/27/2023	Open			Accounts Payable	SNAY, DARCIE	\$139.00		
210267	02/27/2023	Open			Accounts Payable	SOUTH ARBOR CHARTER ACADEMY	\$50,457.00		
210268	02/27/2023	Open			Accounts Payable	SOUTH POINTE SCHOLARS CHARTER ACADEMY	\$69,446.00		
210269	02/27/2023	Open			Accounts Payable	SPENCER, ALISHA	\$738.00		
210270	02/27/2023	Open			Accounts Payable	STANDARD PRINTING	\$406.00		
210271	02/27/2023	Open			Accounts Payable	STATE OF MICHIGAN	\$5,162.55		
210272	02/27/2023	Open			Accounts Payable	SUPERIOR TOWNSHIP UTILITY DEPARTMENT	\$223.82		
210273	02/27/2023	Open			Accounts Payable	TEL SYSTEMS	\$225.00		
210274	02/27/2023	Open			Accounts Payable	THACKER, BRANDON	\$645.00		
210275	02/27/2023	Open			Accounts Payable	THANKSFORYOURORDER,LLC	\$5,450.00		
210276	02/27/2023	Open			Accounts Payable	THEISE, HARRIET	\$300.00		
210277	02/27/2023	Open			Accounts Payable	THERE AND BACK TRANSPORTATION	\$200.00		
210278	02/27/2023	Open			Accounts Payable	THRUN LAW FIRM, P.C.	\$3,800.00		
210279	02/27/2023	Open			Accounts Payable	TRAFERA, LLC	\$1,655.00		
210280	02/27/2023	Open			Accounts Payable	TREADWELL, NAJMA	\$729.00		
210281	02/27/2023	Open			Accounts Payable	ULINE INC	\$4,115.50		
210282	02/27/2023	Open			Accounts Payable	UNIV OF MI HEALTH SYSTEM - OTOLARNGOLOGY DEPT	\$52,160.00		
210283	02/27/2023	Open			Accounts Payable	UNIVERSITY OF SOUTH FLORIDA	\$520.00		
210284	02/27/2023	Open			Accounts Payable	UNUM LIFE INSURANCE COMPANY OF AMERICA	\$17,196.86		
210285	02/27/2023	Open			Accounts Payable	WASHTENAW COUNTY PARKS/RECREATIO	\$800.00		
210286	02/27/2023	Open			Accounts Payable	WASHTENAW TECHNICAL MIDDLE COLL	\$20,541.00		
210287	02/27/2023	Open			Accounts Payable	WASTE MANAGEMENT OF MICHIGAN	\$723.83		
210288	02/27/2023	Open			Accounts Payable	WILKINSON, SANDRA	\$603.91		
210289	02/27/2023	Open			Accounts Payable	WINDSTREAM SERVICES, LLC	\$58,826.84		
210290	02/27/2023	Open			Accounts Payable	WISER, KELSEY	\$1,200.00		
210291	02/27/2023	Open			Accounts Payable	WSC ACADEMY	\$10,363.00		
210292	02/27/2023	Open			Accounts Payable	EAST ARBOR CHARTER ACADEMY	\$49,343.00		
210293	02/27/2023	Open			Accounts Payable	FORTIS ACADEMY	\$47,742.00		
210294	02/27/2023	Open			Accounts Payable	GENOVA DEVELOPMENT	\$1,515.00		
210295	02/27/2023	Open			Accounts Payable	HONEY CREEK COMMUNITY SCHOOL	\$45,664.00		
210296	02/27/2023	Open			Accounts Payable	LIVINGSTON CLASSICAL CYBER ACADEMY	\$11,065.00		
210297	02/28/2023	Open			Accounts Payable	BWB REASONABLE AND RELIABLE TRANSPORTATION LLC	\$520.00		
210298	02/28/2023	Open			Accounts Payable	CHAPTER 13 TRUSTEE	\$562.00		
210299	02/28/2023	Open			Accounts Payable	NEXT LOAN	\$121.45		
210300	02/28/2023	Open			Accounts Payable	WASHTENAW UNITED WAY	\$599.20		

Payment Register

From Payment Date: 2/1/2023 - To Payment Date: 2/28/2023

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
Type Check Totals:					209 Transactions		\$2,984,825.73	\$526,744.74	\$0.00
AP - Accounts Payable MILAF Totals									

Checks	Status	Count	Transaction Amount	Reconciled Amount
	Open	123	\$2,458,080.99	\$0.00
	Reconciled	86	\$526,744.74	\$526,744.74
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	209	\$2,984,825.73	\$526,744.74

All	Status	Count	Transaction Amount	Reconciled Amount
	Open	123	\$2,458,080.99	\$0.00
	Reconciled	86	\$526,744.74	\$526,744.74
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	209	\$2,984,825.73	\$526,744.74

Grand Totals:

Checks	Status	Count	Transaction Amount	Reconciled Amount
	Open	123	\$2,458,080.99	\$0.00
	Reconciled	86	\$526,744.74	\$526,744.74
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	209	\$2,984,825.73	\$526,744.74
All	Status	Count	Transaction Amount	Reconciled Amount
	Open	123	\$2,458,080.99	\$0.00
	Reconciled	86	\$526,744.74	\$526,744.74
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	209	\$2,984,825.73	\$526,744.74

January 2023 Head Start Financials**Washtenaw ISD Head Start and Early Head Start Grant 05CH010612-05****Budget Period for 07/01/2022 – 06/30/2023 Grant Year**

*This chart reflects actual expenses through February 28, 2023

Personnel	\$857,161.00	\$530,430.12	\$326,730.88	61.88%
Fringe Benefits	\$592,648.00	\$373,603.73	\$219,044.27	63.04%
Equipment	-			
Supplies	\$18,900.00	\$1,691.63	\$17,208.37	8.95%
Travel: Out of Town	\$8,800.00	\$581.05	\$8,218.95	6.60%
Facilities/ Construction				
Other: (includes local	\$126,950.00	\$75,698.03	\$51,251.97	59.63%
Other: Beatty Bond Payment	\$177,949.00	\$177,949.00	\$0.00	100.00%
Contractual	\$3,345,028.00	\$209,850.98	\$3,135,177.02	6.27%
TOTAL	\$5,127,436.00	\$1,369,804.54	\$3,757,631.46	26.72%

Grant Expenditures as a % of Award

26.72% of Head Start/EHS Award

Grant Expenditures and Revenue of Award**Head Start/EHS Award****TOTAL EXPENDITURES TO DATE: \$ 1,369,804.93 TOTAL REVENUE TO DATE: SAME****February 2023: \$ 124,540.75****ENCUMBERANCES: \$1,763,268.53**Monthly expenditures for January:

- Salary and Benefits
- Professional Development
- Local travel
- Fuel for Van
- Beatty utilities
- EHS Translation services Dues and Fees
- Teaching Supplies
- Copies/postage
- Printing
- Mileage
- Socialization space rental

revised 11/14/22

Budget Performance Report

HEAD START/EHS COMBINED AS OF 2/28/23	Revenue	Budget	Current Month	Encumbrances	Expenditures		% Used/Rec'd
					7/1/22 - 2/28/23	Remaining	
		\$4,076,948.00	\$124,540.75	\$1,763,268.53	\$1,369,804.54	\$1,994,362.93	33.60%

G/L Account Number - Combined	Account Description						
TRAINING AND TECHNICAL ASSISTANCE							
11.1221.3190.987.7233.90716.0000	Other Prof & Technical Services	\$6,000.00	\$324.99	\$3,470.00	\$2,394.99	\$135.01	97.74%
11.1221.3220.987.7233.90713.0000	Workshops and Conf Travel	\$10,000.00	\$520.00	\$633.33	\$3,625.22	\$5,741.45	42.58%
11.1221.7410.987.7233.90717.0000	Dues and Fees	\$755.00	\$0.00	\$0.00	\$754.98	\$0.02	99.99%
11.1221.3190.988.7233.90716.0000	Other Prof & Technical Services	\$21,762.00	\$0.00	\$0.00	\$8,682.45	\$13,079.55	39.89%
11.1221.3220.988.7233.90713.0000	Workshops and Conf Travel	\$14,825.00	\$0.00	\$607.20	\$2,702.76	\$11,515.04	22.32%
11.1221.3610.988.7233.90716.0000	Printing Serv	\$4,874.00	\$0.00	\$0.00	\$11.98	\$4,862.02	0.24%
11.1221.7410.988.7233.90717.0000	Dues and Fees	\$5,000.00	\$299.95	\$0.00	\$4,984.88	\$15.12	99.69%
	TOTAL	\$63,216.00	\$1,144.94	\$4,710.53	\$23,157.26	\$35,348.21	44.08%

ADMINISTRATIVE SALARIES							
11.1226.1160.000.7233.90711.0000	Supervision/Direction-Staff	\$26,196.00	\$3,436.78	\$0.00	\$25,868.10	\$327.90	98.74%
11.1226.1170.000.7233.90711.0000	Program/Department Direction	\$67,261.00	\$1,181.56	\$0.00	\$32,670.92	\$34,590.08	48.57%
11.1226.1590.000.7233.90711.0000	Other Technical	\$17,627.00	\$1,468.95	\$0.00	\$11,751.60	\$5,875.40	66.66%
11.1226.1620.000.7233.90711.0000	Secretary-Clerical-Bookkeeper	\$14,351.00	\$2,056.24	\$0.00	\$13,589.94	\$761.06	94.69%
11.1226.1160.987.7233.90711.0000	Supervision/Direction-Staff	\$2,910.00	\$254.50	\$0.00	\$1,918.25	\$991.75	65.91%
11.1226.1170.987.7233.90711.0000	Program/Department Direction	\$36,481.00	\$3,741.61	\$0.00	\$34,506.77	\$1,974.23	94.58%
11.1226.1590.987.7233.90711.0000	Other Technical	\$4,406.00	\$367.24	\$0.00	\$2,937.91	\$1,468.09	66.67%
11.1226.1620.987.7233.90711.0000	Secretary-Clerical-Bookkeeper	\$3,588.00	\$228.47	\$0.00	(\$687.36)	\$4,275.36	-19.15%
	TOTAL	\$172,820.00	\$12,735.35	\$0.00	\$122,556.13	\$50,263.87	71%

ADMINISTRATIVE BENEFITS							
11.1226.2110.000.7233.90711.0000	Group Life	\$249.00	\$23.30	\$0.00	\$252.60	(\$3.60)	101.44%
11.1226.2120.000.7233.90711.0000	Group Disability	\$260.00	\$21.72	\$0.00	\$226.21	\$33.79	87.00%
11.1226.2130.000.7233.90711.0000	Group Health and Accident	\$12,327.00	\$857.22	\$0.00	\$10,612.60	\$1,714.40	86.09%
11.1226.2140.000.7233.90711.0000	Dental Health Care	\$1,017.00	\$81.76	\$0.00	\$1,011.38	\$5.62	99.44%
11.1226.2150.000.7233.90711.0000	Vision Care	\$274.00	\$28.18	\$0.00	\$318.32	(\$44.32)	116.17%
	Contribution to State and Local						
11.1226.2820.000.7233.90711.0000	Retirement Funds	\$49,710.00	\$3,786.78	\$0.00	\$38,440.46	\$11,269.54	77.32%
11.1226.2830.000.7233.90711.0000	Employer Social Security	\$8,273.00	\$605.57	\$0.00	\$6,278.65	\$1,994.35	75.89%
11.1226.2920.000.7233.90711.0000	Cash in Lieu of Benefits	\$45.00	\$75.40	\$0.00	\$587.58	(\$542.58)	1305.73%

Budget Performance Report

	Revenue	Budget	Current Month	Encumbrances	Expenditures		% Used/Rec'd
					7/1/22 - 2/28/23	Remaining	
HEAD START/EHS COMBINED AS OF 2/28/23		\$4,076,948.00	\$124,540.75	\$1,763,268.53	\$1,369,804.54	\$1,994,362.93	33.60%

G/L Account Number - Combined	Account Description						
11.1226.2990.000.7233.90711.0000	Other Benefits	\$350.00	\$0.00	\$0.00	\$0.00	\$350.00	0.00%
11.1226.3410.000.7233.90711.0000	Telephone Serv	\$600.00	\$2.50	\$0.00	\$18.75	\$581.25	3.12%
11.1226.2110.987.7233.90711.0000	Group Life	\$249.00	\$14.98	\$0.00	\$130.65	\$118.35	52.46%
11.1226.2120.987.7233.90711.0000	Group Disability	\$260.00	\$12.52	\$0.00	\$109.99	\$150.01	42.30%
11.1226.2130.987.7233.90711.0000	Group Health and Accident	\$12,327.00	\$295.44	\$0.00	\$5,343.41	\$6,983.59	43.34%
11.1226.2140.987.7233.90711.0000	Dental Health Care	\$1,017.00	\$20.48	\$0.00	\$417.04	\$599.96	41.00%
11.1226.2150.987.7233.90711.0000	Vision Care	\$274.00	\$7.14	\$0.00	\$122.36	\$151.64	44.65%
	Contribution to State and Local						
11.1226.2820.987.7233.90711.0000	Retirement Funds	\$20,969.00	\$2,121.97	\$0.00	\$18,016.74	\$2,952.26	85.92%
11.1226.2830.987.7233.90711.0000	Employer Social Security	\$3,276.00	\$339.49	\$0.00	\$2,851.01	\$424.99	87.02%
11.1226.2920.987.7233.90711.0000	Cash in Lieu of Benefits	\$0.00	\$11.04	\$0.00	\$88.32	(\$88.32)	
11.1226.2990.987.7233.90711.0000	Other Benefits	\$900.00	\$0.00	\$0.00	\$0.00	\$900.00	0.00%
11.1226.3410.987.7233.90711.0000	Telephone Serv	\$200.00	\$0.00	\$0.00	\$0.00	\$200.00	0.00%
	TOTAL	\$112,577.00	\$8,305.49	\$0.00	\$84,826.07	\$27,750.93	75%

INSTRUCTIONAL SALARIES

11.1281.1180.000.7233.90711.0000	Research	\$125,796.00	\$8,375.21	\$0.00	\$68,711.08	\$57,084.92	54.62%
11.1351.1220.000.7233.90711.0000	Counseling	\$50,556.00	\$1,425.82	\$0.00	\$6,072.70	\$44,483.30	12.01%
11.1351.1250.000.7233.90711.0000	Instructional Counseling	\$0.00	\$4,694.37	\$0.00	\$35,507.32	(\$35,507.32)	
11.1351.1440.000.7233.90711.0000	Social Work	\$86,034.00	\$4,329.29	\$0.00	\$32,716.82	\$53,317.18	38.02%
11.1281.1180.987.7233.90711.0000	Research	\$94,189.00	\$6,557.48	\$0.00	\$52,869.87	\$41,319.13	56.13%
11.1351.1220.987.7233.90711.0000	Counseling	\$67,394.00	\$4,667.20	\$0.00	\$38,767.78	\$28,626.22	57.52%
11.1351.1250.987.7233.90711.0000	Instructional Counseling	\$219,043.00	\$20,739.84	\$0.00	\$175,445.79	\$43,597.21	80.09%
11.1351.1440.987.7233.90711.0000	Social Work	\$41,329.00	\$481.04	\$0.00	(\$2,941.21)	\$44,270.21	-7.11%
11.1281.1790.987.7233.90711.0000	Other Special Payments	\$0.00	\$90.48	\$0.00	\$723.84	(\$723.84)	
	TOTAL	\$684,341.00	\$51,360.73	\$0.00	\$407,873.99	\$276,467.01	60%

INSTRUCTIONAL BENEFITS

11.1281.2110.000.7233.90711.0000	Group Life	\$329.00	\$20.24	\$0.00	\$157.35	\$171.65	47.82%
11.1281.2120.000.7233.90711.0000	Group Disability	\$385.00	\$24.50	\$0.00	\$192.15	\$192.85	49.90%
11.1281.2130.000.7233.90711.0000	Group Health and Accident	\$16,190.00	\$407.14	\$0.00	\$4,017.54	\$12,172.46	24.81%
11.1281.2140.000.7233.90711.0000	Dental Health Care	\$2,678.00	\$128.92	\$0.00	\$1,226.34	\$1,451.66	45.79%
11.1281.2150.000.7233.90711.0000	Vision Care	\$700.00	\$34.76	\$0.00	\$322.88	\$377.12	46.12%
	Contribution to State and Local						
11.1281.2820.000.7233.90711.0000	Retirement Funds	\$64,730.00	\$3,797.06	\$0.00	\$30,676.70	\$34,053.30	47.39%
11.1281.2830.000.7233.90711.0000	Employer Social Security	\$10,573.00	\$631.66	\$0.00	\$5,167.63	\$5,405.37	48.87%

Budget Performance Report

HEAD START/EHS COMBINED AS OF 2/28/23	Revenue	Budget	Current Month	Encumbrances	Expenditures		% Used/Rec'd
					7/1/22 - 2/28/23	Remaining	
		\$4,076,948.00	\$124,540.75	\$1,763,268.53	\$1,369,804.54	\$1,994,362.93	33.60%

G/L Account Number - Combined	Account Description						
11.1281.2920.000.7233.90711.0000	Cash in Lieu of Benefits	\$2,196.00	\$220.60	\$0.00	\$1,731.68	\$464.32	78.85%
11.1281.2990.000.7233.90711.0000	Other Benefits	\$1,099.00	\$0.00	\$0.00	\$0.00	\$1,099.00	0.00%
11.1281.3410.000.7233.90711.0000	Telephone Serv	\$1,200.00	\$0.00	\$0.00	\$2.50	\$1,197.50	0.20%
11.1351.2110.000.7233.90711.0000	Group Life	\$1,276.00	\$32.72	\$0.00	\$227.77	\$1,048.23	17.85%
11.1351.2120.000.7233.90711.0000	Group Disability	\$326.00	\$31.22	\$0.00	\$212.50	\$113.50	65.18%
11.1351.2130.000.7233.90711.0000	Group Health and Accident	\$20,654.00	\$1,883.88	\$0.00	\$12,045.14	\$8,608.86	58.31%
11.1351.2140.000.7233.90711.0000	Dental Health Care	\$2,196.00	\$218.74	\$0.00	\$1,717.59	\$478.41	78.21%
11.1351.2150.000.7233.90711.0000	Vision Care	\$598.00	\$59.02	\$0.00	\$452.64	\$145.36	75.69%
	Contribution to State and Local						
11.1351.2820.000.7233.90711.0000	Retirement Funds	\$53,832.00	\$4,925.76	\$0.00	\$33,993.22	\$19,838.78	63.14%
11.1351.2830.000.7233.90711.0000	Employer Social Security	\$9,177.00	\$788.60	\$0.00	\$5,649.98	\$3,527.02	61.56%
11.1351.2920.000.7233.90711.0000	Cash in Lieu of Benefits	\$1,052.00	\$170.84	\$0.00	\$1,328.18	(\$276.18)	126.25%
11.1351.2990.000.7233.90711.0000	Other Benefits	\$993.00	\$0.00	\$0.00	\$0.00	\$993.00	0.00%
11.1351.3410.000.7233.90711.0000	Telephone Serv	\$600.00	\$41.00	\$0.00	\$318.75	\$281.25	53.12%
11.1281.2110.987.7233.90711.0000	Group Life	\$329.00	\$21.92	\$0.00	\$169.60	\$159.40	51.55%
11.1281.2120.987.7233.90711.0000	Group Disability	\$385.00	\$19.68	\$0.00	\$152.05	\$232.95	39.49%
11.1281.2130.987.7233.90711.0000	Group Health and Accident	\$26,000.00	\$0.00	\$0.00	\$0.00	\$26,000.00	0.00%
11.1281.2140.987.7233.90711.0000	Dental Health Care	\$2,678.00	\$11.28	\$0.00	\$101.10	\$2,576.90	3.77%
11.1281.2150.987.7233.90711.0000	Vision Care	\$300.00	\$3.02	\$0.00	\$26.43	\$273.57	8.81%
	Contribution to State and Local						
11.1281.2820.987.7233.90711.0000	Retirement Funds	\$36,500.00	\$3,021.56	\$0.00	\$23,553.55	\$12,946.45	64.53%
11.1281.2830.987.7233.90711.0000	Employer Social Security	\$7,152.00	\$532.02	\$0.00	\$4,255.79	\$2,896.21	59.50%
11.1281.2920.987.7233.90711.0000	Cash in Lieu of Benefits	\$2,196.00	\$241.66	\$0.00	\$1,933.28	\$262.72	88.03%
11.1281.2990.987.7233.90711.0000	Other Benefits	\$800.00	\$0.00	\$0.00	\$0.00	\$800.00	0.00%
11.1281.3410.987.7233.90711.0000	Telephone Serv	\$1,200.00	\$50.00	\$0.00	\$400.00	\$800.00	33.33%
11.1351.2110.987.7233.90711.0000	Group Life	\$1,276.00	\$59.60	\$0.00	\$478.40	\$797.60	37.49%
11.1351.2120.987.7233.90711.0000	Group Disability	\$326.00	\$77.04	\$0.00	\$622.99	(\$296.99)	191.10%
11.1351.2130.987.7233.90711.0000	Group Health and Accident	\$31,516.00	\$5,139.80	\$0.00	\$40,265.89	(\$8,749.89)	127.76%
11.1351.2140.987.7233.90711.0000	Dental Health Care	\$2,196.00	\$550.62	\$0.00	\$4,394.66	(\$2,198.66)	200.12%
11.1351.2150.987.7233.90711.0000	Vision Care	\$598.00	\$135.92	\$0.00	\$1,197.74	(\$599.74)	200.29%
	Contribution to State and Local						
11.1351.2820.987.7233.90711.0000	Retirement Funds	\$139,000.00	\$12,143.35	\$0.00	\$92,702.81	\$46,297.19	66.69%
11.1351.2830.987.7233.90711.0000	Employer Social Security	\$25,935.00	\$1,893.61	\$0.00	\$14,839.41	\$11,095.59	57.21%
11.1351.2920.987.7233.90711.0000	Cash in Lieu of Benefits	\$4,000.00	\$150.00	\$0.00	\$1,238.54	\$2,761.46	30.96%
11.1351.2990.987.7233.90711.0000	Other Benefits	\$1,900.00	\$0.00	\$0.00	\$0.00	\$1,900.00	0.00%
11.1351.3410.987.7233.90711.0000	Telephone Serv	\$5,000.00	\$357.02	\$0.00	\$3,004.88	\$1,995.12	60.09%

Budget Performance Report

	Revenue	Budget	Current Month	Encumbrances	Expenditures 7/1/22 - 2/28/23	Remaining	% Used/Rec'd
HEAD START/EHS COMBINED AS OF 2/28/23		\$4,076,948.00	\$124,540.75	\$1,763,268.53	\$1,369,804.54	\$1,994,362.93	33.60%

G/L Account Number - Combined	Account Description						
TOTAL		\$480,071.00	\$37,824.76	\$0.00	\$288,777.66	\$191,293.34	60.15%

ADMINISTRATIVE TRAVEL							
11.1226.3220.000.7233.90711.0000	Workshops and Conf Travel	\$5,000.00	\$317.80	\$0.00	\$317.80	\$4,682.20	6.35%
11.1226.3220.987.7233.90711.0000	Workshops and Conf Travel	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00%
TOTAL		\$5,500.00	\$317.80	\$0.00	\$317.80	\$5,182.20	5.78%

INSTRUCTIONAL TRAVEL							
11.1351.3210.000.7233.90713.0000	Regular Duty Travel	\$3,420.00	\$164.41	\$0.00	\$1,074.11	\$2,345.89	31.40%
11.1351.3220.000.7233.90713.0000	Workshops and Conf Travel	\$3,000.00	\$0.00	\$0.00	\$0.00	\$3,000.00	0.00%
11.1351.3210.987.7233.90711.0000	Regular Duty Travel	\$0.00	\$0.00	\$0.00	\$130.20	(\$130.20)	
11.1351.3210.987.7233.90713.0000	Regular Duty Travel	\$5,732.00	\$124.32	\$0.00	\$2,179.92	\$3,552.08	38.03%
11.1351.3220.987.7233.90713.0000	Workshops and Conf Travel	\$264.00	\$0.00	\$0.00	\$263.25	\$0.75	99.71%
TOTAL		\$12,416.00	\$288.73	\$0.00	\$3,647.48	\$8,768.52	29.38%

PROGRAM GOVERNANCE							
11.1231.3150.000.7233.90715.0000	Management Services	\$2,500.00	\$0.00	\$0.00	\$0.00	\$2,500.00	0.00%
11.1231.5910.000.7233.90715.0000	Office Supplies	\$800.00	\$0.00	\$0.00	\$0.00	\$800.00	0.00%
11.1231.3150.987.7233.90715.0000	Management Services	\$1,850.00	\$60.00	\$0.00	\$60.00	\$1,790.00	3.24%
11.1231.5910.987.7233.90715.0000	Office Supplies	\$1,250.00	\$0.00	\$0.00	\$37.96	\$1,212.04	3.03%
TOTAL		\$6,400.00	\$60.00	\$0.00	\$97.96	\$6,302.04	2%

BEATTY ELC							
11.1351.4110.000.7233.90716.0000	Building Repair Serv	\$14,322.00	\$1,765.00	\$0.00	\$4,960.00	\$9,362.00	34.63%
11.1261.4110.000.7233.90716.0000	Building Repair Serv	\$53,270.00	\$4,743.74	\$0.00	\$10,483.83	\$42,786.17	19.68%
11.1261.4210.000.7233.90716.0000	Land/Building Rental Serv	\$177,949.00	\$0.00	\$0.00	\$177,949.00	\$0.00	100.00%
11.1351.3830.000.7233.90717.0000	Water Sewage Serv	\$8,000.00	\$223.82	\$0.00	\$1,488.60	\$6,511.40	18.60%
11.1351.5520.000.7233.90717.0000	Electricity Supp	\$50,000.00	\$3,791.29	\$0.00	\$27,058.67	\$22,941.33	54.11%
TOTAL		\$303,541.00	\$10,523.85	\$0.00	\$221,940.10	\$81,600.90	73.12%

INSTRUCTIONAL SUPPLIES							
11.1261.6420.000.7233.90716.0000	Capital-New Equip <\$5000	\$6,150.00	\$0.00	\$0.00	\$0.00	\$6,150.00	0.00%
11.1351.5110.000.7233.90714.0000	Teaching/Testing Supplies	\$3,000.00	\$200.00	\$0.00	\$200.00	\$2,800.00	6.66%
11.1351.5910.000.7233.90716.0000	Office Supplies	\$2,000.00	\$0.00	\$0.00	(\$368.04)	\$2,368.04	-18.40%

Budget Performance Report

	Revenue	Budget	Current Month	Encumbrances	Expenditures		% Used/Rec'd
					7/1/22 - 2/28/23	Remaining	
HEAD START/EHS COMBINED AS OF 2/28/23		\$4,076,948.00	\$124,540.75	\$1,763,268.53	\$1,369,804.54	\$1,994,362.93	33.60%

G/L Account Number - Combined	Account Description						
11.1351.5110.987.7233.90714.0000	Teaching/Testing Supplies	\$1,200.00	\$0.00	\$0.00	\$488.83	\$711.17	40.73%
11.1351.5910.987.7233.90716.0000	Office Supplies	\$550.00	\$0.00	\$0.00	\$98.93	\$451.07	17.98%
	TOTAL	\$12,900.00	\$200.00	\$0.00	\$419.72	\$12,480.28	3%

MISCELLANEOUS							
11.1351.3930.000.7233.90714.0000	Fleet Insur Serv	\$1,853.00	\$40.02	\$0.00	\$2,254.18	(\$401.18)	121.65%
11.1351.3190.000.7233.90716.0000	Other Prof & Technical Services	\$10,787.00	\$0.00	\$1,348.00	\$0.00	\$9,439.00	12.49%
11.1351.3610.000.7233.90716.0000	Printing Serv	\$4,000.00	\$84.21	\$49.00	\$560.31	\$3,390.69	15.23%
11.1311.3130.000.7233.90716.0000	Pupil Services	\$5,800.00	\$22.98	\$0.00	\$156.75	\$5,643.25	2.70%
11.1311.3130.987.7233.90716.0000	Pupil Services	\$2,500.00	\$0.00	\$0.00	\$2,028.82	\$471.18	81.15%
11.1351.3610.987.7233.90716.0000	Printing Serv	\$550.00	\$112.57	\$0.00	\$551.38	(\$1.38)	100.25%
11.1282.3510.987.7233.90716.0000	Advertisement Serv	\$0.00	\$0.00	\$0.00	\$148.24	(\$148.24)	
11.1351.3190.987.7233.90716.0000	Other Prof & Technical Services	\$21,127.00	\$1,205.40	\$4,603.50	\$1,230.15	\$15,293.35	27.61%
	TOTAL	\$46,617.00	\$1,465.18	\$6,000.50	\$6,929.83	\$33,686.67	27.74%

SOCIALIZATION FACILITY							
11.1261.4210.987.7233.90716.0000	Land/Building Rental Serv	\$2,440.00	\$313.92	\$941.76	\$2,825.28	(\$1,327.04)	154.38%
	TOTAL	\$2,440.00	\$313.92	\$941.76	\$2,825.28	(\$1,327.04)	154.39%

OUT OF DISTRICT PAYMENTS							
11.1411.8510.000.7233.81010.0000	Sub-Grantee / Flow through Disbursements - AAPS	\$263.00	\$0.00	\$0.00	\$0.00	\$1,050,751.00	0.00%
11.1411.8510.000.7233.81020.0000	Sub-Grantee / Flow through Disbursements - YCS	\$1,958,051.00	\$0.00	\$1,751,615.74	\$206,435.26	\$0.00	100.00%
11.1411.8510.000.7233.81070.0000	Sub-Grantee / Flow through Disbursements - Lincoln	\$99,236.00	\$0.00	\$0.00	\$0.00	\$99,236.00	0.00%
11.1411.8510.000.7233.81140.0000	Sub-Grantee / Flow through Disbursements - Whitmore Lake	\$99,236.00	\$0.00	\$0.00	\$0.00	\$99,236.00	0.00%

Budget Performance Report

		Expenditures					
	Revenue	Budget	Current Month	Encumbrances	7/1/22 - 2/28/23	Remaining	% Used/Rec'd
HEAD START/EHS COMBINED AS OF 2/28/23		\$4,076,948.00	\$124,540.75	\$1,763,268.53	\$1,369,804.54	\$1,994,362.93	33.60%
G/L Account Number - Combined	Account Description						
	Sub-Grantee / Flow through						
	Disbursements- Quality						
11.1411.8510.000.7233.00000.0000	Improvement	\$17,323.00	\$0.00	\$0.00	\$0.00	\$17,323.00	0.00%
	TOTAL	\$2,174,109.00	\$0.00	\$1,751,615.74	\$206,435.26	\$1,266,546.00	100%

HS EHS FEBRUARY 23 DETAIL GENERAL LEDGER

G/L Date Range 02/01/23 - 02/28/23

Exclude Sub Ledger Detail

Exclude Accounts with No Activity

G/L Date	Journal	Journal Type	Sub Ledger	Description/Project	Source	Reference	Debit Amount	Credit Amount	Actual Balance
G/L Account Number 11.1221.3220.987.7233.90713.0000 Workshops and Conf Travel									
02/24/2023	2023-00003003	JE	AP	A/P Invoice Entry	Accounts Payable		520.00	Balance To Date:	\$3,105.22
									3,625.22
				Month February 2023 Totals			\$520.00	\$0.00	\$3,625.22
				Account Workshops and Conf Travel Totals			\$520.00	\$0.00	\$3,625.22
				Other Unassigned Totals			\$520.00	\$0.00	
				Location Travel Totals			\$520.00	\$0.00	
G/L Account Number 11.1221.3190.987.7233.90716.0000 Other Prof & Technical Services									
02/10/2023	2023-00002857	JE	AP	A/P Invoice Entry	Accounts Payable		125.00	Balance To Date:	\$2,070.00
02/27/2023	2023-00003188	JE	GL	BMO 2.27 STATEMENT			199.99		2,195.00
				Month February 2023 Totals			\$324.99	\$0.00	\$2,394.99
				Account Other Prof & Technical Services Totals			\$324.99	\$0.00	\$2,394.99
				Other Unassigned Totals			\$324.99	\$0.00	
				Location Contractual Services Totals			\$324.99	\$0.00	
				Grant Head Start 20x3 Totals			\$844.99	\$0.00	
				Program Early Head Start Totals			\$844.99	\$0.00	
G/L Account Number 11.1221.7410.988.7233.90717.0000 Dues and Fees									
02/27/2023	2023-00003188	JE	GL	BMO 2.27 STATEMENT			299.95	Balance To Date:	\$4,684.93
				Month February 2023 Totals			\$299.95	\$0.00	4,984.88
				Account Dues and Fees Totals			\$299.95	\$0.00	\$4,984.88
				Other Unassigned Totals			\$299.95	\$0.00	
				Location Other Costs Totals			\$299.95	\$0.00	
				Grant Head Start 20x3 Totals			\$299.95	\$0.00	
				Program Head Start Tech Assistance Alloc Totals			\$299.95	\$0.00	
				Function Improvement of Instruction Totals			\$1,144.94	\$0.00	
G/L Account Number 11.1226.1160.000.7233.90711.0000 Supervision/Direction-Staff									
02/15/2023	2023-00002882	JE	HR	Payroll Post S Semi-Monthly 202315	Payroll Post		1,718.39	Balance To Date:	\$22,431.32
02/28/2023	2023-00003011	JE	HR	Payroll Post S Semi-Monthly 202316	Payroll Post		1,718.39		24,149.71
				Month February 2023 Totals			\$3,436.78	\$0.00	\$25,868.10
				Account Supervision/Direction-Staff Totals			\$3,436.78	\$0.00	\$25,868.10
G/L Account Number 11.1226.1170.000.7233.90711.0000 Program/Department Direction									
02/15/2023	2023-00002882	JE	HR	Payroll Post S Semi-Monthly 202315	Payroll Post		590.78	Balance To Date:	\$31,489.36
02/28/2023	2023-00003011	JE	HR	Payroll Post S Semi-Monthly 202316	Payroll Post		590.78		32,080.14
				Month February 2023 Totals			\$1,181.56	\$0.00	\$32,670.92
				Account Program/Department Direction Totals			\$1,181.56	\$0.00	\$32,670.92

HS EHS FEBRUARY 23 DETAIL GENERAL LEDGER

G/L Date Range 02/01/23 - 02/28/23

Exclude Sub Ledger Detail

Exclude Accounts with No Activity

G/L Date	Journal	Journal Type	Sub Ledger	Description/Project	Source	Reference	Debit Amount	Credit Amount	Actual Balance
G/L Account Number 11.1226.1590.000.7233.90711.0000 Other Technical									
02/15/2023	2023-00002882	JE	HR	Payroll Post S Semi-Monthly 202315	Payroll Post		734.48	Balance To Date:	\$10,282.65
02/28/2023	2023-00003011	JE	HR	Payroll Post S Semi-Monthly 202316	Payroll Post		734.47		11,017.13
Month February 2023 Totals							\$1,468.95	\$0.00	\$11,751.60
Account Other Technical Totals							\$1,468.95	\$0.00	\$11,751.60
G/L Account Number 11.1226.1620.000.7233.90711.0000 Secretary-Clerical-Bookkeeper									
02/15/2023	2023-00002882	JE	HR	Payroll Post S Semi-Monthly 202315	Payroll Post		1,049.29	Balance To Date:	\$11,533.70
02/28/2023	2023-00003011	JE	HR	Payroll Post S Semi-Monthly 202316	Payroll Post		1,006.95		12,582.99
Month February 2023 Totals							\$2,056.24	\$0.00	\$13,589.94
Account Secretary-Clerical-Bookkeeper Totals							\$2,056.24	\$0.00	\$13,589.94
G/L Account Number 11.1226.2110.000.7233.90711.0000 Group Life									
02/15/2023	2023-00002882	JE	HR	Payroll Post S Semi-Monthly 202315	Payroll Post		11.65	Balance To Date:	\$229.30
02/28/2023	2023-00003011	JE	HR	Payroll Post S Semi-Monthly 202316	Payroll Post		11.65		240.95
Month February 2023 Totals							\$23.30	\$0.00	\$252.60
Account Group Life Totals							\$23.30	\$0.00	\$252.60
G/L Account Number 11.1226.2120.000.7233.90711.0000 Group Disability									
02/15/2023	2023-00002882	JE	HR	Payroll Post S Semi-Monthly 202315	Payroll Post		10.86	Balance To Date:	\$204.49
02/28/2023	2023-00003011	JE	HR	Payroll Post S Semi-Monthly 202316	Payroll Post		10.86		215.35
Month February 2023 Totals							\$21.72	\$0.00	\$226.21
Account Group Disability Totals							\$21.72	\$0.00	\$226.21
G/L Account Number 11.1226.2130.000.7233.90711.0000 Group Health and Accident									
02/15/2023	2023-00002882	JE	HR	Payroll Post S Semi-Monthly 202315	Payroll Post		428.61	Balance To Date:	\$9,755.38
02/28/2023	2023-00003011	JE	HR	Payroll Post S Semi-Monthly 202316	Payroll Post		428.61		10,183.99
Month February 2023 Totals							\$857.22	\$0.00	\$10,612.60
Account Group Health and Accident Totals							\$857.22	\$0.00	\$10,612.60
G/L Account Number 11.1226.2140.000.7233.90711.0000 Dental Health Care									
02/15/2023	2023-00002882	JE	HR	Payroll Post S Semi-Monthly 202315	Payroll Post		40.88	Balance To Date:	\$929.62
02/28/2023	2023-00003011	JE	HR	Payroll Post S Semi-Monthly 202316	Payroll Post		40.88		970.50
Month February 2023 Totals							\$81.76	\$0.00	\$1,011.38
Account Dental Health Care Totals							\$81.76	\$0.00	\$1,011.38

HS EHS FEBRUARY 23 DETAIL GENERAL LEDGER

G/L Date Range 02/01/23 - 02/28/23

Exclude Sub Ledger Detail

Exclude Accounts with No Activity

G/L Date	Journal	Journal Type	Sub Ledger	Description/Project	Source	Reference	Debit Amount	Credit Amount	Actual Balance
G/L Account Number 11.1226.2150.000.7233.90711.0000 Vision Care									
02/15/2023	2023-00002882	JE	HR	Payroll Post S Semi-Monthly 202315	Payroll Post		14.09	Balance To Date:	\$290.14
02/28/2023	2023-00003011	JE	HR	Payroll Post S Semi-Monthly 202316	Payroll Post		14.09		304.23
Month February 2023 Totals							\$28.18	\$0.00	\$318.32
Account Vision Care Totals							\$28.18	\$0.00	\$318.32
G/L Account Number 11.1226.2820.000.7233.90711.0000 Contribution to State and Local Retirement Funds									
02/15/2023	2023-00002882	JE	HR	Payroll Post S Semi-Monthly 202315	Payroll Post		1,903.50	Balance To Date:	\$34,653.68
02/28/2023	2023-00003011	JE	HR	Payroll Post S Semi-Monthly 202316	Payroll Post		1,883.28		36,557.18
Month February 2023 Totals							\$3,786.78	\$0.00	\$38,440.46
Account Contribution to State and Local Retirement Funds Totals							\$3,786.78	\$0.00	\$38,440.46
G/L Account Number 11.1226.2830.000.7233.90711.0000 Employer Social Security									
02/15/2023	2023-00002882	JE	HR	Payroll Post S Semi-Monthly 202315	Payroll Post		304.41	Balance To Date:	\$5,673.08
02/28/2023	2023-00003011	JE	HR	Payroll Post S Semi-Monthly 202316	Payroll Post		301.16		5,977.49
Month February 2023 Totals							\$605.57	\$0.00	\$6,278.65
Account Employer Social Security Totals							\$605.57	\$0.00	\$6,278.65
G/L Account Number 11.1226.2920.000.7233.90711.0000 Cash in Lieu of Benefits									
02/15/2023	2023-00002882	JE	HR	Payroll Post S Semi-Monthly 202315	Payroll Post		37.70	Balance To Date:	\$512.18
02/28/2023	2023-00003011	JE	HR	Payroll Post S Semi-Monthly 202316	Payroll Post		37.70		549.88
Month February 2023 Totals							\$75.40	\$0.00	\$587.58
Account Cash in Lieu of Benefits Totals							\$75.40	\$0.00	\$587.58
G/L Account Number 11.1226.3220.000.7233.90711.0000 Workshops and Conf Travel									
02/27/2023	2023-00003188	JE	GL	BMO 2.27 STATEMENT			317.80	Balance To Date:	\$0.00
Month February 2023 Totals							\$317.80	\$0.00	\$317.80
Account Workshops and Conf Travel Totals							\$317.80	\$0.00	\$317.80
G/L Account Number 11.1226.3410.000.7233.90711.0000 Telephone Serv									
02/15/2023	2023-00002882	JE	HR	Payroll Post S Semi-Monthly 202315	Payroll Post		1.25	Balance To Date:	\$16.25
02/28/2023	2023-00003011	JE	HR	Payroll Post S Semi-Monthly 202316	Payroll Post		1.25		17.50
Month February 2023 Totals							\$2.50	\$0.00	\$18.75
Account Telephone Serv Totals							\$2.50	\$0.00	\$18.75
Other Unassigned Totals							\$13,943.76	\$0.00	
Location Personnel Costs Totals							\$13,943.76	\$0.00	

HS EHS FEBRUARY 23 DETAIL GENERAL LEDGER

G/L Date Range 02/01/23 - 02/28/23

Exclude Sub Ledger Detail

Exclude Accounts with No Activity

G/L Date	Journal	Journal Type	Sub Ledger	Description/Project	Source	Reference	Debit Amount	Credit Amount	Actual Balance
Grant Head Start 20x3 Totals							\$13,943.76	\$0.00	
Program Unassigned Totals							\$13,943.76	\$0.00	
G/L Account Number	11.1226.1160.987.7233.90711.0000	Supervision/Direction-Staff							Balance To Date: \$1,663.75
02/15/2023	2023-00002882	JE	HR	Payroll Post S Semi-Monthly 202315	Payroll Post		127.25		1,791.00
02/28/2023	2023-00003011	JE	HR	Payroll Post S Semi-Monthly 202316	Payroll Post		127.25		1,918.25
Month February 2023 Totals							\$254.50	\$0.00	\$1,918.25
Account Supervision/Direction-Staff Totals							\$254.50	\$0.00	\$1,918.25
G/L Account Number	11.1226.1170.987.7233.90711.0000	Program/Department Direction							Balance To Date: \$30,765.16
02/15/2023	2023-00002882	JE	HR	Payroll Post S Semi-Monthly 202315	Payroll Post		1,870.81		32,635.97
02/28/2023	2023-00003011	JE	HR	Payroll Post S Semi-Monthly 202316	Payroll Post		1,870.80		34,506.77
Month February 2023 Totals							\$3,741.61	\$0.00	\$34,506.77
Account Program/Department Direction Totals							\$3,741.61	\$0.00	\$34,506.77
G/L Account Number	11.1226.1590.987.7233.90711.0000	Other Technical							Balance To Date: \$2,570.67
02/15/2023	2023-00002882	JE	HR	Payroll Post S Semi-Monthly 202315	Payroll Post		183.62		2,754.29
02/28/2023	2023-00003011	JE	HR	Payroll Post S Semi-Monthly 202316	Payroll Post		183.62		2,937.91
Month February 2023 Totals							\$367.24	\$0.00	\$2,937.91
Account Other Technical Totals							\$367.24	\$0.00	\$2,937.91
G/L Account Number	11.1226.1620.987.7233.90711.0000	Secretary-Clerical-Bookkeeper							Balance To Date: (\$915.83)
02/15/2023	2023-00002882	JE	HR	Payroll Post S Semi-Monthly 202315	Payroll Post		116.59		(799.24)
02/28/2023	2023-00003011	JE	HR	Payroll Post S Semi-Monthly 202316	Payroll Post		111.88		(687.36)
Month February 2023 Totals							\$228.47	\$0.00	(\$687.36)
Account Secretary-Clerical-Bookkeeper Totals							\$228.47	\$0.00	(\$687.36)
G/L Account Number	11.1226.2110.987.7233.90711.0000	Group Life							Balance To Date: \$115.67
02/15/2023	2023-00002882	JE	HR	Payroll Post S Semi-Monthly 202315	Payroll Post		7.49		123.16
02/28/2023	2023-00003011	JE	HR	Payroll Post S Semi-Monthly 202316	Payroll Post		7.49		130.65
Month February 2023 Totals							\$14.98	\$0.00	\$130.65
Account Group Life Totals							\$14.98	\$0.00	\$130.65
G/L Account Number	11.1226.2120.987.7233.90711.0000	Group Disability							Balance To Date: \$97.47
02/15/2023	2023-00002882	JE	HR	Payroll Post S Semi-Monthly 202315	Payroll Post		6.26		103.73

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G/L Date Range 02/01/23 - 02/28/23

Exclude Sub Ledger Detail

Exclude Accounts with No Activity

G/L Date	Journal	Journal Type	Sub Ledger	Description/Project	Source	Reference	Debit Amount	Credit Amount	Actual Balance
G/L Account Number 11.1226.2120.987.7233.90711.0000 Group Disability									
02/28/2023	2023-00003011	JE	HR	Payroll Post S Semi-Monthly 202316	Payroll Post		6.26	Balance To Date:	\$97.47
									109.99
Month February 2023 Totals							\$12.52	\$0.00	\$109.99
Account Group Disability Totals							\$12.52	\$0.00	\$109.99
G/L Account Number 11.1226.2130.987.7233.90711.0000 Group Health and Accident									
02/15/2023	2023-00002882	JE	HR	Payroll Post S Semi-Monthly 202315	Payroll Post		147.72	Balance To Date:	\$5,047.97
02/28/2023	2023-00003011	JE	HR	Payroll Post S Semi-Monthly 202316	Payroll Post		147.72		5,195.69
Month February 2023 Totals							\$295.44	\$0.00	\$5,343.41
Account Group Health and Accident Totals							\$295.44	\$0.00	\$5,343.41
G/L Account Number 11.1226.2140.987.7233.90711.0000 Dental Health Care									
02/15/2023	2023-00002882	JE	HR	Payroll Post S Semi-Monthly 202315	Payroll Post		10.24	Balance To Date:	\$396.56
02/28/2023	2023-00003011	JE	HR	Payroll Post S Semi-Monthly 202316	Payroll Post		10.24		406.80
Month February 2023 Totals							\$20.48	\$0.00	\$417.04
Account Dental Health Care Totals							\$20.48	\$0.00	\$417.04
G/L Account Number 11.1226.2150.987.7233.90711.0000 Vision Care									
02/15/2023	2023-00002882	JE	HR	Payroll Post S Semi-Monthly 202315	Payroll Post		3.57	Balance To Date:	\$115.22
02/28/2023	2023-00003011	JE	HR	Payroll Post S Semi-Monthly 202316	Payroll Post		3.57		118.79
Month February 2023 Totals							\$7.14	\$0.00	\$122.36
Account Vision Care Totals							\$7.14	\$0.00	\$122.36
G/L Account Number 11.1226.2820.987.7233.90711.0000 Contribution to State and Local Retirement Funds									
02/15/2023	2023-00002882	JE	HR	Payroll Post S Semi-Monthly 202315	Payroll Post		1,062.11	Balance To Date:	\$15,894.77
02/28/2023	2023-00003011	JE	HR	Payroll Post S Semi-Monthly 202316	Payroll Post		1,059.86		16,956.88
Month February 2023 Totals							\$2,121.97	\$0.00	\$18,016.74
Account Contribution to State and Local Retirement Funds Totals							\$2,121.97	\$0.00	\$18,016.74
G/L Account Number 11.1226.2830.987.7233.90711.0000 Employer Social Security									
02/15/2023	2023-00002882	JE	HR	Payroll Post S Semi-Monthly 202315	Payroll Post		169.93	Balance To Date:	\$2,511.52
02/28/2023	2023-00003011	JE	HR	Payroll Post S Semi-Monthly 202316	Payroll Post		169.56		2,681.45
Month February 2023 Totals							\$339.49	\$0.00	\$2,851.01
Account Employer Social Security Totals							\$339.49	\$0.00	\$2,851.01

HS EHS FEBRUARY 23 DETAIL GENERAL LEDGER

G/L Date Range 02/01/23 - 02/28/23

Exclude Sub Ledger Detail

Exclude Accounts with No Activity

G/L Date	Journal	Journal Type	Sub Ledger	Description/Project	Source	Reference	Debit Amount	Credit Amount	Actual Balance
G/L Account Number 11.1226.2920.987.7233.90711.0000 Cash in Lieu of Benefits									
02/15/2023	2023-00002882	JE	HR	Payroll Post S Semi-Monthly 202315	Payroll Post		5.52	Balance To Date:	\$77.28
02/28/2023	2023-00003011	JE	HR	Payroll Post S Semi-Monthly 202316	Payroll Post		5.52		82.80
Month February 2023 Totals							\$11.04	\$0.00	\$88.32
Account Cash in Lieu of Benefits Totals							\$11.04	\$0.00	\$88.32
Other Unassigned Totals							\$7,414.88	\$0.00	
Location Personnel Costs Totals							\$7,414.88	\$0.00	
Grant Head Start 20x3 Totals							\$7,414.88	\$0.00	
Program Early Head Start Totals							\$7,414.88	\$0.00	
Function SupervisionDirection of Instr Staff Totals							\$21,358.64	\$0.00	
G/L Account Number 11.1231.3150.987.7233.90715.0000 Management Services									
02/24/2023	2023-00003003	JE	AP	A/P Invoice Entry	Accounts Payable		60.00	Balance To Date:	\$0.00
Month February 2023 Totals							\$60.00	\$0.00	\$60.00
Account Management Services Totals							\$60.00	\$0.00	\$60.00
Other Unassigned Totals							\$60.00	\$0.00	
Location Supplies Totals							\$60.00	\$0.00	
Grant Head Start 20x3 Totals							\$60.00	\$0.00	
Program Early Head Start Totals							\$60.00	\$0.00	
Function Board of Education Totals							\$60.00	\$0.00	
G/L Account Number 11.1261.4110.000.7233.90716.0000 Building Repair Serv									
02/10/2023	2023-00002857	JE	AP	A/P Invoice Entry	Accounts Payable		4,888.10	Balance To Date:	\$5,740.09
02/24/2023	2023-00003003	JE	AP	A/P Invoice Entry	Accounts Payable			144.36	10,628.19
Month February 2023 Totals							\$4,888.10	\$144.36	\$10,483.83
Account Building Repair Serv Totals							\$4,888.10	\$144.36	\$10,483.83
Other Unassigned Totals							\$4,888.10	\$144.36	
Location Contractual Services Totals							\$4,888.10	\$144.36	
Grant Head Start 20x3 Totals							\$4,888.10	\$144.36	
Program Unassigned Totals							\$4,888.10	\$144.36	

HS EHS FEBRUARY 23 DETAIL GENERAL LEDGER

G/L Date Range 02/01/23 - 02/28/23

Exclude Sub Ledger Detail

Exclude Accounts with No Activity

G/L Date	Journal	Journal Type	Sub Ledger	Description/Project	Source	Reference	Debit Amount	Credit Amount	Actual Balance
G/L Account Number 11.1261.4210.987.7233.90716.0000 Land/Building Rental Serv									
02/24/2023	2023-00003003	JE	AP	A/P Invoice Entry	Accounts Payable		313.92	Balance To Date:	\$2,511.36
									2,825.28
				Month February 2023 Totals			\$313.92	\$0.00	\$2,825.28
				Account Land/Building Rental Serv Totals			\$313.92	\$0.00	\$2,825.28
				Other Unassigned Totals			\$313.92	\$0.00	
				Location Contractual Services Totals			\$313.92	\$0.00	
				Grant Head Start 20x3 Totals			\$313.92	\$0.00	
				Program Early Head Start Totals			\$313.92	\$0.00	
				Function Operating Buildings Services Totals			\$5,202.02	\$144.36	
G/L Account Number 11.1281.1180.000.7233.90711.0000 Research									
02/15/2023	2023-00002882	JE	HR	Payroll Post S Semi-Monthly 202315	Payroll Post		4,187.61	Balance To Date:	\$60,335.87
02/28/2023	2023-00003011	JE	HR	Payroll Post S Semi-Monthly 202316	Payroll Post		4,187.60		64,523.48
				Month February 2023 Totals			\$8,375.21	\$0.00	\$68,711.08
				Account Research Totals			\$8,375.21	\$0.00	\$68,711.08
G/L Account Number 11.1281.2110.000.7233.90711.0000 Group Life									
02/15/2023	2023-00002882	JE	HR	Payroll Post S Semi-Monthly 202315	Payroll Post		10.12	Balance To Date:	\$137.11
02/28/2023	2023-00003011	JE	HR	Payroll Post S Semi-Monthly 202316	Payroll Post		10.12		147.23
				Month February 2023 Totals			\$20.24	\$0.00	\$157.35
				Account Group Life Totals			\$20.24	\$0.00	\$157.35
G/L Account Number 11.1281.2120.000.7233.90711.0000 Group Disability									
02/15/2023	2023-00002882	JE	HR	Payroll Post S Semi-Monthly 202315	Payroll Post		12.25	Balance To Date:	\$167.65
02/28/2023	2023-00003011	JE	HR	Payroll Post S Semi-Monthly 202316	Payroll Post		12.25		179.90
				Month February 2023 Totals			\$24.50	\$0.00	\$192.15
				Account Group Disability Totals			\$24.50	\$0.00	\$192.15
G/L Account Number 11.1281.2130.000.7233.90711.0000 Group Health and Accident									
02/15/2023	2023-00002882	JE	HR	Payroll Post S Semi-Monthly 202315	Payroll Post		203.57	Balance To Date:	\$3,610.40
									3,813.97

HS EHS FEBRUARY 23 DETAIL GENERAL LEDGER

G/L Date Range 02/01/23 - 02/28/23

Exclude Sub Ledger Detail

Exclude Accounts with No Activity

G/L Date	Journal	Journal Type	Sub Ledger	Description/Project	Source	Reference	Debit Amount	Credit Amount	Actual Balance
G/L Account Number 11.1281.2130.000.7233.90711.0000 Group Health and Accident								Balance To Date:	\$3,610.40
02/28/2023	2023-00003011	JE	HR	Payroll Post S Semi-Monthly 202316	Payroll Post		203.57		4,017.54
Month February 2023 Totals							\$407.14	\$0.00	\$4,017.54
Account Group Health and Accident Totals							\$407.14	\$0.00	\$4,017.54
G/L Account Number 11.1281.2140.000.7233.90711.0000 Dental Health Care								Balance To Date:	\$1,097.42
02/15/2023	2023-00002882	JE	HR	Payroll Post S Semi-Monthly 202315	Payroll Post		64.46		1,161.88
02/28/2023	2023-00003011	JE	HR	Payroll Post S Semi-Monthly 202316	Payroll Post		64.46		1,226.34
Month February 2023 Totals							\$128.92	\$0.00	\$1,226.34
Account Dental Health Care Totals							\$128.92	\$0.00	\$1,226.34
G/L Account Number 11.1281.2150.000.7233.90711.0000 Vision Care								Balance To Date:	\$288.12
02/15/2023	2023-00002882	JE	HR	Payroll Post S Semi-Monthly 202315	Payroll Post		17.38		305.50
02/28/2023	2023-00003011	JE	HR	Payroll Post S Semi-Monthly 202316	Payroll Post		17.38		322.88
Month February 2023 Totals							\$34.76	\$0.00	\$322.88
Account Vision Care Totals							\$34.76	\$0.00	\$322.88
G/L Account Number 11.1281.2820.000.7233.90711.0000 Contribution to State and Local Retirement Funds								Balance To Date:	\$26,879.64
02/15/2023	2023-00002882	JE	HR	Payroll Post S Semi-Monthly 202315	Payroll Post		1,898.53		28,778.17
02/28/2023	2023-00003011	JE	HR	Payroll Post S Semi-Monthly 202316	Payroll Post		1,898.53		30,676.70
Month February 2023 Totals							\$3,797.06	\$0.00	\$30,676.70
Account Contribution to State and Local Retirement Funds Totals							\$3,797.06	\$0.00	\$30,676.70
G/L Account Number 11.1281.2830.000.7233.90711.0000 Employer Social Security								Balance To Date:	\$4,535.97
02/15/2023	2023-00002882	JE	HR	Payroll Post S Semi-Monthly 202315	Payroll Post		315.83		4,851.80
02/28/2023	2023-00003011	JE	HR	Payroll Post S Semi-Monthly 202316	Payroll Post		315.83		5,167.63
Month February 2023 Totals							\$631.66	\$0.00	\$5,167.63
Account Employer Social Security Totals							\$631.66	\$0.00	\$5,167.63
G/L Account Number 11.1281.2920.000.7233.90711.0000 Cash in Lieu of Benefits								Balance To Date:	\$1,511.08
02/15/2023	2023-00002882	JE	HR	Payroll Post S Semi-Monthly 202315	Payroll Post		110.30		1,621.38
02/28/2023	2023-00003011	JE	HR	Payroll Post S Semi-Monthly 202316	Payroll Post		110.30		1,731.68
Month February 2023 Totals							\$220.60	\$0.00	\$1,731.68
Account Cash in Lieu of Benefits Totals							\$220.60	\$0.00	\$1,731.68

HS EHS FEBRUARY 23 DETAIL GENERAL LEDGER

G/L Date Range 02/01/23 - 02/28/23

Exclude Sub Ledger Detail

Exclude Accounts with No Activity

G/L Date	Journal	Journal Type	Sub Ledger	Description/Project	Source	Reference	Debit Amount	Credit Amount	Actual Balance
Other Unassigned Totals							\$13,640.09	\$0.00	
Location Personnel Costs Totals							\$13,640.09	\$0.00	
Grant Head Start 20x3 Totals							\$13,640.09	\$0.00	
Program Unassigned Totals							\$13,640.09	\$0.00	
G/L Account Number	11.1281.1180.987.7233.90711.0000 Research						Balance To Date:		\$46,312.39
02/15/2023	2023-00002882	JE	HR	Payroll Post S Semi-Monthly 202315	Payroll Post		3,278.74		49,591.13
02/28/2023	2023-00003011	JE	HR	Payroll Post S Semi-Monthly 202316	Payroll Post		3,278.74		52,869.87
Month February 2023 Totals							\$6,557.48	\$0.00	\$52,869.87
Account Research Totals							\$6,557.48	\$0.00	\$52,869.87
G/L Account Number	11.1281.1790.987.7233.90711.0000 Other Special Payments						Balance To Date:		\$633.36
02/15/2023	2023-00002882	JE	HR	Payroll Post S Semi-Monthly 202315	Payroll Post		45.24		678.60
02/28/2023	2023-00003011	JE	HR	Payroll Post S Semi-Monthly 202316	Payroll Post		45.24		723.84
Month February 2023 Totals							\$90.48	\$0.00	\$723.84
Account Other Special Payments Totals							\$90.48	\$0.00	\$723.84
G/L Account Number	11.1281.2110.987.7233.90711.0000 Group Life						Balance To Date:		\$147.68
02/15/2023	2023-00002882	JE	HR	Payroll Post S Semi-Monthly 202315	Payroll Post		10.96		158.64
02/28/2023	2023-00003011	JE	HR	Payroll Post S Semi-Monthly 202316	Payroll Post		10.96		169.60
Month February 2023 Totals							\$21.92	\$0.00	\$169.60
Account Group Life Totals							\$21.92	\$0.00	\$169.60
G/L Account Number	11.1281.2120.987.7233.90711.0000 Group Disability						Balance To Date:		\$132.37
02/15/2023	2023-00002882	JE	HR	Payroll Post S Semi-Monthly 202315	Payroll Post		9.84		142.21
02/28/2023	2023-00003011	JE	HR	Payroll Post S Semi-Monthly 202316	Payroll Post		9.84		152.05
Month February 2023 Totals							\$19.68	\$0.00	\$152.05
Account Group Disability Totals							\$19.68	\$0.00	\$152.05
G/L Account Number	11.1281.2140.987.7233.90711.0000 Dental Health Care						Balance To Date:		\$89.82
02/15/2023	2023-00002882	JE	HR	Payroll Post S Semi-Monthly 202315	Payroll Post		5.64		95.46
02/28/2023	2023-00003011	JE	HR	Payroll Post S Semi-Monthly 202316	Payroll Post		5.64		101.10
Month February 2023 Totals							\$11.28	\$0.00	\$101.10
Account Dental Health Care Totals							\$11.28	\$0.00	\$101.10
G/L Account Number	11.1281.2150.987.7233.90711.0000 Vision Care						Balance To Date:		\$23.41
02/15/2023	2023-00002882	JE	HR	Payroll Post S Semi-Monthly 202315	Payroll Post		1.51		24.92

HS EHS FEBRUARY 23 DETAIL GENERAL LEDGER

G/L Date Range 02/01/23 - 02/28/23

Exclude Sub Ledger Detail

Exclude Accounts with No Activity

G/L Date	Journal	Journal Type	Sub Ledger	Description/Project	Source	Reference	Debit Amount	Credit Amount	Actual Balance
G/L Account Number 11.1281.2150.987.7233.90711.0000 Vision Care									
02/28/2023	2023-00003011	JE	HR	Payroll Post S Semi-Monthly 202316	Payroll Post		1.51	Balance To Date:	\$23.41
									26.43
Month February 2023 Totals							\$3.02	\$0.00	\$26.43
Account Vision Care Totals							\$3.02	\$0.00	\$26.43
G/L Account Number 11.1281.2820.987.7233.90711.0000 Contribution to State and Local Retirement Funds									
02/15/2023	2023-00002882	JE	HR	Payroll Post S Semi-Monthly 202315	Payroll Post		1,510.78	Balance To Date:	\$20,531.99
02/28/2023	2023-00003011	JE	HR	Payroll Post S Semi-Monthly 202316	Payroll Post		1,510.78		22,042.77
Month February 2023 Totals							\$3,021.56	\$0.00	\$23,553.55
Account Contribution to State and Local Retirement Funds Totals							\$3,021.56	\$0.00	\$23,553.55
G/L Account Number 11.1281.2830.987.7233.90711.0000 Employer Social Security									
02/15/2023	2023-00002882	JE	HR	Payroll Post S Semi-Monthly 202315	Payroll Post		266.00	Balance To Date:	\$3,723.77
02/28/2023	2023-00003011	JE	HR	Payroll Post S Semi-Monthly 202316	Payroll Post		266.02		3,989.77
Month February 2023 Totals							\$532.02	\$0.00	\$4,255.79
Account Employer Social Security Totals							\$532.02	\$0.00	\$4,255.79
G/L Account Number 11.1281.2920.987.7233.90711.0000 Cash in Lieu of Benefits									
02/15/2023	2023-00002882	JE	HR	Payroll Post S Semi-Monthly 202315	Payroll Post		120.83	Balance To Date:	\$1,691.62
02/28/2023	2023-00003011	JE	HR	Payroll Post S Semi-Monthly 202316	Payroll Post		120.83		1,812.45
Month February 2023 Totals							\$241.66	\$0.00	\$1,933.28
Account Cash in Lieu of Benefits Totals							\$241.66	\$0.00	\$1,933.28
G/L Account Number 11.1281.3410.987.7233.90711.0000 Telephone Serv									
02/15/2023	2023-00002882	JE	HR	Payroll Post S Semi-Monthly 202315	Payroll Post		25.00	Balance To Date:	\$350.00
02/28/2023	2023-00003011	JE	HR	Payroll Post S Semi-Monthly 202316	Payroll Post		25.00		375.00
Month February 2023 Totals							\$50.00	\$0.00	\$400.00
Account Telephone Serv Totals							\$50.00	\$0.00	\$400.00
Other Unassigned Totals							\$10,549.10	\$0.00	
Location Personnel Costs Totals							\$10,549.10	\$0.00	
Grant Head Start 20x3 Totals							\$10,549.10	\$0.00	
Program Early Head Start Totals							\$10,549.10	\$0.00	
Function Planning, Research and Evaluation Totals							\$24,189.19	\$0.00	

HS EHS FEBRUARY 23 DETAIL GENERAL LEDGER

G/L Date Range 02/01/23 - 02/28/23

Exclude Sub Ledger Detail

Exclude Accounts with No Activity

G/L Date	Journal	Journal Type	Sub Ledger	Description/Project	Source	Reference	Debit Amount	Credit Amount	Actual Balance
G/L Account Number 11.1311.3130.000.7233.90716.0000 Pupil Services									
02/27/2023	2023-00003188	JE	GL	BMO 2.27 STATEMENT			22.98		156.75
Month February 2023 Totals							\$22.98	\$0.00	\$156.75
Account Pupil Services Totals							\$22.98	\$0.00	\$156.75
Other Unassigned Totals							\$22.98	\$0.00	
Location Contractual Services Totals							\$22.98	\$0.00	
Grant Head Start 20x3 Totals							\$22.98	\$0.00	
Program Unassigned Totals							\$22.98	\$0.00	
Function Community Services Direction Totals							\$22.98	\$0.00	
G/L Account Number 11.1351.1220.000.7233.90711.0000 Counseling									
02/15/2023	2023-00002882	JE	HR	Payroll Post S Semi-Monthly 202315	Payroll Post		712.91		5,359.79
02/28/2023	2023-00003011	JE	HR	Payroll Post S Semi-Monthly 202316	Payroll Post		712.91		6,072.70
Month February 2023 Totals							\$1,425.82	\$0.00	\$6,072.70
Account Counseling Totals							\$1,425.82	\$0.00	\$6,072.70
G/L Account Number 11.1351.1250.000.7233.90711.0000 Instructional Counseling									
02/15/2023	2023-00002882	JE	HR	Payroll Post S Semi-Monthly 202315	Payroll Post		2,347.19		33,160.14
02/28/2023	2023-00003011	JE	HR	Payroll Post S Semi-Monthly 202316	Payroll Post		2,347.18		35,507.32
Month February 2023 Totals							\$4,694.37	\$0.00	\$35,507.32
Account Instructional Counseling Totals							\$4,694.37	\$0.00	\$35,507.32
G/L Account Number 11.1351.1440.000.7233.90711.0000 Social Work									
02/15/2023	2023-00002882	JE	HR	Payroll Post S Semi-Monthly 202315	Payroll Post		2,164.65		30,552.18
02/28/2023	2023-00003011	JE	HR	Payroll Post S Semi-Monthly 202316	Payroll Post		2,164.64		32,716.82
Month February 2023 Totals							\$4,329.29	\$0.00	\$32,716.82
Account Social Work Totals							\$4,329.29	\$0.00	\$32,716.82
G/L Account Number 11.1351.2110.000.7233.90711.0000 Group Life									
02/15/2023	2023-00002882	JE	HR	Payroll Post S Semi-Monthly 202315	Payroll Post		16.36		211.41

HS EHS FEBRUARY 23 DETAIL GENERAL LEDGER

G/L Date Range 02/01/23 - 02/28/23

Exclude Sub Ledger Detail

Exclude Accounts with No Activity

G/L Date	Journal	Journal Type	Sub Ledger	Description/Project	Source	Reference	Debit Amount	Credit Amount	Actual Balance
G/L Account Number 11.1351.2110.000.7233.90711.0000 Group Life									
02/28/2023	2023-00003011	JE	HR	Payroll Post S Semi-Monthly 202316	Payroll Post		16.36	Balance To Date:	\$195.05
									227.77
					Month	February 2023 Totals	\$32.72	\$0.00	\$227.77
					Account	Group Life Totals	\$32.72	\$0.00	\$227.77
G/L Account Number 11.1351.2120.000.7233.90711.0000 Group Disability									
02/15/2023	2023-00002882	JE	HR	Payroll Post S Semi-Monthly 202315	Payroll Post		15.61	Balance To Date:	\$181.28
02/28/2023	2023-00003011	JE	HR	Payroll Post S Semi-Monthly 202316	Payroll Post		15.61		196.89
					Month	February 2023 Totals	\$31.22	\$0.00	\$212.50
					Account	Group Disability Totals	\$31.22	\$0.00	\$212.50
G/L Account Number 11.1351.2130.000.7233.90711.0000 Group Health and Accident									
02/15/2023	2023-00002882	JE	HR	Payroll Post S Semi-Monthly 202315	Payroll Post		941.94	Balance To Date:	\$10,161.26
02/28/2023	2023-00003011	JE	HR	Payroll Post S Semi-Monthly 202316	Payroll Post		941.94		11,103.20
					Month	February 2023 Totals	\$1,883.88	\$0.00	\$12,045.14
					Account	Group Health and Accident Totals	\$1,883.88	\$0.00	\$12,045.14
G/L Account Number 11.1351.2140.000.7233.90711.0000 Dental Health Care									
02/15/2023	2023-00002882	JE	HR	Payroll Post S Semi-Monthly 202315	Payroll Post		109.37	Balance To Date:	\$1,498.85
02/28/2023	2023-00003011	JE	HR	Payroll Post S Semi-Monthly 202316	Payroll Post		109.37		1,608.22
					Month	February 2023 Totals	\$218.74	\$0.00	\$1,717.59
					Account	Dental Health Care Totals	\$218.74	\$0.00	\$1,717.59
G/L Account Number 11.1351.2150.000.7233.90711.0000 Vision Care									
02/15/2023	2023-00002882	JE	HR	Payroll Post S Semi-Monthly 202315	Payroll Post		29.51	Balance To Date:	\$393.62
02/28/2023	2023-00003011	JE	HR	Payroll Post S Semi-Monthly 202316	Payroll Post		29.51		423.13
					Month	February 2023 Totals	\$59.02	\$0.00	\$452.64
					Account	Vision Care Totals	\$59.02	\$0.00	\$452.64
G/L Account Number 11.1351.2820.000.7233.90711.0000 Contribution to State and Local Retirement Funds									
02/15/2023	2023-00002882	JE	HR	Payroll Post S Semi-Monthly 202315	Payroll Post		2,462.88	Balance To Date:	\$29,067.46
02/28/2023	2023-00003011	JE	HR	Payroll Post S Semi-Monthly 202316	Payroll Post		2,462.88		31,530.34
					Month	February 2023 Totals	\$4,925.76	\$0.00	\$33,993.22
					Account	Contribution to State and Local Retirement Funds Totals	\$4,925.76	\$0.00	\$33,993.22

HS EHS FEBRUARY 23 DETAIL GENERAL LEDGER

G/L Date Range 02/01/23 - 02/28/23

Exclude Sub Ledger Detail

Exclude Accounts with No Activity

G/L Date	Journal	Journal Type	Sub Ledger	Description/Project	Source	Reference	Debit Amount	Credit Amount	Actual Balance
G/L Account Number 11.1351.2830.000.7233.90711.0000 Employer Social Security									
02/15/2023	2023-00002882	JE	HR	Payroll Post S Semi-Monthly 202315	Payroll Post		394.28	Balance To Date:	\$4,861.38
02/28/2023	2023-00003011	JE	HR	Payroll Post S Semi-Monthly 202316	Payroll Post		394.32		5,255.66
Month February 2023 Totals							\$788.60	\$0.00	\$5,649.98
Account Employer Social Security Totals							\$788.60	\$0.00	\$5,649.98
G/L Account Number 11.1351.2920.000.7233.90711.0000 Cash in Lieu of Benefits									
02/15/2023	2023-00002882	JE	HR	Payroll Post S Semi-Monthly 202315	Payroll Post		85.42	Balance To Date:	\$1,157.34
02/28/2023	2023-00003011	JE	HR	Payroll Post S Semi-Monthly 202316	Payroll Post		85.42		1,242.76
Month February 2023 Totals							\$170.84	\$0.00	\$1,328.18
Account Cash in Lieu of Benefits Totals							\$170.84	\$0.00	\$1,328.18
G/L Account Number 11.1351.3410.000.7233.90711.0000 Telephone Serv									
02/15/2023	2023-00002882	JE	HR	Payroll Post S Semi-Monthly 202315	Payroll Post		20.50	Balance To Date:	\$277.75
02/28/2023	2023-00003011	JE	HR	Payroll Post S Semi-Monthly 202316	Payroll Post		20.50		298.25
Month February 2023 Totals							\$41.00	\$0.00	\$318.75
Account Telephone Serv Totals							\$41.00	\$0.00	\$318.75
Other Unassigned Totals							\$18,601.26	\$0.00	
Location Personnel Costs Totals							\$18,601.26	\$0.00	
G/L Account Number 11.1351.3210.000.7233.90713.0000 Regular Duty Travel									
02/15/2023	2023-00002882	JE	HR	Payroll Post S Semi-Monthly 202315	Payroll Post		103.49	Balance To Date:	\$909.70
02/28/2023	2023-00003011	JE	HR	Payroll Post S Semi-Monthly 202316	Payroll Post		60.92		1,013.19
Month February 2023 Totals							\$164.41	\$0.00	\$1,074.11
Account Regular Duty Travel Totals							\$164.41	\$0.00	\$1,074.11
Other Unassigned Totals							\$164.41	\$0.00	
Location Travel Totals							\$164.41	\$0.00	
G/L Account Number 11.1351.3930.000.7233.90714.0000 Fleet Insur Serv									
02/27/2023	2023-00003188	JE	GL	BMO 2.27 STATEMENT			40.02	Balance To Date:	\$2,214.16
Month February 2023 Totals							\$40.02	\$0.00	2,254.18
Account Fleet Insur Serv Totals							\$40.02	\$0.00	\$2,254.18
G/L Account Number 11.1351.5110.000.7233.90714.0000 Teaching/Testing Supplies									
02/27/2023	2023-00003188	JE	GL	BMO 2.27 STATEMENT			200.00	Balance To Date:	\$0.00
Month February 2023 Totals							\$200.00	\$0.00	200.00
Account Teaching/Testing Supplies Totals							\$200.00	\$0.00	\$200.00
Other Unassigned Totals							\$240.02	\$0.00	
Location Equipment Totals							\$240.02	\$0.00	

HS EHS FEBRUARY 23 DETAIL GENERAL LEDGER

G/L Date Range 02/01/23 - 02/28/23

Exclude Sub Ledger Detail

Exclude Accounts with No Activity

G/L Date	Journal	Journal Type	Sub Ledger	Description/Project	Source	Reference	Debit Amount	Credit Amount	Actual Balance
G/L Account Number 11.1351.3610.000.7233.90716.0000 Printing Serv									
02/24/2023	2023-00003003	JE	AP	A/P Invoice Entry	Accounts Payable		20.03	Balance To Date:	\$476.10
02/28/2023	2023-00003108	JE	GL	2.28.23 Copy Print	jj		64.18		496.13
Month February 2023 Totals							\$84.21	\$0.00	\$560.31
Account Printing Serv Totals							\$84.21	\$0.00	\$560.31
G/L Account Number 11.1351.4110.000.7233.90716.0000 Building Repair Serv									
02/24/2023	2023-00003003	JE	AP	A/P Invoice Entry	Accounts Payable		1,765.00	Balance To Date:	\$3,195.00
Month February 2023 Totals							\$1,765.00	\$0.00	\$4,960.00
Account Building Repair Serv Totals							\$1,765.00	\$0.00	\$4,960.00
Other Unassigned Totals							\$1,849.21	\$0.00	
Location Contractual Services Totals							\$1,849.21	\$0.00	
G/L Account Number 11.1351.3830.000.7233.90717.0000 Water Sewage Serv									
02/24/2023	2023-00003003	JE	AP	A/P Invoice Entry	Accounts Payable		223.82	Balance To Date:	\$1,264.78
Month February 2023 Totals							\$223.82	\$0.00	\$1,488.60
Account Water Sewage Serv Totals							\$223.82	\$0.00	\$1,488.60
G/L Account Number 11.1351.5520.000.7233.90717.0000 Electricity Supp									
02/10/2023	2023-00002857	JE	AP	A/P Invoice Entry	Accounts Payable		1,561.13	Balance To Date:	\$23,267.38
02/24/2023	2023-00003003	JE	AP	A/P Invoice Entry	Accounts Payable		2,229.63		24,828.51
02/27/2023	2023-00003188	JE	GL	BMO 2.27 STATEMENT			.53		27,058.14
Month February 2023 Totals							\$3,791.29	\$0.00	\$27,058.67
Account Electricity Supp Totals							\$3,791.29	\$0.00	\$27,058.67
Other Unassigned Totals							\$4,015.11	\$0.00	
Location Other Costs Totals							\$4,015.11	\$0.00	
Grant Head Start 20x3 Totals							\$24,870.01	\$0.00	
Program Unassigned Totals							\$24,870.01	\$0.00	
G/L Account Number 11.1351.1220.987.7233.90711.0000 Counseling									
02/15/2023	2023-00002882	JE	HR	Payroll Post S Semi-Monthly 202315	Payroll Post		2,333.60	Balance To Date:	\$34,100.58
02/28/2023	2023-00003011	JE	HR	Payroll Post S Semi-Monthly 202316	Payroll Post		2,333.60		36,434.18
Month February 2023 Totals							\$4,667.20	\$0.00	\$38,767.78
Account Counseling Totals							\$4,667.20	\$0.00	\$38,767.78
G/L Account Number 11.1351.1250.987.7233.90711.0000 Instructional Counseling									
02/15/2023	2023-00002882	JE	HR	Payroll Post S Semi-Monthly 202315	Payroll Post		10,369.94	Balance To Date:	\$154,705.95
									165,075.89

HS EHS FEBRUARY 23 DETAIL GENERAL LEDGER

G/L Date Range 02/01/23 - 02/28/23

Exclude Sub Ledger Detail

Exclude Accounts with No Activity

G/L Date	Journal	Journal Type	Sub Ledger	Description/Project	Source	Reference	Debit Amount	Credit Amount	Actual Balance
G/L Account Number 11.1351.1250.987.7233.90711.0000 Instructional Counseling									
02/28/2023	2023-00003011	JE	HR	Payroll Post S Semi-Monthly 202316	Payroll Post		10,369.90	Balance To Date:	\$154,705.95
									175,445.79
Month February 2023 Totals							\$20,739.84	\$0.00	\$175,445.79
Account Instructional Counseling Totals							\$20,739.84	\$0.00	\$175,445.79
G/L Account Number 11.1351.1440.987.7233.90711.0000 Social Work									
02/15/2023	2023-00002882	JE	HR	Payroll Post S Semi-Monthly 202315	Payroll Post		240.52	Balance To Date:	(\$3,422.25)
02/28/2023	2023-00003011	JE	HR	Payroll Post S Semi-Monthly 202316	Payroll Post		240.52		(3,181.73)
Month February 2023 Totals							\$481.04	\$0.00	(\$2,941.21)
Account Social Work Totals							\$481.04	\$0.00	(\$2,941.21)
G/L Account Number 11.1351.2110.987.7233.90711.0000 Group Life									
02/15/2023	2023-00002882	JE	HR	Payroll Post S Semi-Monthly 202315	Payroll Post		29.80	Balance To Date:	\$418.80
02/28/2023	2023-00003011	JE	HR	Payroll Post S Semi-Monthly 202316	Payroll Post		29.80		448.60
Month February 2023 Totals							\$59.60	\$0.00	\$478.40
Account Group Life Totals							\$59.60	\$0.00	\$478.40
G/L Account Number 11.1351.2120.987.7233.90711.0000 Group Disability									
02/15/2023	2023-00002882	JE	HR	Payroll Post S Semi-Monthly 202315	Payroll Post		38.52	Balance To Date:	\$545.95
02/28/2023	2023-00003011	JE	HR	Payroll Post S Semi-Monthly 202316	Payroll Post		38.52		584.47
Month February 2023 Totals							\$77.04	\$0.00	\$622.99
Account Group Disability Totals							\$77.04	\$0.00	\$622.99
G/L Account Number 11.1351.2130.987.7233.90711.0000 Group Health and Accident									
02/15/2023	2023-00002882	JE	HR	Payroll Post S Semi-Monthly 202315	Payroll Post		2,569.90	Balance To Date:	\$35,126.09
02/28/2023	2023-00003011	JE	HR	Payroll Post S Semi-Monthly 202316	Payroll Post		2,569.90		37,695.99
Month February 2023 Totals							\$5,139.80	\$0.00	\$40,265.89
Account Group Health and Accident Totals							\$5,139.80	\$0.00	\$40,265.89
G/L Account Number 11.1351.2140.987.7233.90711.0000 Dental Health Care									
02/15/2023	2023-00002882	JE	HR	Payroll Post S Semi-Monthly 202315	Payroll Post		275.31	Balance To Date:	\$3,844.04
02/28/2023	2023-00003011	JE	HR	Payroll Post S Semi-Monthly 202316	Payroll Post		275.31		4,119.35
Month February 2023 Totals							\$550.62	\$0.00	\$4,394.66
Account Dental Health Care Totals							\$550.62	\$0.00	\$4,394.66

HS EHS FEBRUARY 23 DETAIL GENERAL LEDGER

G/L Date Range 02/01/23 - 02/28/23

Exclude Sub Ledger Detail

Exclude Accounts with No Activity

G/L Date	Journal	Journal Type	Sub Ledger	Description/Project	Source	Reference	Debit Amount	Credit Amount	Actual Balance
G/L Account Number 11.1351.2150.987.7233.90711.0000 Vision Care									
02/15/2023	2023-00002882	JE	HR	Payroll Post S Semi-Monthly 202315	Payroll Post		67.96	Balance To Date:	\$1,061.82
02/28/2023	2023-00003011	JE	HR	Payroll Post S Semi-Monthly 202316	Payroll Post		67.96		1,129.78
Month February 2023 Totals							\$135.92	\$0.00	\$1,197.74
Account Vision Care Totals							\$135.92	\$0.00	\$1,197.74
G/L Account Number 11.1351.2820.987.7233.90711.0000 Contribution to State and Local Retirement Funds									
02/15/2023	2023-00002882	JE	HR	Payroll Post S Semi-Monthly 202315	Payroll Post		6,071.68	Balance To Date:	\$80,559.46
02/28/2023	2023-00003011	JE	HR	Payroll Post S Semi-Monthly 202316	Payroll Post		6,071.67		86,631.14
Month February 2023 Totals							\$12,143.35	\$0.00	\$92,702.81
Account Contribution to State and Local Retirement Funds Totals							\$12,143.35	\$0.00	\$92,702.81
G/L Account Number 11.1351.2830.987.7233.90711.0000 Employer Social Security									
02/15/2023	2023-00002882	JE	HR	Payroll Post S Semi-Monthly 202315	Payroll Post		946.80	Balance To Date:	\$12,945.80
02/28/2023	2023-00003011	JE	HR	Payroll Post S Semi-Monthly 202316	Payroll Post		946.81		13,892.60
Month February 2023 Totals							\$1,893.61	\$0.00	\$14,839.41
Account Employer Social Security Totals							\$1,893.61	\$0.00	\$14,839.41
G/L Account Number 11.1351.2920.987.7233.90711.0000 Cash in Lieu of Benefits									
02/15/2023	2023-00002882	JE	HR	Payroll Post S Semi-Monthly 202315	Payroll Post		75.00	Balance To Date:	\$1,088.54
02/28/2023	2023-00003011	JE	HR	Payroll Post S Semi-Monthly 202316	Payroll Post		75.00		1,163.54
Month February 2023 Totals							\$150.00	\$0.00	\$1,238.54
Account Cash in Lieu of Benefits Totals							\$150.00	\$0.00	\$1,238.54
G/L Account Number 11.1351.3410.987.7233.90711.0000 Telephone Serv									
02/10/2023	2023-00002857	JE	AP	A/P Invoice Entry	Accounts Payable		128.02	Balance To Date:	\$2,647.86
02/15/2023	2023-00002882	JE	HR	Payroll Post S Semi-Monthly 202315	Payroll Post		114.50		2,775.88
02/28/2023	2023-00003011	JE	HR	Payroll Post S Semi-Monthly 202316	Payroll Post		114.50		2,890.38
Month February 2023 Totals							\$357.02	\$0.00	\$3,004.88
Account Telephone Serv Totals							\$357.02	\$0.00	\$3,004.88
Other Unassigned Totals							\$46,395.04	\$0.00	
Location Personnel Costs Totals							\$46,395.04	\$0.00	

HS EHS FEBRUARY 23 DETAIL GENERAL LEDGER

G/L Date Range 02/01/23 - 02/28/23

Exclude Sub Ledger Detail

Exclude Accounts with No Activity

G/L Date	Journal	Journal Type	Sub Ledger	Description/Project	Source	Reference	Debit Amount	Credit Amount	Actual Balance
G/L Account Number 11.1351.3210.987.7233.90713.0000 Regular Duty Travel									Balance To Date: \$2,055.60
02/15/2023	2023-00002882	JE	HR	Payroll Post S Semi-Monthly 202315	Payroll Post		124.32		2,179.92
Month February 2023 Totals							\$124.32	\$0.00	\$2,179.92
Account Regular Duty Travel Totals							\$124.32	\$0.00	\$2,179.92
Other Unassigned Totals							\$124.32	\$0.00	
Location Travel Totals							\$124.32	\$0.00	
G/L Account Number 11.1351.3190.987.7233.90716.0000 Other Prof & Technical Services									Balance To Date: \$24.75
02/24/2023	2023-00003003	JE	AP	A/P Invoice Entry	Accounts Payable		1,205.40		1,230.15
Month February 2023 Totals							\$1,205.40	\$0.00	\$1,230.15
Account Other Prof & Technical Services Totals							\$1,205.40	\$0.00	\$1,230.15
G/L Account Number 11.1351.3610.987.7233.90716.0000 Printing Serv									Balance To Date: \$438.81
02/28/2023	2023-00003108	JE	GL	2.28.23 Copy Print	jj		112.57		551.38
Month February 2023 Totals							\$112.57	\$0.00	\$551.38
Account Printing Serv Totals							\$112.57	\$0.00	\$551.38
Other Unassigned Totals							\$1,317.97	\$0.00	
Location Contractual Services Totals							\$1,317.97	\$0.00	
Grant Head Start 20x3 Totals							\$47,837.33	\$0.00	
Program Early Head Start Totals							\$47,837.33	\$0.00	
Function Custody and Care of Children Totals							\$72,707.34	\$0.00	
Fund General Fund Totals							\$124,685.11	\$144.36	
Grand Totals							\$124,685.11	\$144.36	



Bank of Montreal Account Statement

BMO Statement for Edward Manuszak II

Statement Period 01/28/2023 to 02/27/2023

Printed On: 03/20/2023

Current Balance: **\$1,781.11**Previous Balance: **\$0.00**Card Number: **xxxx-xxxx-xxxx-3039**Company Unit: **WASHTENAW ISD**

Trans Date	Trans Detail	Receipt	Amount(USD)
	Tax Code	Tax Amt	Tax Excl. Amt
02/14/2023	Amzn Mktp US He02j3ng2		\$ 21.99
	--	0.00	\$ 21.99
Fund: 11	Function: 1282	Object: 3610	
Program: 000	Grant: 3403	Location: 00000	
Other: 0000	Project: --		
Purchase Amzn Mktp US He02j3ng2 - signature stamp for E.D.			
02/15/2023	Delta 00623659318343		\$ 317.80
	--	0.00	\$ 317.80
Fund: 11	Function: 1226	Object: 3220	
Program: 000	Grant: 7233	Location: 90711	
Other: 0000	Project: --		
Purchase Delta 00623659318343 - flight to fiscal conference in Charleston SC-LaDawn White			
02/17/2023	Mi Assoc Sch Adm		\$ 375.00
	--	0.00	\$ 375.00
Fund: 11	Function: 1221	Object: 3220	
Program: 995	Grant: 3402	Location: 00000	
Other: 0000	Project: --		
Purchase Mi Assoc Sch Adm - ECSs attending the MDE convening in Mt. Pleasant, MI			
02/22/2023	Kaplan Early Learning		\$ 499.95
	--	0.00	\$ 299.95
Fund: 11	Function: 1221	Object: 7410	
Program: 988	Grant: 7233	Location: 90717	
Other: 0000	Project: --		
	--	0.00	\$ 200.00
Fund: 11	Function: 1351	Object: 5110	
Program: 000	Grant: 7233	Location: 90714	
Other: 0000	Project: --		
Purchase Kaplan Early Learning - DECA license and rating sheets -behavioral screen tool			
02/22/2023	Marriott Tampa Watersi		\$ 566.37
	--	0.00	\$ 566.37
Fund: 22	Function: 1216	Object: 3220	

Program: 041

Grant: 0000

Location: 00000

Other: 3200

Project: --

Purchase Marriott Tampa Watersi - Johanna Mabry conference travel

* Indicates a personal transaction

On Completion:

ALL receipts should be attached to this form and then forwarded to your Accounts Administrator



Bank of Montreal Account Statement

BMO Statement for Alicia Kruk

Statement Period 01/28/2023 to 02/27/2023

Printed On: 03/20/2023

Current Balance: **\$594.49**Previous Balance: **\$0.00**Card Number: **xxxx-xxxx-xxxx-8653**Company Unit: **WASHTENAW ISD**

Trans Date	Trans Detail Tax Code	Receipt Tax Amt	Amount(USD) Tax Excl. Amt
01/27/2023	McMillen Health Donati --	0.00 Object: 3190 Location: 90716	\$ 199.99 \$ 199.99
Fund: 11 Function: 1221 Program: 987 Grant: 7233 Other: 0000 Project: -- Purchase McMillen Health Donati - health services online training modules			
02/01/2023	Francis Marion Htl --	0.00 Object: 3220 Location: 90713	\$ 371.52 \$ 371.52
Fund: 11 Function: 1226 Program: 000 Grant: 7233 Other: 0000 Project: -- Purchase Francis Marion Htl - 1/30-2/01 hotel accommodations charleston. sc LaDawn head start fiscal training			
02/24/2023	Amzn Mktp US Hp6fs9qs2 --	0.00 Object: 3130 Location: 90716	\$ 22.98 \$ 22.98
Fund: 11 Function: 1311 Program: 000 Grant: 7233 Other: 0000 Project: -- Purchase Amzn Mktp US Hp6fs9qs2 - 1 set of 30 CPR face mask for staff			

* Indicates a personal transaction

On Completion:

ALL receipts should be attached to this form and then forwarded to your Accounts Administrator



Bank of Montreal Account Statement

BMO Statement for Erika Huizenga

Statement Period 01/28/2023 to 02/27/2023

Printed On: 03/20/2023

Current Balance: **\$60.00**
Previous Balance: **\$0.00**
Card Number: **xxxx-xxxx-xxxx-2386**
Company Unit: **WASHTENAW ISD**



Trans Date	Trans Detail		Receipt	Amount(USD)	
	Tax Code		Tax Amt	Tax Excl. Amt	
02/04/2023	Eig Constantcontact.Co				\$ 60.00
	--		0.00		\$ 60.00
Fund: 11		Function: 1282	Object: 3610		
Program: 995		Grant: 3402	Location: 00000		
Other: 0000		Project: --			
Purchase Eig Constantcontact.Co - communication tool recurring monthly charge					

* Indicates a personal transaction

On Completion:

ALL receipts should be attached to this form and then forwarded to your Accounts Administrator

**WASHTENAW INTERMEDIATE SCHOOL DISTRICT
BOARD OF EDUCATION MEETING MINUTES**

Tuesday, March 14, 2023

The Washtenaw Intermediate School District Board of Education held a regular board meeting on Tuesday, March 14, 2023, in Washtenaw ISD's Teaching and Learning Center Board Room at 1819 South Wagner Road in Ann Arbor, Michigan.

CALL TO ORDER

The meeting was called to order at 5:00 p.m. by President Steve Olsen.

ATTENDANCE

The following members were present:

Steve Olsen, President
Diane Hockett, Vice President
Mary Jane Tramontin, Secretary (arrived at 5:10 p.m.)
Theresa Saunders, Treasurer

The following member was absent:

Don Garrett, Trustee

Also present:

Naomi Norman, Superintendent
Cherie Vannatter, Deputy Superintendent
Brian Marcel, Associate Superintendent
Kim Woods, Administrative Assistant to the Deputy Superintendent
Merri Lynn Colligan, Executive Director, School and Community Partnerships
Margy Long, Director, Success by 6, Great Start Collaborative
Becky Mullins, Human Resources Supervisor

Meghan McGowan, Early Intervention Occupational Therapist
Kimberly Minetee, TA YA PROJ Special Education

APPROVAL OF THE AGENDA

Motion by Diane Hockett, seconded by Theresa Saunders, to approve the agenda, as amended.

Ayes: All.

Nays: None.

Motion carried.

COMMUNICATIONS – Kegel Family Foundation Donation: Superintendent Norman spoke about the \$5,000.00 gift from the Kegel Family Foundation, and their history of awarding funding to WISD

for establishing training and education for blind, deaf, and hard of hearing children. A letter of appreciation has been sent acknowledging the gift.

COMMUNICATIONS – Ann McNally Adaptive Bike Donation: Superintendent Norman spoke about the adaptive bike donation that Washtenaw ISD received from Ms. Ann McNally.

COMMUNICATIONS – MASB 2022 Award Recipients: Superintendent Norman spoke about the Michigan Association of School Boards 2022 Award Recipients across Washtenaw County, which included Washtenaw ISD Board President Olsen and Board Vice-President Hockett.

PUBLIC PARTICIPATION – There was no public participation.

EQUITY, INCLUSION, AND SOCIAL JUSTICE DIALOGUE – Superintendent Norman gave the board an update on some of the district's upcoming equity efforts.

- She informed the board that after meeting virtually throughout the school year, the District Equity Leadership Team (DELT) met in-person with PEG Director of Strategic Partnerships and DELT facilitator Luis Versalles. The session took place on Monday, March 6, 2023. Members of the Executive Administration team shared their experiences with the board.
- Washtenaw ISD will host a Mission Statement Session through ZingTrain on Wednesday, March 15, 2023, at the ZingTrain offices.

CONSENT AGENDA

Motion by Diane Hockett, seconded by Theresa Saunders, that the Board of Education approve the minutes and Superintendent's recommendations in the Consent Agenda, as presented.

Voting yes: Steve Olsen, Diane Hockett, Theresa Saunders, Mary Jane Tramontin

Voting no: None.

Motion carried.

Approval of Minutes

The Board approved the minutes of the February 28, 2023, regular session meeting.

085-22-23

The Board approved the following employment recommendation:

- Sandra Alfred as a Teacher Assistant for Red Oak Young Adult.

086-22-23

The Board approved the following reclassification requests:

- Taylor Chauncy, TA-Red Oak, 1.0 FTE, 185 Workdays, Unit I Bargaining, to TA-YA WCC, 1.0 FTE, 185 Workdays, Unit I Bargaining.
- Robin Williams, TA-High Point A4, 1.0 FTE, 205 Workdays, Unit I Bargaining, to TA-YA SCI, 1.0 FTE, 205 Workdays, Unit I Bargaining.

087-22-23

The Board approved the following staff resignations:

- Atonia Robles, effective February 24, 2023.
- Charles Stevenson, Effective March 17, 2023.

088-22-23

The Board approved the new PAC appointment, Amy Wilkins, a parent, from Ann Arbor Public Schools.

089-22-23

The board approved the purchase of a 42TB HP Nimble Storage Expansion unit, with installation and three-year support, for \$32,527.49, as presented.

090-22-23

The board authorized the administration to execute the lease agreement with 114 N Main LLC for 114 N Main St. Chelsea, MI 48118, with rent totaling \$129,300.00 for the three-year term, as presented.

UNFINISHED BUSINESS: There was no unfinished business.

NEW BUSINESS – Board Policy - First Read

Human Resources and Legal Services Supervisor Becky Mullins addressed the board regarding the first reading of the following policy: #9150 – School Visitors (revised). Board action was not required.

NEW BUSINESS – Contract with Superior Township – American Rescue Plan Funds: Prior to board action, Success by 6, Great Start Collaborative Director Margy Long addressed the board. She gave details about the \$50,000.00 grant awarded to Washtenaw ISD from Superior Township using American Rescue Plan funds. Ms. Long fielded questions from the board.

Motion by Mary Jane Tramontin, seconded by Diane Hockett, that the Board of Education accept the grant from Superior Township in the amount of \$50,000.00, as presented.

Voting yes: Theresa Saunders, Mary Jane Tramontin, Steve Olsen, Diane Hockett

Voting no: None.

Motion carried.

OTHER ITEMS OF BUSINESS: There were no other items of business.

BOARD OF EDUCATION REPORTS:

- Vice President Hockett spoke about the Washtenaw Association of School Boards meeting on Thursday, March 9, 2023. She stated that every district was represented at the meeting. Additionally, Matt Kurta of Karoub & Associates presented to the group on Advocacy and State Policy.

ADMINISTRATIVE REPORTS – Superintendent’s Report

Superintendent Norman spoke about the following:

- She gave an update on the Talent Together initiative. The Design Team met last night and there was a retreat today at Washtenaw ISD which included 20 attendees in-person, and 15 attendees remote.
- Superintendent Norman wrote an article for School Administrator Magazine regarding the Parapro to Teacher Certification program and other University and District partnerships. The article will be published in May 2023.
- The South & West Washtenaw Consortium Executive Director / Washtenaw County CEPD Administrator Ryan Rowe and Ms. Norman met with Washtenaw Community College President Rose Bellanca, WCC Vice President Brandon Tucker, and WCC Provost Linda Blakey to discuss Career and Technical Education in Washtenaw County.
- Superintendent Norman and CEPD Administrator Ryan Rowe met with Washtenaw Technical Middle College Dean Karl Covert, who is investigating possibilities for expanding CTE options through the middle college.
- The local district Superintendents met with the Police Chiefs on March 10, 2023. Ms. Norman gave a brief overview of topics discussed at that meeting, including the presentation by the Washtenaw County Assistant Prosecuting Attorney on prosecution related to school threats.
- The WISD Achievement Initiatives Department, along with local District’s Instructional Departments will start a network for new teachers that are in their first three years of teaching.

ADJOURNMENT

The meeting adjourned at 5:55 p.m.

Respectfully submitted,

Mary Jane Tramontin, Secretary
Washtenaw ISD Board of Education



DATE: 3/10/23

TO: Cassandra Harmon-Higgins
Executive Director of Human Resources and Legal Services

FROM: Jennifer Parrelly
High Point Supervisor

SUBJECT: New Hire Recommendation- TA High Point SCI YA

I would like to recommend Waylen Dottery for employment as a teaching assistant in room 44 at High Point. Waylen received a high school diploma from Jackson High School. Waylen is currently employed as a direct care worker at St. Louis Center. If approved by the Board, Waylen's salary will be \$32,563, step 3. All other fringe benefits are set forth in the unit one contract.

Please let me know if you require additional information.

Washtenaw Intermediate School District Online Application

Dottery, Waylen

Date Submitted: 2/9/2023

Personal Data

Name: Mr Waylen P Dottery
(Title) (First) (Middle Initial) (Last)

Other name(s) under which transcripts, certificates, and former applications may be listed:

Other:
(Title) (First) (Middle Initial) (Last)

Email Address:

Postal Address

Permanent Address

Number & Street:
Apt. Number:
City:
State/Province:
Zip/Postal Code:
Country:
Daytime Phone:
Home/Cell Phone:

Present Address

Number & Street:
Apt. Number:
City:
State/Province:
Zip/Postal Code:
Country:
Phone Number:

Employment Desired

Open Vacancy Desired:

JobID: 1209 **Student Support Services:** Teaching Assistant ' Young Adult SCI ' 205
Days at High Point School

**Date Last
Submitted**
2/9/2023

**Experience in
Similar Positions**
6 years

JobID 1209 Questions

- * Do you have a High School Diploma or equivalent?
- * Do you have experience using "Non-Violent Crisis Intervention" techniques and other behavior strategies?

Yes

Yes

Equal Opportunity Employer

It is the policy and commitment of the Washtenaw Intermediate School District not to discriminate on the basis of race, sex, age, color, national origin, religion or handicap in its educational programs, activities, admissions, or employment policies in accordance with Title IX of the 1972 Educational Amendments, executive order 11246 as amended, Section 504 of the Rehabilitation Act of 1973 and all other pertinent state and federal regulations.

Legal Information

Please note: Applicants are not obligated to disclose sealed or expunged records of conviction or arrest.

Are you eligible to work in the United States?

Yes

Washtenaw Intermediate School District Online Application

Dottery, Waylen

Date Submitted: 2/9/2023

Have you ever been convicted of a criminal offense other than a minor traffic violation?

No

If yes, explain,
giving dates:

Have you ever had any indicated finding of child abuse filed in your name?

No

If yes, explain, giving dates:

Does your name appear on any Sex Offender Database in any state or country?

No

Applicant's Acknowledgement and Agreement.

By agreeing online, candidate authorizes the school district to conduct an investigation of candidate pursuant to The School Code to determine whether candidate has been convicted of any criminal or drug offenses as set forth in such statute, and, upon request, agrees to execute an investigation authorization form as a condition for candidate's employment. The School Code also stipulates that the School District perform a check on the Statewide Sex Offender Database. Candidate may not be employed unless such investigations have been initiated.

I certify that the information given by me in this application is true in all respects, and I agree that if the information given is found to be false in any way, it shall be considered sufficient cause for denial of employment or discharge. I authorize the use of any information in the application to verify my statement, and I authorize past employers, all references and any other person to answer all questions asked concerning my ability, character, reputation, and previous employment record. I release all such persons from any liability or damages on account of having furnished such information.

Waylen P Dottery

(signature)

Please list ALL relevant work experience
beginning with the most recent.

Current or Most Recent Position		Employer Contact Information		Supervisor/Reference Contact Information	
Saint louis Center Direct Care Worker		16195 W Old US Highway 12 Chealsea, MI 48118 7344758430			
Date From - Date To:	12/2016 -	Full or Part Time:	Full	Last Annual Salary:	
Reason for Leaving:	I'm not leaving				

Education

Please tell us about your educational background beginning with the most recent.

High School Attended: Jackson High School
Graduation Status: H.S. Diploma

Washtenaw Intermediate School District Online Application

Dottery, Waylen

Date Submitted: 2/9/2023

Colleges, Universities and Technical Schools Attended:

No education was entered.

Number of graduate hours beyond your
highest degree:
0

Grad Program Of Study

List honors, awards or distinctions you have earned:

Highly Qualified Status (TA)

All Teaching Assistants are required to be "Highly Qualified". Check the one (1) option you have completed that demonstrates you are a "Highly Qualified Teaching Assistant" (Upload Transcripts):

☒ Passed at least one of the following exams: WorkKeys, MTTC Basic Skills, or ETS

Language Skills

Do you know any language other than English? No

Professional References

	Reference 1 of 3
Name:	
School/Org:	
Current Position:	
Home Phone:	
Cell Phone:	
Work Phone:	
Mailing Address:	
Email:	
Relationship to Candidate:	
Years Known:	

Referrals

How did you hear about employment with us?

No method given.

Washtenaw Intermediate School District Online Application

Dottery, Waylen

Date Submitted: 2/9/2023

Legal Information

* **EMPLOYMENT, OTHER THAN TEMPORARY, IS CONTINGENT** upon successfully completing a post-offer, pre-hire physical examination and screening for illegal substances, at WISD expense.

I here by certify that the facts set forth in the above employment application are true and complete to the best of my knowledge. I understand that, if employed, falsified statements on the application shall be considered sufficient cause for dismissal. I here by permit Washtenaw Intermediate School District to obtain any information from previous employers or others without written notice to me and without liability arising therefrom. I also understand that I shall not become an employee until I have met employment eligibility as required by Immigration and Naturalization Service Form I-9.

I agree

* **ADVISORY:** In accordance with Public Act 96 of the Public Acts of 1995, it is a criminal misdemeanor to use a suspended, surrendered, revoked, nullified, fraudulently obtained, altered or forged teaching certificate, school administrator certificate, other State Board of Education approval, or a certificate or approval of another person for the purpose of obtaining employment.

Pursuant to Public Act 68 of 1993 and public Act 83 of 1995, I, Waylen Dottery, represent that (select one):

I have not been convicted of, or pled guilty or nolo contendere (no contest) to any crimes.

I understand and agree that pursuant to Public Act 68 of 1993 and Public Act 83 of 1995:

1) the Board of Education of the Washtenaw Intermediate School District must request a criminal history check on me from the Central Records Division of the Michigan Department of State Police and the Federal Bureau of Investigation (FBI);

2) until that report is received and reviewed by the school district, I am regarded as a conditional employee; and

3) if the report received from the Michigan Department of State Police or the FBI is not the same as my representation(s) above respecting either the absence of any conviction(s) or any crimes of which I have been convicted, my employment contract is voidable at the option of the school district.

The cost of a Criminal Background Check for the State of Michigan and FBI is \$69 at Washtenaw ISD.

I agree

Fingerprint results on file at another Michigan School District

Yes

DATE: March 2, 2023

TO: Cassandra Harmon-Higgins
Executive Director of Human Resources and Legal Services

FROM: Melissa Paschall, Special Education Principal

RE: New Hire Recommendation – Candice Jobe, School Social Worker

I would like to recommend Candice Jobe for employment as a School Social Worker. Ms. Jobe received his Master's Degree in School Social Work from Eastern Michigan University. Ms. Jobe is currently employed as a School Social Worker at Detroit Public Community Schools. If approved by the Board, Candice salary will be \$62,279 Step 4 MA. All other fringe benefits are set forth in the Unit 2 contract.

Please let me know if you require additional information.

Candice Jobe LLMSW

Education

Eastern Michigan University, Ypsilanti, MI

Master of Social Work

April 2019

Licensure and Certification

Michigan Masters Social Worker Limited License

Expr. May 2023

Full Approval School Social Worker Certification

Social Work Experience

Detroit Public Schools Community District-Osborn High School

ESE School Social Worker

August 2022-Current

Detroit, MI

- Assist children and families by examining factors in the home, school and/or community that are impacting a student's educational success and assist in reducing those barriers to learning.
- Ensure timely data input of assigned case load utilizing EDPlan Software, 20+ caseload.
- Develop and implement Individual Education Plans and completing an annual review of progress and students needs, documenting data in the PowerSchools Special Programs software.
- Support parents to understand their child's developmental and educational needs, to effectively advocate for their child in school, and to understand special education services.
- Attend IEP meetings, administer evaluations, and provide social work services based on IEP.
- Manage and update the school's website and social media channels with highlights, news, and district updates.
- Serve as part of the engagement team to increase student attendance as well as getting more students engaged with education and extracurricular activities.
- Assist teachers as a chaperone for field trips to enhance student's education when learning beyond the classroom.
- Assist teachers in understanding student's cultural and familial factors and help staff to meet the desired educational outcomes of diverse learners.
- Attend staff meetings, trainings, and professional development sessions.
- Support teachers in classrooms and observe student's behaviors in classroom settings

Georgia Rose Resiliency Farm

Clinical Therapist

Ann Arbor, MI

October 2021-Current

- Providing direct individual therapy to children, teens, and young adults in a private practice setting.

- Specialty working with adolescents and young adults with anxiety, depression, grief, LGBTQIA+
- Helping clients achieve their mental health goals by developing and strengthening the skills they need and already have.
- Excellent in building rapport, time management, task management, case management, and treatment planning.
- Utilize and implement evidence based strategies of behavioral healthcare and mental health (CBT, Psychotherapy, or group therapy).
- Adhering to insurance rules and regulations for note taking and submitting proper documentation.
- Collaborating with client's psychologists, school staff, and pediatricians to provide all around support for clients' mental health goals.

Ypsilanti Community Schools-ACCE High School

Special Education School Social Worker

August 2019-August 2022

Ypsilanti, MI

- Ensure timely data input of assigned case load utilizing PSP Software, 20+ caseload.
- Assist children and families by examining factors in the home, school and/or community that are impacting a student's educational success and assist in reducing those barriers to learning.
- Support parents to understand their child's developmental and educational needs, to effectively advocate for their child in school, and to understand special education services.
- Attend IEP meetings, and provide services based on IEP
- Assist teachers in understanding a student's cultural and familial factors and help staff to meet the desired educational outcomes of diverse learners. Serve as part of the Intense Support Staff Network
- Attend staff meetings, trainings, and professional development sessions.
- Draft and implement prevention programs and policies with administrators in an effort to address external and internal needs that impact school climate and student learning and success.
- Initiate and Facilitate Grief Group, Girls Group, Gay Straight Alliance Support Group, and Peer 2 Peer.
- Support teachers in classrooms and observe student's behaviors in classroom settings
- Planned school events and field trips for student enjoyment and engagement, as well as team building among staff and students.
- Develop and provide presentations for school staff professional development.

Eastern Michigan University 21st Century Bright Futures Program

Student Program Instructor

November 2019- April 2020

- Build rapport with students and provide emotional support during program
- Assist students with homework, academic progress, and goal creating
- Establish and facilitate Social-Emotional learning with weekly guided activities based on program goals.
- Chaperone and participate in academic and fun field trips with students to enhance learning opportunities and receive hands on experience.

Ypsilanti Community High School

School Social Work Intern

September 2018-April 2019

Ypsilanti, MI

- Prepare records and manage case history records for internship supervisor and school administrators
- Meetings with students individually, assessing their situations, capabilities, and problems to determine what services are required to meet their needs

- Meet weekly with 26 homeless high school students who are associated with The Educational Project for Homeless Youth (EPHY) to set them up with services and resources during their housing transition
- Facilitate a girls group called Girl Magic, focusing on mentoring at risk girls in the school
- Attend social work and professional development meetings regularly
- Assist with the completion of Behavioral Intervention Plan (BIP) meetings and implementation of the BIPs
- Observe students behaviors in classrooms to determine if a BIP is needed or if the intervention is working

Activities and Honors

- Basic Employment Skills Training (BEST), Eastern Michigan University Student Affairs Office
- Zeta Phi Beta Sorority Inc., Rho Delta Zeta Chapter, Historian and Webmistress, July 2018- June 2019
- Zeta Phi Beta Sorority Inc., Rho Delta Zeta Chapter, 20 Year Celebration Gala, Event Planning Committee, November 2017-May 2018



DATE: 2/28/23
TO: Cassandra Harmon-Higgins
Executive Director of Human Resources and Legal Services

FROM: Julie Voelker, Special Education Supervisor

RE: New Hire Recommendation – Behavior Specialist, Academic and Behavior Team

I would like to recommend the new hire of Maragaret Mullaly for the position of Behavior Specialist for the Academic Behavior Team. Ms. Mullaly was most recently employed as a clinical psychologist at the Walter Reuther Psychiatric Hospital and previous to this, she worked for Washtenaw County Mental Health. Ms. Mullally has over 14 years experience working with clients and patients with behavioral planning needs and we believe her commitment to data driven, evidence-based practices aligned will be extremely beneficial to our Academic/ Behavior Team and to the work we are committed to support local district teams.

Please let me know if you require additional information.

Margaret (Peg) Mullaly, MS, LLP

Compassionate and resourceful behavioral psychologist with over 16 years of clinical experience providing behavioral assessments and interventions. Possession of a master's degree in behavioral psychology and experience working with children and families.

Walter Reuther Psychiatric Hospital

Westland, MI

Psychologist

December 2019 - August 2022

- Conducted functional behavior assessments, completed behavior intervention plans.
- Provided in-services to staff on the implementation of behavior intervention plans.
- Consulted with treatment team members on the efficacy of the behavior plans and revised plans as necessary to achieve the identified goals.
- Completed required documentation as required.

Washtenaw County Community Mental Health

Ann Arbor, MI

Psychologist

September 2012 – August 2019

- Conducted functional assessments, including clinical observations and recommendations and plan for implementation.
- Consulted with members of other agencies regarding behavior interventions for joint clients.
- Completed assessments, which include various inventories, intelligence testing and present expert testimony at probate court.

Macomb Oakland Regional Center, Inc.

Auburn Hills, MI

Psychologist

May 2001 - March 2006

- Provided individual counseling and crisis intervention as needed to consumers with various disabilities.
- Performed assessment of emotional and social needs, and assessment of the physical and social environment where consumers work and reside.
- Conducted training to consumers, home staff, teachers and professionals related to treatment plans and current developments in the field.

Education

Eastern Michigan University, Master of Science, Clinical Behavioral Psychology, May 1996

Eastern Michigan University, Bachelor of Science, Psychology, May 1992

License: Limited License Psychologist

DATE: March 2, 2023

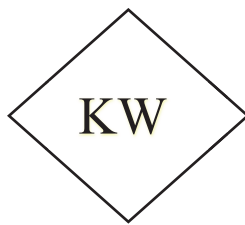
TO: Cassandra Harmon-Higgins
Executive Director of Human Resources and Legal Services

FROM: Margy Long, Director Success by 6 Great Start Collaborative

RE: New Hire Recommendation –Parent Liaison for SB6GSC

I would like to recommend Kimberly Warren for employment as Parent Liaison for Success by 6 Great Start Collaborative. Kimberly received her bachelor's degree from Eastern Michigan University. Kimberly is currently employed as a Teacher Assistant at Ann Arbor Public Schools. If approved by the Board, Kimberly's salary will be \$24,667, .5 FTE of grade 1 step 1 of the non-affiliated manual. All other fringe benefits are set forth in the non-affiliated contract.

Please let me know if you require additional information.



KIMBERLY WARREN

Skills

- Christ Follower
- Responsible, reliable, and respectful
- Patient and determined
- Relationally and detail oriented
- Exceptional communication skills
- Very good at following directions
- Strong goal accomplishment skills
- Great people and customer service skills
- Background in janitorial cleaning and housework
- Classroom management skills
- Teaching skills

Education

Bachelor of Education

Eastern Michigan University | Ypsilanti, Mi
Graduated: 2010

Experience

Facilities Host

2|42 Community Center | Ann Arbor, Mi
January 2019 to Present

I am responsible for communicating with guests and coworkers, managing the building, event set up/tear down, major and minor cleaning duties, as well as ensuring that everyone who walks through the doors has a safe and enjoyable experience.

Paraprofessional

Ann Arbor Public Schools | Ann Arbor, Mi
December 2012 to Present

I assist children with disabilities who need extra help in the classroom. I am responsible for assisting the children's education, communicating with teachers and other paraprofessionals, and following very strict IEP or behavior plans.

Sales Associate

Michael's Stores | Ann Arbor, Mi

I was responsible for working with other Michael's employees to make the store function as smoothly as possible. I answered phones, cashiered,

stocked products, and provided exceptional customer service through teaching classes on site, running Kids Club, teaching classes, and building relationships with our regular customers.



DATE: March 13, 2023

TO: Cassandra Harmon-Higgins
Executive Director of Human Resources and Legal Services

FROM: Melissa Paschall, Special Education Principal

RE: New Hire Recommendation – Jessica Ann Wurm, Teacher Assistant for Milan MS LBC

I would like to recommend Jessica Ann Wurm, for employment as a Teacher Assistant for Milan MS LBC. Ms. Wurm is currently employed as a Teacher Assistant at Milan Area Schools. If approved by the Board, Jessica Ann Wurm's salary will be \$29,386 Base, Step 3 . All other fringe benefits are set forth in the Unit 1 contract.

Please let me know if you require additional information.

Washtenaw Intermediate School District Online Application

Wurm, Jessica

Date Submitted: 1/31/2023

Personal Data

Name: Jessica A Wurm
(First) (Middle Initial) (Last)

Other name(s) under which transcripts, certificates, and former applications may be listed:

Other: Jessica A Trujillo
(First) (Middle Initial) (Last)

Email Address:

Postal Address

Permanent Address

Number & Street:
Apt. Number:
City:
State/Province:
Zip/Postal Code:
Country:
Daytime Phone:
Home/Cell Phone:

Present Address

Number & Street:
Apt. Number:
City:
State/Province:
Zip/Postal Code:
Country:
Phone Number:

Employment Desired

Open Vacancy Desired:

JobID: 1196

Student Support Services: Teaching Assistants ' Milan Middle School at
Milan Area Schools

**Date Last
Submitted**

1/31/2023

**Experience in
Similar Positions**

8 years

Equal Opportunity Employer

It is the policy and commitment of the Washtenaw Intermediate School District not to discriminate on the basis of race, sex, age, color, national origin, religion or handicap in its educational programs, activities, admissions, or employment policies in accordance with Title IX of the 1972 Educational Amendments, executive order 11246 as amended, Section 504 of the Rehabilitation Act of 1973 and all other pertinent state and federal regulations.

Legal Information

Please note: Applicants are not obligated to disclose sealed or expunged records of conviction or arrest.

Are you eligible to work in the United States?

Yes

Have you ever been convicted of a criminal offense other than a minor traffic violation?

No

If yes, explain,
giving dates:

Have you ever had any indicated finding of child abuse filed in your name?

No

If yes, explain, giving dates:

Does your name appear on any Sex Offender Database in any state or country?

No

Washtenaw Intermediate School District Online Application

Wurm, Jessica

Date Submitted: 1/31/2023

Applicant's Acknowledgement and Agreement.

By agreeing online, candidate authorizes the school district to conduct an investigation of candidate pursuant to The School Code to determine whether candidate has been convicted of any criminal or drug offenses as set forth in such statute, and, upon request, agrees to execute an investigation authorization form as a condition for candidate's employment. The School Code also stipulates that the School District perform a check on the Statewide Sex Offender Database. Candidate may not be employed unless such investigations have been initiated.

I certify that the information given by me in this application is true in all respects, and I agree that if the information given is found to be false in any way, it shall be considered sufficient cause for denial of employment or discharge. I authorize the use of any information in the application to verify my statement, and I authorize past employers, all references and any other person to answer all questions asked concerning my ability, character, reputation, and previous employment record. I release all such persons from any liability or damages on account of having furnished such information.

Jessica A Wurm

Experience

Please list ALL relevant work experience beginning with the most recent.

Current or Most Recent Position		Employer Contact Information		Supervisor/Reference Contact Information	
Milan Area Schools Paraprofessional		920 North Street Milan, MI 48160 734-439-5200			
Date From - Date To:	09/2015 -	Full or Part Time:	Full	Last Annual Salary:	
Reason for Leaving:	Higher pay and able to care for the students on the other side of the Middle School.				

Education

Please tell us about your educational background beginning with the most recent.

High School Attended: St. Mary's Academy, St. Mary's, Kansas
Graduation Status: H.S. Diploma

Colleges, Universities and Technical Schools Attended:

Name and location	Major area of study and number of semester hours	Minor area of study and number of semester hours	Degree	Date Conferred or Expected
Ann Arbor School of Massage Therapy	Massage Therapist Hrs: 1 yr	Hrs:	Yes	
Oakland University	Nursing Hrs:	Hrs:		

Washtenaw Intermediate School District Online Application

Wurm, Jessica

Date Submitted: 1/31/2023

Education Continued

Number of graduate hours beyond your highest degree: Grad Program Of Study

List honors, awards or distinctions you have earned:

Highly Qualified Status (TA)

All Teaching Assistants are required to be "Highly Qualified". Check the one (1) option you have completed that demonstrates you are a "Highly Qualified Teaching Assistant" (Upload Transcripts):

Statement

Tip: Use your word processor to copy and paste in your answers. Copy your answers from the word processor and then hit CTRL+V for PC or OpenApple+V for Mac to paste.

1. Please explain how your past personal and professional experience make you a quality candidate for the position for which you are applying.

I am a mother of 4. I have one daughter with Autism, one with Down Syndrome, and a son and daughter with anxiety and social issues. I chose to work in the Middle School because I felt with my patience and my personality that I could make a difference in some children's lives. I have worked as a PCT at St. Joseph in Ann Arbor. I have catharized both male and female adults, I have done dressing changes, drew labs, given breathing treatments and have also done tracheotomy care. I also can document and keep data. So, I am not shy to helping with personal care. In the Middle School, I have had experience with AI, CI, EI and kids with anxiety. I am patient and very welcoming person. Working as a team is something I can do. I ask questions if I am unsure of things and I enjoy learning new skills. When I am comfortable with the procedures and schedule, I am a very independent worker and I am always willing to give a helping hand.

Language Skills

Do you know any language other than English? Yes

Language(s): Spanish
Oral Level: Polite
Written Level:

Washtenaw Intermediate School District Online Application

Wurm, Jessica

Date Submitted: 1/31/2023

Professional References

	Reference 1 of 3	Reference 2 of 3
Name:		
School/Org:		
Current Position:		
Home Phone:		
Cell Phone:		
Work Phone:		
Mailing Address:		
Email:		
Relationship to Candidate:		
Years Known:		

	Reference 3 of 3	
Name:		
School/Org:		
Current Position:		
Home Phone:		
Cell Phone:		
Work Phone:		
Mailing Address:		
Email:		
Relationship to Candidate:		
Years Known:		

Referrals

How did you hear about employment with us?

District Employee

Legal Information

* **EMPLOYMENT, OTHER THAN TEMPORARY, IS CONTINGENT** upon successfully completing a post-offer, pre-hire physical examination and screening for illegal substances, at WISD expense.

I here by certify that the facts set forth in the above employment application are true and complete to the best of my knowledge. I understand that, if employed, falsified statements on the application shall be considered sufficient cause for dismissal. I here by permit Washtenaw Intermediate School District to obtain any information from previous employers or others without written notice to me and without liability arising therefrom. I also understand that I shall not become an employee until I have met employment eligibility as required by Immigration and Naturalization Service Form I-9.

I agree

* **ADVISORY:** In accordance with Public Act 96 of the Public Acts of 1995, it is a criminal misdemeanor to use a suspended, surrendered, revoked, nullified, fraudulently obtained, altered or forged teaching certificate, school administrator certificate, other State Board of Education approval, or a certificate or approval of another person for the purpose of obtaining employment.

I have not been convicted of, or pled guilty or nolo contendere (no contest) to any crimes.

Washtenaw Intermediate School District Online Application

Wurm, Jessica

Date Submitted: 1/31/2023

Legal Information continued

I understand and agree that pursuant to Public Act 68 of 1993 and Public Act 83 of 1995:

1) the Board of Education of the Washtenaw Intermediate School District must request a criminal history check on me from the Central Records Division of the Michigan Department of State Police and the Federal Bureau of Investigation (FBI);

2) until that report is received and reviewed by the school district, I am regarded as a conditional employee; and

3) if the report received from the Michigan Department of State Police or the FBI is not the same as my representation(s) above respecting either the absence of any conviction(s) or any crimes of which I have been convicted, my employment contract is voidable at the option of the school district.

The cost of a Criminal Background Check for the State of Michigan and FBI is \$69 at Washtenaw ISD.

I agree

Fingerprint results on file at another Michigan School District

Yes

DATE: 3-1-23

TO: Cassandra Harmon-Higgins
Executive Director of Human Resources and Legal Services

FROM: Rebekah Ralls
Supervisor – SE Young Adult Services.

RE: New Hire Recommendation – Teaching Assistant, Dexter HS Life Skills

I would like to recommend Shannon Zeichner for the teaching assistant position in the Dexter High School Life Skills Classroom. Shannon is currently substituting in this classroom and comes highly recommended by staff and supervisors. She has had lifelong experience assisting and supporting peers with disabilities.

If approved by the Board, Shannon Zeichner's salary will be Step 1, \$24,786. All other fringe benefits are set forth in the Unit I contract.

Please let me know if you require additional information.

Shannon Zeichner

Work Experience

Assistant Teacher

Gretchen's House Child Care Centers - Chelsea, MI
June 2021 to Present

My job entails working with preschool-5th grade

- greeting parents
- signing children in and out,
- setting up and serving snacks,
- leading small groups,
- assisting on field trips
- supervising children on the playground as well as throughout their day.
- Guiding kids with coloring and reading
- Guiding kids with picking out a plan to play with
- Helping kids with proper hygiene
- Changing kids

My job as a caregiver entails

- Preparing meals and snacks
- Helping teach proper hygiene like hand washing
- Changing diapers and clothes
- Teaching how to use utensils correctly
- Working on holding a pencil correctly
- Learning fine motor skills such as puzzles and tracing things
- Helping managing emotions and actions

My job as a crew member entails

- Greeting customers and checking them out
- Making food in a clean and proper way
- Cleaning the restaurant
- Restocking the line
- Taking orders on phone and at counter

Education

High school diploma in General Studies

Dexter High School - Dexter, MI
September 2021 to May 2022

Skills

- Toddler Care
- Classroom Management
- Childcare
- Early Childhood Education
- Experience with Children
- Special Needs

Washtenaw ISD Position Change / Upgrade Form

The supervisor of the position should complete and sign this form if you are anticipating an upgrade /reclassification, title/duties change and/or a salary/market increase for the position. Please note that the final decision on classification of the subject position will be made by the Executive Cabinet and the Superintendent.

Change Recommended

Please select all that apply

- ☒ Position change
- ☐ Salary Level /Wage
- ☐ Location
- ☐ FTE
- ☐ Bargaining Unit
- ☐ Work days
- ☐ Account Split
- ☐ Other

Employee Name:

Please enter the employee name, incumbent name, or "Vacant"

Nancy Davis

Department

Special Education Department

Current Account 1

22.1122.1240.130.0000.06147.2400

Current Account 1 Split

100

Current Account 2

Current Account 2 Split

Current Account 3

Current Account 3 Split

Current Account 4

Supervisor

Deborah Hester-Washington

Current Position Title

Self-Contained CI Teacher

Recommended Position Title

LRE Teacher Consultant

Current Position Number

20.47.122.03

Recommended Position Number

28.00.218.39

Current Bargaining Unit

Unit II

Recommended Bargaining Unit

Unit II

Current Account 4 Split

Recommended Account 1

22.1218.1250.063.0000.00000.3000

Recommended Account 1 Split

100

Recommended Account 2

Recommended Account 2 Split

Recommended Account 3

Recommended Account Split 3

Current Pay Rate/ Salary Level

Unit II/MA Step 14/85,016

Recommended Pay Rate/ Salary Level

Unit II/MA Step 14/85,016

Current FTE

1

Recommended FTE

1

Current Number of Work Days

185

Recommended Number of Work Days

185

Should the Current Position Remain?

- ☒ Remain
- ☐ Delete

Recommended Account 4

Recommended Account 4 Split

Current Location

Worksite/Desk Location

High Point School

Recommended Location

Worksite/Desk Location

Teaching and Learning Center

Rational for Position Change

Briefly explain how this position has changed, giving concrete examples of the changes

Hire for vacancy

Effective Date

Date new duties were assigned or changes made

08/22/2023

List Positions/Employees Performing Similar Work

Do you know of/are you aware of any other positions or employees assigned/performing work similar to that of this position in its new description? If so, please list position titles or names of incumbents

Several LRE TCs

Department Head Comments

Department Head

Cherie Vannatter 03/02/2023

Finance Approval

- ☒ Approve
- ☐ Adjust, See Comments

Finance Comments

Finance

SAP 03/06/2023

Human Resources Approval

- ☒ Approve
- ☐ Adjust, See Comments

Human Resources Comments

Human Resources / Executive Admin Review

CD Harmon-Higgins 03/02/2023

Superintendent Comments

Superintendent

Naomi Norman 03/14/2023

WASHTENAW INTERMEDIATE SCHOOL DISTRICT
Position Description

Job Title: Teacher Consultant - LRE
Department: Special Education Services
Reports To: Supervisor, Special Education Services
FLSA Status: Exempt
Prepared By: Cherie Vannatter
Assistant Superintendent, Achievement and Student Services
Prepared Date: May 14, 2018
Revised By: Deborah Hester-Washington
Director of Special Education
Revised Date: July 13, 2021
Approved By: Cassandra D. Harmon-Higgins, Esq.
Executive Director, HR and Legal Services
Approved Date: July 23, 2021

The WISD's Mission is to promote the continuous improvement of achievement for every student while providing high-quality service to our customers through leadership, innovation, and collaboration.

The WISD's Vision is to be a leader in empowering, facilitating, and delivering high-quality, boundary-spanning, educational system that educates all children through an equitable, inclusive, and holistic approach.

SUMMARY:

The Teacher Consultant provides service to support locally-based and inclusive education. The Teacher Consultant works with, provides resources to, and instructs classroom staff, related services staff, local district teams and parents in the implementation of programming.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Demonstrates a strong commitment to equity, social justice, and inclusion in all practices and position responsibilities.
- Demonstrates the ability to examine how his/her/their position (directly or indirectly) impacts educational inequities in student achievement outcomes.
- Engages in reflection and ongoing learning and development on critical concepts and terms identified in the Washtenaw ISD Educational Equity Policy including concepts such as cultural proficiency, racial equity, and systemic and structural inequities
- Works collaboratively with local district administration to plan and present professional development.
- Facilitates in-services and other professional development activities which enable staff to develop skills associated with best practices in education.
- Works collaboratively with local staff to assist in planning/modifying student schedules.
- Works collaboratively to assist in locating, modifying, accommodating materials.
- Participates in IEP team meetings, as appropriate.
- Demonstrate operational knowledge of Internet and Web-related technologies
- Demonstrates skills and comfort using the latest instructional online tools and technology
- Knowledge of IDEA and MARSE rules.
- Team member on the technical assistance planning team that assist local districts with compliance on State Performance Plan Indicators.
- Knowledge of IEP and special education service compliance.
- Attends and presents information at building team meetings, as needed.
- Locates and disseminates information related to various disabilities.
- Observes student(s) in classrooms or other school environments, as appropriate.

- Communicates with parents/guardians as requested (only for LRE TCs with a caseload).
- Communicates regularly with building and district administrators.
- Consults/demonstrates teaching techniques with teacher and or team as appropriate.
- Provides training/teaching/demonstrating lessons to students in general education (i.e. disability awareness, NVCI, peer supports, etc.).
- Consults/develops teaching strategies with teacher and/or team.
- Consults with team regarding behavior issues (assistance with development of FBA/BIPS).
- In collaboration with the IEP team, administers/interprets disability specific assessments.
- Assists in evaluating supports for students.
- Assists local evaluation team in the interpretation of disability specific assessments.
- Uses appropriate technologies to accomplish instructional objectives.
- Facilitates the implementation of general education experiences for students with disabilities including training teaching assistants, special education and general education teachers.
- Collaborates with building administration, instructional staff, and other agencies to integrate students with disabilities into the classroom and community, with emphasis on involving families, adapting curriculum, facilitating natural supports, managing challenging behaviors and focusing instruction on long-term outcomes.
- Supports the WISD vision to enhance achievement for all students.
- Supports a team-based approach to problem solving.
- Demonstrates skills in modifying and adapting curriculum.
- Demonstrates skills in the assessment of behavior development behavior plan.
- Maintains regular, predictable attendance.
- **OTHER RELATED DUTIES MAY BE ASSIGNED.**

SUPERVISORY RESPONSIBILITIES:

- N/A.

QUALIFICATIONS:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. Alternative requirements that may be appropriate and acceptable to the Board of Education may be considered. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION and/or EXPERIENCE:

- Master's degree with certification in one or more areas of special education, including emotional impairment, cognitive impairment or ASD required.
- Minimum of three (3) years of satisfactory teaching experience required.
- Minimum of two (2) years teaching in a special education program required.
- Extensive experience with and knowledge of behavior management principles.
- Extensive experience with and knowledge of curriculum adaptations.
- Experience working with students with cognitive impairments, emotional impairments and autism.
- Knowledge in the use of technology for communications and student instruction.
- Experience with consulting in a general education setting.
- Extensive experience with and knowledge of behavior management principles.
- Extensive experience with and knowledge of curriculum adaptations.
- Knowledge in the use of technology for communications and student instruction.
- Knowledge of special equipment and its use for students with disabilities.
- Demonstrated skills in parent consultation and working with diverse populations within the community.
- A philosophical position that is aligned with the WISD mission of support in the least restrictive environment.
- Experience working in a virtual online instructional setting

CERTIFICATES, LICENSES, REGISTRATIONS:

- Valid Michigan teacher's certificate with emotional impairment, cognitive impairment or ASD endorsement required. Dual endorsements preferred.
- Ability to obtain teacher consultant approval from the State of Michigan required.
- NVCi certification.
- Current valid driver's license with proof of insurance required.

LANGUAGE SKILLS:

- Ability to work with elementary and secondary students.
- Ability to explain and demonstrate appropriate teaching techniques.
- Ability to read, analyze and interpret information including periodicals and professional journals.
- Ability to effectively present information and respond to questions from groups of educators, students and the general public.
- Ability to write lesson plans, IEP's and other related correspondence.
- Ability to direct the activities of others to execute student IEP goals.

TECHNICAL SKILLS:

- Ability to integrate technology into the everyday work flow is necessary.
- Ability to utilize District technology and work to maintain proficiency, as required skill sets change with technology and/or the needs of the District.
- Ability to use computer technology for research, data management, communications and other instruction.
- Ability to use a personal computer (PC) or MAC in a networked environment to utilize the Internet and other electronic communication mechanisms.
- Ability to use online instructional tools and technology
- Knowledge of productivity applications such as Microsoft Office (word processing, spreadsheets, database and presentation software) is required.

MATHEMATICAL SKILLS:

- Ability to apply the concepts of basic math, algebra and geometry consistent with the duties of this position.

REASONING ABILITY:

- Highly proficient in subject areas of: reasoning, problem solving, organizational dynamics and emotional intelligence.
- Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists.
- Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.

INTERPERSONAL SKILLS:

- Ability to build rapport with others and to serve diverse publics.
- Ability to take initiative; work well with others as a collaborative team member and exhibit good communication skills.
- Ability to work effectively and collaboratively with other departments, agencies and individuals.
- Ability to work creatively and skillfully with students.
- Ability to demonstrate initiative and understanding in working with students, staff and parents/guardians.
- Ability to work in various environments including student's homes when appropriate.
- Ability to consult effectively with teachers, parents, administrator and other professionals.

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with

disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to stand; walk; use hands to finger, handle or feel objects, tools, or controls; reach with hands and arms; talk or hear; and taste or smell. The employee is occasionally required to sit and stoop, kneel, crouch, or crawl. The employee must occasionally lift and/or move up to 50 pounds such as books and teaching material or when assisting in student interventions. Specific vision abilities required by this job include close vision, distant vision and the ability to adjust focus. The ability to travel to other buildings is required. The position requires the individual to sometimes work irregular or extended work hours and meet multiple demands from several people.

ENVIRONMENTAL ADAPTABILITY:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The noise level in the work environment is quiet to loud depending upon the activity in the particular part of the day. The employee is frequently required to interact with the public and other staff. The employee is directly responsible for the safety and well-being of students. The employee is exposed to infections at a greater risk than the average person. Occasionally the employee may be required to be outdoors for a short period of time, and therefore subject to varying weather conditions, for purposes of accomplishing the essential functions of this job.

FUNCTIONS OF POSITION DESCRIPTION:

This position description has been prepared to define the general duties of the position, provide examples of work and to detail the required knowledge, skills and ability as well as the acceptable experience and training for the position. The description is not intended to limit or modify the right of any supervisor to assign, direct and control the duties of employees under supervision. The WISD retains and reserves any and all rights to change, modify, amend, add to or delete from any portion of this description in its sole judgment.

This position description is not a contract for employment.

The WISD is an equal opportunity employer, in compliance with the Americans with Disabilities Act. The District will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

TERMS:

This position is subject to terms, conditions, and calendar of the Master Agreement between the District and Unit II AFT Local 3760. Starting salary ranging (dependent upon experience) from \$44,678 - \$91,652.

Washtenaw Intermediate School District is a drug-free workplace and District policy requires drug testing for all potential employees.

It is the policy and commitment of the Washtenaw Intermediate School District not to discriminate on the basis of race, color, religion, national origin, sex, disability, age, height, weight, familial status, marital status, genetic information, sexual orientation or any legally protected characteristic, in its educational programs, activities, admissions, or employment policies in accordance with Title IX of the 1972 Educational Amendments, executive order 11246 as amended, Section 504 of the Rehabilitation Act of 1973 and all other pertinent state and Federal regulations.

Washtenaw ISD Position Change / Upgrade Form

The supervisor of the position should complete and sign this form if you are anticipating an upgrade /reclassification, title/duties change and/or a salary/market increase for the position. Please note that the final decision on classification of the subject position will be made by the Executive Cabinet and the Superintendent.

Change Recommended

Please select all that apply

- ☒ Position change
- ☒ Salary Level /Wage
- ☐ Location
- ☐ FTE
- ☐ Bargaining Unit
- ☐ Work days
- ☐ Account Split
- ☐ Other

Employee Name:

Please enter the employee name, incumbent name, or "Vacant"

William Liskiewicz

Department

Technology

Current Account 1

11.1284.1510.000.0000.5800

Current Account 1 Split

25

Current Account 2

22.1284.1510.000.0000.5800

Current Account 2 Split

75

Current Account 3

Current Account 3 Split

Current Account 4

Supervisor

Andrew Hahn

Current Position Title

Technical Assistant

Recommended Position Title

Technical Specialist II - Infrastructure Support

Current Position Number

51.00.284.20

Recommended Position Number

51.00.284.31

Current Bargaining Unit

Non-Affiliated

Recommended Bargaining Unit

Non-Affiliated

Current Account 4 Split

Recommended Account 1

11.1284.1510.000.0000.5800

Recommended Account 1 Split

25

Recommended Account 2

11.1284.1510.000.0000.5900

Recommended Account 2 Split

25

Recommended Account 3

22.1284.1510.000.0000.5900

Recommended Account Split 3

50

Current Pay Rate/ Salary Level

Grade 1 Step 1 49,334.00

Recommended Pay Rate/ Salary Level

Grade 4 Step 1 \$65,664

Current FTE

1

Recommended FTE

1

Current Number of Work Days

230

Recommended Number of Work Days

230

Should the Current Position Remain?

- ☒ Remain
- ☐ Delete

Recommended Account 4

Recommended Account 4 Split

Current Location

Worksite/Desk Location

TLC Building/Tech East

Recommended Location

Worksite/Desk Location

TLC Building/Tech East/LEAs

Rational for Position Change

Briefly explain how this position has changed, giving concrete examples of the changes

Interviewed for Technical Specialist II position and panel recommended William for the position.

Effective Date

Date new duties were assigned or changes made

03/28/2023

List Positions/Employees Performing Similar Work

Do you know of/are you aware of any other positions or employees assigned/performing work similar to that of this position in its new description? If so, please list position titles or names of incumbents

Bill Coury, Technical Specialist II

Department Head Comments

Department Head

M.Colligan 03/20/2023

Finance Approval

- Approve
- Adjust, See Comments

Finance Comments

Finance

SAP 03/22/2023

Human Resources Approval

- Approve
- Adjust, See Comments

Human Resources Comments

Human Resources / Executive Admin Review

CD Harmon-Higgins 03/20/2023

Superintendent Comments

Superintendent

Naomi Norman 03/24/2023

Washtenaw Intermediate School District Position Description

Job Title: Technical Specialist II – Infrastructure Support
Department: Technology and Data Services
Reports to: Supervisor, Technology and Data Services
FLSA Status: Non-Exempt
Prepared By: Merri Lynn Colligan
Chief Information Officer
Preparation Date: October 20, 2021
Approved By: Cassandra Harmon-Higgins
Executive Director of Human Resources and Legal Services
Approval Date: November 3, 2020

The WISD's Mission is to promote the continuous improvement of achievement for every student while providing high-quality service to our customers through leadership, innovation, and collaboration.

The WISD's Vision is to be a leader in empowering, facilitating, and delivering high-quality, boundary-spanning, educational system that educates all children through an equitable, inclusive and holistic approach.

SUMMARY:

The Technical Specialist II position provides technical support for county-wide student management systems, HRIS/FIS systems, VMWare, SAN storage, LAN, and Windows and Linux/Unix servers while maintaining best cyber security practices.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Demonstrates a strong commitment to equity, social justice, and inclusion in all practices and position responsibilities.
- Demonstrates the ability to examine how his/her/their position (directly or indirectly) impacts educational inequities in student achievement outcomes.
- Engages in reflection and ongoing learning and development on critical concepts and terms identified in the Washtenaw ISD Educational Equity Policy including concepts such as cultural proficiency, racial equity, and systemic and structural inequities
- Provides technical assistance in the areas of administrative and instructional technology.
- Coordinates, supports and implements a county-wide student management system.
- Maintains a county-wide student management system and provide support to local districts.
- Document current systems and processes. Consults with vendor support to request technical solutions to specific user needs.
- Manages Windows and Linux/Unix servers as required.
- Provides primary and backup support for agency servers and associated applications including Windows and Linux operating systems.
- Conducts on-site visits to school districts to provide ongoing customer support for the student management application.
- Help manage district VMWare configuration and administration, UCS system, and SAN storage management
- Assists Network Specialists with support (troubleshoot file transmission and data issues inside the application, query database and analyze server logs).
- Participate in the evaluation, operation and testing of software, hardware and network security configurations.
- Provides support and basic troubleshooting of LAN related issues

- Establishes and maintains a positive and productive work relationship with intermediate and local district staff.
- Ability to utilize Packet analyzer in troubleshooting
- Establishes and maintains a positive and productive work relationship with intermediate and local district staff.
- Responsible for Backups, business continuity and network incident response planning
- Implement security measures – supporting Cyber Security Analyst
- Contribute to Library of documentation: creation of new documents and updating existing documentation as needed.
- Works in a team environment.
- Performs such other tasks as may from time to time be assigned by the supervisor.
- Regular predictable attendance.
- This position requires the ability to be available on-call to handle work problems at all hours.
- **OTHER DUTIES AS ASSIGNED.**

SUPERVISORY RESPONSIBILITIES:

- N/A.

QUALIFICATIONS:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. Alternative requirements that may be appropriate and acceptable to the Board of Education may be considered. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION and/or EXPERIENCE:

- Minimum of an earned Associate's degree in Computer Science, Information Technology, Information Systems, Information Assurance, Cyber/IT Security or related field. Bachelor's degree preferred, OR Equivalent combination of significant education, training, certifications and experience
- Minimum of one (1) to three (3) years of experience in analyzing, diagnosing and resolving server, VMWare, and LAN related issues
- Experience SAN Storage preferred
- Cisco, Microsoft certifications preferred
- Experience with Network administration required.
- Network/server documentation experience required.
- Prior experience in working with third-party vendors.
- Demonstrated ability and willingness to learn new instructional technology and administrative applications.
- Demonstrated ability to train others in the classroom or office in the use of various hardware and applications.
- Demonstrated ability to work as part of a team, to communicate clearly, think creatively and relate well with other team members.
- Such alternatives to the above qualifications as the Board may find appropriate and acceptable.

CERTIFICATES, LICENSES, REGISTRATIONS:

- Server+, Network+, CCNA, MCP, or similar highly desirable

LANGUAGE SKILLS:

- Ability to read, analyze and interpret periodicals, operating instructions, procedure manuals and professional journals.
- Ability to write routing reports, business correspondence and procedure manuals.

- Ability to effectively present information and respond to questions from groups of educators, customers and the general public.
- Ability to facilitate effective group process.
- Ability to express self clearly, both orally and in writing.

TECHNICAL SKILLS:

- Ability to apply technology and innovation to improve efficiency and solve problems.
- Testing and monitoring proficiencies for servers
- Strong working knowledge of the evolving field of technology and its uses for instructional practices
- Must be familiar with current and emerging technology issues impacting ISDs and local districts related to instruction and related technological areas.
- Must have strong technology skills.
- Ability to integrate technology into the everyday work flow is necessary.
- Ability to implement new technologies.

MATHEMATICAL SKILLS:

- Ability to add, subtract, multiply and divide in all units of measure, using whole numbers, common fractions and decimals.
- Ability to compute rate, ratio and percent and to draw and interpret bar graphs.

REASONING ABILITY:

- Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists.
- Ability to interpret a variety of instructions furnished in written, oral, diagram or schedule form.
- Exhibit high level of professionalism with the ability to handle confidential information, use good judgment, plan and handle complex projects and maintain a flexible attitude.
- Ability to interpret complex technical documents.
- Ability to define problems, collect data, establish facts and draw valid conclusions.
- Ability to effectively manage time and resources.
- High levels of initiative and strong capability of multitasking.

INTERPERSONAL SKILLS:

- Possess excellent customer service and communication skills with a client-centered focus.
- Ability to build rapport with others and to serve diverse publics.
- Ability to take initiative; work well with others as a collaborative team member and exhibit good communication skills.

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently required to stand; walk; sit; use hands to finger, handle or feel; reach with hands and arms; stoop, kneel crouch or crawl; and to talk or hear. The employee must frequently lift and/or move up to 35 pounds such as files and training material. Specific vision abilities required by this job include close vision, distance vision, peripheral vision and ability to adjust focus. The ability to travel to other buildings is required. The position requires the individual to sometimes work irregular or extended work hours and meet multiple demands from several people.

ENVIRONMENTAL ADAPTABILITY:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The noise level in the work environment is quiet to loud depending upon the activity in the particular part of the day. Occasionally the employee may be required to be outdoors for a short period of time, and therefore subject to varying weather conditions, for purposes of accomplishing the essential functions of this job.

FUNCTIONS OF POSITION DESCRIPTION:

This position description has been prepared to define the general duties of the position, provide examples of work and to detail the required knowledge, skills and ability as well as the acceptable experience and training for the position. The description is not intended to limit or modify the right of any supervisor to assign, direct and control the duties of employees under supervision. The WISD retains and reserves any and all rights to change, modify, amend, add to or delete from any portion of this description in its sole judgment.

This position description is not a contract for employment.

The WISD is an equal opportunity employer, in compliance with the Americans with Disabilities Act. The District will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

TERMS:

Salary and other employment conditions are set forth by the Board of Education as reflected in the Non-Affiliated Staff manual. Starting salary ranging (dependent upon experience) \$65,664 - \$80,703.

Washtenaw Intermediate School District is a drug-free workplace and District policy requires drug testing for all potential employees.

It is the policy and commitment of the Washtenaw Intermediate School District not to discriminate on the basis of race, color, religion, national origin, sex, disability, age, height, weight, familial status, marital status, genetic information, sexual orientation or any legally protected characteristic, in its educational programs, activities, admissions, or employment policies in accordance with Title IX of the 1972 Educational Amendments, executive order 11246 as amended, Section 504 of the Rehabilitation Act of 1973 and all other pertinent state and Federal regulations.

Washtenaw ISD Position Change / Upgrade Form

The supervisor of the position should complete and sign this form if you are anticipating an upgrade /reclassification, title/duties change and/or a salary/market increase for the position. Please note that the final decision on classification of the subject position will be made by the Executive Cabinet and the Superintendent.

Change Recommended

Please select all that apply

- ☒ Position change
- ☐ Salary Level /Wage
- ☐ Location
- ☐ FTE
- ☐ Bargaining Unit
- ☐ Work days
- ☐ Account Split
- ☐ Other

Employee Name:

Please enter the employee name, incumbent name, or "Vacant"

Vacant

Department

Business Services

Current Account 1

22.1252.1310.000.0000.00000.4800

Current Account 1 Split

100

Current Account 2

Current Account 2 Split

Current Account 3

Current Account 3 Split

Current Account 4

Supervisor

Brian Marcel

Current Position Title

Grants Compliance Manager

Recommended Position Title

Special Education Funding Specialist

Current Position Number

51.00.252.08

Recommended Position Number

51.00.252.08

Current Bargaining Unit

Non-Affiliated

Recommended Bargaining Unit

Non-Affiliated

Current Account 4 Split

Recommended Account 1

22.1252.1310.000.0000.00000.4800

Recommended Account 1 Split

100

Recommended Account 2

Recommended Account 2 Split

Recommended Account 3

Recommended Account Split 3

Current Pay Rate/ Salary Level

Grade 6

Recommended Pay Rate/ Salary Level

Grade 6

Current FTE

1

Recommended FTE

1

Current Number of Work Days

230

Recommended Number of Work Days

230

Should the Current Position Remain?

- ☐ Remain
- ☒ Delete

Recommended Account 4

Recommended Account 4 Split

Current Location

Workspace/Desk Location

Business Office

Recommended Location

Workspace/Desk Location

Business Office

Rational for Position Change

Briefly explain how this position has changed, giving concrete examples of the changes

The previous position included some other responsibilities related to early childhood grants. With the addition of the Early Childhood Grants Manager, this position will take on more responsibility related to special education funding.

Effective Date

Date new duties were assigned or changes made

03/01/2023

List Positions/Employees Performing Similar Work

Do you know of/are you aware of any other positions or employees assigned/performing work similar to that of this position in its new description? If so, please list position titles or names of incumbents

Much of the work will be the work of the previous position, which was Grade 6.

Department Head Comments

Department Head

Brian Marcel 02/28/2023

Finance Approval

- Approve
- Adjust, See Comments

Finance Comments

Finance

SAP 03/16/2023

Human Resources Approval

- Approve
- Adjust, See Comments

Human Resources Comments

Human Resources / Executive Admin Review

CD Harmon-Higgins 03/16/2023

Superintendent Comments

Superintendent

Naomi Norman 03/24/2023

Washtenaw Intermediate School District Job Description

Job Title: Special Education Funding Specialist
Department: Business Services
Reports To: Brian Marcel
Associate Superintendent
FLSA Status: Nonexempt
Prepared By: Sherri Papazoglou/Brian Marcel
Prepared Date: February 15, 2023
Revised By: Brian Marcel / Sherri Papazoglou
Associate Superintendent / Finance Director
Revision Date: February 15, 2023
Approved By: Cassandra D. Harmon-Higgins, Esq.
Executive Director, Human Resources and Legal Services
Approval Date: March 16, 2023

The WISD's Mission is to promote the continuous improvement of achievement for every student while providing high-quality service to our customers through leadership, innovation, and collaboration.

The WISD's Vision is to be a leader in empowering, facilitating, and delivering high-quality, boundary-spanning, educational system that educates all children through an equitable, inclusive, and holistic approach.

SUMMARY

This is a Business Services support personnel position with the primary area of responsibility being Federal grants compliance, subrecipient monitoring, supports and instructs personnel in local districts and public-school academies in various grant applications. Advises and assists staff in preparing and reviews and approves reimbursement requests by performing the following duties.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Demonstrates a strong commitment to equity, social justice, and inclusion in all practices and position responsibilities.
- Demonstrates the ability to examine how his/her/their position (directly or indirectly) impacts educational inequities in student achievement outcomes.
- Engages in reflection and ongoing learning and development on critical concepts and terms identified in the Washtenaw ISD Educational Equity Policy including concepts such as cultural proficiency, racial equity, and systemic and structural inequities.
- Keeps abreast of changes in Federal grant requirements, including Universal Grant Guidance as mandated by the US Office of Management and Budget.
- Creates, modifies and disseminates current guidelines, instructions and forms for grant processing.
- Oversees all federal Individuals with Disabilities Education Act (IDEA) grant funds supporting special education programs throughout Washtenaw County.
- Supports and instructs WISD, Local Education Authority (LEA – Local districts and public-school academies) personnel in the development of IDEA grant applications and all other special education grant applications.
- Calculates outgoing IDEA Special Education Flow-through and Preschool grant allocations.
- Assures that all grant subrecipients have executed and returned the federal grant sub recipient agreement.
- Prepares award letters announcing grant allocations for LEAs each school year; also if supplemental funds are awarded.
- Advises WISD and LEA staff regarding allowable IDEA and other special education grant expenditures.
- Reviews and approves IDEA reimbursement requests to ensure they are in compliance with state/federal rules/regulations.

- Works with LEA, Community Organizations and/or WISD staff to resolve any concerns regarding the IDEA, , and all other special education grant, reimbursement requests.
- Assures all WISD and LEA federally funded professional staff has appropriate, current credentials.
- Assures appropriate time and effort reporting documentation is on file for all IDEA grant-funded staff.
- Coordinates reporting of IDEA Flow-through, Preschool, and grants to Michigan Department of Education (MDE) via NexSys or the state provided grants management software.
- Conducts IDEA Maintenance of Effort (MOE) requirement calculations for LEAs and Countywide totals and assists LEAs with MOE issues and concerns.
- Calculates and notifies local districts of their IDEA Proportionate Share requirements and ensures IDEA funds are allocated/budgeted appropriately.
- Fosters good working relationships between MDE Finance Analysts and Auditors and WISD.
- Assists MDE during Program Fiscal Reviews and follows up to resolve any concerns.
- Performs a risk assessment on all grant subrecipients, and then utilizes the risk assessment to determine appropriate levels of sub recipient monitoring.
- Conducts on-site visits to LEAs and Community Organizations as determined by the risk assessment to monitor for grant and internal control system compliance, as well as to train staff and to build good working relationships.
- Administers user access to IDEA and all other special education grants in NexSys or the state provided grants management system.
- Advises on or processes budget amendments and journal entries as necessary for grant accounts.
- Assists Finance Director with review of other Federal, State, and local grants as needed. Review could include budget to actual, GL detail review, or other analytical financial reviews.
- Maintains capital outlay inventory for countywide IDEA grants, if applicable.
- Creates purchase orders needed to make payments to LEAs for IDEA and other special education grant reimbursements.
- Maintains and distributes a Special Education Support Staff roster.
- Works with the Medicaid Services staff and the Business Office to ensure the District is maximizing its Medicaid School-Based Services revenue through reviewing the Staff Pool List, timely completion of the quarterly Medicaid cost reports, MDHHS CHAMPS system reporting for the District and its LEAs, and other matters that impact the reimbursement.
- Maintains Medicaid Direct Service reimbursement spreadsheet.
- Prepares documents related to the District's annual audit.
- Presents to and instructs groups and individuals within areas of expertise.
- Creates and prepares correspondence and written reports in a professional manner.
- Handles confidential student and staff information discreetly.
- Proven experience utilizing excellent customer service skills.
- Regular predictable attendance.
- **OTHER DUTIES MAY BE ASSIGNED.**

SUPERVISORY RESPONSIBILITIES

- N/A

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. Alternative requirements that may be appropriate and acceptable to the Board of Education may be considered. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION and/or EXPERIENCE

- Bachelor's Degree in business with major in accounting preferred.
- Minimum of an Associate's Degree in an area of business studies with experience in accounting.

- Such alternatives to the above qualifications as the employer may find appropriate and acceptable.

CERTIFICATES, LICENSES, REGISTRATIONS

- N/A

LANGUAGE SKILLS

- Ability to read and follow written instruction.
- Ability to communicate and instruct others.
- Ability to write correspondence.
- Excellent telephone presence.
- Ability to develop, understand and follow detailed written procedures.
- Ability to analyze information and make decisions.
- Ability to organize and manage data.
- Excellent communication skills, both written and verbal.
- Knowledge of and ability to effectively utilize data processing systems.
- Individual must be bondable to appropriate level.
- Ability to maintain confidential information.
- Ability to perform assigned responsibilities in a manner consistent with excellent customer service.

TECHNICAL SKILLS

- Prior experience using MEGS+, NEXSYS, Michigan Student Data System (MSDS), Michigan State Teacher Certification and other state systems desirable.
- Prior experience using New World Logos for K-12 financial software also desirable.
- Demonstrated proficiency in the use of a personal computer (PC) or MAC in a networked environment to utilize the Internet and other electronic communications mechanisms.
- Proficient in Microsoft Office applications.

MATHEMATICAL SKILLS

- Ability to apply the concepts of basic algebra and business math.
- Ability to compile financial data and prepare financial reports.
- Ability to process various forms submitted to Business Services.
- Ability to operate on-line and batch processing.

REASONING ABILITY

- Ability to perform job with little or no supervision.
- Ability to initiate and complete tasks independently.
- Ability to work effectively and efficiently with the Finance Director and Assistant Superintendent of Administrative Services and Support, as well as co-workers, local school districts, vendors and the general public.
- Ability to begin and complete work assignments in a cooperative and efficient manner.
- Ability to read and comprehend instructions, correspondence and memos.
- Ability to solve practical problems and interpret a variety of instructions.

INTERPERSONAL SKILLS

- Possess excellent customer service and communication skills with a client-centered focus.
- Ability to build rapport with others and to serve diverse publics.
- Ability to take the initiative, work well with others as a collaborative team member and exhibit good communication skills.
- Ability to work effectively and collaboratively with other departments, agencies and individuals.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to speak or listen. While performing the duties of this job, the employee is regularly required to sit, walk and stand. The employee is occasionally required to bend and or twist at the trunk more than the average person. The employee is continuously repeating the same hand, arm or finger motion many times. The employee must occasionally lift and/or move up to 35 pounds such as files and audit material. Specific vision abilities required by this job include close vision, distant vision and the ability to adjust focus. The ability to travel to other buildings is required. The position requires the individual to sometimes work irregular or extended work hours and meet multiple demands from several people.

ENVIRONMENTAL ADAPTABILITY

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The noise level in the work environment is quiet to loud depending upon the activity in the particular part of the day. The employee may be required to be outdoors for periods of time, and therefore subject to varying weather conditions, for purposes of accomplishing the essential functions of this job.

FUNCTIONS OF POSITION DESCRIPTION

This position description has been prepared to define the general duties of the position, provide examples of work and to detail the required knowledge, skills and ability as well as the acceptable experience and training for the position. The description is not intended to limit or modify the right of any supervisor to assign, direct and control the duties of employees under supervision. The WISD retains and reserves any and all rights to change, modify, amend, add to or delete from any portion of this description in its sole judgment.

This position description is not a contract for employment.

The WISD is an equal opportunity employer, in compliance with the Americans with Disabilities Act. The District will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

TERMS

Salary and other employment conditions to be established by the Board of Education as reflected in the Non-Affiliated Staff Manual. Starting salary ranging (dependent upon experience) from \$79,455 – 97,651.

Washtenaw Intermediate School District is a drug-free workplace and District policy requires drug testing for all potential employees.

It is the policy and commitment of the Washtenaw Intermediate School District not to discriminate on the basis of race, color, religion, national origin, sex, disability, age, height, weight, familial status, marital status, genetic information, sexual orientation or any legally protected characteristic, in its educational programs, activities, admissions, or employment policies in accordance with Title IX of the 1972 Educational Amendments, executive order 11246 as amended, Section 504 of the Rehabilitation Act of 1973 and all other pertinent state and Federal regulations.

Washtenaw ISD Position Change / Upgrade Form

The supervisor of the position should complete and sign this form if you are anticipating an upgrade /reclassification, title/duties change and/or a salary/market increase for the position. Please note that the final decision on classification of the subject position will be made by the Executive Cabinet and the Superintendent.

Change Recommended

Please select all that apply

- ☒ Position change
- ☐ Salary Level /Wage
- ☐ Location
- ☐ FTE
- ☐ Bargaining Unit
- ☐ Work days
- ☐ Account Split
- ☐ Other

Employee Name:

Please enter the employee name, incumbent name, or "Vacant"

Vacant

Department

Special Education

Current Account 1

22.1213.1450.015.0000.06147.2400

Current Account 1 Split

100

Current Account 2

Current Account 2 Split

Current Account 3

Current Account 3 Split

Current Account 4

Supervisor

Melissa Paschall

Current Position Title

Respiratory Therapist

Recommended Position Title

Registered Nurse

Current Position Number

23.47.231.10

Recommended Position Number

23.47.231.10

Current Bargaining Unit

Unit II

Recommended Bargaining Unit

Unit II

Current Account 4 Split

Recommended Account 1

22.1213.1450.015.0000.06147.2400

Recommended Account 1 Split

100

Recommended Account 2

Recommended Account 2 Split

Recommended Account 3

Recommended Account Split 3

Current Pay Rate/ Salary Level

Maximum Step 10

Recommended Pay Rate/ Salary Level

Maximum Step 10

Current FTE

1

Recommended FTE

1

Current Number of Work Days

185

Recommended Number of Work Days

185

Should the Current Position Remain?

- ☐ Remain
- ☒ Delete

Recommended Account 4

Recommended Account 4 Split

Current Location

Workspace/Desk Location

High Point

Recommended Location

Workspace/Desk Location

High Point

Rational for Position Change

Briefly explain how this position has changed, giving concrete examples of the changes

We previously offered the position to a respiratory therapist. We prefer a registered nurse for this position.

Effective Date

Date new duties were assigned or changes made

01/09/2023

List Positions/Employees Performing Similar Work

Do you know of/are you aware of any other positions or employees assigned/performing work similar to that of this position in its new description? If so, please list position titles or names of incumbents

Catrina Nugent, RN Yolanda Jones, RN

Department Head Comments

Department Head

Cherie Vannatter 03/02/2023

Finance Approval

- ☒ Approve
- ☐ Adjust, See Comments

Finance Comments

Finance

SAP 03/06/2023

Human Resources Approval

- ☒ Approve
- ☐ Adjust, See Comments

Human Resources Comments

Per Unit II CBA

Human Resources / Executive Admin Review

CD Harmon-Higgins 03/02/2023

Superintendent Comments

Superintendent

Naomi Norman 03/24/2023

WASHTENAW INTERMEDIATE SCHOOL DISTRICT

Position Description

Job Title: Health Consultant/Registered Nurse
Department: Special Education Services
Reports To: Supervisor, Special Education Services
FLSA Status: Non-exempt
Prepared By: Cherie Vannatter
Assistant Superintendent for Achievement and Student Services
Prepared Date: May 1, 2019
Revised Date: August 5, 2022
Approved By: Cassandra D. Harmon-Higgins, Esq.
Exec. Director of Human Resources and Legal Services
Approved Date: August 5, 2022

The WISD's Mission is to promote the continuous improvement of achievement for every student while providing high-quality service to our customers through leadership, innovation, and collaboration.

The WISD's Vision is to be a leader in empowering, facilitating, and delivering high-quality, boundary-spanning, educational system that educates all children through an equitable, inclusive, and holistic approach.

SUMMARY:

The school nurse strengthens and facilitates the educational process by improving and protecting the health status of children. The major focus of school nursing services is the prevention of illness and disability, along with early detection and correction of health problems. The school nurse is uniquely qualified in preventive health, health assessment, and referral procedure. He or she supports the education process by working to assure the health of students.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Demonstrates a strong commitment to equity, social justice, and inclusion in all practices and position responsibilities.
- Demonstrates the ability to examine how his/her/their position (directly or indirectly) impacts educational inequities in student achievement outcomes.
- Engages in reflection and ongoing learning and development on critical concepts and terms identified in the Washtenaw ISD Educational Equity Policy including concepts such as cultural proficiency, racial equity, and systemic and structural inequities.
- Perform necessary medical procedures on students (i.e., gastrointestinal tube replacement and tracheotomy replacement).
- Trains school personnel to perform necessary health related procedures (i.e., Medication Administration, gastrointestinal feedings, tracheotomy suctioning, and catheterizations).
- Assesses student health needs and administers or delegates health-related tasks in accordance with appropriate methods.
- Develops policies, procedures and work standards for a school health program.
- Monitors compliance of the school health program with federal, state and local laws, regulations and policies.
- Participates as an active member of a multidisciplinary team.
- Collaborates with other child-support agencies in designing and providing a school health program.
- Works as a liaison between staff, parent(s), student and physician as it relates to medical issues.
- Works as a liaison between the medical community and the school.
- Coordinates vision, hearing and other health screening activities.
- Develops nursing care plans and health care plans for students.

- Consults with out-center programs regarding medical concerns.
- Administers, records and monitor medications for students.
- Provides first aid care and medically prescribed services.
- Maintains security of school health supplies.
- Serves as a resource person on health issues.
- Provides staff development on health-related topics for school personnel.
- Provides follow-up evaluations on students as required.
- Recommends corrective action where problems are identified.
- Conducts home and local-based school visits when appropriate.
- Corresponds with parents on health needs of children.
- Monitors records immunizations, health findings and other relevant health data.
- Reports all appropriate communicable diseases to his or her immediate supervisor and the Health Department.
- Provides families with communications that are related to identifying cases of communicable diseases discovered in the school building.
- Evaluates students and staff for wellness or sickness.
- Maintains and inventories necessary medical supplies.
- Participates in maturation class for staff and students.
- Seeks regular opportunities for professional growth.
- Attends regularly scheduled staff meetings.
- Adheres to WISD policies and procedures.
- Adheres to professional, ethical and legal standards of practice.
- Provides clinical educational opportunities for students of nursing.
- Medicaid billing.
- Demonstrate operational knowledge of Internet and Web-related technologies
- Demonstrates skills and comfort using the latest instructional online tools and technology
- **Other duties as assigned**

SUPERVISORY RESPONSIBILITIES:

N/A

QUALIFICATIONS:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. Alternative requirements that may be appropriate and acceptable to the Board of Education may be considered. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION and/or EXPERIENCE:

- Bachelor's Degree in Nursing required.
- Experience in nursing with students with disabilities; minimum, one year.

CERTIFICATES, LICENSES, REGISTRATIONS:

- Current Michigan Registered Nurse License and State School Nurse Certificate.

LANGUAGE SKILLS:

- Ability to effectively present information and respond to questions from groups of administrators, staff and the general public.
- Ability to write reports, business correspondence and procedure manuals.
- Ability to express self clearly, both orally and in writing.

- Ability to answer questions and provide information to District employees, outside agencies, and the general public requiring the interpretation and explanation of human resources program, policies and procedures.
- Ability to be flexible.

TECHNICAL SKILLS:

- Ability to integrate technology into the everyday work flow is necessary.
- Ability to utilize District technology and work to maintain proficiency, as required skill sets change with technology and/or the needs of the District.
- Ability to use computer technology for research, data management, communications and other instruction.
- Ability to use a personal computer (PC) or MAC in a networked environment to utilize the Internet and other electronic communication mechanisms.
- Ability to use online instructional tools and technology
- Knowledge of productivity applications such as Microsoft Office (word processing, spreadsheets, database and presentation software) is required.

MATHEMATICAL SKILLS:

- Ability to apply the concepts of basic math, algebra and geometry consistent with the duties of this position.

REASONING ABILITY:

- Highly proficient in subject areas of: reasoning, problem solving, organizational dynamics and emotional intelligence.
- Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists.
- Exhibit high level of professionalism with the ability to handle confidential information, use good judgment, plan and handle complex projects and maintain a flexible attitude.
- Ability to interpret a variety of instructions furnished in written, oral, diagram or schedule form.
- Ability to define problems, collect data, establish facts and draw valid conclusions.

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to stand; walk; use hands to finger, handle or feel objects, tools, or controls; reach with hands and arms; talk or hear; and taste or smell. The employee is occasionally required to sit and stoop, kneel, crouch, or crawl. The employee must occasionally lift and/or move up to 50 pounds such as books and teaching material. Specific vision abilities required by this job include close vision, distant vision and the ability to adjust focus. The ability to travel to other buildings is required. The position requires the individual to sometimes work irregular or extended work hours and meet multiple demands from several people.

ENVIRONMENTAL ADAPTABILITY:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The noise level in the work environment is quiet to loud depending upon the activity in the particular part of the day. The employee is frequently required to interact with the public and other staff. The employee is directly responsible for the safety and well-being of students. The employee is exposed to infections at a

greater risk than the average person. Occasionally the employee may be required to be outdoors for a short period of time, and therefore subject to varying weather conditions, for purposes of accomplishing the essential functions of this job.

FUNCTIONS OF POSITION DESCRIPTION:

This position description has been prepared to define the general duties of the position, provide examples of work and to detail the required knowledge, skills and ability as well as the acceptable experience and training for the position. The description is not intended to limit or modify the right of any supervisor to assign, direct and control the duties of employees under supervision. The WISD retains and reserves any and all rights to change, modify, amend, add to or delete from any portion of this description in its sole judgment. This position description is not a contract for employment.

The WISD is an equal opportunity employer, in compliance with the Americans with Disabilities Act. The District will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

TERMS:

Position subject to the terms, conditions and calendar of the Master Agreement between the District and Unit II AFT Local 3760. Starting salary ranging (dependent upon experience) from \$45,348 – \$95,449.

Washtenaw Intermediate School District is a drug-free workplace and District policy requires drug testing for all potential employees.

It is the policy and commitment of the Washtenaw Intermediate School District not to discriminate on the basis of race, color, religion, national origin, sex, disability, age, height, weight, familial status, marital status, genetic information, sexual orientation or any legally protected characteristic, in its educational programs, activities, admissions, or employment policies in accordance with Title IX of the 1972 Educational Amendments, executive order 11246 as amended, Section 504 of the Rehabilitation Act of 1973 and all other pertinent state and Federal regulations.



Washtenaw I S D

A REGIONAL EDUCATIONAL SERVICE AGENCY

DATE: March 28, 2023

TO: Naomi Norman, Superintendent
Members of the WISD Board of Education

FROM: Cassandra D. Harmon-Higgins, Esq.
Executive Director of Human Resources and Legal Services

RE: Resignation Notification

Attached please find Ms. Libby Sheldon's letter of resignation, effective April 7, 2023. Ms. Sheldon has been employed with the WISD since July 2, 2018, as an Early Childhood Specialist.

The Administration recommends that the Board accept Ms. Sheldon's letter of resignation. We wish her well in her future endeavors.

Enclosure

cc: Cherie Vannatter, Deputy Superintendent
Brian Marcel, Associate Superintendent
File

March 20, 2023

Dear Mr. Manuszak,

Please accept this letter as formal notification that I am resigning from my position as Early Childhood Specialist with The Washtenaw Intermediate School District. My last day will be Friday, April 7, 2023.

I am very honored to have worked in this position for the past five years. It has been a privilege to have served at the WISD as I deeply appreciate all the valuable experiences and relationships I have gained.

Please let me know if there is anything else I can do to aid in a smooth transition. I will do everything possible to wrap up my duties with the programs I collaborate together with, and with the Early Childhood Team in the best interest of children and families.

Sincerely,

A handwritten signature in blue ink, appearing to read "Libby Sheldon", is written over the printed name.

Libby Sheldon

DATE: March 28, 2023

TO: Naomi Norman, Superintendent
Members of the WISD Board of Education

FROM: Cassandra D. Harmon-Higgins, Esq.
Executive Director of Human Resources and Legal Services

RE: Retirement Notification

Attached please find Ms. Mary Ann DeVos' retirement letter, effective June 30, 2023. Ms. DeVos has been employed with the WISD since August 25, 2014, as a Teacher Consultant for our DHH Team.

The Administration recommends that the Board accept Ms. DeVos' letter of retirement. We wish her well in her future endeavors.

Enclosure

cc: Cherie Vannatter, Deputy Superintendent
Brian Marcel, Associate Superintendent
File

March 10, 2023

To: Washtenaw ISD Personnel:

Naomi Norman, Superintendent

Cassandra Harmon-Higgins, Executive Director of Human Resources

Nicole Hubler, Human Resources Assistant

Cherie Vanatter, Deputy Superintendent

Lynette Arons, Supervisor of Special Education Services

Rachel Antosh, Business Services Assistant

Elizabeth Kutey, Budget/Finance Manager

Regina Roza, Union President

FROM: Mary Ann DeVos, Teacher Consultant Deaf/HH

RE: Letter of Intent to Retire on June 30, 2023

After much reflection and with some mixed emotions, I am officially announcing my retirement from the WISD and teaching in the Michigan Public School System. I have been teaching deaf/hh children for 35 years, most of it in Michigan. It has been a satisfying career and I know that I will miss it, but I feel the time has come to retire. My retirement date will be June 30, 2023.

I was very nervous about making the move to WISD and working as a Teacher Consultant, rather than a classroom teacher; but I quickly learned that it was a great move for me. I have truly enjoyed working at WISD. I felt support and connection from day one. I have made many friends here and anticipate some sadness and difficulty leaving.

I understand that it is difficult finding teachers of the deaf/hh. I care very much about the students, families, and teams of teachers that I support, as well as my d/hh colleagues. I want the best for them. I will do what I can to support the hiring of a new person to continue this important work, if asked. I am also very willing to support that new person in sharing information about students and teams that will make for an easier transition. Please let me know if that is needed.

I hope our paths cross in the future.

Respectfully submitted,

Mary Ann DeVos, M.ED

TO: Naomi Norman, Superintendent and WISD Board of Education

FROM: Jennifer Banks, Director of Instruction, Achievement Initiatives

DATE: March 13, 2023

RE: Contract with Dr. Terry Flennaugh

We are requesting approval to amend the contract with Dr. Terry Flennaugh to facilitate three additional professional learning sessions on creating a culturally responsive learning environment with Lincoln Consolidated Schools (LCS). The original contract with Dr. Flennaugh was \$74,000.00. We are requesting a \$12,000.00 contract amendment to increase the total amount to \$86,000.00.

The original contract with Dr. Flennaugh from September 2022, was for facilitation and development of three culturally responsive learning environment sessions with teachers and up to 10 hours of consultation services to professional learning communities within LCS (\$27,000), as well as development of the development of the Equity Plan (\$47,000). This amendment provides an additional three professional learning sessions for educators.

All costs for this contract amendment and the previous contract with Dr. Flennaugh will be reimbursed to Washtenaw ISD from Lincoln Consolidated Schools. These services will have no impact on the WISD's general fund.

Dr. Terry Flennaugh is the interim associate dean of diversity, equity and inclusion. Also an associate professor, he specializes in race, culture and equity in education. His research focuses primarily on the educational experiences of Black males and other students of color in urban contexts. Utilizing both qualitative and quantitative methodologies, he examines the sense-making processes involved in constructing identities that lead to high academic performance in urban schools. He also studies issues of educational access and equity for communities of color in addition to single-sex educational spaces for urban youth.

Dr. Jennifer Banks is available if you have any questions.



Washtenaw Intermediate School District
Amendment to Contracted Services Agreement – Company

The contracted services agreement dated August 1, 2022, by and between Washtenaw Intermediate School District hereinafter referred to as WISD or District, and Dr. Terry Flenbaugh, hereinafter referred to as Contractor, is amended as follows:

It is the intention of the parties to amend the previous contracted services agreement covering the period of August 1, 2022, until June 30, 2023, in the following manner:

SECTION I – SCOPE OF SERVICES

In connection with the above the Dr. Terry Flenbaugh, will perform the following services:

Development and facilitate 3 additional professional learning sessions on creating a culturally responsive learning environment for Lincoln Consolidated Schools, beginning in March 2023 through May 2023, in partnership with Blake Thompson.

Date: March 10, 2023
Time: 12:15- 4:00 pm

Date: April 21, 2023
Time: 12:15- 4:00 pm

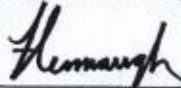
Date: May 5, 2023
Time: 12:15 - 4:00 pm

SECTION II – COMPENSATION

1. Add an additional \$12,000.00 to the current contract of \$74,000.00 for a total contract of \$86,000.00


Except as set forth in this Amendment, the Agreement is unaffected and shall continue in full force and effect in accordance with its terms. If there is conflict between this amendment and the Agreement or any earlier amendment, the terms of this amendment will prevail.

The Amendment agreed to on _____, 2023



Independent Contractor – Dr. Terry Flenbaugh

Date 2/13/23



Jennifer Banks (Feb 8, 2023 09:14 EST)

Date Feb 8, 2023

Washtenaw Intermediate School District, Jennifer Banks, Ph.D., Director of Instruction

Washtenaw Intermediate School District, Naomi Norman, Superintendent

TO: Naomi Norman, Superintendent; WISD Board of Education

FROM: Alicia Kruk, Supervisor

DATE: March 20, 2023

SUBJECT: Linguistic Inspirations, LLC – Contract Amendment

Attached for board approval is a contract amendment with Linguistic Inspirations, LLC for translations services supporting direct home visiting services in two languages: Dari and Pashto. Enrolled families receive weekly home visits, lasting for 90 minutes and are invited to participate in socialization and playgroup opportunities.

An increase in resettlement of Humanitarian Parolees from Afghanistan is resulting in a substantial need for translation services for the Early Head Start program. The original contract was for \$25,000. The total increase in cost of this contract is \$16,000.00. This amendment also extends the duration of the contract through March 31, 2023.

Washtenaw Intermediate School District's Early Childhood department is working to find the most cost-effective way to serve families in need of translation services. As we continue to enroll families, we anticipate an additional increase in families requiring translation services and will amend the contract as needed to support program participants.



Washtenaw Intermediate School District
Amendment to Contracted Services Agreement – Company

The contracted services agreement dated 2/3/2023 by and between Washtenaw Intermediate School District hereinafter referred to as WISD or District, and Linguistic Inspirations, LLC hereinafter referred to as Contractor, is amended as follows:

It is the intention of the parties to amend the previous contracted services agreement covering the period of 10/12/22 until 2/28/23 in the following manner:

SECTION I – SCOPE OF SERVICES

In connection with the above, Linguistic Inspirations, LLC will perform the following services:

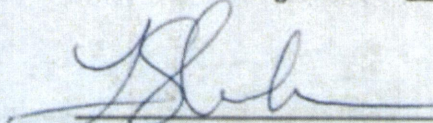
1. It is the intention of the parties to amend the previous service agreement to cover the period of 3/1/2023 through 3/31/2023.
2. Provide interpreting services for home visitors during scheduled weekly home visits, requested via a Linguistic Inspirations LLC request form, lasting 90 minutes based on home visit plans. Home Visit content will be determined by the parent and home visitor prior to each home visit. Assigned interpreter will wait for the home visitor to arrive to enter the home.
3. Provide interpreting services, as requested by the home visitor or other EHS staff member, via a Linguistic Inspirations, LLC request form for phone conversations, playgroups and parent meetings. Any communication between EHS families and Linguistic Inspirations, LLC that was not requested using the approved request form can not be billed as a service.
4. All services including contact with families about program requirements, phone calls, home visits, socializations, parent meetings, community needs, collecting documentation etc., must be provided with a Head Start or Early Head Start staff member present. Contact with EHS families regarding Early Head Start services without an EHS staff member present is prohibited under the terms of this contract amendment. Failure to adhere this requirement may result in termination of the contract.

SECTION II – COMPENSATION

1. The total increase for this amendment is not to exceed \$16,000.00.
2. Home Visits canceled by WISD less than 24 hours prior to the scheduled visit will be charged for the full service. Home visits canceled and rescheduled in the same week will not incur a charge or cancellation fee. For appointments cancelled by Linguistic Inspirations, LLC staff, no cost shall be incurred by Washtenaw ISD. Neither party will be liable for any failure/delay in performing an obligation under this Agreement that is due to any of the following causes, to the extent beyond its reasonable control: Acts of God, riots, war, terrorist act, epidemic, pandemic, quarantine, natural catastrophes, governmental acts/omissions, changes in laws or regulations, and national strikes. Act of God days as used in this section refers to scheduled days which are not held because of conditions not within the control of school authorities, including snow days.

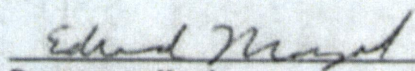
Except as set forth in this Amendment, the Agreement is unaffected and shall continue in full force and effect in accordance with its terms. If there is conflict between this amendment and the Agreement or any earlier amendment, the terms of this amendment will prevail.

The Amendment agreed to on Feb. 21, 2022.



Independent Contractor

Date 2-23-23



Department Head

Date 2-21-2023

Washtenaw Intermediate School District

Date _____

TO: Naomi Norman, Superintendent and WISD Board of Education

FROM: Jennifer Banks, Director of Instruction, Achievement Initiatives

DATE: March 8, 2023

RE: Additional Contract for SEMIS Coalition – Eastern Michigan University

We are requesting approval to add an additional contract with Southeast Michigan Stewardship Coalition (SEMIS) – Eastern Michigan University for facilitation with Wylie Elementary School (Dexter Community Schools) and Rudolf Steiner School of Ann Arbor. This cross-school team will engage students within and in place-based learning focused on a shared common watershed. The first contract with SEMIS for \$40,000 was approved by the board in October 2022. We are currently requesting an additional contract of \$20,000.00 to increase the total contracted amount with SEMIS Coalition – EMU to \$60,000.00. This is over the WISD board bid limit.

The first contract with SEMIS Coalition from October 2022, was for providing services for the 6-County MiSTEM Region 2. This included SEMIS Coalition membership fees for 6 – 12 grade teachers (\$36,000) and 2-half day place-based education seminars (\$4,000). This contract will be paid out of the MiSTEM Regional Funds and has no impact on the WISD general fund. This additional contract provides facilitation for the cross-school team to create a MiSTEM Playbook profile that results in place-based learning for students (\$10,000), two cross-school learning events for teachers (\$7,000), and coordination, planning and evaluation of the work (\$3,000). The total cost (\$20,000) of the additional contract will be paid through Michigan Department of Environment, Great Lakes, and Energy (EGLE) Grant and will also not affect the WISD General Fund. Due to the differing scopes of work and the two separate funding sources, two contracts were written.

The Southeast Michigan Stewardship Coalition (SEMIS) is made up of educators, visionaries, resisters of injustice, public intellectuals and advocates, people with a lot of love for this world. SEMIS *brings* the art and craft of place-based education into core practices in schools, and advocates for transformational changes to K-12 institutions, so that all living systems may thrive in sustainable, healthy and just communities. SEMIS support teachers as they bridge classroom learning to the community, so that, in partnership with others, students can solve real-world problems and create positive change. They do this through place-based education—an immersive approach to learning that empowers students to act as environmental stewards, caring for themselves, their peers, and the land and community where they live.

Scott Heister is available if you have any questions.



WASHTENAW INTERMEDIATE SCHOOL DISTRICT CONTRACTED SERVICES AGREEMENT - COMPANY

This agreement is made this 3rd day of February, 2023 by and between Washtenaw Intermediate School District, hereinafter referred to as WISD or District, and Ethan Lowenstein and Southeast Michigan Stewardship Coalition (SEMIS), hereinafter referred to as Contractor.

It is the intention of the parties hereto to enter into an Agreement defining the nature and extent of the duties to be performed by the Contractor, the place where the services are to be performed and the time limitation on the performance of the duties.

SECTION I – SCOPE OF SERVICES

Now, therefore, in consideration of payment to the Contractor of the sums specified in Section II, the Contractor does hereby agree as follows:

1. The Contractor shall commence performance of the duties in Section I, Number 2 no earlier than October 1, 2022. Once this contract is implemented, the ending date for providing services shall be September 30, 2023.
2. Contractor facilitation for Wylie Elementary School (Dexter Community Schools) and Rudolf Steiner School of Ann Arbor. This cross-school team will engage students within and across their schools/districts in place-based learning focused on their common watershed. The Contractor agrees to perform the following duties and any necessary tasks incident to full performance of the described duties:
Duty 1: Teacher team will create a MiSTEM Playbook profile of the project in which they document and share the teacher moves they make that result in powerful place-based learning for students. (\$10,000)
Duty 2: Two cross-school learning events for teachers, at least one of which will be a Traveling Dialogue. (\$7,000)
Duty 3: Coordination, planning, and evaluation. (\$3,000)
3. The Contractor shall provide, at the request of WISD, periodic progress reports detailing the tasks accomplished and the tasks remaining to be accomplished to complete full performance of the Contractor's duties as described.
4. Prior to any work being completed on WISD grounds, individuals working for the Contractor **may be required** to undergo a criminal background check by having fingerprints scanned electronically and submitted to the Michigan State Police. A list of all such employees must be provided to WISD by the Contractor as **Attachment A**. The Contractor will be responsible for payment of the fingerprinting service. (The proper forms must be obtained by the HR Department. Specific written exemption of the fingerprint requirement must be provided by the WISD Executive Director of Human Resources and Legal Services, in compliance with School Safety Legislation and WISD Board Policy).
5. The Contractor must also comply with Public Act 131 of 2005, which details the procedure to follow if the Contractor, or any individuals working on behalf of the Contractor, has/have been charged with a crime listed under Section 1535a (1) of the Michigan School Code, or a violation of a substantially similar law of another state, a political subdivision of this state or another state, or of the United States.

SECTION II -COMPENSATION

WISD does hereby agree as follows:

1. The maximum consideration for the Contractor's services as described in Section I shall be **\$20,000** including all related expenses, including travel expenses outlined in Section III.
2. The above consideration for the Contractor's services is based on the time reasonably expended by the Contractor to complete the tasks herein above described in Section I and is based on a rate of **\$30.00** per hour of time expended.
3. The Contractor shall submit an invoice describing the services, including dates and hours of work, for part payment of the contract price not more frequently than once per month. The contractor shall submit an invoice requesting payment no more than thirty (30) days after the work has been performed. Invoices submitted after this date may not be paid.
4. The Contract is retained by WISD only for the purposes and to the extent sent forth in this Agreement, and the Contractor's relationship to WISD shall, during the life of this Agreement, be that of an independent contractor. As such, WISD agrees that the Contractor shall be free to dispose of such portion of his/her entire time, energy, and skill during regular business hours that s/he is not obligated to devote to WISD in such manner as the Contractor sees fit. The Contractor shall not be considered as having an employee status or as being entitled to participate in any plans, arrangements, or distributions by WISD pertaining to or in the connection with any fringe, pension, bonus or similar benefits for the WISD's regular employees. WISD will not withhold or pay any sums, state, federal or local taxes, FICA, Michigan School Employees Retirement, MESC insurance, or worker's compensation insurance, unless required by law. The Contractor agrees to hold WISD harmless for the payment of such sum, interest, penalties or costs in the collection of same. Nothing in this agreement shall be construed to interfere with or otherwise affect rendering of services by the Contractor in accordance with its professional judgment.
5. The contractor has not been debarred, excluded or disqualified¹ under the non-procurement common rule, or otherwise declared ineligible from receiving Federal funds, contracts, certain subcontracts, and certain Federal assistance/benefits.
6. WISD acknowledges that the Contractor has no responsibility for the supervision of any WISD personnel in carrying out his/her contractual functions, and any recommendations made by the Contractor (other than in treating patients whom s/he has examined,) will require independent judgment of WISD prior to being effectuated.
7. WISD agrees that the Contractor shall have access to WISD premises at such time as is necessary for the Contractor to perform the above described tasks. However, WISD may require at least a one week's prior notice relating to the use of certain facilities.
8. In compliance with federal requirements, payments shall be made to a vendor on a reimbursement basis for services delivered; not as a prepayment.
9. WISD agrees to promptly pay the invoices submitted by the Contractor upon verification of the rendering of the services and within 30 calendar days from receipt in the WISD's BusinessOffice.
10. WISD agrees to report to the Internal Revenue Service all amounts paid or reimbursed for services of the Agreement in conjunction with the legal requirements.

¹ Verified via the government System for Award Management (SAM) website; <https://www.sam.gov/portal/SAM/#1>

SECTION III – OTHER CONSIDERATIONS

1. All expenses for travel and mileage as a result of rendering the services identified in Section I are the responsibility of the Contractor. However, WISD may ask the Contractor to incur travel expenses not foreseen prior to the execution of this contract. If this occurs, WISD pre-approved travel costs associated with this Contract will be paid by WISD at a rate to be determined by WISD. Such travel expenses must be submitted under the guidelines established by WISD, including expense submission dates and inclusion of detailed receipts.
2. Nothing in this Agreement shall be considered to create the relationship of employer and employee between the parties at any time during the life of this Agreement.
3. The WISD shall retain ownership interest in any of the following three (3) circumstances:
 - i. The WISD expressly directs the Contractor to create a specified work (electronic or otherwise) or the work is a specific requirement of the contract;
 - ii. Any documents (electronic or otherwise) created and or developed by the Contractor while under contract with the WISD; or
 - iii. The Contractor voluntarily transfers the copyright, in whole or in part to the WISD in the form of a written document signed by said Contractor.
4. The work done by the Contractor shall be to the entire satisfaction of WISD. Should the Contractor unsatisfactorily perform the duties, WISD may cancel the Agreement and the Contractor shall have no claim for any of the balance of the contract price remaining to be paid at date of termination other than amounts related to services provided prior to termination.
5. Either party may terminate this Agreement by giving the other 30 days advance written notice.
6. WISD may change the duties of the Contractor as above described, but such change shall not be a substantial alternation of the Contractor's duties, nor can such change be made without the input of the Contractor.

SECTION IV – INSURANCE COVERAGE

In the event that the Contractor uses motor vehicles in the course of performing the services above described, the Contractor shall provide to WISD proof of public liability insurance and property damage insurance in such sums as shall be deemed appropriate by WISD.

The Contractor shall maintain at his/her own expense during the term of this Contract, the following insurance:

- 1.) Workers' Compensation Insurance with Michigan statutory limits of Employers' Liability Insurance with a minimum limit of \$500,000 each accident;
- 2.) Comprehensive General Liability Insurance with a combined single limit of \$1,000,000 each occurrence, \$1,000,000 aggregate, for bodily injury and property damage. The policy shall include blanket contractual and liability and personal injury coverage.

The Contractor understands that WISD's liability insurance policies may not afford any coverage for any work associated with this contract. Therefore, the Contractor agrees to hold WISD harmless 1) for any sum related to the cost of liability insurance, 2) from any and all liabilities, claims, liens, demands and costs, of whatsoever kind and nature, and 3) from any associated attorney fees, arising out of the performance of the work described in Section I. The Contractor shall obtain and provide proof of public liability insurance in such sums as shall be deemed appropriate by WISD unless specific written exemption is provided by the Assistant Superintendent, Business Services. Neither party shall be responsible for any action or inaction of the other party or its officers, agents, or employees, nor for insurance costs or legal fees, related thereto.

SIGNATURES

The Contractor acknowledges by his/her signature that he/she has read the Agreement and understands same and agrees this contract constitutes the total agreement between the parties and that anything not included in this contract is expressly excluded.

Agreed to on February 3, 2023

Ethan Lowenstein

Ethan Lowenstein (Mar 7, 2023 09:05 EST)

Ethan Lowenstein, Southeast Michigan Stewardship Coalition

DATE Mar 7, 2023

Jennifer Banks

Jennifer Banks (Mar 6, 2023 20:16 EST)

Dr. Jennifer Banks, Department Head

DATE Mar 6, 2023

D. Scott Heister

D. Scott Heister (Mar 6, 2023 13:13 EST)

D. Scott Heister, Mi-STEM Region 2 Director

DATE Mar 6, 2023

TO: Naomi Norman, Superintendent & the WISD Board of Education

FROM: Holly Heaviland, Executive Director, Community & School Partnerships

DATE: March 21, 2023

RE: Washtenaw County Contract for Court Involved Youth Services

Working in partnership with the leadership of the Washtenaw County Youth Center, WISD has developed a proposed contract amendment, which is attached for further review. The contract itself defines the educational services WISD provides to young people in the Washtenaw County Youth Center, which is called the Court Involved Youth Program (CIY). Services include onsite instruction for young people placed in the facility through the court system.

The proposed amendment extends the current contract between the two entities an additional two years, effectively changing the contract completion date from June 30, 2023 to June 30, 2025. In amending the contract in this manner both partners can provide continuity of services to young people with no disruption to their educational routines.

The budget for CIY is developed on an annual basis through ongoing negotiation and discussion between WISD and the Youth Center. The FY24 budget is currently being finalized and will be available upon completion.

Please let me know if you have any questions or concerns about the proposed contract amendment.



Juvenile Detention
Day Treatment

Washtenaw County Children's Services
4125 Washtenaw Avenue
Ann Arbor, MI 48108
Main: 734.973.4343
Main Fax: 734.973.4484

March 13th, 2023

CR#52459.1

Naomi Norman
Washtenaw Intermediate School District
1819 Wagner Road
Ann Arbor, Michigan 48106

Dear Superintendent Norman,

Washtenaw County wishes to amend the contract with your agency. Corporation Counsel has indicated that this amendment could be accomplished by a letter signed by both of us. If this amendment is agreeable to you, please sign and return all copies of this letter. You will receive an executed copy of this letter upon completion.

Accordingly, I hereby amend the Service Contract between Washtenaw County and Washtenaw Intermediate School District **CR# 52459** as follows:

Amend ARTICLE V – TERM to extend the contract as follows:

*"This contract begins on **July 1st, 2020** and ends on **June 30th, 2025**. This Amendment is adding two additional years of service to the existing service contract.*

All other terms and conditions remain the same as in the original contract, subsequent amendments and any applicable RFP/RFQ.

ATTEST:

WASHTENAW COUNTY

Lawrence Kestenbaum (DATE)
County Clerk/Register

Gregory Dill (DATE)
Washtenaw County Administrator

APPROVED FOR CONTENT:

Washtenaw Intermediate School District

 3-13-2023
Kevin D. Mitchell (DATE)
Children's Services Director

Accepted by: _____
Naomi Norman (DATE)
WISD Superintendent

Accepted by: _____
R. Stephen Olsen (DATE)
WISD Board President

MEMORANDUM

DATE: 3/21/2023

TO: Naomi Norman, Superintendent; Washtenaw ISD Board of Education

FROM: Merri Lynn Colligan, Chief Information Officer

SUBJECT: Site-to-Site Routers

The WISD supports all wireless network technology, access points, uninterruptable power supplies (UPSs), and switching/routing across all WISD buildings, Local Based Programs, and Young Adult Out-Centers.

In order to securely connect our Young Adult Out-Center locations back to our WISD network and to improve Internet/Bandwidth speeds, the WISD would like to replace the current edge Cisco Routers at each Young Adult Out-Center location with new Palo Alto routers. As part of the annual bid process for the Universal Service Fund (Erate), a bid for Network Electronics was circulated to vendors for 2022-2023 pricing.

The ISD received two bids. The bid evaluation is detailed on the attached 2023 Bid Evaluation worksheet. The recommended bid from People Driven was chosen. The total cost for the Palo Alto 440 routers with 5 years of warranty/support is \$19,176.80.

After our E-Rate discount rate, total WISD costs for Young Adult Out Centers will be \$7,670.72.

BID EVALUATION WORKSHEET
FY23: 2023-2024

District Name: WISD Consortium

Bid Opening Date: 3/3/2023

Service Description: Edge Routers

Evaluation Factors	Factor %Weight*	Service Provider People Driven		Service Provider Vector		Service Provider [Insert Name]		Service Provider [Insert Name]		Service Provider [Insert Name]	
		Rating**	Weight***	Rating**	Weight***	Rating**	Weight***	Rating**	Weight***	Rating**	Weight***
E-rate Eligible Costs*	30	5	30.00	5	30.00		0.00		0.00		0.00
Service Transition Factors	20	3	12.00	3	12.00		0.00		0.00		0.00
Adherence to Specifications	10	4	8.00	4	8.00		0.00		0.00		0.00
Prior Experience	5	5	5.00	2	2.00		0.00		0.00		0.00
Past Performance	5	5	5.00	2	2.00		0.00		0.00		0.00
Understands Needs	10	5	10.00	5	10.00		0.00		0.00		0.00
Personnel Qualifications	5	5	5.00	3	3.00		0.00		0.00		0.00
Management Capabilities	5	5	5.00	2	2.00		0.00		0.00		0.00
Financial Stability	10	5	10.00	5	10.00		0.00		0.00		0.00
Other (specify)	0		0.00		0.00		0.00		0.00		0.00
Other (specify)	0		0.00		0.00		0.00		0.00		0.00

Total Ratings: 100**** 90 79 0 0 0

Selected Service Provider:

People Driven
Andrew Hahn
IT Supervisor
3/15/2023

Approved by:

Title:

Date:

Comments:

Bids were reviewed from People Driven and Vector. Due to familiarity/transition costs and total cost, the WISD has decided to select People Driven for local edge routers.

*Factor %Weight=Weight of each factor where Price is the heaviest weight
 **Service Provider Rating: 1=Poor 2=Fair 3=Good 4=Better 5=Best
 ***Service Provider Weight=(Factor %Weight) x (Service Provider Rating) x (.2)
 ****Total Factor %Weight must=100%

Scott Sutherland
 Account Manager- People Driven Technology
 248-860-9920-mobile
sutherlands@peopledriven.com



Washtenaw ISD USF #230015727 RFP Response from People Driven Technology- Base Bid

Part#	Description	Qty	Unit List	Ext. List	Unit Cost	Ext. Cost
PAN-PA-440	Palo Alto Networks PA-440	10	\$ 1,419.00	\$ 14,190.00	\$ 1,021.68	10,216.80
PAN-SVC-PREM-440-5YR	PA-440, Premium support, 5 years (60 months), term.	10	\$ 1,280.00	\$ 12,800.00	\$ 896.00	8,960.00

Valid through: 07/01/2024	Equipment Total	19,176.80
	Shipping \$	111.00
	Project Total	19,287.80

MEMORANDUM

DATE: 3/21/2023

TO: Naomi Norman, Superintendent; Washtenaw ISD Board of Education

FROM: Merri Lynn Colligan, Chief Information Officer

SUBJECT: Network Electronics for District

The WISD supports all wireless network technology, access points, uninterruptable power supplies (UPSs), and switching/routing across all WISD buildings, Local Based Programs, and Young Adult Out-Centers.

Last funding year, the WISD replaced network switches in the TLC, Red Oak, Progress Park and Beatty while replacing wireless in all WISD locations. This year we would like to replace the remaining switches in our Young Adult Out-Centers and Local Based Programs. The network switches in these locations are over eight years old and are currently end of life. As part of the annual bid process for the Universal Service Fund (Erate), a bid for Network Electronics was circulated to vendors for 2022-2023 pricing.

The ISD received one bid. The bid evaluation is detailed on the attached 2023 Bid Evaluation worksheet. The recommended bid from Inacomp was chosen. The total cost for switches for Young Adult Out-Centers is \$18,888.89 and Local Based Programs is \$13,172.48.

After our E-Rate discount rate, total WISD costs for Young Adult Out Centers will be \$7,555.56 and \$5,269.00 for Local Based Programs.

BID EVALUATION WORKSHEET
FY23: 2023-2024

District Name: WISD Consortium

Bid Opening Date: 3/3/2023

Service Description: Category 2 Switches

Evaluation Factors	Factor %Weight*	Service Provider Inacomp		Service Provider [Insert Name]		Service Provider [Insert Name]		Service Provider [Insert Name]		Service Provider [Insert Name]	
		Rating**	Weight***	Rating**	Weight***	Rating**	Weight***	Rating**	Weight***	Rating**	Weight***
E-rate Eligible Costs*	30	5	30.00		0.00		0.00		0.00		0.00
Service Transition Factors	20	5	20.00		0.00		0.00		0.00		0.00
Adherence to Specifications	10	5	10.00		0.00		0.00		0.00		0.00
Prior Experience	5	5	5.00		0.00		0.00		0.00		0.00
Past Performance	5	2	2.00		0.00		0.00		0.00		0.00
Understands Needs	10	5	10.00		0.00		0.00		0.00		0.00
Personnel Qualifications	5	3	3.00		0.00		0.00		0.00		0.00
Management Capabilities	5	3	3.00		0.00		0.00		0.00		0.00
Financial Stability	10	5	10.00		0.00		0.00		0.00		0.00
Other (specify)	0		0.00		0.00		0.00		0.00		0.00
Other (specify)	0		0.00		0.00		0.00		0.00		0.00

Total Ratings: 100**** 93 0 0 0 0

Selected Service Provider:

Inacomp
Andrew Hahn
IT Supervisor
3/15/2023

Approved by:

Title:

Date:

Comments:

Only bid received was from Inacomp. Unlike the Cisco Firewall platform, Cisco switches work very well in our environment and provides very minimal transition costs to implement. Select service provider is Inacomp.

*Factor %Weight=Weight of each factor where Price is the heaviest weight
 **Service Provider Rating: 1=Poor 2=Fair 3=Good 4=Better 5=Best
 ***Service Provider Weight=(Factor %Weight) x (Service Provider Rating) x (.2)
 ****Total Factor %Weight must=100%

Customer: Washtenaw Intermediate School District
 Configset Name: switches
 Created On: 3 Mar 2023
 Created By: Jamie Ogden
 Contract: RFP



Item Name	Description	Quantity	Sell Price	Ext. Sell Price
Switches				
Young Adult Program				
C9200L-24P-4G-E	Catalyst 9200L 24-port PoE+, 4 x 1G, Net	7	1,180.74	8,265.15
PWR-C5-BLANK	Config 5 Power Supply Blank	7	0.00	0.00
C9200L-DNA-E-24	C9200L Cisco DNA Essentials, 24-port Ter	7	0.00	0.00
C9200L-DNA-E-24-3Y	C9200L DNA ESSENTIALS 24PT 3YR TERM LIC	7	262.39	1,836.71
CAB-TA-NA	AC TYPE A PWR CBL NORTH AMERICA	7	0.00	0.00
C9200-STACK-BLANK	Catalyst 9200 Blank Stack Module	7	0.00	0.00
NETWORK-PNP-LIC	Network Plug-n-Play Connect for zero-tou	7	0.00	0.00
C9200L-NW-E-24	C9200L Network Essentials, 24-port licen	7	0.00	0.00
C9200L-48P-4G-E	Catalyst 9200L 48-port PoE+, 4 x 1G, Net	7	0.00	0.00
NETWORK-PNP-LIC	Network Plug-n-Play Connect for zero-tou	2	2,496.97	4,993.93
CAB-TA-NA	AC TYPE A PWR CBL NORTH AMERICA	2	0.00	0.00
C9200L-DNA-E-48	C9200L Cisco DNA Essentials, 48-port Ter	2	0.00	0.00
C9200L-DNA-E-48-3Y	C9200L DNA ESSENTIALS 48PT 3YR TERM LIC	2	0.00	0.00
C9200-STACK-BLANK	Catalyst 9200 Blank Stack Module	2	481.76	963.51
C9200L-NW-E-48	C9200L Network Essentials, 48-port licen	2	0.00	0.00
PWR-C5-BLANK	Config 5 Power Supply Blank	2	0.00	0.00
LIC-MT-3Y	Meraki MT Enterprise License	9	114.40	1,029.59
ina-ss	installation of switch	9	200.00	1,800.00
Local Based Programs				
C9200L-48P-4G-E	Catalyst 9200L 48-port PoE+, 4 x 1G, Net	4	2,496.96	9,987.85
NETWORK-PNP-LIC	Network Plug-n-Play Connect for zero-tou	4	0.00	0.00
CAB-TA-NA	AC TYPE A PWR CBL NORTH AMERICA	4	0.00	0.00
C9200L-DNA-E-48	C9200L Cisco DNA Essentials, 48-port Ter	4	0.00	0.00
C9200L-DNA-E-48-3Y	C9200L DNA ESSENTIALS 48PT 3YR TERM LIC	4	481.76	1,927.03
C9200-STACK-BLANK	Catalyst 9200 Blank Stack Module	4	0.00	0.00
C9200L-NW-E-48	C9200L Network Essentials, 48-port licen	4	0.00	0.00
PWR-C5-BLANK	Config 5 Power Supply Blank	4	0.00	0.00
LIC-MT-3Y	Meraki MT Enterprise License	4	114.40	457.60
ina-ss	installation of switch	4	200.00	800.00
Total base bid switches				32,061.37



DATE: March 21, 2023

TO: Naomi Norman, Superintendent and
Members of the WISD Board of Education

FROM: Becky L. Mullins
Supervisor, Human Resources and Legal Services

RE: Updated Policy – Second Read

The Policy Committee¹ recommends adoption of revised policy #9150 – School Visitors. A first read of this policy was done during the Board’s regular meeting on March 14, 2023, which included highlights of the proposed changes.

¹ Steve Olsen (Board President), Diane Hockett (Board Trustee), Naomi Norman (Superintendent), Brian Marcel (Associate Superintendent), Cherie Vannatter (Deputy Superintendent), Cassandra Harmon-Higgins (Executive Director of Human Resources and Legal Services), and Becky Mullins (Supervisor of Human Resources and Legal Services)

Book: Policies for ISD Update

Section: Vol. 37, No. 1 - September 2022

Title: Revised SCHOOL VISITORS

Code: po9150

REVISED POLICY - VOL. 37, NO. 1

9150 - SCHOOL VISITORS

The Board of Education welcomes and encourages visits to school by parents, other adult residents of the community, and interested educators. But in order for the educational program to continue undisturbed when visitors are present and to prevent the intrusion of disruptive persons into the District, it is necessary to invoke visitor controls.

The Superintendent or administrator has the authority to prohibit the entry of any person to a school of this District or to expel any person when there is reason to believe the presence of such person would be inimical to the good order of the school. If such an individual refuses to leave the school grounds or creates a disturbance, the administrator is authorized to request from the local law enforcement agency whatever assistance is required to remove the individual.

Individuals who are registered sex offenders and wish to participate in school activities may be allowed on campus. Conditions may be imposed by the Superintendent on the individual's campus visit(s) governing the terms and conditions of the visit. These conditions may include, but are not limited to, the need to receive prior permission before entering campus, required check-in, an approved escort in the building or at an event, and time or location limitations while on campus.

~~[] Parents/Guardians, who are registered sex offenders and wish to participate in their child's school activities, may be allowed on campus at the discretion and under the direction of the principal. Conditions may be imposed, including but not limited to the following: must have prior permission, must check in, must have approved escort in building or at event, must leave premises immediately upon conclusion of business, and may not visit while school is in session.~~

Nonstaff access to students and classes must be limited and only in accordance with a schedule which has been determined by the principal after consultation with the teacher whose classroom is being visited. Classroom visitations must be nonobtrusive to the educative process and learning environment and should not occur on an excessive basis.

Parent concerns about any aspect of their ~~his/her~~ child's educational program should be presented through the procedure set forth in Board Policy 9130 - Public Complaints, a copy of which is available at the Board office and at each school.

~~[X] Except as set forth in District policy, c~~Canines brought on the premises by law enforcement personnel for law enforcement purposes, ~~or and in the case of~~ "service animals" required for use by a person with a disability, shall be allowed on District properties. See Policy 8390 for additional policy related to other animals. ~~no other animals may be on school premises at any time.~~

The Superintendent shall promulgate such administrative guidelines as are necessary for the protection of students and employees of the District from disruption to the educational program or the efficient conduct of their assigned tasks.

Rules regarding entry of persons other than students, staff, and faculty upon school grounds or premises shall be posted conspicuously at or near the entrance to such grounds or premises if there are no formal entrances, and at the main entrance to each school building.

Individual Board members who are interested in visiting programs or facilities on an unofficial basis shall make the appropriate arrangements with the Superintendent. ~~In keeping with Board bylaws, s~~Such Board member visits shall not be considered to be official. ~~unless designated as such.~~

~~(-) by the Board.~~

-

~~(-) by the President.~~

-

~~(-) by a committee chairman.~~

-

The Board member shall be visiting as an interested individual in a similar capacity of any parent or citizen of the community. These visits should not be considered to be inspections nor as supervisory in nature.

If, during a visit to a facility or program, a Board member observes a situation or condition which causes concern, the Board member s/he should discuss the situation ~~first first~~ with the Superintendent as soon as convenient or appropriate. ~~Such a report or discussion shall not be considered an official one from the Board. If the Board member believes the situation or condition serious enough, the Board members/he may wish to also inform the Superintendent the full Board (current language).~~

MEMORANDUM

DATE: March 21, 2023

TO: Naomi Norman, Superintendent; Washtenaw ISD Board of Education

FROM: Merri Lynn Colligan, Chief Information Officer

SUBJECT: Annual Fiber Maintenance for Fiber Consortium

The ISD maintains one hundred miles of fiber optic cable through the county in support of the county-wide Wide Area Network. This requires a contract with a fiber maintenance vendor who is contracted to support the maintenance of our Fiber Plant. This includes annual inspections, engineering, permitting, materials handling, construction, splicing, locating, testing, and emergency repair services.

As part of the annual bid process for the Universal Service Fund (Erate), a bid for Fiber Maintenance and Annual Inspection was circulated to vendors for three-year pricing. The agency received one bid in response to this process. The bid evaluation is attached to this memo. At a 60% E-Rate Category 1 discount, the estimated annual costs for 100 hours, replacement parts, an annual fiber plant inspection, and Miss Digg Locating services will not exceed: \$79,200.00.

BID EVALUATION WORKSHEET
FY23: 2023-2024

District Name: Washtenaw Intermediate School District

Bid Opening Date: 3/3/2023

Service Description: Fiber Maintenance

Evaluation Factors	Factor %Weight*	Service Provider [Fiber Link]		Service Provider [Insert Name]		Service Provider [Insert Name]		Service Provider [Insert Name]		Service Provider [Insert Name]	
		Rating**	Weight***	Rating**	Weight***	Rating**	Weight***	Rating**	Weight***	Rating**	Weight***
E-rate Eligible Costs*	30	5	30.00		0.00		0.00		0.00		0.00
Service Transition Factors	20	5	20.00		0.00		0.00		0.00		0.00
Adherence to Specifications	10	5	10.00		0.00		0.00		0.00		0.00
Prior Experience	5	5	5.00		0.00		0.00		0.00		0.00
Past Performance	5	5	5.00		0.00		0.00		0.00		0.00
Understands Needs	10	5	10.00		0.00		0.00		0.00		0.00
Personnel Qualifications	5	5	5.00		0.00		0.00		0.00		0.00
Management Capabilities	5	5	5.00		0.00		0.00		0.00		0.00
Financial Stability	10	5	10.00		0.00		0.00		0.00		0.00
Other (specify)	0		0.00		0.00		0.00		0.00		0.00
Other (specify)	0		0.00		0.00		0.00		0.00		0.00

Total Ratings: 100**** 100 0 0 0 0

Selected Service Provider:

Fiber Link
Andrew Hahn
IT Supervisor
3/15/2023

Approved by:

Title:

Date:

Comments:

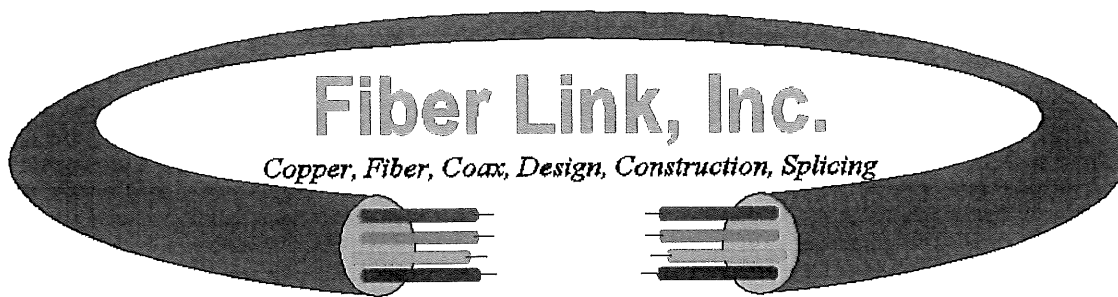
Fiber Link is the only vendor who responded to the RFP for fiber maintenance. We are currently working with Fiber Link on all fiber maintenance and have been for years, service provider selected is Fiber Link.

*Factor %Weight=Weight of each factor where Price is the heaviest weight

**Service Provider Rating: 1=Poor 2=Fair 3=Good 4=Better 5=Best

***Service Provider Weight=(Factor %Weight) x (Service Provider Rating) x (.2)

****Total Factor %Weight must=100%



February 9, 2023

Washtenaw ISD
1819 South Wagner Rd
Ann Arbor, MI 48106

Dear Andrew Hahn,

Thank you for the opportunity to provide this response to the Washtenaw ISD – Basic Maintenance Self Provisioned Fiber Cable RFP for your district's fiber optic cable network maintenance. We have read and understand the Maintenance RFP and feel that Fiber Link, Inc. can successfully complete the requirements requested.

Fiber Link, Inc – 3529 W. Genesee, Suite 6, Lapeer, MI 48446 – 810-667-2891. Fiber Link, Inc. is a C-Corporation incorporated in the State of Michigan.

We have designed, built and maintained many large Wide Area Networks throughout our 25+ years in business. Including Ann Arbor Public Schools, Brighton Area Schools, Utica Community Schools and Rochester Community Schools.

Fiber Link, Inc.'s professional service staff provides many years of project management from the beginning design stages, engineering, permitting, materials handling, construction, splicing/testing, locating, as builds and ongoing maintenance.

Our service costs in the communications industry are highly comparable but our complete services are second to none in value and longevity of our final product. We have staff available 24/7. We propose to maintain your fiber optic cable network in a professional and accurate manner. Our solution to this maintenance project is to order the highest grade materials and use our experienced staff to maintain all portions of the network that will be useful and productive for many years to come. Fiber Link, Inc. prides itself on the personal, quick, accurate responses and executions to all job requests and requirements.

We look forward to working with you on this project.

Sincerely,

Tina M. Snoblen
President

P.O. BOX 701 Lapeer, MI 48446 Ph: (810) 667-1470 Ph: (810) 667-2891 FAX: (810) 667-3120

APPENDIX C – BILL OF MATERIALS

I/we, the Bidder, hereby propose to furnish, deliver and install the below listed items for the unit price indicated in accordance with the terms, conditions and specifications included in the Request For Proposals – Fiber Maintenance.

NOTE: The Bidder may attach additional pages for Bill of Materials as needed.

BASE BID -Fiber Maintenance (Must include all components and installation costs)

Hourly Block	Description	Labor	Replacement Part Estimate	Total Price
100 Hours	Network Services	\$100,000.00	\$50,000.00	\$150,000.00
Miss Dig Services	Monitor and onsite locating	\$18,000.00	n/a	\$18,000.00
Emergency Service Response	Repair estimated 1000' of 12ct	\$12,000.00	\$3,000.00	\$15,000.00
Annual Line Inspection	Line Inspection	\$15,000.00	n/a	\$15,000.00
Year One Total	Maintenance	\$145,000.00	\$53,000.00	\$198,000.00
Year Two Total	Maintenance	\$145,000.00	\$53,000.00	\$198,000.00
Year Three Total	Maintenance	\$145,000.00	\$53,000.00	\$198,000.00
Total Three-Year Cost	Maintenance	\$435,000.00	\$159,000.00	\$594,000.00

\$1,500.00 per month/\$18,000.00 annually for Miss Services as requested in 8.5.5 of the RFP

EXHIBIT A

DETAILED SPREADSHEET FOR REPORTING UNIT COSTS

VENDOR BID SUMMARY			
ITEM	DESCRIPTION	UNITS	TOTAL
A	ANNUAL STAKE AND LOCATE SERVICE, INCLUDING “LOCAL CALL BEFORE YOU DIG” PARTICIPATION	1 TIME SET UP	N/A
B	ANNUAL NETWORK “INSPECTION” AND SURVEY	YEARLY	\$15,000.00
C	IF ANY, FIXED FEE FOR RETENTION OF SERVICE	0	N/A
D	MISS DIG MARKING COSTS	PER 1 LOCATION	PER CONTRACT PRICING

A-1:

MISS DIG REGISTRATION WILL REQUIRE THE DEVELOPMENT OF COMPLETE AND ACCURATE “AS-BUILT” DOCUMENTS IN ORDER TO VERIFY THE LOCATION OF BURIED FACILITIES. FOR ALL CABLE FACILITIES INSTALLED BY OTHER VENDORS

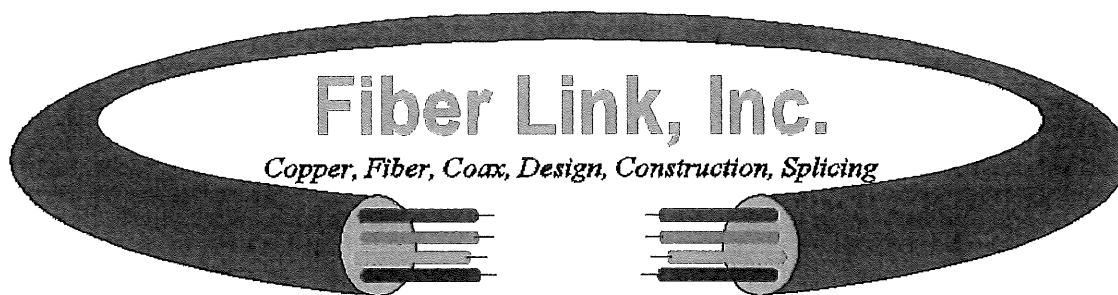
B-1:

THE FEE IS BASED UPON PERFORMING THE SURVEY WITH ACCURATE “AS-BUILTS” BASED ON THE NUMBER OF MILES OF THE FIBER OPTIC CABLE NETWORK. THIS ITEM DOES NOT INCLUDE THE COST OF REPAIRS. THE SYSTEM SURVEY IS PERFORMED BY STAFF WITH ENGINEERING, DESIGN AND CONSTRUCTION CODE EXPERTISE. AFTER THE SURVEY IS COMPLETED A DETAILED COST SPREADSHEET WILL DETERMINE THE ADDITIONAL COSTS OF REPAIRS NEEDED.

C-1 N/A

D-1

MISS DIG MARKING COSTS ARE INVOICED MONTHLY AND BASED PER TICKET/LOCATION WHEN DETERMINED THEY ARE NEEDED – SEE MISS DIG MONITORING AND LOCATING FEE SHEET EXHIBIT C



EMERGENCY REPAIR RATES

Aerial and Underground Installation Crews – Monday – Friday – 7:30 am to 4:30 pm

Supervisor	\$90.00/per hour
Installer	\$82.00/per hour*
Operator	\$82.00/per hour*
Truck Charge (per truck)	\$150/per truck

***Overtime@\$123.00 per hour after 4:30 pm and Saturdays**

Sundays and holidays - Double time @ \$164.00 per hour – per person

Network Design Fee

Network Layout & route design	\$82.00/per hour
Fiber Assignment	\$82.00/per hour

OTDR, Power Meter Analysis - End to End Loss Readings

With hard or soft copy documentation	\$180.00/per hour – 2 person crew
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<u>Building Engineering and As-builds</u>	\$82.00/per hour
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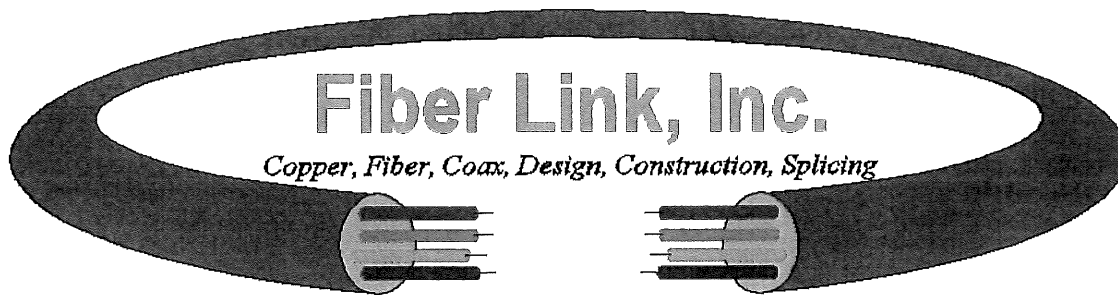
<u>Mapping and As-builds without prints</u>	\$300.00/per mile
<u>Maintenance Survey and As-builds with prints</u>	\$82.00/per hour

Miscellaneous Materials (subject to market pricing)

Materials for repairs will be invoiced per cost at time of billing

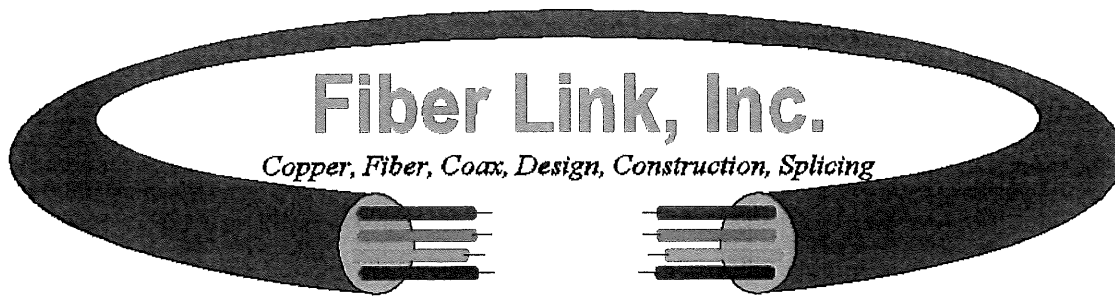
Network Troubleshooting

2 man crew	\$164.00/per hour
Fusion Splice Units	\$65.00/per each
Termination Units	\$65.00 per each



MAINTENANCE -AERIAL CONSTRUCTION

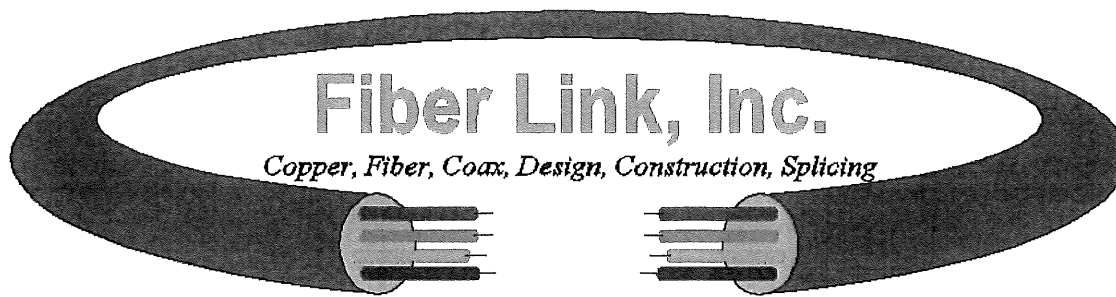
ITEM #	DESCRIPTION	UNIT PRICE PER PERSON	PER
	Relocate/Reroute Fiber Optic Cable		
1	Relocate/Reroute Fiber Optic Cable Under 2000'	\$82/hr	Occurrence
2	Relocate/Reroute Fiber Optic Cable Over 2001'	Price Per	Occurrence
	Repair of Broken Lashing Wire		
3	Under 2000' Billable Repair - Delash/Relash	\$82/hr	Occurrence
4	Over 2001' Billable Repair - Delash/Relash	\$1.25	foot
	Unit Rates		
5	Make ready work - cable move	\$82/hr	Occurrence
6	Tree Trimming	\$82/hr	Occurrence
7	Place strand and hardware	\$0.85	foot
8	Delash/Relash - All double lash	\$1.25	foot
9	Install vertical ground	\$25.50	Occurrence
10	Install bonds	\$5.50	Occurrence
11	Install tree guards	\$82/hr	Occurrence
12	ReSag existing plant	\$82/hr	Span
13	Install fiber cable-clean strand	\$0.85	foot
14	Install fiber cable-overlash fiber	\$1.25	foot
15	Install fiber in duct-less than 50'	\$82.00	hour
16	Install fiber in duct-more than 50'	\$2.00	foot
17	Install extension arms-short	\$82.00	Occurrence
18	Install extension arms-long	\$82.00	Occurrence
19	Place poles-up to 40' (includes pole)	\$850.00	Occurrence
20	Place poles-40' to 50' (includes pole)	N/A	Occurrence
21	Transfer straight line contacts per contact	\$85.00	Occurrence
22	Transfer dead end contacts per contact	\$85.00	Occurrence
23	Transfer guy wire one or both ends per contact	\$85.00	Occurrence
24	Remove pole (truck accessible)	\$850.00	Occurrence
25	Wreck - out	\$1.05	foot
26	Install 6m guy and anchor	\$75.00	Occurrence
27	Install 10m guy and anchor	\$75.00	Occurrence
28	Install Sidewalk guy and anchor	\$985.00	Occurrence



**MAINTENANCE – UNDERGROUND
CONSTRUCTION**

ITEM #	DESCRIPTION	UNIT PRICE	
		PER PERSON	PER
	Relocate/Reroute Fiber Optic Cable		
1	Relocate/Reroute Fiber Optic Cable Under 100'	\$82/hr	Person
2	Relocate/Reroute Fiber Optic Cable Over 101'	Bid	Job
	Unit Rates		
3	Make ready work - cable move	\$82/hr	Person
4	Stake and locate to clear other underground services	\$82/hr	Person
5	Excavate to access the repair or prepare to move	\$82/hr	Person
6	Excavate to allow access for the repair	\$82/hr	Person
7	Perform the repair (no new boring required)	\$82/hr	Person
8	Install new handhole – 24" X 36"	\$450.00	Occurrence
9	Place fiber marker	\$45.00	Occurrence
10	Place locate wire	\$1.00	foot
11	Perform move requiring new bore - 1.25" duct under 200'	\$16.50	foot
12	Perform move requiring new bore - 1.25" duct 201' to 500'	\$16.00	foot
13	Perform move requiring new bore - 1.25" duct over 500'	\$16.00	foot
14	Cleanup and restore area to previous condition	\$82/hour	Person

LARGER DUCT INSTALLATION – PER JOB QUOTE



MAINTENANCE-SPLICING

ITEM #	DESCRIPTION	UNIT PRICE	PER
	Unit Rates		
		\$780.00	
1	Splice-Terminate 1-12 fibers	min	each
2	Splice-Terminate 13-24 fibers	\$65.00	each
3	Splice-Terminate 25-48 fibers	\$60.00	each
4	Splice-Terminate 49-96 fibers	\$55.00	each
5	Splice-Terminate 97-144 fibers	\$50.00	each
6	Splice-Terminate 144+ fibers	\$50.00	each
7	Cable Prep	\$200.00	each
8	Install new closure	\$250.00	each
9	Enter existing closure	\$450.00	each
	OTDR Testing/Power Meter		
10	Testing- Minimum 12 Fibers	\$780.00	Occurrence
11	Down Time - Splice Crew/per man	\$82/hr	Occurrence
			Each +
12	Mid-Sheath Splice (coil splice)	\$880.00	SPLICING

*TRUCK CHARGE PER DAY PER TRUCK = \$150.00

TO: Naomi Norman, Superintendent; Washtenaw ISD Board of Education

FROM: Edward Manuszak, Executive Director for Early Childhood

DATE: March 21, 2023

RE: Head Start Non-Competing Continuation Grant

Attached to this memo is the Head Start Non-Competing Continuation Grant (NCCG). It is due to the Region V Office of Head Start by April 1. Our Early Childhood Department met three times for multiple hours and met with our sub-recipients on Thursday, March 9, Friday, March 10, and Monday, March 13. On Wednesday, March 15, we held a Washtenaw County Head Start Policy Council non-mandatory work/study session to review this grant. This session was recorded so that any Policy Council member who wants to learn about it, can watch the approximately 1.5-hour video. A link to this video is in Basecamp.

Thank you to everyone who participated with us to complete this grant. Additionally, I would like to thank, Ms. Cherlyn Tay, MSU Educational Doctoral Intern who also volunteered her time with an internship to help us develop the draft that you will review.

We have sent the NCCG to the Washtenaw County Head Start Policy Council for approval on Thursday, March 23. We are requesting that the Board of Education approve the NCCG at their regularly scheduled meeting on Tuesday, March 28. Once these two approvals are completed successfully, we will then submit this to the Office of Head Start. We are expecting then during the month of April to receive this application grant back with requested modifications. Once these are completed, we will then wait for the open grant competition window to be released by the Federal Government. We will then work, refine, and submit the Open Application to fully express the depth, expansiveness, and inclusivity of a new 5-year grant application for Head Start and Early Head Start in Washtenaw County.

If you have any questions, please do not hesitate to reach out to me. Thank you.

Washtenaw Intermediate School District

Head Start/Early Head Start Recipient- Washtenaw County, Michigan

05CH010612 Continuation Application 7/1/2023- 6/30/2024

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Section I. Program Design and Approach to Service Delivery
Program Goals, Measurable Objectives, and Expected Outcomes

Sub-Section A: Goals

Washtenaw Intermediate School District's (WISD) mission is to promote the continuous improvement of achievement for every student while providing high-quality service to our customers through leadership, innovation, and collaboration. Washtenaw Intermediate School District's vision is to be the leader in empowering, facilitating, and delivering a high-quality, boundary-spanning, educational system that educates all children through an equitable, inclusive, and holistic approach.

WISD uses a variety of data sources to support continuous improvement for the program and work toward the best outcomes for children and families. WISD gathers data from the Classroom Assessment Scoring System (CLASS), Child Observation Record (COR Advantage), Milestones from PAT recorded in Desired Results Developmental Profile (DRDP), Program Information Report (PIR), the recipient and subrecipient annual self-assessment reports, Community Needs Assessment, and family surveys. The Program Goals, along with data, are reviewed three times a year by Parent Committees, School Readiness Parent Advisory, the Policy Council and the WISD Board of Education. Revisions are made as necessary by the School Readiness Workgroup to ensure continuous improvement and alignment with Head Start Early Learning Outcomes Framework. Through data analysis, no updates or changes will occur for the upcoming fiscal year to the program goals and objectives. The current plan's long-term goals and objectives are as follows:

Program Goal 1: The program will provide high-quality early childhood development services to families and children prenatal-to-five to develop and enhance school readiness.			
Objective(s)	Progress, Outcomes, and Challenges		
	Measure	Progress/Outcomes as of 3/2023	Challenges
1.Establish and maintain school readiness goals in alignment with Office of Head Start goals and revised school readiness National Head Start Framework.	Demonstrate that 85% of children enrolled in HS are above or meeting the national average for their age.	Data from EHS will be added COR Data Time 1/Time 2 - % of children meeting or above age level norms Approaches to Learning 51%/ 74% Social & Emotional Dev 59%/ 62% Cognitive & Gen Know. 58%/ 78% Physical Dev/Health 70%/ 71% Language & Literacy 62%/ 56%	Staffing and workforce shortages. New families that are speaking a wider array of languages. Parents as Teachers Curriculum and its' alignment with DRDP. Children are coming to programs with lower levels of SED and language development due to the lost time of COVID.
-Activities or Action Steps to Meet Objective Above: <ul style="list-style-type: none"> Assess child progress on an ongoing, continual basis and analyze such data at least three times per year. Align professional development activities to school readiness goals and data measures. 			
-Data, Tools, or Methods for Tracking Progress Above: <ul style="list-style-type: none"> COR Reports Michigan's Early Childhood Standards of Quality for Pre-Kindergarten School Readiness Committee Data Head Start Framework Head Start Management Team meeting agenda and minutes DRDP 			
2.Maintain high quality early learning classroom environments	CLASS scores will be above the national average in center-based classrooms.	CLASS assessments will be completed March-May 2023 CLASS Data from 2021-2022 (HS National Ave/Washtenaw Co Ave) Emotional Support- 6.03/6.42 Classroom Organization- 5.78/5.76 Instructional Support- 2.94/4.48	Staffing and workforce shortages. Additional staff training for CLASS due to higher rates of turnover in workforce levels. New families that are speaking a wider array of languages. Children are exhibiting challenging behaviors as they emerge from COVID. Program locations did not achieve a 4-star rating and this star rating is now being replaced. A significant increase in the number of older children are coming to programs not being potty-trained which will require increased level of attention from program staff to meet their basic needs.
-Activities or Action Steps to Meet Objective Above: <ul style="list-style-type: none"> Maintain regular schedule of classroom support from Early Childhood Specialists Conduct CLASS observations yearly 			

Program Goal 1: The program will provide high-quality early childhood development services to families and children prenatal-to-five to develop and enhance school readiness.			
Objective(s)	Progress, Outcomes, and Challenges		
	Measure	Progress/Outcomes as of 3/2023	Challenges
<ul style="list-style-type: none"> Support all sites in their effort to adjust to the new state of Michigan Quality Rating System. 			
-Data, Tools, or Methods for Tracking Progress Above: <ul style="list-style-type: none"> CLASS scores WISD Staff Visit and Training Logs 			
3. Implement program's Parent & Family Engagement Goals to support and encourage children's school readiness.	80% of families will complete Family Outcomes Assessments.	90% of families have completed Family Outcomes Assessment with a 3% gain from the previous reporting cycle.	COVID-19 has provided challenges and accessibility of food, transportation, and access to resources and financial support that has impacted housing insecurities and moratoriums. Setting goals for Parents has proven to be a challenge as we emerge out of COVID due to families focusing on meeting the basic needs of their children. We welcome families into program spaces this year and the anxiety/caution was felt by both staff and families. Staff need ongoing professional development and support in working to set family led SMART goals.
-Activities or Action Steps to Meet Objective Above: <ul style="list-style-type: none"> Review Parent & Family Engagement Goals in alignment with Office of Head Start framework. Provide Family Engagement Community Partnership professional development for staff. Implement strategies to engage parents and families. Ensure that families accomplish their Family Goal to help support their child's school readiness. Early Head Start Home Visitors will review goals and progress monthly. 			
-Data, Tools, or Methods for Tracking Progress Above: <ul style="list-style-type: none"> Head Start Framework School Readiness Committee Data Parent Attendance Data Child Plus Family Report Agenda's and sign-in sheets for family events Early Head Start Home Visitors will utilize the Home Visit Record (HVR) to review and update goal data monthly. 			
4. Provide nurturing and safe learning environments in communities based upon Community Needs Assessment: situated in early learning settings that align with LEA school days.	100% of classrooms have planned calendars to meet 1020 hours.	Planned YTD hours <ul style="list-style-type: none"> AAPS: 1020 hours YCS: 1020 hours Whitmore Lake: 1020 hours Lincoln: 1020 hours 	Some classrooms have opened later in the school year due to staffing and workforce shortages. Programs are having issues with the negotiated agreements that they have with their bargaining units that represent staff members in the hourly requirements. Proper planning occurred, but some home based and center based programs are unable to meet this requirement due to

Program Goal 1: The program will provide high-quality early childhood development services to families and children prenatal-to-five to develop and enhance school readiness.			
Objective(s)	Progress, Outcomes, and Challenges		
	Measure	Progress/Outcomes as of 3/2023	Challenges
			<p>Act of God days or workforce shortages.</p> <p>Home based visiting programs are challenged in finding locations for socialization spaces for working families outside of the workday.</p>
<p>-Activities or Action Steps to Meet Objective Above:</p> <ul style="list-style-type: none"> Place classrooms in early elementary/ early learning centers facilities whenever feasible Review of program yearly calendar prior to the first day of school 			
<p>-Data, Tools, or Methods for Tracking Progress Above:</p> <ul style="list-style-type: none"> Self-Assessment Community Needs Assessment Subrecipient contracts Child Plus Staff training and visit logs; CLASS 			
5.Provide support for Health needs of enrolled participants.	<p>Renew partnerships with health related community partners.</p> <p>Minimum of 95% of children have medical homes.</p> <p>Minimum of 90% of children needing follow-up treatment receive such care.</p>	<p>WISD has community partnerships with several organizations who also serve on HSAC.</p> <p>97% of children have medical homes with continuous medical care.</p> <p>11% of children needing medical follow-up treatment have received such care.</p>	<p>Post Pandemic challenges still exist as transportation can be a barrier.</p> <p>Discussion around reducing barriers to families needing follow-up medical care has been an ongoing agenda item at Head Start Management Team, Community Needs Assessment Committee, as well as HSAC meetings.</p>
<p>-Activities or Action Steps to Meet Objective Above:</p> <ul style="list-style-type: none"> Maintain high level of access to community’s federally qualified health centers, pediatrician offices, and dental clinics. Monitor progress on a timely basis to assist and support families in completing health requirements. Ensure children with identified dental concerns receive follow-up treatment in a timely manner. Review Latest Occurrence of Health Events monthly to ensure that all EHS enrollees are receiving well child, immunization, and dental services in accordance with the EPSDT standards. 			
<p>-Data, Tools, or Methods for Tracking Progress Above:</p> <ul style="list-style-type: none"> Family Needs and Strength Assessment Community Partnership Agreements Child Plus Health Tracking Program Information Report 			
6.Provide high quality and targeted professional development to staff, parents, Policy Council, and Board of Education members to enhance program outcomes and impacts.	<p>95% of staff paid with federal funds, meet or exceed the HSPPS and educational requirements.</p> <p>Policy Council and Board of Education members offered MHSA annual conference.</p> <p>WISD Staff creates an annual training plan/schedule to provide on-going training to staff.</p>	<p>81% of staff meet or exceed the HSPPS educational requirements.</p> <p>Policy Council Chair and Board of Education members received training and attend MHSA assembly meetings.</p> <p>Put in place an apprentice program for parents and paraprofessionals to obtain their CDA.</p>	<p>Sustained and on-going professional development for new staff and parents who are a part of Policy Council and Committee.</p>

Program Goal 1: The program will provide high-quality early childhood development services to families and children prenatal-to-five to develop and enhance school readiness.			
Objective(s)	Progress, Outcomes, and Challenges		
	Measure	Progress/Outcomes as of 3/2023	Challenges
	Training plan created and implemented by the WISD to support programs who switched to High Scope.		
-Activities or Action Steps to Meet Objective Above: <ul style="list-style-type: none"> ● Implement the program's Training & Technical Assistance Plan. <ul style="list-style-type: none"> ○ Utilizes child outcome and other program data to assess professional development needs. ● Comply with staff credential requirements outlined in the Head Start Program Performance Standards. <ul style="list-style-type: none"> ○ Offer credit opportunities where possible. ○ Monitor degree attainment. ○ Parent Cafes 			
-Data, Tools, or Methods for Tracking Progress Above: <ul style="list-style-type: none"> ● Head Start Act ● Training and Technical Assistance Plan ● Staff professional development plans ● Training agendas and sign-in sheets 			

Program Goal 2: Program shall provide opportunities to enhance school readiness for all eligible participants throughout the service area.			
Objective(s)	Progress, Outcomes, and Challenges		
	Measure	Progress/Outcomes as of 3/2023	Challenges
1. Maintain full enrollment of eligible participants for all program options.	100% of children are eligible for the program. Center based Programs will be fully enrolled and maintain a viable waitlist.	93% of cumulative enrollment children have been income eligible <100% FPL for the program.	Staffing and workforce shortages. Some families are still hesitant to send their children to in person programs due to COVID.
-Activities or Action Steps to Meet Objective Above: <ul style="list-style-type: none"> ● Implement marketing & recruitment plan. ● Partner with LEA's and community organizations to make the community aware of services / opportunities. ● Monitor income eligibility requirements with 100% compliance rate at each partner/sub-recipient. 			
-Data, Tools, or Methods for Tracking Progress Above: <ul style="list-style-type: none"> ● Child Plus enrollment tracking ● Program Information Report ● Joint recruitment Plan ● Washtenawpreschool.org 			
2. At least 10% of funded enrollment shall be children with a documented disability.	10% of funded enrollment of children with documented disability.	As of March 9, 2023, Cumulative enrollment 18% of enrolled children have a certified disability?	N/A
-Activities or Action Steps to Meet Objective Above: <ul style="list-style-type: none"> ● EHS Home Visitors serve as members of Early On (Part C of IDEA) intervention teams. Early On is Part of the Early Child Department at WISD. ● Conduct monthly monitoring of IEP/IFSP numbers. ● Partner with LEA special education departments to enroll more children with disabilities. ● Informing parents of their rights (Project Find) 			
-Data, Tools, or Methods for Tracking Progress Above: <ul style="list-style-type: none"> ● Memorandum of Understanding with LEA ● Child Plus disability tracking ● Program Information Report ● Intra-agency agreement with Early On 			

Program Goal 2: Program shall provide opportunities to enhance school readiness for all eligible participants throughout the service area.			
Objective(s)	Progress, Outcomes, and Challenges		
	Measure	Progress/Outcomes as of 3/2023	Challenges
3. Build the necessary supports and processes needed to develop and maintain positive Mental Health and wellness by assuring each classroom has a minimum of 1 mental health observation per year and has access to ongoing support. And that all enrolled Home Based EHS families have access to the mental health consult during home visits as needed.	<p>100% of home visiting staff attend sessions of Reflective Supervision.</p> <p>Head Start Management team will assess the needs of Mental Health curricula and supports being utilized at the sub-recipient/partner programs.</p> <p>All children are assessed using a social-emotional screening. (DECA or ASQ-SE). Referrals are made based on the results of the screening.</p>	<p>EHS staff members attend monthly Reflective Supervision through Dec. 2022 and created a position to meet this need.</p> <p>DECA and ASQ-SE has been completed for 90% of students.</p>	<p>Professional training on the selected tool had not been provided until April 2023.</p> <p>The documentation needed to authentically and systemically assess the Mental Health and Wellness needs of our center based and home based programs is not fully evolved and refined.</p> <p>Assessing and addressing the Mental Health and Wellness needs of staff is an ongoing need.</p>
<p>-Activities or Action Steps to Meet Objective Above:</p> <ul style="list-style-type: none"> ● Provide staff with CPI Training ● Provide staff with training and support on Social Emotional Strategies that align with our curriculum. ● Behavioral Consultant visits once per year and additional visits scheduled based on referrals. 			
<p>-Data, Tools, or Methods for Tracking Progress Above:</p> <ul style="list-style-type: none"> ● PQA-R ● CLASS ● Child Assessment data (COR) ● Social-Emotional screening data ● CPI training attendance ● Child Plus reports 			

Program Goal 3: The program will operate in the most cost-efficient manner possible to provide high-quality services to Head Start/Early Head Start children, families and staff.			
Objective(s)	Progress, Outcomes, and Challenges		
	Measure	Progress/Outcomes as of 3/2023	Challenges
<p>1. Present and support opportunities for Board and Policy Council members to establish and maintain a formal structure of governance where parents are empowered to actively participate in a shared decision-making process.</p> <p>Early Head Start will operate in partnership with Early On (Part C of IDEA) utilizing Federal, State and Local funding to provide services in a cost-efficient way.</p>	<p>85% of PC members will attend quarterly training (including Robert's rule of order, by-laws, responsibilities of elected officers and shared decision-making process) for Policy Council members.</p> <p>Annual training completed for Board of Education Policy Council chair attends Board Meetings.</p> <p>WISD Board of Education member sits on Policy Council.</p> <p>100% of interviews held for Head Start including a Policy Council representative.</p> <p>Board Members participate in the Self-Assessment process for the program.</p> <p>50% of all Individualized Family Service Plans will occur with the EHS Home Visitor in attendance</p>	<p>Annual Policy Council Training was provided for members and the Board Liaison. The Training included PC responsibilities and Training on Financial Statements and Program Budget for the Recipient and Sub-Recipient.</p> <p>WISD Board Member has attended 90% of Policy Council Meetings</p> <p>100% of interviews held for Head Start have included a PC representative.</p> <p>WISD Board President served as a liaison and the BoE Vice President served as a team lead on the Self-assessment team. Additional Board members were interviewed as part of the Self-assessment process.</p> <p>Individualized Family Service Plans occur with the EHS Home Visitor at all times possible (occasionally the child is evaluated prior to being accepted into the program)</p>	<p>Having consistent participation from the Policy Council and Committee has been an ongoing challenge as we emerge from COVID.</p>

Program Goal 3: The program will operate in the most cost-efficient manner possible to provide high-quality services to Head Start/Early Head Start children, families and staff.			
Objective(s)	Progress, Outcomes, and Challenges		
	Measure	Progress/Outcomes as of 3/2023	Challenges
	and providing input and data to the eligibility process.		
-Activities or Action Steps to Meet Objective Above: <ul style="list-style-type: none"> • Orient Policy Council and Board Members to ensure required training by the Head Start Act and the HSPPS. • Present and share program outcomes and accomplishments, Federal correspondences, actions needing approval, community complaints needing resolution, etc. 			
-Data, Tools, or Methods for Tracking Progress Above: <ul style="list-style-type: none"> • Head Start Act • Self-Assessment • HSPPS • Annual Audit 			
2.To provide oversight (monitoring) activities that consider the individual and program outcomes for Head Start and Early Head Start in order to make data driven management decisions affecting project operations.	FA1- internal monitoring system review – reach 100% compliance. Set up Internal Monitoring system in Child Plus to include compliance and non-compliance on HSPPS, as well as CAP and review for all component areas. FA-2 Internal Monitoring- system set-up and all of leadership utilizing at 100%.	FA1- internal monitoring system review – reached 100% compliance. Federal review completed Internal Monitoring system in Child Plus to include compliance and non-compliance on HSPPS, as well as CAP and review has been set up and is being utilized. FA-2 Internal monitoring has been set up and utilized for the program year. - reached 100% compliance Monitoring Reports are shared with Policy Council and the Board of Education for review and feedback.	Head Start and Early Head Start store data in multiple web-based platforms and it is also stored on the same web-based platform and in different areas. For Policy Council, members have to download documents to their computer.
-Activities or Action Steps to Meet Objective Above: <ul style="list-style-type: none"> • Fully align Monthly Program Information Report with the health, education, disability, PFCE, and ERSEA content areas. • With systematic planning and necessary training, move toward electronic files with full use of Child Plus data system. • Early Head Start Home Visitors will attend Birth to three Professional Learning Communities with Early On staff and participate in teaming and service coordination. 			
-Data, Tools, or Methods for Tracking Progress Above: <ul style="list-style-type: none"> • Recipient Budget Justification • PC and Board Review of Budget line items • Self-Assessment • Child Plus Internal Monitoring 			
3.Ensure that Non-Federal Share for the program is tracked, documented, and monitored to verify that all contributions are allowable (fiscal)	Programs utilizing In-Kind tracking in Child Plus.	In-kind is generated from blending State and federally funded programs and counting the state funds to provide dosage to children.	The actual non-federal share/ in-kind generated should match the methodology in the application.
-Activities or Action Steps to Meet Objective Above: <ul style="list-style-type: none"> • Non-Federal Share will be sent from the partner/sub-recipient program to the Recipient monthly. The report will be shared with the governing bodies and discussed at Management meetings to ensure that the program is meeting all requirements 			
-Data, Tools, or Methods for Tracking Progress Above: <ul style="list-style-type: none"> • Financial Audit • Monthly Report • Child Plus In-Kind tracking 			

Program Goal 4: The program will strengthen the training and professional development of staff, aligning with program goals and objectives including ongoing reflective supervision strategies and the provision of individualized coaching.			
Objective(s)	Progress, Outcomes, and Challenges		
	Measure	Progress/Outcomes as of 3/2023	Challenges
1. Increase the education, skill, and expertise of staff	<p>Early Childhood Specialists, Education Manager, Head Start Director, and maintain reliability in CLASS.</p> <p>The Training and Technical Assistance Plan includes training opportunities for all staff.</p> <p>CLASS is used to create individualized goals with staff. Based on goals training, support and coaching are provided.</p>	<p>Three (3) Bilingual (Arabic/English) EHS Home Visitors are employed as well as a Full time bilingual (Spanish/English) Home Visitor.</p> <p>100% of Recipient Education team are CLASS reliable and Education Manager is an affiliate CLASS trainer.</p>	<p>Due to on-going staffing challenges and inclement weather we have seen a decline in the number of trainings.</p> <p>Local program bargaining units and agreements at times provide us with less opportunities for trainings.</p> <p>Due to the 1020 hour requirement for programs some have had to add instruction days on Fridays.</p>
<p>-Activities or Action Steps to Meet Objective Above:</p> <ul style="list-style-type: none"> Each staff will complete a professional development plan. Staff will attend training that assist them in meeting their goals. Regular classroom visits conducted by Early Childhood Specialist to provide on-going support and coaching. Completion on CLASS at least one time per year. 			
<p>-Data, Tools, or Methods for Tracking Progress Above:</p> <ul style="list-style-type: none"> Child Plus Staff Tracking Professional Development Logs Staff Professional Development plans Classroom Quality Goals CLASS data 			
2. Implement Practice Based Coaching	<p>Early Childhood Specialists will utilize Practice Based Coaching.</p> <p>Teaching teams identified as needing intensive coaching will show progress towards meeting their goals developed through Practice Based Coaching.</p>	<p>83% of Early Childhood Specialists are trained and utilizing Practice Based Coaching.</p> <p>Early Head Start Home Visitors use the “Together Learning Collaborating” (TLC) coaching model, a modified version of a Practiced Based Coaching for groups</p> <p>All teachers participated in the first steps of Practice Based Coaching- the Needs Assessment and Coaching Agreements. All teachers have goals set with their early childhood specialist that reflect needs identified during observations and from the Needs Assessment.</p>	<p>Challenges related to staffing (i.e. retaining staff and hiring qualified staff).</p>
<p>-Activities or Action Steps to Meet Objective Above:</p> <ul style="list-style-type: none"> Complete a Needs Assessment and coaching agreements for each teaching team Complete a self-assessment and HVORS with each Home Visitor. Provide practice-based coaching as needed 			
<p>-Data, Tools, or Methods for Tracking Progress Above:</p> <ul style="list-style-type: none"> Coaching Logs Goal Sheets Practice Based Coaching Needs Assessment 			
3. Provide ongoing professional development opportunities for Staff	<p>WISD Early Childhood Conference held annually for all Program staff.</p> <p>Regular training offered to all teaching teams based on an annual training plan.</p>	<p>Annual Conference was held in August 2022 with 130 early childhood professionals in attendance</p> <p>Monthly Family Support meetings and professional development have occurred.</p>	<p>Weather-related events and preschool sessions being held on Fridays.</p>

Program Goal 4: The program will strengthen the training and professional development of staff, aligning with program goals and objectives including ongoing reflective supervision strategies and the provision of individualized coaching.			
Objective(s)	Progress, Outcomes, and Challenges		
	Measure	Progress/Outcomes as of 3/2023	Challenges
	Family Support Specialist training 3x per year.	ERSEA Annual Training Monthly New Staff Orientation opportunities Early Head Start also offers a comprehensive on-boarding process. Ongoing T/TA through STGi is still being utilized in Early Head Start.	
-Activities or Action Steps to Meet Objective Above: <ul style="list-style-type: none"> Review coaching logs, assessment data (CLASS), and child outcome data to determine needs Plan professional development opportunities based on needs Create annual training plan 			
-Data, Tools, or Methods for Tracking Progress Above: <ul style="list-style-type: none"> Professional Development Plans Request for Training Form Training agendas and sign-in sheets Child Plus and MIREgistry 			
4.Monthly New Staff Orientation provided by WISD.	New staff orientation includes all content areas and management systems. 100% of new staff receive New Hire Orientation within 30 days of hire including Head Start 101.	New staff orientation agenda and monthly schedule was given to all site directors in September. 32 staff have attended new staff orientation including board members.	N/A
-Activities or Action Steps to Meet Objective Above: <ul style="list-style-type: none"> Share monthly calendar of New Staff Orientation dates Individualize training to include content area specific training 			
-Data, Tools, or Methods for Tracking Progress Above: <ul style="list-style-type: none"> Staff Pre and Post survey Orientation agenda and sign-in sheets Child Plus data 			

Program Goal 5: The program will strengthen the transition process for children and families.			
Objective(s)	Progress, Outcomes, and Challenges		
	Measure	Progress/Outcomes as of 3/2023	Challenges
1.Ensure that policies and practices foster a collaborative approach to transition.	Review current transition plans. Survey parents and teachers on their experience transitioning children into the HS program and into Kindergarten. (this includes transition from EHS to HS) 100% of all children will have a written transition plan in place.	93% of children and pregnant mothers have a transition plan in place before a transition occurs. All center-based programs will have a written transition plan that includes activities for children and parents/guardians.	As a result of the pandemic, transitions are still an area for the programs to improve. Mid-Year Transitions are still an area that need refinement. Approved policies that deal with transition is an area for further training and accountability on both the grantee and subrecipients.
-Activities or Action Steps to Meet Objective Above: <ul style="list-style-type: none"> Review past EHS to HS transition data to identify trends. The WISD will review all program transition plans to ensure they include all HSPPS requirements. Program Directors need to be involved in the transition plans. Provide joint training for home based and center based professionals for procedural steps 			
-Data, Tools, or Methods for Tracking Progress Above: <ul style="list-style-type: none"> EHS Transition Plans Home Visit and Parent Teacher conference forms Center-based transition plans Documentation of planned center-based transition activities 			

Program Goal 5: The program will strengthen the transition process for children and families.			
Objective(s)	Progress, Outcomes, and Challenges		
	Measure	Progress/Outcomes as of 3/2023	Challenges
2.Ensure that all staff are prepared to offer children and families effective support through transitions.	Collect data from LEA kindergarten teachers on what is needed to assist children and family's transitioning into kindergarten and then provide support to staff and families based on data.	School Readiness Parent Advisory has met once during 22-23 school year and will meet again in March and May of 2023. 63% of respondents to the first Annual Family Survey of 2022-2023 state that they are familiar with the School Readiness Goals.	None noted
-Activities or Action Steps to Meet Objective Above: <ul style="list-style-type: none"> ● Create individualized transition plans for families during final home visit or parent/teacher conference ● Include K teachers in transition planning ● EHS Home Visitors will work with families to collect eligibility documents for verification. 			
-Data, Tools, or Methods for Tracking Progress Above: <ul style="list-style-type: none"> ● K-2 Surveys ● Meeting agendas, minutes and sign-in sheets 			

School Readiness Goals

Approaches to Learning

What is the Goal?	What Does this Look Like?	Links to Assessment
Children will display initiative and curiosity during work and play Goal: At least 90% of enrolled children assessed within age expectations of the developmental norm at year's end.	A preschool child might.... <ul style="list-style-type: none"> ● Ask questions as they participate in the classroom ● Take risks ● Make their own choices ● Look for answers to questions ● Suggest ideas for solving problems with materials A toddler might.... <ul style="list-style-type: none"> ● Use a toy for more than one purpose ● Try new experiences (ie new food, new toys, new activities) ● Enjoy taking things apart An infant might.... <ul style="list-style-type: none"> ● Turn his/her head toward a sound ● Move toward an object 	My Teaching Strategies GOLD: 11 d-e COR Advantage: I. A DRDP: ATL-REG 4 Milestones By School Readiness Domain (Parents as Teachers): D V: 1-5, 8-9, 13-15, 34-36, 42 Year End Goal: At least 90% of children assessed meet developmental expectation
Children are persistent in tasks and focused during work or play Goal: At least 90% of enrolled children assessed within age expectations of the developmental norm at year's end.	A preschool child might.... <ul style="list-style-type: none"> ● Stop an activity and return to it at a later time or leave a group and then return ● Try multiple strategies to work with materials ● Stick with a difficult task ● Carry out a set of 3 directions A toddler might.... <ul style="list-style-type: none"> ● Work with materials in ways suggested by an adult ● Fill containers in many ways ● Stack items (such as blocks) again after they fall An infant might.... <ul style="list-style-type: none"> ● Watch the movements of people or things ● Dump items out of containers 	My Teaching Strategies GOLD: 11 a-b COR Advantage: I. B DRDP: ATL-REG 1 Milestones By School Readiness Domain (Parents as Teachers): D V; 2, 5-7, 9-10, 12, 14-15, 23-26, 34-35, 43-46 Year End Goal: At least 90% of children assessed meet developmental expectation

<p>Children work cooperatively with other children</p> <p>Goal: At least 90% of enrolled children assessed within age expectations of the developmental norm at year's end.</p>	<p>A preschool child might....</p> <ul style="list-style-type: none"> • Invite other children to play • Work with a small group to complete a task or play together • Help others without being asked <p>A toddler might....</p> <ul style="list-style-type: none"> • Wait for another child • Look at another child playing and choose to play the same way or with the same materials <p>An infant might....</p> <ul style="list-style-type: none"> • Imitate the actions of another • Give a toy to another child when asked 	<p>My Teaching Strategies GOLD: 3a, 2c</p> <p>COR Advantage: II. E</p> <p>DRDP: ATL-REG 3:</p> <p>Milestones By School Readiness Domain (Parents as Teachers): DV: 3, 4,8,16,26-28, 37, 47-50</p> <p>Year End Goal: At least 90% of children assessed meet developmental expectation</p>
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Social and Emotional Development

What is the Goal?	What Does this Look Like?	Links to Assessment
<p>Children form healthy and secure relationships with peers and adults</p> <p>Goal: At least 90% of enrolled children assessed within age expectations of the developmental norm at year's end.</p>	<p>A preschool child might....</p> <ul style="list-style-type: none"> • Separate from parents/caregivers with ease • Identify another person's emotions • Play cooperatively with others <p>A toddler might....</p> <ul style="list-style-type: none"> • Seek to connect (through touch, eye contact) with a caregiver when exploring a new area • Look to adults for help with other children is in distress <p>An infant might....</p> <ul style="list-style-type: none"> • Respond to known caregivers • Move toward an adult when another child is in distress • Seek to sit near the same child often 	<p>My Teaching Strategies GOLD: 2 a-d</p> <p>COR Advantage: II. E & F</p> <p>DRDP: SED 3</p> <p>Milestones By School Readiness Domain (Parents as Teachers): D III: 1-4, 5-8, 10-14, 15-18, 22-31, 32-37, 44-49</p> <p>Year End Goal: At least 90% of children assessed meet developmental expectation</p>
<p>Children manage their emotions in a positive manner</p> <p>Goal: At least 90% of enrolled children assessed within age expectations of the developmental norm at year's end.</p>	<p>A preschool child might....</p> <ul style="list-style-type: none"> • Use words to express happiness, sadness or other emotions • Suggest a solution to alleviate his/her negative feelings <p>A toddler might....</p> <ul style="list-style-type: none"> • Look for a trusted adult when frustrated • Seek out comfort item when sad <p>An infant might....</p> <ul style="list-style-type: none"> • Be soothed by being picked up • Turn away from stimulation 	<p>My Teaching Strategies GOLD: 1a-b</p> <p>COR Advantage: II. D</p> <p>DRDP: ATL-REG 2 & 5</p> <p>Milestones By School Readiness Domain (Parents as Teachers): D III: 3,11-14, 18-20, 27, 39,41,43, 50</p> <p>Year End Goal: At least 90% of children assessed meet developmental expectation</p>

<p>Children adjust to transitions between activities</p> <p>Goal: At least 90% of enrolled children assessed within age expectations of the developmental norm at year's end.</p>	<p>A preschool child might....</p> <ul style="list-style-type: none"> Begin to clean up when he/she hears music Provide a reminder about what comes next <p>A toddler might....</p> <ul style="list-style-type: none"> Follow the direction of an adult about where to go next, perhaps with reminders <p>An infant might....</p> <ul style="list-style-type: none"> Look at an adult when they speak in a soothing voice 	<p>My Teaching Strategies GOLD: 1b</p> <p>COR Advantage: II. D & G</p> <p>DRDP: SED 3</p> <p>Milestones By School Readiness Domain (Parents as Teachers): D III: 1-3,4,9,13,19-21, 25, 28, 42, 48-53</p> <p>Year End Goal: At least 90% of children assessed meet developmental expectation</p>
<p>Children exhibit self confidence in learning and social interactions</p> <p>Goal: At least 90% of enrolled children assessed within age expectations of the developmental norm at year's end.</p>	<p>A preschool child might....</p> <ul style="list-style-type: none"> Suggest a solution to a problem between classmates Focus on his/her own work or play while others are engaged in other activities <p>A toddler might....</p> <ul style="list-style-type: none"> Seek adult help to solve a problem Demonstrate increasing independence <p>An infant might....</p> <ul style="list-style-type: none"> Cry when another infant/child takes something from him/her 	<p>My Teaching Strategies GOLD: 11a, 3b</p> <p>COR Advantage: I. B, II. G</p> <p>DRDP: SED 1 & 4</p> <p>Milestones By School Readiness Domain (Parents as Teachers): D III: 4,13, 20, 27, 30-31, 37-42, 44-53</p> <p>Year End Goal: At least 90% of children assessed meet developmental expectation</p>

Cognition and General Knowledge

What is the Goal?	What Does this Look Like?	Links to Assessment
<p>Children analyze problems and develop solutions</p> <p>Goal: At least 90% of enrolled children assessed within age expectations of the developmental norm at year's end.</p>	<p>A preschool child might....</p> <ul style="list-style-type: none"> Choose the correct shape to fit into a puzzle Suggest solutions for problems with materials <p>A toddler might....</p> <ul style="list-style-type: none"> Ask another child for help with a toy Work together with an adult to fix a problem <p>An infant might....</p> <ul style="list-style-type: none"> Mimic the action of another child or adult Make a sound when he/she cannot reach a desired object 	<p>My Teaching Strategies GOLD: 11c</p> <p>COR Advantage: II. H</p> <p>DRDP: ATL-REG 5</p> <p>Milestones by School Readiness Domain (Parents as Teachers): D V: 1, 4-7, 12, 14, 24-32, 35-40, 44-46,</p> <p>Year End Goal: At least 90% of children assessed meet developmental expectation</p>
<p>Children demonstrate early mathematical skills (including counting, comparing, matching, sorting, measuring and</p>	<p>A preschool child might....</p> <ul style="list-style-type: none"> Count a set of objects and tell how many there are Reproduce a simple pattern Compare objects Sort objects by shape, size, color <p>A toddler might....</p>	<p>My Teaching Strategies GOLD: 20 a-f, 21b, 22, 23</p> <p>COR Advantage: V. S-W</p> <p>DRDP: COG 3</p>

<p>basic pattern and shape recognition)</p> <p>Goal: At least 90% of enrolled children assessed within age expectations of the developmental norm at year's end.</p>	<ul style="list-style-type: none"> • Pretend to count • Demonstrate emerging recognition of shapes, colors and patterns • Begin to sort objects by type <p>An infant might....</p> <ul style="list-style-type: none"> • Recognize when items have been removed or added to his/her play area • Sign "more" to request more food 	<p>Milestones by School Readiness Domain (Parents as Teachers): D V: 5, 14,19,32, 34-36, 45-46,48-49, 5-52</p> <p>Year End Goal: At least 90% of children assessed meet developmental expectation</p>
<p>Children observe, describe, and/or discuss living things & the natural environment</p> <p>Goal: At least 90% of enrolled children assessed within age expectations of the developmental norm at year's end.</p>	<p>A preschool child might....</p> <ul style="list-style-type: none"> • Begin to clean up when he/she hears music • Provide a reminder about what comes next <p>A toddler might....</p> <ul style="list-style-type: none"> • Follow the direction of an adult about where to go next, perhaps with reminders <p>An infant might....</p> <ul style="list-style-type: none"> • Look at an adult when they speak in a soothing voice 	<p>My Teaching Strategies GOLD: 25, 27</p> <p>COR Advantage: VII. DD</p> <p>DRDP: COG 11</p> <p>Milestones by School Readiness Domain (Parents as Teachers): D V: 1-3, 4, 7, 10-12, 13, 26-28, 33, 41-44, 48-50</p> <p>Year End Goal: At least 90% of children assessed meet developmental expectation</p>
<p>Children understand family and community roles and differences among people</p> <p>Goal: At least 90% of enrolled children assessed within age expectations of the developmental norm at year's end.</p>	<p>A preschool child might....</p> <ul style="list-style-type: none"> • Identify differences and similarities between people • Demonstrate understanding of classroom rules <p>A toddler might....</p> <ul style="list-style-type: none"> • Begin to identify differences and similarities between people • Restate a rule they have heard (ex." No hitting") <p>An infant might....</p> <ul style="list-style-type: none"> • Prefer parent or caregiver faces over strangers 	<p>My Teaching Strategies GOLD: 29, 30, 31</p> <p>COR Advantage: VIII. FF</p> <p>DRDP: SED 1, 2 & 3</p> <p>Milestones by School Readiness Domain (Parents as Teachers): D V: 1,2 7, 11 D III: 1-5, 8, 10, 13-14, 15, 17-18, 22, 30, 41, 46</p> <p>Year End Goal: At least 90% of children assessed meet developmental expectation</p>

Language and Literacy

What is the Goal?	What Does this Look Like?	Links to Assessment
<p>Children demonstrate early literacy skills (including alphabet knowledge, storytelling, letter/sounds, phonemic awareness & book knowledge)</p> <p>Goal: At least 90% of enrolled children</p>	<p>A preschool child might....</p> <ul style="list-style-type: none"> • Fill in a rhyming word or talk about words that start with the same sound • Recognize and name letters, especially those in their own name <p>A toddler might....</p> <ul style="list-style-type: none"> • Sing rhyming words in familiar songs • Bring a book to an adult to read <p>An infant might....</p> <ul style="list-style-type: none"> • Show interest in books • Listen to songs 	<p>My Teaching Strategies GOLD: 15 a-c, 16 a-b, 17 a-b, 18 a-c</p> <p>COR Advantage: IV. N, O, & Q</p> <p>DRDP: LLD 5</p> <p>Milestones by School Readiness Domain (Parents as Teachers):</p>

assessed within age expectations of the developmental norm at year's end.		<p>D I: 1-2,5-6-9, 15-19, 23-24, 37-38, 41-42</p> <p>Year End Goal: At least 90% of children assessed meet developmental expectation</p>
<p>Children express emotions, ideas, and needs through conversations with peers and adults using an increasingly varied vocabulary</p> <p>Goal: At least 90% of enrolled children assessed within age expectations of the developmental norm at year's end.</p>	<p>A preschool child might....</p> <ul style="list-style-type: none"> • Use complete sentences • Tell stories about past events or retell stories read to them • Engage in back and forth conversations, with speech that most can understand <p>A toddler might....</p> <ul style="list-style-type: none"> • Answer simple questions and engage in brief conversations • Use simple words or made up words that adults can understand <p>An infant might....</p> <ul style="list-style-type: none"> • Begin to communicate with adults (ex: wave "hi", shake head to mean "no") • Babble with consonants or strings 	<p>My Teaching Strategies GOLD: 9a-d, 10a-b</p> <p>COR Advantage: IV. L & M</p> <p>DRDP: LLD: 2. 3 & 4</p> <p>Milestones by School Readiness Domain (Parents as Teachers): D I: 1-4, 5-8, 10-14, 15-19, 20-23, 28, 29-38, 39-53</p> <p>Year End Goal: At least 90% of children assessed meet developmental expectation</p>
<p>Children use effective listening skills</p> <p>Goal: At least 90% of enrolled children assessed within age expectations of the developmental norm at year's end.</p>	<p>A preschool child might....</p> <ul style="list-style-type: none"> • Be able to answer specific, simple questions about a book being read to him/her • Follow multi-step directions <p>A toddler might....</p> <ul style="list-style-type: none"> • Retrieve items when asked, follow through on other simple directions • Point to parts of the body <p>An infant might....</p> <ul style="list-style-type: none"> • Respond to his/her own name • Play Peek-A-Boo 	<p>My Teaching Strategies GOLD: 8 a-b</p> <p>COR Advantage: IV. M</p> <p>DRDP: LLD: 1, 2</p> <p>Milestones by School Readiness Domain (Parents as Teachers): D I: 1-2, 5-6, 9, 10-11, 15-16, 20-25, 29-30-34, 39,51,52</p> <p>Year End Goal: At least 90% of children assessed meet developmental expectation</p>
<p>Children convey thoughts and meaning through written shapes, symbols, pictures, letters and simple words</p> <p>Goal: At least 90% of enrolled children assessed within age expectations of the developmental norm at year's end.</p>	<p>A preschool child might....</p> <ul style="list-style-type: none"> • Copy print that they see in the classroom • Begin to write conventional words, including his/her own name <p>A toddler might....</p> <ul style="list-style-type: none"> • Tell an adult what they want them to write • Scribble lines or circles or other marks in a row <p>An infant might....</p> <ul style="list-style-type: none"> • Make marks on paper 	<p>My Teaching Strategies GOLD: 19a-b</p> <p>COR Advantage: IV. R</p> <p>DRDP: PD-HLTH: 4</p> <p>Milestones by School Readiness Domain (Parents as Teachers): D I: 4, 7-9, 12-14, 17-19, 26-28, 31-38, 40-53 D II: 5-6, 12, 14,19, 22-24, 30, 32, 38, 4, 8-10, 16, 27, 34, 37-39, 49</p> <p>Year End Goal:</p>

		At least 90% of children assessed meet developmental expectation
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Physical Well-Being and Motor Development

What is the Goal?	What Does this Look Like?	Links to Assessment
<p>Children's health and wellness are being monitored by health professionals</p> <p>Goal: At least 85% of enrolled children assessed within age expectations of the developmental norm at year's end.</p>	<p>All children should....</p> <ul style="list-style-type: none"> Attend well-child visits Receive routine dental exams Receive additional medical attention for any concerns Receive immunizations according to appropriate schedule 	<p>ChildPlus Reports on Physical and Dental Exams and Immunization Records</p> <p>Year End Goal: At least 85% of children will be up to date on well child and dental exams and immunizations</p>
<p>Children display basic gross motor skills in a wide range of physical activities</p> <p>Goal: At least 90% of enrolled children assessed within age expectations of the developmental norm at year's end.</p>	<p>A preschool child might....</p> <ul style="list-style-type: none"> Run smoothly and jump with two feet off of the ground Maintain balance while jumping Throw or kick a ball <p>A toddler might....</p> <ul style="list-style-type: none"> Walk, march and walk backwards Get in and out of a chair Maintain balance while picking up objects from the floor Carry objects while walking and running <p>An infant might....</p> <ul style="list-style-type: none"> Roll over, begin to crawl Begin to take steps, holding on to furniture or objects ("cruising") Sit with support, then sit without support, then maintain balance while picking up a toy 	<p>My Teaching Strategies GOLD: 4, 5, 6</p> <p>COR Advantage: III. I</p> <p>DRDP: PD-HLTH: 2 & 3</p> <p>Milestones by School Readiness Domain (Parents as Teachers): D IV: 1-7, 11-13, 15, 17-18, 19-22, 28-33, 40-48, 51-56</p> <p>Year End Goal: At least 90% of children assessed meet developmental expectation</p>
<p>Children demonstrate fine motor strength and coordination</p> <p>Goal: At least 90% of enrolled children assessed within age expectations of the developmental norm at year's end.</p>	<p>A preschool child might....</p> <ul style="list-style-type: none"> Use wrist and fingers and hands to complete controlled movements (cutting with scissors, stringing beads, using writing tools, etc.) <p>A toddler might....</p> <ul style="list-style-type: none"> Follow the direction of an adult about where to go next, perhaps with reminders <p>An infant might....</p> <ul style="list-style-type: none"> Look at an adult when they speak in a soothing voice 	<p>My Teaching Strategies GOLD: 7 a-b</p> <p>COR Advantage: III. J</p> <p>DRDP: PD-HLTH 4</p> <p>Milestones by School Readiness Domain (Parents as Teachers): DIV: 1-3, 4-10, 11-18, 23-26, 35-39, 49-50, 46.61</p> <p>Year End Goal: At least 90% of children assessed meet developmental expectation</p>

English Language Development

<p>Preschool children from non-English speaking homes will develop an emergent understanding of the English language</p>	<p>A preschool child might....</p> <ul style="list-style-type: none"> Respond to books being read or stories told in the English language Repeats words or phrases in English 	<p>My Teaching Strategies GOLD: 37 & 38</p> <p>COR Advantage: IX. II & JJ</p>
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	<ul style="list-style-type: none"> • Respond either verbally or nonverbally to common words and questions spoken in English • Begin to follow simple directions given in English 	
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Aligned with our state goals, the Early Childhood Standards of Quality for Prekindergarten, as well as Michigan’s Kindergarten Readiness Assessment, these School Readiness Goals are structured around 5 developmental domains: Approaches to Learning, Social and Emotional Development, Cognition and General Knowledge, Language and Literacy and Physical Well-Being and Motor Development.

2. Alignment of School Readiness Goals with the Head Start Early Learning Framework

The School Readiness Goals have direct correlation to the chosen curriculum and assessment tool that is utilized by both the Early Head Start and Head Start programs. They align to both the *Head Start Early Learning Outcomes Framework: Ages Birth to Five*¹ and to the State of Michigan’s Early Childhood Standards of Quality².

3. Developing the Program Goals

WISD uses a variety of data sources to support continuous improvement for the program and work toward the best outcomes for children and families. WISD gathers data from the Classroom Assessment Scoring System (CLASS), Child Observation Record (COR), Program Information Report (PIR), Desired Results for Children and Families (DRDP), the annual self-assessment and ongoing internal monitoring reports, community assessment, and family surveys. The program’s strategic plan, as developed and approved by the Policy Council and the Board of Education, was planned for the five-year grant period. The goals, along with data, are planned to

¹ <http://highscope.org/wp-content/uploads/2018/08/head-start-to-kdis.pdf>

² https://highscope.org/wp-content/uploads/2018/03/MI_ECSQ-PK_2_09-1toPQA.pdf

be reviewed three times a year by Parent Committees, School Readiness Parent Advisory, the Policy Council and the WISD Board of Education. Revisions are made as necessary by the School Readiness Workgroup to ensure continuous improvement and alignment with Head Start Early Learning Outcomes Framework. Goals were updated to reflect the use of the Desired Results for Children and Families (DRDP).

Sub-Section B: Service Delivery

B.1 Service and Recruitment Area

No proposed changes to the service and recruitment area

The Head Start service delivery area will continue to cover children located in the service area of all nine local school districts supported by WISD; this includes children who reside in Washtenaw County and the portions of Livingston County within the boundaries of Whitmore Lake School District and portions of Wayne County within the boundaries of Lincoln School District. Early Head Start service area will follow the Head Start service area as well as portions of Jackson County within the boundaries of the Washtenaw Intermediate School District.

B.2 Needs of Children and Families

According to Kids Count data	Washtenaw County	Michigan
Total Population (2021)	369,390	10,050,811
• <i>Population Ages 0-4</i>	17,246	548,355
• <i>Population Ages 0-5</i>	20,868	665,886
Population Ages 0-5 by Race (2021)		
• <i>White, Not Hispanic or Latino</i>	62.67%	64.70%
• <i>Black or African American, Not Hispanic or Latino</i>	14.07%	17.11%
• <i>Hispanic or Latino</i>	7.06%	8.61%
• <i>American Indian or Alaska Native, Not Hispanic or Latino</i>	0.35%	0.52%
Poverty - All Ages (2021)	12.4%	13.0%
Average Cost of Full-Time Child Care Per Month (Percent Of Full-Time Minimum Wage) (2022)	55.5%	42.3%
Children Ages 3-4 Not In Preschool (2017-2021)	39.0%	55.2%

Children Ages 0-5 With All Parents in The Labor Force (2020)	65.4%	66.9%
Children Ages 0-5 Receiving FIP (2022)	0.8%	1.4%
Children Ages 0-5 Receiving FAP (2022)	16.5%	26.3%
Children Ages 0-5 Receiving Subsidized Child Care (2022)	3.7%	6.1%
Children Ages 0-4 Receiving WIC (2021)	25.6%	41.9%
Children Ages 0-4 Experiencing Homelessness (2016 no new data)	2.9%	4.6%
Children Ages 0-5 In Special Education (2021)	3.0%	3.7%
Children Receiving Early On Services By ISD, Ages 0-2 (2021)	3.5%	3.4%
High School Dropouts (2022)	5.5%	8.2%
M-STEP - Students Not Proficient In Grade 3 English Language Arts (2022)	48.6%	57.9%
Total Births (Number) (2021)	3,259	101,368
• Births to Teens Under Age 20	2.1%	4.1%
• Repeat Teen Births Ages 15-19	19.4%	14.8%
• Births to Mothers with No Diploma or GED	4.0%	10.0%
• Births with Late or No Prenatal Care	6.0%	6.0%
• Preterm Births	9.9%	10.3%
• Low Birthweight Babies	7.7%	9.0%
• Infant Mortality	5.8%	6.8%
Children Ages 1-2 Tested For Lead	26.2%	29.2%
Children Ages 1-2 With Elevated Blood Lead ($\geq 5\mu\text{g/DI}$)	0.8%	1.9%
Fully Immunized Toddlers, Age 19-35 Months (Series 4313314)	70.8%	66.1%
Confirmed Victims of Abuse And/or Neglect, Ages 0-5	11.7%	17.2%
Children Ages 0-5 In Out Of Home Care-Abuse Or Neglect (Rate)	2.7	7.1

Based on the 2022-2023 family needs survey and community data, the highest need for children and families remains school day services. February 2023 data from Great Start to Quality shows that there are 66 licensed center providers serving birth-five-year-olds in the service area with a capacity for the center's serving 6515 children. Based on the data for the birth-to-five population, where 13,499 children ages 0-5 with both parents in the labor force, children aged birth-five may still be in need of full-day, full-year care. Based on such data, local childcare slots are not available to meet demand. Family Support Specialists and home visiting staff will work with all families in partnering with Child Care Network, the local state resource childcare

coordinating agency, as well as with the state’s Department of Health and Human Services to link childcare and childcare subsidies to families in such need.

WISD is the recipient for all state-funded Great Start Readiness Program (GSRP) preschools in Washtenaw County contracting with nine school districts, two charter schools, and five community-based organizations to provide classroom services.

The Michigan Department of Education (MDE) provides funding for the largest number of free preschool opportunities in Washtenaw County. The GSRP program is only available to eligible four-year-old children. Many GSRP classrooms are blended with Head Start four-year-old programs. In blended classrooms, all children meet the Head Start eligibility requirements and receive Head Start comprehensive services. The state dollars are used as Non-Federal match to provide a school-day experience and the children are recorded in the Program Information Report.

District/Agency	School-Day GSRP	School-Day Head Start	Head Start and GSRP Blend for School Day Opportunities	Total Children
Ann Arbor Public Schools	61	62	90	213
Chelsea School District	16			16
Dexter Community Schools	8			8
Lincoln Consolidated School District	112	15		127
Manchester Community Schools	18			18
Milan Area Schools	33			33
Saline Area Schools	16			16
Whitmore Lake Public Schools	18	15		33
Ypsilanti Community Schools	104	98	156	358
Central Academy	32			32
Global Tech Academy	16			16
Gretchen's House	40			40
Dorothy's Discovery Day Care	36			36
EMU Children's Institute	18			18
Foundations Preschool of Washtenaw County	44			44
Bottles and Backpacks	16			16
TOTAL	588	190	246	1024

B.3 Program Options

For the 2023-2024 school year, all program class operations are scheduled for a minimum of 1020 hours.

Center-based option

Subrecipient	Center	3-year-olds School-Day	4-year-olds Head Start Only School- Day	4-year-olds blended with GSRP School- Day	# of Classrooms	TOTAL NUMBER OF CHILDREN TO BE SERVED
Ann Arbor	Westerman	30	24	90	11	144
Lincoln		15			1	15
Whitmore Lake		15			1	15
Ypsilanti	Beatty	15	44	68	8	127
	Ford	15		64	5	79
	Perry	15		32	3	47
TOTAL		105	68	254	29	427

Head Start classes shall meet from September through mid-June accounting for at least 37 weeks.

Classes are proposed to serve a maximum of 16 children. All Head Start children shall receive at least two home visits and two parent-teacher conferences annually conducted by their teacher.

EHS Home-based option

The Early Head Start program will serve 65 high needs prenatal mothers, infants, and toddlers who receive weekly home visits using an evidence-based curriculum. 9 participants will be served using state funding from the Section 32p(4) Home Visiting grant. This reflects a change from last year due to a reduction in state funding. 32p state funding has been eliminated for the 2022-23 program year reducing 15 participants and reducing the 32p(4) by 6 participants to match the federal cost per student. Previously, there was inequity between the state a federal funding amount per child. These participants will receive Early Head Start services and will count towards our non-federal match. Each participant will be offered a minimum of 46 home visits annually. Each weekly home visit lasts at least 1.5 hours. Families also participate in socialization experiences in the form of playgroups at community partner locations for a minimum of 24 times

annually. Programming shall operate year-round. EHS home visitors will service the entire Washtenaw County service area. By doing so, the entire geographic area shall be appropriately served with participants selected using the program's priority grid.

Pregnant women shall be supported in a variety of ways to meet their varied needs during pregnancy. Pregnant women shall receive weekly home visits, the same as parenting participants. The EHS home visitor will individualize educational material and instruction for expectant parents to assist them in connecting with their unborn child. The selected curriculum provides resources and talking points at various developmental stages to guide discussion with parents regarding what to expect throughout the pregnancy, birth, and postpartum periods.

The transition process for children in EHS will begin by the time each child reaches 30 months of age. For each child, a transition plan will be created using the recipient Early Head Start Transition planning form where they will record information shared by families regarding their wishes for their child along with information that will be beneficial to the receiving Head Start team in getting to know the child. This ensures that each child and family is prepared to move to the Head Start classroom, or another program of their choice, at 3 years of age, or as soon as possible following their third birthday. Families with children turning 3 years of age during the program year have the option to either apply for the current program year for a mid-year placement, or to wait until the following program year. Each child will have a detailed transition plan, and families will receive support in completing the process for enrollment into preschool.

B.4 Centers and Facilities

No changes to Centers and Facilities:

Current Locations are verified in the Head Start Enterprise System.

B.5 Eligibility, Recruitment, Selection, Enrollment, and Attendance

No changes to ERSEA policies and procedures

a) Recruitment and Selection Process

The program maintains a highly effective recruitment strategy which partners the WISD Head Start program with the state-funded Great Start Readiness Preschool program (GSRP). This allows the program to broaden its appeal, increase resources, and expand community awareness. In the 2022-2023 school year, 1,949 interest surveys were received through washtenawpreschool.org. In addition, 1,106 applications were complete and verified for center-based programs and 144 for prenatal-3 home based services. As of March 10, 2023, 504 interest surveys have been completed for the 2023-2024 program year. The system allows any family to provide their basic information directly in their home language to the recipient for access and assistance in an appropriate program placement. WISD has received an average of almost 1800 submissions each year from Washtenaw County families.

- Recruitment: Recruitment activities are ongoing and tracked in ChildPlus. Many community collaborative partnerships exist between the recipient and community agencies to promote the recruitment of eligible participants and timely enrollment.
- WISD also serves as the county’s Early On and Child Find coordinator, providing direct access to information for families of children with special needs. This helps to ensure that WISD meets its 10% required disability enrollment and that it also continues to serve as a special education leader. Please see the chart below.

Sub-recipient	Enrolled in Head Start	Enrolled in GSRP	TOTAL
Ann Arbor	27	5	32
Lincoln	4	5	9
Ypsilanti	6	15	21
Whitmore Lake	2	4	6

Early Head Start	2	0	2

As part of our goal to continue increasing applications for children with diagnosed disabilities, WISD is working to individually identify, recruit, and track all Early On children who may potentially be eligible for Head Start services and to advocate for children who might otherwise be placed in a self-contained special education program (ECSE) to have the opportunity to be included in our Head Start classrooms.

WISD will continue to work with community partners to best serve low-income, homeless, foster care and children with disabilities without duplication of services through ongoing partnerships.

The Selection criteria is reviewed by the committee made up of staff, policy council and Board of Education members and updated annually based on the community needs assessment to ensure applicants with the highest needs in Washtenaw County are selected and have access to Head Start programming.

Infants, toddlers, and preschool aged children within targeted population subgroups shall receive outreach and services to meet their unique needs. Focused recruitment with relevant community partners will target foster children, homeless families, and dual language learners. Examples of such recruitment efforts include mailing recruitment information directly to all foster care families in the service area through a partnership with the Department of Health and human services, being a member of the area's homeless student consortium, and conducting outreach to agencies serving the area's non/limited English-speaking populations.

WISD provides recruitment materials in Arabic and Spanish which are the two largest non/limited English communities being served. The WISD also has bilingual staff members speaking Arabic and Spanish to assist translators and recruitment.

b) Attendance

To promote regular attendance among participants, Washtenaw Intermediate School District will continue to monitor and support the sub-recipient agencies to maintain the 85% Average Daily Attendance, (ADA) requirement. Strategies include, but are not limited to, training and technical assistance, internal monitoring, Quality Improvement Plans, and communication. Attendance will be a standing agenda item on Parent Committee, Policy Committee, Policy Council and Governing Board agendas via the shared monthly Program Information Report (PIR). Staff will assist families with attendance concerns through case management, utilizing resources and creating attendance improvement plans. Classroom staff ensure daily cleaning and handwashing procedures are followed to limit the spread of child illness.

B.6 Education and Child Development

6a. Center Based Programs

No changes to Center Based Curriculum and Instruction

- *6 a.i: Preschool Curriculum: High Scope*

All Head Start sub-recipients and our partner site will continue to use the HighScope curriculum during the 2023-2024 school year.

- School readiness goals are established for each of the following domains: Approaches to Learning, Social and Emotional Development, Cognition, Language and Literacy, and Perceptual, Motor, and Physical Development.
- The readiness goals and their related indicator(s) and outcome measure(s) reflect developmental appropriateness for infants, toddlers, and children attending preschool.

- For infants, toddlers, and preschool aged children, each goal is linked to age-based readiness indicator(s) to guide staff and parents in determining school readiness status.
- Each goal is linked to specific outcome measure(s) utilizing High Scope’s COR Advantage.

Each goal and related readiness indicator(s) are ultimately designed to meet Kindergarten entry expectations.

6a.iii: High Scope alignment to HSELOF

The High Scope curriculum content, based on Key Developmental Indicators (KDI), identify early childhood milestones, and provide a guide for instruction. These indicators align with the Head Start Framework as shown in the chart below.

Head Start Performance Standards	High Scope Content Areas Key Developmental Indicators
Approaches to Learning Initiative and curiosity Persistence and attentiveness Cooperation	A. Approaches to Learning A1. Initiative A2. Planning A3. Engagement
Literacy Knowledge and Skills Book appreciation Phonological awareness Alphabet knowledge Print concepts and conventions Early writing	D. Language, Literacy, and Communication D24. Phonological awareness D25. Alphabet knowledge D26. Reading D27. Concepts about print D28. Book knowledge D29. Writing
Mathematics Knowledge and Skills Number concepts and quantities Number relationships and operations	E. Mathematics E31. Number words and symbols E32. Counting E33. Part-whole relationships

<p>Geometry and spatial sense</p> <p>Patterns</p> <p>Measurement and comparison</p>	<p>E34. Shapes</p> <p>E35. Spatial awareness</p> <p>E36. Measuring</p> <p>E37. Unit</p> <p>E38. Patterns</p> <p>E39. Data analysis</p>
<p>Creative Arts Expression</p> <p>Music</p> <p>Creative movement and dance</p> <p>Art</p> <p>Drama</p>	<p>F. Creative Arts</p> <p>F40. Art</p> <p>F41. Music</p> <p>F42. Movement</p> <p>F43. Pretend play</p> <p>F44. Appreciating the arts</p>
<p>Science Knowledge and Skills</p> <p>Scientific skills and methods</p> <p>Conceptual knowledge of natural & physical world</p>	<p>G. Science and Technology</p> <p>G45. Observing</p> <p>G46. Classifying</p> <p>G47. Experimenting</p> <p>G48. Predicting</p> <p>G49. Drawing conclusions</p> <p>G50. Communicating ideas</p> <p>G51. Natural and physical world</p> <p>G52. Tools and technology</p>
<p>Social Studies Knowledge and Skills</p> <p>Family and community</p> <p>History and events</p> <p>People and the environment</p>	<p>H. Social Studies</p> <p>H53. Diversity</p> <p>H54. Community roles</p> <p>H55. Decision making</p> <p>H56. Geography</p> <p>H57. History</p> <p>H58. Ecology</p>

6a. iv Implementing Curriculum with Fidelity

The program’s professional development plan includes a strong focus on county-wide opportunities for learning and individualized coaching/mentoring by the program’s preschool education manager and a team of early childhood specialists, peer support via monthly curriculum collaboration meetings at each center, and limited large group trainings when deemed appropriate. Early Childhood Specialists, who will be master’s level educated and highly experienced in early childhood development, are assigned to every Head Start teaching team to observe, coach/mentor, develop training plans, and lead curriculum collaboration meetings (i.e., lead center-based professional learning communities). All Early Childhood Specialists utilize practice-based coaching with teaching teams to develop goals. Regular training is offered on ongoing topics of concern such as behavior management, safety, regulatory issues, and technology use. Staff focus is on constant quality improvement, supporting their peers, and improving child outcomes.

6.b. Early Head Start Home-Based Curriculum

6b.i No changes to Center Based Curriculum and Instruction

Home visiting, EHS families and Pregnant Women: Parents as Teachers (PAT)

6b.ii: EHS home visitors will continue to utilize the research-based Parents as Teachers (PAT) curriculum with children, families, and pregnant women. The curricula uniquely support home visiting and align with the school readiness goals across each required child developmental domain and aligns with Early Learning Outcomes Framework (ELOF).

For the 2022-2023 program year, we have access to the Parents as Teachers “Interactions Across Abilities” materials to support children with special needs who require accommodations to the curriculum. The selected curricula support the key domains identified by the Office of Head Start. Local birth-to-five school readiness goals have been developed using a process involving parents, staff, governing body membership, and local data and needs analysis.

6biii Implementing the Curriculum with Fidelity

The program's professional development plan includes a strong focus on individualized coaching/mentoring by the program's early childhood specialist, peer support via weekly Early Head Start meetings, and limited large group training when deemed appropriate. An Early Head Start specialist is assigned to every home visitor to observe, coach/mentor, develop training plans, and lead professional development. The EHS Early Childhood Specialist utilizes practice-based coaching with home visitors to develop goals in group and individual settings. Regular training is offered on ongoing topics of concern. Staff focus is on constant quality improvement, supporting their peers, and achieving high-quality child outcomes. Individualized refresher training has been provided the Parents as Teachers to ensure ongoing fidelity. All home visitors are Parents as Teachers certified.

6b.iv. Socializations

Families will participate in socialization experiences in the form of playgroups at community partner locations for a minimum of 24 times annually. Socializations include parent education including how to help develop a child's eagerness to learn, reading with one's child, creating a language rich home environment, proper rest, encouraging and positive words and discipline for children, and safe sleep for infants and toddlers all centered around the parent and child relationship. Each socialization will be a minimum of 1.5 hours.

6c Developmental Screening and Assessments: No changes to screening and assessments

- Preschool:
 - Developmental Screening
 - Ages and Stages Questionnaire (ASQ-3)
 - Assessment: High Scope COR Advantage
- Home visiting, EHS families:
 - Developmental Screening
 - Ages and Stages Questionnaire (ASQ-3)
 - Assessment: The Desired Results Developmental Profile (DRDP)©

WISD will use the Desired Results Developmental Profile (DRDP) for infants and toddlers and COR Advantage for three-to-five-year-old participants as its child assessment tools. Both tools are research based, address each core child development domain, and are aligned to the program's selected curricula as well as the Head Start Early Learning Outcomes Framework. COR is also aligned to the Michigan Early Childhood Standards of Quality for Pre-kindergarten and Infant and Toddler Programs. Child outcome data from all sources will be used to plan instruction that meets the needs of all children and to measure progress toward attaining the program's birth-to-five school readiness goals.

The program will collect and utilize child-level assessment data following these procedures:

- Anecdotal observation notes for all children three-to-five will be entered into COR Advantage online, while infant and toddler observations will be entered into the DRDP tab in ChildPlus. This information will be used to assess the developmental continuum across all child developmental domains three times annually for center-based and four times annually for EHS.
- Individual and classroom level assessment data shall be continuously utilized by staff to plan for children and for family engagement.
 - Children scoring below the developmental norm on specific indicators shall be provided individual and small group experiences that will support their ongoing learning and achievement of the program's school readiness goals in the classroom-based programs. In the Early Head Start Home Based program targeted focus on specific domains will be used to plan all home visits with parents.

- Staff anecdotes as well as checkpoint data shall be used to assist in identifying possible delays in children's development and make appropriate referrals for possible special education services, health related needs, and/or other community services addressing individualized concerns and needs.
- COR Advantage data and (DRDP) results shall be analyzed three times annually. An end-of-year site and program level analysis will be conducted to gauge progress toward meeting the program's overall school readiness goals, establish professional development plans, and guide continuous program improvement. Recent examples of program improvements instituted as a result of data analysis include enhancing early mathematics instruction and restructuring of mental health supports.
- Parents will be informed of their child's progress during home visits and parent/teacher conferences utilizing the parent reports contained in the COR Advantage system and during visits using the ongoing (DRDP) assessment report built into ChildPlus. Based on each child's assessment results, teaching and home visiting staff will work with parents to craft parent-child at-home learning activities to enhance identified areas of need in key domains.
- Aggregated child outcome results are a focus of the School Readiness Parent Advisory Committee that is composed of education staff, parents, site directors, the recipient education manager, early childhood specialist and is a collaborative effort with Washtenaw Success by 6 Great Start Collaborative.

B.7 Health

No proposed changes to ongoing health tracking and follow-up

WISD has a well-established plan to meet the varied health, mental health, nutritional and oral health needs of program participants. The program will continue to focus on ensuring appropriate and timely health services for enrolled children and pregnant mothers. Historical program data demonstrates strong advocacy and success in accessing health and dental services.

Since the beginning of the pandemic and during the 2022-2023 program year, WISD Head Start faced challenges with completion of dental screening and follow-up due.

b.7.a.i Ensuring up-to-date health status, ongoing care, and timely follow-up:

The program has a detailed health screening and service delivery system. Such procedures include, but are not limited to the following activities (addressing physical, oral, nutritional and mental health):

- A health history form is completed for all children at enrollment (at the initial eligibility appointment for home-based EHS),
- All families are screened for a medical home, dental home, and health insurance coverage at enrollment. Staff will assist families in identifying a medical home, dental home or health insurance if lacking one,
- All families of preschool children entering the program shall submit a physical examination within 30 days of initial attendance in accordance with the Michigan Child Care Licensing Division. A physical exam performed within the preceding year will suffice and must be signed by a licensed health care provider; infants and toddlers will follow the EPSDT well-child exam schedule. Required tests or screenings for all program participants shall be in accordance with current EPSDT and Health Services Advisory Committee recommendations. Pregnant women shall follow their recommended prenatal visit schedule,

- If any required tests, screenings, and adherence to the current immunization schedule is not complete, the child's file shall be documented within forty-five days of the child's first day of attendance. Immunization waivers shall be honored only if parents have followed the State of Michigan's directed process through the local health department,
- All families of preschool children entering the program shall submit a dental exam within ninety days of initial attendance. A dental exam performed within the preceding twelve months will suffice and must be signed by a licensed dental provider. Early Head Start children shall receive a screening per the EPSDT schedule, and pregnant women will undergo a screening supported by their EHS home visitor,
- Select staff, including all Early Head Start home visitors, have been trained on the use of the Welch Allyn Spot® vision screener and the GSI Corti® OAE (Otoacoustic Emissions) hearing screener. All preschool children receive a hearing and vision screening performed by the local health department's hearing and vision program. If a child is not present on the screening day, trained staff will complete the hearing and vision screening. Starting at 6 months of age, all Early Head Start children receive a hearing and vision screening in the home conducted by their home visitor. If a child fails their hearing or vision screening, they are referred to the appropriate community partner for a professional follow up exam,
- Every effort shall be made to obtain blood lead results from primary medical providers and from the Michigan Care Improvement Registry (Immunization Registry). If lead results are unavailable, Washtenaw County Public Health Nursing will screen for lead using the Lead Care II machine. If lead blood level exceeds 5 mcg/dL, test results will

be forwarded to the child's primary medical provider, and an action plan for follow up will be developed,

- Nutritional assessments shall be completed during the application appointment for programs, center-based and home-based, gathering information about food allergies, medical, religious or cultural preferences, diet history and any concerns about the child's growth, nutrition or eating. Access to WIC is also determined and the family is referred to WIC if not currently enrolled,
- All food and medical allergies shall be formally documented by a health provider,
- The Ages and Stages Developmental and Social-Emotional Questionnaires (ASQ and ASQ-SE) shall be completed for all children within 45 days of children's first day of attendance. The ASQ is a valid and reliable tool for children ages one month to five and one-half years. The ASQ and ASQ-SE shall be used to evaluate family and child strengths and challenges and incorporates parent knowledge about their child. For social-emotional and mental health concerns, the program shall utilize the tiered mental health support model. Some programs use the Devereux Early Childhood Assessment (DECA) in place of the ASQ and ASQ-SE.
- All prescribed medications shall be kept in their original containers in a locked area with a signed medication administration form. Emergency child medications and physician orders shall follow the child everywhere,
- Each Early Head Start newborn infant shall have a home visit performed within two weeks of birth to assess the well-being of the mother and child. The Edinburgh Depression Scale will be administered during this visit. If the scale indicates a mother is at risk, the home visitor will further explore the mother's symptoms and create a care

plan including accessing community resources. When warranted, the home visitor will notify the mother's medical provider, utilize the local mental health hotline, and/or initiate an emergency room visit,

- Based on screening results, a family goal and action plan shall be established for needed medical, dental, and mental health follow-up care. Community providers will be utilized in accessing necessary primary, follow-up evaluative, and treatment services; family advocates will assist program participants in making such linkages and appointments as identified during the program's screening process,

Ongoing collaboration and engagement with local organizations has increased access for families in areas such as nutrition (Food Gatherers/WIC), dental (Fluoride Varnish Program), vision/hearing (Washtenaw County Health Department Hearing and Vision Program), lead and hemoglobin screenings (Washtenaw County Health Department).

WISD uses standardized program procedures and tracking to ensure staff are aware of family needs to maintain appropriate and timely care. WISD will continue to use ChildPlus.net (a Head Start specific data management and tracking program). This will ensure effective monitoring of sites to guarantee expectations mandated by the State of Michigan's EPSDT, the program's HSAC (Health Services Advisory Committee) and the American Academy of Pediatrics Recommendations for Preventative Pediatric Health Care. WISD has standardized and simplified the health history, nutritional assessment forms and intake meeting forms to provide a more efficient experience communicating with parents about medical and dental homes, health insurance, and treatment of ongoing conditions.

Medical and oral health services shall be coordinated with parents, the Health Services Advisory Committee, the program's Registered Nurse and Registered Dietitian, local physicians,

and dentists. Services shall include parent engagement, individualized health and dental services, tracking, and follow-up procedures. Family services staff shall identify those families needing support to meet their individual needs, comply with Head Start Performance Standards, and meet Michigan's Medicaid recommendations for preventive and ongoing pediatric health care (EPSDT). This process will determine the best ways to educate children, families and staff about local health issues and habits of healthy living.

Linking families with established medical and dental homes is a critical piece to establishing stability and long-term health care for Head Start and EHS families. Local partnerships are in place, with a variety of primary care and dental providers. Staff will place a major emphasis on ensuring compliance and eliminating any barriers to care. Per previous PIR data, a large percentage of program participants have an established medical and dental home.

WISD has several partnerships in place to meet the nutritional, mental health and social-emotional well-being and health needs of children and families. Some of the ongoing partnerships include:

Food Gatherers - A local food bank that provides food distributions to families at all Head Start program sites. Volunteers also assist with distribution by providing healthy meal ideas and nutritious recipes.

The Women, Infants and Children (WIC) Program - WIC regularly visits program sites, allowing families to have their WIC appointments at preschool, as well as providing an opportunity for all HS/EHS families to register and participate in WIC. This has reduced barriers to participation in WIC, a crucial early childhood nutrition and wellness program.

Fluoride Varnish Program - The fluoride varnish program is a collaboration of dental professionals who volunteer their time to provide bi-annual dental screenings, fluoride varnish and

oral health education. The program also follows up with the program to connect families with dental service providers that can assist with any concerns.

Washtenaw County Health Department Hearing and Vision Program - In addition to recruiting health care workers to conduct blood pressure and growth assessments, WISD also partners with the local health department to screen all program participants to assess any hearing or vision concerns. The health department also provides follow-up reports to make sure parents are informed and able to access necessary care.

Partnership with the University of Michigan School of Nursing. This partnership utilizes Nursing students as volunteers in Head Start classrooms. Nursing students spend time in classrooms assisting the teaching team as needed. They observe children from a different perspective to have the opportunity to interact with them outside of a medical environment.

b.7.a.ii Mental Health and Social Emotional Well-being:

Mental Health services will continue to be provided in collaboration with and not limited to the Recipient Behavioral Health Specialist, Health Specialist, Early Childhood Specialists, Family and Community Partnership Specialist, Family Services Staff, and staff at the sub-recipient/partner sites.

The recipient will continue to use a tiered conceptual framework of evidence-based practices for promoting young children's healthy social and emotional development.

Programmatic Supports: Programmatic support focuses on improving the overall quality of a program and supporting the social and emotional development of all young children.

Some of the following activities can support programmatic consultation:

- Developmental Screenings – see above section.

- Classroom social and emotional observation - The Behavioral Health Specialist in collaboration with the sub-recipient/partner staff will support a minimum of one social emotional observation each program year.
- Coaching Model - The Behavioral Health Specialist can offer support and guidance by role modeling in the classroom and providing concrete interventions.
- Parent training - The Behavioral Health Specialist may provide parent training based on needs identified by center staff and families. These may include, but are not limited to, social emotional topics such as child development, positive discipline techniques, fostering self-esteem, knowing yourself as a parent and modeling for your child, helping your child with self-regulation and coping, building resiliency and more.
- Staff training – The Behavioral Health Specialist can provide ongoing training for classroom staff to support their success in positive classroom management and creating positive and nurturing relationships with children.
- Reflective Supervision - Early Head Start program staff will participate in reflective supervision. These sessions will include goal setting, engagement in reflective practice, professional boundaries and other needs identified by program staff.
- Mental Health Newsletter. In collaboration with Head Start Staff, the Mental Health Consultant will contribute to the Early Childhood Preschool newsletter for staff and parents regarding a variety of mental health and social-emotional topics.

Child or Family-Centered Supports: Child – centered support addresses the needs of those children who, despite the implementation of universal social and emotional promotion and preventive practices, continue to prevent severe social, emotional, and behavioral difficulties. Some of the following activities can support child or family-centered support:

- Referral to Mental Health – Additional referrals for mental health/social emotional support services can be made to sub-recipient/partner staff, recipient Behavioral Health Specialist, and/or community service agency.

All mental health referrals, progress, and status will be maintained in the ChildPlus® data management system. All team members, including the child’s teacher and home visitor, will have access to this referral information, summary notes, and all recommendations.

WISD monitors mental/behavioral health services recipient-wide to identify the extent of need. The program uses surveys and engages community partners to meet that need for children in the program and their families. Access to community resources to assist with mental and behavioral health support for children has been identified a program need. WISD identifies and addresses any gaps in direct services for children at program sites to meet students’ needs both in the classroom and beyond.

B.8 Family and Community Engagement

b.8a. WISD Head Start Programs provide an environment that is welcoming to all families. Recruitment materials, the enrollment website, child outcome reports and child screening tools are offered in both English, Arabic and Spanish. To meet the challenge of families speaking multiple languages, WISD as recipient as well as the sub-recipient programs have hired additional staff are fluent in multiple languages to be responsive to families and assure that they understand the material being presented. For languages that staff are not fluent in, the program contracts with a translation service provider in the county. The program assures that fathers, grandfathers, and male guardians are provided opportunities within the program.

b.8b. WISD sub-recipient and partner sites encourage families to become engaged in their child’s education through participation in the governance of the program. Parents who have become active in both Policy Committee and Council support all families to be aware that program

activities are offered. Other parents become involved at their child's elementary school and become involved in parent/family organizations as advocates for their family's educational future.

WISD encourages parents to engage in their child's classroom activities. Parents who spend time in their child's classroom become familiar with their child's daily routine. They also better understand the importance of daily attendance, establishing a routine and the overall value of education. Engaged parents become advocates for EHS/HS in the community and some have also become employees of the EHS/HS program, because of their experience as engaged parents.

Developmental outcomes are shared with families to support the child's individual learning. Families provide feedback on their child's development and any concerns they may have. This is conveyed through the ASQ, which includes information specifically about the child's development through a parent observation. This is reviewed when the family and the teaching /team plan for the child's individual learning. Progress is supported by:

- families' engagement with teaching teams about progress being made toward established goals with input from both family members and the teaching teams.
- teachers providing regular progress updates.
- family support staff communicating with families, offering materials and other resources that can assist them to reach their goals.

Documentation, and follow-up is provided for families and the teaching teams. Progress is measured, and the information is shared with families who observe how their children are progressing individually and compared to their peer group. Families use this information to support their child's learning and to inform decisions about the transition to kindergarten.

b.8.c. WISD will continue to utilize Preschool U for the parent curriculum. *No changes to the parent curriculum.*

b.8d.i. Goals for family engagement are formed based upon input from families' individual needs and strengths assessments and information gathered from family events, meetings, community assessments, and parent orientations with the support of staff. Sub-recipient sites develop plans based upon the demographics of their community and specific interest of local families. Parent surveys are also utilized for input into school readiness goals and specific program planning, as it relates to both the sub-recipient and the overall program. Family engagement goals are developed using parent/family input and observations made during monitoring.

Data from family partnerships agreements and the needs and strengths assessment is used to determine family goals. Information highlighted in the community assessment is addressed when engagement goals are established. From this information, program staff determine the needs of individual families as well as identifying trends in the community which will be addressed. Using Child Plus and other measures, staff can track a family's progress toward their goals, and when new ones should be established.

Family engagement goals are aligned with the PFCE framework by addressing partnerships that will benefit the child's educational future. With programs such as Preschool U, families are given the opportunity to gain knowledge and skills as their child's first teachers by becoming active participants in their child's school readiness goals. In collaborative communication with teaching teams, and family support staff, parents work to help children become successful and gain confidence in their own abilities to support and teach their children. As a result, parent-child relationships are made stronger and families maintain interest in their child's education beyond the EHS/HS years.

WISD works diligently to meet parent and family engagement goals. At enrollment, families are asked to complete a Family Needs and Strengths Assessment used to identify goals

and program trends. This information helps to identify a family's immediate needs from a strength-based perspective, such as food, clothing, and housing as well as to assess the interests of the family. The survey collects information that will help Head Start staff to best support the family, while introducing parents to activities and community services that will benefit them beyond their Head Start experience.

The surveys are used to build positive relationships with families or to develop an actual partnership. Families are highly encouraged to engage with the school and/or community, based on the interests that they have expressed. In addition to encouraging parents to sign family partnership agreements, staff explain why engagement in their child's education is so critical. WISD recipient staff, in partnership with the STGi Early Childhood Specialist, have trained Family Support Specialists on the outcome module. This process ensures the measurement of impactful progress.

b.8.e WISD partners with many community resources, (see section B7ai.) Families have benefited greatly from the healthy food programs that are offered through Michigan State University Extension and Food Gatherers. Both the Cooking Matters and Eating Right is Basic programs help parents to serve their families more nutritious and healthy food. The lessons and skills developed will last for many years beyond their Head Start experience. The time families spent together also contributes to the positive and long-lasting relationships that are formed through these programs.

We also have sites that are participating in family literacy programs. These all have a goal of families participating together to improve the literacy of all family members. There are some Early Head Start families that are participating in a program that works closely with the local library. Families have tutors that come to the home to assist them with literacy learning. The effort

supports parents with literacy struggles to improve their reading skills, and as a result help their children become and maintain their own literacy over time.

The program has community partnerships that support our families to participate in local food banks if they are running low before the next supply of food can be purchased. This partnership is available at all our sub-recipient sites. Families that are participants in our Early Head Start program may also take advantage of receiving food when they go to the Head Start site that is most convenient for them. All families are given information about where they can obtain food from at any time.

There is a challenge to ensure children are going to the dentist and that dental homes are established with families. We have a partnership with a local dentist near where many of our families reside. This office ensures that our children are a priority when they call for appointments and work closely with the family and Head Start staff to make sure that follow up visits take place. Even with this resource, it remains a challenge to help families to establish dental homes. We continue to educate families about the importance of dental health and assist them and encourage them to visit the dentist on a regular basis.

To improve family engagement, some sub-recipient sites meet in the neighborhoods where our families reside to better accommodate them. One such meeting took place at the local fire station and attracted many families. Other family meetings have taken place at a neighborhood community center, at an apartment complex's club house, at a local park and more and had great participation.

Community Services Hub

To bring together resources across service areas and streamline access to supports for children and families, WISD has a community services hub. Help Me Grow is a model for system

sustainability that builds upon a communities existing capacity and resources to further develop program connections and enhance efficiencies. Ultimately, Help Me Grow exists to reduce barriers by creating a network of services and resources aimed at families with young children.

The Help Me Grow system is comprised of four components:

- 1) A Centralized Access Point – Assists families and professionals in connecting children to the grid of community resources that help them thrive.
- 2) Family and Community Outreach - Builds parent and provider understanding of health child development, what supportive services are available to them and how both positively impact children’s outcomes.
- 3) Child Health Care and Provider Outreach - Supports early detection and intervention efforts and connects medical providers to community resources that best support families when concerns are identified.
- 4) Data Collection and Analysis – Supports evaluation, helps identify systemic gaps, bolsters advocacy efforts and guides quality improvement to ensure that the resource grid is working effectively.

We continue to work with Help Me Grow Michigan and Help Me Grow National to support our full implementation and achievement of fidelity in providing this critical support to our families.

B.9 Services to Children with Disabilities

No proposed changes to services with children with disabilities

The program has well established procedures to identify all children with an identified or suspected disability. Program percentages of children served with disabilities always exceeds ten percent. Through written agreements with local special education departments and through direct

provision of services, children identified with disabilities are provided services per their IEP or IFSP by state-certified and trained personnel. Service providers will:

- enact pre-referral and formal evaluation procedures which meet IDEA requirements,
- facilitate IFSP/IEP's for appropriate planning, placement, and follow through,
- provide ancillary consultant and/or remedial services to children with disabilities enrolled in EHS/Head Start as determined necessary in the IFSP/IEP,
- provide special education programs as determined in the IFSP/IEP, provide transportation as determined by the IFSP/IEP, work with the EHS/Head Start program in referring families of children aged 0-5 with disabilities when EHS/Head Start may be an appropriate placement,

EHS/Head Start commitments under these formal agreements include the following: Making appropriate referrals of children suspected as having disabilities, providing screenings, observational notes, and other materials to special education staff, assisting families with any necessary paperwork and acting as a 'guide' through the assessment process, attending IFSP/IEP meetings, providing an inclusive or mainstream experience for children with disabilities, ensuring that children with special needs are included in the full range of activities and services normally provided to all EHS/Head Start children, and providing reasonable accommodations and/or modifications necessary to meet the special needs of children.

Head Start staff are trained to identify and refer suspected children with disabilities. Training is conducted by WISD staff and the Special Education departments at the Local Education Agencies that have special education qualifications. Topics for training shall include classroom management strategies, identification, screening and referral procedures, parent supports. All children, irrespective of disability "status," will be assessed using the online Child

Observation Record (COR) child assessment system, which is linked to the program's chosen curriculum. Progress toward attaining age-appropriate knowledge, skills, abilities, and development will be assessed at least three times annually (four times in EHS), with reports shared with parents.

In addition to proper identification of children suspected of having a disability and the referral/assessment process which follows, the program shall encourage meaningful developmental progress with children by creating physical classroom and outside environments in which children with special needs will thrive. Furthermore, Head Start and EHS home visiting staff (serving as primary service providers) shall partner families to teach intervention strategies and at-home learning activities specifically targeting the child's need(s).

B.10 Transition

No changes to the transition process

10.a Children and families begin the transition into the Early Head Start program by submitting an application to the WISD. Referrals may come from current community partners or through direct communication from the parent or guardian. The WISD Early Head Start Intake Specialist contacts the family to explain about the program and set up a home visit to complete an application. Families are then assigned to the waitlist and prioritized based on the approved selection criteria. Once selected, the family is assigned a home visitor and weekly home visits commence in order to build the relationship and begin curriculum implementation.

The transition process for Early Head Start children and families begins when the child reaches 30 months of age. The process includes completion of a transition partnership plan. Throughout the process, transition options are discussed with families, applications are completed, and necessary documentation is shared with relevant program sites to ensure a seamless and timely transition into a high-quality preschool program. EHS home visitors work

closely with family support staff at sub-recipient programs and transition meetings are held with programs to assist them in planning to receive and serve Early Head Start children when they turn three. Preparation for families includes visiting the center and/or attending an IFSP or IEP meeting to advocate for the family's developed transition plan. Early Head Start home visitors work with their families and ERSEA Specialist to complete the online interest form and income verification for each transitioning child.

Each child has a detailed transition plan, and families will receive support in completing the preschool enrollment process, ensuring that each child and family is prepared for the transition into the Head Start classroom at age three. If a classroom slot is not available when a transitioning child turns three, the family may remain enrolled in Early Head Start for up to six months. A family whose child turns three more than halfway through the school year can choose to apply for the current program year in Head Start, or to wait until the following year if a transition midyear does not meet the needs of the child and family. If family declines Head Start preschool services at the age of three, EHS services will discontinue on the child's third birthday and the family is provided resources for alternative transition options. Finally, continuity of care will be maintained for EHS participants. Home visits will be maintained during home-based transitions into preschool to ease the process.

To make connections between EHS staff, Head Start staff and community agencies, when possible, an annual transition event will take place at transition sites where families can learn about program quality, curriculum, transportation, nutrition, and parent engagement opportunities. The home visitor will work with programs to schedule a site visit with the family. This is particularly important for children in higher-risk situations, such as foster children, homeless, those with disabilities, and dual language learners/households.

10.b. To facilitate the successful transition of Head Start students into Kindergarten, staff from WISD will support program staff to:

- Help each parent/guardian understand their child's progress throughout their time in Head Start. This will be accomplished through home visits, parent teacher conferences, school readiness meetings, and other parent meetings,
- Complete checkpoints for the child assessment tool 3 times a year and share that information with parents/guardians,
- Ensure that families complete a transition plan with activities at second home visits,
- Help parents understand the practices they use to support their children, both academically and social-emotionally and those they can continue to use during following preschool,
- Provide information about family rights to receive services and supports for children with disabilities as needed during kindergarten transition meetings,
- Maintain ongoing communication between parents and teachers, so that parents/guardians can participate in decisions related to their child's education,
- Provide volunteer and other opportunities that encourage parent participation and engagement.
- Collaborate with LEA to support families.
- Coordinate and communicate regarding transferring of records and other information.
- Participate in joint training and PD activities.
- Provide Kindergarten teachers and/or parents/guardians with a copy of final child assessment information.

- Help families locate summer programming (including educational programming, food assistance, etc.) if needed to bridge the gap between preschool and Kindergarten.

To facilitate the successful transition of Head Start students into Kindergarten placements, staff from WISD will:

- Support teachers in utilizing strategies/activities that familiarize children with Kindergarten. This may include inviting Kindergarten teachers to visit programs, taking children to visit Kindergarten classrooms, visiting the lunchroom, etc.,
- Ensure that teachers add kindergarten readiness activities to lesson plans beginning in May,
- Ensure that teachers are familiar with the Kindergarten Readiness Assessment utilized by local school districts,
- Ensure that transition plans for children with an IEP are in place.

10.c. When children transfer between programs, WISD will support program staff to utilize strategies from above to facilitate this transition. WISD staff will transfer the child profile in the online assessment system and in ChildPlus, the online child database.

B.11 Services to Enrolled Pregnant Women

No proposed changes services for enrolled pregnant women

Pregnant women are supported in a variety of ways to meet their needs during pregnancy. Pregnant women receive weekly home visits, the same as parenting participants. If, through the family needs and strengths assessment and health history it is found that a prenatal does not have access to ongoing prenatal and dental care, the EHS home visitor supports the family in identifying a source and scheduling an appointment. The EHS home visitors individualize educational material and instruction for expectant parents to assist them in connecting with their unborn child

and preparing for their birth. WISD provides transportation to assist pregnant women to assure access to ongoing care.

B.12 Transportation

No proposed changes

To assure that children can attend the program, where 74% of families indicated that they needed transportation to and from school, bus service is provided by a contracted vendor for Ann Arbor Public Schools. Ypsilanti Community Schools provides their own transportation. Both sub-recipients provide transportation for all children residing in their districts.

Sub-Section C: Governance, Organizational, and Management Structures

C.1 Governance

No changes in the current WISD governance structure are planned.

Processes

Governing Body

The governing body receives key program information to inform their ongoing responsibilities by the following means:

- Monthly meetings. Board members receive monthly written and oral reports regarding program operations, a program information report (PIR), Quality Improvement summary report and fiscal status pertaining to grant operations including a detail ledger and monthly credit card statements. These documents are uploaded monthly into an online project management software (Basecamp).
- Reports from Policy Committee and Policy Council monthly.
- Approval of policies and procedures. After approval from the Head Start Management Team and Policy Council, Governing Body members review and approve required operational and personnel policies and procedures.

- Review and approval of all grant applications, amendments, plans, and budgets as proposed by the Policy Council.
- The Annual Report is published annually and shared on the Washtenaw Intermediate School District website. The report is provided to Governing Board members, Policy Council members, and sub-recipient and partner locations to be shared at Policy Committee and Parent Committee meetings.
- Prior approval of any equipment purchases greater than \$5,000, any aggregate purchase of goods in excess of \$23,230, and any out-of-state travel.
- Contract, review, and accept an independent annual fiscal audit, including A-133 audit.
- Oversight of planning functions: Review and approval of Head Start/EHS strategic plan, service plans, community assessment, ongoing self-assessment, and school readiness and family engagement goals.
- Reviews on regular basis ongoing program reports on attainment of program goal, child outcomes, and family engagement goals.
- Personnel decisions, including participation in hiring process (interviews) as applicable.

The WISD Policy Council and Board of Education have an established impasse procedure should the Board and Policy Council disagree on a decision.

No responsibilities have been sub-recipient to an advisory committee.

Policy Council and Policy Committee

The Policy Council and Policy Committee's receive information through monthly meetings where members receive monthly written and oral reports regarding program operations, a program information report (PIR), Quality Improvement summary report and fiscal status pertaining to grant operations including a detail ledger and monthly credit card statements. These reports are

provided prior to the meetings as well as uploaded into the project management software, Basecamp.

Policy Council is involved in program planning and decision-making functions. Council members are elected in accordance with the program's by-laws and receive extensive governance training on a quarterly basis. Members are invited to committee meetings such as Selection Criteria, Community Needs Assessment and the annual Self-Assessment as well as staff interviews to gain input prior to bringing such proposals forward to the full Council. Members are offered conference attendance to further their Head Start knowledge and leadership skills.

Policy Council members are informed on the status of program goals, school readiness and family engagement goals, and program compliance measures. Reports pertaining to the status of program goals and data are presented to promote discussion, engagement, and understanding on behalf of parent members. Such reports are key in having policy council members analyze data and ultimately make informed program decisions.

Parent Committees

Each center has an established parent committee that meets monthly and directly works with staff to create center policies and procedures that inform the activities and services to meet the needs of children and families. Member from each parent committee serve on the policy committee and is elected to the Policy Council.

Communication from parent committee meetings is shared out at policy committee meetings and given as a verbal and written report to policy council monthly. These reports are also included in the monthly governing body packet that goes directly to the Board of Education.

Relationships

- a. Governing body Board of Education members are trained annually regarding their legal program and fiscal responsibilities overseeing the grant. Policy Council members have quarterly trainings that include HSPPS, financial reports, Program Information Reporting, etc. Both the Board of Education and the Policy Council are invited to Michigan Head Start Association events and offered training webinars through NHSA and ECKLC.
- b. Governing body composition: The WISD Board of Education is publicly elected by constituent school districts as mandated by state law and is thus exempt from the Head Start Act composition requirement. In accordance to written policy, they shall not have a conflict of interest as described in ten specific areas, including but not limited to hiring, contracting, purchasing practices. Board of Education members shall not receive compensation. Policy Council members shall be elected according to the program's by-laws, comprised of at least 51% parent members. An application is completed to assure that members do not have a conflict of interest. Community member representation has historically come from early childhood organizations in the community, human service agencies, and former parents.
- c. The policy council and governing body review and approve necessary policies and procedures, including but not limited to program policies, procedures and criteria for recruitment, selection and enrollment of program participants, grant applications, personnel policies, planning documents, standards of conduct, self-assessment and monitoring results, impasse procedures, code of operations including the selection process of Policy Council members, etc. To ensure meaningful consultation and collaboration around joint decisions:
 - Policy Council Chair attend Board of Education meetings.

- WISD Board of Education Member attend Policy Council meetings.

C.2 Human Resources Management

The Head Start Executive Director retired effective October 1, 2021. The position was posted. WISD has selected a new Executive Director who began on July 1, 2022. Additionally, the WISD Early Childhood Department that includes Head Start and Early Head Start programs is going through a process of self-examination and will be restructuring the leadership of the department so that on July 1, 2023 a new leadership scaffold will be in place.

Sub-recipients provide orientation and training for staff, in addition WISD Head Start hosts a monthly new staff orientation that includes Head Start 101, curriculum and assessment overview and one on one training by the Early Childhood Specialist, ChildPlus data entry and reports, and HSPPS. All staff receive mandated reporting, blood borne pathogens and CPR and first aid.

The program's professional development plan includes a strong focus on individualized coaching/mentoring by the program's early childhood specialists, peer support via monthly curriculum collaboration meetings at each center, and limited large group trainings when deemed appropriate. Early Childhood Specialists, with a master's level in Early Childhood Education and are highly experienced in early childhood development, are assigned to every Head Start teaching team to observe, coach/mentor and develop training plans. All Early Childhood Specialists utilize practice-based coaching with teaching teams to develop goals. Regular trainings are offered on ongoing topics of concern such as behavior management, safety, regulatory issues, and technology use. Staff focus is on constant quality improvement, supporting their peers, and achieving high-quality child outcomes.

Daily staff supervision at the centers is conducted by center directors. The assigned curriculum specialist/mentor spends most days in classrooms observing, assisting, and mentoring teaching

team staff. For EHS, home visitor's reflective supervision is provided twice monthly by contracted LMSW's. The management team is supervised and mentored by the Early Head Start Family Supervisor Services and the Early On Supervisor and the Executive Director of Early Childhood Programs, who reports directly to the Associate Superintendent of Achievement and Student Services.

C.3 Program Management and Quality Improvement

WISD has several layers built in to assure ongoing oversight, correction and assessment towards the progress of program and school readiness goals. The recipient has established the following means for oversight and continuous improvement. ChildPlus data tracking, monthly monitoring and meetings with each site utilizing the internal monitoring feature in ChildPlus, that includes timelines and corrective action plans as needed, monthly Head Start management meeting to assure collaboration and review of outcomes, challenges toward program goals and objectives, quarterly School Readiness workgroups to review child outcome data, monthly Quality Preschool Partnership meetings to address state and federal changes, and monthly Program Information Reports shared at Policy Council and Board of Education meetings. In addition to data, WISD assures health and safety practices through effective teaching by providing each classroom an Early Childhood Specialist. The specialist provides intensive coaching around lesson planning, classroom organization, social-emotional practices and positive behavior supports.

WISD Health Specialist monitor environmental health and safety by completing a checklist twice per year, reviewing physicals including medical concerns such as allergies, and the daily health and safety checklist.

As noted in the sections above, monthly program information reports are shared monthly as well as quarterly program and school readiness goals.

C.3.c Specific actions, as detailed below, is taken to nurture a work environment in which staff is valued and supported this ensures staffing patterns that promote continuity of care and allow sufficient time for staff participation in training and professional development.

- Provide all classroom staff support via the assignment of a specialist/coach and behavioral health specialist to each classroom.
- Provide high-quality professional development to reinforce and enhance instructional and classroom management techniques.
- Provide leadership in each center which creates an environment in which professional learning communities flourish.
- Planning for class size in school-day rooms to have a maximum of 16 children.
- Provide for classroom technology, such as tablets and interactive white boards, to provide for best-practice utilization of technology for early learners.
- Provide tuition assistance for classroom staff furthering their education in the early childhood field.

Recruitment of qualified staff is managed by WISD and sub-recipient human resource professionals. All career opportunities are advertised publicly. The WISD increasingly utilizes social media in its recruitment efforts, reaching a broader range of community members. Current and former parents are solicited using these methods as well as internal announcements. Ten current or former Head Start/EHS parents are employed by the program in 2020-2021. Career development shall be promoted through various means, including focused professional development, coaching, and tuition reimbursement for higher education coursework in the early

childhood field. Not only do these initiatives promote career development, but they also enhance instruction and program quality.

Section II. Budget and Budget Justification Narrative

HEAD START/EARLY HEAD START BUDGET CATEGORIES			
BUDGET CATEGORY	PROGRAM OPERATIONS	TRAINING TECHNICAL ASSISTANCE	NON-FEDERAL SHARE
Personnel	\$ 857,161.00		
Fringe Benefits	\$ 592,648.00		
Equipment			
Supplies	\$ 18,900.00		
Travel: Out of Town	\$ 8,800.00		
Facilities/ Construction			
Other: (includes local travel)	\$ 304,899.00	\$ 35,454.00	\$ 1,335,596.00
Contractual	\$ 3,345,028.00	\$ 27,762.00	\$ 1,335,596.00
TOTAL	\$ 5,127,436.00	\$ 63,216.00	\$ 1,335,596.00

FUNDING TYPE	HEAD START	EARLY HEAD START
PROGRAM OPERATIONS	4228158	836062
TRAINING AND TECHNICAL ASSISTANCE	46461	16755
TOTAL FUNDING		5127436

PROGRAM	HEAD START	EARLY HEAD START
FEDERAL FUNDED ENROLLMENT	427	56

The budget and budget justification have been uploaded into the Head Start Enterprise System and clearly delineate those funds that are budgeted to provide all required comprehensive Head Start services to eligible children and families in a cost-effective manner as indicated in the continuation application narrative. The budget justification for the recipient, and each sub-recipient and partner provide a description of local match to ensure that the recipient meets the non-Federal share/match requirements for the total program.

2. Costs

The WashtenawISD will expend funds to provide services for 483 children for the operation of services of four partner agencies as well as Home visiting services. This will include salaries, benefits, travel, supplies, contractual, and other activities that are reasonable, necessary and allocable for the operation of HS and EHS home based programs in the service area of Washtenaw County.

- WashtenawISD shall receive \$1,920,162. for the support of Head Start children and 56 Home based Early Head Start Students
- Ann Arbor Public Schools as a sub-recipient program shall receive \$1,050,751 to serve 152 children.
- Whitmore Lake Public Schools as a sub-recipient program shall receive \$99,236. to serve 15 children.
- Ypsilanti Community Schools as a sub-recipient program shall receive \$1,958,051.00 to serve 245 children.
- Lincoln Consolidated School District as a partner program shall receive \$99,236. to serve 15 children

3. COLA

The WISD has received a FY 23 COLA award notification. The WISD will submit an application for \$428,059, the total award. The Cost of Living funding for Head Start is \$236,777. COLA and QI awards will be used to offset the higher operating cost. The Cost of Living funding for Early Head Start is \$46,819., funding will be distributed amongst WashtenawISD Head Start and Early Head Start program staff, operational expenses as well as our three sub-recipients and one community partner. The funds awarded for Quality Improvement total \$144,463. The funds award for Head Start are \$120,850. The funds awarded for the use of Early Head Start program are \$23,613. The WISD will complete a comprehensive plan for expended awarded funds. The application to request those funds will be completed on or before April 21, 2023 with the accompanied budget and narrative.

4. Washtenaw Intermediate Financial Management System

WISD utilizes the New World Systems' integrated Logos.NET K-12 Financial Management System. The financial management system is a browser-based, comprehensive financial tool automating all aspects of school district financial management. The financial management suite provides business officials and administrators both a powerful tool to help manage their budgets. With the capability of generating state-mandated reports and advanced salary projections, the software was designed to allow users the information they need to make informed decisions.

The General Ledger includes a chart of accounts, encumbrance accounting, budget reporting, journal processing, month and year-end processing and system administration. The system also provides an enhanced integrated purchasing system, tools to manage bids and quotes electronically, streamlined vendor contract processes, inventory management, and reporting, project and grant management systems.

WISD requires a five-step approval process on all submissions for disbursement of federal funds. For the Head Start funding, the Administrative Assistant begins a request for purchase order; it then must be approved by the Grant Manager, Preschool Supervisor, Executive Director, and the Finance Director or Chief Financial Officer before the purchase order is given a number. A detailed budget report and credit card statement with receipts are reviewed monthly at Policy Council and Recipient Board Meetings for review and documented in the minutes.

All costs are appropriate and reasonable based on the required activities to be carried out and community contexts. The budget provides a clear example of WISD's commitment to meeting the community's needs, recruiting, and retaining highly qualified staff. The systems of checks and

balances used to ensure the efficient and most effective use of federal funds is detailed in the WISD Business Office Manual.

- Descriptions of the few procedures not outlined in the manual are described below:

WISD uses a system of account structures mandated by the Michigan Department of Education, Accounting Manual Bulletin 1022. This requires unique identifying numbers for all revenues and expenditures. All Head Start funds have been given a unique grant identifier determined by the 1022 manual. The GSRP State funds that are allocated to the program as non-Federal match, also have unique identifiers, thus costs can be properly allocated to the line-item budgets created from the approved Head Start and other funding source budgets. Costs deemed unallowable for grant purposes are charged to accounts that reflect the use of local funds.

Direct costs and expenditures, including fringe benefits, are also accounted for, and allocated to the Head Start grant, using the guidance set forth in MDE Accounting Manual Bulletin 1022.

5. Non-Federal Match

Total Non-Federal Match is \$1,335,596 or twenty-one percent (21)% of the total budget (federal + non-federal share). WISD is verifying that the request to meet a higher match amount, the Non-federal share does not come from a separate federal resource.

WISD and community partners will contribute \$1,294,725. by blending 283 Head Start slots with State funded GSRP to make school-day programs available to 427 Head Start students. The funds allow Head Start eligible children to receive school day Head Start services whereas otherwise the program would only be able to serve these children in a 3.5-hour session. The State of Michigan funds provide \$4575.00 in non-Federal Cash Match for each blended slot. WISD counts the cash match when expended, not when received. WISD will also contribute \$209,016

by providing Early Head Start home visiting programing to an additional 9 children with state funding from 32p(4).

Items 6-9

6. WISD is not proposing a NFS waiver.
7. WISD is not proposing a waiver to the 15% administrative cost.
8. WISD is not requesting an enrollment reduction.
9. WISD is not requesting a conversion.
10. WISD is not requesting funds for the purchase, construction, or major renovation of facilities.

Item 10 - Requesting Funds for Major Renovation of Facilities

WISD will request funds for a major renovation. Currently we are working with a sub-recipient to create a plan for equipment. We will complete a 429 form and request a carryover of \$291,143.44 (05CH01061204) funds to purchase and install playground equipment at two sub-recipient locations, Ford Early Learning Center and Perry Early Learning Center, both located in the Ypsilanti Community School District. Both of these facilities have a need to upgrade their playgrounds to offer children the chance to safely play. Therefore, we are requesting \$164,895 for Ford and \$192,926 for Perry for a total of \$357,821. The WISD will cost allocate estimates by blending State of Michigan Great Start Readiness Program Carryover (GSRP) funds. The allocation methodology will be based on the number of Head Start and GSRP students that are enrolled in the program to off-set the cost of this project. Additionally, we will be pursuing in-kind donations from the selected vendor when this project is approved to move ahead with purchasing and installation. Please see the attached renderings for both of these locations.

Item 11

11. WISD is not requesting funds for equipment.

March 28, 2023

To Whom It May Concern:

It is my pleasure to write a letter of support for the Washtenaw Intermediate School District Head Start Program's continuation grant and budget request. This request is being submitted to Region V to secure Head Start federal funds that will continue to be utilized to serve children and families in Washtenaw County.

The Washtenaw ISD Board of Education has reviewed and approved the program narrative overview including the program goals, and the fiscal year 2023 Head Start budget for the Head Start renewal grant for the time frame of July 1, 2023 – June 30, 2024. On behalf of the WISD Head Start Policy Council, I fully support the district's efforts to secure Head Start funding to continue providing services for children and families through June 30, 2024.

If you have any questions regarding this letter of support, please contact me at your convenience at solsen@washtenawisd.org or 734-994-8100.

Sincerely,

R. Stephen Olsen
Board President
Washtenaw Intermediate School District

DATE: March 21, 2023

TO: Naomi Norman, Superintendent; WISD Board of Education

CC: Edward Manuszak, Executive Director of Early Childhood Programs

FROM: Teresa Harrington, Head Start Quality Assurance Specialist

SUBJECT: Head Start Self-Assessment

I am requesting that the 2021-2022 Annual Head Start Self-Assessment and the 2021-2022 Self-Assessment Corrective Action Plan Progress Review be added to the agenda to be presented to the board as part of the Self-Assessment process. I will be seeking board approval of both the 2021-2022 Annual Self-Assessment Report and the and the 2021-2022 Self-Assessment Corrective Action Plan Progress Review.

I will be available at the March 28, 2023, board meeting to answer any questions.



2021-2022 Head Start Program

Self-Assessment Report

Washtenaw Intermediate School District (WISD) is located in Ann Arbor, Michigan and serves as the Intermediate School District for Washtenaw County. WISD was awarded their first Head Start grant in July 2013. The grant funded the enrollment of 520 Head Start children.

WISD chose 4 sub-recipient programs to provide direct services to children and families in Washtenaw County. These were chosen based on application and in alignment with the Community Needs Assessment.

Under this grant the following programs provided direct services to children and families:

Ann Arbor Public Schools, Ann Arbor, Michigan.

Manchester Community Schools, Village of Manchester, Michigan.

Whitmore Lake Public Schools, Whitmore Lake, Michigan.

Ypsilanti Community Schools, Ypsilanti, Michigan.

Based on the Community Needs Assessment, the ISD requested and was approved for a conversion of 48 Head Start slots in September of 2014 to create 36 Early Head Start slots. This program change funded the enrollment of 472 Head Start children. These children were provided direct services through the sub-recipients listed above. It also funded the enrollment of 36 children/pregnant woman through a Home-Based Early Head Start program option. WISD provides direct services to Early Head Start families.

In July 2018, the WISD dissolved its partnership with Manchester Community Schools.

At that same time the WISD entered into partnership with Lincoln Consolidated Schools. This school district provides direct services to children and families residing in portions of the cities of Ypsilanti, Willis, Whittaker, and a portion of Milan as well as the townships of Augusta, York, and Ypsilanti in

Washtenaw County. The district also serves Van Buren and Sumpter Townships which are in Wayne County.

When awarded the grant in August of 2018 duration funds were used to convert 3 half day sessions into 3 school day sessions at the Ypsilanti Community Schools locations. This program change resulted in program funded slots being reduced to 427 for the WISD.

The Washtenaw Intermediate School District is currently funded to enroll 427 Head Start children and 66 Early Head Start Children. The location and funded enrollment for each delegate is as follows:

Ann Arbor Public Schools, Ann Arbor, Michigan has a funded enrollment of 152.

Lincoln Consolidated Schools, Ypsilanti, Michigan has a funded enrollment of 15.

Washtenaw Intermediate School District, Ann Arbor, Michigan has a funded enrollment of 66 to provide direct services to Early Head Start families.

Whitmore Lake Public Schools, Whitmore Lake, Michigan has a funded enrollment of 15.

Ypsilanti Community Schools, Ypsilanti, Michigan has a funded enrollment of 245.

Total Head Start enrollment for the WISD to provide services for children and families in Washtenaw County is 493. 427 of these slots provide services to Head Start children through a sub-recipient model at Ann Arbor Public Schools, Ypsilanti Community Schools, and Whitmore Lake Public Schools. Services are also provided through partnership with Lincoln Consolidated Schools. 66 Early Head Start children/pregnant woman and families receive services through a Home Base program option. The recipient provides direct services to Early Head Start children/pregnant woman and their families.

The Washtenaw Intermediate School District Head Start Funding Chart is included in this report.

The grantee provides support and oversight functions to sub-recipients through WISD Early Childhood Administrators, an Education Manager, Content Area Specialists and Early Childhood Specialists. Direct services to Early Head Start families is provided by Early Childhood Home Visitors and is supported by WISD Administrators, Content Area Specialist and an Early Childhood Specialist.

Oversight of the program is provided by Edward Manuszak, Early Childhood Executive Director, and Alicia Kruk, Supervisor – Early Head Start and Family Services.

Program Strengths

Recipient staff are highly qualified with a combined 373 years of service in the Early Childhood field.

All Early Childhood Specialists are CLASS certified observers.

The Education Manager is a certified observer and an affiliate trainer for CLASS.

All Early Head Start Home Visitors are certified Parents as Teachers educators.

Several trainings provided by the recipient qualified for the state of Michigan MIRegistry database.

The Board of Education members are very knowledgeable of the program.

Governing Board members are actively engaged in the annual Self-Assessment process.

Governing Board members are actively engaged in the annual creation of the Selection Criteria.

A Governing Board member serves as a liaison to Policy Council.

Governing Board members stated that the orientation they received was very detailed and prepared them for their role in program governance.

The recipient added a Grants Manager position to the Early Childhood department.

The recipient conducts an annual conference that provides training and information to recipient and sub-recipient/partner staff and parents. The topics offered are based on program data and staffing needs. 130 staff attended the 2022 conference.

The recipient provides an early childhood orientation for sub-recipient and recipient staff, Board of Education members, parents, and community volunteers. In support of the program the WISD Superintendent has attended an orientation. Orientation was provided to 57 participants for the 2021-2022 program year.

The High Scope curriculum and the process of selecting this curriculum is a benefit to children and staff.

The Parents as Teachers curriculum was perfectly chosen to best serve EHS children and families though the home-based model.

Based on the data generated from the 2021 Pajama Program pilot at 2 sub-recipient locations and at the partner location the recipient provided the program at all Head Start locations. This program addresses the American Academy of Pediatrics recommendations on preschool children and sleep.

Through partnership with Delta Dental the recipient provided all sub-recipient/partner locations with dental supplies and information for all enrolled families.

In partnership with Washtenaw Promise, and Kiwanis Club of Ann Arbor Foundation, the recipient created the 2022 Community Needs Assessment.

The Community Needs Assessment team was comprised of recipient administration and content area specialist and managers, sub-recipient directors/principals, community members and Board of Education members. The inclusion of all listed was in direct response to the 2021 Self-Assessment report.

Program Strengths continued

The quantity and quality of community partnerships are a strength for families receiving Head Start and Early Head Start services in Washtenaw County. Barrier Busters, the Maternal Infant Health Program, Michigan Department of Health and Human Services, and Infant See are examples of these partnerships.

The Resource Guide is updated quarterly.

A weekly resource list is sent to all recipient staff and sub-recipient administration and family support staff.

Health Expos were held prior to the 2022 program start dates. These events provided health screenings, nutritional information, safety information including fitting and providing children with bike helmets and pedestrian safety, enrollment information and program information. Several community partners were on site to provide resource information for families.

All Head Start teaching teams are provided with an Early Childhood Specialist for support, professional development, and practice-based coaching.

Early Head Start Home Visiting staff are provided with a Early Childhood Specialist for support, professional development, and practice-based coaching.

The grantee Health Specialist and Home Visitors are trained to conduct hearing and vision screenings.

Bilingual WISD, sub-recipient and partner staff provide families with assistance in Spanish and Arabic.

The Selection Criteria process includes recipient and sub-recipient staff, parents and board members in the review of the Community Needs Assessment and the annual creation of the Selection Criteria.

The training provided to members of the Self-Assessment Team was detailed and prepared members to conduct the process with transparency, accountability, and with fidelity.

All Head Start recruitment fliers are available in English, Spanish and Arabic.

The program met the 10% requirement for enrollment of children with disabilities.

Program Design Management and Quality Improvement

A review of Program Design Management and Quality Improvement found the program to be compliant. **Strengths are noted.** Concerns are listed.

Concern – Policy Council members currently indicate that they are not involved with the development of goals and budgets and see their role as approving items without sufficient discussion and understanding. The recipient must provide additional strategies to engage Policy Council members in program development of goals and budget. Members need additional opportunities to be empowered in advocating for the development of goals and operating procedures and annual budget.

Concern – The recipient needs to provide additional strategies and support to the sub-recipients in engaging families in program governance, family engagement and parent involvement.

Education

A review of Education found the program to be compliant. **Strengths are noted.** Concerns are listed.

Concern – The process of transitioning children from Early Head Start to Head Start needs to be reviewed and improved to ensure children are not lost in the process. Procedural steps should be put in place to ensure there is clear communication between Early Head Start staff and Head Start staff.

Health and Safety

A review of Health and Safety found the program to be compliant. **Strengths are noted.** Concerns are listed.

Concern – The recipient has not provided sub-recipients with training on the mental health policy and procedure. In response to the 2021 Self-Assessment, the policy was created.

Concern – The recipient has not provided sub-recipients with training on the disabilities policy and procedure. In response to the 2021 Self-Assessment, the policy was created.

Concern – Systems are in place regarding health, dental and developmental screenings but there is no evidence of sub-recipient accountability. Several incidents of missing documentation of follow up or follow through on requirements and failed or missing screenings.

Concern – At the time of hire a Criminal Background check and Code of Conduct is to be obtained. There is no evidence of follow up on Criminal Background Checks and Code of Conduct. A policy should be created, and training provided to recipient and sub-recipient staff regarding annual requirements and timeframes for documentation that may not be collected annually. The policy must state that all staff and volunteers or community partners working to train staff and/or be in classrooms must have a background check. The policy will include the new requirement from the State of Michigan Licensing and Regulatory Affairs that fingerprinting will be required every 5 years. The policy should include how and who will be monitoring this area.

Family and Community Engagement

Non-Compliant – There is no consistency between programs around how to document and track Family Partnerships and the tracking of goals and outcomes. It needs to be noted that Family Support staff spend many hours each week providing classroom support due to staff vacancies.

ERSEA

Non-Compliant – The recipient has not reached full enrollment. As of March 2023, the program was 93% enrolled.

Non-Compliant – Classrooms were not fully enrolled on the first day or within 30 days of the program start date. Classrooms did not open on the first day due to staff shortages.

Fiscal

A review of Fiscal found the program to be compliant. ***Strengths are noted.***

Transportation

A review of Transportation found the program to be compliant. ***Strengths are noted.***
Concerns are listed.

Concern – The recipient needs to provide additional strategies and support to ensure parents are receiving Pedestrian Safety including training on how to document Parent Acknowledgement forms for Pedestrian Safety training.

Communication

What systems are in place to ensure two-way communication between the following:

Concern - Internal and External Communication

Internal staff do not receive timely communication, updates and/or are not included in meetings or communication directly related to their role/position.

Communication shared with sub-recipients/partner has been shared without first informing ISD managers and/or content area specialists.

Concern - Recipient and Sub-Recipient/Partner

Roles and responsibilities of ISD staff and sub-recipient/partner staff are not always clear or followed as explained.

Concern - Staff and parents/families

Sub-recipient/partner staff are not aware of program goals and objectives.

Sub-recipient/partner staff are not fully aware of some program requirements.

Concern – Improved communication is needed between Early Head Start staff and Head Start staff in the area of transitioning children from EHS to HS.

Recommendations

Program Design Management and Quality Improvement

It is a recommendation of this review team that Policy Council meetings should begin in October rather than November to ensure that members are engaged earlier in the program year. Recruitment of Policy Council members could begin at summer events and Parent Orientation. An increase in the outreach efforts to parents to become involved in Program Governance.

It is a recommendation of this review team that it would be helpful to have a networking event prior to the first Policy Council meeting to offer them opportunities to understand that they are a team in their advocacy work.

It is a recommendation of this review team that the recipient post job openings as soon as they become aware that a staff member will be leaving. Positions being left vacant for a long period of time is a disruptive to the recipient and the sub-recipient staff and programs.

It is a recommendation of this review team that the recipient create succession plans to cover all positions in the event of a staff vacancy.

Quality Improvement Plans

Program Design Management and Quality Improvement

Concern – Policy Council members currently indicate that they are not involved with the development of goals and budgets and see their role as approving items without sufficient discussion and understanding. The recipient must provide additional strategies to engage Policy Council members in program development of goals and budget. Members need additional opportunities to be empowered in advocating for the development of goals and operating procedures and annual budget.

Corrective Action

1. The recipient will create strategies for Policy Council members must include the role that they can play in program development, goals, and the operating budget.
2. Policy Council members will be invited to attend and contribute to the meetings held to program development, goals and to development of the operating budget.

Corrective Action Plan will be completed by May 2023.

Responsibility – Early Childhood Administration - Content Area Specialist

Expected outcomes – *Policy Council members will be fully informed on how to actively participate in program development, the development of program goals and the development of the operating budget. .*

Concern – The recipient needs to provide additional strategies and support to the sub-recipients in engaging families in program governance, family engagement and parent involvement.

Corrective Action

1. Recipient staff will attend sub-recipient Parent Orientations to speak on the importance of Program Governance.
2. The recipient will work with Policy Council members to mentor incoming Policy Council members.
3. The recipient will work with sub-recipients to plan family engagement opportunities such as program planning meetings and parent involvement and recruitment activities to increase parent involvement.

Corrective Action Plan will be completed by September 2023.

Responsibility – Content Area Specialist

Expected outcomes – *Increased parent knowledge, engagement, and involvement.*

Education

Concern – Classrooms could not be opened to provide educational services to children due to lack of staff. Some classrooms are being staffed by individuals that do not meet the required qualifications due to mid-year staff vacancies. Efforts to recruit qualified staff are on-going.

Corrective Action

1. The recipient will continue to support sub-recipients in recruitment efforts.
2. The recipient will do a wage comparability study to determine the disparity in wages across the county as related to staff hiring.
3. The recipient will explore alternate employment pathways.
4. The recipient will explore the option of creating a CDA program utilizing the staff that are currently CDA reviewers and other internal resources in partnership with sub-recipients and other community agencies.

Corrective Action Plan will be completed by January 2024

Responsibility – Early Childhood Administration – Content Area Specialist – Education Manager

Expected outcomes – *Increase the number of individuals that are qualified to be employed by Head Start programs.*

Concern – The process of transitioning children from Early Head Start to Head Start needs to be reviewed and improved to ensure children are not lost in the process. Procedural steps should be put in place to ensure there is clear communication between Early Head Start staff and Head Start staff.

Corrective Action

1. The Transition policy will be reviewed and revised to include procedural steps that need to be taken during transition from EHS to HS. This policy should include notification from EHS to HS of children that could transition mid-year.
2. Recipient staff and sub-recipient staff will be trained on the policy and their role in ensuring the policy is followed.

Corrective Action Plan will be completed by September, 2023.

Responsibility – Early Head Start Supervisor - Content Area Specialist

Expected outcomes – *The transition from Early Head to Head Start will be intentional and less of a barrier for families.*

Health and Safety

Concern – The recipient has not provided sub-recipients with training on the mental health policy and procedure. In response to the 2021 Self-Assessment, the policy was created and approved by Policy Council and the Board of Education.

Corrective Action

1. Training dates will be created and provided to sub-recipients.
2. Training will be provided and all documentation including agendas and sign in sheets will be uploaded to the Professional Development tab in ChildPlus.

Corrective Action Plan will be completed by October 2023.

Responsibility – Content Area Specialist

Expected outcomes – Staff will have knowledge of the policy and how to implement the procedures within the policy.

Concern – The recipient has not provided sub-recipients with training on the disabilities policy and procedure. In response to the 2021 Self-Assessment, the policy was created and approved by Policy Council and the Board of Education.

Corrective Action

1. Training dates will be created and provided to sub-recipients.
2. Training will be provided and all documentation including agendas and sign in sheets will be uploaded to the Professional Development tab in ChildPlus.

Corrective Action Plan will be completed by October 2023.

Responsibility – Content Area Specialist

Expected outcomes - Staff will have knowledge of the policy and how to implement the procedures within the policy.

Concern – Systems are in place regarding health, dental and developmental screenings but there is minimal evidence of sub-recipient accountability. The review found several incidents of missing documentation of follow up or follow through on requirements and failed or missing screenings.

Corrective Action

1. The recipient and sub-recipient leadership will meet to come to an agreement to increase accountability of program staff to meet the Head Start requirements.
2. The recipient will include agreed upon language to address accountability in the Head Start contract between the recipient and sub-recipient. Recipient and sub-recipient leadership will commit to holding staff accountable to meeting requirements.

Corrective Action Plan will be completed by August 2023

Responsibility – Recipient Leadership

Expected outcomes – Increased compliance.

Concern – There is no follow up on Criminal Background Checks and Code of Conduct. A policy should be created, and training provided to recipient and sub-recipient staff regarding annual requirements and timeframes for documentation that may not be collected annually. The policy must state that all staff and volunteers or community partners working to train staff and/or be in classrooms must have a background check. The policy should include how and who will be monitoring this area. There is no current policy in place.

Corrective Action

1. A policy will be created to address follow up on Criminal Background Checks and Code of Conduct, and Fingerprinting. The policy will include requirements for staff, volunteers and community partners.
2. The policy will include how and where this documentation is to be maintained.

3. The recipient will determine who will be responsible for monitoring this for all programs including the ISD.
4. Training will be provided to recipient and sub-recipient staff, families and community partners.

Corrective Action Plan will be completed by September 2023.

Responsibility – Early Childhood Administration -Content Area Specialist

Expected outcomes – *All programs will be aware of the requirements and document tracking as related to the requirement.*

Family and Community Engagement

Non-Compliant – There is no consistency between programs around how to document and track Family Partnerships and the tracking of goals and outcomes.

Corrective Action

1. The recipient and sub-recipient leadership will meet to come to an agreement to increase accountability of program staff to meet the Head Start requirements.
2. The recipient will include agreed upon language to address accountability in the Head Start contract between the recipient and sub-recipient. Recipient and sub-recipient leadership will commit to holding staff accountable to meeting requirements.
3. The approved policy will be reviewed and shared with sub-recipient staff to ensure all steps in the process are clearly outlined with the knowledge that only WISD Board approved policies can be implemented.
4. The policy will be revised or updated as needed.

Corrective Action Plan will be completed by October 2023.

Responsibility – Recipient Leadership - Content Area Specialist

Expected outcomes – *There will be consistency and accuracy of Family Partnerships, the tracking of goal and outcomes.*

Transportation

Concern – The recipient needs to provide additional strategies and support to ensure parents are receiving Pedestrian Safety including training on how to document Parent Acknowledgement forms for Pedestrian Safety training

Corrective Action

1. Recipient staff will support programs in providing training to families on Pedestrian Safety.
2. Recipient staff will provide training on the Parent Acknowledgement form and how and where to document it.

Corrective Action Plan will be completed by October 2023.

Responsibility – Content Area Specialist

Expected outcomes – Families will receive training on Pedestrian Safety, and it will be documented in ChildPlus.

Communication

The 2020-2021 Self-Assessment Report listed items of concern under **Communication**. In response to that report, a policy has been created and is awaiting approval. The items listed below are steps that were involved in the policy creation or items that still need to be addressed.

What systems are in place to ensure two-way communication between the following:

Concern - Internal and External Communication

Internal staff do not receive timely communication, updates and/or are not included in meetings or communication directly related to their role/position.

Communication shared with sub-recipients/partner has been shared without first informing ISD managers and/or content area specialist.

Concern - Recipient and Sub-Recipient/Partner

Roles and responsibilities of ISD staff and sub-recipient/partner staff is not always clear or followed as explained.

Concern - Staff and parents/families

Sub-recipient/partner staff are not aware of program goals and objectives.

Sub-recipient/partner staff are not fully aware of some program requirements.

Concern – Improved communication is needed between Early Head Start staff and Head Start staff in the area of transitioning children from EHS to HS.

Corrective Action Plan

1. The WISD will evaluate the current communication systems and methods to include strategies for improved communication; the process will include follow up and follow through.
2. Recipient to create communication policies and protocols for distribution of communications that include digital and paper copies.
3. WISD staff to support sub-recipients/partner by being part of their staff preservice, staff meetings, staff training and parent orientations.
4. The WISD staff will provide quarterly updates of information on a variety of programmatic changes, updates and new information through the ChildPlus system.
5. Parent information and updates will be provided through classroom staff, quarterly parent newsletters and parent/policy committee/council meetings as part of a standardized agenda item.
6. Recipient will create on-boarding systems to provide training and guidance for newly hired sub-recipient/partner program directors.

7. Recipient to train to policies as they are created or revised if this occurs after the start of the program year.
8. Recipient will work with sub-recipients/partner to determine points of contact for communication.
9. Recipient will train to policies as they are created or revised if this occurs after the start of the program year.
10. The recipient will host an Entrance Meeting annually with the sub-recipients/partner to review contracts and program expectations.

Corrective Action Plan step 1 will be completed by June 2023

Corrective Action Plan step 2 will be completed by July 2023

Corrective Action Plan step 3 will be completed by September 2023

Corrective Action Plan step 4 will be on-going.

Corrective Action Plan step 5 will be on-going.

Corrective Action Plan step 6 will be completed by June 2022 and on-going as needed.

Corrective Action Plan step 7 will be completed by September 2023

Corrective Action Plan step 8 will be completed by September 2023

Corrective Action Plan step 9 will be on-going.

Corrective Action Plan step 10 will be completed by August 2023

Responsibility – WISD EC Leadership and Content Area Specialist

Expected Outcomes – Improved communication systems will increase positive outcomes for staff, parents and children. Enhanced two-way communication will provide more collaborative efforts in program planning, understanding of requirements and best practices and on-going quality improvement.

The 2021 – 2022 Head Start Self-Assessment Review Team was comprised of grantee staff, delegate staff, a parent – Policy Council member, a Washtenaw Intermediate School District Board of Education member, and a community members.

Steve Olsen	WISD Board of Education President
Diane Hockett	WISD Board of Education Vice President
Jamie Bass	Parent – Policy Council
Ann Raftery	Pajama Program
Collen Klus	Success By Six
Shaun Taft	National Kidney Foundation
Erin Bradley	Head Start Director – Ypsilanti Community Schools
Kristen Crowe	Early Childhood Principal – Ann Arbor Public Schools
Kerry Sheldon	Early Childhood Principal – Lincoln Consolidated School District
Charlie Basham	Family Service Worker – Whitmore Lake Public Schools
Diana McPeck	Health Specialist – WISD
Kim Whiren	Early Childhood Specialist – WISD
Libby Sheldon	Early Childhood Specialist – WISD
Melissa Pinsky	Education Manager – WISD
Niema Lewis	FCP Specialist – WISD
Christen Messer	ERSEA Specialist – WISD
Julie Simpson	Data & Intake Specialist
Carly Ly	Behavioral Health Specialist
LaDawn White	Grants Manager - WISD
Teresa Harrington	Quality Assurance Specialist – WISD

Information was gathered from a variety of methods to complete the 2021-2022 Washtenaw Intermediate School District Head Start Self-Assessment. Interviews were conducted with the WISD Superintendent, Assistant Superintendent, program administrators, recipient staff and parents, Policy

Council members, Board of Education members, and content area specialist. File documentation, child plus reports, monthly monitoring reports, the 2020-2021 Self- Assessment report, and staff and parent surveys were reviewed. This assessment found numerous program strengths.

The 2021-2022 Self-Assessment Team would like to thank the Washtenaw Intermediate School District Early Childhood administration, staff, sub-recipient administrators and staff, Board of Education members and Policy Council members for being available to be interviewed, provide documentation and answer follow up questions.

2021 – 2022 Self-Assessment Report respectfully submitted by Teresa L. Harrington, WISD Quality Assurance Specialist

TO: Naomi Norman, Superintendent; Washtenaw ISD Board of Education

FROM: Edward Manuszak, Executive Director for Early Childhood

DATE: March 21, 2023

RE: Unobligated funds to apply for and become carry-over funds

Our agency as a direct Federal Grantee of the Head Start Grant has unobligated funds from 2021-2022 fiscal year that need to be applied for and used as carry-over money. We plan to use this money toward the installation of the security camera system at Beatty Early Learning Center, bullet resistant sheathing at Beatty Early Learning Center, seal coating, crack filling, and restriping at Beatty Early Learning Center along with additional concrete work, new signage for Beatty Early Learning Center and improvements to their playground area. The total amount we will be applying for in this request \$291,143.44. It is grant number 05CH01061204.

Additionally, our agency has unobligated carry over funds from 2021-2022 fiscal year that need to be applied for and used as carry-over money. We are applying to expend these funds that total an amount of \$338,246.19. This money is being used to replace the preschool playgrounds located at Perry Elementary School and Ford Elementary School which are both sub-recipients that operate Head Start Programs. This amount does not cover the full amount of the project, because this must take into account that these buildings also have GSRP, and this requires a cost allocation that will make up the difference. Please see the attached estimate and plans for this project. It is grant number 05CH01061204C3.

We are asking for the Washtenaw Intermediate School District Board of Education to approve these plans.

If you have any questions, please do not hesitate to contact me.

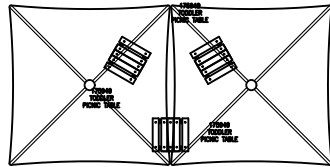
Subrecipient	Estimated	Notes
Ann Arbor	\$30,000.00	Outdoor classroom supplies
Lincoln	\$30,000.00	
Whitmore Lake	\$30,000.00	
Ypsilanti - Beatty	\$30,000.00	
Ypsilanti - Ford	\$30,000.00	
Ypsilanti - Perry	\$30,000.00	
Program Needs		
High Scope - PD	\$68,194.00	Priority
NHSA National Conference	\$25,000.00	Seven Members will attend
ERSEA advertising	\$8,000.00	
April 21 - ECE Professionals Day luncheon and wellness	\$4,000.00	
Family and Engagement Activity - Red Wings	\$2,200.00	
Head Start Curriculum Kits (CORE PAT kits)	\$2,500.00	
Supplies/Materials/Services		
Health	\$1,095.00	Hemoglobin Machine
ASQ Screenings and Kits for locations and home visitors	\$5,960.00	6000 screeners/5960 kits FY24
Contracted PD	\$13,000.00	
Translation Service	\$26,000.00	Translation Service Contracts
	Total	
	\$335,949.00	











16007
IF COLLAPPER
DOUBLE POST
PUSHING RAMP
IS ONLY
NOTE: THE DOUBLE POST
COLLAPPER IS NOT PLAIN CERTIFIED.

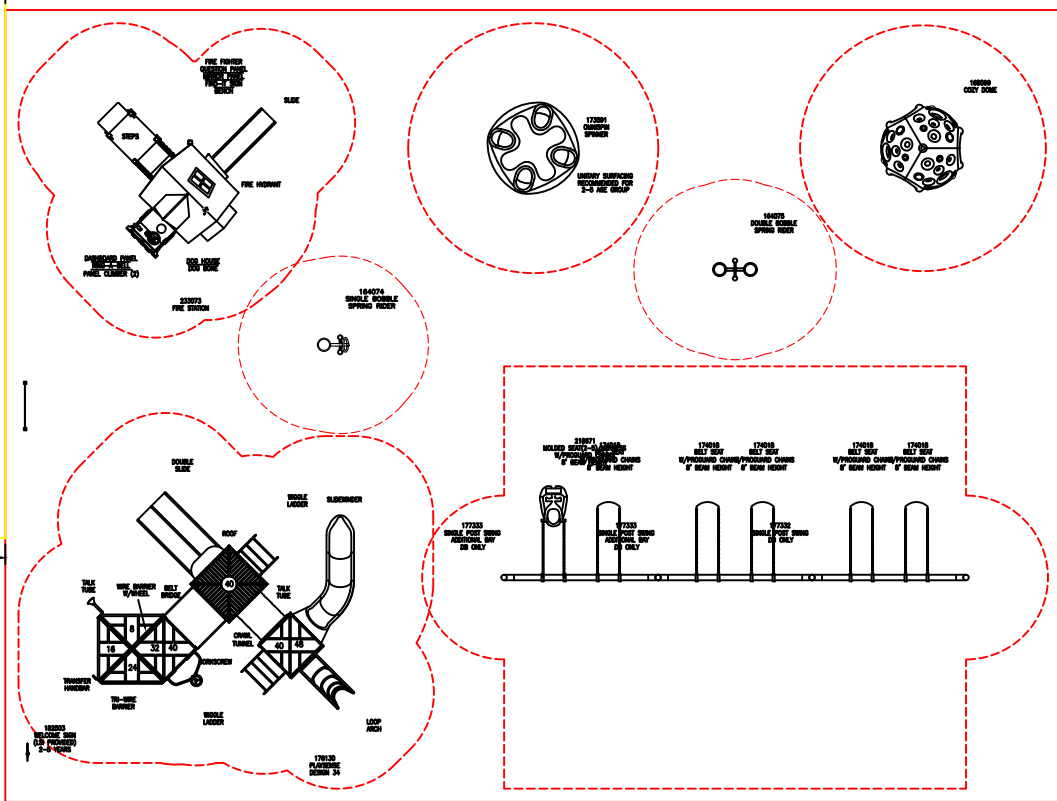
16007
IF COLLAPPER
DOUBLE POST
PUSHING RAMP
IS ONLY
NOTE: THE DOUBLE POST
COLLAPPER IS NOT PLAIN CERTIFIED.

SHOWN
CONSTRUCTION
WITH 1/2" POSTS

38'

80'

60'



TOTAL ELEVATED PLAY COMPONENTS	17		
TOTAL ELEVATED COMPONENTS ACCESSIBLE BY RAMP	0	REQUIRED	0
TOTAL ELEVATED COMPONENTS ACCESSIBLE BY TRANSFER	14	REQUIRED	9
TOTAL ACCESSIBLE GROUND LEVEL COMPONENTS SHOWN	9	REQUIRED	6
TOTAL DIFFERENT TYPES OF GROUND LEVEL COMPONENTS	8	REQUIRED	8

PlaySense (and Smart Play)
(2-5 years)
Max Fall Height: 96 inches



Ford Early Learning Center
Ypsilanti, MI

Penchura, LLC
Jennifer Smith

SYSTEM TYPE:
Smart Play/PlaySense
DRAWING #:
PEN1172315-01



IT IS THE MANUFACTURERS OPINION AND
INTENT THAT THE USE AND LAYOUT OF
THESE COMPONENTS CONFORM WITH THE
AMERICAN SOCIETY FOR TESTING AND
MATERIALS (ASTM) STANDARD ASTM F1487

THIS PLAY AREA & PLAY EQUIPMENT IS
DESIGNED FOR AGES 2-5 YEARS
UNLESS OTHERWISE NOTED ON PLAN.

IT IS THE MANUFACTURERS OPINION THAT
THIS PLAY AREA DOES CONFORM TO
THE A.D.A. ACCESSIBILITY STANDARDS,
ASSUMING AN ACCESSIBLE PROTECTIVE
SURFACING IS PROVIDED, AS INDICATED, OR
WITHIN THE ENTIRE USE ZONE.

THIS CONCEPTUAL PLAN WAS BASED ON
INFORMATION AVAILABLE TO US, PRIOR TO
CONSTRUCTION. DETAILED SITE INFORMATION
INCLUDING SITE DIMENSIONS, TOPOGRAPHY, EXISTING
UTILITIES, SOIL CONDITIONS, AND DRAINAGE
SOLUTIONS SHOULD BE OBTAINED, EVALUATED, &
UTILIZED IN THE FINAL DESIGN. PLEASE VERIFY ALL
DIMENSIONS OF PLAY AREA, SIZE, ORIENTATION, AND
LOCATION OF ALL EXISTING UTILITIES, EQUIPMENT,
AND SITE FURNISHINGS PRIOR TO ORDERING. SLIDES
SHOULD NOT FACE THE HOT AFTERNOON SUN.

CHOOSE A PROTECTIVE SURFACING MATERIAL THAT
HAS A CRITICAL HEIGHT VALUE TO MEET THE
MAXIMUM FALL HEIGHT FOR THE EQUIPMENT LIST.
ASTM F1487 STANDARD CONSUMER SAFETY
PERFORMANCE SPECIFICATION FOR PLAYGROUND
EQUIPMENT FOR PUBLIC USE, SECTION 8 CURRENT
REVISIONS. THE SUBSURFACE MUST BE WELL
DRAINED. IF THE SOIL DOES NOT DRAIN NATURALLY
IT MUST BE TILED OR SLOPED 1/8" TO 1/4" PER
FOOT TO A STORM SEWER OR A FRENCH DRAIN.

ACCESSIBLE/PROTECTIVE
LOOSE FILL MATERIAL
(ENGINEERED WOOD FIBER SUGGESTED)
4,800 SF

DESIGNED BY:
AH

COPYRIGHT: 2/9/2023
LANDSCAPE STRUCTURES, INC.
601 7th STREET SOUTH - P.O. BOX 180
DELANO, MINNESOTA 55328
PH: 1-800-328-0035 FAX: 1-763-472-4081

Date Previous Drawing # In/Is/Is





Make all P.O.s, Contracts, and Checks to:
Penchura, L.L.C.
889 S. Old US 23
Brighton, MI 48114

Proposal

Date	Project #
2/8/2023	23-340

Bill To
Washtenaw ISD 1819 S. Wagner Rd P.O. Box 1406 Ann Arbor, MI 48106

Ship To
Ford

Customer Contact	Customer Phone	Customer Fax	Terms	P.O. No.	Rep
Cassandra Sheriff	734 484 7222 x 223	734 484 7122	Net 30		JRS

Item	Description	Qty	Weight	Price	Total
Landscape Stru...	Design 1172315-01	1		84,330.00	84,330.00
Freight	Freight	1		9,235.00	9,235.00
Removal	*Budget* Removal/Disposal of Existing	1		5,000.00	5,000.00
Excavate	*Budget* Excavate	4,800		2.00	9,600.00
Install	*Budget* Installation	1		42,000.00	42,000.00
APS-Border12"	12" APS Playground Border with Surfacing Guide and 1 Spike	70		75.00	5,250.00
EWf-I	Engineered Wood Fiber - Installed	237		40.00	9,480.00

Proposal good for 30 days.
 Ship Via: common carrier
 Delivery contact name and number: _____

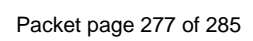
Customer signature below constitutes a purchase order.

Subtotal	\$164,895.00
Sales Tax (0.0%)	\$0.00
Total	\$164,895.00

Credit Card fee of 3% on all purchases over \$2,000.00

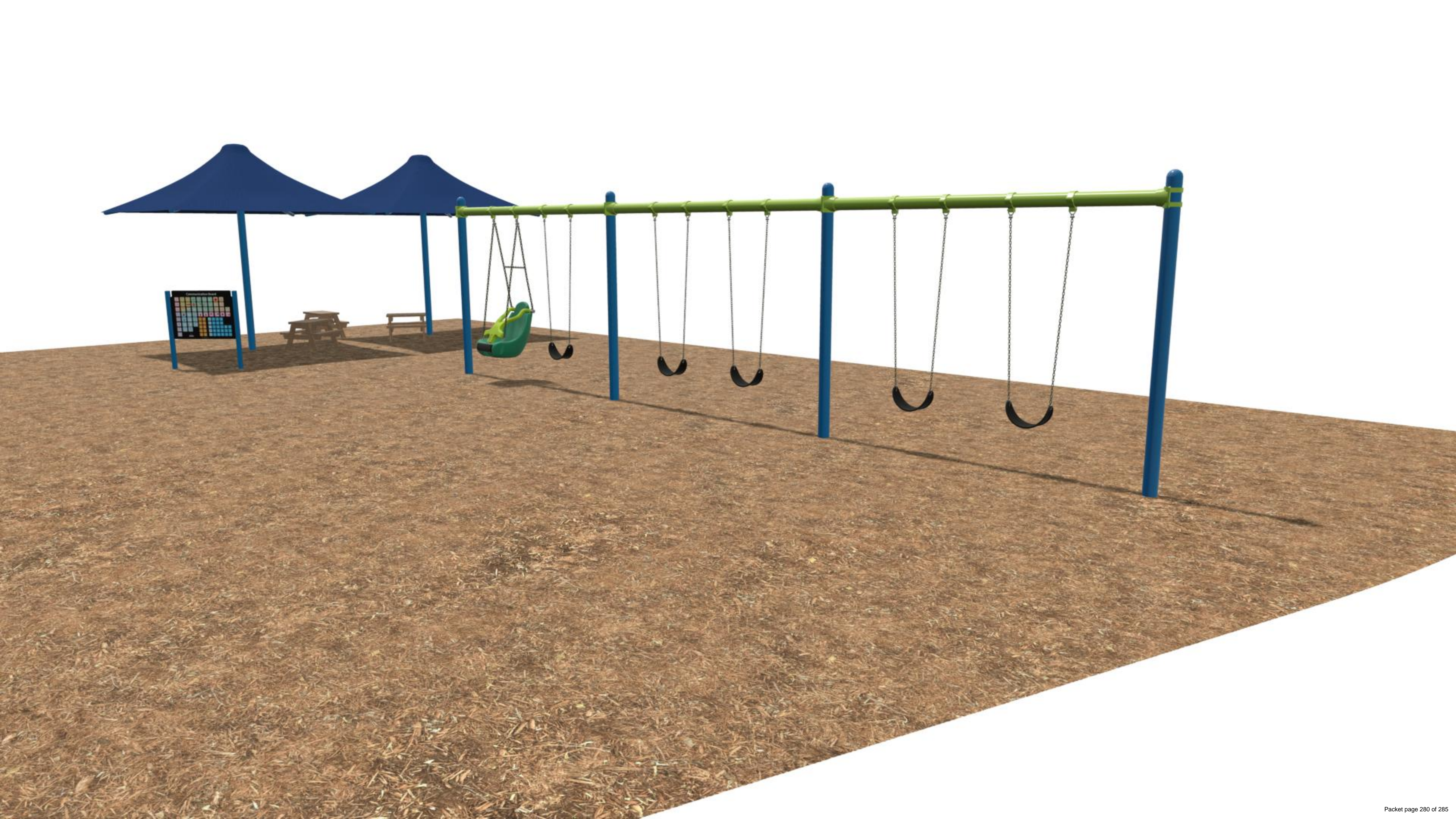
AMX fee of 5% on all purchases over \$2,000.00

889 S. Old US 23, Brighton, MI 48114
 Office: (810) 229-6245 Fax: (810) 229-6256 Toll Free: (888) 778-7529

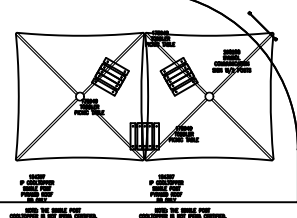
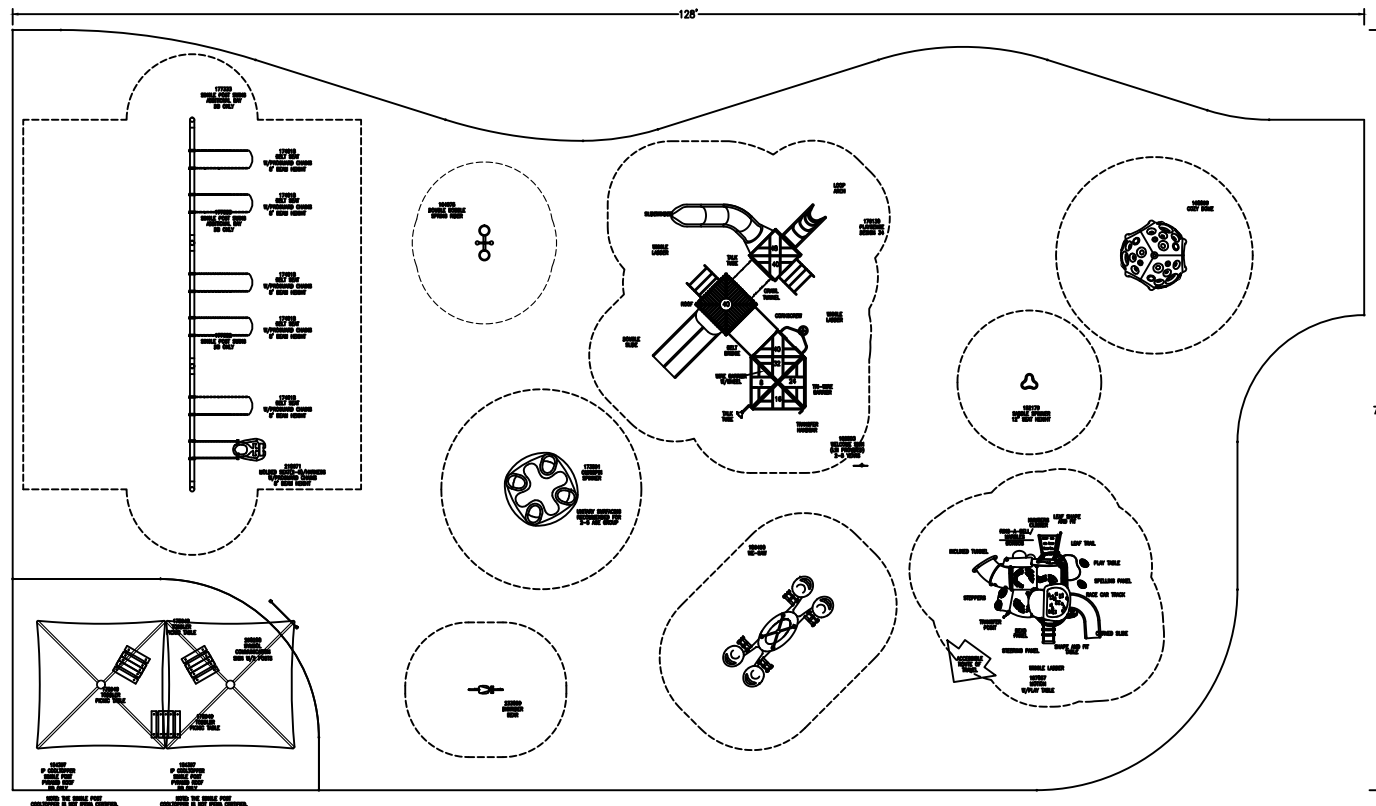






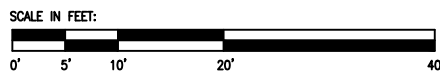






PlaySense and Smart Play®
 (5-12 years)
 Max Fall Height: 96 inches

TOTAL ELEVATED PLAY COMPONENTS	20	
TOTAL ELEVATED COMPONENTS ACCESSIBLE BY RAMP	0	REQUIRED 0
TOTAL ELEVATED COMPONENTS ACCESSIBLE BY TRANSFER	19	REQUIRED 7
TOTAL ACCESSIBLE GROUND LEVEL COMPONENTS SHOWN	10	REQUIRED 4
TOTAL DIFFERENT TYPES OF GROUND LEVEL COMPONENTS	8	REQUIRED 8



Perry Early Learning Center
 Ypsilanti, MI

Penchura, LLC
 Jennifer Smith

SYSTEM TYPE:
 PlaySense/Smart Play
 DRAWING #:
 PEN1172200-01



IT IS THE MANUFACTURER'S OPINION AND INTENT THAT THE USE AND LAYOUT OF THESE COMPONENTS CONFORM WITH THE AMERICAN SOCIETY FOR TESTING AND MATERIALS (ASTM) STANDARD ASTM F1487

THIS PLAY AREA & PLAY EQUIPMENT IS DESIGNED FOR AGES 2-5 YEARS UNLESS OTHERWISE NOTED ON PLAN.

IT IS THE MANUFACTURER'S OPINION THAT THIS PLAY AREA DOES CONFORM TO THE A.D.A. ACCESSIBILITY STANDARDS, ASSUMING AN ACCESSIBLE PROTECTIVE SURFACING IS PROVIDED, AS INDICATED, OR WITHIN THE ENTIRE USE ZONE.

THIS CONCEPTUAL PLAN WAS BASED ON INFORMATION AVAILABLE TO US, PRIOR TO CONSTRUCTION. DETAILED SITE INFORMATION INCLUDING SITE DIMENSIONS, TOPOGRAPHY, EXISTING UTILITIES, SOIL CONDITIONS, AND DRAINAGE SOLUTIONS SHOULD BE OBTAINED, EVALUATED, & UTILIZED IN THE FINAL DESIGN. PLEASE VERIFY ALL DIMENSIONS OF PLAY AREA, SIZE, ORIENTATION, AND LOCATION OF ALL EXISTING UTILITIES, EQUIPMENT, AND SITE FURNISHINGS PRIOR TO ORDERING. SLIDES SHOULD NOT FACE THE HOT AFTERNOON SUN.

CHOOSE A PROTECTIVE SURFACING MATERIAL THAT HAS A CRITICAL HEIGHT VALUE TO MEET THE MAXIMUM FALL HEIGHT FOR THE EQUIPMENT INSTALLED. ASTM F1487 STANDARD CONSUMER SAFETY PERFORMANCE SPECIFICATION FOR PLAYGROUND EQUIPMENT FOR PUBLIC USE, SECTION 8 CURRENT REVISIONS. THE SUBSURFACE MUST BE WELL DRAINAGE. IF THE SOIL DOES NOT DRAIN NATURALLY, IT MUST BE TILED OR SLOPED 1/8" TO 1/4" PER FOOT TO A STORM SEWER OR A "FRENCH DRAIN".

ACCESSIBLE/PROTECTIVE
 LOOSE FILL MATERIAL
 (ENGINEERED WOOD FIBER SUGGESTED)
 7,415 SF

DESIGNED BY:
 AH

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 LANDSCAPE STRUCTURES, INC.
 601 7th STREET SOUTH - P.O. BOX 188
 DELAND, MINNESOTA 55328
 PH: 1-800-328-0033 FAX: 1-763-472-4081

Date Previous Drawing # Initials



TO: Naomi Norman, Superintendent; Washtenaw ISD Board of Education

FROM: Edward Manuszak, Executive Director for Early Childhood

DATE: March 21, 2023

RE: COVID-19 and American Rescue Plan Grant Money

Our agency as a direct Federal Grantee of the Head Start Grant had received three phases of federal money to support our agencies fight against COVID-19. The first funding stream Coronavirus, Aid, Relief, and Economic Security (CARES) Act has expired, and this was closed over two years ago. The final two funding streams, Coronavirus Response and Relief Supplemental Act (CRRSA) and the American Rescue Plan end March 31, 2023. We have approximately \$335,949.17 left to spend down. After consulting/collaborating with our department's Early Childhood Leadership, Staff, and our sub-recipients we have come up with the chart below to spend this money.

We have requested the Washtenaw County Head Start Policy Council to approve these recommendations as we believe this will allow us to best meet the needs of our children and staff as we move on past the COVID-19 global pandemic on Thursday, March 23. We are also now requesting the WISD Board of Education approve these budgeted amounts, because we do expect the Washtenaw County Head Start Policy Council to approve these.

Subrecipient	Estimated	Notes
Ann Arbor	\$30,000.00	Outdoor classroom supplies
Lincoln	\$30,000.00	
Whitmore Lake	\$30,000.00	
Ypsilanti - Beatty	\$30,000.00	
Ypsilanti - Ford	\$30,000.00	
Ypsilanti - Perry	\$30,000.00	
Program Needs		
High Scope - PD	\$68,194.00	Priority
NHSA National Conference	\$25,000.00	Seven Members will attend
ERSEA advertising	\$8,000.00	
April 21 - ECE Professionals Day luncheon and wellness	\$4,000.00	
Family and Engagement Activity - Red Wings	\$2,200.00	
Head Start Curriculum Kits (CORE PAT kits)	\$2,500.00	
Supplies/Materials/Services		
Health	\$1,095.00	Hemoglobin Machine
ASQ Screenings and Kits for locations and home visitors	\$5,960.00	6000 screeners/5960 kits FY24
Contracted PD	\$13,000.00	
Translation Service	\$26,000.00	Translation Service Contracts
	Total	
	\$335,949.00	