

Board of Education
Lapeer County Intermediate School District

Minutes of the Regular Meeting
December 21, 2016
Education and Technology Center, Room 101
690 N. Lake Pleasant Road
Attica, MI 48412

MEMBERS PRESENT: Larry Czapiewski, President
Paul Bowman, Vice-President
Rod Dewey, Treasurer
Cheryl Howell, Trustee

MEMBERS ABSENT: Janet Watz, Secretary

ADMINISTRATORS PRESENT: Cheryl Porter
Michelle Proulx
Ann Schwieman
Steve Zott

ADMINISTRATORS ABSENT: Dr. Dale Moore

STAFF PRESENT: Jennifer English
Kelly Ross

I. Call to Order

President Czapiewski called the meeting to order at 7:00 PM with the Pledge of Allegiance.

III. Approval of Minutes

Moved by Mr. Bowman, supported by Mr. Dewey, the Board of Education approve the Minutes of the Regular Meeting of December 07, 2016 as presented.
The motion carried unanimously.

IV. Approval of Agenda

Moved by Mrs. Howell, supported by Mr. Dewey, the Board of Education approve the Agenda as presented.
The motion carried unanimously.

V. Treasurer's Report

The Treasurer's Report was read by Mr. Dewey.

The LITES budget was discussed.

VI. Public Participation

Kelly Ross presented the Board of Education with news pertaining to the ITnet class.

VII. Curriculum

Moved by Mr. Dewey, supported by Mr. Bowman, the Board of Education approve the overnight trip for students from the Marketing and Entrepreneurship class from February 2-3, 2017, in Rosemont, Illinois, for an amount not to exceed \$1,102.22.

The motion carried unanimously.

VIII. Personnel

Moved by Mr. Bowman, supported by Mr. Dewey, the Board of Education approve the posting for the position of After-Hours Supervisor.

The motion carried unanimously.

Moved by Mr. Dewey, supported by Mrs. Howell, the Board of Education approve the posting for the position of Adult Education Navigator.

The motion carried unanimously.

Moved by Mr. Dewey, supported by Mr. Bowman, the Board of Education approve the employment of Kyle Strohm to fill the position of CTE Paraprofessional at a starting wage of \$13.49/hour and in accordance with the portions of the Employment Guide pertaining to Ancillary Staff.

The motion carried unanimously.

IX. Business

Moved by Mrs. Howell, supported by Mr. Dewey, the Board of Education approve the revised 2016-17 Special Education calendar as presented.

The motion carried unanimously.

Moved by Mr. Dewey, supported by Mr. Bowman, the Board of Education approve the purchase of thirty (30) video graphic cards from B&H for a total of \$4,349.70.

The motion carried unanimously.

X. Policy

Moved by Mr. Dewey, supported by Mrs. Howell, the Board of Education approve the revisions to Policy 1240 as presented.

The motion carried unanimously.

XI. Public Participation

None

XII. Superintendent/Administrative Reports

The Superintendent presented the Board of Education with CTE, legislative and apprenticeship program updates.

Ms. Proulx provided the Board of Education with updates pertaining to Special Education.

Ms. Schwieman provided the Board of Education with personnel updates.

XIV. Adjournment

President Lawrence Czapiewski declared the meeting adjourned at 7:43 PM.

Lawrence P. Czapiewski, President

Janet Watz, Secretary

<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><th colspan="7">JULY 2016</th></tr> <tr><td>S</td><td>M</td><td>T</td><td>W</td><td>Th</td><td>F</td><td>S</td></tr> <tr><td></td><td></td><td></td><td></td><td></td><td>1</td><td>2</td></tr> <tr><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td></tr> <tr><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td></tr> <tr><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td></tr> <tr><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td></tr> </table>	JULY 2016							S	M	T	W	Th	F	S						1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	<p>1-8 11</p> <p>No School 1st Day for Students</p>	<p>2-3 16</p> <p>No School (Winter Break) PD Day (No Students or Aides)</p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><th colspan="7">JANUARY 2017</th></tr> <tr><td>S</td><td>M</td><td>T</td><td>W</td><td>Th</td><td>F</td><td>S</td></tr> <tr><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td></tr> <tr><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td></tr> <tr><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td></tr> <tr><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td></tr> <tr><td>29</td><td>30</td><td>31</td><td></td><td></td><td></td><td></td></tr> </table>	JANUARY 2017							S	M	T	W	Th	F	S	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31											
JULY 2016																																																																																																												
S	M	T	W	Th	F	S																																																																																																						
					1	2																																																																																																						
3	4	5	6	7	8	9																																																																																																						
10	11	12	13	14	15	16																																																																																																						
17	18	19	20	21	22	23																																																																																																						
24	25	26	27	28	29	30																																																																																																						
JANUARY 2017																																																																																																												
S	M	T	W	Th	F	S																																																																																																						
1	2	3	4	5	6	7																																																																																																						
8	9	10	11	12	13	14																																																																																																						
15	16	17	18	19	20	21																																																																																																						
22	23	24	25	26	27	28																																																																																																						
29	30	31																																																																																																										
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><th colspan="7">AUGUST 2016</th></tr> <tr><td>S</td><td>M</td><td>T</td><td>W</td><td>Th</td><td>F</td><td>S</td></tr> <tr><td></td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td></tr> <tr><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td></tr> <tr><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td></tr> <tr><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td></tr> <tr><td>28</td><td>29</td><td>30</td><td>31</td><td></td><td></td><td></td></tr> </table>	AUGUST 2016							S	M	T	W	Th	F	S		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31				<p>1-5 8-12 29</p> <p>No School No School Special Education Update* if needed (No School) * Training Day for Teachers, Itinerants- No Aides</p> <p>30 31</p> <p>Staff Orientation (No Students, All staff) Professional Development (PD) Day (All Staff)</p>	<p>8 17 20-24</p> <p>Supplemental Count Day PD day (No Students or Aides) No school</p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><th colspan="7">FEBRUARY 2017</th></tr> <tr><td>S</td><td>M</td><td>T</td><td>W</td><td>Th</td><td>F</td><td>S</td></tr> <tr><td></td><td></td><td></td><td>1</td><td>2</td><td>3</td><td>4</td></tr> <tr><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td></tr> <tr><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td></tr> <tr><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td></tr> <tr><td>26</td><td>27</td><td>28</td><td></td><td></td><td></td><td></td></tr> </table>	FEBRUARY 2017							S	M	T	W	Th	F	S				1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28											
AUGUST 2016																																																																																																												
S	M	T	W	Th	F	S																																																																																																						
	1	2	3	4	5	6																																																																																																						
7	8	9	10	11	12	13																																																																																																						
14	15	16	17	18	19	20																																																																																																						
21	22	23	24	25	26	27																																																																																																						
28	29	30	31																																																																																																									
FEBRUARY 2017																																																																																																												
S	M	T	W	Th	F	S																																																																																																						
			1	2	3	4																																																																																																						
5	6	7	8	9	10	11																																																																																																						
12	13	14	15	16	17	18																																																																																																						
19	20	21	22	23	24	25																																																																																																						
26	27	28																																																																																																										
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><th colspan="7">SEPTEMBER 2016</th></tr> <tr><td>S</td><td>M</td><td>T</td><td>W</td><td>Th</td><td>F</td><td>S</td></tr> <tr><td></td><td></td><td></td><td></td><td>1</td><td>2</td><td>3</td></tr> <tr><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td></tr> <tr><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td></tr> <tr><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td></tr> <tr><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td><td></td></tr> </table>	SEPTEMBER 2016							S	M	T	W	Th	F	S					1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30		<p>1-2 5</p> <p>No School Labor Day (No School)</p>	<p>3 27-31</p> <p>End of 2nd trimester – Progress Reports No School</p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><th colspan="7">MARCH 2017</th></tr> <tr><td>S</td><td>M</td><td>T</td><td>W</td><td>Th</td><td>F</td><td>S</td></tr> <tr><td></td><td></td><td></td><td>1</td><td>2</td><td>3</td><td>4</td></tr> <tr><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td></tr> <tr><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td></tr> <tr><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td></tr> <tr><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td><td>31</td><td></td></tr> </table>	MARCH 2017							S	M	T	W	Th	F	S				1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31								
SEPTEMBER 2016																																																																																																												
S	M	T	W	Th	F	S																																																																																																						
				1	2	3																																																																																																						
4	5	6	7	8	9	10																																																																																																						
11	12	13	14	15	16	17																																																																																																						
18	19	20	21	22	23	24																																																																																																						
25	26	27	28	29	30																																																																																																							
MARCH 2017																																																																																																												
S	M	T	W	Th	F	S																																																																																																						
			1	2	3	4																																																																																																						
5	6	7	8	9	10	11																																																																																																						
12	13	14	15	16	17	18																																																																																																						
19	20	21	22	23	24	25																																																																																																						
26	27	28	29	30	31																																																																																																							
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><th colspan="7">OCTOBER 2016</th></tr> <tr><td>S</td><td>M</td><td>T</td><td>W</td><td>Th</td><td>F</td><td>S</td></tr> <tr><td></td><td></td><td></td><td></td><td></td><td></td><td>1</td></tr> <tr><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td></tr> <tr><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td></tr> <tr><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td></tr> <tr><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td></tr> </table>	OCTOBER 2016							S	M	T	W	Th	F	S							1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	<p>5 10-14</p> <p>Fall Count Day No School</p>	<p>3-7 14 17</p> <p>No School (Spring Break) Good Friday (No School) Easter Monday (No School)</p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><th colspan="7">APRIL 2017</th></tr> <tr><td>S</td><td>M</td><td>T</td><td>W</td><td>Th</td><td>F</td><td>S</td></tr> <tr><td></td><td></td><td></td><td></td><td></td><td></td><td>1</td></tr> <tr><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td></tr> <tr><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td></tr> <tr><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td></tr> <tr><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td></tr> </table>	APRIL 2017							S	M	T	W	Th	F	S							1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29							
OCTOBER 2016																																																																																																												
S	M	T	W	Th	F	S																																																																																																						
						1																																																																																																						
2	3	4	5	6	7	8																																																																																																						
9	10	11	12	13	14	15																																																																																																						
16	17	18	19	20	21	22																																																																																																						
23	24	25	26	27	28	29																																																																																																						
APRIL 2017																																																																																																												
S	M	T	W	Th	F	S																																																																																																						
						1																																																																																																						
2	3	4	5	6	7	8																																																																																																						
9	10	11	12	13	14	15																																																																																																						
16	17	18	19	20	21	22																																																																																																						
23	24	25	26	27	28	29																																																																																																						
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><th colspan="7">NOVEMBER 2016</th></tr> <tr><td>S</td><td>M</td><td>T</td><td>W</td><td>Th</td><td>F</td><td>S</td></tr> <tr><td></td><td></td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td></tr> <tr><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td></tr> <tr><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td></tr> <tr><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td></tr> <tr><td>27</td><td>28</td><td>29</td><td>30</td><td></td><td></td><td></td></tr> </table>	NOVEMBER 2016							S	M	T	W	Th	F	S			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30				<p>4 11 21-28</p> <p>End of 1st trimester – Progress Reports PD Day (No Students; Aide Release at 12:00 Noon) No School (Thanksgiving Break)</p>	<p>22-26 29 30-31</p> <p>No School Memorial Day (No School) No School</p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><th colspan="7">MAY 2017</th></tr> <tr><td>S</td><td>M</td><td>T</td><td>W</td><td>Th</td><td>F</td><td>S</td></tr> <tr><td>30</td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td></tr> <tr><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td></tr> <tr><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td></tr> <tr><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td></tr> <tr><td>28</td><td>29</td><td>30</td><td>31</td><td></td><td></td><td></td></tr> </table>	MAY 2017							S	M	T	W	Th	F	S	30	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31										
NOVEMBER 2016																																																																																																												
S	M	T	W	Th	F	S																																																																																																						
		1	2	3	4	5																																																																																																						
6	7	8	9	10	11	12																																																																																																						
13	14	15	16	17	18	19																																																																																																						
20	21	22	23	24	25	26																																																																																																						
27	28	29	30																																																																																																									
MAY 2017																																																																																																												
S	M	T	W	Th	F	S																																																																																																						
30	1	2	3	4	5	6																																																																																																						
7	8	9	10	11	12	13																																																																																																						
14	15	16	17	18	19	20																																																																																																						
21	22	23	24	25	26	27																																																																																																						
28	29	30	31																																																																																																									
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><th colspan="7">DECEMBER 2016</th></tr> <tr><td>S</td><td>M</td><td>T</td><td>W</td><td>Th</td><td>F</td><td>S</td></tr> <tr><td></td><td></td><td></td><td></td><td></td><td>1</td><td>2</td></tr> <tr><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td></tr> <tr><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td></tr> <tr><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td></tr> <tr><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td></tr> <tr><td>31</td><td></td><td></td><td></td><td></td><td></td><td></td></tr> </table>	DECEMBER 2016							S	M	T	W	Th	F	S						1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31							<p>21-30</p> <p>No School (Winter Break)</p>	<p>1-2 1-2 23 26-30</p> <p>No School Hold for Make-Up Days * End of 3rd trimester – Progress No School</p> <p>* If necessary, will be used for Days that need to be made up due to inclement weather, etc.</p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><th colspan="7">JUNE 2017</th></tr> <tr><td>S</td><td>M</td><td>T</td><td>W</td><td>Th</td><td>F</td><td>S</td></tr> <tr><td></td><td></td><td></td><td></td><td>1</td><td>2</td><td>3</td></tr> <tr><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td></tr> <tr><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td></tr> <tr><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td></tr> <tr><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td><td></td></tr> </table>	JUNE 2017							S	M	T	W	Th	F	S					1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	
DECEMBER 2016																																																																																																												
S	M	T	W	Th	F	S																																																																																																						
					1	2																																																																																																						
3	4	5	6	7	8	9																																																																																																						
10	11	12	13	14	15	16																																																																																																						
17	18	19	20	21	22	23																																																																																																						
24	25	26	27	28	29	30																																																																																																						
31																																																																																																												
JUNE 2017																																																																																																												
S	M	T	W	Th	F	S																																																																																																						
				1	2	3																																																																																																						
4	5	6	7	8	9	10																																																																																																						
11	12	13	14	15	16	17																																																																																																						
18	19	20	21	22	23	24																																																																																																						
25	26	27	28	29	30																																																																																																							

COUNTS			
Month	Teachers	Aides	Students
July	15	15	15
August	12	12	10
September	19	19	19
October	15	15	15
November	16	16	15
December	14	14	14
January	20	19	19
February	15	14	14
March	18	18	18
April	13	13	13
May	15	15	15
June	15	15	15
TOTAL	187	185	182

<u>HOURS</u>	
<p>Special Education Staff (Teachers and Aides) 7:30 AM – 2:45 PM</p> <p>Special Education Students 8:00 AM – 2:20 PM</p>	

Board of Education Meetings

All meetings are held at the Education and Technology Center, 690 N. Lake Pleasant Road, Attica, Michigan, and will begin at 7:00 p.m. Meetings are held the first and third Wednesday of every month. Official minutes of said meetings are stored in the Administration building and may be inspected during business hours by calling (810) 664-5917.

JULY 2016 <table border="1"> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>Th</th><th>F</th><th>S</th></tr> <tr><td></td><td></td><td></td><td></td><td></td><td>1</td><td>2</td></tr> <tr><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td></tr> <tr><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td></tr> <tr><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td></tr> <tr><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td></tr> </table>							S	M	T	W	Th	F	S						1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	1-8 11	<div style="background-color: #800000; width: 10px; height: 10px; display: inline-block;"></div> No School <div style="background-color: #FFC0CB; width: 10px; height: 10px; display: inline-block;"></div> 1 st Day for Students	2-3 16	<div style="background-color: #800000; width: 10px; height: 10px; display: inline-block;"></div> No School (Winter Break) <div style="background-color: #90EE90; width: 10px; height: 10px; display: inline-block;"></div> PD Day (No Students or Aides)	JANUARY 2017 <table border="1"> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>Th</th><th>F</th><th>S</th></tr> <tr><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td></tr> <tr><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td></tr> <tr><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td></tr> <tr><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td></tr> <tr><td>29</td><td>30</td><td>31</td><td></td><td></td><td></td><td></td></tr> </table>							S	M	T	W	Th	F	S	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31				
S	M	T	W	Th	F	S																																																																																															
					1	2																																																																																															
3	4	5	6	7	8	9																																																																																															
10	11	12	13	14	15	16																																																																																															
17	18	19	20	21	22	23																																																																																															
24	25	26	27	28	29	30																																																																																															
S	M	T	W	Th	F	S																																																																																															
1	2	3	4	5	6	7																																																																																															
8	9	10	11	12	13	14																																																																																															
15	16	17	18	19	20	21																																																																																															
22	23	24	25	26	27	28																																																																																															
29	30	31																																																																																																			

AUGUST 2016 <table border="1"> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>Th</th><th>F</th><th>S</th></tr> <tr><td></td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td></tr> <tr><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td></tr> <tr><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td></tr> <tr><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td></tr> <tr><td>28</td><td>29</td><td>30</td><td>31</td><td></td><td></td><td></td></tr> </table>							S	M	T	W	Th	F	S		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31				1-5 8-12 29 30 31	<div style="background-color: #800000; width: 10px; height: 10px; display: inline-block;"></div> No School <div style="background-color: #800000; width: 10px; height: 10px; display: inline-block;"></div> No School <div style="background-color: #FFFF00; width: 10px; height: 10px; display: inline-block;"></div> Special Education Update* if needed (No School) * Training Day for Teachers, Itinerants- No Aides <div style="background-color: #800080; width: 10px; height: 10px; display: inline-block;"></div> Staff Orientation (No Students, All staff) <div style="background-color: #90EE90; width: 10px; height: 10px; display: inline-block;"></div> Professional Development (PD) Day (All Staff)	3 8 17 20-24	<div style="background-color: #800000; width: 10px; height: 10px; display: inline-block;"></div> No School <div style="background-color: #D8BFD8; width: 10px; height: 10px; display: inline-block;"></div> Supplemental Count Day <div style="background-color: #90EE90; width: 10px; height: 10px; display: inline-block;"></div> PD day (No Students or Aides) <div style="background-color: #800000; width: 10px; height: 10px; display: inline-block;"></div> No school	FEBRUARY 2017 <table border="1"> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>Th</th><th>F</th><th>S</th></tr> <tr><td></td><td></td><td></td><td>1</td><td>2</td><td>3</td><td>4</td></tr> <tr><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td></tr> <tr><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td></tr> <tr><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td></tr> <tr><td>26</td><td>27</td><td>28</td><td></td><td></td><td></td><td></td></tr> </table>							S	M	T	W	Th	F	S				1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28				
S	M	T	W	Th	F	S																																																																																															
	1	2	3	4	5	6																																																																																															
7	8	9	10	11	12	13																																																																																															
14	15	16	17	18	19	20																																																																																															
21	22	23	24	25	26	27																																																																																															
28	29	30	31																																																																																																		
S	M	T	W	Th	F	S																																																																																															
			1	2	3	4																																																																																															
5	6	7	8	9	10	11																																																																																															
12	13	14	15	16	17	18																																																																																															
19	20	21	22	23	24	25																																																																																															
26	27	28																																																																																																			

SEPTEMBER 2016 <table border="1"> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>Th</th><th>F</th><th>S</th></tr> <tr><td></td><td></td><td></td><td></td><td>1</td><td>2</td><td>3</td></tr> <tr><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td></tr> <tr><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td></tr> <tr><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td></tr> <tr><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td><td></td></tr> </table>							S	M	T	W	Th	F	S					1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30		1-2 5	<div style="background-color: #800000; width: 10px; height: 10px; display: inline-block;"></div> No School <div style="background-color: #800000; width: 10px; height: 10px; display: inline-block;"></div> Labor Day (No School)	3 27-31	<div style="background-color: #D8BFD8; width: 10px; height: 10px; display: inline-block;"></div> End of 2 nd trimester – Progress Reports <div style="background-color: #800000; width: 10px; height: 10px; display: inline-block;"></div> No School	MARCH 2017 <table border="1"> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>Th</th><th>F</th><th>S</th></tr> <tr><td></td><td></td><td></td><td>1</td><td>2</td><td>3</td><td>4</td></tr> <tr><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td></tr> <tr><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td></tr> <tr><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td></tr> <tr><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td><td>31</td><td></td></tr> </table>							S	M	T	W	Th	F	S				1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	
S	M	T	W	Th	F	S																																																																																															
				1	2	3																																																																																															
4	5	6	7	8	9	10																																																																																															
11	12	13	14	15	16	17																																																																																															
18	19	20	21	22	23	24																																																																																															
25	26	27	28	29	30																																																																																																
S	M	T	W	Th	F	S																																																																																															
			1	2	3	4																																																																																															
5	6	7	8	9	10	11																																																																																															
12	13	14	15	16	17	18																																																																																															
19	20	21	22	23	24	25																																																																																															
26	27	28	29	30	31																																																																																																

OCTOBER 2016 <table border="1"> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>Th</th><th>F</th><th>S</th></tr> <tr><td></td><td></td><td></td><td></td><td></td><td></td><td>1</td></tr> <tr><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td></tr> <tr><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td></tr> <tr><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td></tr> <tr><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td></tr> <tr><td>30</td><td>31</td><td></td><td></td><td></td><td></td><td></td></tr> </table>							S	M	T	W	Th	F	S							1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31						5 10-14	<div style="background-color: #D8BFD8; width: 10px; height: 10px; display: inline-block;"></div> Fall Count Day <div style="background-color: #800000; width: 10px; height: 10px; display: inline-block;"></div> No School	3-7 14 17	<div style="background-color: #800000; width: 10px; height: 10px; display: inline-block;"></div> No School (Spring Break) <div style="background-color: #800000; width: 10px; height: 10px; display: inline-block;"></div> Good Friday (No School) <div style="background-color: #800000; width: 10px; height: 10px; display: inline-block;"></div> Easter Monday (No School)	APRIL 2017 <table border="1"> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>Th</th><th>F</th><th>S</th></tr> <tr><td></td><td></td><td></td><td></td><td></td><td></td><td>1</td></tr> <tr><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td></tr> <tr><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td></tr> <tr><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td></tr> <tr><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td></tr> </table>							S	M	T	W	Th	F	S							1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29
S	M	T	W	Th	F	S																																																																																																						
						1																																																																																																						
2	3	4	5	6	7	8																																																																																																						
9	10	11	12	13	14	15																																																																																																						
16	17	18	19	20	21	22																																																																																																						
23	24	25	26	27	28	29																																																																																																						
30	31																																																																																																											
S	M	T	W	Th	F	S																																																																																																						
						1																																																																																																						
2	3	4	5	6	7	8																																																																																																						
9	10	11	12	13	14	15																																																																																																						
16	17	18	19	20	21	22																																																																																																						
23	24	25	26	27	28	29																																																																																																						

NOVEMBER 2016 <table border="1"> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>Th</th><th>F</th><th>S</th></tr> <tr><td></td><td></td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td></tr> <tr><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td></tr> <tr><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td></tr> <tr><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td></tr> <tr><td>27</td><td>28</td><td>29</td><td>30</td><td></td><td></td><td></td></tr> </table>							S	M	T	W	Th	F	S			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30				4 11 21-28	<div style="background-color: #D8BFD8; width: 10px; height: 10px; display: inline-block;"></div> End of 1 st trimester – Progress Reports <div style="background-color: #90EE90; width: 10px; height: 10px; display: inline-block;"></div> PD Day (No Students; Aide Release at 12:00 Noon) <div style="background-color: #800000; width: 10px; height: 10px; display: inline-block;"></div> No School (Thanksgiving Break)	22-26 29 30-31	<div style="background-color: #800000; width: 10px; height: 10px; display: inline-block;"></div> No School <div style="background-color: #800000; width: 10px; height: 10px; display: inline-block;"></div> Memorial Day (No School) <div style="background-color: #800000; width: 10px; height: 10px; display: inline-block;"></div> No School	MAY 2017 <table border="1"> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>Th</th><th>F</th><th>S</th></tr> <tr><td>30</td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td></tr> <tr><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td></tr> <tr><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td></tr> <tr><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td></tr> <tr><td>28</td><td>29</td><td>30</td><td>31</td><td></td><td></td><td></td></tr> </table>							S	M	T	W	Th	F	S	30	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31			
S	M	T	W	Th	F	S																																																																																															
		1	2	3	4	5																																																																																															
6	7	8	9	10	11	12																																																																																															
13	14	15	16	17	18	19																																																																																															
20	21	22	23	24	25	26																																																																																															
27	28	29	30																																																																																																		
S	M	T	W	Th	F	S																																																																																															
30	1	2	3	4	5	6																																																																																															
7	8	9	10	11	12	13																																																																																															
14	15	16	17	18	19	20																																																																																															
21	22	23	24	25	26	27																																																																																															
28	29	30	31																																																																																																		

DECEMBER 2016 <table border="1"> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>Th</th><th>F</th><th>S</th></tr> <tr><td></td><td></td><td></td><td></td><td>1</td><td>2</td><td>3</td></tr> <tr><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td></tr> <tr><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td></tr> <tr><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td></tr> <tr><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td><td>31</td></tr> </table>							S	M	T	W	Th	F	S					1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	21-30	<div style="background-color: #800000; width: 10px; height: 10px; display: inline-block;"></div> No School (Winter Break)	1-2 23 26-30	<div style="background-color: #800000; width: 10px; height: 10px; display: inline-block;"></div> No School (Hold for Make-Up Days *) <div style="background-color: #D8BFD8; width: 10px; height: 10px; display: inline-block;"></div> End of 3 rd trimester – Progress <div style="background-color: #800000; width: 10px; height: 10px; display: inline-block;"></div> No School <small>* If necessary, will be used for days that need to be made up due to inclement weather , etc.</small>	JUNE 2017 <table border="1"> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>Th</th><th>F</th><th>S</th></tr> <tr><td></td><td></td><td></td><td></td><td>1</td><td>2</td><td>3</td></tr> <tr><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td></tr> <tr><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td></tr> <tr><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td></tr> <tr><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td><td></td></tr> </table>							S	M	T	W	Th	F	S					1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	
S	M	T	W	Th	F	S																																																																																															
				1	2	3																																																																																															
4	5	6	7	8	9	10																																																																																															
11	12	13	14	15	16	17																																																																																															
18	19	20	21	22	23	24																																																																																															
25	26	27	28	29	30	31																																																																																															
S	M	T	W	Th	F	S																																																																																															
				1	2	3																																																																																															
4	5	6	7	8	9	10																																																																																															
11	12	13	14	15	16	17																																																																																															
18	19	20	21	22	23	24																																																																																															
25	26	27	28	29	30																																																																																																

COUNTS			
Month	Teachers	Aides	Students
July	15	15	15
August	12	12	10
September	19	19	19
October	16	16	16
November	16	16	15
December	14	14	14
January	20	19	19
February	14	13	13
March	18	18	18
April	13	13	13
May	15	15	15
June	15	15	15
TOTAL	187	185	182

HOURS	
Special Education Staff (Teachers and Aides)	7:30 AM – 2:45 PM
Special Education Students	8:00 AM – 2:20 PM

Board of Education Meetings

All meetings are held at the Education and Technology Center, 690 N. Lake Pleasant Road, Attica, Michigan, and will begin at 7:00 p.m. Meetings are held the first and third Wednesday of every month. Official minutes of said meetings are stored in the Administration building and may be inspected during business hours by calling (810) 664-5917.

EVALUATION OF THE SUPERINTENDENT

The Board of Education believes it is essential that it evaluate the Superintendent's performance periodically in order to assist both the Board and the Superintendent in the proper discharge of their responsibilities and to enable the Board to provide the District with the best possible leadership. **To carry out this responsibility, the Board will evaluate the Superintendent utilizing a rigorous, transparent, and fair performance evaluation system that does all of the following:**

- A. Evaluates the Superintendent's job performance at least annually, while providing timely and constructive feedback; however, if the Superintendent is rated as highly effective on three (3) consecutive annual evaluations, the Board may exercise its right under the law (MCL 380.1249b(1)(J)) to conduct an evaluation biennially instead of annually. In this event, if the Superintendent is not rated as highly effective on one (1) of these biennial evaluations, he/she shall again be evaluated annually.**

~~**A Superintendent rated highly effective on three (3) consecutive evaluations may be evaluated every other year, at the Board's discretion.**~~

- B. Establishes clear approaches to measuring student growth and provides the Superintendent with relevant data on student growth.**
- C. Evaluates the Superintendent's job performance as highly effective, effective, minimally effective or ineffective, using multiple rating categories that take into account student growth and assessment data for the entire District. For the 2015 - 2016, 2016 - 2017 and 2017 - 2018 school years twenty-five (25) percent of the **annual** evaluation shall be based on student growth and assessment data. Beginning with the 2018 - 2019 school year, forty (40) percent of the **annual** evaluation shall be based on student growth and assessment data.**
- D. Uses the evaluations, at a minimum, to inform decisions regarding all of the following:**
- 1. The effectiveness of the Superintendent, so that s/he is given ample opportunities for improvement.**

2. **Retention and development of the Superintendent, including providing relevant coaching, instruction support, or professional development.**
3. **Removing an ineffective Superintendent after s/he has had ample opportunities to improve, and providing that these decisions are made using rigorous standards and streamlined, transparent, and fair procedures.**

The portion of the annual evaluation that is not based on student growth and assessment data shall be based on at least the following for the entire District:

- A. **The Superintendent's training and proficiency in conducting teacher performance evaluations if s/he does so or his/her designee's proficiency and training if the Superintendent designates such duties.**
- B. **The progress made by the school or District in meeting the goals established in the school/District improvement plan.**
- C. **Student attendance.**
- D. **Student, parent and teacher feedback and other information considered pertinent by the Board.**

Beginning with the 2016-2017 school year:

- A. **The District shall provide training to the Superintendent on the measures used by the District in its performance evaluation system and on how each of the measures is used. This training may be provided by a district or by a consortium consisting of two (2) or more districts, the intermediate school district or a public school academy.**
- B. **The District shall ensure that training is provided to all evaluators and observers. The training shall be provided by an individual who has expertise in the evaluation tool or tools used by the District, which may include either a consultant on that evaluation tool or framework or an individual who has been trained to train others in the use of the evaluation tool or tools. The District may provide the training in the use of the evaluation tool or tools if the trainer has expertise in the evaluation tool or tools.**

**BOARD OF EDUCATION
LAPEER COUNTY INTERMEDIATE SCHOOL DISTRICT**

ADMINISTRATION
1240/page 3 of 4

~~The Board shall annually,~~ **When the Board evaluates the Superintendent's job performance, either annually or biennially, it must do so** no later than March 1st, ~~evaluate the performance of the Superintendent.~~ Such evaluation shall include an assessment of:

- A. the progress of the District toward the goals and objectives established by the Board;
- B. the working relationship between the Board and the Superintendent;
- C. the Board's own effectiveness in providing direction to the Superintendent.

Such assessments will be based on defined quality expectations developed by the Board for each criteria being assessed.

The evaluation system shall ensure that if the Superintendent is rated as minimally effective or ineffective, the person(s) conducting the evaluation shall develop and require the Superintendent to implement an improvement plan to correct the deficiencies. The improvement plan shall recommend professional development opportunities and other measures designed to improve the rating of the Superintendent on his/her next **annual evaluation. A Superintendent rated as "ineffective" on three (3) consecutive evaluations must be dismissed from employment with the District.**

The evaluation program shall aim at the early identification of specific areas in which the Superintendent needs help so that appropriate assistance may be provided or arranged for. The Board shall not release the Superintendent from the responsibility to improve. If the Superintendent, after receiving a reasonable degree of assistance, fails to perform his/her assigned responsibilities in a satisfactory manner, dismissal, or non-renewal procedures may be invoked. In such an instance, all relevant evaluation documents may be used in the proceedings.

~~The Board and the Superintendent, jointly, shall, at the outset of each evaluation, determine the method by which the evaluation shall be conducted. Such method may include:~~

- ~~= A. the Superintendent's own self analysis;~~
- ~~= B. the active participation of each Board member;~~
- ~~= C. the compilation of assessments on a prepared standard form by individual Board members, which shall then be reviewed jointly by the Board and Superintendent;~~
- ~~= D. evaluation interviews between the Board and Superintendent during which no other business is discussed;~~

**BOARD OF EDUCATION
LAPEER COUNTY INTERMEDIATE SCHOOL DISTRICT**

ADMINISTRATION
1240/page 4 of 4

~~E. the Superintendent's assessment of Board efficiency and effectiveness.~~

As an outcome of the evaluation of the Superintendent's performance, the Board should be prepared to judge the advisability of retention of the Superintendent and:

- A. to ~~be helped~~ **help** in the determination of the Superintendent's salary;
- B. to identify strengths and weaknesses District operations and determine means by which weaknesses can be reduced while strengths are maintained;
- C. to establish specific objectives, the achievement of which will advance the District toward its goals;
- D. be better able to improve its own performance as the public body ultimately charged with the educational responsibility of ~~this~~ **the** District.

Revised TBD

© NEOLA 2015