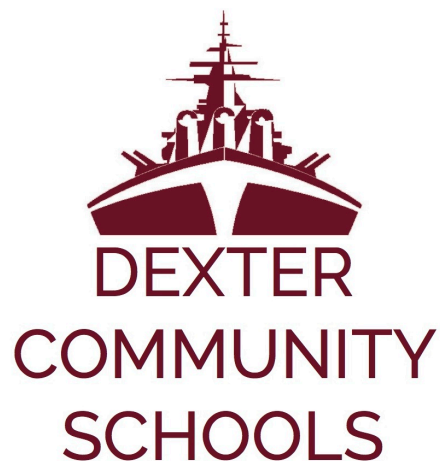


# **BOARD MEETING PACKET NOVEMBER 16, 2020**

**Virtual Meeting – 7:00pm**

**WEBINAR ID 821 4488 0620\***



*Our Vision:  
Champion Learning –  
Develop, Educate, and Inspire!*

\*Link to join meeting will posted at [dexterschools.org/district/calendar](https://dexterschools.org/district/calendar) by 4pm on 11/16

*This meeting is a meeting of the Board of Education in public for the purpose of conducting the School District's business and is not to be considered a public community meeting. There is time for public participation during the meeting as indicated in the agenda below (Bylaw 0166).*

## BOARD MEETING AGENDA

### A. CALL TO ORDER

1. Roll Call

### B. MINUTES (10/26/2020)

### C. APPROVAL OF AGENDA

### D. SCHOOL PRESENTATION

1. 20219-20 Audit

### E. ADMINISTRATION & BOARD UPDATES

1. Superintendent Update
  - a. [NWEA Scores](#)
  - b. [Dashboard Data Report](#)
  - c. Attendance Data
2. Board President Update
3. Student Representatives Update

### F. PUBLIC PARTICIPATION (up to ~30 minutes/max 5 per person)

### G. CONSENT ITEMS

1. Budget Reports

### H. ACTION ITEMS

1. Accept Audit Report
2. [Reaffirm Instructional Delivery Model](#)
3. NEOLA Resolution to Grant Emergency Powers to Superintendent
4. Policies – First Reading
5. MASB Training

### I. DISCUSSION ITEMS – none planned

### J. PUBLIC PARTICIPATION (up to ~15 minutes/max 3 per person) See above.

### K. COMMITTEE UPDATES

1. Policy Committee

### L. BOARD COMMENTS

### M. INFORMATION ITEMS

1. Nice Job Notes - October
2. Draft Policy Minutes 11/4/2020

#### **CALENDAR**

- \*Monday, November 30 – 6:00pm  
Board Workshop - Virtual
- \*Wednesday, December 2 – 1:00pm  
Policy Committee - Bates
- \*Monday, December 7 – 7:00pm  
Board Meeting - Virtual

#### **PUBLIC PARTICIPATION**

*Per Temporary Policy 0167.3: Those interested in making a public comment will be asked to raise their hands so the time may be divided equally. Each speaker will be asked to announce his/her name and address and indicate if he/she represents any organization or agency. No person may speak more than once on the same subject during a single meeting.*

### N. CLOSED SESSION – none planned

### O. ADJOURNMENT

**BOARD NOTES**  
**NOVEMBER 16, 2020 – VIRTUAL MEETING**

**A. CALL TO ORDER**

1. Roll Call.

This meeting is being conducted virtually due to health department restrictions on in-person gatherings. During the roll call, each board member should indicate the city/township and state where you are physically located during this meeting.

**B. MEETING MINUTES**

- \* An appropriate motion might be, "I, \_\_\_\_\_, move that the Board of Education approve the meeting minutes from 10/26/2020 as presented/amended."

**C. APPROVAL OF AGENDA**

1. Approval of Agenda. Board policy provides that the Superintendent of Schools shall prepare an agenda for all Board meetings as directed by the President of the Board of Education.

- \* An appropriate motion might be, "I, \_\_\_\_\_, move that the Board of Education approve the agenda as presented/amended."

**D. SCHOOL PRESENTATIONS**

1. 2019-2020 Audit Presentation. Kim Lindsay of Rehmann Robson will present the results of the 2019-2020 financial audit. Materials will be shared with board members as soon as they are available.

**E. ADMINISTRATION & BOARD UPDATES**

1. Superintendent Update.

- a. [NWEA Scores](#)
- b. [Dashboard Data Report](#)
- c. Attendance Data

2. Board President Update.

3. Student Representatives Update.

**F. PUBLIC PARTICIPATION (up to ~ 30 minutes/max 5 per person)**

Each speaker is allotted a maximum of 5 minutes for a total of approximately 30 minutes unless otherwise notified. At this point in the meeting, those interested in making a public comment will be asked to raise their hands in the Zoom "Participants" window so the time may be divided equally. Each speaker will be asked to announce his/her name and address and indicate if he/she represents any organization or agency. No person may speak more than once on the same subject during a single meeting.

**G. CONSENT ITEMS**

1. Budget Reports. Your packet contains financial information for September and October.

- \* An appropriate motion might be, "I, \_\_\_\_\_, move that the Board of Education receive the September 2020 and October 2020 budget reports."

**BOARD NOTES**  
**NOVEMBER 16, 2020 – VIRTUAL MEETING**

**H. ACTION ITEMS**

1. Accept Audit Report. Earlier in the meeting, the Board will have had the opportunity to review and ask questions about the 2019-2020 audit report. This document will be provided to board members as soon as it is ready.  
  
\* An appropriate motion might be, "I, \_\_\_\_\_, move that the Board of Education receive the 2019-2020 audit report."
2. Reconfirm Instructional Delivery Model. The State Aid Act requires each district to, at least monthly, reconfirm the method of instructional delivery and requires the district to report the student engagement data per month. Your packet includes the second Extended COVID-19 Learning Plan Reconfirmation report for review and action this evening.  
  
\* An appropriate motion might be, "I, \_\_\_\_\_, move that the Board of Education reconfirm the attached ECOL Instructional Delivery report as presented/amended."
3. NEOLA Resolution to Grant Emergency Powers to Superintendent. Your packet includes a NEOLA-recommended resolution to grant emergency powers to the Superintendent for the 2020-2021 school year related to the extraordinary circumstances created by COVID-19 pandemic. The policy committee reviewed the draft resolution at its November 4 meeting and made minor edits.  
  
\* An appropriate motion might be, "I, \_\_\_\_\_, move that the Board of Education adopt the attached emergency powers resolution as presented/ amended regarding changes to Michigan's Open Meeting Act."
4. Policies - First Reading. At its November 4, the policy committee reviewed six policies for updates: 2266 (Title IX sexual harassment), 4362.01 (threatening behavior toward staff members), 5517.02 (sexual violence - RESCIND - replaced by 2266); 5610 (emergency removal, suspension & expulsion), 5611 (due process rights), and 7440 (facility security). These policies are presented for action this evening.  
  
\* An appropriate motion might be, "I, \_\_\_\_\_, move that the Board of Education approve the attached policies 2266, 4362.01, 5517.02, 5610, 5611 and 7440 for first reading as presented/amended."

(continued)

**BOARD NOTES**  
**NOVEMBER 16, 2020 – VIRTUAL MEETING**

5. MASB Training. Elise Bruderly has requested funding to attend several MASB virtual trainings.

\* An appropriate motion might be, "I, \_\_\_\_\_, move that the Board of Education approve registration fees for any board members who will be serving in January 2021 to attend up to six MASB virtual trainings between now and January 31, 2021, as well as for student representatives to take CBA 101."

**I. DISCUSSION ITEMS – none planned**

**J. COMMITTEE UPDATES**

1. Policy Committee

**K. PUBLIC PARTICIPATION (up to ~ 15 minutes/max 3 per person)**

Each speaker is allotted a maximum of 3 minutes for a total of approximately 15 minutes unless otherwise notified. At this point in the meeting, those interested in making a public comment will be asked to raise their hands virtually so the time may be divided equally. Each speaker will be asked to announce his/her name and address and indicate if he/she represents any organization or agency. No person may speak more than once on the same subject during a single meeting.

**L. BOARD COMMENTS**

**M. INFORMATION ITEMS**

1. Nice Job Notes - October  
2. Draft Policy Minutes 11/4/2020

**N. CLOSED SESSION – none planned**

**O. ADJOURNMENT**

DEXTER COMMUNITY SCHOOLS BOARD OF EDUCATION

MEETING MINUTES – OCTOBER 26, 2020 6:00pm

via Zoom due to COVID-19, Webinar ID 856 7990 7253

A. CALL TO ORDER

1. Roll Call

**Members Present:** Elise Bruderly (Dexter), Jason Gold (Dexter), Mara Greatorex (Dexter Township), Daryl Kipke (Ann Arbor), Dick Lundy (Lima Township), Barbara Read (Dexter), Julie Schumaker (Webster Township)

**Members Absent:** none

**Student Representative:** Aidan Naughton, Annalisa Shehab

**Administrative & Supervisory Staff:** Sharon Raschke, Barb Santo, and Mollie Sharrar, (all via Zoom); Christopher Timmis, Hope Vestergaard

**DEA Representative:** Jessica Baese

**DESPA Representative:** none

**Guests:** Anne Nakon, Brian Arnold, Cody Thompson, Deneen Smith, Holly Baker, Holly Gullekson, Jackie Gariepy, Jennifer Fillion, Jennifer Murray, Jodi Helmholtz, Laurie Farmer, Lisa Adams, Melanie Szawara, Pat Wilkins, Paul B., Samantha Kempf, Sarah Hunt, Susan Kinsky, Theresa, Terry Williams, Tanya Tassin, Laura Wetzels, Sandy Sedlar, and five people by phone.

B. MEETING MINUTES

Mara Greatorex made a motion to approve the meeting minutes from 10/12/2020 as presented. Elise Bruderly seconded the motion. **Roll Call Vote. Motion Carried (unanimous).**

C. APPROVAL OF AGENDA

Elise Bruderly made a motion to approve the agenda as presented. Daryl Kipke seconded the motion. **Roll Call Vote. Motion Carried (unanimous).**

D. SCHOOL PRESENTATIONS – none

E. ADMINISTRATION & BOARD UPDATES

1. Superintendent Update. Dr. Timmis updated the Board on several items:

- The State requires boards of education to reconfirm the method of instructional delivery monthly; Dr. Timmis shared with the Board the Extended COVID-19 Learning Plan draft report in advance of the discussion and required action later in the meeting;
- Dr. Timmis shared attendance and student engagement data that is an important element of the plan reconfirmation;
- Dr. Timmis walked the Board through the COVID-19 exposure/case data from the last several weeks.

2. Board President Update. None.

3. Student Representative Update. Anna Shehab noted that athletics playoffs are beginning; DHS students are completing a mental health screening; and seniors who want to apply to colleges for early decision are hurrying to complete the applications. Aidan Naughton shared that juniors took the PSAT.

**DEXTER COMMUNITY SCHOOLS BOARD OF EDUCATION**  
**MEETING MINUTES – OCTOBER 26, 2020 6:00pm**  
**via Zoom due to COVID-19, Webinar ID 856 7990 7253**

**F. PUBLIC PARTICIPATION – none**

**G. CONSENT ITEMS – none**

**H. ACTION ITEMS**

1. Reaffirm Instructional Delivery Model. After considerable discussion, Dick Lundy made a motion that the Board of Education reconfirm the Extended COVID-19 Learning Plan Instructional Delivery Report as presented, with the understanding that 7th and 8th grades may return to buildings sooner than DHS students. Daryl Kipke seconded the motion. **Roll Call Vote. Motion Carried (unanimous).**
2. NEOLA Resolution Regarding Virtual Meetings. Elise Bruderly made a motion that the Board of Education adopt the attached resolution regarding changes to Michigan's Open Meeting Act. Barbara Read seconded the motion. **Roll Call Vote. Motion Carried (unanimous).**
3. Cancel November 2, 2020 Meeting. Dick Lundy made a motion that the Board of Education cancel the meeting scheduled for November 2, 2020. Daryl Kipke seconded the motion. **Roll Call Vote. Motion Carried (unanimous).**

**I. DISCUSSION ITEMS**

1. Data Discussion. The COVID-19 & student instruction data were discussed extensively during the action agenda. Dr. Timmis noted that he included the discussion item to ensure ample discussion; the consensus was that further discussion was not needed at this point.

**J. COMMITTEE UPDATES – none**

**K. PUBLIC PARTICIPATION**

1. Susan Kinsky commented about standardized testing.
2. Lisa Adams commented about the Board discussion on older students returning to buildings.
3. Deb Wilberding commented about the Board discussion and about the mental health screenings.

**L. BOARD COMMENTS**

1. Elise Bruderly noted that people need to be reminded that this is hard for everyone and showing up is important.
2. Barbara Read thanked Mr. Gold and Mrs. Bruderly for serving on the school board as appointees.
3. Mara Greateorex noted that the boys cross country team placed second in pre-regionals and will continue postseason competition; she also appreciated the recent drama club production.

At approximately 8:56pm, President Julie Schumaker adjourned the meeting.

**DEXTER COMMUNITY SCHOOLS BOARD OF EDUCATION  
MEETING MINUTES – OCTOBER 26, 2020 6:00pm  
via Zoom due to COVID-19, Webinar ID 856 7990 7253**

MINUTES/hlv

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Daryl Kipke  
Secretary  
Board of Education





# Board Monthly Financial Report

Fiscal Year to Date 09/30/20

Sub Function Code	Adopted Budget	Current Month Actual	Actual FYTD	Encumbrances	Budget - Actual	% Rec'd/Spent	Prior Year FYTD
<b>Fund(COA) 11 - General Fund</b>							
Account Type <b>Revenue</b>							
Function Code <b>R100 - Local Sources - 100</b>							
	5,949,986.00	7,891.57	13,794.92	.00	5,936,191.08	0	162,568.71
Function Code <b>R100 - Local Sources - 100 Totals</b>	\$5,949,986.00	\$7,891.57	\$13,794.92	\$0.00	\$5,936,191.08	0 %	\$162,568.71
Function Code <b>R200 - Non-Education Sources - 200</b>							
	.00	.00	.00	.00	.00	+++	.00
Function Code <b>R200 - Non-Education Sources - 200 Totals</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
Function Code <b>R300 - State Sources - 300</b>							
	29,598,259.00	.00	30,939.94	.00	29,567,319.06	0	21,616.22
Function Code <b>R300 - State Sources - 300 Totals</b>	\$29,598,259.00	\$0.00	\$30,939.94	\$0.00	\$29,567,319.06	0 %	\$21,616.22
Function Code <b>R400 - Federal Sources - 400</b>							
	2,069,690.00	.00	1,314,308.17	.00	755,381.83	64	.00
Function Code <b>R400 - Federal Sources - 400 Totals</b>	\$2,069,690.00	\$0.00	\$1,314,308.17	\$0.00	\$755,381.83	64 %	\$0.00
Function Code <b>R500 - ISD / Other Sources - 500</b>							
	4,637,664.00	4,062.00	11,539.00	.00	4,626,125.00	0	1,297.38
Function Code <b>R500 - ISD / Other Sources - 500 Totals</b>	\$4,637,664.00	\$4,062.00	\$11,539.00	\$0.00	\$4,626,125.00	0 %	\$1,297.38
Function Code <b>R600 - In from other Funds - 600</b>							
	322,614.00	.00	.00	.00	322,614.00	0	.00
Function Code <b>R600 - In from other Funds - 600 Totals</b>	\$322,614.00	\$0.00	\$0.00	\$0.00	\$322,614.00	0 %	\$0.00
Account Type <b>Revenue Totals</b>	\$42,578,213.00	\$11,953.57	\$1,370,582.03	\$0.00	\$41,207,630.97	3 %	\$185,482.31
Account Type <b>Expense</b>							
Function Code <b>&lt;N/A&gt; - &lt;No Function defined&gt;</b>							
	.00	4,264.45	4,264.45	.00	(4,264.45)	+++	.00
Function Code <b>&lt;N/A&gt; - &lt;No Function defined&gt; Totals</b>	\$0.00	\$4,264.45	\$4,264.45	\$0.00	(\$4,264.45)	+++	\$0.00
Function Code <b>R200 - Non-Education Sources - 200</b>							
	.00	.00	.00	.00	.00	+++	.00
Function Code <b>R200 - Non-Education Sources - 200 Totals</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
Function Code <b>100 - Instruction</b>							
Sub Function Code 110 - Basic Functions - 110	21,659,006.00	1,362,609.93	1,428,052.08	10,331.71	20,220,622.21	7	1,456,347.82
Sub Function Code 120 - Added Needs - 120	5,254,089.00	248,569.65	269,176.10	.00	4,984,912.90	5	294,601.08
Sub Function Code 130 - Adult/Continuing Education - 130	.00	.00	.00	.00	.00	+++	.00
Function Code <b>100 - Instruction Totals</b>	\$26,913,095.00	\$1,611,179.58	\$1,697,228.18	\$10,331.71	\$25,205,535.11	6 %	\$1,750,948.90
Function Code <b>200 - Supporting Services</b>							
Sub Function Code 210 - Support Services-Pupil - 210	4,316,406.00	287,381.26	303,833.64	178,265.00	3,834,307.36	7	295,971.44
Sub Function Code 220 - Support Services-Instructional - 220	2,540,862.00	192,679.14	479,729.37	167,288.44	1,893,844.19	19	505,115.08
Sub Function Code 230 - Support Services-Administration - 230	609,463.00	43,819.01	149,686.82	.00	459,776.18	25	158,157.11
Sub Function Code 240 - Support Services-School Admin - 240	2,564,325.00	193,912.25	437,816.25	.00	2,126,508.75	17	438,800.02
Sub Function Code 250 - Support Services-Business - 250	742,420.00	42,984.17	137,990.68	.00	604,429.32	19	123,028.90
Sub Function Code 260 - Operations and Maintenance - 260	3,844,034.00	479,211.44	913,002.04	232,782.03	2,698,249.93	24	700,071.30
Sub Function Code 270 - Pupil Transportation - 270	1,615,943.00	47,563.80	144,526.17	27,391.78	1,444,025.05	9	197,200.67
Sub Function Code 280 - Support Services-Central - 280	403,181.00	28,359.17	89,346.19	31,000.00	282,834.81	22	111,615.55
Function Code <b>200 - Supporting Services Totals</b>	\$16,636,634.00	\$1,315,910.24	\$2,655,931.16	\$636,727.25	\$13,343,975.59	16 %	\$2,529,960.07
Function Code <b>300 - Community Services</b>							
Sub Function Code 320 - Community Recreation - 320	265,171.00	20,060.72	46,904.64	39,293.36	178,973.00	18	43,398.12
Sub Function Code 330 - Community Activities - 330	.00	.00	.00	.00	.00	+++	.00
Sub Function Code 350 - Care of Children - 350	.00	.00	.00	.00	.00	+++	.00
Sub Function Code 370 - Non Public School Pupils - 370	3,230.00	.00	.00	.00	3,230.00	0	.00
Sub Function Code 390 - Other Community Services - 390	.00	.00	.00	.00	.00	+++	.00



# Board Monthly Financial Report

Fiscal Year to Date 09/30/20

Sub Function Code	Adopted Budget	Current Month Actual	Actual FYTD	Encumbrances	Budget - Actual	% Rec'd/Spent	Prior Year FYTD
Function Code <b>300 - Community Services</b> Totals	\$268,401.00	\$20,060.72	\$46,904.64	\$39,293.36	\$182,203.00	17 %	\$43,398.12
Function Code <b>400 - Government Agencies &amp; Prior Period</b>							
Sub Function Code 400 - Other Government Agencies - 400	.00	.00	.00	.00	.00	+++	.00
Function Code <b>400 - Government Agencies &amp; Prior Period</b> Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
Function Code <b>500-600 - Other Financing Uses</b>							
Sub Function Code 600 - Fund Modifications - 600	752,594.00	.00	.00	.00	752,594.00	0	.00
Function Code <b>500-600 - Other Financing Uses</b> Totals	\$752,594.00	\$0.00	\$0.00	\$0.00	\$752,594.00	0 %	\$0.00
Account Type <b>Expense</b> Totals	\$44,570,724.00	\$2,951,414.99	\$4,404,328.43	\$686,352.32	\$39,480,043.25	10 %	\$4,324,307.09
Fund(COA) <b>11 - General Fund</b> Totals	(\$1,992,511.00)	(\$2,939,461.42)	(\$3,033,746.40)	(\$686,352.32)	\$1,727,587.72	152 %	(\$4,138,824.78)



# Board Monthly Financial Report

Fiscal Year to Date 09/30/20

Sub Function Code	Adopted Budget	Current Month Actual	Actual FYTD	Encumbrances	Budget - Actual	% Rec'd/Spent	Prior Year FYTD
<b>Fund(COA) 23 - Community Service Fund</b>							
Account Type <b>Revenue</b>							
Function Code <b>R100 - Local Sources - 100</b>							
	2,281,038.00	143,685.34	271,327.45	.00	2,009,710.55	12	777,787.97
Function Code <b>R100 - Local Sources - 100 Totals</b>	\$2,281,038.00	\$143,685.34	\$271,327.45	\$0.00	\$2,009,710.55	12 %	\$777,787.97
Function Code <b>R300 - State Sources - 300</b>							
	47,197.00	.00	.00	.00	47,197.00	0	(.50)
Function Code <b>R300 - State Sources - 300 Totals</b>	\$47,197.00	\$0.00	\$0.00	\$0.00	\$47,197.00	0 %	(\$0.50)
Function Code <b>R400 - Federal Sources - 400</b>							
	.00	5,086.46	5,086.46	.00	(5,086.46)	+++	35,154.25
Function Code <b>R400 - Federal Sources - 400 Totals</b>	\$0.00	\$5,086.46	\$5,086.46	\$0.00	(\$5,086.46)	+++	\$35,154.25
Function Code <b>R500 - ISD / Other Sources - 500</b>							
	.00	.00	.00	.00	.00	+++	.00
Function Code <b>R500 - ISD / Other Sources - 500 Totals</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
Function Code <b>R600 - In from other Funds - 600</b>							
	752,594.00	.00	.00	.00	752,594.00	0	.00
Function Code <b>R600 - In from other Funds - 600 Totals</b>	\$752,594.00	\$0.00	\$0.00	\$0.00	\$752,594.00	0 %	\$0.00
Account Type <b>Revenue Totals</b>	\$3,080,829.00	\$148,771.80	\$276,413.91	\$0.00	\$2,804,415.09	9 %	\$812,941.72
Account Type <b>Expense</b>							
Function Code <b>100 - Instruction</b>							
Sub Function Code 110 - Basic Functions - 110	115,071.00	6,670.69	17,219.40	.00	97,851.60	15	16,275.50
Function Code <b>100 - Instruction Totals</b>	\$115,071.00	\$6,670.69	\$17,219.40	\$0.00	\$97,851.60	15 %	\$16,275.50
Function Code <b>200 - Supporting Services</b>							
Sub Function Code 220 - Support Services-Instructional - 220	1,665.00	.00	.00	.00	1,665.00	0	.00
Sub Function Code 250 - Support Services-Business - 250	.00	.00	.00	.00	.00	+++	.00
Sub Function Code 260 - Operations and Maintenance - 260	56,550.00	2,367.10	10,103.64	17,638.15	28,808.21	18	5,600.26
Sub Function Code 270 - Pupil Transportation - 270	.00	.00	.00	5,000.00	(5,000.00)	+++	.00
Sub Function Code 290 - Support Services-Other - 290	1,082,271.00	40,530.05	90,186.59	7,174.61	984,909.80	8	100,060.23
Function Code <b>200 - Supporting Services Totals</b>	\$1,140,486.00	\$42,897.15	\$100,290.23	\$29,812.76	\$1,010,383.01	9 %	\$105,660.49
Function Code <b>300 - Community Services</b>							
Sub Function Code 310 - Community Services Direction - 310	290,205.00	17,295.83	48,018.21	.00	242,186.79	17	63,169.88
Sub Function Code 320 - Community Recreation - 320	376,451.00	5,277.40	21,666.77	1,190.00	353,594.23	6	59,503.49
Sub Function Code 330 - Community Activities - 330	.00	.00	803.84	.00	(803.84)	+++	.00
Sub Function Code 350 - Care of Children - 350	978,293.00	46,612.73	112,143.90	.00	866,149.10	11	178,410.80
Sub Function Code 390 - Other Community Services - 390	.00	.00	.00	.00	.00	+++	35,154.25
Function Code <b>300 - Community Services Totals</b>	\$1,644,949.00	\$69,185.96	\$182,632.72	\$1,190.00	\$1,461,126.28	11 %	\$336,238.42
Function Code <b>500-600 - Other Financing Uses</b>							
Sub Function Code 600 - Fund Modifications - 600	180,323.00	.00	.00	.00	180,323.00	0	.00
Function Code <b>500-600 - Other Financing Uses Totals</b>	\$180,323.00	\$0.00	\$0.00	\$0.00	\$180,323.00	0 %	\$0.00
Account Type <b>Expense Totals</b>	\$3,080,829.00	\$118,753.80	\$300,142.35	\$31,002.76	\$2,749,683.89	10 %	\$458,174.41
Fund(COA) <b>23 - Community Service Fund Totals</b>	\$0.00	\$30,018.00	(\$23,728.44)	(\$31,002.76)	\$54,731.20	+++	\$354,767.31



# Board Monthly Financial Report

Fiscal Year to Date 09/30/20

Sub Function Code	Adopted Budget	Current Month Actual	Actual FYTD	Encumbrances	Budget - Actual	% Rec'd/Spent	Prior Year FYTD
<b>Fund(COA) 25 - School Lunch Fund</b>							
<b>Account Type Revenue</b>							
<b>Function Code R100 - Local Sources - 100</b>							
	1,086,446.00	29.95	90.73	.00	1,086,355.27	0	145,194.02
Function Code R100 - Local Sources - 100 Totals	\$1,086,446.00	\$29.95	\$90.73	\$0.00	\$1,086,355.27	0 %	\$145,194.02
<b>Function Code R300 - State Sources - 300</b>							
	64,915.00	.00	.00	.00	64,915.00	0	.00
Function Code R300 - State Sources - 300 Totals	\$64,915.00	\$0.00	\$0.00	\$0.00	\$64,915.00	0 %	\$0.00
<b>Function Code R400 - Federal Sources - 400</b>							
	324,394.00	.00	41,684.62	.00	282,709.38	13	153.91
Function Code R400 - Federal Sources - 400 Totals	\$324,394.00	\$0.00	\$41,684.62	\$0.00	\$282,709.38	13 %	\$153.91
<b>Function Code R500 - ISD / Other Sources - 500</b>							
	154,500.00	.00	.00	.00	154,500.00	0	6,097.39
Function Code R500 - ISD / Other Sources - 500 Totals	\$154,500.00	\$0.00	\$0.00	\$0.00	\$154,500.00	0 %	\$6,097.39
Account Type Revenue Totals	\$1,630,255.00	\$29.95	\$41,775.35	\$0.00	\$1,588,479.65	3 %	\$151,445.32
<b>Account Type Expense</b>							
<b>Function Code &lt;N/A&gt; - &lt;No Function defined&gt;</b>							
	.00	.00	.00	.00	.00	+++	.00
Function Code <N/A> - <No Function defined> Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
<b>Function Code 200 - Supporting Services</b>							
Sub Function Code 210 - Support Services-Pupil - 210	.00	.00	.00	.00	.00	+++	.00
Sub Function Code 260 - Operations and Maintenance - 260	3,608.00	.00	598.85	.00	3,009.15	17	1,357.77
Sub Function Code 290 - Support Services-Other - 290	1,419,306.00	57,762.92	122,535.25	500,793.93	795,976.82	9	171,626.68
Function Code 200 - Supporting Services Totals	\$1,422,914.00	\$57,762.92	\$123,134.10	\$500,793.93	\$798,985.97	9 %	\$172,984.45
<b>Function Code 500-600 - Other Financing Uses</b>							
Sub Function Code 600 - Fund Modifications - 600	142,291.00	.00	.00	.00	142,291.00	0	.00
Function Code 500-600 - Other Financing Uses Totals	\$142,291.00	\$0.00	\$0.00	\$0.00	\$142,291.00	0 %	\$0.00
Account Type Expense Totals	\$1,565,205.00	\$57,762.92	\$123,134.10	\$500,793.93	\$941,276.97	8 %	\$172,984.45
Fund(COA) 25 - School Lunch Fund Totals	\$65,050.00	(\$57,732.97)	(\$81,358.75)	(\$500,793.93)	\$647,202.68	-125 %	(\$21,539.13)



# Board Monthly Financial Report

Fiscal Year to Date 09/30/20

Sub Function Code	Adopted Budget	Current Month Actual	Actual FYTD	Encumbrances	Budget - Actual	% Rec'd/Spent	Prior Year FYTD
Fund(COA) <b>29 - Student/School Activity Fund</b>							
Account Type <b>Revenue</b>							
Function Code <b>R100 - Local Sources - 100</b>							
	1,362,636.00	50,298.88	60,373.50	.00	1,302,262.50	4	1,099,156.85
Function Code <b>R100 - Local Sources - 100 Totals</b>	<b>\$1,362,636.00</b>	<b>\$50,298.88</b>	<b>\$60,373.50</b>	<b>\$0.00</b>	<b>\$1,302,262.50</b>	<b>4 %</b>	<b>\$1,099,156.85</b>
Account Type <b>Revenue Totals</b>	<b>\$1,362,636.00</b>	<b>\$50,298.88</b>	<b>\$60,373.50</b>	<b>\$0.00</b>	<b>\$1,302,262.50</b>	<b>4 %</b>	<b>\$1,099,156.85</b>
Account Type <b>Expense</b>							
Function Code <b>200 - Supporting Services</b>							
Sub Function Code <b>290 - Support Services-Other - 290</b>	1,362,636.00	10,335.53	25,031.46	6,450.00	1,331,154.54	2	135,465.69
Function Code <b>200 - Supporting Services Totals</b>	<b>\$1,362,636.00</b>	<b>\$10,335.53</b>	<b>\$25,031.46</b>	<b>\$6,450.00</b>	<b>\$1,331,154.54</b>	<b>2 %</b>	<b>\$135,465.69</b>
Account Type <b>Expense Totals</b>	<b>\$1,362,636.00</b>	<b>\$10,335.53</b>	<b>\$25,031.46</b>	<b>\$6,450.00</b>	<b>\$1,331,154.54</b>	<b>2 %</b>	<b>\$135,465.69</b>
Fund(COA) <b>29 - Student/School Activity Fund Totals</b>	<b>\$0.00</b>	<b>\$39,963.35</b>	<b>\$35,342.04</b>	<b>(\$6,450.00)</b>	<b>(\$28,892.04)</b>	<b>+++</b>	<b>\$963,691.16</b>
Grand Totals	<b>(\$1,927,461.00)</b>	<b>(\$2,927,213.04)</b>	<b>(\$3,103,491.55)</b>	<b>(\$1,224,599.01)</b>	<b>\$2,400,629.56</b>	<b>161 %</b>	<b>(\$2,841,905.44)</b>



# Board Monthly Financial Report

Fiscal Year to Date 10/31/20

Sub Function Code	Adopted Budget	Current Month Actual	Actual FYTD	Encumbrances	Budget - Actual	% Rec'd/Spent	Prior Year FYTD
<b>Fund(COA) 11 - General Fund</b>							
Account Type <b>Revenue</b>							
Function Code <b>R100 - Local Sources - 100</b>							
	5,949,986.00	237,280.35	251,075.27	.00	5,698,910.73	4	206,777.27
Function Code <b>R100 - Local Sources - 100 Totals</b>	\$5,949,986.00	\$237,280.35	\$251,075.27	\$0.00	\$5,698,910.73	4 %	\$206,777.27
Function Code <b>R200 - Non-Education Sources - 200</b>							
	.00	.00	.00	.00	.00	+++	.00
Function Code <b>R200 - Non-Education Sources - 200 Totals</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
Function Code <b>R300 - State Sources - 300</b>							
	29,598,259.00	2,483,310.03	2,514,249.97	.00	27,084,009.03	8	2,497,447.07
Function Code <b>R300 - State Sources - 300 Totals</b>	\$29,598,259.00	\$2,483,310.03	\$2,514,249.97	\$0.00	\$27,084,009.03	8 %	\$2,497,447.07
Function Code <b>R400 - Federal Sources - 400</b>							
	2,069,690.00	.00	1,314,308.17	.00	755,381.83	64	.00
Function Code <b>R400 - Federal Sources - 400 Totals</b>	\$2,069,690.00	\$0.00	\$1,314,308.17	\$0.00	\$755,381.83	64 %	\$0.00
Function Code <b>R500 - ISD / Other Sources - 500</b>							
	4,637,664.00	3,609.00	15,148.00	.00	4,622,516.00	0	816,029.38
Function Code <b>R500 - ISD / Other Sources - 500 Totals</b>	\$4,637,664.00	\$3,609.00	\$15,148.00	\$0.00	\$4,622,516.00	0 %	\$816,029.38
Function Code <b>R600 - In from other Funds - 600</b>							
	322,614.00	.00	.00	.00	322,614.00	0	.00
Function Code <b>R600 - In from other Funds - 600 Totals</b>	\$322,614.00	\$0.00	\$0.00	\$0.00	\$322,614.00	0 %	\$0.00
Account Type <b>Revenue Totals</b>	\$42,578,213.00	\$2,724,199.38	\$4,094,781.41	\$0.00	\$38,483,431.59	10 %	\$3,520,253.72
Account Type <b>Expense</b>							
Function Code <b>&lt;N/A&gt; - &lt;No Function defined&gt;</b>							
	.00	4,286.98	8,551.43	.00	(8,551.43)	+++	.00
Function Code <b>&lt;N/A&gt; - &lt;No Function defined&gt; Totals</b>	\$0.00	\$4,286.98	\$8,551.43	\$0.00	(\$8,551.43)	+++	\$0.00
Function Code <b>R200 - Non-Education Sources - 200</b>							
	.00	421.98	421.98	.00	(421.98)	+++	.00
Function Code <b>R200 - Non-Education Sources - 200 Totals</b>	\$0.00	\$421.98	\$421.98	\$0.00	(\$421.98)	+++	\$0.00
Function Code <b>100 - Instruction</b>							
Sub Function Code 110 - Basic Functions - 110	21,659,006.00	1,384,507.46	2,812,559.54	3,158.75	18,843,287.71	13	3,535,851.40
Sub Function Code 120 - Added Needs - 120	5,254,089.00	323,331.38	592,507.48	.00	4,661,581.52	11	765,829.57
Sub Function Code 130 - Adult/Continuing Education - 130	.00	.00	.00	.00	.00	+++	.00
Function Code <b>100 - Instruction Totals</b>	\$26,913,095.00	\$1,707,838.84	\$3,405,067.02	\$3,158.75	\$23,504,869.23	13 %	\$4,301,680.97
Function Code <b>200 - Supporting Services</b>							
Sub Function Code 210 - Support Services-Pupil - 210	4,316,406.00	309,619.41	613,453.05	157,244.00	3,545,708.95	14	712,762.08
Sub Function Code 220 - Support Services-Instructional - 220	2,540,862.00	206,686.54	686,415.91	166,694.44	1,687,751.65	27	730,047.50
Sub Function Code 230 - Support Services-Administration - 230	609,463.00	48,105.30	197,792.12	.00	411,670.88	32	194,706.49
Sub Function Code 240 - Support Services-School Admin - 240	2,564,325.00	172,415.37	610,231.62	24.17	1,954,069.21	24	671,083.76
Sub Function Code 250 - Support Services-Business - 250	742,420.00	42,986.92	180,977.60	.00	561,442.40	24	179,651.58
Sub Function Code 260 - Operations and Maintenance - 260	3,844,034.00	335,357.38	1,248,359.42	319,470.53	2,276,204.05	32	1,013,899.54
Sub Function Code 270 - Pupil Transportation - 270	1,615,943.00	98,629.42	243,155.59	26,810.38	1,345,977.03	15	371,438.23
Sub Function Code 280 - Support Services-Central - 280	403,181.00	22,314.33	111,660.52	27,900.00	263,620.48	28	144,101.43
Function Code <b>200 - Supporting Services Totals</b>	\$16,636,634.00	\$1,236,114.67	\$3,892,045.83	\$698,143.52	\$12,046,444.65	23 %	\$4,017,690.61
Function Code <b>300 - Community Services</b>							
Sub Function Code 320 - Community Recreation - 320	265,171.00	10,004.08	56,908.72	31,778.36	176,483.92	21	77,015.59
Sub Function Code 330 - Community Activities - 330	.00	.00	.00	.00	.00	+++	.00
Sub Function Code 350 - Care of Children - 350	.00	.00	.00	.00	.00	+++	.00
Sub Function Code 370 - Non Public School Pupils - 370	3,230.00	.00	.00	.00	3,230.00	0	925.00
Sub Function Code 390 - Other Community Services - 390	.00	.00	.00	.00	.00	+++	.00



# Board Monthly Financial Report

Fiscal Year to Date 10/31/20

Sub Function Code	Adopted Budget	Current Month Actual	Actual FYTD	Encumbrances	Budget - Actual	% Rec'd/Spent	Prior Year FYTD
Function Code <b>300 - Community Services</b> Totals	\$268,401.00	\$10,004.08	\$56,908.72	\$31,778.36	\$179,713.92	21 %	\$77,940.59
Function Code <b>400 - Government Agencies &amp; Prior Period</b>							
Sub Function Code 400 - Other Government Agencies - 400	.00	.00	.00	.00	.00	+++	.00
Function Code <b>400 - Government Agencies &amp; Prior Period</b> Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
Function Code <b>500-600 - Other Financing Uses</b>							
Sub Function Code 600 - Fund Modifications - 600	752,594.00	.00	.00	.00	752,594.00	0	.00
Function Code <b>500-600 - Other Financing Uses</b> Totals	\$752,594.00	\$0.00	\$0.00	\$0.00	\$752,594.00	0 %	\$0.00
Account Type <b>Expense</b> Totals	\$44,570,724.00	\$2,958,666.55	\$7,362,994.98	\$733,080.63	\$36,474,648.39	17 %	\$8,397,312.17
Fund(COA) <b>11 - General Fund</b> Totals	(\$1,992,511.00)	(\$234,467.17)	(\$3,268,213.57)	(\$733,080.63)	\$2,008,783.20	164 %	(\$4,877,058.45)



# Board Monthly Financial Report

Fiscal Year to Date 10/31/20

Sub Function Code	Adopted Budget	Current Month Actual	Actual FYTD	Encumbrances	Budget - Actual	% Rec'd/Spent	Prior Year FYTD
<b>Fund(COA) 23 - Community Service Fund</b>							
Account Type <b>Revenue</b>							
Function Code <b>R100 - Local Sources - 100</b>							
	2,281,038.00	105,130.05	376,457.50	.00	1,904,580.50	17	969,516.90
Function Code <b>R100 - Local Sources - 100 Totals</b>	\$2,281,038.00	\$105,130.05	\$376,457.50	\$0.00	\$1,904,580.50	17 %	\$969,516.90
Function Code <b>R300 - State Sources - 300</b>							
	47,197.00	.00	.00	.00	47,197.00	0	(.50)
Function Code <b>R300 - State Sources - 300 Totals</b>	\$47,197.00	\$0.00	\$0.00	\$0.00	\$47,197.00	0 %	(\$0.50)
Function Code <b>R400 - Federal Sources - 400</b>							
	.00	4,494.12	9,580.58	.00	(9,580.58)	+++	35,154.25
Function Code <b>R400 - Federal Sources - 400 Totals</b>	\$0.00	\$4,494.12	\$9,580.58	\$0.00	(\$9,580.58)	+++	\$35,154.25
Function Code <b>R500 - ISD / Other Sources - 500</b>							
	.00	.00	.00	.00	.00	+++	.00
Function Code <b>R500 - ISD / Other Sources - 500 Totals</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
Function Code <b>R600 - In from other Funds - 600</b>							
	752,594.00	.00	.00	.00	752,594.00	0	.00
Function Code <b>R600 - In from other Funds - 600 Totals</b>	\$752,594.00	\$0.00	\$0.00	\$0.00	\$752,594.00	0 %	\$0.00
Account Type <b>Revenue Totals</b>	\$3,080,829.00	\$109,624.17	\$386,038.08	\$0.00	\$2,694,790.92	13 %	\$1,004,670.65
Account Type <b>Expense</b>							
Function Code <b>100 - Instruction</b>							
Sub Function Code 110 - Basic Functions - 110	115,071.00	6,187.17	23,406.57	.00	91,664.43	20	31,933.87
Function Code <b>100 - Instruction Totals</b>	\$115,071.00	\$6,187.17	\$23,406.57	\$0.00	\$91,664.43	20 %	\$31,933.87
Function Code <b>200 - Supporting Services</b>							
Sub Function Code 220 - Support Services-Instructional - 220	1,665.00	.00	.00	.00	1,665.00	0	.00
Sub Function Code 250 - Support Services-Business - 250	.00	.00	.00	.00	.00	+++	.00
Sub Function Code 260 - Operations and Maintenance - 260	56,550.00	1,911.05	12,014.69	18,156.48	26,378.83	21	10,334.98
Sub Function Code 270 - Pupil Transportation - 270	.00	.00	.00	5,000.00	(5,000.00)	+++	.00
Sub Function Code 290 - Support Services-Other - 290	1,082,271.00	54,881.46	145,068.05	9,398.50	927,804.45	13	154,714.55
Function Code <b>200 - Supporting Services Totals</b>	\$1,140,486.00	\$56,792.51	\$157,082.74	\$32,554.98	\$950,848.28	14 %	\$165,049.53
Function Code <b>300 - Community Services</b>							
Sub Function Code 310 - Community Services Direction - 310	290,205.00	16,627.18	64,645.39	.00	225,559.61	22	90,620.18
Sub Function Code 320 - Community Recreation - 320	376,451.00	6,584.39	28,251.16	5,660.60	342,539.24	8	114,843.95
Sub Function Code 330 - Community Activities - 330	.00	.00	803.84	.00	(803.84)	+++	.00
Sub Function Code 350 - Care of Children - 350	978,293.00	68,863.30	181,007.20	.00	797,285.80	19	259,326.24
Sub Function Code 390 - Other Community Services - 390	.00	30,884.15	30,884.15	.00	(30,884.15)	+++	35,154.25
Function Code <b>300 - Community Services Totals</b>	\$1,644,949.00	\$122,959.02	\$305,591.74	\$5,660.60	\$1,333,696.66	19 %	\$499,944.62
Function Code <b>500-600 - Other Financing Uses</b>							
Sub Function Code 600 - Fund Modifications - 600	180,323.00	3,088.42	3,088.42	.00	177,234.58	2	.00
Function Code <b>500-600 - Other Financing Uses Totals</b>	\$180,323.00	\$3,088.42	\$3,088.42	\$0.00	\$177,234.58	2 %	\$0.00
Account Type <b>Expense Totals</b>	\$3,080,829.00	\$189,027.12	\$489,169.47	\$38,215.58	\$2,553,443.95	16 %	\$696,928.02
Fund(COA) <b>23 - Community Service Fund Totals</b>	\$0.00	(\$79,402.95)	(\$103,131.39)	(\$38,215.58)	\$141,346.97	+++	\$307,742.63





# Board Monthly Financial Report

Fiscal Year to Date 10/31/20

Sub Function Code	Adopted Budget	Current Month Actual	Actual FYTD	Encumbrances	Budget - Actual	% Rec'd/Spent	Prior Year FYTD
<b>Fund(COA) 25 - School Lunch Fund</b>							
<b>Account Type Revenue</b>							
<b>Function Code R100 - Local Sources - 100</b>							
	1,086,446.00	29.82	120.55	.00	1,086,325.45	0	276,013.66
Function Code R100 - Local Sources - 100 Totals	\$1,086,446.00	\$29.82	\$120.55	\$0.00	\$1,086,325.45	0 %	\$276,013.66
<b>Function Code R300 - State Sources - 300</b>							
	64,915.00	5,013.65	5,013.65	.00	59,901.35	8	7,932.10
Function Code R300 - State Sources - 300 Totals	\$64,915.00	\$5,013.65	\$5,013.65	\$0.00	\$59,901.35	8 %	\$7,932.10
<b>Function Code R400 - Federal Sources - 400</b>							
	324,394.00	37,800.75	79,485.37	.00	244,908.63	25	26,190.54
Function Code R400 - Federal Sources - 400 Totals	\$324,394.00	\$37,800.75	\$79,485.37	\$0.00	\$244,908.63	25 %	\$26,190.54
<b>Function Code R500 - ISD / Other Sources - 500</b>							
	154,500.00	.00	.00	.00	154,500.00	0	14,568.47
Function Code R500 - ISD / Other Sources - 500 Totals	\$154,500.00	\$0.00	\$0.00	\$0.00	\$154,500.00	0 %	\$14,568.47
Account Type Revenue Totals	\$1,630,255.00	\$42,844.22	\$84,619.57	\$0.00	\$1,545,635.43	5 %	\$324,704.77
<b>Account Type Expense</b>							
<b>Function Code &lt;N/A&gt; - &lt;No Function defined&gt;</b>							
	.00	.00	.00	.00	.00	+++	.00
Function Code <N/A> - <No Function defined> Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
<b>Function Code 200 - Supporting Services</b>							
Sub Function Code 210 - Support Services-Pupil - 210	.00	.00	.00	.00	.00	+++	.00
Sub Function Code 260 - Operations and Maintenance - 260	3,608.00	.00	598.85	.00	3,009.15	17	1,357.77
Sub Function Code 290 - Support Services-Other - 290	1,419,306.00	87,481.74	210,016.99	526,349.82	682,939.19	15	332,286.61
Function Code 200 - Supporting Services Totals	\$1,422,914.00	\$87,481.74	\$210,615.84	\$526,349.82	\$685,948.34	15 %	\$333,644.38
<b>Function Code 500-600 - Other Financing Uses</b>							
Sub Function Code 600 - Fund Modifications - 600	142,291.00	.00	.00	.00	142,291.00	0	.00
Function Code 500-600 - Other Financing Uses Totals	\$142,291.00	\$0.00	\$0.00	\$0.00	\$142,291.00	0 %	\$0.00
Account Type Expense Totals	\$1,565,205.00	\$87,481.74	\$210,615.84	\$526,349.82	\$828,239.34	13 %	\$333,644.38
Fund(COA) 25 - School Lunch Fund Totals	\$65,050.00	(\$44,637.52)	(\$125,996.27)	(\$526,349.82)	\$717,396.09	-194 %	(\$8,939.61)



# Board Monthly Financial Report

Fiscal Year to Date 10/31/20

Sub Function Code	Adopted Budget	Current Month Actual	Actual FYTD	Encumbrances	Budget - Actual	% Rec'd/Spent	Prior Year FYTD
Fund(COA) <b>29 - Student/School Activity Fund</b>							
Account Type <b>Revenue</b>							
Function Code <b>R100 - Local Sources - 100</b>							
	1,362,636.00	31,735.51	92,109.01	.00	1,270,526.99	7	1,171,863.46
Function Code <b>R100 - Local Sources - 100 Totals</b>	<b>\$1,362,636.00</b>	<b>\$31,735.51</b>	<b>\$92,109.01</b>	<b>\$0.00</b>	<b>\$1,270,526.99</b>	<b>7 %</b>	<b>\$1,171,863.46</b>
Account Type <b>Revenue Totals</b>	<b>\$1,362,636.00</b>	<b>\$31,735.51</b>	<b>\$92,109.01</b>	<b>\$0.00</b>	<b>\$1,270,526.99</b>	<b>7 %</b>	<b>\$1,171,863.46</b>
Account Type <b>Expense</b>							
Function Code <b>200 - Supporting Services</b>							
Sub Function Code <b>290 - Support Services-Other - 290</b>							
	1,362,636.00	37,169.08	62,200.54	10,987.42	1,289,448.04	5	237,460.91
Function Code <b>200 - Supporting Services Totals</b>	<b>\$1,362,636.00</b>	<b>\$37,169.08</b>	<b>\$62,200.54</b>	<b>\$10,987.42</b>	<b>\$1,289,448.04</b>	<b>5 %</b>	<b>\$237,460.91</b>
Account Type <b>Expense Totals</b>	<b>\$1,362,636.00</b>	<b>\$37,169.08</b>	<b>\$62,200.54</b>	<b>\$10,987.42</b>	<b>\$1,289,448.04</b>	<b>5 %</b>	<b>\$237,460.91</b>
Fund(COA) <b>29 - Student/School Activity Fund Totals</b>	<b>\$0.00</b>	<b>(\$5,433.57)</b>	<b>\$29,908.47</b>	<b>(\$10,987.42)</b>	<b>(\$18,921.05)</b>	<b>+++</b>	<b>\$934,402.55</b>
Grand Totals	<b>(\$1,927,461.00)</b>	<b>(\$363,941.21)</b>	<b>(\$3,467,432.76)</b>	<b>(\$1,308,633.45)</b>	<b>\$2,848,605.21</b>	<b>180 %</b>	<b>(\$3,643,852.88)</b>

**Dexter Community Schools  
Extended COVID-19 Learning Plan  
Reconfirmation Meeting**

**Required 30 Days After Initial Plan Approval and Every Month Thereafter**

**Agenda:**

- Reconfirm how instruction is going to be delivered during the 20/21 school year
- Public comments from parents and/or guardians on the Extended Learning Plan
- Review weekly 2-way interaction rates

**Reconfirmation Meeting for 11-16-2020**

<b>Reconfirm instructional delivery method:</b>
See below
<b>Reconfirm how instruction will be delivered for each grade level:</b>
Pre-Kindergarten: In-person with safety protocols
Elementary (Grades Y5 - 6): Home-based (full Virtual) for students and parents who selected this option. Homeroom (Hybrid) for students and parents who selected this option move to remote through December 2nd.
Middle School (Grades 7 - 8): All students remain virtual until the rate of daily infections decline and the infection rate declines. Once this occurs, within 1 week, building begins to phase in the Homeroom (Hybrid) students and continues to offer full online for virtual (Homebased) students. Consider staying remote until January.
High School (Grades 9 - 12): All students remain virtual until the rate of daily infections declines and the infection rate declines. Once this occurs, building begins to phase in the Homeroom (Hybrid) students and continues to offer full online for virtual (Homebased) students. Begin Workday Wednesdays for students currently at risk of not earning S1 credit, as identified by staff after Thanksgiving. Consider staying remote until January.

**Reconfirm whether or not the district is offering higher levels of in-person instruction for English language learners, special education students, or other special populations:**

DCS has continued to increase the in-person services for special education students (per IEPs), ELL students and other special populations. Workday Wednesdays begin at DHS.

**Document Public Comments:**

## DCS Weekly Interaction Rates

Sec. 98a(1)(i) The district shall publicly announce its weekly interaction rates under this subdivision at each reconfirmation meeting described in subdivision (c) and make those rates accessible through the transparency reporting link located on the district's website each month.

October 19 - October 23:

Row Labels	Count of LastFirst	Average of 1+ Two Ways	Average of 2+ Two Ways
Bates	1	0.00%	0.00%
Creekside Intermediate School	478	98.95%	98.95%
Dexter Alternative School	12	91.67%	91.67%
Dexter Early Elementary Complex	638	99.06%	98.90%
Dexter High School	1150	99.91%	99.74%
Mill Creek Middle School	551	99.27%	99.27%
Wylie Elementary School	484	98.76%	98.76%
<b>Grand Total</b>	<b>3314</b>	<b>99.28%</b>	<b>99.19%</b>

October 26 - October 31

Row Labels	Count of LastFirst	Average of 1+ Two Ways	Average of 2+ Two Ways
Bates	1	0.00%	0.00%
Creekside Intermediate School	477	99.37%	99.37%
Dexter Alternative School	12	58.33%	58.33%
Dexter Early Elementary Complex	637	95.92%	95.92%
Dexter High School	1149	99.74%	99.48%
Mill Creek Middle School	551	99.64%	99.64%
Wylie Elementary School	483	99.79%	99.59%
<b>Grand Total</b>	<b>3310</b>	<b>98.76%</b>	<b>98.64%</b>

November 2 - November 7

Row Labels	Count of LastFirst	Average of 1+ Two Ways	Average of 2+ Two Ways
Bates	1	0.00%	0.00%
Creekside Intermediate School	477	99.58%	99.58%
Dexter Alternative School	12	0.00%	0.00%
Dexter Early Elementary Complex	637	95.60%	95.45%
Dexter High School	1149	98.78%	98.52%
Mill Creek Middle School	551	99.82%	99.82%
Wylie Elementary School	483	99.59%	99.59%
<b>Grand Total</b>	<b>3310</b>	<b>98.19%</b>	<b>98.07%</b>

**Post to transparency link on website and provide to CEPI**

**Note: As of 9/30/20, the process for submitting to CEPI has not yet been identified**

Book Policy Manual

Section Vol. 35, No. 1 - August 2020

Title draft Resolution to Grant Emergency Powers to the Superintendent Code 2 -

Resolution

Status

### **MEMORANDUM**

**To:** Neola Clients

**From:** Neola Counsel

**RE:** Resolution to Grant Emergency Powers to the Superintendent During the 2020-2021 School Year

**Date:** August 2020

**Whereas** the COVID-19 pandemic continues to affect school operations due to the need to comply with Executive Orders, to comply with appropriate guidance on safety protocols for reopening schools, and ensuring appropriate educational services; and

**Whereas**, the Board intends to comply with its legal obligations, including relevant Executive Orders, and, accordingly, temporarily suspend or alter affected policies and guidelines as necessary to comply with its legal obligations, and otherwise take required actions consistent with its legal obligations; and

**Whereas** the Board of Education finds that the current environment created by the COVID-19 pandemic requires that the Superintendent be granted greater flexibility to respond quickly and appropriately to the evolving crisis, including ensuring compliance with Executive Orders or Michigan Department of Health and Human Services (MDHHS) and Washtenaw County Health Department (WCHD) orders and also adapting to the changing environment, including provision of alternative modes of instruction; and

**Whereas** under board Bylaw 0131.1 [redacted] or other applicable local Board policy, the operation of any section or sections of Board policies not established by law or contract may be suspended temporarily by a majority vote of Board members at a public meeting held in compliance with law and Board policy;

**NOW THEREFORE, BE IT RESOLVED** that the Dexter Community Schools District [redacted] name of school district Board of Education grants to the Superintendent the following temporary powers to address the COVID-19 emergency throughout the duration of the 2020-2021 school year:

- A. Authority to temporarily waive such Board policies or provisions of Board policies as the Superintendent shall deem necessary to comply with Executive Orders and with guidance from appropriate health or governmental authorities or as necessary for an effective response to COVID-19 related issues and implementation of the District's Preparedness Plan.
- B. Authority to take any lawful actions necessary to comply with Executive Orders or MDHHS and WCHD orders, to ensure the continuation of public education, to provide for the health and safety of students and employees, or to respond to direction from appropriate health and government authorities. Such actions may include, but are not limited to: adjustments to the curriculum and the provision of alternative educational program options; adjustments to the calendar; adjustments to employee work schedules and assignments; adjustments to the delivery of school-provided meals; limitations on access to property owned or controlled by the Dexter Community Schools District [redacted] name of school district; hiring of providers and/or partnering with other districts or ISDs; applying to any governmental body for financial or other aid as may be available; and applying to any governmental body for waiver of regulations or requirements, compliance with which is affected by the COVID-19 emergency.
- C. Authority to enter into contracts without board approval for any dollar amount necessary for the purchase of materials, equipment, supplies or services for sanitation, cleaning, technology or other needs directly related to the COVID-19 emergency situation, provided such action is consistent with all applicable state and federal laws.

***This legal alert is intended as general information and not legal advice. No attorney-client relationship exists. If legal advice is required, obtain the services of an attorney.***

**Dexter Community Schools**

**draft policy 2266**

***Title IX Sexual Harassment Policy***

The District prohibits unlawful sex discrimination, including harassment and retaliation, in any of its education programs or activities in accordance with Title IX of the Education Amendments of 1972 and corresponding implementing regulations.

This Policy addresses only allegations of sexual harassment under Title IX. Allegations of all other forms of sex discrimination should be addressed under the District's applicable non-discrimination or anti-harassment policies. Allegations alleging both Title IX sexual harassment and other forms of unlawful discrimination and harassment (e.g., race, age, disability) that cannot be reasonably separated into two distinct complaints should be investigated under this Policy, and the Grievance Process described in this Policy will satisfy any investigation requirements in other anti-harassment or non-discrimination policies. Nothing in this paragraph limits the District's right to determine at any time during the Grievance Process that an allegation not involving Title IX sexual harassment should be addressed under other District Policies.

The Board directs the Superintendent or designee to designate persons to serve as Title IX Coordinator, Investigator, Decision-Maker, and Appeals Officer. If a Formal Complaint is made under this Policy against the Superintendent, the Board President will designate the persons who will serve as the Investigator, Decision-Maker, and Appeals Officer and will work with the Title IX Coordinator to ensure that all other requirements of this Policy are met. If a Formal Complaint is made against the Board President, the Board Vice President will designate who will serve as the Investigator, Decision-Maker, and Appeals Officer.

The Investigator, Decision-Maker, and Appeals Officer cannot be the same person on a specific matter, and the persons designated to serve in those roles may or may not be District employees.

Inquiries about Title IX's application to a particular situation may be referred to the Title IX Coordinator, the Assistant Secretary for Civil Rights of the United States Department of Education, or both.

**A. Definitions**

For purposes of this Policy, the below terms are defined as follows:

1. "Sexual Harassment" means conduct on the basis of sex that satisfies one or more of the following:
  - a. A District employee conditioning the provision of a District aid, benefit, or service on a person's participation in unwelcome sexual conduct;
  - b. Unwelcome conduct that a reasonable person would determine to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the District's education program or activity; or



- c. Sexual assault, dating violence, domestic violence, or stalking, as defined by the Violence Against Women Act, 34 USC § 12291 et. seq., and the uniform crime reporting system of the Federal Bureau of Investigation, 20 USC 1092(f)(6)(A)(v).
  - i. “Sexual assault” means an offense classified as a forcible or nonforcible sex offense under the uniform crime reporting system of the Federal Bureau of Investigation.
  - ii. “Dating violence” means violence committed by a person who is or has been in a romantic or intimate relationship with the Complainant. The existence of such a relationship is based on a consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.
  - iii. “Domestic violence” means felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the Complainant, person with whom the Complainant shares a child, person who is cohabitating with or has cohabitated with the Complainant as a spouse or intimate partner, person similarly situated to a spouse of the Complainant under the domestic or family violence laws of Michigan; or any other person against an adult or youth Complainant who is protected from that person’s acts under the domestic or family violence laws of Michigan.
  - iv. “Stalking” means engaging in a course of conduct directed at a specific person that would cause a reasonable person to (1) fear for the person’s safety or the safety of others; or (2) suffer substantial emotional distress.
- 2. “Actual Knowledge” means notice of sexual harassment or allegations of sexual harassment to the District’s Title IX Coordinator or any District employee. Imputation of knowledge based solely on vicarious liability or constructive notice is insufficient to constitute actual knowledge. This standard is not met when the only District employee with actual knowledge is the Respondent.
- 3. “Appeals Officer” is the person designated by the District to handle appeals of a dismissal or determination of responsibility for matters investigated under this Policy. The Appeals Officer may not be the same person as the Investigator, Title IX Coordinator, or Decision-Maker on a specific matter.
- 4. “Complainant” is a person who is alleged to be the victim of conduct that could constitute Title IX sexual harassment.
- 5. “Consent” means a voluntary agreement to engage in sexual activity by a person legally capable of consenting. Someone who is incapacitated cannot consent. Past consent does not imply future consent. Silence or an absence of resistance does not imply consent. Consent to engage in sexual activity with one person does not imply consent to engage in sexual activity with another. Consent can be withdrawn at any time. Coercion, force, or threat of either

invalidates consent. Sexual conduct or relationships between District employees, volunteers, or contractors and students, regardless of age or consent, are prohibited.

6. “Day,” unless otherwise indicated, means a day that the District’s central office is open for business.
7. “Decision-Maker” is the person designated by the District to review the investigation report and provide a written determination of responsibility that provides the evidentiary basis for the Decision-Maker’s conclusions. The Decision-Maker may not be the same person as the Investigator, Title IX Coordinator, or Appeals Officer on a specific matter.
8. “Education Program or Activity” means any location, event, or circumstance over which the District exhibits substantial control over both the Respondent and the context in which the harassment occurred.
9. “Formal Complaint” means a written document or electronic submission signed and filed by a Complainant or signed by the Title IX Coordinator alleging sexual harassment against a Respondent and requesting that the District investigate the sexual harassment allegation.
10. “Grievance Process” is the process by which the District handles Formal Complaints.
11. “Investigator” is the person designated by the District to investigate a Title IX Formal Complaint or report. The Investigator cannot be the same person as the Decision-Maker or Appeals Officer on a specific matter. The Title IX Coordinator may serve as the Investigator on a particular investigation, unless the Title IX Coordinator signed the Formal Complaint.
12. “Report” means an account of Title IX sexual harassment made by any person (regardless of whether the reporting party is the alleged victim).
13. “Respondent” is a person who has been reported to be the perpetrator of conduct that could constitute Title IX sexual harassment.
14. “Supportive Measures” are non-disciplinary, non-punitive, individualized services offered and implemented by the Title IX Coordinator as appropriate, as reasonably available, and at no-cost to the Complainant and the Respondent before or after the filing of a Formal Complaint or when no Formal Complaint has been filed. Supportive measures are designed to restore or preserve equal access to the District’s education program or activity without unreasonably burdening the other party, including measures designed to protect the safety of all parties or the District’s educational environment, or deter sexual harassment.
15. “Title IX Coordinator” is the person(s) designated by the District to coordinate the District’s Title IX compliance. The Title IX Coordinator may not be the same

person as the Appeals Officer or Decision-Maker on a specific matter. A person not serving as a Title IX Coordinator in a particular investigation is not disqualified from serving in another role in that investigation. The Title IX Coordinator may also serve as the Investigator on a particular investigation, unless the Title IX Coordinator signed the Formal Complaint.

#### B. Posting Requirement

The Title IX Coordinator's contact information (name or title, office address, electronic mail address, and telephone number), along with the District's Title IX nondiscrimination statement must be prominently posted on the District's website and in any catalogs or handbooks provided to applicants for admission or employment, students, parents/guardians, and unions or professional organizations with a collective bargaining or professional agreement with the District.

The District will provide notice of this Policy to all applicants, students, parents/guardians, employees, and unions or professional organizations with a collective bargaining or professional agreement with the District by prominently posting this Policy on its website and referencing this Policy in its handbooks, which will include the Title IX Coordinator's name or title, office address, electronic mail address, and telephone number.

#### C. Designation of Title IX Coordinator

The District designates the following person(s) as the Title IX Coordinator(s):

**EXECUTIVE DIRECTOR OF HUMAN RESOURCES**  
2704 Baker Road, Dexter MI 48130  
734-424-4110  
[hr@dexterschools.org](mailto:hr@dexterschools.org)

#### D. Reporting Title IX Sexual Harassment:

Any person who witnesses an act of sexual harassment is encouraged to report it to a District employee. No person will be retaliated against based on any report of suspected sexual harassment or retaliation.

A person may also anonymously report an incident of sexual harassment or retaliation. The District will investigate anonymous reports pursuant to its investigation procedures described below.

A person who has been the subject of sexual harassment or retaliation may report that behavior to the Title IX Coordinator or any District employee. Any District employee who receives a report of sexual harassment or has actual knowledge of sexual harassment must convey that information to the Title IX Coordinator by the end of the next day.

A person may make a report at any time, including non-business hours. Reports may be filed in person, by mail, by telephone, or by electronic mail, using the contact information listed for the Title IX Coordinator, or by any other means that result in the Title IX Coordinator receiving the person's verbal or written report.

#### E. General Response to Sexual Harassment

##### 1. Actual Knowledge without Formal Complaint Being Filed

Upon actual knowledge of Title IX sexual harassment, the Title IX Coordinator must respond promptly in a manner that is not deliberately indifferent. The District will be deemed to be deliberately indifferent only if its response to sexual harassment is clearly unreasonable in light of the known circumstances.

The Title IX Coordinator must promptly contact the Complainant to discuss the availability of supportive measures, consider the Complainant's wishes with respect to supportive measures, inform the Complainant of the availability of supportive measures with or without the filing of a Formal Complaint, and explain to the Complainant the process for filing a Formal Complaint.

If the Complainant does not file a Formal Complaint or if another person informs the Title IX Coordinator of an allegation of sexual harassment, the Title IX Coordinator must evaluate the information and determine whether to sign and submit a Formal Complaint. If the Title IX Coordinator determines not to sign and submit a Formal Complaint, the Title IX Coordinator must address the allegations in a manner that is not deliberately indifferent.

##### 2. Formal Complaint Filed

Upon the receipt of a Formal Complaint, the District must follow the Grievance Process in Section F of this Policy. A Formal Complaint may be submitted using the Title IX Sexual Harassment Formal Complaint Form.

##### 3. Equitable Treatment

The District will treat the Complainant and Respondent equitably throughout the Grievance Process. This may include offering supportive measures as described in Subsection E(5) of this Policy.

##### 4. Documentation and Recordkeeping

The Title IX Coordinator will document all sexual harassment reports, as well as any incidents of sexual harassment that the Title IX Coordinator personally observes.

The District will retain this documentation in accordance with applicable record retention requirements in Section P of this Policy.

##### 5. Supportive Measures

The Title IX Coordinator must promptly contact the Complainant to discuss the availability of supportive measures, with or without the filing of a Formal Complaint. If the District does not provide a Complainant with supportive measures, then the Title IX Coordinator must document the reasons why such a response was not clearly unreasonable in light of the known circumstances. The documentation of certain bases or measures does not limit the District in the future from providing additional explanations or taking or describing additional supportive measures.

The District may provide, as appropriate, non-disciplinary, non-punitive individualized services to the Complainant or Respondent before or after the filing of a Formal Complaint or when no Formal Complaint has been filed.

Supportive measures should be designed to restore or preserve equal access to the District's education program or activity without unreasonably burdening the other party.

Supportive measures are offered without charge to all parties and are designed to protect the safety of all parties or the District's educational environment, or deter sexual harassment.

Supportive measures may include, but are not limited to:

- a. District-provided counseling;
- b. Course-related adjustments, such as deadline extensions;
- c. Modifications to class or work schedules;
- d. Provision of an escort to ensure that the Complainant and Respondent can safely attend classes and school activities; and
- e. No-contact orders.

All supportive measures must be kept confidential, to the extent that maintaining such confidentiality would not impair the District's ability to provide the supportive measures.

## 6. Respondent Removal

### a. Emergency Removal (Student)

The District may only remove a student Respondent from a District program or activity if, following an individualized safety and risk analysis, the District determines that there is an immediate threat to the physical health or safety of any student or other person arising from the sexual harassment allegations. The District must provide the Respondent with notice and an opportunity to immediately challenge the removal decision. This provision may not be construed to modify any rights under the Individuals with

Disabilities Education Act, Section 504 of the Rehabilitation Act of 1973, or the Americans with Disabilities Act.

b. Administrative Leave (Employee)

The District may place an employee Respondent on administrative leave during the pendency of the Grievance Process. This provision may not be construed to modify any rights under Section 504 of the Rehabilitation Act of 1973 or the Americans with Disabilities Act.

7. Law Enforcement

In appropriate circumstances, the Title IX Coordinator will notify law enforcement or Child Protective Services.

The District will attempt to comply with all law enforcement requests for cooperation with related law enforcement activity. In some circumstances, compliance with law enforcement requests may require the District to briefly suspend or delay its investigation. If an investigation is delayed, the District will follow the procedures described in Subsection F(1) of this Policy to notify the parties, in writing, of the delay.

The District will promptly resume its investigation as soon as it is notified by the law enforcement agency that the law enforcement agency has completed its evidence gathering process. This delay should not exceed 10 days.

If the District's investigation is suspended or delayed, supportive measures will continue during the suspension or delay. If the law enforcement agency does not notify the District within 10 days that the District's investigation may resume, the District will notify the law enforcement agency that the District intends to promptly resume its investigation.

F. Grievance Process

1. Generally

The Grievance Process begins when a Formal Complaint is filed or when the Title IX Coordinator signs a Formal Complaint. The District will endeavor to complete the Grievance Process within 45-60 days, absent extenuating circumstances or delays as described below. The District will treat both the Complainant and the Respondent equitably throughout the Grievance Process.

Neither the Title IX Coordinator, the Decision-Maker, the Investigator, nor any person designated to facilitate an informal resolution process will have a conflict of interest or bias for or against Complainants or Respondents generally or for or against an individual Complainant or Respondent.

The Grievance Process requires an objective evaluation of all relevant evidence – including both inculpatory and exculpatory evidence. Credibility determinations may not be based on a person's status as a Complainant, Respondent, or witness.

Throughout the Grievance Process, there is a presumption that the Respondent is not responsible for the alleged conduct unless, in the determination of responsibility at the conclusion of the Grievance Process, the Decision-Maker finds the Respondent responsible for the alleged conduct.

At any point during the process, the Title IX Coordinator, Investigator, or Decision-Maker may temporarily delay the Grievance Process or permit a limited extension of time frames for good cause. Good cause may include absence of a party, party's advisor, or witness; concurrent law enforcement activity; or the need for accommodations (e.g., language assistance or accommodation of disabilities). If there is a delay or extension, the parties will receive written notice of the delay or extension and the reasons for the action.

Any disciplinary action resulting from the Grievance Process will be issued in accordance with applicable policies, codes of conduct, handbooks, collective bargaining agreements, and individual employee contracts.

After the investigation portion of the Grievance Process has concluded, the Decision-Maker will endeavor to issue determinations of responsibility within 10 days, absent extenuating circumstances.

## 2. Notice of Allegations

Upon receipt of a Formal Complaint, the District must provide written notice to the parties who are known at the time that includes:

- a. A copy of this Policy, which includes the District's Grievance Process, and any informal resolution process;
- b. The sexual harassment allegations, including sufficient details known at the time and with sufficient time so that parties may prepare a response before the initial interview. Sufficient details include parties involved in the incident, if known, the alleged conduct constituting sexual harassment, and the date and time of the alleged incident;
- c. A statement that the Respondent is presumed not responsible for the alleged conduct;
- d. A statement that a determination of responsibility is made at the Grievance Process's conclusion;
- e. A statement that the parties may have an advisor of their choice, who may be an attorney, although any attorney or advisor who is not a District employee will be at the party's own cost;
- f. A statement that the parties will be provided an opportunity to inspect and review any evidence before the investigation report is finalized; and
- g. If the Complainant or Respondent is a student, and the District's Student Code of Conduct addresses false statements by students during the

disciplinary process, a citation to that portion of the Code of Conduct. If the Code of Conduct does not address false statements by students, the notice is not required to include any reference.

If, during the course of an investigation, the Investigator decides to investigate allegations that are not included in this notice, the District will provide notice of the additional allegations to the Complainant and Respondent.

### 3. Investigation

The District has the burden of proof and the burden to gather evidence sufficient to reach a determination of responsibility.

The District will not require, allow, rely upon, or otherwise use questions or evidence that constitute, or seek disclosure of, information protected under a legally recognized privilege unless the person holding such privilege has waived the privilege in writing.

The District may not access, consider, disclose, or otherwise use a party's medical records, including mental health records, which are made and maintained by a healthcare provider in connection with the party's treatment unless the District obtains that party's voluntary, written consent to do so for the Grievance Process.

The Investigator must provide an equal opportunity for the parties to present witnesses, including fact and expert witnesses, and other inculpatory or exculpatory evidence. The Investigator cannot restrict parties from discussing the allegations under investigation, nor can the Investigator restrict parties from gathering or presenting relevant evidence.

Parties may be accompanied by an advisor of their choice, including an attorney, in any meeting or Grievance Process proceeding. If a party chooses an advisor who is not a District employee, it will be at that party's own cost. The Superintendent or designee may establish restrictions regarding the extent to which the advisor may participate in the proceedings, as long as the restrictions apply equally to both parties (e.g., abusive, disruptive behavior or language will not be tolerated; advisor will not interrupt the investigator to ask questions of witnesses).

The Investigator must provide the date, time, location, participants, and purpose of all hearings (if any), investigative interviews, and meetings, to a party whose participation is invited or expected. Written notice must be provided a sufficient time in advance so that a party may prepare to participate.

As described in Section N of this Policy, retaliation against a person for making a complaint or participating in an investigation is prohibited.

The Investigator must ensure that the Complainant and Respondent have an equal opportunity to inspect and review any evidence obtained as part of the



investigation so that each party has the opportunity to meaningfully respond to the evidence before the investigation's conclusion. This evidence includes (1) evidence upon which the District does not intend to rely in reaching a determination regarding responsibility and (2) inculpatory or exculpatory evidence obtained from any source.

Before the investigation's completion, the Investigator must send to each party and the party's advisor, if any, the evidence subject to inspection and review in an electronic format or a hard copy, and the parties must have at least 10 calendar days to submit a written response to the Investigator. The party's response must be considered by the Investigator before completing the final investigation report.

#### 4. Investigation Report

The Investigator must create an investigation report that fairly summarizes relevant evidence and submit the investigation report to the Decision-Maker.

At least 10 calendar days before a determination of responsibility is issued, the Investigator must send the investigation report to each party for review and written response. Written responses to the investigation report must be submitted directly to the Decision-Maker.

#### 5. Determination of Responsibility

The Decision-Maker cannot be the same person as the Title IX Coordinator, Investigator, or Appeals Officer.

Before the Decision-Maker reaches a determination of responsibility, and after the Investigator has sent the investigation report to the parties, the Decision-Maker must:

- a. Afford each party the opportunity to submit written, relevant questions that a party wants asked of any party or witness; and
- b. Provide each party with the answers, and allow for additional, limited follow-up questions from each party.

Questions and evidence about the Complainant's sexual predisposition or prior sexual behavior are not relevant unless offered to prove that someone other than the Respondent committed the alleged misconduct, or the questions and evidence concern specific incidents of the Complainant's prior sexual behavior with respect to the Respondent and are offered to prove consent.

If the Decision-Maker decides to exclude questions from either party as not relevant, the Decision-Maker must explain the decision to the party proposing the questions.

The Decision-Maker must issue a written determination of responsibility based on a preponderance of the evidence standard (i.e., more likely than not)

simultaneously to both parties. The written determination of responsibility must include:

- c. Identification of the sexual harassment allegations;
- d. Description of the procedural steps taken from the receipt of the Formal Complaint through the determination of responsibility, including any:
  - i. Notification to the parties;
  - ii. Party and witness interviews;
  - iii. Site visits;
  - iv. Methods used to collect evidence; and
  - v. Hearings held.
- e. Factual findings that support the determination;
- f. Conclusions about the application of any relevant code of conduct, policy, law, or rule to the facts;
- g. A statement of, and rationale for, the result as to each allegation, including:
  - i. A determination of responsibility;
  - ii. Any disciplinary action taken against the Respondent (consistent with applicable policies, codes of conduct, handbooks, collective bargaining agreements, or individual employee contracts); and
  - iii. Whether remedies designed to restore and preserve equal access to the District's education program or activity will be provided to the Complainant.
- h. Appeal rights

See Section G of this Policy for appeal rights and procedures.

The determination of responsibility is final upon the date the parties receive the Appeals Officer's written decision or on the date on which an appeal is no longer timely.

## G. Appeals

Notice of the determination of responsibility or dismissal decision must include notice of the parties' appeal rights.

Both parties may appeal a determination of responsibility or the decision to dismiss a Formal Complaint in whole or in part for the following reasons only:

1. A procedural irregularity that affected the outcome.

2. New evidence that was not reasonably available at the time the determination of responsibility or dismissal decision was made that could affect the outcome.
3. The Title IX coordinator, Investigator, or Decision-Maker had a conflict of interest or bias for or against the Complainant or Respondent, generally or individually, that affected the outcome.

An appeal must be filed with the Decision-Maker or Title IX Coordinator within 5 days of the date of the determination of responsibility or dismissal decision.

Upon receipt of an appeal, the Appeals Officer will provide both parties written notice of the appeal and an equal opportunity to submit a written statement in support of, or challenging, the determination or dismissal decision.

The Appeals Officer must provide a written decision describing the result of the appeal and the rationale for the result to both parties simultaneously. Appeals based on procedural irregularity, conflict of interest, or bias must be decided within 10 days. Appeals based on new evidence must be decided within 30 days.

The Appeals Officer cannot be the same person who acts as the Title IX Coordinator, Investigator, or Decision-Maker on the same matter. The Appeals Officer also cannot have a conflict of interest or bias against Complainants and Respondents generally or individually.

#### H. Informal Resolution

During the Grievance Process, *after* a Formal Complaint has been filed but *before* a determination of responsibility has been made, the District may offer to facilitate an informal resolution process. A Formal Complaint must be filed to initiate the informal resolution process.

Informal resolution does not require a full investigation and may encompass a broad range of conflict resolution strategies, including, but not limited to, arbitration, mediation, or restorative justice.

Informal resolution is not available for a Formal Complaint alleging that an employee sexually harassed a student.

A party is not required to participate in an informal resolution process.

When offering informal resolution, the Title IX Coordinator or Investigator must (1) provide both parties written notice of their rights in an informal resolution and (2) obtain written, voluntary consent from both parties to enter into the informal resolution process. The written notice must contain the:

1. Allegations;
2. Informal resolution requirements, including the circumstances under which the informal resolution precludes the parties from resuming a Formal Complaint arising from the same allegations;

3. Right to withdraw from informal resolution and resume the Grievance Process at any time prior to agreeing to a resolution; and
4. Any consequences resulting from participating in the informal resolution process, including the records that will be maintained or could be shared.

#### I. Dismissal

##### 1. Mandatory Dismissals

The Title IX Coordinator *must* dismiss a Formal Complaint if:

- a. The Formal Complaint's allegations, even if proven, would not constitute sexual harassment as defined in this Policy;
- b. The Formal Complaint's allegations did not occur in the District's programs or activities; or
- c. The Formal Complaint's allegations did not occur in the United States.

##### 2. Discretionary Dismissals

The Title IX Coordinator or Investigator *may* dismiss a Formal Complaint if:

- a. The Complainant notifies the Title IX Coordinator in writing that the Complainant wishes to withdraw the Formal Complaint in whole or in part;
- b. The Respondent's enrollment or employment ends; or
- c. Specific circumstances prevent the District from gathering evidence sufficient to reach a determination (e.g., several years have passed between alleged misconduct and Formal Complaint filing, Complainant refuses or ceases to cooperate with Grievance Process).

The Title IX Coordinator or Investigator will promptly and simultaneously notify both parties when a Formal Complaint is dismissed. The notice must include the reasons for mandatory or discretionary dismissal and the right to appeal. Appeal rights are discussed above in Section G of this Policy.

Dismissal of a Formal Complaint under this Policy does not excuse or preclude the District from investigating alleged violations of other policy, rule, or law, or from issuing appropriate discipline based on the results of the investigation.

#### J. Consolidation of Complaints

The Title IX Coordinator or Investigator may consolidate Formal Complaints where the allegations arise out of the same facts or circumstances. Where a Grievance Process involves more than one Complainant or more than one Respondent, references in this Policy to the singular "party," "Complainant," or "Respondent" include the plural, as applicable.

## K. Remedies

The District will take appropriate and effective measures to promptly remedy the effects of sexual harassment. The Title IX Coordinator is responsible for the effective implementation of any remedies.

Appropriate remedies will be based on the circumstances and may include, but are not limited to:

1. Providing an escort to ensure that the Complainant and Respondent can safely attend classes and school activities;
2. Offering the parties school-based counseling services, as necessary;
3. Providing the parties with academic support services, such as tutoring, as necessary;
4. Rearranging course or work schedules, to the extent practicable, to minimize contact between the Complainant and Respondent;
5. Moving the Complainant's or the Respondent's locker or work space;
6. Issuing a "no contact" directive between the Complainant and Respondent;
7. Providing counseling memoranda with directives or recommendations;
8. Imposing discipline consistent with applicable policies, codes of conduct, handbooks, collective bargaining agreements, or individual employee contracts.

These remedies may also be available to any other student or person who is or was affected by sexual harassment.

After a determination of responsibility, the Title IX Coordinator should consider whether broader remedies are required, which may include, but are not limited to:

9. Assemblies reminding students and staff of their obligations under this Policy and applicable handbooks;
10. Additional staff training;
11. A climate survey; or
12. Letters to students, staff, and parents/guardians reminding them of their obligations under this Policy and applicable handbooks.

If the Complainant or Respondent is a student with a disability, the District will convene an IEP or Section 504 Team meeting to determine if additional or different programs, services, accommodations, or supports are required to ensure that the Complainant or Respondent continues to receive a free appropriate public education. Any disciplinary action taken against a Respondent who is a student

with a disability must be made in accordance with the Individuals with Disabilities Education Act or Section 504 of the Rehabilitation Act.

#### L. False Statements

Any person who knowingly makes a materially false statement in bad faith in a Title IX investigation will be subject to discipline, up to and including discharge or permanent expulsion. A dismissal or determination that the Respondent did not violate this Policy is not sufficient, on its own, to conclude that a person made a materially false statement in bad faith.

#### M. Confidentiality

The District will keep confidential the identity of a person who reports sexual harassment or files a Formal Complaint, including parties and witnesses, except as permitted or required by law or to carry out any provision of this Policy, applicable regulations, or laws.

#### N. Retaliation

Retaliation (e.g., intimidation, threats, coercion) for the purpose of interfering with a person's rights under Title IX is prohibited. This prohibition applies to retaliation against any person who makes a report, files a Formal Complaint, or participates in, or refuses to participate in a Title IX proceeding. Complaints alleging retaliation may be pursued in accordance with the District's anti-discrimination and anti-harassment policies.

The exercise of rights protected under the First Amendment does not constitute retaliation prohibited by this Section.

When processing a report or Formal Complaint of sexual harassment, pursuing discipline for other conduct arising out of the same facts or circumstances constitutes retaliation if done for the purpose of interfering with that person's rights under Title IX.

Any person who engages in retaliation will be disciplined in accordance with the applicable policies, codes of conduct, handbooks, collective bargaining agreements, and individual employee contracts.

#### O. Training

All District employees and Board members must be trained on how to identify and report sexual harassment.

Any person designated as a Title IX Coordinator, Investigator, Decision-Maker, Appeals Officer, or any person who facilitates an informal resolution process must be trained on the following:

1. The definition of sexual harassment;

2. The scope of the District's education programs or activities;
3. How to conduct an investigation and the District's grievance process, including, as applicable, hearings, appeals, and informal resolution processes; and
4. How to serve impartially, including avoiding prejudgment of the facts at issue, conflicts of interest, and bias.

Investigators must receive training on how to prepare an investigation report as outlined in Subsection F(4) above, including, but not limited to, issues of relevance.

Decision-Makers and Appeals Officers must receive training on issues of evidence and questioning, including when questions about a Complainant's prior sexual history or disposition are not relevant.

Any materials used to train District employees who act as Title IX Coordinators, Investigators, Decision-Makers, or who facilitate an informal resolution process must not rely on sex stereotypes and must promote impartial investigations and adjudications of Formal Complaints. These training materials will also be posted on the District's website.

#### P. Record Keeping

Records related to reports of alleged Title IX sexual harassment will be maintained by the District for a minimum of seven years. This retention requirement applies to investigation records, disciplinary sanctions, remedies, appeals, and records of any action taken, such as supportive measures.

The District will also retain any materials used to train Title IX Coordinators, Investigators, Decision-Makers, Appeals Officers, and any person designated to facilitate an informal resolution process.

#### Q. Office for Civil Rights

Any person who believes that he or she was the victim of sexual harassment may file a complaint with the Office for Civil Rights (OCR) at any time:

U.S. Department of Education Office for Civil Rights  
1350 Euclid Avenue, Suite 325  
Cleveland, Ohio 44115  
Phone: (216) 522-4970  
E-mail: [OCR.Cleveland@ed.gov](mailto:OCR.Cleveland@ed.gov)

An OCR complaint may be filed before, during, or after filing a Formal Complaint with the District. A person may forego filing a Formal Complaint with the District and instead file a complaint directly with OCR. The District recommends that a person who has been subjected to sexual harassment also file a Formal Complaint with the District to ensure that the District is able to take steps to prevent any further harassment and to discipline the alleged perpetrator, if necessary. OCR does not

serve as an appellate body for District decisions under this Policy. An investigation by OCR will occur separately from any District investigation.

Legal authority: Education Amendments Act of 1972, 20 USC §§1681 - 1688; 34 CFR Part 106

Date adopted:

Date revised:



Book	Policy Manual
Section	Vol. 35, No. 1 - August 2020
Title	Vol. 35, No. 1 - August 2020 Revised THREATENING BEHAVIOR TOWARD STAFF MEMBERS
Code	po4362.01
Status	From Neola
Adopted	March 17, 2003

#### 4362.01 - **THREATENING BEHAVIOR TOWARD STAFF MEMBERS**

The Board of Education believes that a staff member should be able to work in an environment free of threatening speech or actions.

, including electronic ones,

Threatening behavior consisting of any words or deeds that intimidate a staff member or reasonably cause ~~anxiety~~ concerning for his/her physical and/or psychological well-being is strictly forbidden. Examples of such behavior include: threats to cause bodily harm; stalking; bullying; threats to damage real or personal property at the workplace; unusual behavior that a reasonable person would consider threatening. Any student, parent, visitor, staff member, or agent of this Board who is found to have threatened a member of the staff will be subject to discipline or reported to the authorities.

The Superintendent shall implement guidelines whereby students and employees understand this policy and appropriate procedures are established for prompt and effective action on any reported incidents.

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Book	Policy Manual
Section	Special Update - Title IX Regulations - July 2020
Title	Special Update - Title IX Regulations - July 2020 Rescind/Delete SEXUAL VIOLENCE
Code	po5517.02
Status	From Neola
Adopted	January 11, 2016
Last Revised	June 18, 2019

### ~~5517.02—SEXUAL VIOLENCE~~

~~The Board of Education does not discriminate on the basis of race, color, national origin, sex (including sexual orientation or transgender identity), disability, age (except as authorized by law), religion, military status, ancestry, or genetic information (collectively, "Protected Classes") in its education programs and activities. The Board is committed to maintaining an education and work environment that is free from all forms of unlawful harassment, including sexual harassment.~~

~~Sexual harassment, including sexual violence, interferes with students' rights to receive an education free from discrimination, and, in the case of sexual violence, is a crime. Pursuant to its Title IX obligations, the Board is committed to eliminating sexual violence in all forms and will take appropriate action against any individual found responsible for violating this policy. To further its commitment against sexual violence, the Board provides reporting options, an investigative and disciplinary process, and other related services as appropriate.~~

~~This policy applies to all student complaints, whether filed by a student, his/her parent, an employee, or third party on the student's behalf. It applies to all District operations, programs, and activities, as well as to unlawful conduct occurring on school property or during a Board-sponsored activity. All students, administrators, teachers, staff, and all other school personnel share responsibility for avoiding, discouraging, and reporting any form of unlawful harassment.~~

#### ~~Definitions~~

##### ~~Sexual Harassment~~

~~As detailed further in Policy 5517, sexual harassment includes unwelcome sexual advances, requests for sexual favors, and other verbal, nonverbal or physical conduct of a sexual nature. Sexual harassment may involve the behavior of a person of either gender against a person of the same or opposite gender.~~

~~Examples include, but are not limited to:~~

- ~~A. unwelcome sexual propositions, invitations, solicitations, and flirtations;~~
- ~~B. unwanted physical and/or sexual contact;~~
- ~~C. threats or insinuations implying that a person's conditions of education may be adversely affected by not submitting to sexual advances;~~
- ~~D. unwelcome sexual verbal expressions, including graphic sexual commentaries about a person's body, dress, appearance, or sexual activities; unwelcome sexually degrading language, jokes or innuendoes; unwelcome suggestive or insulting sounds or whistles; obscene telephone calls;~~
- ~~E. sexually suggestive objects, pictures, videotapes, audio recordings or literature;~~
- ~~F. unwelcome and inappropriate touching, patting, or pinching; obscene gestures;~~
- ~~G. a pattern of conduct, which can be subtle in nature, that has sexual overtones and is intended to create or has the effect of creating discomfort and/or humiliation to another;~~
- ~~H. speculations about a person's sexual activities or sexual history, or remarks about one's own sexual activities or sexual history;~~
- ~~I. inappropriate boundary invasions into a student's personal space and personal life; and~~
- ~~J. verbal, nonverbal or physical aggression, intimidation, or hostility based on sex or sex stereotyping that does not involve conduct of a sexual nature.~~

##### ~~Sexual Violence~~

~~Sexual violence, as used in this policy, refers to physical sexual acts perpetrated against a person's will or where a person is incapable of giving consent (e.g., due to the student's age, intellectual or other disability, or use of drugs or alcohol).~~

~~Sexual violence includes rape, sexual assault, sexual battery, sexual abuse, and sexual coercion. Sexual violence can be carried out by school employees, other students, or third parties. All such acts of sexual violence are forms of sexual harassment and, in turn, sex discrimination prohibited by Title IX.~~

~~Harassing conduct creates a hostile environment when it interferes with or limits a student's ability to participate in or benefit from the school's program. A single or isolated incident of sexual harassment may create a hostile environment if the incident is~~

sufficiently severe. For example, a single instance of rape is sufficiently severe to create a hostile environment.

### **Anti-Harassment Compliance Officers**

The Board designates the following individuals to serve as "Anti-Harassment Compliance Officers" for the District. They are hereinafter referred to as the "Compliance Officers."

**[NOTE: For the complainant's comfort, districts are advised to appoint both a male and a female Compliance Officer. The Compliance Officers may also serve as the District's Section 504/ADA and Title IX Coordinators.]**

\_\_\_\_\_  
(Name)

\_\_\_\_\_  
(School District Title)

\_\_\_\_\_  
(Telephone Number)

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

\_\_\_\_\_  
(E-mail Address)

\_\_\_\_\_  
(Name)

\_\_\_\_\_  
(School District Title)

\_\_\_\_\_  
(Telephone Number)

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

\_\_\_\_\_  
(E-mail Address)

The names, titles, and contact information of these individuals will be published annually:

- A. ( ) in the student, parent, and staff handbooks.
- B. ( ) in the School District Annual Report to the public.
- C. ( ) on the School District's web site.
- D. ( ) on each individual school's web site.
- E. ( ) in the School District's calendar.
- F. ( ) \_\_\_\_\_.

The Compliance Officers are available during regular school/work hours to discuss Title IX questions, sexual violence concerns, and to assist students, other members of the School District community, and third parties. Compliance Officers shall accept sexual violence complaints directly from any members of the School District community or a visitor to the District, as well as those initially filed within a school building administrator. Upon receiving a complaint, the Compliance Officer or designee will discuss confidentiality issues with the complainant (and his/her parent, if the complainant is a minor), and open an investigation as described below.

### **Complaint Procedures**

#### **Reporting**

Students and Board employees are required, and parents, community members, and third parties are encouraged, to report sexual violence promptly to a teacher, administrator, supervisor, or other school official. Reports can be made orally or in writing, and should be as specific as possible. The person making the report shall identify the alleged victim, perpetrator(s), and witness(es), and describe in detail what occurred, including date(s), time(s), and location(s). The District, however, will investigate and address all reports to the extent possible.

A student has a right to file criminal and/or Title IX complaints simultaneously. A student does not need to wait until the Title IX investigation is completed before filing a criminal complaint. Likewise, questions or complaints relating to sexual violence or any other Title IX concerns may also be filed with the U.S. Department of Education's Office for Civil Rights.

Any teacher, administrator, supervisor, or other school employee or official who receives such a complaint shall file it with the District's Compliance Officer within two (2) school days, and shall comply with his/her mandatory reporting responsibilities. The Compliance Officer will oversee the District's investigation and response to any Title IX-related complaints, but s/he may delegate the investigative process to another individual ("Designee"). The Board reserves the right to have the formal complaint investigation conducted by an external person in accordance with this policy.

#### **Confidentiality**

The District respects students' privacy and will only disclose information regarding alleged sexual violence to individuals who are responsible for handling the school's response, the student's parents (if the student is a minor or is considered a dependent under Section 152 of the Internal Revenue Code), or as otherwise required by law. During the course of a formal investigation,

the Compliance Officer/designee will instruct all interviewees about the importance of maintaining confidentiality. Interviewees will be directed not to disclose any information that s/he learns or that s/he provides during the course of the investigation to third parties.

Students or their parents sometimes ask that the students' names not be disclosed to the alleged perpetrators or that no investigation or disciplinary action be pursued to address the alleged sexual violence. Upon such a request, the Compliance Officer/designee will inform the student and his/her parent that honoring the request may limit the District's ability to respond fully to the incident, including pursuing disciplinary action against the alleged perpetrator. The official will also explain that Title IX includes protections against retaliation, and that school officials will not only take steps to prevent retaliation but also take strong responsive action if it occurs.

Should the student or his/her parents continue to request complete confidentiality, the Compliance Officer/designee will balance the student's privacy request with the District's obligation to provide a safe and non-discriminatory environment for all students. Should the official determine that the District can honor the student's or parent's request and remain in compliance with its Federal and State obligations, the District may limit its investigation and/or formal action against the alleged perpetrator. The District will, however, take other action to address the sexual violence. This may include increasing monitoring and security, offering schedule changes, and conducting climate surveys.

If the Compliance Officer/designee determines that the District must disclose the student's identity to an alleged perpetrator, s/he will inform the student and his/her parents prior to disclosure. The District will then afford interim protection measures to the student as appropriate.

### **Investigation**

The District is committed to investigating all sexual violence complaints in an adequate, reliable, impartial, and prompt manner. The investigation will seek to determine whether the conduct occurred, and if so, what actions the school will take to end the sexual violence, eliminate the hostile environment, prevent its recurrence, and remedy its effects.

The investigation may include:

- A. interviewing the complainant, perpetrator, and any witnesses;
- B. reviewing law enforcement investigation documents;
- C. reviewing student and personnel files;
- D. gathering and examining other relevant documents or evidence; and
- E. providing a disciplinary hearing as needed.

The District affords both parties a balanced and fair process. Specifically, the complainant has the same rights throughout the proceeding as the alleged perpetrator. Both parties, for example, will have an equal opportunity to present relevant witnesses and other evidence at a disciplinary hearing. Likewise, the District's appeal process is available to both parties. The District, however, does not require complainants to be present for the hearing or appeal. Further, the District will not permit parties to personally question or cross-examine each other directly.

### **{OPTION}**

**[ ]** Additionally:

- A. **( )** The District permits both parties to have legal counsel or other advisors at any stage of the proceedings. Any restrictions on legal counsel participation apply to both parties equally.
- B. **( )** The District permits both parties to submit third-party testimony.
- C. **( )** The District permits both parties to be present for the entire hearing, but it will not require the complainant and alleged perpetrator to be present in the same room at the same time.

### **{END-OF-OPTION}**

In resolving a complaint, the District uses a preponderance of the evidence standard, determining whether it is more likely than not that sexual violence occurred.

### **Timeline**

The Compliance Officer/designee must contact the student, if age eighteen (18) or older, or the student's parents if under the age eighteen (18), within two (2) school days after receipt of a report of sexual violence to advise s/he/them of the Board's intent to investigate the alleged misconduct. The Compliance Officer/designee will also inform the alleged perpetrator of the opportunity to submit a written response to the complaint within five (5) business days. The District's investigation, including a disciplinary hearing process (but not appeal), may take up to sixty (60) calendar days to complete. This timeframe may be extended on a case-by-case basis, depending on the complexity and severity of the matter, criminal investigation requirements, and school breaks. During this period, the District will provide the complainant with periodic updates on the status of the investigation.

### **Interim Measures**

During the investigation, the District will take interim steps to facilitate the complainant's equal access to its education programs. These steps may include, but are not limited to: 1) notifying the complainant of his/her options to avoid contact with the alleged perpetrator; 2) allowing the complainant to change his/her academic, extracurricular, transportation, dining, and working situation as appropriate; and 3) informing complainant of other available resources, such as counseling, legal assistance, and victim advocacy. Specific interim measures will be considered and offered on a case-by-case basis.

### **Notice**

Upon completing its investigation, the District will notify both parties in writing about the outcome of the complaint and any appeal. Specifically, the District will notify the complainant: 1) as to whether the investigation substantiated the allegations; 2) of individual remedies offered to the complainant; 3) of sanctions imposed on the perpetrator that directly relate to the complainant; and 4) other steps the District has taken to eliminate the hostile environment and prevent recurrence. The alleged perpetrator will be notified of the investigation's result and disciplinary consequence to him/her, if any. The District will not notify the alleged perpetrator about the individual remedies afforded to the complainant. All aforementioned notifications will comply with Federal and State privacy laws, including the Family Education Rights and Privacy Act (FERPA).

#### **Remedies**

The District will provide a prompt and equitable resolution. If the investigation substantiates the complaint, the District will take steps to end the sexual violence, eliminate the hostile environment, prevent its recurrence, and remedy its effects. In addition to imposing disciplinary consequences on the perpetrator, the District will consider the following individual and global remedies, on a case-by-case basis:

- A. providing medical, counseling, and academic support services to the complainant and/or perpetrator;
- B. re-arranging schedules at the complainant's request;
- C. affording the complainant extra time to complete or retake classes without academic penalty;
- D. reviewing any disciplinary proceedings against the complainant;
- E. training or retraining employees;
- F. developing materials on sexual violence;
- G. conducting sexual violence prevention programs; and
- H. conducting climate checks.

The District will not offer mediation in cases involving sexual violence. Disciplinary consequences against offenders may include suspension, expulsion, termination, and any other sanctions the Board deems appropriate. Any discipline meted out to offenders will comply with special education and Section 504 laws and regulations.

#### **Appeals Process**

Both complainants and perpetrators may appeal the outcome of the investigation. Any appeal opportunities afforded to the alleged perpetrator are also afforded to the complainant. Any party wishing to appeal the outcome of the investigation must submit a written appeal to the Board within ten (10) school days after receipt of the written notice of the outcome of the investigation. The Board shall, within twenty (20) work days, conduct a hearing concerning the appeal. The Board shall provide a written decision to the appealing individual within ten (10) work days following completion of the hearing.

#### **Retaliation**

Federal law strictly prohibits retaliation against a complainant or witness. The District will inform complainant of this prohibition and direct him/her to report retaliation, whether by students or school officials, to the Compliance Officer. Upon learning of retaliation, school officials will take strong responsive action as appropriate.

#### **Training**

All staff will be trained so they know to report harassment to appropriate school officials. This training will include practical information about how to identify and report sexual harassment, including sexual violence. The training will be provided to any employees likely to witness or receive complaints involving sexual harassment and/or sexual violence, including teachers, school law enforcement unit employees or school resource officers, school administrators, school counselors, and health personnel. Further, school administrators responsible for investigating allegations of sexual harassment and sexual violence will be trained how to conduct such investigations and respond properly to such charges.

#### **Retention of Investigatory Records and Materials**

-  
All individuals charged with conducting investigations under this policy shall retain all documents, electronically stored information ("ESI"), and electronic media (as defined in Policy 8315) created and/or received as part of an investigation, which may include but not be limited to:

- A. all written reports/allegations/complaints/grievances/ statements/responses pertaining to an alleged violation of this policy;
- B. any narratives that memorialize oral reports/allegations/ complaints/grievances/statements/responses pertaining to an alleged violation of this policy;
- C. any documentation that memorializes the actions taken by District personnel related to the investigation and/or the District's response to the alleged violation of this policy;
- D. written witness statements;
- E. narratives, notes from, or audio, video, or digital recordings of witness interviews/statements;
- F. e-mails, texts, or social media posts that directly relate to or constitute evidence pertaining to an alleged violation of this policy (i.e., not after the fact commentary about or media coverage of the incident);

- G. ~~notes or summaries prepared contemporaneously by the investigator in whatever form made (e.g., handwritten, keyed into a computer or tablet, etc.), but not including transitory notes whose content is otherwise memorialized in other documents;~~
- H. ~~written disciplinary sanctions issued to students or employees and other documentation that memorializes oral disciplinary sanctions issued to students or employees for violations of this policy;~~
- I. ~~dated written determinations/reports (including summaries of relevant exculpatory and inculpatory evidence) and other documentation that memorializes oral notifications to the parties concerning the outcome of the investigation, including any consequences imposed as a result of a violation of this policy;~~
- J. ~~documentation of any interim measures offered and/or provided to complainants and/or the alleged perpetrators, including no contact orders issued to both parties, the dates the no contact orders were issued, and the dates the parties acknowledged receipt of the no contact orders;~~
- K. ~~documentation of all actions taken, both individual and systemic, to stop the discrimination or harassment, prevent its recurrence, eliminate any hostile environment, and remedy its discriminatory effects;~~
- L. ~~copies of the Board policy and/or procedures/guidelines used by the District to conduct the investigation, and any documents used by the District at the time of the alleged violation to communicate the Board's expectations to students and staff with respect to the subject of this policy (e.g., Student and/or Employee Handbooks or Codes of Conduct);~~
- M. ~~copies of any documentation that memorializes any formal or informal resolutions to the alleged discrimination or harassment;~~

**~~{DRAFTING NOTE: The following options should be selected if the district concludes that the following items are not adequately encompassed in the preceding paragraphs.}~~**

- N. ~~(-) documentation of any training provided to District personnel related to this policy, including but not limited to, notification of the prohibitions and expectations of staff set forth in this policy and the role and responsibility of all District personnel involved in enforcing this policy, including their duty to report alleged violations of this policy and/or conducting an investigation of an alleged violation of this policy; [REMINDER: Documentation of training should be maintained regardless of whether there is an investigation of an alleged violation of this policy. It is best practice to maintain a log of all staff members who participate in a training, along with the date, time and location of the training, and a copy of the materials reviewed and/or presented during the training.]~~
- O. ~~(-) documentation that any rights or opportunities that the District made available to one party during the investigation were made available to the other party on equal terms;~~
- P. ~~(-) copies of any notices sent to the alleged perpetrator/responding party of the allegations constituting a potential violation of this policy;~~
- Q. ~~(-) copies of any notices sent to the complainant and alleged perpetrator in advance of any interview or hearing;~~
- R. ~~(-) copies of any documentation or evidence used during informal and formal disciplinary meetings and hearings, including the investigation report, and any written responses submitted by the complainant or the alleged perpetrator.~~

~~The documents, ESI, and electronic media (as defined in Policy 8315) retained may include public records and records exempt from disclosure under Federal (e.g., FERPA, ADA) and/or State law — e.g., student records and confidential medical records.~~

~~-~~

~~The documents, ESI, and electronic media (as defined in Policy 8315) created or received as part of an investigation shall be retained in accordance with Policy 8310, Policy 8315, Policy 8320, and Policy 8330 for not less than three (3) years, but longer if required by the District's records retention schedule.~~

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## Legal

20 U.S.C. 1681 et seq., Title IX of the Education Amendments of 1972 (Title IX)

20 U.S.C. 1400 et seq., The Individuals with Disabilities Education Improvement Act of 2004 (IDEIA)

42 U.S.C. 2000c et seq., Title IV of the Civil Rights Act of 1964

42 U.S.C. 2000d et seq.

42 U.S.C. 2000e et seq.

42 U.S.C. 1983

34 C.F.R. Part 106

Dear Colleague Letter on Sexual Violence (Office for Civil Rights, 2011)

OCR's Revised Sexual Harassment Guidance (2001)

Book	Policy Manual
Section	Vol. 35, No. 1 - August 2020
Title	Vol. 35, No. 1 - August 2020 Revised EMERGENCY REMOVAL, SUSPENSION, AND EXPULSION OF STUDENTS
Code	po5610
Status	From Neola
Adopted	March 17, 2003
Last Revised	April 22, 2019

## 5610 - **EMERGENCY REMOVAL, SUSPENSION, AND EXPULSION OF STUDENTS**

The Board of Education is continually concerned about the safety and welfare of District students and staff and, therefore, will not tolerate behavior that creates an unsafe environment, a threat to safety or undue disruption of the educational environment.

### **Factors to be Considered Before Suspending or Expelling a Student**

The Board of Education also recognizes that exclusion from the educational program of the schools is a severe sanction that should only be imposed after careful and appropriate consideration. ~~Except as otherwise noted below with respect to possession of a firearm in a weapon free school zone, if suspension or expulsion of a student is considered, the ( ) Board ( ) Superintendent shall consider the following factors prior to making a determination of whether to suspend or expel:~~

Except as otherwise noted below with respect to possession of a firearm in a weapon free school zone, if suspension or expulsion of a student is considered, the Superintendent shall consider the following factors prior to making a determination of whether to suspend or expel:

- A. the student's age
- B. the student's disciplinary history
- C. whether the student has a disability
- D. the seriousness of the violation or behavior
- E. whether the violation or behavior committed by the student threatened the safety of any student or staff member
- F. whether restorative practices will be used to address the violation or behavior
- G. whether a lesser intervention would properly address the violation or behavior

The **Superintendent** will exercise discretion over whether or not to suspend or expel a student. In exercising that discretion for a suspension of more than ten (10) days or expulsion, there is a rebuttable presumption that a suspension or expulsion is not justified unless the **Superintendent** can demonstrate that it considered each of the factors listed above. For a suspension of ten (10) days or fewer, there is no rebuttable presumption, but the **Superintendent** will still consider these factors in making the determination.

### **Restorative Practices**

The **Superintendent** shall consider using restorative practices as an alternative to or in addition to suspension or expulsion. If the District determines that it will utilize restorative practices in addition to or as an alternative to suspension or expulsion of a student, it will engage in restorative practices which emphasize repairing the harm to the victim and school community caused by the student's misconduct.



Restorative practices should be the first consideration to remediate offenses such as interpersonal conflicts, bullying, verbal and physical conflicts, theft, damage to property, class disruption and harassment and cyberbullying.

If the **Superintendent** decides to utilize restorative practices as an alternative to or in addition to suspension or expulsion, the restorative practices may include victim-offender conferences that:

- A. are initiated by the victim;
- B. are approved by the victim's parent or legal guardian or, if the victim is at least fifteen (15), by the victim;
- C. are attended voluntarily by the victim, a victim advocate, the offender, members of the school community, and supporters of the victim and the offender (the "restorative practices team");
- D. would provide an opportunity for the offender to accept responsibility for the harm caused to those affected, and to participate in setting consequences to repair the harm, such as requiring the student to apologize; participate in community service, restoration of emotional or material losses, or counseling; pay restitution; or any combination of these.

The selected consequences and time limits for their completion will be incorporated into an agreement to be signed by all participants.

### **Due Process**

The Board recognizes exclusion from the educational programs of the District, whether by suspension or expulsion, is the most severe sanction that can be imposed on a student and is one that cannot be imposed without appropriate due process, since exclusion deprives a child of the right to an education. The Board also recognizes that it may be necessary for a teacher to remove a student from class for conduct disruptive to the learning environment, and that such removals are not subject to a prior hearing, provided the removal is for a period of less than twenty-four (24) hours. However, if an emergency removal may result in a suspension, then due process must be ensured.

In all cases resulting in short-term suspension, long-term suspension or expulsion, appropriate due process rights described in Policy 5611 and AG 5610 must be observed. The Principal shall check to make sure the student is not classified as disabled under Section 504. Students with disabilities under IDEA or Section 504 shall be expelled only in accordance with their rights under Federal law.

For purposes of this policy, suspension shall be either short-term (not more than ten (10) days) or long-term (for more than ten (10) days but less than permanent expulsion) removal of a student from a regular District program. The Superintendent may suspend a student for a period not to exceed 10 school days.

For purposes of this policy, unless otherwise defined in Federal and/or State law, expulsion is defined as the permanent exclusion of a student from the District. Students who are expelled may petition for reinstatement as provided below.

### **Emergency Removal or Short-Term Suspension**

A student may be removed from a class, subject, or activity for one (1) day by his/her teacher for certain conduct as specified in the Code of Conduct, or he/she may be given a short-term suspension by the Superintendent. A student so removed

may be allowed to attend other classes taught by other teachers during the term of the one (1) day removal. A student removed from the same class for ten (10) days will be entitled to the process for short-term suspensions outlined in AG 5610. A student removed from the same class for more than ten (10) days will be entitled to the process for long-term suspensions outlined in AG 5610. The Board designates the Superintendent as its representative at any hearings regarding the appeal of a suspension.

## **Long-Term Suspension or Expulsion**

The Superintendent may suspend a student for a period longer than ten (10) days or expel a student. The Board shall act on any appeal to the decision.

In all cases resulting in short-term suspension, long-term suspension, or expulsion, appropriate due process rights must be observed. In determining whether a student is to be suspended or expelled, District Administrators shall use a preponderance of evidence standard.

The Superintendent shall develop procedures to implement this policy that shall include the following:

- A. strategies for providing special assistance to students in danger of being expelled and not achieving the academic outcomes of the District's core curriculum;
- B. standards of behavior for all students in accordance with District Board policy on student discipline;
- C. procedures that ensure due process; and
- D. provision for make-up work at home, when appropriate.

When making a determination whether or not a student will be expelled or permanently excluded under this policy, the Superintendent shall retain all documents, electronically stored information ("ESI"), and electronic media (as defined in Policy 8315 - Information Management (i.e. "Litigation Hold")) created and/or received as part of an investigation.

The documents, ESI, and electronic media (as defined in Policy 8315) retained may include public records and records exempt from disclosure under Federal (e.g., FERPA, ADA) and/or State law – e.g., student records and confidential medical records.

The documents, ESI, and electronic media (as defined in Policy 8315) shall be retained in accordance with Policy 8310, Policy 8315, Policy 8320, and Policy 8330 for not less than three (3) years, but longer if required by the District's records retention schedule.

## **Persistent Disobedience or Gross Misconduct/CSC Against Another District Student**

Any student may be removed from the classroom, and/or, after consideration of the factors identified above, suspended or expelled for persistent disobedience or gross misconduct or if the student commits criminal sexual conduct against another student enrolled in the District regardless of the location of the conduct. A student may not be expelled or excluded from the regular school program based on pregnancy status.

## **Physical and Verbal Assault**

Unless a different determination is made after consideration of the factors identified above, the District shall permanently expel a student in grade six or above if that student commits physical assault at school against a staff member, a volunteer, or a

contractor.

Unless a different determination is made after consideration of the factors identified above, the District shall suspend or expel a student in grade six or above for up to one hundred eighty (180) school days if the student commits physical assault at school against another student.

Physical assault is defined as "intentionally causing or attempting to cause physical harm to another through force or violence."

Unless a different determination is made after consideration of the factors identified above, the District shall suspend or expel a student in grade six or above and may discipline, suspend or expel a student in grade five (5) and below for a period of time as determined at the Board's discretion if the student commits verbal assault at school against a District employee, volunteer, or contractor or makes a bomb threat or similar threat directed at school building, property, or at a school-related activity.

Verbal assault is a communicated intent to inflict physical or other harm on another person, with a present intent and ability to act on the threat.

"At school" means in a classroom, elsewhere on school premises, on a school bus or other school-related vehicle, or at a school-sponsored activity or event whether or not it is held on school premises.

### **Weapons, Arson, Criminal Sexual Conduct**

In compliance with State and Federal law, and unless a different determination is made after consideration of the factors identified above, the District shall expel any student who possesses a dangerous weapon, other than a firearm, in the District's weapon-free school zone (except as noted below), commits either arson or criminal sexual conduct in a school building or on school property, including school buses and other District transportation, or pleads to, is convicted of or is adjudicated of criminal sexual conduct against another student enrolled in the District.

In compliance with State and Federal law, the District shall expel any student who possesses a firearm in the District's weapon-free school zone in violation of State law, unless the student can establish the mitigating factors relating to possession of a dangerous weapon set out below, by clear and convincing evidence.

For purposes of this policy, a "dangerous weapon" is defined by law as a firearm, dagger, dirk, stiletto, knife with a blade over three (3) inches in length, pocket knife opened by a mechanical device, iron bar, or brass knuckles. This definition also includes other devices designed to (or likely to) inflict bodily harm, including, but not limited to, air guns and explosive devices. The term "firearm" is defined as any weapon (including a starter gun) that will, is designed to, or may readily be converted to expel a projectile by the action of the explosive, the frame, or the bearer of any such weapon, as well as a firearm muffler, firearm silencer, or any such destructive device.

The District need not expel a student for possession of a dangerous weapon, including a firearm, if the student can establish in a clear and convincing manner the following mitigating factor(s) to the satisfaction of the Board the:

- A. object or instrument was not possessed for use as a weapon, or for direct (or indirect) delivery to another person for use as a weapon; or
- B. weapon was not knowingly possessed; or
- C. student did not know (or have reason to know) that the object or instrument in his/her possession constituted a dangerous weapon; or
- D. weapon was possessed at the suggestion, request, direction of, or with the express permission of the Superintendent or the police.

There is a rebuttable presumption that expulsion for possessing the weapon is not justified if the **Superintendent** determines in writing that the student has established that he or she fits under one of the exceptions above by clear and convincing evidence, and that the student has no previous history of suspension or expulsion.

For expulsions for dangerous weapons, arson, criminal sexual conduct or assault upon an employee, volunteer or contractor, the Superintendent shall provide that the expulsion is duly noted in the student's record, the student is referred to the Department of Human Services or Department of Community Health within three (3) school days after the expulsion, and the parents are

informed of the referral. Furthermore, if a student who is expelled is below the age of sixteen (16), the Superintendent shall ensure notification of the expulsion is given to the Juvenile Division of the Probate Court. In compliance with Federal law, the Superintendent shall also refer any student (regardless of age) expelled for possession of a dangerous weapon to the criminal justice or juvenile delinquency system serving the District. In addition, the Superintendent shall send a copy of this policy to the State Department of Education and shall include a description of the circumstances surrounding the expulsion of the student for possessing a firearm or weapon in the District's weapon-free school zone, together with the name of the District, the number of students so expelled, and the types of firearms or weapons brought into the weapon-free school zone.

A student expelled under this policy for dangerous weapons, arson, criminal sexual conduct or assault upon an employee, volunteer or contractor may apply for reinstatement in accordance with the following guidelines:

- A. If the student is in grade five (5) or below at the time of the expulsion and was expelled for possessing a firearm or threatening another person with a dangerous weapon, the parents, legal guardian, adult student, or emancipated minor may submit a request for reinstatement after sixty (60) school days from the date of expulsion, but the student may not be reinstated before ninety (90) school days from the expulsion date.
- B. If the student is in grade five (5) or below at the time of the expulsion and was expelled for a reason other than possessing a firearm or threatening another person with a dangerous weapon, the parents, legal guardian, or emancipated minor may submit a request for reinstatement at any time, but the student may not be reinstated before ten (10) school days from the expulsion date.
- C. If the student is in grade six (6) or above at the time of the expulsion, the parents, legal guardian, adult student, or emancipated minor may submit a request for reinstatement after 150 school days from the date of the expulsion, but the student may not be reinstated before 180 school days from the expulsion date.
- D. The parent, adult student, or emancipated minor shall submit the request for reinstatement to the Superintendent.
- E. Within ten (10) school days after receiving the petition, the Board shall appoint a committee consisting of two (2) Board members, a school administrator, a teacher, and a school-parent representative. During this time period, the Superintendent shall prepare and submit for consideration by the committee information concerning the circumstances of the expulsion and any factors mitigating for or against reinstatement.
- F. Within ten (10) school days after being appointed, the committee shall review all pertinent information and submit its recommendation to the Board. The recommendation may be for unconditional reinstatement, conditional reinstatement, or non-reinstatement, based on the committee's consideration of the following the:
  1. extent to which reinstatement would create a risk of harm to students or school staff;
  2. extent to which reinstatement would create a risk of school or individual liability for the Board or school staff;
  3. age and maturity of the student;
  4. student's school record before the expulsion incident;
  5. student's attitude concerning the expulsion incident;
  6. student's behavior since the expulsion and the prospects for remediation;
- G. The degree of cooperation and support the parent has provided and will provide if the student is reinstated (if the request was filed by a parent), including, but not limited to the parent's receptiveness toward any conditions placed on the reinstatement. Such conditions, for example, might include a written agreement by the student and/or a parent who filed the reinstatement request to accomplish the following:
  1. abide by a behavior contract involving the student, his/her parents, and an outside agency;
  2. participate in an anger management program or other counseling activities;
  3. cooperate in processing and discussing periodic progress reviews;
  4. meet other conditions deemed appropriate by the committee;
  5. accept the consequences for not fulfilling the agreed upon conditions.

The Board shall make its decision no later than the next regular Board meeting following the committee's submission of its recommendations. The Board's decision shall be final and is not subject to appeal.

In the event a student who has been permanently expelled from another school requests admission to this District, in making its decision, the Board shall follow the same procedure it has established in paragraphs A-F, above, for the reinstatement of a student.

Students expelled for reasons other than dangerous weapons, arson, criminal sexual conduct or assault upon an employee, volunteer or contractor may also petition the Board for reinstatement. The Board may, at its discretion, consider the petition in accordance with the procedures set forth above.

The Superintendent shall ensure Board policies and procedures regarding a student's rights to due process are followed when dealing with a possible suspension or expulsion under this policy.

### **In-School Discipline**

The purpose of this policy is to provide an alternative to out of school suspension. The availability of in-school discipline options is dependent upon the financial ability of the Board to support such a program.

In-school discipline will only be offered at the discretion of the Superintendent for offenses found in the Student Code of Conduct.

The Superintendent is to establish procedures for the proper operation of such a program and to ensure appropriate due-process procedures are followed as applicable. (See Policy 5630.01)

### **Due Process Rights**

The Board recognizes the importance of safeguarding a student's constitutional rights, particularly when subject to the District's disciplinary procedures. (See Policy 5611)

### **Corporal Punishment**

While recognizing that students may require disciplinary action in various forms, the Board does not condone the use of unreasonable force and fear as an appropriate procedure in student discipline.

Staff shall not use physical force or violence to compel obedience. If all other means fail, staff members may always resort to the removal of the student from the classroom or District through suspension or expulsion procedures.

Within the scope of their employment, all staff may use reasonable force and apply restraint to accomplish the following:

- A. restrain or remove a student who refuses to comply with a request to behave or report to the office;
- B. quell a disturbance threatening physical injury to self or others;
- C. obtain possession of weapons or other dangerous objects within the control of the student, for either self-defense; or
- D. the protection of persons or property.

In accordance with State law, corporal punishment shall not be permitted. If any staff member (full-time, part-time, or substitute) deliberately inflicts, or causes to be inflicted, physical pain upon the student (by hitting, paddling, spanking, slapping or any other kind of physical force) as a means of discipline, the staff member may be subject to discipline and possibly criminal assault charges. This prohibition also applies to volunteers and those with whom the District contracts for services.

The Superintendent shall provide guidelines, including a list of alternatives to corporal punishment.

### **Removal, Suspension, and Expulsion of Students with Disabilities**

The District shall abide by Federal and State laws in matters relating to discipline, suspension, and expulsion of disabled students.

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Legal

M.C.L. 380.1301, 380.1309, 380.1310d, 380.1311

20 U.S.C. 3351

State Board of Education, Resolution to Address School Discipline Issues

Impacting Student Outcomes, Adopted June 12, 2012

Book	Policy Manual
Section	Vol. 35, No. 1 - August 2020
Title	Vol. 35, No. 1 - August 2020 Revised DUE PROCESS RIGHTS
Code	po5611
Status	From Neola
Adopted	March 19, 2007
Last Revised	April 22, 2019

## 5611 - DUE PROCESS RIGHTS

The Board of Education recognizes the importance of safeguarding a student's constitutional rights, particularly when subject to the District's disciplinary procedures.

To better ensure appropriate due-process is provided a student, the Board establishes the following guidelines which District Administrators shall use when dealing with students:

### A. Students subject to short-term suspension:

Except when emergency removal is warranted, a student must be given oral or written notice of the charges against him/her and the opportunity to respond prior to the implementation of a suspension. When emergency removal has been implemented, notice and opportunity to respond shall occur as soon as reasonably possible. The principal or other designated administrator shall provide the opportunity to be heard and shall be responsible for making the suspension decision. An appeal may be addressed to the Superintendent whose decision will be final.

### B. Students subject to long-term suspension and expulsion:

A student and his/her parent or guardian must be given written notice of the intention to suspend or expel and the reasons therefor, and an opportunity to appear with a representative before the **Superintendent** to answer the charges. The student and/or his/her guardian must also be provided a brief description of the student's rights and of the hearing procedure, a list of the witnesses who will provide testimony to the **Superintendent**, and a summary of the facts to which the witnesses will testify. The Board shall act on any appeal, which must be submitted in writing, to an expulsion, to a request for reinstatement, or to a request for admission after being permanently expelled from another district (Policy 5610). At the student's request, the hearing may be private, but the Board Superintendent must act publicly.

In determining whether disciplinary action set forth in this policy is to be implemented, District Administrators shall use a preponderance of evidence standard. Further, any individual charged with making a disciplinary determination under this policy shall retain all documents, electronically stored information ("ESI"), and electronic media (as defined in Policy 8315 - Information Management (i.e. "Litigation Hold")) created and/or received as part of an investigation.

The documents, ESI, and electronic media (as defined in Policy 8315) retained may include public records and records exempt from disclosure under Federal (e.g., FERPA, ADA) and/or State law (e.g., R.C. 3319.321) – e.g., student records and confidential medical records.

The documents, ESI, and electronic media (as defined in Policy 8315) shall be retained in accordance with Policy 8310, Policy 8315, Policy 8320, and Policy 8330 for not less than three (3) years, but longer if required by the District's records retention schedule.

~~The Superintendent shall establish procedures so that all members of the staff use the above guidelines when dealing with students. In addition, this statement of due process rights is to be placed in all student handbooks in a manner that will facilitate understanding by students and their parents.~~

Book	Policy Manual
Section	Vol. 35, No. 1 - August 2020
Title	Vol. 35, No. 1 - August 2020 Revised FACILITY SECURITY
Code	po7440
Status	From Neola
Adopted	March 17, 2003
Last Revised	May 10, 2010

#### 7440 - **FACILITY SECURITY**

Buildings constitute the greatest financial investment of the District. It is in the best interest of the Board of Education to protect the District's investment adequately. The buildings and equipment owned by the Board shall be protected from theft and vandalism in order to maintain the optimum conditions for carrying out the educational programs.

The Superintendent shall develop and supervise a program for the security of the District's students, staff, visitors, school buildings, school grounds, and school equipment in compliance with State and Federal law. Such a program may include the use of video surveillance and electronic monitoring equipment in appropriate public areas in and around the schools and other District facilities, and on school buses.

Every effort shall be made to apprehend those who knowingly cause serious physical harm to students, staff, visitors and Board property and may require the prosecution of those who bring harm to persons and/or property. The Board will seek repair to rectify the damage or payment of a fee to cover the cost of repair or replacement from the person(s) responsible. A reward may be offered for apprehending such persons.

Appropriate authorities may be contacted in the case of serious offenses.

The Superintendent is authorized to install metal detectors and video surveillance/electronic monitoring equipment on school property in order to protect the health, welfare, and safety of students, staff, visitors and Board property, and other security devices that would assist in the detection of guns and dangerous weapons:

- A. in school buildings;
- B. on District property;
- C. at Board-sponsored/controlled events.

The Superintendent is authorized to install temporary door locking devices as permitted by law in order to protect the health, welfare, and safety of students, staff, visitors and Board property. Notification of the local fire department and law enforcement agency and required inspection in accordance with M.C.L. 388.851d shall be provided before use of the device or system. Training of staff working in the building on the use of the device or system shall be provided and documented.

The Superintendent shall report to the Board, no later than the next Board meeting, any significant incident involving vandalism, theft, personal safety or other security risk and the measures being taken to address the situation.

M.C.L. 388.851d

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Legal M.C.L. 388.851d



# EVENT REGISTRATION FORM

Please complete this form appropriately and accurately. Retain a copy for your records prior to submitting to MASB.



class list at: <https://www.masb.org/cbas>

Name of school district \_\_\_\_\_

Registrant Name \_\_\_\_\_

Registrant Email \_\_\_\_\_

☐ Check here to receive text message updates from MASB about upcoming events and CBA opportunities. Standard text messaging rates may apply.

Registrant Cell Phone (day-of contact) \_\_\_\_\_

District Contact Name \_\_\_\_\_

District Contact Email \_\_\_\_\_ District Contact Phone \_\_\_\_\_

Special Assistance Needs/Dietary Restrictions \_\_\_\_\_

## PAYMENT INFORMATION

Payment is appreciated at time of registration.  
(A \$25 service fee will be added to any balance due after day of class.)

### CREDIT CARD

☐ VISA ☐ MASTERCARD Exp. Date \_\_\_\_\_ CVV/CVC \_\_\_\_\_

Account Number \_\_\_\_\_

Name As It Appears On Card \_\_\_\_\_

Signature \_\_\_\_\_

### INVOICE

☐ Invoice school district (a \$25 billing fee will be applied)

Attn: \_\_\_\_\_

### CHECK

☐ Check enclosed made payable to MASB Check # \_\_\_\_\_

☐ Check to follow registration faxed in advance

### MAIL TO:

MASB Business Office  
1001 Centennial Way, Ste. 400 Lansing, MI  
48917-8249

### FAX TO:

517.327.0776

COURSE	LOCATION	TIME	DATE	AMOUNT
TOTAL AMOUNT ENCLOSED				

## CONFIRMATIONS/QUESTIONS

Confirmations will be generated on a rolling basis for all registrations received. If you have any questions, please contact Cindy Holmes at [registrar@masb.org](mailto:registrar@masb.org).

## CANCELLATIONS

No refunds are given for cancellations within seven days of the event; walk-ins accepted on a per-space availability; substitutions may be made in lieu of cancellations. All cancellations must be submitted in writing and will be charged a \$25 cancellation fee. Registration questions? Call Cindy Holmes at 517.327.5918 or email [registrar@masb.org](mailto:registrar@masb.org).

## SPECIAL ACCOMMODATIONS

Registrants requiring special assistance should contact Whitney Haughey at 517.327.5926 or [events@masb.org](mailto:events@masb.org).

## POLICIES

Guests are required to be preregistered by a conference registrant in order to participate in conference programming and meal events. A guest is defined as a spouse, significant other, family member or friend of a conference registrant. School board members and school district staff are not eligible to register as "guests." Guests are not eligible for education credit or SCECHs. MASB reserves the right to CANCEL any classes. Registration and attendance at or participation in MASB events constitutes an agreement by the registrant to MASB's use and distribution of the attendee's image or voice in photographs, videotapes, electronic reproductions and audiotapes of such events.



# **Dexter Community Schools**

## **Nice Job Notes**

### **OCTOBER 2020**

Mandi Albers  
Evie Erickson  
Leslie Hite  
Karen Johnson  
Annette Jones  
Beth Kovarik  
Tammy Laventis  
Dave Leblanc  
Gunner McGibbon  
Kit Moran  
Rick Munir  
Theresa Nelligan  
Meredith Nickerson  
Renee Petik  
Betsy Schmidt  
Vicki Sipple  
Ryan Spencer  
Custodians, maintenance & grounds staff  
Savannah Stiddom  
Judy Stoll  
Wilbur Tong  
Lesley Tracy  
Elizabeth Treppa  
Dawn Trobaugh  
Stacey Wing

**OCT TOTAL = 25**  
**RUNNING TOTAL = 38361**

**Dexter Community Schools**  
**Draft Policy Committee Meeting Minutes 11-4-2020**  
**Bates Boardroom**

**In attendance:** Mara Greateorex (chair), Elise Bruderly, Julie Schumaker (remotely from Frankfort, MI via Zoom)

**Staff:** Chris Timmis (Superintendent), Barb Santo (Executive Director of Human Resources), Hope Vestergaard

**Additional Board Member Present:** Barbara Read

**Meeting called to order by Mara Greateorex at 1:06pm**

1. Approve Agenda - motion by Julie Schumaker, seconded by Mara Greateorex. Roll Call Vote. Motion Carried (unanimous).
2. Approve Meeting Minutes from 6/19/2020 - motion by Julie Schumaker to approve as presented, seconded by Elise Bruderly. Roll Call Vote. Motion Carried (unanimous).
3. Public Participation - none
4. Discussion: The Board discussed updates and made minor edits to the following drafts from NEOLA:
  - a. NEOLA-recommended Resolution to Grant Emergency Powers to the Superintendent During the 2020-2021 School Year. Change any references re: Executive Orders to MDHHS and WCHD orders.
  - b. Policy 2266 - Title IX Sexual Harassment Policy. Barb Santo and Dr. Timmis recommended using the Thrun policy on this subject instead of the NEOLA one because the policy is clearer and outlines exact steps to take to comply with the law.
  - c. Policy 4362.01 - Threatening Behavior Toward Staff Members. This policy, last touched in 2009, has been updated to include examples of threatening behavior. Committee members want to edit the definition of threatening behavior to include electronic actions. Hope will check with NEOLA.
  - d. Policy 5517.02 - Sexual Violence. This policy is to be rescinded because it doesn't meet new Title IX requirements and new policy 2266 (above) encompasses this topic.
  - e. Policy 5611 Due Process Rights. This policy has been updated to include language included in the new Title IX requirements (preponderance of evidence, public records, retention requirements).
  - f. Policy 5610 - Emergency Removal, Suspension, and Expulsion of Students. Minor updates.
  - g. Policy 5611 - Due Process Rights. Revised to use the "preponderance of evidence" standard and record retention in the new Title IX requirements.
  - h. Policy 7440 - Facility Security. Updates in response to Public Act 2020-45 (effective June 2020).

## **Dexter Community Schools**

### **Draft Policy Committee Meeting Minutes 11-4-2020**

Julie Schumaker made a motion that the Policy Committee bring the [emergency powers] resolution to the next Board meeting for approval and bring the policies discussed today for first reading. Elise Bruderly seconded. Roll Call Vote. Motion Carried (unanimous).

5. Public Participation - none
6. Info Item - NEOLA Legal Alert - Title IX Regulations July 2020
7. Future Business
  - a. Anti-Bias Policies - make language consistent across policies and in line with recent Supreme Court decisions about protected classes.
  - b. Social Media packet - on hold until administrators have time to work on the packet.
  - c. Policies that were approved for first reading in June have been reviewed and will be brought to a future Board meeting for second reading.
8. Set Next Meeting - December 2, 1pm at Bates.

**Meeting adjourned at 2:13pm**